

Item

## **Planning & Transport Scrutiny Committee**

### **2018/19 Revenue and Capital Outturn, Carry Forwards and Significant Variances – Planning Policy & Transport Portfolio**

**To:**

Councillor Thornburrow, Executive Councillor for Planning Policy & Open Spaces

**Report by:**

Chief Executive, Strategic Directors, Head of Finance

**Date:**

25 June 2019

**Wards affected:**

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

## **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 2018/19 (outturn position)
- b) Revenue and capital budget variances with explanations
- c) Specific requests to carry forward funding available from budget underspends into 2019/20.

1.2 This year will be the last year that individual reports are produced for each portfolio for presentation to the relevant scrutiny committee. In line with the revised budget scrutiny process followed for the 2019/20 budget, one combined 2019/20 General Fund outturn report covering all portfolios will be produced for scrutiny at Strategy and Resources Scrutiny Committee.

- 1.3 As this report is for the 2018/19 outturn the services that were included in the Planning Policy & Transport Portfolio prior to the current year committee restructure are detailed.

## 2. Recommendations

Members of the Scrutiny Committee are asked to consider and make known their views on the following for consideration by the Executive Councillor for Finance and Resources at the Strategy and Resources Scrutiny Committee on 1 July 2019:

- a) Carry forward requests of £995k capital resources from 2018/19 to 2019/20 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**.

2017/18 £'000	Planning Policy & Transport Portfolio Revenue Summary	2018/19 £'000	% Final Budget
(1,226)	Original Budget	(1,475)	-
11	Adjustment – Prior Year Carry Forwards	10	-
-	Adjustment – Service Restructure Costs	-	-
-	Adjustment – Earmarked Reserves	592	-
63	Adjustment – Capital Charges	80	-
-	Adjustment – Central & Support reallocations	-	-
(43)	Other Adjustments	(178)	-
(1,195)	Final Budget	(971)	-

(1,202)	Outturn	(1,047)	-
<b>(7)</b>	<b>(Under) / Overspend for the year</b>	<b>(76)</b>	-
10	Carry Forward Requests	0	-
<b>3</b>	<b>Resulting Variance</b>	<b>(76)</b>	-

\*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 2018/19. The original revenue budget for 2018/19 was approved by Council on 22 February 2018.

3.3 **Appendix B** provides explanations of the main variances.

3.4 **Appendix C** lists revenue carry forward requests. There are no revenue carry forward requests for this portfolio.

### 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.

2017/18 £'000	Planning Policy & Transport Portfolio Capital Summary	2018/19 £'000	% Final Budget
5,136	Final Budget	1,807	100.0
1,952	Outturn	604	33.3
<b>(3,184)</b>	<b>Variation - (Under)/Overspend for the year</b>	<b>(1,203)</b>	<b>(66.7)</b>
1,410	Rephasing Requests	995	55.0
<b>(1,774)</b>	<b>Variance</b>	<b>(208)</b>	<b>(11.7)</b>

- 3.6 The majority of the rephrasing relates to underspends in Cycleways, Structural repairs to Queen Anne car park and the electric vehicle charging points' project.

#### **4. Implications**

- 4.1 The net revenue variance from the final budget (see above), would result in a decreased use of General Fund reserves of £76k.
- 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 financial, staffing, equality and poverty, environmental, procurement or community safety implications.

##### **(a) Financial Implications**

Any financial implications are included in the Appendices.

##### **(b) Staffing Implications**

Any staffing implications are included in the Appendices.

##### **(c) Equality and Poverty Implications**

Any equality and 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.

##### **(f) 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](http://cambridge.gov.uk/current-consultations)

## 6. Background papers

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

- Closedown Working Files 2018/19
- Directors' Variance Explanations – March 2019
- Budgetary Control Reports to 31 March 2019
- Capital Monitoring Reports – March 2019

## 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:

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## Planning Policy &amp; Transport Portfolio / Planning &amp; Transport Committee

