

Item

Planning and Transport Scrutiny Committee

2017/18 Revenue and Capital Outturn, Carry Forwards and Significant Variances – Planning Policy and Transport Portfolio

To:

Councillor Blencowe, Executive Councillor for Planning Policy and Transport

Date:

26 June 2018

Report by:

Chief Executive, Strategic Directors, Head of Finance

Wards affected:

(All) Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey, Trumpington, West Chesterton

Key Decision

1. Executive Summary

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

- a) A summary of actual income and expenditure compared to the final budget for 2017/18 (outturn position)
- b) Revenue and capital budget variances with explanations
- c) Specific requests to carry forward funding available from budget underspends into 2018/19.

2. Recommendations

Members of the Scrutiny Committee are asked to consider and make known their views on the following proposals for consideration by the Executive Councillor for Finance and Resources at the Strategy and Resources Scrutiny Committee on 2 July 2018:

- a) Carry forward requests totalling £10,250 revenue funding from 2017/18 to 2018/19, as detailed in **Appendix C**.
- b) Carry forward requests of £1,410k capital resources from 2017/18 to 2018/19 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 and Transport Portfolio is given in the table below. Detail, by service grouping, is presented in **Appendix A**.

2016/17 £'000	Planning Policy and Transport Portfolio Revenue Summary	2017/18 £'000	% Final Budget
(562)	Original Budget	(1,226)	-
45	Adjustment – Prior Year Carry Forwards	11	-
(104)	Adjustment – Service Restructure Costs	-	-
0	Adjustment – Earmarked Reserves	-	-
0	Adjustment – Capital Charges	63	-
0	Adjustment – Central & Support reallocations	-	-
0	Other Adjustments	(43)	-
(621)	Final Budget	(1,195)	-
(934)	Outturn	(1,202)	-
(313)	(Under) / Overspend for the year	(7)	-
11	Carry Forward Requests	10	-
(301)	Resulting Variance	3	-

*Note that the net budget is relatively small (compared to the actual gross spend and income which are much larger) due to spend and income budgets being netted off so percentages are omitted as they are not a useful indicator for these services.

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 2017/18. The original revenue budget for 2017/18 was approved by the Executive Councillor for Planning Policy and Transport on 17 January 2017.

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 and Transport Portfolio is given in the table below. **Appendix D** shows the outturn position by scheme and programme with explanations of variances.

2016/17 £'000	Planning Policy and Transport Portfolio Capital Summary	2017/18 £'000	% Final Budget
6,388	Final Budget	5,136	100.0
3,151	Outturn	1,952	38.0
(3,237)	Variation - (Under)/Overspend for the year	(3,184)	62.0
3,096	Rephasing Requests	1,410	27.5
(141)	Variance	(1,774)	34.5

3.6 The majority of the rephasing is for the transfer of budgets for the cycleways programme where the plan to spend is currently being developed and the car parks sprinkler system which is due to be completed in June 2018.

4. Implications

(a) Financial Implications

- 4.1 The net variance from the final budget (see above), would result in a small increased use of General Fund reserves of £3k, after carry forwards.
- 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.

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(b) Staffing Implications

Any staffing implications are included in the Appendices.

(c) Equality and Poverty Implications

Any equality or poverty implications are included in the Appendices.

(d) Environmental Implications

Any environmental implications are included in the Appendices.

(e) Procurement Implications

Any procurement implications are included in the Appendices.

(g) Community Safety Implications

Any community safety implications are included in the Appendices.

5. Consultation and communication considerations

Public consultations are undertaken throughout the year and can be seen at:

cambridge.gov.uk/current-consultations

6. Background papers

These background papers were used in the preparation of this report:

- Closedown Working Files 2017/18
- Directors' Variance Explanations – March 2018
- Budgetary Control Reports to 31 March 2018
- Capital Monitoring Reports – March 2018

7. Appendices

The following items, where applicable, are included for discussion:

Appendix	Proposal Type	Included
A	Revenue Summary for this portfolio	✓
B	Revenue Major Variances for this portfolio	✓
C	Carry Forward Requests for this portfolio	✓
D	Capital Summary for this portfolio	✓

8. Inspection of papers

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

Authors' Names: Karen Whyatt, Chris Humphris
Authors' Phone Numbers: 01223 - 458145, 01223 - 458141
Authors' Emails: karen.whyatt@cambridge.gov.uk
chris.humphris@cambridge.gov.uk

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Planning Policy & Transport / Planning and Transport Scrutiny Committee

