

Central Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ



please ask for Jonathon Partridge
direct line 0300 300 4634
date 28 November 2013

NOTICE OF MEETING

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Date & Time

Thursday, 12 December 2013 10.00 a.m.

Venue at

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: The Chairman and Members of the SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE:

Cllrs D McVicar (Chairman), A R Bastable (Vice-Chairman), Ms A M W Graham, R W Johnstone, K C Matthews, T Nicols, B Saunders and P Williams

[Named Substitutes:

R D Berry, D Bowater, Mrs C F Chapman MBE, D Jones, A Shadbolt and M A Smith]

All other Members of the Council - on request

***MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS
MEETING***

AGENDA

1. **Apologies for Absence**

Apologies for absence and notification of substitute members

2. **Members' Interests**

To receive from Members any declarations of interest and of any political whip in relation to any agenda item.

3. **Chairman's Announcements and Communications**

To receive any announcements from the Chairman and any matters of communication.

4. **Minutes**

To approve as a correct record the Minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 10 October and the Special meeting on 15 October and to note actions taken since those meetings.

5. **Petitions**

To receive petitions from members of the public in accordance with the Public Participation Procedure as set out in Annex 2 of Part A4 of the Constitution.

6. **Questions, Statements or Deputations**

To receive any questions, statements or deputations from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of part A4 of the Constitution.

7. **Call-In**

To consider any decision of the Executive referred to this Committee for review in accordance with Procedure Rule 10.10 of Part D2.

8. **Requested Items**

To consider any items referred to the Committee at the request of a Member under Procedure Rule 3.1 of Part D2 of the Constitution.

REPORTS

Item	Subject	Page Nos.
9	<p>Executive Member Update</p> <p>To receive for information a verbal update from the relevant Executive Members.</p>	* verbal
10	<p>Parking Strategy</p> <p>To receive a report regarding the Council's parking strategy following a request at a previous meeting.</p>	* (to follow)
11	<p>Capital Budget Monitoring - Regeneration & Business Services</p> <p>To consider the forecast capital expenditure and external funding for 2013/14 as at the end of September, 2013 for the Regeneration and Business Services Directorate.</p>	* 15 - 22
12	<p>Revenue Budget Monitoring - Regeneration & Business Services</p> <p>To consider the current forecast revenue outturn after the use of reserves for the Regeneration and Business Services Directorate.</p>	* 23 - 32
13	<p>Capital Budget Monitoring - Community Services</p> <p>To consider the forecast capital expenditure and external funding for 2013/14 as at the end of September, 2013 for the Community Services Directorate.</p>	* 33 - 38
14	<p>Revenue Budget Monitoring - Community Services</p> <p>To consider the current forecast revenue outturn after the use of reserves for the Community Services Directorate.</p>	* 39 - 48
15	<p>Performance Monitoring</p> <p>To receive the quarter 2 performance monitoring report for the Community Services and Regeneration and Business Support Services Directorates.</p> <p>The performance report will be considered by the Executive at their meeting on 10 December 2013. Members are requested to bring a copy of their report with them to the meeting. A full copy will be available at the following link:-</p>	*

<http://www.centralbedfordshire.gov.uk/modgov/>

To consider the currently drafted Committee work programme for 2013/14 and the Executive Forward Plan.

CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE** held in Council Chamber, Priory House, Monks Walk, Shefford on Thursday, 10 October 2013.

PRESENT

Cllr D McVicar (Chairman)
Cllr A R Bastable (Vice-Chairman)

Cllrs Ms A M W Graham
R W Johnstone
K C Matthews

Cllrs T Nicols
B Saunders

Members in Attendance: Cllrs R D Berry
A D Brown
Mrs G Clarke
I Dalgarno
P A Duckett
C C Gomm
B J Spurr
J N Young
Deputy Executive
Member for Sustainable
Communities - Strategic
Planning and Economic
Development
Deputy Executive
Members for Sustainable
Communities - Services
Chairman of Corporate
Resources Overview &
Scrutiny Committee
Executive Member for
Sustainable
Communities - Services
Executive Member for
Sustainable
Communities - Strategic
Planning and Economic
Development

Officers in Attendance: Mr M Coiffait – Community Services Director
Mrs J Dickinson – Head of Leisure Services
Mr J Partridge – Scrutiny Policy Adviser
Ms S Templeman – Senior Finance Manager
Ms S Wileman – Service Development Manager

SCOSC/13/48 Members' Interests

There were no interests or political whip declared in relation to any agenda item.

SCOSC/13/49 **Chairman's Announcements and Communications**

The Chairman advised the Committee that he had agreed to vary the order of the agenda in order to facilitate the public items being considered first.

SCOSC/13/50 **Minutes**

RESOLVED that the minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 05 September 2013 be confirmed and signed by the Chairman as a correct record.

SCOSC/13/51 **Petitions**

There were no petitions received.

SCOSC/13/52 **Questions, Statements or Deputations**

There were no questions, statements or deputations received.

SCOSC/13/53 **Call-In**

There were no call-ins referred to the Committee.

SCOSC/13/54 **Requested Items**

There were no requested items.

SCOSC/13/55 **Executive Member Update**

The Committee received an update from the Executive Members for Sustainable Communities relating to the following:-

- The development of the Parking Strategy and specific restrictions in relation to parking on verges. The Executive Member explained the manner in which Traffic Management Orders would be imposed and accepted that there may be issues relating to the way that residents would perceive the parking restrictions and difficulty in managing the use of pavements for parking. The Committee noted the further opportunity they would have to discuss this item in December 2013.
- The successful opening of the Luton-Dunstable Busway, which had been well used in the first week.
- Changes in the timetable for developing the Gypsy and Traveller Local Plan as a result of feedback from the public consultation and the outcomes of a recent inspection, which would be received by the Committee in early 2014.
- The Development Strategy, which was being drafted, would be considered by the Committee in early 2014.

During discussion the Committee agreed that the Council's representative on the Chilterns AONB Conservation Board needed to reaffirm that the Council presently had no position on the development of HS2. Forming a policy

decision on HS2 may be something that the Council should consider in the future.

SCOSC/13/56 Capital Budget Monitoring - Regeneration and Business Support

The Senior Finance Manager introduced the forecast capital expenditure and external funding as at the end of June 2013 for the Regeneration and Business Support Directorate. The Senior Finance Manager drew attention to the forecast underspend of £766k, which was due to several factors not in the control of the Council.

NOTED the report.

SCOSC/13/57 Revenue Budget Monitoring - Regeneration and Business Support

The Senior Finance Manager introduced the forecast revenue outturn as at the end of June 2013 for the Regeneration and Business Support Directorate. The Senior Finance Manager drew attention to the forecast outturn of £10,096k resulting in an overspend of £182k after the use of reserves, which had previously included savings relating to the Customer First programme. As a result of this change and changes to flood grant funding the directorate was presently projecting an underspend.

NOTED the report.

SCOSC/13/58 Capital Budget Monitoring - Community Services

The Senior Finance Manager introduced the forecast capital expenditure and external funding as at the end of June 2013 for the Community Services Directorate. The Senior Finance Manager drew attention to the forecast net variance of £2,597k.

NOTED the report.

SCOSC/13/59 Revenue Budget Monitoring - Community Services

The Senior Finance Manager introduced the forecast revenue outturn as at the end of June 2013 for the Community Services Directorate. The Senior Finance Manager drew attention to the forecast outturn of £36,308k resulting in an underspend of £117k after the use of reserves.

NOTED the report.

SCOSC/13/60 Performance Monitoring

The Director for Community Services introduced the quarter one performance report for the Regeneration and Business Support and Community Services Directorates. The attention of the Committee was drawn to those specific areas of performance detailed in the report including those issues where performance was rated as "red". The Director also highlighted that although a funding contribution of £5M towards the deliver of the Woodside Link had been

provided, a further £10M had been awarded to the Council subject to meeting certain conditions.

