

<b>Committee(s)</b>	<b>Dated:</b>
Epping Forest & Commons Committee	<b>9 July 2018</b>
<b>Subject:</b> Revenue Outturn 2017/18 – The Commons	<b>Public</b>
<b>Report of:</b> The Chamberlain & the Director of Open Spaces	<b>For Information</b>
<b>Report author:</b> Derek Cobbing – Chamberlains Department	

### Summary

This report compares the revenue outturn for the services overseen by your Committee in 2017/18 with the final agreed budget for the year. In total, there was a worse than budget position of £163,000 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	(1,576)	(1,568)	8
City Surveyor	(371)	(512)	(141)
<b>Central Risk</b>	(18)	(18)	-
<b>Recharges</b>	(325)	(355)	(30)
<b>Total</b>	<b>(2,290)</b>	<b>(2,453)</b>	<b>(163)</b>

The Director of Open Spaces had a better than budget position of £8,000 (Local Risk), this better than budget position has been aggregated with budget variations on services overseen by other committees which produces a City Cash overall worse than budget position of £42,000 (Local Risk) across all Open Spaces. The only significant variation is within the City Surveyor where there was a worse than budget position of £141,000, further detail can be found in paragraph 4c).

### Recommendation(s)

It is recommended that this revenue outturn report for 2017/18 and the consequential implications for the 2018/19 budget are noted.

## **Main Report**

### **Budget Position for 2017/18**

1. The 2017/18 latest approved budget for the services overseen by your Committee received in November 2017 was £2.291M. This budget was endorsed by the Court of Common Council in March 2018 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 2017/18**

2. Actual net expenditure for your Committee's services during 2017/18 totalled £2.453M, an overspend of £163,000 compared with the final agreed budget.
3. A summary comparison with the final agreed budget for the year is tabulated below. In the tables, income, increases in income and reductions in expenditure are shown as positive balances, whereas brackets are used to denote expenditure, increases in expenditure, or shortfalls in income.

The Commons  
Comparison of 2017/18 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>					Reason*
<b>Director of Open Spaces</b>					
Burnham Beeches	(407)	(422)	(534)	(112)	4a)
Stoke Common	(22)	(22)	(24)	(2)	
City Commons	(1,097)	(1,132)	(1,010)	122	4b)
<b>Total Director of Open Spaces Local Risk</b>	<b>(1,526)</b>	<b>(1,576)</b>	<b>(1,568)</b>	<b>8</b>	
<b>City Surveyor</b>					
City Surveyors Local Risk	(192)	(157)	(188)	(31)	
Cyclical/Additional Works Programme	(466)	(214)	(324)	(110)	4c)
<b>Total City Surveyor Local Risk</b>	<b>(658)</b>	<b>(371)</b>	<b>(512)</b>	<b>(141)</b>	
<b>TOTAL LOCAL RISK</b>	<b>(2,184)</b>	<b>(1,947)</b>	<b>(2,080)</b>	<b>(133)</b>	
<b>CENTRAL RISK</b>					
Burnham Beeches	(18)	(18)	(18)	-	
<b>TOTAL CENTRAL RISK</b>	<b>(18)</b>	<b>(18)</b>	<b>(18)</b>	<b>-</b>	
<b>RECHARGES</b>					
Insurance	(21)	(20)	(16)	4	
Support Services	(183)	(163)	(203)	(40)	
Surveyor's Employee Recharge	(39)	(44)	(43)	1	
I. S. Recharge	(59)	(81)	(84)	(3)	
Recharges within fund (Directorate & Democratic Core)	(35)	(17)	(9)	8	
<b>TOTAL RECHARGES</b>	<b>(337)</b>	<b>(325)</b>	<b>(355)</b>	<b>(30)</b>	
<b>OVERALL TOTAL</b>	<b>(2,539)</b>	<b>(2,290)</b>	<b>(2,453)</b>	<b>(163)</b>	

\*See paragraph 4

## Reasons for Significant Variations

- 4a) The majority of the £112,00 worse than budget position for Burnham Beeches is due to the following.
- Salary overspend (£14,000) – employment of seasonal staff to cover long term sickness absences and associated workload.
  - Unplanned replacement of defective/unrepairable vehicle and increased maintenance costs associated with an aging fleet (£13,000).
  - Unanticipated materials costs of £3,000 (PSPO signage) and car park machine repair costs (£3,000)
  - Legal Fees associated with traveller issues (£4,000)
  - Consultant fees for planning issues and related research (air quality etc), and Public Spaces Protection Order visitor opinion surveys etc. (£16,000)
  - Reduction in Government Grant and donation income (£24,000)
  - Reduced use of car parking and a reduction in filming resulting in a reduction in income (£23,000).
- b) The £122,000 better than budget position for City Commons is the result of a planned underspend to cover the overspend at Burnham Beeches above and is mainly due to the following.
- **Ashtead Common** – A ‘one-off’ underspend of £50,000, savings made from the temporary staffing budget, Grounds Maintenance, and Transport budgets.
  - **West Wickham & Coulsdon Commons** - A ‘one-off’ underspend of £72,000, savings made are two vacant posts within Employee costs, and the remainder due to a last minute cancelled order of £10,000.
- c) The £110,000 worse than budget position in the City Surveyor’s Cyclical/Additional Works Programme is mainly due to scheduled work planned for 2018/19 being accelerated and completed in 2017/18.

## Local Risk Carry Forward to 2018/19

5. 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.
6. Overspends are carried forward in full and are met from the agreed 2018/19 budgets.

7. The Director's better than budget position of £8,000 (Local Risk) has been aggregated with budget variations on services overseen by other committees which for City's Cash produce an overall worse than budget position of £42,000 (Local Risk), the Director of Open Spaces has therefore not requested any 'carry forwards'.

## **Appendices**

- Appendix A – Movement between Original 2017/18 budget and the Final Agreed budget

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