



To Executive Councillor for Planning, Policy & Transport
Report by Chief Executive, Strategic Directors and Head of Finance
Relevant Scrutiny Environment 27 June 2017
Committee

2016/17 Revenue and Capital Outturn, Carry Forwards and Significant Variances – Planning, Policy & Transport Portfolio

Key Decision

1. Executive summary

1.1 This report presents, for the Planning, Policy & Transport Portfolio :

- a) A summary of actual income and expenditure compared to the final budget for 2016/17 (outturn position)
- b) Revenue and capital budget variances with explanations
- c) Specific requests to carry forward funding available from budget underspends into 2017/18.

2. Recommendations

The Executive Councillor is recommended to request that the Executive Councillor for Finance and Resources, at the Strategy and Resources Scrutiny Committee on 3 July 2017, approves the following:

- a) Carry forward request for £11,230 revenue funding from 2016/17 to 2017/18, as detailed in **Appendix C**.
- b) Carry forward requests of £3,096k capital resources from 2016/17 to 2017/18 to fund rephased net capital spending, as detailed in **Appendix D**.

3. Background

Revenue Outturn

- 3.1 The overall revenue budget outturn position for the Planning Policy & Transport Portfolio is given in the table below. Detail, by service grouping, is presented in **Appendix A**.

2015/16 £'000	Planning Policy & Transport Portfolio Revenue Summary	2016/17 £'000	% Final Budget *
(118)	Original Budget	(562)	-
82	Adjustment – Prior Year Carry Forwards	45	-
(7)	Adjustment – Service Restructure Costs	(104)	-
0	Adjustment – Earmarked Reserves	0	-
0	Adjustment – Capital Charges	0	-
14	Adjustment – Central & Support reallocations	0	-
0	Other Adjustments	0	-
(29)	Final Budget	(621)	-
(974)	Outturn	(934)	-
(945)	(Under) / Overspend for the year	(313)	-
45	Carry Forward Requests	11	-
(900)	Resulting Variance	(301)	-

*As the net budget is small due to spend and income budgets being netted off, percentages are not a useful indicator.

- 3.2 **Appendix A** shows original and final budgets for the year (with the movements summarised in the above table) and compares the final budget with the outturn position for this Portfolio for 2016/17. The original revenue budget for 2016/17 was approved by the Executive Councillor for Planning Policy & Transport on 12 January 2016.
- 3.3 **Appendix B** provides explanations of the main variances.
- 3.4 **Appendix C** lists revenue carry forward requests.

Capital Outturn

- 3.5 The overall capital budget outturn position for the Planning Policy & Transport Portfolio is given in the table below. **Appendix D** shows the outturn position by scheme and programme with explanations of variances.

2015/16 £'000	Planning Policy & Transport Portfolio Capital Summary	2016/17 £'000	% Final Budget
7,393	Final Budget	6,388	100.0
979	Outturn	3,151	49.3
(6,414)	Variation - (Under)/Overspend for the year	(3,237)	(50.7)
6,305	Rephasing Requests	3,096	48.5
(109)	Variance	(141)	(2.2)

4. Implications

- 4.1 The net variance from the final budget (see above), would result in a decreased use of General Fund reserves of £301k.
- 4.2 A decision not to approve a carry forward request may impact on officers' ability to deliver the service or scheme in question and this could have staffing, equality and poverty, environmental, procurement, consultation and communication and/or community safety implications.

5. Background papers

- Closedown Working Files 2016/17
- Directors' Variance Explanations – March 2017
- Capital Monitoring Reports – March 2017
- Budgetary Control Reports to 31 March 2017

6. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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Revenue Budget 2016/17 - Outturn

