

Decision Maker: Public Protection & Enforcement Portfolio Holder
For Pre-Decision Scrutiny by the Public Protection & Enforcement PDS Committee on

Date: 3rd July 2018

Decision Type: Non-Urgent Executive Non-Key

Title: Provisional Outturn 2017/18

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Chief Officer: Nigel Davies, Executive Director of Environment and Community Services

Ward: Borough-wide

1. Reason for report

This report provides the Portfolio Holder with the provisional final outturn position for 2017/18 for the Public Protection and Enforcement Portfolio. This shows an under spend of £157k for 2017/18.

2. **RECOMMENDATIONS**

That the Portfolio Holder is requested to:

- 2.1 **Endorse the 2017/18 provisional outturn position for the Public Protection and Enforcement Portfolio.**
- 2.2 **Approve the drawdown of the carry forward sums from 2017/18 held in the Central Contingency, totalling £67k as detailed in para 5.7.**

Corporate Policy

1. Policy Status: Existing Policy Sound financial management.
 2. BBB Priority: Excellent Council; Quality Environment
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Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Recurring Cost
 3. Budget head/performance centre: All Public Protection and Enforcement Portfolio Budgets,
 4. Total current budget for this head: £2.744m
 5. Source of funding: Existing revenue budgets 2017/18
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Staff

1. Number of staff (current and additional): 48ftes
 2. If from existing staff resources, number of staff hours: N/A
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Legal

1. Legal Requirement: Statutory Requirement: The statutory duties relating to financial reporting are covered within the Local Government Act 1972; the Local Government Finance Act 1998; the Accounts and Audit Regulations 1996; the Local Government Act 2000 and the Local Government Act 2002
 2. Call-in: Applicable
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The services covered in this report affect all Council Taxpayers, Business Ratepayers, those who owe general income to the Council, all staff, Members and Pensioners.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments:

3. COMMENTARY

- 3.1 The 2017/18 provisional outturn for the Public Protection and Enforcement Portfolio shows an under spend of £157k against a controllable budget of £2.103m, representing a 7.47% variation. The detailed variations are shown in Appendix 1 with a summary included in Section 5.
- 3.2 Costs attributable to individual services have been classified as “controllable” and “non-controllable” in Appendix 1. Budget holders have full responsibility for those budgets classified as “controllable” as any variations relate to those factors over which the budget holder has, in general, direct control. “Non-controllable” budgets are those which are managed outside of individual budget holder’s service and, as such, cannot be directly influenced by the budget holder in the shorter term. These include, for example, building maintenance costs and property rents which are managed by the Property Division but are allocated within individual departmental/portfolio budgets to reflect the full cost of the service. As such, any variations arising are shown as “non-controllable” within services but “controllable” within the Resources Portfolio. Other examples include cross departmental recharges and capital financing costs. This approach, which is reflected in financial monitoring reports to budget holders, should ensure clearer accountability by identifying variations within the service that controls financial performance. Members should specifically refer to the “controllable” budget variations relating to portfolios in considering financial performance. These variations will include the costs related to the recession.

4. POLICY IMPLICATIONS

- 4.1 The Resources Portfolio Plan includes the aim of effective monitoring and control of expenditure within budget and includes the target that each service department will spend within its own budget.
- 4.2 The four year financial forecast report highlights the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised in 2018/19.
- 4.3 Chief Officers and Departmental Heads of Finance are continuing to place emphasis on the need for strict compliance with the Council’s budgetary control and monitoring arrangements.

5. FINANCIAL IMPLICATIONS

- 5.1 The total variation for the Public Protection and Enforcement Portfolio at the year-end is an under spend of £157k. Excluding the carry forward sum of £67k, there was an under spend of £90k. Some of the major variations are summarised below, with more detail included in Appendix 1.
- 5.2 There was an over spend of £124k for the Coroners Service. This was partly offset by an underspend of £40k on the Mortuary contract due to lower contract charges within the latest contract as well as the release of a £40k provision which was no longer required.
- 5.3 There was an underspend of £88k on staffing due to vacancies, £67k of which resulted from a recruitment process that took longer than anticipated for the Assistant Director and three temporary food safety officers.
- 5.4 A reduction in the number of stray dogs led to an under spend for kennelling costs of £48k and additional income was received for licences of £34k.
- 5.5 There were other net variations across the Portfolio totalling Cr £31k.

5.6 The table below summarises the main variances: -

Summary of Main Variations		£'000
Coroners Service		124
Mortuary Service	Cr	40
Release of provision	Cr	40
Staff vacancies	Cr	88
Kennelling costs	Cr	48
Income	Cr	34
Other net variations	Cr	31
Total Variation	Cr	<u>157</u>

Carry Forward Requests

- 5.7 The Public Protection and Enforcement Portfolio Holder is requested to approve the release of the carry forward sum of £67k held in the Central Contingency. Due to delays in recruiting to the 24 month fixed term post of Assistant Director of Public Protection and the additional 18 month fixed term Food Safety Officer posts, £67k was not spent. £52k is required to be carried forward to 2019/20 and £15k to 2020/21 to ensure sufficient budget to meet the cost of the fixed term posts to complete the outstanding inspections.
- 5.8 In addition to the carry forward sum of £67k, on 28 March 2018 Executive agreed to carry forward £132,758 relating to funding received from the Asset Incentivisation Scheme. £84,633 of this is allocated to Planning Enforcement and the remaining balance of £48,125 is allocated to Trading Standards. The funding will be used to carry out works on asset recovery, crime reduction projects and community projects.

Non-Applicable Sections:	Legal, Personnel
Background Documents: (Access via Contact Officer)	2017/18 budget monitoring files within ES finance section