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Leader and Members
of the Executive

Your contact: Martin Ibrahim
Ext: 2173
Our ref:
Date: 30 June 2011

cc. All other recipients of the
Executive agenda

Dear Councillor

EXECUTIVE – 5 JULY 2011: SUPPLEMENTARY AGENDA 1

Please find attached the following reports which were marked “to follow” on the agenda for the above meeting:

7. Bishop’s Stortford 20 20 Vision and Goods Yard Site Brief (Pages 3 - 6)
Additional comments enclosed.
9. General Fund Revenue and Capital Fund Outturn 2010/11 (Pages 7 - 18)
11. Monthly Corporate Healthcheck - May 2011 (Pages 19 - 52)

Please bring these papers with you to the meeting next Tuesday

Yours faithfully

Martin Ibrahim
Senior Democratic Services Officer
Democratic Services
martin.ibrahim@eastherts.gov.uk

MEETING : EXECUTIVE
VENUE : COUNCIL CHAMBER, WALLFIELDS, HERTFORD
DATE : TUESDAY 5 JULY 2011
TIME : 7.00 PM

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Bishop's Stortford 20 20 Vision and Goods Yard Site Brief

Supplementary Notes / Recommendations

Consideration of further comments received from the Bishop's Stortford 20 20 Group Members subsequent to their meeting held on Friday 10th June 2011.

The draft brief that is reported to Members of the Executive on 5th July takes into account the comments and views expressed at the meeting of the Bishop's Stortford 20 20 Group held on 10th June 2011. The amended draft as published to the Executive was circulated to 20 20 Group Members on 15th June 2011. A small number of further comments / recommendations were received subsequent to publication of the Executive papers. These are set out below with officers' responses for Members to consider any further amendments to the draft brief prior to its approval.

Additional Comments

Bishop's Stortford Chamber of Commerce.

Corrections to Page 12. Otherwise changes discussed at our meeting have been adopted and therefore it is accepted.

Officer Response (OR): Corrections noted.

Bishop's Stortford Civic Federation

1. Title. It should read 'Bishop's Stortford 20 20 vision and Goods Yard Site brief.'

OR – Not Recommended - Background papers and comments of 20 20 Group are fully taken account of and incorporated in the final draft. As the document would be adopted by East Herts Council, the suggested title is an update of a previously adopted brief for planning purposes and guidance for developers.

2. Essential Reference Paper 'C'. Item 6 should read – 'but it should **not** become a competitor to Harlow'.

OR : - Recommended

3. Para 6.3 We have concerns about a road linking Station Road /Dane Street with London Road and problems of congestion at the junction with Hockerill Street. We would question the need for 492 units of

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residential development when there are a large number of unoccupied flats across the London Road on the old Tanners Wharf site.

OR : Noted - References to the link road and the amount of residential units are set out in the adopted planning policy BIS11 of the adopted East Herts Local Plan, a matter of fact. However under Para 7.7 of the brief the proposed land uses, acknowledges views expressed by the Aspiration consultation exercise in respect to residential proposals and its context covering the current adopted Local Plan and any changes in the future to the East of England Regional Plan. In respect to the link road it is subject to transport modelling and testing.

4. Hotel. This is an excellent location for a hotel close to the railway station and easy access to London .This would question the viability of a hotel on the Old River/ Causeway site.

OR : Noted –The brief includes the proposal for both a hotel and conference centre. However any hotel proposal on the Old River/ Causeway site is a matter for consideration by the council when determining that planning application.

5. Parking is covered in Para 7.2, 9.6.5 and Para 10.6. Shouldn't these be consolidated to avoid contradiction.

OR : Not Recommended. Para 7.2 sets overall parking context, Para 9.6.5 provides details of design whilst Para 10.6 refers to the council's adopted parking standards.

6. Given the recent report H & EO (16th June 2011) that the 2 doctors surgeries are amongst the worst in the country, the proposal for a walk-in surgery within the station complex is very welcome.

OR : Noted.

7. Other related uses. The proposal to enhance the river frontage along this site is greatly welcomed.

OR : Noted.

8. Land Use Linkages and Integration. It is premature at this stage to link this proposal with the Mill Site for which there is no specific plan.

OR : Not Recommended - Reference to linkages should be retained to ensure that the developer can demonstrate how the proposal will impact with surrounding land uses.

9. Welcome the requirement that 'No buildings in the development should obscure the views of St Michael's Church from Hallingbury Road'.

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OR : Noted.