In light of the report and the further guidance provided the Committee discussed the following:-

- Whether the Director could confirm the location of 10 additional accommodation units for offenders in Central Bedfordshire. The Director was unable to confirm that location of these units but agreed to look into this and if possible to let Members know.
- Whether the Council could consider the re-provision of the mobile library service for users who were not eligible for Library Link. The Director confirmed the cost of the re-provision of this service would be considered over the next year.
- Whether there were any changes in the way that schools disposed of their waste. The Director agreed to look into this but requested that Councillors advised him of any specific schools they were interested in.
- The meaning of viability constraints on some development schemes. It was explained that in order for some schemes to be economically viable the developer would often consider the level of affordable housing included in the scheme. As a result the Council was presently reporting a drop in the number of affordable housing completions in order to ensure that some schemes were economically viable.
- Poor performance in relation to satisfaction with road and pavement maintenance. The Committee agreed that these issues should be considered in detail at a future meeting. The Executive Member suggested that this report be considered in January 2014.
- The decline in library usage, which may have resulted from the refurbishment of several libraries and previous reporting errors.

NOTED the report.

SCOSC/13/61 Work Programme 2013/14 and Executive Forward Plan

The Committee discussed the current work programme and the latest forward plan. In light of earlier discussions the Committee noted that the Gypsy and Traveller Area Assessment would be presented to the Committee at some time in the new year.

RESOLVED that the work programme be endorsed subject to the amendment detailed above.

SCOSC/13/62 Exclusion of the Press and Public

RESOLVED that in accordance with Section 100A of the Local Government Act 1972 the Press and Public be excluded from the meeting during Item 11 on the grounds that consideration of the item is likely to involve the disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

SCOSC/13/63 Leisure Facilities Strategy and the Flitwick Leisure Centre Feasibility Study

In light of their discussion the Committee agreed the following comments:-

1. That the Committee felt the focus of the Council should be on developing new leisure facilities in the growth areas; and
2. That the Committee were unable to reach a conclusion on whether they felt the increase in membership numbers and the associated improvement in annual revenue performance was such that it would support the capital cost of prudential borrowing outlined.

RECOMMENDED that Executive be advised of comments of the Committee

(Note: The meeting commenced at 10.00 a.m. and concluded at 1.05 p.m.)

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CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE** held in Council Chamber, Priory House, Monks Walk, Shefford on Tuesday, 15 October 2013.

PRESENT

Cllr D McVicar (Chairman)
Cllr A R Bastable (Vice-Chairman)

Cllrs Ms A M W Graham
R W Johnstone
K C Matthews

Cllrs T Nicols
B Saunders
P Williams

Members in Attendance: Cllrs P N Aldis
A D Brown

Deputy Executive
Member for Sustainable
Communities - Strategic
Planning and Economic
Development

Mrs C F Chapman MBE
C C Gomm
D Jones
A Shadbolt
B J Spurr

Executive Member for
Sustainable
Communities - Services
Deputy Executive
Member for Sustainable
Communities - Services

B Wells

Officers in Attendance: Mr M Coiffait
Cl Tania Coulson
Mrs J Keyte
Mrs S Marsh

- Community Services Director
- Chief Inspector
- Head of Community Safety
- Principal Minerals and Waste
Planning Officer
- Scrutiny Policy Adviser
- Minerals and Waste Team Leader

Mr J Partridge
Mr R Romans

SCOSC/13/64 Members' Interests

There were no interests or political whip declared in relation to any agenda item.

SCOSC/13/65 Chairman's Announcements and Communications

The Chairman informed Members that although the BEaR project had been scheduled to be considered by the Committee, in light of the decision not being considered by the Executive it would be rescheduled.

The Chairman also informed the Committee that he had agreed to add a supplementary item to the agenda regards the Minerals and Waste Local Plan due to reasons of special urgency to provide a view in advance of the Executive.

SCOSC/13/66 **Petitions**

There were no petitions received from members of the public.

SCOSC/13/67 **Questions, Statements or Deputations**

There were no questions, statements or deputations received from members of the public.

SCOSC/13/68 **Call-In**

There were no decisions of the Executive referred to the Committee under the Call-in Procedures.

SCOSC/13/69 **Requested Items**

There were no requested items.

SCOSC/13/70 **Incidents of Anti-Social Behaviour**

The Head of Community Safety introduced a report in light of a previous request of the Committee to receive information on numbers of incidents of anti-social behaviour (ASB) in Central Bedfordshire. The attention of the Committee was drawn to an expected upward trend in the numbers of incidents and the previous reasons for under-reporting of incidents. Chief Inspector Tania Coulson also informed the Committee of Bedfordshire Police's response to ASB.

In light of the report and the further clarification the Committee discussed the following issues in detail:-

- The level of activity undertaken by the Police to safeguard vulnerable people. The Chief Inspector informed the Committee that the level of support provided to residents was based on the individual circumstances of an incident. It was agreed that providing the right level of support to those deemed most vulnerable was important.
- Whether there was a link between deprivation and incidents of ASB. The Head of Community Safety commented it was possible to draw a connection between deprivation and ASB.
- The importance of defining ASB so that people understood what was, and more importantly what was not, recorded as ASB. The Head of Community Safety confirmed that there was a legal definition of ASB, it was important to manage residents expectations in light of the level of resource that was available to respond to ASB.
- The importance of communication between partners in order to understand and respond to incidents of ASB.

In addition the Committee discussed in detail concerns regarding the format of the data provided to the Committee on incidents of ASB. It was suggested by a Member that the Committee needed to know the population of areas in order understand the context within which the numbers of incidents of ASB had occurred. It was suggested that resources could incorrectly be focused on those areas where there were more incidents of ASB without properly referring to the quantum of the population. It was also suggested by a Member that in future the data should provide a breakdown of the nature of incidents of ASB. This breakdown was particularly important for Town and Parish Councils so that they could consider whether to use their funds to support Police operations in dealing with incidents. The Head of Community Safety agreed to consider the format of the data in future iterations.

RECOMMENDED that the Committee recognise the data in its current form is open to interpretation and would suggest that in future it includes a quantum of ASB per 1,000 population and if possible a breakdown of types of incidents in relation to each ward.

SCOSC/13/71 Minerals and Waste Local Plan: Strategic Sites and Policies

The Team Leader Minerals and Waste introduced a report summarising the comments of the Inspector in relation to the Minerals and Waste Local Plan. In particular the attention of the Committee was drawn to the comments regards Thorn Turn.

A Member queried why a site for silica sand production had not been identified for reasons of confidentiality. The Team Leader Minerals and Waste informed the Committee that the confidentiality issue related to the sales from existing sites, which unless aggregated could not be released.

NOTED the Inspector’s report

RECOMMENDED that the Minerals and Waste Local Plan: Strategic Sites and Policies be agreed following the incorporation of the modifications proposed by the Inspector.

(Note: The meeting commenced at 2.00 p.m. and concluded at 3.37 p.m.)

Chairman.....

Date.....

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Meeting: Sustainable Communities Overview and Scrutiny Committee
Date: 12 December 2013
Subject: Capital Programme Report for Regeneration and Business Support for the Quarter ended 30 September, 2013
Report of: Cllr Nigel Young– Executive Member for Regeneration and Business Support
Summary: Forecast capital expenditure and external funding for 2013/14 as at the end of September, 2013.

Contact Officer: Sue Templeman, Senior Finance Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The capital programme provides the necessary infrastructure to support the Council. In particular the Regeneration and Business Support Directorate has direct impact on the stated Council priorities of:

- Enhancing your local community, and
- Better infrastructure

Financial:

1. The financial implications are set out in the report.

Legal:

2. All expenditure is in accordance with the Constitution of the Council and Public Procurement Regulations.

Risk Management:

3. Outline and detailed business cases ensure that risks are addressed before schemes are accepted into the programme. Project Managers oversee delivery risks.

Staffing (including Trades Unions):

4. Covered in business cases as relevant

Equalities/Human Rights:

5. Covered in business cases as relevant

Public Health

6. Covered in business cases as relevant

Community Safety:

7. Covered in business cases as relevant

Sustainability:

8. Resource usage and project outcomes are assessed at business case stage.
Not Applicable.

Procurement:

9. Not applicable.

RECOMMENDATION(S):

The Executive is asked to:

1. **Note forecast capital expenditure of £5,368k,**
2. **Note forecast external funding of £3,097k.**
3. **A full year variance of £3,768k on expenditure and of £2,507k on external income resulting in a net spend below budget of £1,261k .**

Reason for Recommendation(s): To monitor capital expenditure and funding.

