

<b>Committee(s)</b>	<b>Dated:</b>
Epping Forest & Commons Committee	04072016
<b>Subject:</b> Revenue Outturn 2015/16 – Epping Forest	<b>Public</b>
<b>Report of:</b> The Chamberlain & the Director of Open Spaces	<b>For Information</b>

### Summary

This report compares the revenue outturn for the services overseen by your Committee in 2015/16 with the final agreed budget for the year. In total, there was a better than budget position of £256,000 for the services overseen by your Committee compared with the final agreed budget for the year as set out below.

	<b>Final Agreed Budget</b> <b>£000</b>	<b>Outturn</b> <b>£000</b>	<b>Increase/ (Decrease)</b> <b>£000</b>
<b>Local Risk</b>			
Director of Open Spaces	2,835	2,751	(84)
City Surveyor	772	698	(74)
<b>Central Risk</b>	428	443	15
<b>Recharges</b>	1,122	1,009	(113)
<b>Total</b>	<b>5,157</b>	<b>4,901</b>	<b>(256)</b>

The Director's better than budget position of £84,000 (Local Risk) has been aggregated with budget variations on services overseen by other committees, which produces an overall better than budget position of £903,000 (Local Risk) across all Open Spaces. It is proposed to carry forward £500,000 of this underspend. These requests will be considered by the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resource Allocation Sub Committee.

The City Surveyor's better than budget position of £74,000 is mainly due to an underspend in the Additional Works Programme, detailed reasons can be found in paragraph 7. In the tables, figures in brackets indicate income or in hand balances, increases in income or decreases in expenditure.

### Recommendation(s)

It is recommended that this revenue outturn report for 2015/16 and the consequential implications for the 2016/17 budget are noted.

## **Main Report**

### **Budget Position for 2015/16**

1. The 2015/16 latest approved budget for the services overseen by your Committee received in November 2015 was £5.033M. This budget was endorsed by the Court of Common Council in March 2016 and subsequently updated for approved adjustments. Movement of the original Local Risk budget to the final agreed budget is provided in Appendix A.

### **Revenue Outturn 2015/16**

2. Actual net expenditure for your Committee's services during 2015/16 totalled £4.901M, an underspend of £256,000 compared with the final agreed budget.
3. A summary comparison with the final agreed budget for the year is tabulated below. In the tables, figures in brackets indicate income or in hand balances, increases in income or decreases in expenditure.

Epping Forest  
Comparison of 2015/16 Revenue Outturn with Final Agreed Budget

	<i>Original Budget</i>	Final Agreed Budget	Revenue Outturn	Variation Increase/ (Decrease)	
	<i>£000</i>	£000	£000	£000	
<b>LOCAL RISK</b>					
<b>Director of Open Spaces</b>					
Epping Forest	2,758	2,813	2,706	(107)	Reason* a
Epping - CBT	0	0	0	0	
HLF - Branching Out Project	0	0	0	0	
Chingford Golf Course	(74)	(74)	(29)	45	
Wanstead Flats	125	125	102	(23)	
Woodredon & Warlies	(29)	(29)	(28)	1	
<b>Total Director of Open Spaces Local Risk</b>	<b>2,780</b>	<b>2,835</b>	<b>2,751</b>	<b>(84)</b>	
<b>City Surveyor</b>					
City Surveyors Local Risk	259	403	398	(5)	
Additional Works Programme	942	369	300	(69)	
<b>Total City Surveyor Local Risk</b>	<b>1,201</b>	<b>772</b>	<b>698</b>	<b>(74)</b>	b
<b>TOTAL LOCAL RISK</b>	<b>3,981</b>	<b>3,607</b>	<b>3,449</b>	<b>(158)</b>	
<b>CENTRAL RISK</b>					
Epping Forest	404	400	415	15	
Wanstead Flats	28	28	28	0	
<b>TOTAL CENTRAL RISK</b>	<b>432</b>	<b>428</b>	<b>443</b>	<b>15</b>	
<b>RECHARGES</b>					
Insurance	72	88	76	(12)	
Support Services	397	434	395	(39)	
Surveyor's Employee Recharge	287	300	318	18	
I. S. Recharge	73	132	141	9	
Recharges Within Fund (Directorate & Democratic Core)	168	136	97	(39)	
Recharges to other Funds (Woodredon & Warlies)	15	32	(18)	(50)	
<b>TOTAL RECHARGES</b>	<b>1,012</b>	<b>1,122</b>	<b>1,009</b>	<b>(113)</b>	
<b>OVERALL TOTAL</b>	<b>5,425</b>	<b>5,157</b>	<b>4,901</b>	<b>(256)</b>	

