

Communities Committee

Item No.....

Report title:	Communities Committee Finance Monitoring Report at Period 08 2015-16
Date of meeting:	27 January 2016
Responsible Chief Officer:	Tom McCabe - Executive Director of Community and Environmental Services
Strategic impact This report provides the Committee with information on the latest monitoring position for the Committee for 2015-16. It provides information on emerging issues and the position on the expected use of reserves for Communities purposes.	

Executive summary

The approved 2015 – 16 net revenue budget for this Committee is £47.282m. The net budget at period 08 is £47.15m which reflects that transfer of budgets from other service committees and transfer of budgets to the corporate property team, further details are shown in section 2 below. At the end of Period 08 we are forecasting a net underspend of £0.010m.

The 2015-16 Capital budget for this committee is £4.627m, this includes new Grant funding. As at period 08, we are currently forecasting a £0.482m underspend in year which will be carried forward to fund future years expenditure.

The balance of Communities' unspent grants, contributions and reserves at 1st April 2015 stood at £13.450m. The service is forecasting a net use of grants/ reserves in 2015-16 of £7.342m to meet commitments. The 2015-16 forecast outturn position for Grants, reserves and provision is £6.108m

Recommendations:

Members are invited to discuss the contents of this report and in particular to note:

- a) The forecast revenue outturn position for 2015-16 as at Period 08**
- b) The forecast capital outturn position for the 2015-16 capital programme.**
- c) The current forecast for use of reserves.**

1. Proposal

1.1. Members have a key role in overseeing the financial position of Communities services, including reviewing the revenue and capital position and reserves held by the service. Although budgets are set and monitored on an annual basis it is important that the ongoing position is understood and the previous year's position, current and future plans and performance are considered.

1.2. This monitoring report reflects the forecast position at the end of November 2015 (period 08).

2. Evidence

2015/16 Revenue Monitoring

2.1. The table below summarises the budgets relevant to this committee and the forecast outturn position at the end of November 2015 (Period 08).

Table 1: Communities 2015-16 Forecast Position as at Period 08				
Revenue Monitoring 2015/16	Approved NET Budget	Forecast Outturn	Forecast +Over/(Under spend)	
	£m	£m	£m	%
Consultation & Community relations	0.268	0.268	0.000	0.00
Active Norfolk	0.000	0.000	0.000	0.00
Norfolk Community learning services	0.114	0.114	0.000	0.00
Libraries, Museums, record office & Arts	12.877	12.877	0.000	0.00
Customer Services – including Health watch	5.304	5.304	0.000	0.00
Registration service	(0.027)	(0.027)	0.000	0.00
Community safety	0.200	0.200	0.000	0.00
Emergency Planning & Community resilience	0.268	0.248	-0.020	-7.5
Norfolk Fire and Rescue service	27.506	27.520	0.014	-0.05
Trading Standards	1.843	1.836	-0.004	-0.22
Public Health	(1.200)	(1,200)	0.000	0.00
Committee Total	47.150	47.140	-0.010	

Note: Active Norfolk is wholly funded from external grants, including Public Health funding

2.2. As at the end of November 2015 (Period 08) the forecast revenue outturn position for 2015-16 is a net underspend of £0.010m.

2.3. The current forecast is based on the information available at Period 8, taking into consideration the approved budget and known issues, which provides a reasonable basis on which to estimate the future forecast outturn at this stage of the year. Details of the forecast variances are included in the table below:

Variances			Prior Period forecast	Movement
	£m		£m	£m
Fire HQ - salaries	-0.070		-0.052	-0.018
Fire Resources	-0.001	Forecast overspend due to pressures on Fuel and maintenance costs	0.073	-0.074
Fire Operations	0.006	Forecast underspend in retained drill/ Turnout Fees	-0.278	0.284
Fire - Finance	0.079	Forecast overspend due to increased	0.076	0.003

		insurance costs		
Fire – Net overspend	0.014		-0.181	0.195
Trading standards	-0.004	Forecast underspend to vacancies – Partially offset by the additional cost of anticipated Fraud case	-0.014	0.010
Resilience	-0.020	Forecast underspend to vacancies	-0.014	-0.006
Net Underspend	-0.010		-0.209	0.199

3. Capital Programme 2015-16

3.1. The overall capital budget for the services reported to this Committee is £4.627m, as at the end of November 2015 and is shown at table 2 below.

3.2. The programme is forecast to be in line with the current budget for 2015/16. Further details on individual schemes are shown at **Appendix B**.