Executive Summary

The directorate expects to spend £5,368k and receive external income of £3,097k, leaving net spend below budget in 2013/14 of £1,261k. The majority of this delay is due to external factors beyond the control of the Council. These include property negotiations with external interests and BDUK involvement in the Broadband project.

Introduction

10. The Regeneration and Business support capital programme in 2013/14 is made up of 22 schemes which include large groupings of projects that were the result of developer funds to deliver planning requirements, associated with new developments.

Overall Position

11. The directorate expects to spend £5,368k and receive external income of £3,097k, leaving net spend below budget in 2013/14 of £1,261k. The majority of this delay is due to external factors beyond the control of the Council. These include property negotiations with external interests and BDUK involvement in the Broadband project.

12. **Summary Table A**

Table A shows the Directorate's net budget and forecast for 2013/14.

Table A – Capital budget by Category (£'000)

Scheme Categories	Net Expenditure Budget	Net Expenditure Forecast	Net Expenditure Forecast Variance
	£'000	£'000	£'000
Regeneration	3,532	2,271	-1,261
Total	3,532	2,271	-1,261
Percentage of budget		64.3%	-35.7%

Major Schemes/Achievements

13. The Capital Programme is key to delivering the priorities set out in the Medium Term Plan. The regeneration schemes support the aim of keeping Central Bedfordshire as a great place to live and work.

14. **Regeneration**

- **Leighton Buzzard South of High St:** The terms are agreed (verbally) on the second Duncombe Drive property; completion is dependant on owners finding another property, with a longstop completion date proposed of 30 September 2014.
- **Dunstable TC Phase 2 (Dorchester Close):** A 6th property was acquired in May 2013, completion on 7th due in August was delayed until 13 September 2013. Negotiations continue with owner of 8th and final property.
- **Superfast Broadband:** Contract signed with BT in August and a further £604k secured from BDUK. Due to national requirement to spend BDUK funds first, CBC element of spend will be deferred to later financial years.

15. **Sustainable Transport**

Works have now commenced on site for the DfT cycling safety scheme to construct a cycle route between Cranfield village and Cranfield University following agreement with the internal drainage board and a permissive path agreement with the University.

Over the last 6 months LSTF funded schemes completed in Dunstable and Houghton Regis include:

- (a) Landscape, patching and route realignment works on NCN6,
- (b) Cycle route works and route to Sandringham Drive from Woodside industrial estate as part of the Poynters road works in Houghton Regis,

- (c) Cycling link between Meadway and High Street south via Cemetery Lane,
 - (d) Shared use path on Boscombe road
16. Consultation has taken place on the following with implementation due to take place later this year:
- Cycling contraflow lane on Easthill road, Houghton Regis
 - Traffic calming and zebra crossing in Parkside Drive, Houghton Regis
17. The following schemes are under construction:
- a) Improvements to footpaths on the Parkside estate leading to Kings Houghton middle school, Houghton Regis
 - b) Cycle link between Downs road and Apollo close, Dunstable
 - c) Improvements to provide a cycle link between Apollo Close and Brive road, Dunstable
 - d) School safety zone zone on Southwood road leading to the Downside pathway, Dunstable

S106 Schemes

18. In granting planning permission for new development, legally binding Section 106 agreements are often made between the Council and the applicant. These agreements require the applicant to provide for or contribute to the costs of infrastructure, community facilities and other planning requirements which ensures that development which would otherwise be unacceptable due to its local impact is made acceptable. S106 agreements are legally tied to the delivery of specific planning obligations associated with the development permitted and cannot lawfully be used to deliver infrastructure requirements not listed in the legal agreement.
19. The Regeneration and Business Support directorate coordinates S106 requirements and spend for the Council. The S106 information in this report indicates the total value of contributions comprising a substantial number of schemes. For ease of reading the contributions are presented as running totals. The balances are made up of schemes that have different delivery schedules and the amounts do not all have to be spent in the current financial year.

(a) **Table B – S106 schemes by status (£'000)**

SECTION 106 DEVELOPERS' CONTRIBUTIONS				
Purpose / Responsibility	FUNDING STATUS			
	Opening Balance	Contributions received up to September 2013	Expenditure up to September 2013	Closing Balance
Childrens Services	6,383	619	-2,206	4,796
Regeneration	11,158	1,143	-1,154	11,147
Pratts Quarry	2,910	0	-12	2,898
Sub-total	20,451	1,762	-3,372	18,841
Revenue	64			64
Total	20,515	1,762	-3,372	18,905

Appendices:

Appendix A – Corporate Capital Summary 2013/14

Appendix B – Actuals as at September, 2013

Background Papers: None

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APPENDIX A CAPITAL CORPORATE SUMMARY 2013/14

Directorate	2012/ 13 Capital Programme Budget			Full year forecast as at month 6			Full Year Variance			PROFILED BUDGET TO DATE			ACTUAL TO DATE			VARIANCE TO DATE		
	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Children's Services	27,395	-26,691	704	23,957	-23,632	325	-3,438	3,059	-379	10,212	-10,138	74	7,847	-7,960	-113	-2,365	2,178	-187
Environmental Services	5,367	-417	4,950	806	-115	691	-4,561	302	-4,259	375	-224	151	318	-4	314	-57	220	163
Libraries	202	0	202	220	0	220	18	0	18	-18	0	-18	8	0	8	26	0	26
Leisure	6,287	-1,908	4,379	5,707	-1,839	3,868	-580	69	-511	3,527	-1,833	1,694	1,338	0	1,338	-2,189	1,833	-356
Transport	17,813	-6,159	11,654	18,430	-7,138	11,292	617	-979	-362	9,020	-3,033	5,987	10,084	-3,265	6,819	1,064	-232	832
Community Services	29,669	-8,484	21,185	25,163	-9,092	16,071	-4,506	-608	-5,114	12,904	-5,090	7,814	11,748	-3,269	8,479	-1,156	1,821	665
Corporate Resources	13,901	-1,500	12,401	11,378	-1,500	9,878	-2,523	0	-2,523	5,636	-500	5,136	2,390	0	2,390	-3,246	500	-2,746
Improvement & Corporate Services	4,202	0	4,202	4,321	0	4,321	119	0	119	1,584	0	1,584	1,540	-204	1,336	-44	-204	-248
Regeneration	9,136	-5,604	3,532	5,368	-3,097	2,271	-3,768	2,507	-1,261	2,715	-1,645	1,070	3,971	-1,108	2,863	1,256	537	1,793
Social Care, Health & Housing	10,278	-7,269	3,009	5,973	-3,705	2,268	-4,305	3,564	-741	3,590	-2,996	594	2,552	-2,629	-77	-1,038	367	-671
Total Excluding HRA	94,581	-49,548	45,033	76,160	-41,026	35,134	-18,421	9,120	-9,899	36,641	-20,369	16,272	30,048	-15,170	14,878	-6,593	5,199	-1,394
HRA	10,895	0	10,895	8,550	0	8,550	-2,345	0	-2,345	2,925	0	2,925	2,609	-10	2,599	-316	-10	-326
Total Including HRA	105,476	-49,548	55,928	84,710	-41,026	43,684	-20,766	9,120	-12,244	39,566	-20,369	19,197	32,657	-15,180	17,477	-6,909	5,189	-1,720

APPENDIX B REGENERATION & BUSINESS SUPPORT DIRECTORATE ACTUALS AS AT SEPTEMBER, 2013

Directorate	Sep-13								
	PROFILED BUDGET TO DATE			ACTUAL TO DATE			VARIANCE TO DATE		
	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Regeneration	2,715	-1,645	1,070	3,971	-1,108	2,863	1,256	537	1,793

Meeting: Sustainable Communities Overview and Scrutiny Committee
Date: 12 December 2013
Subject: Regeneration and Business Support Revenue Report for the Quarter ended 30 September, 2013
Report of: Cllr Nigel Young– Executive Member for Regeneration and Business Support
Summary: Forecast outturn of £8,505k resulting in under spend of £97k after the use of reserves.