## Revenue Budget 2018/19 - Outturn

Service Grouping / Cost Centre	Original Budget 18/19 £	Final Budget 18/19 £	Outturn 18/19 £	Variation - Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £
<b>Building Control</b>						
Building Control Other	208,810	208,810	189,019	(19,791)	0	(19,791)
3C Building Control	0	0	0	0	0	0
	208,810	208,810	189,019	(19,791)	0	(19,791)
<b>Parking Services</b>						
Grand Arcade Car Park	(2,119,830)	(2,121,440)	(2,041,679)	79,761	0	79,761
Park Street Car Park	(395,040)	(420,660)	(412,923)	7,737	0	7,737
Grafton Centre West Car Park	(415,520)	(482,730)	(553,223)	(70,493)	0	(70,493)
Grafton Centre East Car Park	(693,420)	(818,010)	(853,651)	(35,641)	0	(35,641)
Queen Anne Terrace Car Park	(512,630)	(496,680)	(598,288)	(101,608)	0	(101,608)
Adam & Eve Street Car Park	(54,370)	20,470	29,135	8,665	0	8,665
Castle Hill Car Park	(91,830)	44,320	61,318	16,998	0	16,998
Gwydir Street Car Park	(14,790)	80,170	79,714	(456)	0	(456)
Riverside Car Park	3,280	3,380	(981)	(4,361)	0	(4,361)
Other Car Parks	34,100	34,100	34,176	76	0	76
Parking Administration	0	0	(73,184)	(73,184)	0	(73,184)
Shopmobility-Grand Arcade	89,500	78,320	85,204	6,884	0	6,884
Shopmobility-Grafton	33,310	21,580	28,724	7,144	0	7,144
	(4,137,240)	(4,057,180)	(4,215,658)	(158,478)	0	(158,478)
<b>Planning</b>						
City Development	544,880	594,870	594,870	0	0	0
New Neighbourhoods	0	0	0	0	0	0
Right to Bid/Assets of Community Value	0	10,250	0	(10,250)	0	(10,250)
Cambridge University contract	0	0	0	0	0	0
Planning Policy	152,100	744,090	744,092	2	0	2
Shared Director of Planning and Economic Development	0	0	75,423	75,423	0	75,423
Urban Design & Conservation	189,050	189,050	189,050	0	0	0
Greater Cambridge Planning Service	885,980	658,000	769,126	111,126	0	111,126
	1,772,010	2,196,260	2,372,561	176,301	0	176,301
<b>Streets and Open Spaces</b>						
Highway Schemes General	98,350	98,350	95,310	(3,040)	0	(3,040)
Walking & Cycling Strategy	0	0	0	0	0	0
Flood Risk Management	148,170	148,170	170,055	21,885	0	21,885
	246,520	246,520	265,365	18,845	0	18,845
<b>Transport Services</b>						
Public Transport Subsidy	140,900	140,900	117,594	(23,306)	0	(23,306)
Taxicard Service	123,750	123,750	60,503	(63,247)	0	(63,247)
Transport Initiatives for Disabled	45,880	45,880	44,097	(1,783)	0	(1,783)
	310,530	310,530	222,194	(88,336)	0	(88,336)
<b>Urban Growth Project Manager</b>						
Urban Growth Project Management	123,900	123,900	119,773	(4,127)	0	(4,127)
	123,900	123,900	119,773	(4,127)	0	(4,127)
<b>Total Net Budget</b>	<b>(1,475,470)</b>	<b>(971,160)</b>	<b>(1,046,746)</b>	<b>(75,586)</b>	<b>0</b>	<b>(75,586)</b>

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

- portfolio and departmental restructuring
- approved budget carry forwards from the previous financial year
- technical adjustments, including changes to the capital accounting regime
- virements approved under the Council's constitution
- additional external revenue funding not originally budgeted

and are detailed and approved:

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

## Planning Policy &amp; Transport Portfolio / Planning &amp; Transport Committee

## Revenue Budget 2018/19 – Major Variances from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount	£	Contact
Parking Services	Grand Arcade Car Park - Usage trends have been monitored and form an integral part of pricing strategy for the following year with the aim of managing demand and delivering budgetary expectations. Conscious of the stress on revenue budgets across service, expenditure has been tightly controlled to deliver a service wide balanced budget.*	79,761		Sean Cleary
Parking Services	Grafton Centre West Car Park – See Grand Arcade Car Park explanation above*	(70,493)		Sean Cleary
Parking Services	Grafton Centre East Car Park - See Grand Arcade Car Park explanation above*	(35,641)		Sean Cleary
Parking Services	Queen Anne Terrace Car Park - See Grand Arcade Car Park explanation above*	(101,608)		Sean Cleary
Parking Services	Parking Administration - The service has deliberately gapped a post as it forms an important part of the in-flow service review, this has driven the majority of this underspend. The remainder is a result of expenditure being tightly controlled to deliver a service wide balanced budget.	(73,184)		Sean Cleary
Transport Services	Public Transport Subsidy - Take up of service has been lower than expected.	(23,306)		Sharon Line
Transport Services	Taxicard Service - Usage of taxi card in year has been lower than predicted.	(63,247)		Sharon Line
Streets and Open Spaces	Flood Risk Management - 26k underachievement in income partly offset by 5k underspend on cleaning. There is £5k debtor for Hobsons Conduit Trust which is not included in the cost centre which will be raised in 2019/20.	21,885		Rachel Veysey
Shared Director of Planning and Economic Development	This is for staffing costs which will be transferred to support service trading balances.	75,423		Stephen Kelly
Greater Cambridge Planning Service	This is due to an income shortfall of £499k is the combined result of the impact of Brexit and that that many of the major schemes are beginning to fall in South Cambs rather than Cambridge City. It is recognised that income budgets need to be reviewed and reset. This shortfall is offset by an underspend due to vacant posts results from the long-standing difficulties in the recruitment and retention of professional planners. This is due to a recognised national shortage of professional planners and the issue is particularly acute in this part of the country. This also leads to the corresponding overspend on non-salary budgets due to the use of contractors to fill resource gaps where we can.	111,126		Stephen Kelly
Other	Miscellaneous	3,698		-
		(75,586)		

