

<b>Report to:</b>	<b>LICENSING AND PUBLIC PROTECTION COMMITTEE</b>	
<b>Report of:</b>	<b>SERVICE DIRECTOR REGULATION AND ENFORCEMENT AND INTERIM CHIEF FINANCIAL OFFICER</b>	
<b>Date of Decision:</b>	<b>17 JANUARY 2018</b>	
<b>SUBJECT:</b>	<b>LICENSING AND PUBLIC PROTECTION – BUDGET MONITORING 2017/18 (MONTH 08)</b>	

<b>1. Purpose of Report:</b>
<p>1.1 This report sets out the position on the Licensing and Public Protection Committee's Revenue and Capital Budgets at the end of November 2017 (Month 8) and the forecast position for the year end. It highlights any issues that have arisen and informs the Licensing and Public Protection Committee of any action being taken to contain spending within the approved cash limits.</p> <p>1.2 The report also details the latest performance within the Licensing and Public Protection Committee including progress against the approved Savings Programme for 2017/18.</p> <p>1.3 The report is in line with the current City Council established financial monitoring framework to ensure that expenditure is managed within cash limits.</p>

<b>2. Decision(s) Recommended:</b>
<p>The Licensing and Public Protection Committee is requested to :</p> <p>2.1 Note the latest Revenue budget position at the end of November 2017 (Month 8) and Forecast Outturn as detailed in Appendix 1.</p> <p>2.2 Note the position with regard to the Savings Programme for 2017/18 as detailed in Appendix 2.</p> <p>2.3 Note the expenditure on grant funded programmes in Appendix 3.</p> <p>2.4 Note the position on Capital projects, as detailed in Appendix 4.</p> <p>2.5 Approve the appropriations to and from reserves relating to Proceeds of Crime Act</p> <p>2.6 Note the position on reserves and balances, as detailed in Appendix 5.</p>

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<div data-bbox="102 152 399 197" data-label="Section-Header"> <h3>3. Consultation</h3> </div> <div data-bbox="102 228 309 273" data-label="Section-Header"> <h4>3.1 <u>Internal</u></h4> </div> <div data-bbox="197 300 1495 416" data-label="Text"> <p>The financial position on the revenue and capital budget is reported on a monthly basis to the Management Team and the Acting Service Director of Regulation and Enforcement is briefed on the major financial issues, as required in line with the Council's framework.</p> </div> <div data-bbox="102 445 322 490" data-label="Section-Header"> <h4>3.2 <u>External</u></h4> </div> <div data-bbox="197 517 1495 602" data-label="Text"> <p>There are no additional issues beyond consultations carried out as part of the budget setting process for 2017/18.</p> </div>
<div data-bbox="102 707 504 752" data-label="Section-Header"> <h3>4. Compliance Issues:</h3> </div> <div data-bbox="102 781 1350 866" data-label="Section-Header"> <h4>4.1 <u>Are the recommended decisions consistent with the Council's policies, plans and strategies?</u></h4> </div> <div data-bbox="197 891 1495 976" data-label="Text"> <p>The budget is integrated within the Council's Financial Plan 2017+, and resource allocation is directed towards policy priorities.</p> </div> <div data-bbox="102 1003 1331 1088" data-label="Section-Header"> <h4>4.2 <u>Financial Implications (Will decisions be carried out within existing finances and Resources?)</u></h4> </div> <div data-bbox="197 1113 1495 1198" data-label="Text"> <p>The Licensing and Public Protection Budget Monitoring 2017/18 (Month 8) report provides details of monitoring of service delivery within available resources.</p> </div> <div data-bbox="102 1225 461 1270" data-label="Section-Header"> <h4>4.3 <u>Legal Implications</u></h4> </div> <div data-bbox="197 1294 1495 1563" data-label="Text"> <p>Section 151 of the 1972 Local Government Act requires the Interim Chief Financial Officer (as the responsible officer) to ensure proper administration of the City Council's financial affairs. Budgetary control, which includes the regular monitoring of and reporting on budgets, is an essential requirement placed on directorates and members of Corporate Management Team by the City Council in discharging the statutory responsibility. This report meets the City Council's requirements on budgetary control for the specified area of the City Council's Directorate activities.</p> </div> <div data-bbox="102 1590 592 1635" data-label="Section-Header"> <h4>4.4 <u>Public Sector Equality Duty</u></h4> </div> <div data-bbox="197 1659 1495 1821" data-label="Text"> <p>There are no additional specific Equality Duty or Equality Analysis issues beyond any already assessed and detailed in the budget setting process and monitoring issues that have arisen in the year to date. Any specific assessments will be made by the Directorates in the management of their services.</p> </div>