Contact Officer: Sue Templeman, Senior Finance Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

Sound financial management contributes to the delivery of the Council's value for money, enabling the Council to successfully deliver its priorities. In particular the Regeneration and Business Support budget had direct impact on the stated Council priorities of:

- Creating Safer Communities, and
- Managing Growth effectively.

Financial:

1. The financial implications are set out in the report.

Legal:

2. All expenditure is in accordance with the Constitution of the Council and Public Procurement Regulations.

Risk Management:

3. All of services have been risk rated, and actions agreed with managers to work within budget tolerances.

Staffing (including Trades Unions):

4. A number of minor staffing changes are being implemented in line with resourcing proposals approved in the 2013/14 budgets.

Equalities/Human Rights:

5. None

Public Health

6. None

Community Safety:

7. None

Sustainability:

8. Regeneration and Business Support is one of the lead Directorates with regards to making Central Bedfordshire a more sustainable place to live and work.

Procurement:

9. Not applicable.

RECOMMENDATION(S):

The Executive is asked to:

1. **Note the projected net expenditure outturn of £8,505k.**
2. **Note the proposed use of specific reserves of £547k.**
3. **Note the projected under spend of £97k after the use of specific reserves.**

Reason for Recommendation(s): To monitor revenue spending.

Executive Summary

Regeneration and Business Support's overall financial position was £97k under budget after the use of earmarked reserves of £547k for one-off specific projects.

Introduction

10. Regeneration and Business Support directorate manages a gross expenditure budget of £17,218k and income budget of £9,163k leaving a net expenditure budget of £8,055k.

Overall Position

11. Regeneration and Business Support's overall financial position was £97k under budget after the use of earmarked reserves of £547k for one-off specific projects.

The Directorate had an annual savings target of £367k. At the end of September, the savings delivered totalled £176k.

The main financial performance changes of each group are described in the following paragraphs.

Appendices A1 to A3 provide further tables showing estimates and movements by services.

12. **Summary Table A**

Table A shows the full year variance by budget group.

Table A – Directorate Overall Position

Division	Approved Budget	Forecast outturn for year	Forecast variance for year (- under) / over spend	Forecast variance after use of earmarked reserves (- under) / over spend
	£'000	£'000	£'000	£'000
Service Development	536	512	-24	-24
Economic Growth and Skills	1,163	1,535	372	24
Planning	6,356	6,458	102	-97
Regeneration & Business Support	8,055	8,505	450	-97

Service Development

13. Service Development is forecasting an under spend of £24k due to salary savings.

Economic Growth Skills and Regeneration

14. The Economic Growth Skills & Regeneration has projected an outturn of £24k overspend.

The ASCL service is currently showing a full year overspend of £73k – this is a interim position and is subject to continuing budget re-alignment that is seeking to deliver a balanced position by the end of the year. The forecast will be adjusted as progress is made towards this.

Planning

15. The Planning Division is forecasting an under spend of £97k.

The major elements of this are :

This is forecast under spend on salaries of £240k due to vacancies, maternity leave and take up of pensions offset by temporary staff. There is a forecast underspend of £100k in development plan and strategic housing of professional fees, and a forecast overspend of £200K in development management due to old section 38 invoices . There is a forecast overspend of £130K relating to the flood defence grant which has previously been advised.

Efficiencies

16. Regeneration and Business Support was set an efficiency target of £367k. There were savings initiatives being implemented across the Directorate.

At the end of September, the Directorate had achieved efficiency savings of £176k which is £1k below profile.

Reserves

17. It is proposed that £547k of earmarked reserves are used to fund specific one-off projects. A breakdown is provided in Appendix C.

Debt Management

18. The total debt at the end of September was £2463k. Invoices relating to developers legal contributions to deliver planning requirements associated with new developments account for 80% of debt. About 71% of debt is less than three months old. All debt recovery is in accordance with Council policy.

18.1 Table B – Debt Outstanding

Debt profile	>£100K	>=£50K	>=£10K	>=£1K	<£1K	Total	Age Ratio
No of debtors	8	3	20	22	32	85	
Current	£1003	£54	£142	£27	£2	£1229	49.9%
1 month	£53	£0	£9	£16	£1	£79	3.2%
2 months	£13	£9	-£2	£6	£0	£26	1.1%
3 months	£194	£75	£89	£64	£1	£423	17.2%
3-12 months	£348	£0	£117	£8	£0	£473	19.2%
> 12 months	£103	£74	£56	£0	£1	£233	9.4%
Total Debt	£1714	£212	£412	£120	£5	£2463	100.0%

Appendices:

Appendix A1 – Revenue Summary Position by Division

Appendix A2 – Revenue Summary Position by Service

Appendix A3 – Movement in variance

Appendix B – Efficiencies

Appendix C – Earmarked Reserves

Appendix D – Debt Analysis

Background Papers: None

Appendix A1 – Revenue Summary Position by Division

Division	Year to date				Full Year						
	Budget	Actual	Use of reserves	Variance	Approved Budget	Forecast Outturn	Forecast Variance	Proposed transfer to reserves	Proposed use of reserves	Total	Forecast Variance after use of reserves
	£000	£000	£000	£000	£000	£000	£000	£000	£000		£000
Service Development	268	209	0	-59	536	512	-24	0	0	0	-24
Economic Growth and Skills	496	649	-223	-70	1,163	1,535	372	0	-348	-348	24
Planning	3,005	2,436	-99	-668	6,356	6,458	102	100	-299	-199	-97
Regeneration & Business Support	3,769	3,294	-322	-797	8,055	8,505	450	100	-647	-547	-97

Appendix A2 – Revenue Summary Position by Service

Service	Cumulative to Date				Year							
	Budget	Actual	Use of reserves	Variance	Approved Budget	Forecast Outturn	Forecast Variance	Proposed transfer to reserves (+ve)	Proposed use of reserves (-ve)	Total	Forecast Variance after use of reserves	Forecast % of Budget
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Service Development												
Service Development	268	209		-59	536	512	-24			0	-24	-4%
Sub Total	268	209	0	-59	536	512	-24	0	0	0	-24	-4%
Economic Growth and Skills												
AD Econ Growth,Skills & Regen	412	415	-15	-12	823	820	-3		-20	-20	-23	-3%
Business Investment & Marketing	17	44	-35	-8	39	117	78		-78	-78	0	0%
Economic Dev & Physical Regen	51	45	-10	-16	228	250	22		-37	-37	-15	-7%
Community Regeneration	52	97	-35	10	146	214	68		-79	-79	-11	-8%
Adult Skills	-36	48	-128	-44	-73	134	207		-134	-134	73	-100%
Sub Total	496	649	-223	-70	1,163	1,535	372	0	-348	-348	24	2%
Planning												
AD Planning	72	90		18	144	191	47			0	47	33%
Dev Plan & Strategic Housing	975	689		-286	1,938	1,823	-115			0	-115	-6%
Development Management	518	249	-24	-293	1,158	927	-231	100	-35	65	-166	-14%
Transport Strategy & Countryside	903	873		-30	2,206	2,206	0			0	0	0%
Building Control	281	240	-75	-116	931	1,317	386		-264	-264	122	13%
Archaeology	256	295		39	-21	-6	15			0	15	
Sub Total	3,005	2,436	-99	-668	6,356	6,458	102	100	-299	-199	-97	-2%
Regeneration & Business Support	3,769	3,294	-322	-797	8,055	8,505	450	100	-647	-547	-97	-1%

Appendix **A3** – Movement in variance

Division	Full Year Forecast Variance Sept	Full Year Forecast Variance June	Change in Variance
	£000	£000	£000
Service Development	512	523	-11
Economic Growth and Skills	1,535	2,668	-1,133
Planning	6,458	6,905	-447
Regeneration & Business Support	8,505	10,096	-1,591

