

**Decision Maker:** **PUBLIC PROTECTION AND ENFORCEMENT PORTFOLIO HOLDER**

**Date:** **Tuesday 15 November 2022**

**Decision Type:** Non-Urgent                      Non-Executive                      Non-Key

**Title:** **BUDGET MONITORING 2022/23**

**Contact Officer:** Murad Khan, Head of Finance (Environment and Community Services)  
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**Chief Officer:** Director of Environment and Public Protection

**Ward:** (All Wards);

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1. Reason for decision/report and options

This report provides the revenue budget monitoring position for 2022/23 for the Public Protection & Enforcement Services Portfolio based on expenditure and activity levels for the second quarter of the financial year.

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2. **RECOMMENDATION(S)**

The Portfolio Holder is requested to:

- 2.1 Endorse the 2022/23 revenue budget monitoring for the Public Protection & Enforcement Services Portfolio.

## Impact on Vulnerable Adults and Children

1. Summary of Impact: None
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## Transformation Policy

1. Policy Status: Existing Policy: Further Details
  2. Making Bromley Even Better Priority (delete as appropriate):  
  
(5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
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## Financial

1. Cost of proposal: Not
  2. Ongoing costs: Recurring Cost
  3. Budget head/performance centre: All Public Protection & Enforcement Portfolio Budgets
  4. Total current budget for this head: £2.6m
  5. Source of funding: Controllable Revenue Budgets 2022/23
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## Personnel

1. Number of staff (current and additional): 47.3 FTE
  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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## Procurement

1. Summary of Procurement Implications: N/A
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## Property

1. Summary of Property Implications: N/A
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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:
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### **3. COMMENTARY**

- 3.1 This report sets out the results of the second quarterly revenue budget monitoring exercise for the 2022/23 financial year for Public Protection & Enforcement Portfolio.
- 3.2 The position for quarter two for the Portfolio was a small projected overall overspend of £96k based on financial information available at that time.
- 3.3 The projected outturn is detailed in Appendix 1A, which shows the forecast spend for each division within the Portfolio compared to the latest approved budget.
- 3.4 Appendix 1B provides further detail and commentary on each of the projected variations within each service.

### **4. TRANSFORMATION IMPLICATIONS**

- (5) To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
- 4.1 To meet the ambitions for residents, the Council must use available resources deploy its workforce wisely. This is reflected in the "Making Bromley Even Better" ambition of Service Efficiency - 'To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents'.
- 4.2 The "2022/23 Council Tax" report highlighted the financial pressures facing the Council. It remains imperative that strict budgetary control continues to be exercised to minimise the risk of compounding financial pressures in future years.
- 4.3 Chief Officers and 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 A detailed breakdown of the projected outturn by service area is shown in Appendix 1A with explanatory notes in Appendix 1B.
- 5.2 Overall, an overspending of £96k is projected to the year-end based on the information available for the second quarter of the year.

<b>Non-Applicable Headings:</b>	Social Care, Legal, Personnel, Property & Procurement Implications
Background Documents: (Access via Contact Officer)	2022/23 budget monitoring files within E&CS Finance section

## Public Protection &amp; Enforcement Budget Monitoring Summary

2021/22 Actuals £'000	Service Areas	2022/23 Original Budget £'000	2022/23 Latest Approved £'000	2022/23 Projected Outturn £'000	Variation £'000	Notes	Variation Last Reported £'000	Full Year Effect £'000
	<b>Public Protection</b>							
371	Community Safety	427	427	445	18	4	0	0
161	Emergency Planning	146	146	159	13	1	10	0
548	Mortuary & Coroners Service	603	603	699	96	2	20	0
1,466	Public Protection	1,469	1,469	1,438	-31	3	-10	0
<b>2,546</b>	<b>TOTAL CONTROLLABLE</b>	<b>2,645</b>	<b>2,645</b>	<b>2,741</b>	<b>96</b>		<b>20</b>	<b>0</b>
617	<b>TOTAL NON CONTROLLABLE</b>	6	6	6	0		0	0
836	<b>TOTAL EXCLUDED RECHARGES</b>	811	811	811	0		0	0
<b>3,999</b>	<b>PORTFOLIO TOTAL</b>	<b>3,462</b>	<b>3,462</b>	<b>3,558</b>	<b>96</b>		<b>20</b>	<b>0</b>

Reconciliation of Latest Approved Budget

£'000

Original Budget 2022/23

3,462

Carry Forward Requests approved from 2021/22

Latest Approved Budget for 2022/23

3,462

**REASONS FOR VARIATIONS****1. Emergency Planning Dr £13k**

This projected overspend relates to the anticipated additional cost of emergency response standby allowances for the year.

**2. Mortuary & Coroners Service Dr £96k**

Major renovations to the mortuary facilities at the Princess Royal University Hospital have just started and phase 1 will not be completed until December, meaning that post-mortems will instead be conducted in Denmark Hill. With finite facilities at this alternative site, a backlog is anticipated. As bodies will remain in storage for longer, the Council will inevitably incur additional costs.

**3. Public Protection Cr £31k**

A number of underspends totalling £31k are projected across Public Protection budgets, as follows.

Staffing costs are anticipated to be £142k under budget, with the main variation in respect of Trading Standards, Environmental Protection, Food Safety and Food Standards.

Income from licencing of Houses in Multiple Occupation is projected to overachieve this year by £83k.

Officers have commenced an exercise to upgrade the Department's line of business system from Uniform to Idox Cloud. A contract has been awarded recently which will require one-off implementation costs of £122k to be funded. This will be met from the revenue budget underspends already identified this year. Agency CS Manager expected to start in October until March, which will incur an overspend of £114k in Public Protection- General Administration. Overspend of £81k in Licensing, Admin and Health & Safety due to agency worker employed above establishment (extended until March '23) and unbudgeted costs for Victoria Solutions. This budget pressure will be resolved once Idox Cloud is implemented.

**4. Community Safety Dr £18k**

There is a projected overspend of £23k in the costs of the Community Safety & Management Team, partially offset by a small underspend on the Nuisance & ASB Team.

**Waiver of Financial Regulations:**

The Council's Contract Procedure Rules state that where the value of a contract exceeds £50k and is to be exempt from the normal requirement to obtain competitive quotations the Chief Officer has to obtain the agreement of the Director of Corporate Services, the Director of Finance and the Director of Commissioning and (where over £100,000) approval of the Portfolio Holder and report use of this exemption to Audit Subcommittee bi-annually. Since the last report to the Executive, no waivers over £50k have been actioned.

**Virements Approved to date under Director's Delegated Powers**

Details of virements actioned by Chief Officers under delegated authority under the Financial Regulations "Scheme of Virement" will be included in financial monitoring reports to the Portfolio Holder. Since the last report to Executive, no virements have been actioned.