10. Traffic, Parking and Access. Suggest that paragraphs 10.1 and 10.2 should be consolidated.

OR : Not Recommended. The first paragraph relates to a Public Transport Study covering the Bishop's Stortford and Sawbridgeworth area whilst the later covers the wider town centre transport matters.

11. Pedestrian/cycle access : What is meant by surrounding area?

OR : This relates to the area immediately outside the development brief site area.

12. Technical Requirements. Para 14.2 Archaeology, last sentence, in our opinion 'should' should read 'must'.

OR : Not Recommended - 'Should' is sufficient in the Development brief document. The Local Planning Authority can also impose a planning condition at the time of approving a development proposal.

13. Para 14.5 Land Contamination: suggest should read "effected to some degree by a number of different contaminants. Ground water and the adjacent river"

OR : - Recommended.

14. Para 14.7 Does not make clear the need for developers to introduce energy saving systems in all buildings.

OR : Not Recommended - The brief requires compliance with the Code for Sustainable Homes, Building Regulations and reference to Central Government Energy Directive. These are sufficient strong messages to a potential developer to address the issue of energy saving systems.

15. Reference for up to 6 storeys height is not acceptable and it should be lowered to no more than 5 storeys.

OR : Not Recommended - The reference is up to 6 storeys which allow a level of flexibility and creative architecture including development of an iconic building which members of the 20 20 Group endorsed at their meeting when discussing the amendments to the draft brief.

16. General There is no mention of Committee's wish to have the developer's plans scrutinised by an independent architect.

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OR : Noted - However, If required the council can engage an in-house or outside design expert input or may consider referring the development proposals to Hertfordshire Design Review Panel.

EAST HERTS COUNCIL

THE EXECUTIVE – 5 JULY 2011

REPORT BY THE EXECUTIVE MEMBER FOR FINANCE

GENERAL FUND REVENUE AND CAPITAL OUT-TURN 2010/11

WARD(S) AFFECTED: None specific

Purpose/Summary of Report

- To advise the Executive of the General Fund Revenue Out-turn for 2010/11 and provide explanations for significant variances against the approved Estimates.
- To advise Members of the financing arrangements for the 2010/11 Capital Outturn and the planned financing of the updated 2011/12 capital budget allowing for the approved slippage from 2010/11.

<u>RECOMMENDATIONS FOR DECISION:</u> that:	
(A)	the General Fund Revenue Out-turn for 2010/11 be approved;
(B)	the level of fund Balances at 31 March 2011 as set out within the report, be noted; and
<u>RECOMMENDATION FOR COUNCIL:</u> that:	
(C)	a change of purpose of the Waste Recycling Reserve as set out in Paragraph 3.6, be approved.

1.0 Background

- 1.1 When the Council's General Fund estimates for 2010/11 were approved it was anticipated that the total net expenditure, prior to use of balances, would amount to some £18.315 million. Net use of reserves of £953k was anticipated.

1.2 In year budget monitoring and consequent actions have sought to maintain spending within budget.

2.0 Report

2.1 The final out-turn for the year (which is still subject to audit) resulted in net expenditure of nearly £17.391m (before Government Grant) representing a favourable position of some £924k.

2.2 This position is attributed as follows:

	£000's
An underlying underspend against the 2010/11 estimate	964
<u>Less</u>	
Contribution from General Reserve relating to budgets b/fwd from 2009/10	(40)
Variance	<u>924</u>

2.3 The main variances giving rise to the underlying underspend position of £964k are summarised below:

2010/11 VARIANCES **Priority/Service**

	Estimate £'000	Actual £'000	Favourable £'000	Adverse £'000
Promoting prosperity				
Concessionary Fares	839	825	14	-
Meals on Wheels	64	131	-	67
Hertford Theatre	95	74	21	-
Housing Benefits Overpayments	-550	-1,021	471	-
H Benefits Admin Subsidy	-796	-772	-	24
Partnership Contribution	0	-25	25	-
Housing Benefit Subsidy	473	707	-	234
Revs and Bens Service	-32	-72	40	-
Area Based Grant	0	-37	37	-
Thele House Maintenance	0	19	-	19
Critical Ordinary Watercourses	-55	-43	-	12
Hostel Rent	-55	-103	48	-
Leisure Utilities/Income	-268	-212	-	56
Private Sector Housing	0	-31	31	-
Pest Control	10	5	5	-
Housing Options	81	53	28	-
LAA Grant	-250	-289	39	-
House Conditions Survey	13	-1	14	-