Appendix B – Efficiencies

Service Area	Year to date			Full Year		
	Budget £m	Actual £m	Variance	Budget £m	Forecast £m	Variance
EFFICIENCIES						
Planning	0.147	0.146	-0.001	0.305	0.305	0.000
Economic Growth Skills & Regen	0.030	0.030	0.000	0.062	0.062	0.000
SUB TOTAL	0.177	0.176	-0.001	0.367	0.367	0.000
CROSS CUTTING EFFICIENCIES						
			.0000			.0000
			.0000			.0000
			.0000			.0000
			.0000			.0000
SUB TOTAL	0.000	0.000	0.000	0.000	0.000	0.000
COMPENSATORY SAVINGS						
			.0000			.0000
			.0000			.0000
SUB TOTAL	0.000	0.000	0.000	0.000	0.000	0.000
TOTAL	0.177	0.176	-0.001	0.367	0.367	0.000

Appendix C – Earmarked Reserves

Description	Opening Balance 2013/14	Proposed spend against reserves	Release of reserves	Proposed transfer to reserves	Proposed Closing Balance 2013/14	Notes
REGENERATION AND BUSINESS SUPPORT RESERVES	£000	£000	£000	£000	£000	
Career Development Framework	68	-35			33	Cost of implementing Career Development Framework following decisions in 2011/12.
External Funded Regeneration reserve	434	-85			349	External funds to support economic participation, regeneration and European programmes.
Local Development Framework	100				100	To assist with the cost of developing the new CBC Local Development Framework
Minerals and Waste partnership funds	104				104	Partners income contributions to service costs which are to cover the costs of LDF and enforcement inquiries of this shared service which CBC hosts.
Physical Regeneration Projects	31	-31			0	To assist with the costs of stage 2 of Employment sites acceleration project.
Pre-application service development	288			100	388	Funds to embed pre-application process to give assurance to developers that service is adequately resourced and supported.
NIRAH	50	-20			30	Shared reserve with Bedford Borough to support NIRAH project costs.
Woodside Connection options appraisal	50				50	Cost of developing business case for Woodside Connection.
Business growth grants	84	-78			6	External funds and partnership contributions to support business growth. Includes match funding for pilot schemes.
Flood defence	264	-264			0	Grant funds received in advance, not ringfenced.
Natural England	10				10	Grant funds received in advance, not ringfenced.
Building control	76				76	Trading account carry fwd.
Gypsy and traveller	50				50	
Earmarked Reserves	1,609	-513	0	100	1,196	

Use of redundancy reserve:	Spend against reserves	Release of reserves	Proposed transfer to Reserves
Regen	-134		
Total Earmarked Reserves	-647	0	100

Appendix D – Debt Analysis

Debtor (£'000)	Total Debt	Due Current Month	31-60 days	61-90 days	91-365 days	Over 12 months
Debtor 1	£428	£428	£0	£0	£0	£0
Debtor 2	£386	£386	£0	£0	£0	£0
Debtor 3	£194	£0	£0	£0	£0	£194
Debtor 4	£155	£58	£0	£1	£2	£95
Debtor 5	£153	£42	£11	£13	£42	£46
Debtor 6	£150	£0	£0	£0	£150	£0
Debtor 7	£131	£89	£42	£0	£0	£0
Debtor 8	£116	£0	£0	£0	£0	£116
Debtor 9	£74	£0	£0	£0	£0	£74
Debtor 10	£70	£0	£0	£0	£70	£0
Debtor 11	£68	£54	£0	£9	£5	£0
Debtor 12	£37	£0	£0	£0	£0	£37
Debtor 13	£34	£2	£0	£0	£12	£19
Debtor 14	£34	£0	£0	£0	£34	£0
Debtor 15	£30	£0	£0	£0	£0	£30
Debtor 16	£29	£0	£0	£0	£0	£29
Debtor 17	£24	£14	£0	£0	£0	£10
Debtor 18	£23	£23	£0	£0	£0	£0
Debtor 19	£23	£23	£0	£0	£0	£0
Debtor 20	£23	£0	£0	£0	£0	£22
Debtor 21	£19	£0	£0	£0	£0	£19
Debtor 22	£18	£18	£0	£0	£0	£0
Debtor 23	£17	£17	£0	£0	£0	£0
Debtor 24	£16	£16	£0	£0	£0	£0
Debtor 25	£14	£0	£0	£0	£14	£0
Debtor 26	£14	£14	£0	£0	£0	£0
Debtor 27	£13	£-2	£-2	£-2	£17	£0
Debtor 28	£12	£0	£0	£0	£12	£0
Debtor 29	£12	£6	£0	£0	£0	£6
Debtor 30	£10	£0	£10	£0	£0	£0
Debtor 31	£10	£10	£0	£0	£0	£0
Debt > £10,000	£2337	£1200	£61	£21	£358	£697

Meeting: Sustainable Communities Overview and Scrutiny Committee
Date: 12 December 2013
Subject: Capital Programme Report for Community Services for the Quarter ended 30 September, 2013
Report of: Cllr Brian Spurr – Executive Member for Community Services
Summary: Forecast capital expenditure and external funding for 2013/14 as at the end of September, 2013.

Contact Officer: Sue Templeman, Senior Finance Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The capital programme provides the necessary infrastructure to support the Council priorities. In particular the Community Services has direct impact on the stated Council priorities of:

- Enhancing your local community, and
- Great Universal Services.

Financial:

1. The financial implications are set out in the report.

Legal:

2. All expenditure is in accordance with the Constitution of the Council and Public Procurement Regulations.

Risk Management:

3. Outline and detailed business cases ensure that risks are addressed before schemes are accepted into the programme. Project Managers oversee delivery risks.

Staffing (including Trades Unions):

4. Covered in business cases as relevant

Equalities/Human Rights:

5. Covered in business cases as relevant

Public Health

6. Covered in business cases as relevant

Community Safety:

7. Covered in business cases as relevant

Sustainability:

8. Resource usage and project outcomes are assessed at business case stage.
Not Applicable.

Procurement:

9. Not applicable.

RECOMMENDATION(S):

The Overview and Scrutiny is asked to:

- 1. Note forecast capital expenditure of £25,163k,**
- 2. Note forecast external funding of £9,092k.**
- 3. A full year variance of £4,506k on expenditure and of £608k on external income resulting in a net spend below budget of £5,114k .**

Reason for Recommendation(s) To monitor capital expenditure and funding.

Overview and Scrutiny Summary

The directorate expects to spend £25,163k and receive external income of £9,092k, leaving net spend below budget in 2013/14 of £5,114k. The majority of this slippage is due to BEaR project.

Introduction

10. The Community Services capital programme in 2013/14 is made up of 43 schemes which includes large groupings of projects that relate to Environmental services, Libraries, Leisure and Transport.

Overall Position

11. **Libraries**

12. **Summary Table A**

Table A shows the Directorate's net budget and forecast for 2013/14.

Table A – Capital budget by Category (£'000)

Scheme Categories	Net Expenditure Budget	Net Expenditure Forecast	Net Expenditure Forecast Variance
	£'000	£'000	£'000
Environmental Services	4,950	691	-4,259
Libraries	202	220	18
Leisure	4,379	3,868	-511
Transport	11,654	11,292	-362
Community Services	21,185	16,071	-5,114
Percentage of budget		75.9%	-24.1%

Major Schemes/Achievements

13. The Capital Programme is key to delivering the priorities set out in the Medium Term Plan, the majority of which were led by the former Sustainable Communities directorate. These supported the aim of keeping Central Bedfordshire as a great place to live and work.

14. **Highways and Transport**

- a) Total road and footway treated through resurfacing and surface dressing to date is 36.5 kilometres. Poynters Road deep insitu recycling scheme completed on site.
- b) To date a total of 369 columns including lanterns were replaced and a further 1,006 lanterns replaced.
- c) 12 Local Area Transport Plan schemes have been implemented and 14 designed and ready for construction.
- d) 6 drainage schemes completed.

15. **Leisure**

- a) Astral Park - CBC are supporting the Town Council to provide a football pitch and changing/community facilities. Work is near completion on the car park and drainage connections complete. Work to roof of the changing/community facility including internal walls and gable ends, and steel truss to community room is complete. The project is on target for completion in January 2014.