\*See paragraph 7

## Local Risk Carry Forward to 2016/17

4. Chief Officers can generally request underspends of up to 10% or £500,000 (whichever is the lesser) of the final agreed local risk budget to be carried forward, so long as the underspending is not fortuitous and the resources are required for a planned purpose. Such requests are subject to the approval of the Chamberlain in consultation with the Chairman and Deputy Chairman of the Resources Allocation Sub Committee.
5. Overspends are carried forward in full and are met from the agreed 2015/16 budgets.
6. The Director's better than budget position of £84,000 (Local Risk) has been aggregated with budget variations on services overseen by other committees which produce an overall better than budget position of £903,000 (Local Risk) of which £500,000 has been submitted for a carry forward as outlined below:
  - i) £35,000 for the purchase of a Leaf Sucker at the Cemetery as the current Trilo 450 Leaf Sucker has exceeded its 5 year life and is in need of replacement.
  - ii) City Gardens have requested £20,000 for landscaping improvements & adaptations to address previous safety repairs to play equipment at Tower Hill Garden, and £71,000 for planting schemes at Carter Lane due to heavy use which has resulted in substantial wear and tear.
  - iii) Burnham Beeches has requested a £25,000 carry forward for Bio Surveys and to re-assess 2011 design plans in respect of pond embankments.
  - iv) West Ham Park have submitted a carry forward of £10,000 to supplement the funding of a new ride-on mower, this replaces two existing ride-on mowers which are being disposed of where the funds generated are insufficient for a replacement. An additional carry forward of £20,000 has also been requested to fund consultants who will undertake a number of feasibility studies which will assist discussions in relation to the Nursery site.
  - v) Highgate Wood have requested a £15,000 carry forward to address a health & safety issue in relation to the replacement of electronic gates which due to an admin error by the City Surveyor was not undertaken.
  - vi) Hampstead Heath have requested the following carry forwards:-
    - £16,000 is required to replace vandalised or problematic pay and display machines which are essential to generate car park income as part of the service based review.

- £60,000 to fund a wide range of consultation work including the cafes, the Hampstead Heath Management plan, and customer satisfaction.
- £50,000 is required for café improvements pending a re-tendering exercise which is necessary to realise savings as part of the Service Based Review, £11,000 of which relates to the Lido Café for urgent electrical work.
- £40,000 funding to complete the consultation of the sports review project and assist with option appraisals.
- £10,000 is required to fund a feasibility study for the 'Hive' refurbishment to provide accommodation for the learning project team.

vii) Epping Forest have requested the following carry forwards:-

- £43,000 for resurfacing and gating at Hill Wood Car Park and the supply of a tenants new tea hut.
- £50,000 is required for vital electrical work and improvements to wall and floors at the golf course café to meet hygiene regulations and to avoid prosecution.
- £15,000 is needed as a contribution towards the £43,000 infrastructure costs in relation to the introduction of car park charges as part of the Service Based Review. The infrastructure consists of barriers, machines, notices etc and this needs to be implemented before any savings can be made.

viii) The Directorate requires £10,000 to support the on-going learning and development of the senior leadership team, and to fund the staff conference focussing on 'making the most of change'. This will also enable staff to meet the Town Clerk and bring the outlying teams into the City. £10,000 is also required as a contribution towards 'Alternate Ways of Working Programme' which Open Spaces are a pilot.

## **Reasons for Significant Variations**

7. a) The Director of Open Spaces £107,000 better than budget position is mainly due to an increase in income (£102,000) which is mainly made up from funds being transferred from reserve Green Arc/Grazing contract (£25,000), an increase in grant income (£59,000), and a small increase in customer & client receipts (£12,000).

b) The City Surveyor's £74,000 better than budget position is mainly due to External decorations and implementation of survey results whilst commenced in 2015/16 will now be completed in 2016/17.

## **Appendices**

- Appendix A – Movement between Original 2015/16 and the final agreed Budget

**Derek Cobbing**  
Senior Accountant

T: 020 7332 3519  
E: [derek.cobbing@cityoflondonn.gov.uk](mailto:derek.cobbing@cityoflondonn.gov.uk)