Table 2: Communities Capital Programme					
Scheme or programme of work	2015/16 Capital Budget £m	Expenditure to Date £m	2015/16 Forecast Capital Outturn £m	Total Forecast (under)/over spend £m	
Norfolk Fire & Rescue Service	2.061	0.510	1.579	0.482	
Libraries, Museums, Record Office & Arts	2.566	0.262	2.567	0.000	
Committee Total	4.627	0.772	4.146	0.000	

3.3. The Fire service programme has changed due to the re-profiling of a number of projects from 2015/16 to 2016/17 to reflect the anticipated spend. The forecast underspend will be carried forward to 2016/17 to meet the planned costs of new fire training facility at Scottow.

3.4. The Libraries, Museums, Record Office and Arts capital programme has increased due to a reprofiling of external funding for the Voices from the Workhouse project. This reflects the revised profile of spend on the project.

3.5. There is no Capital Programme currently planned for Trading Standards, Adult Education, Public Health, Emergency Planning & Community Resilience, Active Norfolk, Customer Services, Registration Services and Consultation & Community Relations in 2015/16.

4. Communities Reserves, Provisions and Unspent Grants/ Contributions

4.1. The committees' unspent grants, reserves and provisions as at 31st March 2015 stood at £13.450m. Services are forecasting a net use of reserves in 2015/16 of £7.342m to meet commitments and projects.

4.2. The 2015/16 forecast outturn position for reserves and provision is £6.108m, further details on reserves and provisions for each service are shown at **Appendix C**.

4.3. The use of Public Health reserves is to facilitate the agreed health projects programme.

Table 3: Communities Reserves & Provisions					
Reserves & Provisions 2014/15	Balance at 1 April 2015	Forecast Balance at 31 March 2016	Forecast use of reserves	Planned use of reserves	Variance
	£m	£m	£m	£m	£m
Norfolk Fire & Rescue Service	3.580	2.792	-0.788	-0.982	0.194
Libraries, Museums, Record Office & Arts	2.021	1.574	-0.447	-0.380	-0.067
Trading Standards	0.104	0.063	-0.041	-0.041	0.000
Norfolk Community Learning services *	0.464	0.234	-0.230*	0.000	-0.230
Public Health	5.924	0.064	-5.860	-2.176	-3.684
Active Norfolk	0.546	0.546	0.000	0.000	0.000
Customer Services	0.347	0.371	0.024	-0.081	0.105
Registration Services	0.412	0.412	0.000	0.000	0.000
Consultation & Community Relations	0.052	0.052	0.000	0.000	0.000
Committee Total	13.450	6.108	-7.342	-3.661	3.681

*Norfolk Community learning services provision may be subject to claw back from Funding agencies, further details will be reported to Committee as they become known

4.4. The major movement on the use of reserves is in Public health, which reflects the use of the specific ring fenced grants to meet its planned activities.

5. Financial Implications

5.1. There are no decisions arising from this report. The financial position for Communities services is set out within the paper and appendices.

6. Issues, risks and innovation

6.1. This report provides financial performance information on a wide range of services monitored by the Communities Committee. Many of these services could have a potential impact on residents or staff from one or more protected groups. The Council pays due regard to the need to eliminate unlawful discrimination, promote equality of opportunity and foster good relations.

6.2. There are no issues or risks directly arising from this report.

7. Background

7.1. There are no background papers accompanying this report.

Officer Contact

If you have any questions about matters contained or want to see copies of any assessments, e.g equality impact assessment, please get in touch with:

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If you need this report in large print, audio, Braille, alternative format or in a different language please contact 0344 800 8020 or 0344 800 8011 (textphone) and we will do our best to help.

Appendix A

Revenue Monitoring 2015/16				
Service	Budget £'000	Year to date Actuals £'000	Forecast Outturn £'000	Variance £'000
Consultation & Community Relations Committee	268	182	268	0
Active Norfolk	0	409	0	0
Norfolk Adult Education Service	114	(98)	114	0
Cultural Services				
Cultural Services Management	53	111	53	0
Norfolk Art Service	306	171	306	0
Norfolk Libraries and Information Service	9,342	5,859	9,342	0
Norfolk Museums Service	2,374	(36)	2,374	0
Norfolk Records Office	802	308	802	0
Cultural Services Total	12,877	6,413	12,877	0
Registrars	(27)	178	(27)	0
Customer Services				
Complaints	328	229	328	0
Customer Access Development	182	78	182	0
Healthwatch	369	219	369	0
Service Centres	3,599	1,834	3,599	0
Single Post Service	571	386	571	0
Web Content Management	255	187	255	0
Customer Services Total	5,304	2,933	5,304	0
Community Safety Team	200	99	200	0
Fire & Community Resilience				
Finance	3,337	843	3,416	79
FIRE: Central Services	4,759	3,408	4,758	(1)
FIRE: HQ Salaries	578	416	508	(70)
FIRE: Service Delivery	18,832	12,429	18,838	6
Fire & Community Resilience Total	27,506	17,096	27,520	14
Resilience	268	144	248	(20)
Trading Standards				
Business, Food and Farming	457	269	410	(47)
Calibration, Verification and Testing	(70)	(85)	(70)	(0)
Community Safety and Fair Trading	538	327	513	(25)
Trading Standards Manager	205	71	148	(57)