- b) Flitwick Leisure Centre Redevelopment is a scheme to replace the existing Leisure Centre and work has now been completed on the feasibility stage. The report was considered by Overview and Scrutiny on 10 October and subsequently by executive on 5 November. A recommendation to approve the budget for the scheme was considered by Council on 28 November
- c) Tiddenfoot Leisure Centre is being refurbished - The car park has been prepared for the resurfacing and work is being carried out to divert the cabling, work is being carried out on the refurbishment of the gym area. Drainage on the downstairs area and surveys for electrical and mechanical has been started.
- d) Flitwick Leisure Centre Football Pitch is a scheme to re-provide football pitches and changing facilities before the Flitwick Leisure Centre redevelopment can commence - the contractors have cleared the site and work has begun on the sustainable urban drainage system. This project is on target for completion in August 2014.

16. **Waste**

- a) Sundon Landfill Restoration - Restoration phases are on track with soil importation ongoing. Approval received from Environment Agency for realignment of Gas Infrastructure. Lease signed for Gas Extraction with enhanced royalty income for CBC.
- b) Waste Capital Infrastructure Grant - Successful procurement and purchase of replacement glass vehicle for the south fleet.

Appendices:

Appendix A – Corporate Capital Summary 2013/14

Appendix B – Actuals as at September, 2013

Background Papers: None

APPENDIX A

CAPITAL CORPORATE SUMMARY 2013/14

Directorate	2012/13 Capital Programme Budget			Full year forecast as at month 6			Full Year Variance			Sep-13								
	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	PROFILED BUDGET TO DATE			ACTUAL TO DATE			VARIANCE TO DATE		
										Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure
£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Children's Services	27,395	-26,691	704	23,957	-23,632	325	-3,438	3,059	-379	10,212	-10,138	74	7,847	-7,960	-113	-2,365	2,178	-187
Environmental Services	5,367	-417	4,950	806	-115	691	-4,561	302	-4,259	375	-224	151	318	-4	314	-57	220	163
Libraries	202	0	202	220	0	220	18	0	18	-18	0	-18	8	0	8	26	0	26
Leisure	6,287	-1,908	4,379	5,707	-1,839	3,868	-580	69	-511	3,527	-1,833	1,694	1,338	0	1,338	-2,189	1,833	-356
Transport	17,813	-6,159	11,654	18,430	-7,138	11,292	617	-979	-362	9,020	-3,033	5,987	10,084	-3,265	6,819	1,064	-232	832
Community Services	29,669	-8,484	21,185	25,163	-9,092	16,071	-4,506	-608	-5,114	12,904	-5,090	7,814	11,748	-3,269	8,479	-1,156	1,821	665
Corporate Resources	13,901	-1,500	12,401	11,378	-1,500	9,878	-2,523	0	-2,523	5,636	-500	5,136	2,390	0	2,390	-3,246	500	-2,746
Improvement & Corporate Services	4,202	0	4,202	4,321	0	4,321	119	0	119	1,584	0	1,584	1,540	-204	1,336	-44	-204	-248
Regeneration	9,136	-5,604	3,532	5,368	-3,097	2,271	-3,768	2,507	-1,261	2,715	-1,645	1,070	3,971	-1,108	2,863	1,256	537	1,793
Social Care, Health & Housing	10,278	-7,269	3,009	5,973	-3,705	2,268	-4,305	3,564	-741	3,590	-2,996	594	2,552	-2,629	-77	-1,038	367	-671
Total Excluding HRA	94,581	-49,548	45,033	76,160	-41,026	35,134	-18,421	9,120	-9,899	36,641	-20,369	16,272	30,048	-15,170	14,878	-6,593	5,199	-1,394
HRA	10,895	0	10,895	8,550	0	8,550	-2,345	0	-2,345	2,925	0	2,925	2,609	-10	2,599	-316	-10	-326
Total Including HRA	105,476	-49,548	55,928	84,710	-41,026	43,684	-20,766	9,120	-12,244	39,566	-20,369	19,197	32,657	-15,180	17,477	-6,909	5,189	-1,720

APPENDIX B COMMUNITY SERVICES DIRECTORATE ACTUALS AS AT SEPTEMBER, 2013

Directorate	Sep-13								
	PROFILED BUDGET TO DATE			ACTUAL TO DATE			VARIANCE TO DATE		
	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure	Gross Expenditure	External Funding	Net Expenditure
£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Environmental Services	375	-224	151	318	-4	314	-57	220	163
Libraries	-18	0	-18	8	0	8	26	0	26
Leisure	3,527	-1,833	1,694	1,338	0	1,338	-2,189	1,833	-356
Transport	9,020	-3,033	5,987	10,084	-3,265	6,819	1,064	-232	832
Community Services	12,904	-5,090	7,814	11,748	-3,269	8,479	-1,156	1,821	665

Meeting: Sustainable Communities Overview and Scrutiny Committee
Date: 12 December 2013
Subject: Community Services Revenue Report for the Quarter ended 30 September, 2013
Report of: Cllr Brian Spurr – Executive Member for Community Services
Summary: Forecast outturn of £36,429k resulting in under spend of £153k after the use of reserves.

Advising Officer: Marcel Coiffait - Community Services Director
Contact Officer: Sue Templeman, Senior Finance Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

Sound financial management contributes to the delivery of the Council's value for money, enabling the Council to successfully deliver its priorities. In particular the Community Services has direct impact on the stated Council priorities of:

- Enhancing your local community, and
- Great Universal Services

Financial:

1. The financial implications are set out in the report.

Legal:

2. All expenditure is in accordance with the Constitution of the Council and Public Procurement Regulations.

Risk Management:

3. All of services have been risk rated, and actions agreed with managers to work within budget tolerances.

Staffing (including Trades Unions):

4. A number of minor staffing changes are being implemented in line with resourcing proposals approved in the 2013/14 budgets.

Equalities/Human Rights:

5. None

Public Health

6. None

Community Safety:

7. None

Sustainability:

8. Community Services is one of the lead Directorates with regards to making Central Bedfordshire a more sustainable place to live and work.

Procurement:

9. Not applicable.

RECOMMENDATION(S):

The Executive is asked to:

1. **Note the projected net expenditure outturn of £36,429k.**
2. **Note the proposed use of specific reserves of £797k.**
3. **Note the projected under spend of £153k after the use of specific reserves.**

<i>Reason for</i>	<i>To monitor revenue spending</i>
<i>Recommendation(s)</i>	

Executive Summary

Community Services's overall financial position was £153k under budget after the use of earmarked reserves of £797k for one-off specific projects.

Introduction

10. Community Services directorate manages a gross expenditure budget of £40,711k and income budget of £4,927k leaving a net expenditure budget of £35,784k.

Overall Position

11. Community Services's overall financial position was £153k under budget after the use of earmarked reserves of £797k for one-off specific projects.

The Directorate had an annual savings target of £3,618k. At the end of September, the savings delivered totalled £1,447k which is £318k behind profile

The main financial performance changes of each group are described in the following paragraphs.

Appendices A1 to A3 provide further tables showing estimates and movements by services

12. **Summary Table A**

Table A shows the full year variance by budget group.

Table A – Directorate Overall Position

Division	Approved Budget	Forecast outturn for year	Forecast variance for year (- under) / over spend	Forecast variance <u>after</u> use of earmarked reserves (- under) / over spend
	£'000	£'000	£'000	£'000
Community Services Director	251	189	-62	-62
Highways & Transportation	10,503	10,675	172	161
Environmental Services	22,100	22,733	633	-153
Libraries	2,930	2,832	-98	-98
Community Services	35,784	36,429	645	-153

Community Services Director

13. Community Services Director is forecasting an under spend of £62k due to salary savings.

Highways and Transport

14. Highways and Transport has projected an outturn of £161k overspend.
This is due to an overspend of £56K on fleet costs as a result of an ageing fleet.
There is an overspend of £65K as a result of over provision of services in the first term of operating the Oak Bank service and ongoing fuel and staffing issues. Work is being undertaken to review the service and costs.
There is an £30K overspend due to winter maintenance which has previously been advised.