Fit for Purpose

Turnover Managing Vacancies	12,436	12,392	44	-
Investment Income	-1,650	-871	-	779
Place Survey	14	0	14	-
Print/Document Handling	-56	0	-	56
Office Moves ('churn') costs	0	36	0	36
IT Licences	713	644	69	-
Legal fees/income	21	-35	56	-
Corporate Training	60	28	32	-
Internal Services Directorate running costs	1,518	1,463	55	-
Chief Executive Directorate running costs	103	78	25	-
Neighbourhood Services Directorate running costs	586	371	215	-
Customer and Community Services Directorate running costs	2,914	2,842	72	-

Pride in East Herts

Car Parks P&D Sunday/BH	-38	0	-	38
Car Parks P&D	-3,125	-2,979	-	146
Penalty Charge Notices	-759	-762	3	-
Car Parks Advertising	-4	0	-	4
Car Washing Gascoyne Way	-10	0	-	10
Causeway Car Park Rent	0	222	-	222
B/S Car Park Season Tickets	-32	-45	13	-
Car Park P&D VAT	-19	0	-	19
Un/Locking Bircherley Green	11	5	6	-
CCTV Running Costs	106	96	10	-
LSP Implementation	60	32	28	-
Arts Council England	11	5	6	-
Public Conveniences	26	96	-	70
Recycling Service	-100	-730	630	-
Wheeled Bin Delivery Charge	-50	0	-	50
Recycling Publicity	71	43	28	-
Green Waste Collection	703	615	88	-
Kerbside Dry Recycling Collection	1,159	1,154	5	-
Plastic Banks	43	19	24	-
Kerbside Dry Recycling Income	-730	-958	228	-
Recycling/Refuse Contribution	-80	34	-	114
Depot Material Handling	83	47	36	-
Refuse Collection Contract	2,466	2,431	35	-
Commercial Waste	-118	-141	23	-
Cleansing Contract	976	948	28	-
Grounds Main Contract	1,083	1,117	-	34
Waste Contract Specialist	30	17	13	-
Banks Site Maintenance	21	17	4	-
Clinical Waste Income	-59	-74	15	-
Glass/can/paper banks	95	65	30	-
Tree Replacement Programme	13	4	9	-

Shaping Now, Shaping the Future				
Housing Planning Delivery Grant	-134	0	-	134
Development Plans Studies	50	15	35	-
LDF Upkeep/Review	180	17	163	-
Pre-application advice	-30	-46	16	-
HCC DC advice	10	0	10	-
Development Control Income	-600	-613	13	-
Building Control Income	-610	-638	28	-
Personal Search Fee Grant	0	-34	34	-
Habitats Grant	0	-17	17	-
Land Charges Income	-260	-312	52	-
Incubation Feasibility Study	0	-60	60	-
LABGI	-30	0	-	30
Leading the way, working together				
Members Allowances	457	410	47	-
By Elections	5	21	-	16
Audit Fees	196	147	49	-
Street Naming	-2	5	-	7
Total	17,293	16,329	3,141	2,177
NET FAVOURABLE VARIANCE		964		964

- 2.4 Many of these variances have already been reported to the Executive (via Corporate Management Team) as part of the Council's performance management monitoring arrangements (Healthcheck report).
- 2.5 The following comments provided by Heads of Service give brief details of reasons for any significant changes to variances previously reported together with any further variances identified following the closure of accounts process.

Promoting Prosperity

- **Housing Benefits Service**
March produced a further net improvement of £29k on recovery of overpaid Housing Benefits. However the net budgeted subsidy was down by £234k or 0.7% on a base of £36,515m.
- **Revenues and Benefits Service**
There was a further £40k net favourable position on this service. Supplies and services were £26k less than budgeted. Income was up £14k.
- **Housing**
The House Condition Survey Reserve was not utilised totalling £14k.

Fit for Purpose

- Final figures for Directorate net running costs shows a net favourable £8k variance from the March Healthcheck position.
- Investment income improved by £21k from that reported in the March Healthcheck.

Pride in East Herts

- Spending on Environmental services (particularly refuse and recycling) reflects a further £28k favourable improvement over the position reported in the March Health check.

Shaping Now, Shaping the Future

- The £100k from the Local Plan Reserve was not utilised thus showing a favourable variance. This was due to consultancy and review work not being required until 2011/12.

Leading the Way, Working Together

- There are no new financial issues to report regarding this priority.