Service Grouping	Original Budget £	Final Budget £	Outturn	Variation Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £
Environment - Parking Services						
Car Parks	(3,354,850)	(3,354,520)	(3,718,692)	(364,172)	0	(364,172)
Shopmobility	158,280	158,280	144,127	(14,153)	0	(14,153)
	(3,196,570)	(3,196,240)	(3,574,565)	(378,325)	0	(378,325)
Environment - Planning						
Concessionary Fares	0	0	259	259	0	259
Building Control Fee Earning	0	0	0	0	0	0
Building Control Other	197,750	197,750	258,134	60,384	0	60,384
City Development	620,410	586,660	757,025	170,365	0	170,365
Considerate Contractors Scheme	0	0	96	96	0	96
3C Building Control	(1,610)	(1,610)	0	1,610	0	1,610
Cambridge University Contract	0	0	36,942	36,942	0	36,942
New Neighbourhoods	0	0	0	0	0	0
Planning Policy	563,540	566,340	561,052	(5,288)	0	(5,288)
Urban Design & Conservation	529,170	549,170	486,886	(62,284)	11,230	(51,054)
Public Transport Subsidy	134,620	134,620	139,051	4,431	0	4,431
Taxicard Service	118,260	118,260	71,149	(47,111)	0	(47,111)
Transport Initiatives for the Disabled	43,790	43,790	41,882	(1,908)	0	(1,908)
	2,205,930	2,194,980	2,352,476	157,496	11,230	168,726
Environment - Streets and Open Spaces						
Bus Shelters	13,750	0	0	0	0	0
Street Name Plates	22,170	0	0	0	0	0
Highways Schemes General	93,860	93,860	90,958	(2,902)	0	(2,902)
Walking & Cycling Strategy	13,710	0	0	0	0	0
Flood Risk Management	141,100	161,000	146,310	(14,690)	0	(14,690)
	284,590	254,860	237,268	(17,592)	0	(17,592)
Environment - Director & Business & Information Service (BIS)						
Urban Growth Project Management	143,760	125,190	51,093	(74,097)	0	(74,097)
	143,760	125,190	51,093	(74,097)	0	(74,097)
Total Net Budget	(562,290)	(621,210)	(933,728)	(312,518)	11,230	(301,288)

Changes between original and final budgets may be made to reflect: and are detailed and approved:

- portfolio and departmental restructuring
- approved budget carry forwards from the previous financial year
- technical adjustments, including changes to the capital accounting
- virements approved under the Council's constitution
- additional external revenue funding not originally budgeted
- in the January committee cycle (as part of the Budget-Setting Report)
- in the June/July committee cycle (outturn reporting and carry forward request)
- in September (as part of the Medium-Term Financial Strategy, MTFS)
- via technical adjustments/virements throughout the year

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Revenue Budget 2016/17 - Major Variances from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount £	Contact
	Environment - Parking Services		
Car Parks	Overachievement of income against budget & underspend on expenditure.	(364,172)	Sean Cleary
	Environment - Planning		
Building Control Other	Overall costs of Building Control service have increased due to temporary staff being recruited to cover for vacancies together with the increased cost of an interim Head of Service	60,384	Stephen Kelly
City Development	Underachievement on fee income for Major Planning applications across both New Neighbourhoods (£188k) and City Development Management (£92k) teams. Costs of temporary staff to cover vacancies (£137k) offset by savings on staff costs arising from challenging recruitment environment (£273k).	170,365	Sarah Dyer
Cambridge University Contract	Due to income received in 2015/16 incorrectly allocated to that financial year. Contract commenced 26 February 2016 so only one month's income should have been incorporated.	36,942	Sharon Brown
Urban Design & Conservation	The most significant underspend is related to pay and associated costs due to the Urban Design & Conservation Manager post being vacant.	(62,284)	Jonathan Brookes
Taxicard Service	Underuse of current Taxicard vouchers by eligible customers	(47,111)	Sara Saunders
	Environment - Director & Business & Information Service (BIS)		
Urban Growth Project Management	Underspend relates primarily to (a) the vacant Corporate Growth Programme Manager post, and (b) the additional income from a successful claim of £54k Horizons grant for CGPM costs in 2014-15 and the draw-down of £19,000 of S106 monitoring.	(74,097)	Tim Wetherfield
Other		(32,545)	-
Total		(312,518)	

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Revenue Budget 2016/17 - Carry Forward Requests

Request to Carry Forward Budgets from 2016/17 into 2017/18

Item	Reason for Carry Forward Request	Amount £	Contact
Planning	To help resource the ongoing proactive conservation projects (Conservation Area Appraisal reviews / Management Plan), and to respond to a historic signage restoration request should one arise.	11,230	Christian Brady
	Total Carry Forward Requests for Planning, Policy & Transport / Environment Scrutiny Committee	11,230	