Environmental Services

15. Environmental Service is forecasting an under spend of £153k.
There is a forecast underspend of £29K on emergency planning on salaries and supplies and services
There is a forecast underspend of £115K on community services down to salary savings and one-off income being received .

Libraries

16. Libraries are forecasting an under spend of £98k, this is primarily against the staffing budget and mainly relates to unfilled vacancies and higher levels of staff churn in the first six months of the year following a Library Service Staffing re- structure.

Efficiencies

17. Community Services was set an efficiency target of £3,618k and is forecasting to underachieve by £50k by the end of the year. A compensatory saving for this is being sought. At the end of September, the savings delivered totalled £1,775k including compensatory savings of £328k.

Reserves

18. It is proposed that £797k of earmarked reserves are used to fund specific one-off projects. A breakdown is provided in Appendix C.

Debt Management

19. The total debt at the end of September was £307k. About 78% of debt is less than three months old. All debt recovery is in accordance with Council policy.

19.1 Table B – Debt Outstanding

Debt profile	>£100K	>=£50K	>=£10K	>=£1K	<£1K	Total	Age Ratio
No of debtors	1	0	5	14	66	86	
Current	£122	£0	£38	£20	£1	£182	59.3%
1 month	£0	£0	£1	£12	£1	£14	4.6%
2 months	£0	£0	£1	£6	£1	£8	2.6%
3 months	£0	£0	£21	£11	£2	£34	11.0%
3-12 months	£0	£0	£20	£4	£1	£24	8.0%
> 12 months	£0	£0	£45	£0	-£1	£45	14.5%
Total Debt	£122	£0	£126	£54	£5	£307	100.0%

Appendices:

Appendix A1 – Revenue Summary Position by Division

Appendix A2 – Revenue Summary Position by Service

Appendix A3 – Movement in variance

Appendix B – Efficiencies

Appendix C – Earmarked Reserves

Appendix D – Debt Analysis

Background Papers: None

Appendix A1 – Revenue Summary Position by Division

Division	Year to date				Full Year						
	Budget	Actual	Use of reserves	Variance	Approved Budget	Forecast Outturn	Forecast Variance	Proposed transfer to reserves	Proposed use of reserves	Total	Forecast Variance after use of reserves
	£000	£000	£000	£000	£000	£000	£000	£000	£000		£000
Community Services Director	125	90	0	-35	251	189	-62	0	0	0	-62
Highways & Transportation	4,513	4,930	-11	406	10,503	10,675	172	0	-11	-11	161
Environmental Services	10,997	11,250	-277	-24	22,100	22,733	633	55	-841	-786	-153
Libraries	1,256	1,128	0	-128	2,930	2,832	-98	0	0	0	-98
Community Services	16,891	17,398	-288	219	35,784	36,429	645	55	-852	-797	-153

Appendix A2 – Revenue Summary Position by Service

Service	Cumulative to Date				Full Year							
	Budget	Actual	Use of reserves	Variance	Approved Budget	Forecast Outturn	Forecast Variance	Proposed transfer to reserves (+ve)	Proposed use of reserves (-ve)	Total	Forecast Variance after use of reserves	Forecast % of Budget
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Community Services Director												
Community Services Director	125	90		-35	251	189	-62			0	-62	-25%
Sub Total	125	90	0	-35	251	189	-62	0	0	0	-62	-25%
Highways & Transportation												
AD Highways & Transportation	123	15		-108	239	35	-204			0	-204	-85%
Highways Contracts	1,466	1,808		342	4,442	4,507	65			0	65	1%
Passenger Transport Services	2,924	3,107	-11	172	5,822	6,133	311		-11	-11	300	5%
Sub Total	4,513	4,930	-11	406	10,503	10,675	172	0	-11	-11	161	2%
Environmental Services												
CSPPWL Management	75	72		-3	155	150	-5			0	-5	-3%
Emergency Planning	41	27		-14	224	195	-29			0	-29	-13%
Public Protection	799	890	-81	10	1,465	1,674	209		-208	-208	1	0%
Community Safety	594	522		-72	1,282	1,351	69		-184	-184	-115	-9%
Waste Service	8,995	9,222	-224	3	17,698	18,132	434		-449	-449	-15	0%
Leisure Services	437	465	28	56	989	940	-49	55		55	6	1%
Traffic Management	56	52		-4	287	291	4			0	4	1%
Sub Total	10,997	11,250	-277	-24	22,100	22,733	633	55	-841	-786	-153	-1%
Libraries												
Libraries	1,256	1,128		-128	2,930	2,832	-98			0	-98	-3%
Sub Total	1,256	1,128	0	-128	2,930	2,832	-98	0	0	0	-98	-3%
Community Services	16,891	17,398	-288	219	35,784	36,429	645	55	-852	-797	-153	0

Appendix **A3** – Movement in variance

Division	Full Year Forecast Variance Sept	Full Year Forecast Variance June	Change in Variance
	£000	£000	£000
Community Services Director	189	251	-62
Highways & Transportation	10,675	10,358	317
Environmental Services	22,733	22,772	-39
Libraries	2,832	2,927	-95
Community Services	36,429	36,308	121

Appendix B – Efficiencies

Service Area	Year to date			Full Year		
	Budget £m	Actual £m	Variance	Budget £m	Forecast £m	Variance
EFFICIENCIES						
Environmental Services	1.121	0.829	-0.292	2.255	1.666	-0.589
Highways & Transport	0.621	0.597	-0.024	1.319	1.249	-0.070
Libraries	0.023	0.021	-0.002	0.044	0.044	0.000
SUB TOTAL	1.765	1.447	-0.318	3.618	2.959	-0.659
CROSS CUTTING EFFICIENCIES						
			.0000			.0000
SUB TOTAL	0.000	0.000	0.000	0.000	0.000	0.000
COMPENSATORY SAVINGS						
Earmarked reserve for Waste			.0000		0.449	.4490
Delayed opening of Busway - maintenance			.0000		0.050	.0500
Delayed opening of Busway - concessionary fares			.0000		0.050	.0500
Reduced public transport publicity					0.020	.0200
Parking staff savings			.0000		0.040	.0400
SUB TOTAL	0.000	0.000	0.000	0.000	0.609	0.609
TOTAL	1.765	1.447	-0.318	3.618	3.568	-0.050

Appendix C – Earmarked Reserves

Description	Opening Balance 2013/14	Proposed spend against reserves	Release of reserves	Proposed transfer to reserves	Proposed Closing Balance 2013/14	Notes
	£000	£000	£000	£000	£000	
Community Services						
Leisure Centre Reinvestment Fund	89			55	144	Contractual requirement for share of profits from leisure contracts for the reinvestment in building and equipment.
Integrated consumer protection	140	-24			116	To support case management and court action
Transport Fund	125				125	Parking income directed to transport infrastructure improvements.
Community Safety partnership fund	159	-99			60	Contributions from community safety partners, Home Office (IOM), and money held on behalf of HMCS relating to cash seizures.
Bedford & Luton Resilience Forum	65				65	Contributions from partners with CBC acting as treasurer to Forum.
PTR2 Business Process Reengineering	11	-11			0	Delivery of new IT solution and business processes.
Arts and theatre service reviews	10				10	External funds and partnership contributions to support business growth. Includes installation of digital equipment and relocation of services.
Waste	449	-449			0	Waste reserve
DEFRA grant	53	-53			0	Grant funds received in advance for contaminated land, not ringfenced.
Financial investigation unit	275	-131			144	FIU reserve
Community safety grant	85	-85			0	Grant funds received in advance, not ringfenced.
Total earmarked reserves	1,461	-852	0	55	664	

Appendix D – Debt Analysis

Debtor (£'000)	Total Debt	Due Current Month	31-60 days	61-90 days	91-365 days	Over 12 months
Debtor 1	£122	£122	£0	£0	£0	£0
Debtor 2	£13	£13	£0	£0	£0	£0
Debtor 3	£39	£0	£0	£0	£0	£39
Debtor 4	£17	£0	£0	£0	£17	£0
Debtor 5	£18	£18	£0	£0	£0	£0
Debtor 6	£39	£7	£1	£1	£4	£26
Debt > £10,000	£248	£160	£1	£1	£21	£65

Meeting: Sustainable Communities Overview & Scrutiny Committee
Date: 12 December 2013
Subject: Work Programme 2013 – 2014 & Executive Forward Plan
Report of: Richard Carr, Chief Executive
Summary: The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.