2.6 Compared with the Council's probable estimate the overall outturn (before Government Grant) represents a net under spend of circa £700k. This is largely attributable to additional investment interest (112k), additional income streams and reduced expenditure in Planning Services (£165k), reduced expenditure and additional income in Housing Services (£105k), reduced expenditure on Legal and Audit costs (£57k), a reduction in Hertford Theatre costs (£26k), a windfall sum of (£60k) for the incubation feasibility study, a reduction in IT Licences (£37k), additional income (£21k) and a reduction in expenditure (£28k) in LAA / Performance Reward Grant and LSP spending respectively. There is a reduction of £238k in Housing Benefit Subsidy. Finally, net Directorate running costs (including other services) of circa £327k.

For financial planning purposes a £200k favourable variance (between probable and outturn) was assumed in February 2011 which was reflected in the predicted level of reserve balances reported at that time.

- 2.7 The Executive should note that the variances shown exclude capital charges as these relate to the Capital Expenditure Outturn which has been reported through the Healthcheck process. The Executive will recall that these charges have no direct impact upon either the level of Council Tax or use of balances.
- 2.8 The variances shown also exclude any changes in Divisional and Support Service allocations against individual service headings as these have a neutral effect overall.
- 2.9 The final outturn position for the year has resulted in £29k net being drawn from the Council's overall Reserve balances, compared to the planned use of £953k of Reserves anticipated when the original estimate was approved.
- 2.10 Appropriations of reserves reported in the final accounts include:
- a net contribution of £993k to the General Reserve relating to the underspend and allowing for decisions relating to b/fwd budgets in the year. This compares with the originally budgeted £159k contribution to the Reserve.
 - a net appropriation of £1.022m from earmarked Reserves in line with proposals set out within the budget report to the Executive in February 2011 and assumptions agreed within the MTFP. Appropriations include £400k to a "Cost of Change" reserve, and £50 to a Reserve to meet future (potential) maintenance obligations in respect of the Stort footbridge.
- 2.11 Further to comments of the Corporate Business Scrutiny Committee at its meeting on 31 May 2011 any ongoing implications of last year's variances will be taken into account in future financial planning processes. Further scrutiny of the areas identified will take place as part of the 2012/13 integrated financial and service planning process.
- 2.12 Although 2010/11 resulted in the Council once again underspending against the original estimate, efforts have been made to improve the budgeting and medium term financial planning processes as well as in year monitoring arrangements. The table below demonstrates that at both the probable estimate stage and at the March Healthcheck position last year's outturn forecasts show an improved position compared to 2009/10.

	2009/10 £000's	2010/11 £000's
Outturn total (underspend)	(1,428)	(964)
March Healthcheck projection - (underspend)	(587)	(955)
Probable outturn projection overspend / (underspend)	246	(437)

3.0 Reserves/Balances

- 3.1 Council is generally well placed with regard to establishing appropriate earmarked Reserves and Balances.
- 3.2 The Executive meeting on 8 February 2011 confirmed existing arrangements for retaining various earmarked Reserves as well as various planned appropriations in support of the MTFP. Decisions have also been taken during the year as part of the healthcheck process.
- 3.3 Members will be aware of various budgetary pressures facing the Council in the medium term which were identified in the February budget report. Future Government decisions regarding top slicing the revenue support grant to fund the new homes bonus from 2013 and the potential financial impact of changes in funding arrangements for Council Tax benefits from 2013 may result in the need to call upon the General Reserve to support budgets in the medium term.
- 3.4 The following tables show the appropriations during the year together with the level of funds which will be available at 31 March 2011.

General Fund Balance

	£000's
Balance 1.4.10	3854
Contribution to/(from) in year	-
Balance 31.3.11	<u>*3854</u>

* Includes an accumulated surplus of £446k in respect of the Council's Building Control Trading Account.

The current MTFP anticipated a balance of £3.85m at 31 March 2011.

<u>General Reserve</u>	£000's
Balance 1.4.10	2769
Contribution to Reserve 2010/11	993
Balance 31.3.11	<u>3762</u>

The current MTFP anticipated a balance of £3.354m at 31 March 2011. The balance at 31 March 2011 does not reflect any provision for carry forward the approval of which is subject to the Council's financial regulations.