**Planning Policy & Transport Portfolio / Planning & Transport Scrutiny  
Committee****Revenue Budget 2018/19 - Carry Forward Requests**

Request to Carry Forward Budgets from 2018/19 into 2019/20

<b>Item</b>	<b>Reason for Carry Forward Request</b>	<b>Amount £</b>	<b>Contact</b>
1	No Carry forwards are requested for this portfolio		
	<b>Total Carry Forward Requests for Planning Policy &amp; Transport Portfolio</b>		



Capital Budget 2018/19 - Outturn

Capital Ref	Description	Lead Officer	Original Budget 2018/19 £'000's	Final Budget 2018/19 £'000's	Outturn 2018/19 £'000's	Variance - Outturn compared to Final Budget £'000's	Rephase Spend 2019/20 £'000's	Over / (Under) Spend £'000's	Variance Explanation
100050 - PR039	Minor Highway Improvement Programme	John Richards	30	85	10	(75)	40	(35)	This is a joint funded programme with the County Council (who lead the identification and delivery of most schemes) – some projects have proven impractical and others have cost less than anticipated. County are again running a programme for 2019-20 and part of the saving is requested to be rephased to meet the city council contribution to the programme.
<b>Total Programmes</b>			30	85	10	(75)	40	(35)	
100025 - SC571	Procurement of IT System to Manage Community Infrastructure	Sharon Brown	0	20	0	(20)	20	0	Money was not spent in 18/19 due to slippage in the programme of work. This slipped due to the work required being more detailed than anticipated. The funds should be rolled forward into 19/20 as the work, and therefore the need for the IT system spend, continues.
100032 - SC590	Structural Holding Repairs & Lift Refurbishment - Queen Anne	Sean Cleary	15	208	15	(193)	193	0	Queen Anne Terrace holding repair programme has been extended by a further 4 years. Roll over of remaining capital funding for this project is requested.
100069 - PR030j	The Mill Road Railway Legacy (S106)	Alistair Wilson	0	21	21	0	0	0	Completed. Linked to Mill Road Winter Fair
100074 - SC611	Grafton East car park essential roof repair	Sean Cleary	0	37	4	(33)	33	0	The project has extended beyond March 2019 due to the requirement for additional works and rephasing of the underspent budget will support these.
100112 - SC645	Electric vehicle charging points	Jo Dicks	170	376	137	(239)	239	0	There have been various delays to phase 1 resulting in the project being behind the predicted timescale by 6 to 9 months. Phase 2 will be worked on this and next year. The Project Board is being kept informed of progress. It is requested that the unspent budget of £239k is rephased to 2019/20.
100120 - SC623	Environment and cycling improvements in Water Street and	Alistair Wilson	0	35	0	(35)	0	(35)	The project was completed two years ago. The budget was rephased as it was anticipated that a contribution to County Council was to be requested. This has not happened and is unlikely to do so.
100150 - SC634	Grand Arcade and Queen Anne Terrace car parks sprinkler	Sean Cleary	0	382	309	(73)	8	(65)	Project is complete however, there is a retention fee to be paid in Sept 2019. An underspend of £65k can be returned.
100151 - SC635	Grand Arcade car park deck coating and drainage	Sean Cleary	0	117	40	(77)	0	(77)	Project is complete and the underspend of £77k can be returned.
100160 - PV532	Cambridge City 20mph Zones Project	John Richards	0	0	4	4	0	4	Project substantially completed in 2017 but the project is still requiring officer input to deal with significant remedial works issues. There is a dispute with contractor over the additional withheld retention sum, pending satisfactory resolution of the works. Further anticipated costs are expected during 2019/20 circa £15k. This would still keep within the originally allocated £600k budget as savings were offered in previous years. Project substantially completed but defective/ remedial works issues and final account still to resolve.
100197 - SC662	Shared Planning Service software and implementation	Stephen Kelly	0	90	31	(59)	59	0	Money was not spent in 18/19 due to slippage in the programme of work. This slipped due to the work required being more detailed than anticipated. The funds should be rolled forward into 19/20 as the work, and therefore the need for the software spend, continues.
<b>Total Projects</b>			185	1,286	561	(725)	552	(173)	
100019 - PV549	City Centre Cycle Parking	John Richards	0	23	21	(2)	2	0	Project substantially completed but some additional spend is anticipated in 2019/20 to deal with technical issues arising and retention. Re-phasing of remaining unspent budget is requested.
100156 - PV007	Cycleways	John Richards	50	408	11	(397)	397	0	Majority of budget has been committed towards comprehensive improvements at Maids Causeway, the Four Lamps roundabout and Snakey Path. Progress on these is being made but falls short of initial expectations. Re-phasing of funding thus far un-spent is requested.
100158 - PV018	Bus Shelters	John Richards	0	5	1	(4)	4	0	Latest phase of programme substantially completed but some final works will be completed during 2019-20. Re-phasing of un-spent monies is requested.
<b>Total Provisions</b>			50	436	33	(403)	403	0	
<b>Total</b>			265	1,807	604	(1,203)	995	(208)	

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, MTF5)
- in the January committee cycle (as part of the Budget-Setting Report, BSR)