Revenue Budget 2017/18 - Outturn

Service Grouping	Original Budget £	Final Budget £	Outturn	Variation Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £
Environment - Parking Services						
Car Parks	(4,023,220)	(3,987,920)	(4,066,752)	(78,832)	0	(78,832)
Shopmobility	139,100	165,100	142,440	(22,660)	0	(22,660)
	(3,884,120)	(3,822,820)	(3,924,312)	(101,492)	0	(101,492)
Environment - Planning						
Concessionary Fares	0	0	0	0	0	0
Building Control Fee Earning	0	0	0	0	0	0
Building Control Other	202,140	202,140	215,084	12,944	0	12,944
City Development	613,990	613,990	1,086,547	472,557	0	472,557
Considerate Contractors Scheme	0	0	0	0	0	0
3C Building Control	(490)	(490)	0	490	0	490
Cambridge University Contract	0	0	(168,041)	(168,041)	0	(168,041)
New Neighbourhoods	0	0	0	0	0	0
Right to Bid/Assets of Community Value	0	0	(10,247)	(10,247)	10,247	0
Planning Policy	577,450	535,460	546,260	10,800	0	10,800
Urban Design & Conservation	543,430	554,660	462,115	(92,545)	0	(92,545)
Public Transport Subsidy	137,240	137,240	121,190	(16,050)	0	(16,050)
Taxicard Service	120,540	120,540	63,778	(56,762)	0	(56,762)
Transport Initiatives for the Disabled	44,690	44,690	43,263	(1,427)	0	(1,427)
Shared Director of Planning & Economic Development	0	0	0	0	0	0
	2,238,990	2,208,230	2,359,949	151,719	10,247	161,966
Environment - Streets and Open Spaces						
Bus Shelters	0	0	0	0	0	0
Street Name Plates	0	0	0	0	0	0
Highways Schemes General	95,740	95,740	92,778	(2,962)	0	(2,962)
Walking & Cycling Strategy	0	0	3,685	3,685	0	3,685
Flood Risk Management	143,940	143,940	143,444	(496)	0	(496)
Green Deal	0	0	407	407	0	407
	239,680	239,680	240,314	634	0	634
Environment - Director & Business & Information Service (BIS)						
Urban Growth Project Management	179,530	179,530	122,197	(57,333)	0	(57,333)
	179,530	179,530	122,197	(57,333)	0	(57,333)
Total Net Budget	(1,225,920)	(1,195,380)	(1,201,852)	(6,472)	10,247	3,775

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

Planning Policy & Transport / Planning and Transport Scrutiny Committee

Revenue Budget 2017/18 - Major Variances from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount £	Contact
Environment - Parking Services	Car Parks - This represents the total over achievement of all car parks and is mainly due to increased tourism parking and sales of season tickets	(78,832)	Sean Cleary
	Shopmobility - small underspends within both cost centres	(22,660)	Sean Cleary
Environment - Planning	City Development - There has been a reduction in major fee income compared to projections. However, this is largely due to large scale major schemes being delayed and slower to come forward than originally programmed for. Darwin Green has been subject to delays as a result of Brexit and a reorganisation at Barratts but is now moving forward. Delays with the West Cambridge outline application which has been impacted by strategic transport issues has meant that reserved matters have not been submitted. Projects on Cambridge Biomedical Campus have also been delayed. Some PPA income is still being recovered against work streams from 2017-18. This has been due to the fact that these work streams ran very close to year end and some of the external partners require board approval for signing off the PPA expenditure. These outstanding payments will be made by the end of June and are in the region of £100,000 in total. This together with the delayed major application fee income would match the original income forecast.	472,557	Stephen Kelly
	Cambridge University Contract - This money funded other spend in other areas including £62,257 for the EHO post within the Environmental Services and City Centre portfolio. The contract has now expired and the outstanding funding up to the date of termination of the contract has been paid by Cambridge University.	(168,041)	Sharon Brown
	Urban Design & Conservation - The variance against the cost centre is mainly due to an underspend in the salary budget. The Urban Design & Conservation Manager post is vacant (post holder left in October 2016) and not being recruited into given the Shared Service processes. The Urban Designer Post was vacant from February 2017 until July 2017.	(92,545)	Jonathan Brookes
	Taxicard Service - Underuse of current Taxicard vouchers by eligible customers	(56,762)	Sara Saunders
Environment - Director & Business & Information Service (BIS)	Urban Growth Project Management - In 2017/18, the cost centre has included the budget for the Corporate Growth Programme Manager post, which has been vacant since 2015/16. The predicted underspend has been highlighted in monitoring returns throughout 2017/18. The post has been deleted and the funding reassigned to the new Senior Data Scientist post within the Corporate Policy cost centre.	(57,333)	Tim Wetherfield
Other	Miscellaneous	(2,856)	-
Total		(6,472)	

Planning Policy & Transport / Planning and Transport Scrutiny Committee**Revenue Budget 2017/18 - Carry Forward Requests**

Request to Carry Forward Budgets from 2017/18 into 2018/19

Item	Reason for Carry Forward Request	Amount £	Contact
1	Right to Bid/Assets of Community Value - Held on behalf of Council Tax Payers wishing to seek professional advice	10,250	Stephen Kelly
	Total Carry Forward Requests for Planning Policy & Transport Portfolio	10,250	