Earmarked Reserves

	Balance 01.04.10 £000	Appropriations 2010/11 £000	Balance 31.3.11 £000
Interest Equalisation Reserve	1185	(1185)	0
Insurance Fund	10	0	10
Emergency Planning Reserve	36	0	36
Vat - Partial Exemption Reserve	146	0	146
Service Improvement Fund	795	(127)	668
LDF / Green Belt Review Reserve	363	150	513
Housing Condition Survey Reserve	23	14	37
Council Elections Reserve	50	25	75
LABGI Reserve	316	(182)	134
Leisure utilities / pension reserve	60	60	120
Restructure Fund	33	0	33
Legal Fees Reserve	31	(19)	12
Performance Reward Grant reserve	217	(150)	67
Pension Strain Costs Reserve	158	(58)	100
Waste Recycling Reserve	275	0	275
Footbridge over River Stort	0	50	50
Cost of Change Reserve	0	400	400
	<u>3698</u>	<u>(1022)</u>	<u>2676</u>

The current MTFP anticipated a balance of £2.574 at 31 March 2011.

- 3.5 In reviewing the earmarked reserves at March 2011, with one exception, the purpose for each remains and the balance is not excessive.
- 3.6 With the re-letting of the refuse contract including provision for extended collection of plastic it is debatable whether there is a

continuing need for the Waste Recycling Reserve as a source of funding for increasing recycling with no proposals having been brought forward for its application. However, there is uncertainty about the long term sustainability, at current levels, of the income from sale of recycled materials. The creation of a reserve to manage volatility of this income would make the MTFP that much more secure. This income budget is £1.145M in 2011/12 and re-designation of the recycling reserve of £275k as a reserve to manage income volatility would be prudent. Although the title of the reserve might be unchanged the amendment of its purpose would be subject to approval by Council.

4.0 Capital

- 4.1 Details of the capital outturn for the year have been reported to the Executive on 24 May 2011 as part of the Healthcheck process.
- 4.2 The outturn of £5.909m represented nearly 92% of the original Estimate for the year of £6.426m.
- 4.3 The financing of the £5.909m has been determined as follows:

	£000's
Third Party Contributions	410
Government Grant	292
Capital Receipts	5182
Revenue Contribution	25
	<u>5909</u>

- 4.4 Taking into account the 'slippage' recommended to be carried forward at the meeting on 24 May the revised Capital Programme for 2011/12 now totals £6.4m (after reprofiling adjustment of £750k).

The planned financing of this year's programme is:

	£000's
Third Party Contributions	188
Government Grant	253
Capital Receipts/Internal Borrowing	5935
Revenue Contribution	25
	<u>6401</u>

4.5 Usable capital receipts available to the Council at 31 March 2011 amounted to £3.721m (including a net accrual of £2.35m relating to the Causeway transactions). A further £1.86m of receipts are anticipated from asset sales in 2011/12. Should the revised programme be spent in full in the current year it will be necessary to borrow internally to fund the programme.

5.0 2010/11 Annual Statement of Accounts

5.1 Following new Regulations the Council's Annual Statement of Accounts is now required to be approved by Members after the annual audit has taken place. Approval and publication must take place by 30 September following the relevant accounting year. The Council's Constitution delegates the Scrutiny and approval of the accounts to the Audit Committee. The Accounts are required however to be signed by the Council's Section 151 Officer by 30 June following the relevant Accounting year. In order to adopt best practice the Accounts will be submitted to the Audit Committee on 12 July in order to give the Committee an early opportunity of viewing the (unaudited) accounts. Members should also note that in the wider interest of transparency and public accountability the unaudited accounts will also be made available on the Council's website.

6.2 Implications/Conclusion

6.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers

Final Accounts Working Papers
Report to Executive 8 February 2011

Contact Member: Councillor Mike Tindale, Executive Member for Resources and Internal Support

Contact Officers/
Report Authors: Alan Madin, Director of Internal Services, Ext1401
Simon Chancellor - Head of Financial Support Services - Ext 2050
Mick O'Connor – Principal Accountant – Ext 2054

ESSENTIAL REFERENCE PAPER A

<p>Contribution to the Council's Corporate Priorities/ Objectives (delete as appropriate):</p>	<p>Promoting prosperity and well-being; providing access and opportunities <i>Enhance the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable.</i></p> <p>Fit for purpose, services fit for you <i>Deliver customer focused services by maintaining and developing a well managed and publicly accountable organisation.</i></p> <p>Pride in East Herts <i>Improve standards of the neighbourhood and environmental management in our towns and villages.</i></p> <p>Caring about what's built and where <i>Care for and improve our natural and built environment.</i></p> <p>Shaping now, shaping the future <i>Safeguard and enhance our unique mix of rural and urban communities, ensuring sustainable, economic and social opportunities including the continuation of effective development control and other measures.</i></p> <p>Leading the way, working together <i>Deliver responsible community leadership that engages with our partners and the public.</i></p>
<p>Consultation:</p>	<p>Heads of Service have been consulted and have agreed the comments made for their service areas.</p>
<p>Legal:</p>	<p>There are no legal implications.</p>
<p>Financial:</p>	<p>As set out within the report.</p>
<p>Human Resource:</p>	<p>There are no Human Resource implications.</p>
<p>Risk Management:</p>	<p>Variances against the 2010/11 budget may have an impact upon the current (2011/12) and future years' budgets. Implications will be reported through the healthcheck process and MTFP.</p>