## 5. Relevant Background/Chronology of Key Events:

### Revenue Budget 2017/18

- 5.1 The City Council approved the overall budget on 28 February 2017. The Licensing and Public Protection Committee noted the original net revenue budget allocation of £7.553m (as detailed in Appendix 1) on 15 March 2017.
- 5.2 There have been no changes to the Committee's net budget in the previous report at Month 6. However, additional external funding has been obtained for Trading Standards £0.023m. This has been reflected as an increase in expenditure budgets funded through an equal increase in income (net neutral).

	£'m
<b>Original Budget 2017/18 Reported to LPPC 15 March 2017</b>	<b>7.553</b>
Allocation of Trade Union Facility	(0.016)
New External Funding – Operation Beorma (Counterfeiting) (£0.023m)	-
<b>Current Approved Net Revenue Budget for Month 8</b>	<b>7.537</b>

- 5.3 The City Council has well-established arrangements for monitoring spending against the cash limited budgets allocated to Directorates and Committees.
- 5.4 Reports are presented to Cabinet regularly on the overall city-wide financial position and the Licensing and Public Protection Committee receive periodic financial performance reports during the financial year.

### Revenue – Financial Review and Year End Projections (Appendix 1)

- 5.5 The total expenditure at Month 8 (end of November 2017) is £5.552m, which represents 74% of the annual net budget.
- 5.6 A year end pressure of £0.460m is being forecast, all due to base pressures. This represents an improvement to the £0.684m pressure reported in the previous report (Month 6) brought to your committee.
- 5.7 Budgets continue to be managed rigorously and any changes will be reported in future reports.
- 5.8 The table below sets out a high level summary of the projected year end overspend by service (full details in Appendix 1) and how this is comprised of over the savings programme and base budget pressures.

<b>Forecast Year End Variations – Month 8</b>			
<b>Budget Head</b>	<b>Savings Programme £'m</b>	<b>Base Budget (underspend) / Pressures £'m</b>	<b>Total (underspend) / Pressures £'m</b>
Environmental Health	0.000	(0.360)	(0.360)
Pest Control	0.000	0.600	0.600
Registrars	0.000	0.000	0.000
Mortuary and Coroners	0.000	0.350	0.350
Trading Standards	0.000	(0.130)	(0.130)
Licensing	0.000	0.000	0.000
<b>TOTAL</b>	<b>0.000</b>	<b>0.460</b>	<b>0.460</b>

5.9 The key components of the projection include:

- **Environmental Health (£0.360m underspend) and Pest Control (£0.600m)** – Pest Control continues to experience income related pressure from contracts on clearance and the withdrawal of the sewer baiting contract. The two services are managed jointly and savings are being managed within Environmental Health to partly fund this.
- **Mortuary & Coroners (£0.350m pressure)** – pressure from 1974 Bombings Inquest is expected to be funded through Central Government, subject to final written confirmation. However there remains an estimated pressure of £0.350m from autopsies and transport of bodies due to the increased volume of referrals and post mortems required by this service.
- **Trading Standards (£0.130m underspend)** – service mitigations include the temporary secondment of one officer to another local authority and the securing for this financial year of external funding to support an existing anti-counterfeiting initiative.

### **Savings Programme**

5.10 The Committee's Savings Programme is £0.032m for 2017/18.

5.11 In addition, unachieved savings of £0.014m have been brought forward from 2016/17 relating to the Commercial model for Business Support.

5.12 An assessment at Month 8 has concluded that this will be fully delivered in 2017/18 and all savings will be delivered..

### **Mitigations and Management Actions 2017/18**

5.13 Managers within Regulatory Services are involved in a number of actions this financial year to mitigate budget pressures for current and future financial years.

5.14 Pest Control

- Contracts continue to be sought to clear waste land and Council Housing land to make good the £0.600m forecast pressure on income. However, savings are also being managed within Environmental Health to mitigate this pressure.