Capital Budget 2016/17 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2016/17 £000	Final Budget 2016/17 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC570	Essential Structural/Holding Repairs - Park Street Multi-Storey car park	Sean Cleary	17	17	5	(12)	12	0	3 year repair programme to maintain full operations up until redevelopment. As redevelopment has been delayed continuation of essential repairs are required, we are therefore requesting a roll over of capital funds into 17/18 in the event that further repairs are required prior to redevelopment in approx Feb 18.
SC571	Procurement of IT System to Manage Community Infrastructure Levy	Sara Saunders	20	20	0	(20)	20	0	Implementation contingent on adoption of Local Plan and subsequent adoption of Community Infrastructure Levy which process is separate from the Local Plan
SC590	Structural Holding Repairs & Lift Refurbishment - Queen Anne Terrace Car Park	Sean Cleary	299	299	51	(248)	248	0	5 year holding repair project, year 3 works ongoing. Currently planning year 4 works for summer 17. The underspend in 2017/18 will need to be rephased into the next financial year.
SC612	Car Parking Control Equipment at multi storey car parks	Sean Cleary	570	570	0	(570)	570	0	Car park equipment installation was programmed in for summer 16. Now delayed until summer 2017 due to on going negotiations with contractor. Spend on project to start in 17/18 with final retention payment due in 18/19. Rephase of the budget into 2017-18 is required.
SC622	Grafton East car park LED Lights	Sean Cleary	137	137	135	(2)	0	(2)	Project complete
SC631	Grand Arcade car Park LED Lights	Sean Cleary	194	194	192	(2)	0	(2)	Project complete
SC634	Grand Arcade and Queen Anne Terrace car parks sprinkler systems	Sean Cleary	0	0	1	1	(1)	0	Project not yet commenced. Work to take place summer 17.
SC623	Environment and cycling improvements in Water Street and Fen Road	A Wilson	50	50	0	(50)	50	0	Project substantially completed. Tree planting to complete Spring 2017. Final account to be agreed with lead authority County Council, and funds transferred.
Total Projects			1,287	1,287	384	(903)	899	(4)	
PV007	Cycleways	J Richards	324	324	12	(312)	312	0	Underspend in rolling programme of works due to saving made on reduced scope of improvements to Green Dragon footbridge arising from public consultation, and delay in bringing alternative schemes forward.

Capital Budget 2016/17 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2016/17 £000	Final Budget 2016/17 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
PV018	Bus Shelters	J Richards	110	110	105	(5)	5	0	Final committed phase of city-wide bus shelter improvements nearing completion. Considering development of business case, for consideration by Executive Councillor, of a further phase of improvements to pick up some of the omissions and difficult locations thus far.
PV033B	Street Lighting	J Richards	81	81	76	(5)	5	0	City centre historic core and Kite area improvements' are substantially completed. Potential further utilisation of project saving under discussion with local members and Exec Cllr.
PV532	Cambridge City 20mph Zones Project	J Richards	186	186	201	15	0	15	Long term 5 year phased implementation project forecast to be completed late 2017. There is expected to be a saving on the overall project budget of £600k, with some costs accruing during 2017-18 as work is finalised and accounts agreed. Funding required for 2017-18.
PV549	City Centre Cycle Parking	J Richards	182	182	5	(177)	25	(152)	Underspend due to failure to reach agreement with Magistrates over expansion of Grand Arcade cycle park into their premises. Small scale additions to south of city centre being implemented Spring 2017.
PV594	Green Deal	Jo Dicks	2,510	2,510	1,963	(547)	547	0	Green Deal project now complete
PV595	Green Deal - Private Rental Sector	Jo Dicks	1,655	1,655	397	(1,258)	1,258	0	Green Deal project now complete
Total Provisions			5,048	5,048	2,759	(2,289)	2,152	(137)	
PR039	Minor Highway Improvement Programme	J Richards	53	53	8	(45)	45	0	Rolling programme of improvement works over a 4 year cycle up to 2018, with schemes identified on an annual basis via member engagement and delivery split between the City and County Councils. Final spend figures and contribution split up to 2016-17 to be agreed and appropriate recharges actioned (expecting £17k invoice from County Council imminently).
Total Programmes			53	53	8	(45)	45	0	

Total for Planning Policy & Transport Portfolio	6,388	6,388	3,151	(3,237)	3,096	(141)
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Changes between original and final budgets may be made to reflect:

- rephased capital spend from the previous financial year
- rephased capital spend into future financial periods
- approval of new capital programmes and projects

and are detailed and approved:

- in the June/July committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium-Term Financial Strategy, MTFS)
- in the January committee cycle (as part of the Budget-Setting Report, BSR)