Capital Budget 2017/18 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2017/18 £000	Final Budget 2017/18 £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Rephase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
PR039 - 100050	Minor Highway Improvement Programme	J Richards	75	75	20	(55)	55	0	Match funding to support County Council of Local Highways Improvements for Cambridge. Contribution recharges to progress for close 2017-18 financial year, with new schemes now selected for year 2018-19. Plan under development for utilisation of further uncommitted funds.
Total Programmes			75	75	20	(55)	55	0	
SC570 - 100024 (38206)	Essential Structural/Holding Repairs - Park Street Multi-Storey car park	S Cleary	12	12	12	0	0	0	Funds were used for holding repairs to maintain the car park for a further year whilst awaiting decision on development.
SC571 - 100025 (38227)	Procurement of IT System to Manage Community Infrastructure Levy	S 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 - 100032 (38250)	Structural Holding Repairs & Lift Refurbishment - Queen Anne Terrace Car Park	S Cleary	248	248	75	(173)	173	0	2017/18 was year 4 of 5 year holding repair programme. Remaining budget to roll over into 18/19 for final year of repair project.
SC611 - 100074 (38318)	Grafton East car park essential roof repair	S Cleary	200	200	163	(37)	37	0	Work completed. Invoice for final retention due Sept 18. Require remaining budget to roll over into 18/19
SC612 - 100075 (38319)	Car Parking Control Equipment at multi storey car parks	S Cleary	570	715	727	12	0	12	Installation of new parking equipment. Due to be complete May 18. Retention due to be paid by the end of 2018. Purchase order raised for purchase of equipment. Invoices will not be paid until final install certificate has been approved and issued. Require balance to be rolled over into 18/19.
SC623 - 100120 (38366)	Environment and cycling improvements in Water Street and Fen Road	A Wilson	50	35	0	(35)	35	0	Project completed, with need for funding draw-down under review with County Council.
SC634 - 100150 (38396)	Grand Arcade and Queen Anne Terrace car parks sprinkler systems	S Cleary	399	399	18	(381)	381	0	Works started March 2018 and due to be completed in June 18. Require remaining budget to be rolled into 18/19 to make staged payments up until project completion. 12 month Retention period, fee will be due June 19
SC635 - 100151 (38397)	Grand Arcade car park deck coating and drainage	S Cleary	1,000	1,000	883	(117)	117	0	Work completed. Invoice for final retention due Sept 18. Require remaining budget to roll over into 18/19

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SC645 - 100112 (38357)	Electric vehicle charging points	J Dicks	230	230	24	(206)	206	0	The project is underway with the first phase of charge points being installed. There is a commitment £179,556 of work with APT Controls Ltd. for this first phase which requires carry forward to this financial year. The capital accountant has been provided with details of the commitment. there is also a further £16000 to pay out for project management consultancy (stripe consulting .LTD.)on this project in the year 18/19 committed in 17/18
Total Projects			2,729	2,859	1,902	(957)	969	12	
PV007 - 100156 (39023)	Cycleways	J Richards	362	362	4	(358)	358	0	Detailed plan under development for utilisation of thus far financially un-committed funds. Progress on some minor cycleway spend elements during Spring/ early Summer 2018.
PV018 - 100158 (39070)	Bus Shelters	J Richards	5	5	0	(5)	5	0	Works substantially completed with handover and close of final account in progress.
PV033b 100000 (35517)	Street Lighting	J Richards	5	5	0	(5)	0	(5)	Project completed. Exec Cllr support for returning saving to Reserves.
PV549 - 100019 (38180)	City Centre Cycle Parking	J Richards	25	25	2	(23)	23	0	Procurement completed with detailed plans being made for implementation at five locations during May and June 2018.
PV594 - 100044 (38278)	Green Deal	J Dicks	547	547	24	(523)	0	(523)	Budget carried forward from 2016/17 in error. Project complete and settlement paid to central Government 15/03/17. Provision no longer required within the Council budget.
PV595 - 100045 (38279)	Green Deal - Private Rental Sector	J Dicks	1,258	1,258	0	(1,258)	0	(1,258)	Budget carried forward from 2016/17 in error. Project complete and settlement paid to central Government 15/03/17. Provision no longer required within the Council budget.
Total Provisions			2,202	2,202	30	(2,172)	386	(1,786)	
Total for Planning Policy & Transport Portfolio			5,006	5,136	1,952	(3,184)	1,410	(1,774)	

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)

Planning Policy & Transport / Planning and Transport Scrutiny Committee

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Planning Policy & Transport / Planning and Transport Scrutiny Committee

Revenue Budget 2017/18 - Carry Forward Requests

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PV594 - 100044 (38278)	Green Deal	J Dicks	547	547	24	(523)	0	(523)	Budget carried forward from 2016/17 in error. Project complete and settlement paid to central Government 15/03/17. Provision no longer required within the Council budget.
PV595 - 100045 (38279)	Green Deal - Private Rental Sector	J Dicks	1,258	1,258	0	(1,258)	0	(1,258)	Budget carried forward from 2016/17 in error. Project complete and settlement paid to central Government 15/03/17. Provision no longer required within the Council budget.
Total Provisions			2,202	2,202	30	(2,172)	386	(1,786)	
Total for Planning Policy & Transport Portfolio			5,006	5,136	1,952	(3,184)	1,410	(1,774)	

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)