

CARRY FORWARD	WORKING BUDGET 2011/12	CARRY FORWARD REQUESTED AT 3RD QTR	CHANGES / NEW CARRY FORWARD REQUESTS	TOTAL CARRY FORWARD REQUESTED AT OUTTURN	PROJECT COMPLETION DATE	EXPLANATION OF OVERSPEND/ UNDERSPEND/ DELAY IN PROJECT COMPLETION
Customer Services Directorate						
Parking Services						
On Street Lines and Signs	34,330.00	14,200.00	-4,910.00	9,290.00	March 2013	A number of lines and signs have been replaced this year and this rolling programme of work will continue into 2012/13. A reporting mechanism is set up with Parking Services who identify where there is a requirement to replace or replenish signs and lines to enable continued enforcement.
Parking Services			7,000.00	7,000.00	May 2012	Conversion of a room in Lairage car park into an office. Installation of broadband, redecoration and furnishing of room.
Customer Services Directorate Total	34,330.00	14,200.00	2,090.00	16,290.00		
Finance, Policy & Governance						
Policy						
Project Officer for 2012 Events	18,500.00	16,570.00		16,570.00	March 2013	Budget to cover the costs of a Olympics Project Officer and associated costs of events in the build up to the Olympics. The post may not be filled until March 2012.
Area Committees						
Area Committee Grants unspent	152,620.00	103,400.00	-19,310.00	84,090.00	March 2013	Area Committee revenue and visioning budgets are mostly committed to projects which have two years to spend the funding. The funds are requested to be carried forward into 2012/13.
Community Development						
Grants	49,710.00	8,820.00	1,610.00	10,430.00	Mar-13	Grants were allocated on the 26th January. In light of the phased reduction in the grants available the carry forward will enable continued support to the Groups.
District Childrens Trust Partnership	5,700.00		5,700.00	5,700.00		Carry forward requested for grant relating to District Children's Trust Partnership to make available for re-allocation to external works & Car Parking area at Clothall Village Hall.
Office Accommodation						
Office Accomodation Project	15,000.00	15,000.00	-7,630.00	7,370.00	TBC	The next stage of the office accommodation move is to move the Fibre Link which currently connects the Document Centre via Town Lodge so that it connects directly with DCO. Initially quotations suggest this will cost roughly £15k. There is a sufficient underspend on DCO electricity and gas budgets to fund these works as a revenue contribution to the capital project. At the outset of the project an estimate was made of the increase in running costs at DCO.
Office Accomodation Project	34,040.00	0.00	34,040.00	34,040.00	TBC	Carryforward needed for Backscanning project. Town Lodge, Secondry Centre and Letchworth Town Hall need to be cleared of files in order to utilise the assets so a significant amount of backscanning needs to be done in order to reduce storage space. Funds were awarded from the strategic priorities budget in March and the project will start in 2012/13.

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CARRY FORWARD						
Finance, Policy and Governance Directorate Total	235,830.00	143,790.00	14,410.00	158,200.00		
Planning, Housing & Enterprise Directorate						
BC GF						
BC Online, scanner/plotter	14,500.00	10,000.00	-10,000.00	0.00	Mar-12	Carryforward was needed to fund a scanner/plotter which was not expected to be purchased until 12/13. However the scanner/plotter was delivered before 31st March 2012, so the carryforward is now no longer needed.
Plan Policy Projects						
Town Centre Maintenance	96,620.00	70,000.00	-31,400.00	38,600.00	TBC	Following a review of the maintenance requirements in the town centres an ongoing work programme has begun. A more detailed maintenance plan is to be prepared which will improve the profiling of this budget going forward.
Highways						
Road Marking Repairs	52,980.00	35,030.00	7,860.00	42,890.00	TBC	LABGI funds were put aside for essential road markings repairs to enable continued enforcement of TROs. Following the publishing of TROs this financial year, implementation of the TROs will happen in the last quarter of the year and 1st quarter of 2012/13.
Street Name Plates	19,000.00	7,000.00	5,200.00	12,200.00	April/May	The remaining Street Name Plate budget is requested to be carried forward. The current supplier has gone out of business and it has been necessary to procure a new supplier. The tender process is now finished and a new contractor is in place from the 1st April 2012. As a result there is a back log of street name plates that need to be ordered and fixed.
Town Area Wide Review for TRO's	148,250.00	132,320.00	10,350.00	142,670.00	TBC	Publication of the Knebworth draft TROs will take place in early 2012/13 with implementation in late 2012/13. Consultation on options and additional survey work is being progressed in Hitchin with the view of preparing draft TROs for consultation in 2012/13.
Private Sector Housing						
Housing Market Database	7,500.00	7,500.00	0.00	7,500.00	TBC	It was not possible to progress with the review of the database in 2011/12 as the finer details of the Localism Act have only recently been finalised. Access to the research will enable the Housing Team to analyse the demand, affordability and availability of different types of housing and this will help to inform the statutory housing policies that will be required in 2012/13.
Planning, Housing and Enterprise Directorate Total	338,850.00	261,850.00	-17,990.00	243,860.00		
Total New Carryforwards for 12/13 (identified at 3rd QTR)	609,010.00	419,840.00	-1,490.00	418,350.00		