Intelligence and Legal Enforcement	294	255	403	109
Investigations	415	246	432	17
Trading Standards Total	1,840	1,082	1,836	(4)

Public Health

Business & Staffing	(27,528)	(20,309)	(27,528)	0
Children & Young People Programme	3,923	808	3,923	0
Communities	175	120	175	0
DAAT	9,243	5,870	9,243	0
Health Protection	25	(1)	25	0
Intelligence & Info Management	107	118	107	0
Minimising Risk & Harm	9,276	5,557	9,276	0
Reducing Early Mortality	3,580	1,555	3,580	0
Public Health Total	(1,200)	(6,282)	(1,200)	0

Total For Committee	47,151	22,156	47,140	(10)
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Appendix B

Libraries Capital Programme 2015/16

Summary

Scheme Name	Spend Project to date (prior years) £'000	2015/16 Programme £'000	2015/16 Out - turn £'000	2015/16 Variance £'000	Spend to date - current year £'000
CERF Kings Lynn Library	0.015	0.014	0.014		0.
Wymondham Library	1.927	0.001	0.001		0.003
Fairstead Kings Lynn	0.014	0.007	0.007		0.001
S106 Wootton Rd Gaywood		0.001	0.001		0.001
Lodge Farm, New Costessey	0.02	0.007	0.007		0.001
Roundhouse,Cringleford	0.038	0.002	0.002		0.001
Mendham Lane Harleston	0.005	0.001	0.001		0.001
Dowson School, Valpy Avenue, Norwich	0.002	0.001	0.001		0.001
S106 Lime Tree Ave, Long Stratton	0.002	0.001	0.001		0.
S106 ROUNDWELL PH, COS	0.002	0.001	0.001		0.001
S106 CAWSTON RD, REEPHAM	0.001	0.001	0.001		0.
S106 approval - Victoria Road (Bartrums), Diss	0.001	0.002	0.002		0.
S106 Bennett St / Grimshoe Rd Downham Market	0.004	0.005	0.005		0.004
S106 approval - The Lammas / Malsters Close, Munford	0.	0.001	0.001		0.001
S106 St Peters Road [West]	0.	0.003	0.003		0.
S106 Edinburgh Road, Holt	0.	0.001	0.001		0.
S106 Hall Farm Yard, Gayton	0.001	0.001	0.001		0.
S106 Long Meadow, Roydon Road	0.	0.006	0.006		0.
S106 Mendham Lane, Harleston	0.	0.003	0.003		0.
S106 149 Yarmouth Road, Thorpe	0.001	0.002	0.002		0.
S106 Cremorne Lane Norwich	0.001	0.001	0.001		0.
S106 Railway Rd Phase 1 Downham Market	0.001	0.007	0.007		0.
S106 Teasel Road, Attleborough	0.001	0.001	0.001		0.001
S106 Former Civil Service Sports Grnd, Wentworth Green	0.	0.004	0.004		0.001
S106 Carvers Lane / Bryony Way	0.	0.003	0.003		0.
S106 Sweyn Close Thetford	0.	0.002	0.002		0.
S106 Frenze Hall Lane Diss	0.	0.005	0.005		0.
S106 Mill Street Necton	0.001	0.003	0.003		0.
S106 Norwich Road Watton	0.001	0.002	0.002		0.
S106 Nora, Kings Lynn	0.	0.001	0.001		0.
S106 Beech House Downham Market	0.	0.001	0.001		0.
S106 Norwich Rd, Cromer	0.	0.003	0.003		0.
S106 Pinewoods Horsford	0.001	0.003	0.003		0.
S106 Norwich Common, Wymondham	0.	0.021	0.021		0.