5.15 Mortuary and Coroners

- Pressures relating to the 1974 Inquest are expected to be met by specific Government Funding. However, other pressures remain significant (£0.350m) and will continue to cause a major ongoing pressure on Committee resources which will mean compensating reductions in other service budgets will be required.

5.16 Trading Standards

- Managers have arranged for the temporary secondment of one officer to another local authority and they have secured external funding from National Trading Standards Board to support their existing anti-counterfeiting initiative.

## **Capital**

- 5.17 The Capital programme (Mortuary and Coroners) for planned essential health and safety works in the mortuary is now being extended to include a new roof.
- 5.18 A revised Business Case for the new project will be drafted and it is anticipated that the works will commence in the new year.

## **6. Grant Funded Programmes**

- 6.1 Within Regulatory Services, there are two grant funded programmes: Illegal Money Lending and Scambusters.
- 6.2 Expenditure and income for each of the grants is shown in Appendix 3 and summarised below.

### **Illegal Money Lending**

- 6.3 The Illegal Money Lending Team (IMLT) England investigates and takes action against Illegal Money Lending or “Loan Shark” perpetrators across the whole of England.
- 6.4 The project is funded through specific grant from National Trading Standards Board, with the allocation of up to £3.605m in 2017/18.
- 6.5 The expenditure at the end of November 2017 was £2.271m (63%). It is anticipated that the programme will fully spend the grant allocated.

### **Scambusters**

- 6.6 The Scambusters (Regional Investigations) Team investigates and takes action against fraudsters operating across council boundaries in the central region.
- 6.7 Funding has been confirmed at £0.335m, similar to the amount allocated to this project during last financial year.
- 6.8 The expenditure at the end of November 2017 was £0.215m (64%). It is anticipated that the programme will fully spend the grant allocated.

## **7. Proceeds of Crime Act**

- 7.1 Regulatory Services secures funding through the Proceeds of Crime Act 2002 in response to financial investigations undertaken following sentencing by the courts.
- 7.2 Expenditure on PoCA items is £0.380m at the end of November – to be funded through an appropriation of this amount from the reserves (where the opening balance was £0.919m).
- 7.3 Income has been received of £0.459m and this will also be appropriated to the reserves.
- 7.4 PoCA monies are ring-fenced for expenditure on community and crime prevention projects

<b>8. Balances and Reserves:</b>
8.1 The reserves at Month 8 are shown in Appendix 5.
8.2 The reserves at the start of the year (1 April 2017) totalled £1.837m.
8.3 With planned appropriations to PoCA reserves of net £0.079m, the reserve balance will be reduced to £1.758m.

<b>9. Evaluation of Alternative Option(s):</b>
9.1 During the year ahead the financial position will continue to be closely monitored and options identified to resolve budgetary pressures as necessary, and to meet new and emerging pressures

<b>10. Reasons for Decision(s):</b>
10.1 The Report informs the Licensing and Public Protection Committee of the Revenue and Capital Budget for 2017/18 and the forecast outturn at Month 8.
10.2 The latest position in respect of the Licensing and Public Protection Committee's use of reserves, Savings Programme and risks are also identified.

<b>Signatures</b>
Mark Croxford, Head of Environmental Health on behalf of the Service Director Regulation and Enforcement
4 <sup>th</sup> January 2018
Clive Heaphy Interim Chief Financial Officer
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Date .....

<b>List of Background Documents used to Compile this Report:</b>
Licensing & Public Protection - Revenue and Capital Budget 2017/18 – 15 March 2017
Licensing & Public Protection - Budget Monitoring 2017/18 (Month 02) - 12 July 2017
Licensing & Public Protection - Budget Monitoring 2017/18 (Month 04) - 13 September 2017
Licensing & Public Protection - Budget Monitoring 2017/18 (Month 06) - 15 November 2017

<b>List of Appendices accompanying this Report (if any):</b>
1. Appendix 1 - Financial Performance Statement Month 8 and Forecast Outturn
2. Appendix 2 - Savings Programme Performance 2017/18 Month 8
3. Appendix 3 - Summary of IMLT and Scambusters Grants
4. Appendix 4 - Capital Programme 2017/18 Month 8
5. Appendix 5 - Balances and Reserves at Month 8
<b>Report Version</b> 5.0 <b>Dated</b> 04 January 2018