Contact Officer: Jonathon Partridge, Corporate Policy and Scrutiny Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

The work programme of the Sustainable Communities Overview & Scrutiny Committee will contribute indirectly to all 5 Council priorities. Whilst there are no direct implications arising from this report the implications of proposals will be detailed in full in each report submitted to the Committee.

RECOMMENDATION(S):

1. **that the sustainable Communities Overview & Scrutiny Committee**
 - (a) **considers and approves the work programme attached, subject to any further amendments it may wish to make;**
 - (b) **considers the relevant items of the Executive Forward Plan; and**
 - (c) **considers whether it wishes to add any further items to the work programme and/or establish any Task Forces to assist it in reviewing specific items.**

Overview and Scrutiny Work Programme

1. Appended is the currently drafted work programme for the Committee.
2. The Committee is now requested to consider the work programme attached and amend or add to it as necessary.

Overview and Scrutiny Task Forces

3. In addition to consideration of the work programme, Members may also wish to consider how each item will be reviewed i.e. by the Committee itself (over one or a number of Committee meetings) or by establishing a Member Task Force to review an item in greater depth and report back its findings.

Executive Forward Plan

4. Listed below are those items relating specifically to this Committee's terms of reference contained in the latest version of the Executive's Forward Plan to ensure Members are fully aware of the key issues Executive Members will be taking decisions upon in the coming months. The full Executive Forward plan can be viewed on the Council's website at the link at the end of this report.

Ref	Issue	Indicative Exec Meeting date
1.	BEaR Project	10 December 2013
2.	Planning Enforcement Plan	10 December 2013
3.	Revenue, Capital and Housing Revenue Account (HRA) Quarter 2 Budget Monitor Reports	10 December 2013
4.	Quarter 2 Performance Report	10 December 2013
5.	Additional European Social Funding (ESF) Programme Funding	10 December 2013
6.	Minerals and Waste Core Strategy	10 December 2013
7.	Draft Revenue Budget and Fees and Charges 2014/15	14 January 2014
8.	Draft Capital Programme - 2014/15 to 2017/18	14 January 2014
9.	Community Infrastructure Levy	14 January 2014
10.	Capital Programme 2014/15 – 2017/18	04 February 2014
11.	Treasury Management Strategy Statement and Investment Strategy 2014/18	04 February 2014
12.	Revenue Budget and Medium Term Financial Plan 2014/15 – 2017/18	04 February 2014
13.	Central Bedfordshire's Flood and Water Management Act 2010 Duties	18 March 2014
14.	Arlesey Masterplan (Land at Chase Farm and Land West and North-East of High Street, Arlesey)	18 March 2014
15.	Leisure Strategy	18 March 2014
16.	Revenue, Capital and Housing Revenue Account (HRA) Quarter 3 Budget Monitoring Reports	18 March 2014
17.	Central Bedfordshire Design Guide	18 March 2014
18.	Community Safety Partnership Plan and Priorities	18 March 2014
19.	Quarter 3 Performance Report	18 March 2014
20.	Planning Guidance for Solar Farms	18 March 2014

Conclusion

5. Members are requested to consider and agree the attached work programme, subject to any further amendments/additions they may wish to make and highlight those items within it where they may wish to establish a Task Force to assist the Committee in its work. This will allow officers to plan accordingly but will not preclude further items being added during the course of the year if Members so wish and capacity exists.

Appendix – Sustainable Communities Overview and Scrutiny Work Programme

Background reports:

Executive Forward Plan (can be viewed at any time on the Council's website) at the following link:-

<http://www.centralbedfordshire.gov.uk/modgov/mgListPlans.aspx?RPId=577&RD=0>

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Appendix A

Work Programme for Sustainable Communities Overview & Scrutiny Committee 2013 - 2014

Ref	Indicative Overview & Scrutiny Meeting Date	Report Title	Report Description	Comment
1.	12 December 2013	Requested Item: Parking Strategy	To receive an update on the Council's parking strategy and performance of ANPR including analysis of all income from 2012/13 received from car parks and penalty charge notices (PCNs), resulting both from parking and ANPR. To include a breakdown showing where income received through PCNs had been spent by area.	This item was requested at the OSC meeting in July 2013.
2.	12 December 2013	Q2 Performance Report	To receive the Q2 performance for the Sustainable Communities directorate	Executive: 10 December 2013
3.	12 December 2013	Revenue and Capital Budget Monitoring Report (Quarter 2)	To receive the Q2 revenue and capital budget for the Sustainable Communities directorate	Executive: 10 December 2013
4.	22 January 2014 (TBC) SPECIAL	Draft Capital Programme – 2014/15 to 2017/18	To consider the draft budget for the Directorate.	Executive: 04 February 2014
5.	22 January 2014 (TBC) SPECIAL	Draft Revenue Budget and Medium Term Financial Plan 2014/15 – 2017/18	To consider the draft budget and Medium Term Financial Plan for the Directorate.	Executive: 04 February 2014
	22 January 2014 (TBC) SPECIAL	Draft Fees and Charges	To consider the draft revised fees and charges schedules for the Directorate.	Executive: 04 February 2014

Ref	Indicative Overview & Scrutiny Meeting Date	Report Title	Report Description	Comment
6.	22 January 2014 (TBC) SPECIAL	Community Safety Plan and Priorities (2014/15)	To consider the Community Safety Partnership's plan and priorities for 2014/15 and to provide recommendations prior to consideration by Executive.	Executive: 18 March 2014 PCC will be attending, other statutory partners to also be invited.
7.	22 January 2014 (TBC) SPECIAL	Requested Item: Street Maintenance	To receive a presentation on street maintenance in all its forms	Also suggested that this item include reference to potholes, this item was requested in July 2013.
8.	22 January 2014 (TBC) SPECIAL	Leisure Strategy	To consider Chapters 2 (recreation and open space strategy) and 3 (playing pitch strategy) of the draft Leisure Strategy and the overarching Leisure Strategy prior to adoption by Executive.	Executive: 18 March 2014
9.	22 January 2014 (TBC) SPECIAL	Central Bedfordshire Design Guide	To consider the Central Bedfordshire Design Guide in light of public consultation prior to approval by Executive.	Executive: 18 March 2014
10.	23 January 2014	Gypsy and Traveller Accommodation Assessment	The new Gypsy and Traveller Accommodation Assessment and changes to the Gypsy and Traveller Local Plan. To consider a report prior to Executive and Council.	Executive: TBC
11.	27 February 2014	Central Bedfordshire's Flood and Water Management Act 2010 Duties	To consider a local flood risk strategy for Central Bedfordshire and proposals to create a Sustainable Urban Drainage Advisory Board prior to approval by Executive.	Executive: 18 March 2014

Ref	Indicative Overview & Scrutiny Meeting Date	Report Title	Report Description	Comment
12.	27 February 2014	Local Area Transport Plan funding (2014/15)	To consider a report prior to Executive regards funding the LATP for 2014/15.	Executive: 18 March 2014
13.	27 February 2014	Solar Farm Guidance		Executive: 18 March 2014
14.	27 February 2014	Arlesey Masterplan (Land at Chase Farm and land west and north-east of High Street, Arlesey)	To consider the final Masterplan for Arlesey in light of a formal public consultation prior to its adoption by Executive as technical guidance for development management purposes.	Executive: 18 March 2014
15.	03 April 2014	Revenue and Capital Budget Monitoring Report (Quarter 3)	To receive the Q3 revenue and capital budget for the Sustainable Communities directorate	Executive: 18 March 2014
16.	03 April 2014	Q3 Performance Report	To receive the Q3 performance for the Sustainable Communities directorate	Executive: 18 March 2014
17.	08 May 2014	TBC		
18.	19 June 2014	TBC		

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