S106 Oak Meadow, Shipdham	0.	0.002	0.002	0.
S106 Ketts Rd, North Walsham	0.	0.003	0.003	0.001
S106 Express Plastics	0.	0.005	0.005	0.
S106 Gt Wutchingham	0.	0.002	0.002	0.
S106 Slough Lane, Attleborough	0.	0.001	0.001	0.
S106 Land off Greengate	0.	0.001	0.001	0.
S106 Cemex Site, Wymondham	0.	0.002	0.002	0.001
S106 Langham Rd, Blakeney	0.	0.001	0.001	0.
S106 Brazen Gate, Norwich	0.	0.005	0.005	0.
S106 Land off Market Lane	0.	0.008	0.008	0.
S106 Kenninghall Rd	0.	0.003	0.003	0.
S106 Brandon Road, Swaffham	0.	0.002	0.002	0.
S106 De Narde Road, Dereham	0.	0.001	0.001	0.
S106 Ditchingham Maltings	0.	0.007	0.007	0.
S106 Three Score Care Village	0.	0.006	0.006	0.
S106 Thetford Road, Watton	0.	0.007	0.007	0.
S106 Yarmouth Rd/Ingram Rd, Stalham	0.	0.01	0.01	0.
S106 Crostwick Lane, Spixworth	0.	0.004	0.004	0.001
CERF Dersingham Windows	0.	0.001	0.001	0.
Library Improvements 14/15+	0.151	0.109	0.109	0.037
CERF Blofield Library	0.	0.028	0.028	0.028
CERF Gt Yarmouth Library	0.	0.037	0.037	0.035
CERF Mle Cross Library	0.	0.015	0.015	0.
Libraries Transformation 14/15+	0.	0.095	0.095	0.028
CERF Mile Cross Library	0.	0.006	0.006	0.005
S106 Heath Loke Poringland	0.	0.002	0.002	0.
S106 Land Off Spixworth Road, Old Catton	0.	0.003	0.003	0.
TOTAL	2.318	0.485	0.485	0. 0.16

Museums Capital Programe 2015/16

Scheme Name	Spend Project to date (prior years)	2015/16 Programme	2015/16 Out - turn	2015/16 Variance	Spend to date - current year
Bridewell Redevelopment	1.555	0.018	0.018	0.	0.001
GFW Voices from the Workhouse	0.	1.2	1.2	0.	0.
Seahenge	0.072	0.007	0.007	0.	0.
Biomass Boiler CERF	0.165	0.009	0.009	0.	0.
GFWH Wind & Solar	0.	0.017	0.017	0.	0.
Castle Keep Improvements	0.013	0.811	0.811	0.	0.072
Strangers Repl Ligh	0.005	0.002	0.002	0.	0.
Energy Saving improvements - CERF	0.	0.015	0.015	0.	0.014
Gressenhall Eco Building	0.144	0.004	0.004	0.	0.021
TOTAL	1.996	2.082	2.082	0.	0.102

Fire Capital Programme 2015/16

Scheme Name	Spend Project to date (prior years)	2015/16 Programme	2015/16 Out - turn	2015/16 Variance	Spend to date - current year
Real Fire Training Unit est 14-15		0.658	0.176	(0.482)	0.005
Gt Yarm Fixed Generator		0.021	0.021		0.019
Carrow Fire Station		0.007	0.007		0.
Kings Lynn Satellite Station		0.02	0.02		0.018
North Lynn Improvements		0.277	0.277		0.236
Downham Market replacement appliance		0.26	0.26		0.111
Methwold FS Fire Safety Improvements		0.001	0.001		(0.)
Sprowston CERF		0.004	0.004		0.
Wymondham CERF		0.012	0.012		0.012
Command & Control vehicles and ICT		0.425	0.425		0.025
Diss FS Fire safety improvements (watch office door & partition)		0.002	0.002		0.002
Sandringham FS Fire Safety Improvements		0.002	0.002		0.002
Sprowston FS Fire Sfety Improvements		0.001	0.001		0.001
Wroxham FS Fire Sfety Improvements		0.001	0.001		0.001
MTFA 4x4 vehicle		0.059	0.059		0.047
Handheld UHF radios		0.162	0.162		0.
CERF N Lynn FS		0.02	0.02		0.008
Methwold FS Fire Safety Improvements		0.001	0.001		0.
Hethersett HQ Control Room Light Switch upgrade		0.002	0.002		0.
Attleborough FS Fire Safety Improvements		0.001	0.001		0.
Hingham Fire Station Fire Safety Improvements		0.001	0.001		0.
Fire Appliances (Type B pumps)		0.008	0.008		0.008
LPSA Domestic Violence		0.007	0.007		0.014
LPSA Safer Communities		0.109	0.109		0.
					0.
TOTAL	0.	2.061	1.579	(0.482)	0.51
Total Capital programme	4.314	4.627	4.145	(0.482)	0.771

Appendix C

Communities Committee - Reserves Monitoring Schedule 2015/16

Reserve	2015/16 Opening Balance £m	Future Planned		Forecast Final Balance 2015/16 £m	Forecast Balance 2016/17 £m	Forecast Balance 2017/18 £m
		Additions £m	Withdrawals £m			
Norfolk Fire & Rescue Service						
Provisions						
EU Part Time Workers Provision (Pensions)	0.850			0.850	0.850	0.850
Reserves						
Fire Pensions	0.348		-0.050	0.298	0.248	0.198
Equipment/Leasing	0.000			0.000	0.000	0.000
Operational / PPE / Clothing	0.000			0.000	0.000	0.000
Retained Firefighters	0.130			0.130	0.065	0.000
Capital Sustainability - Position & Project Reserve	1.903		-0.629	1.274	0.460	0.195
Grants						
Community Safety Reward grant	0.167			0.167	0.167	0.167
Unspent Grants & Contributions Reserve	0.182		-0.109	0.073	0.000	0.000
Fire and Rescue	3.580	0.000	-0.788	2.792	1.790	1.410
Community Safety						
Trading Standards - ICT	0.000			0.000		0.000
Trading Standards - R&R	0.104		-0.041	0.063	0.000	0.000
	0.104	0.000	-0.041	0.063	0.000	0.000
TOTAL: Fire & Community Safety	3.684	0.000	-0.829	2.855	1.790	1.410
Cultural Services						
Norfolk L&IS - Library Projects	0.586	0.059	-0.283	0.413	0.413	0.413
Norfolk L&IS - ICT Reserve	0.113			0.113	0.113	0.113
Norfolk L&IS - Library Grants	0.109		-0.042	0.066	0.066	0.066
					0.000	
Arts & Recreation - Projects	0.014		-0.014	0.000	0.000	
Arts & Recreation - Tour of Britain	0.005		-0.005	0.000	0.000	0.000
Norfolk Museums Service - Museums Projects	0.161	0.015	-0.005	0.171	0.171	0.171
Norfolk Museums Service - Income Reserve	0.130			0.130	0.130	0.130
Norfolk Museums Service - Insurance	0.004		-0.004	0.000	0.000	0.000
Norfolk Museums Service - Museums Grants	0.465		-0.075	0.390	0.390	0.390
Norfolk Records Office - NRO Projects	0.278			0.278	0.150	0.150
Norfolk Records Office - NRO Grants	0.012			0.012	0.012	0.012

	1.876	0.074	-0.427	1.574	1.446	1.446
Norfolk Adult Education - Education Funding	0.463		-0.229	0.234	0.234	0.234
Norfolk Adult Education - Adult Education Grants	0.001			0.000	0.000	0.000
	0.464	0.000	-0.229	0.234	0.234	0.234
Active Norfolk	0.546			0.546	0.546	0.546
Total Cultural Services	2.887	0.074	-0.656	2.354	2.226	2.226
Customer Services						
Customer Access & Devpt IT Fund	0.269	0.025		0.294	0.294	0.294
Complaints Org Change Reserve	0.045			0.045	0.045	0.045
Customer Service Centre R&R Fund	0.025			0.025	0.025	0.025
Customer Service Centre It Fund	0.007			0.007	0.007	0.007
Total Customer Services	0.346	0.025	0.000	0.371	0.371	0.371
Public Health						
Unspent Grants & Contributions - Warm & Well	0.064			0.064	0.064	
Unspent Grants & Contributions - PH Ring fenced grant	5.860		-5.860	0.000	-1.500	-2.023
	5.924	0.000	-5.860	0.064	-1.436	-2.023
Consultation & Community relations						
Organisational Change (Consultation)	0.049			0.049	0.034	0.034
IT Fund (Consultation - Youth Parliament)	0.003			0.003	0.003	0.003
	0.052	0.000	0.000	0.052	0.037	0.037
Registrars						
Registrars R&R Fund	0.412			0.412	0.412	0.412
	0.412	0.000	0.000	0.412	0.412	0.412
Total Grants and Reserves	13.305	0.099	-7.345	6.108	3.400	2.433