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EAST HERTS COUNCIL

EXECUTIVE – 5 JULY 2011

MONTHLY CORPORATE HEALTHCHECK – MAY 2011

REPORT BY THE LEADER OF THE COUNCIL

WARD (S) AFFECTED: All

Purpose/Summary of Report:

- To set out an exception report on the finance and performance monitoring for East Herts Council for May 2011.

RECOMMENDATION FOR EXECUTIVE: that	
(A)	the budgetary variances set out in paragraph 2.1 be noted;
(B)	£36k of the Grange Paddocks Pay and Display machines capital budget and £3k of the Grange Paddocks tariff board/signage capital budget be re-profiled from 2012/13 into 2011/12;
(C)	£150k of the New Telephone System capital budget be re-profiled from 2012/13 into 2011/12; and
RECOMMENDATION FOR COUNCIL: that	
(D)	a supplementary Capital estimate of £77.5k against the Council's Leisure Development Capital project, be approved.

1.0 Background

- 1.1 This is the monthly finance and performance monitoring report for the Council.
- 1.2 Each month the report will contain a breakdown of the following information by each corporate priority where remedial action is needed:

- Salary, Capital and Revenue variance.
- Performance information (based on the performance indicator suite that is reported on a monthly basis) and also the Directorate's position in respect to payment of invoices and sickness absence.

1.3 **Essential Reference Paper 'B'** shows the full set of performance indicators that are reported on a monthly basis.




Essential Reference Paper 'C' shows detailed information on salaries.



Essential Reference Paper 'D' shows detailed information capital programme.

Essential Reference Paper 'E' shows explanations of variances on the Revenue Budget reported in previous months.

Essential Reference Paper 'F' shows a Summary of Executive actions made within the financial year.

The codes used in relation to performance indicator monitoring are as follows:

Status	
	This PI is 6% or more off target.
	This PI is 1-5% off target.
	This PI is on target.

Short Term Trends	
	The value of this PI has changed in the short term.
	The value of this PI has not changed in the short term.

2.0 Report – Directorate Position

REVENUE FINANCIAL SUMMARY

2.1 With just two months into the financial year areas are being identified where there are variances against budgets.

	Position as at 31.05.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
(1) Promoting prosperity & well being; providing access & opportunities						
Local Services Support Grant	8	0	4	0	50	0
Concessionary Fares	37	0	0	0	19	0
(2) Fit for purpose						
Turnover	0	106	0	52	0	612
Print/Desk Top Publishing	0	9	0	5	0	53
(3) Pride in East Herts						
Pay and Display machines	0	0	0	0	0	17
Car Parks legal fees	0	9	0	0	0	10
Car Parks advertising	1	0	0	0	0	15

	Position as at 31.05.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
(4) Shaping now, shaping the future New Homes Bonus Grant	415	0	0	0	415	0
(5) Leading the way, working together	There is nothing to report for this Priority.					
TOTAL:	461	124	4	57	484	707
Net Projected Variance						223
Supported by supplementary estimates						0
Total Supplementary Estimates						0

- 2.2 Subject to all other budgets being equal, this would result in an overspend of £223k.
- 2.3 Salary budgets are constantly monitored and **Essential Reference Paper 'C'** shows a projected overspend of £612k. This is predicted to be a worse case scenario and should reduce as more budgeted savings begin to be delivered. However, any redundancy and new strain costs have not been accounted for here, as there is a specific reserve set up for these costs in the MTFP.

FINANCIAL ANALYSIS AND PERFORMANCE ANALYSIS

Promoting Prosperity and well-being, providing access and opportunities

Financial analysis

- 2.4 The costs associated with Concessionary Fares for 2010/11 are lower by £19K than anticipated when the accounts were closed and this will result in a favorable position in 2011/12.

Performance analysis

- 2.5 The following indicator was 'Green', meaning that the target was either met or exceeded for May 2011:
- EHPI - 129 - Response time to anti social behaviour (ASB) complaints made to East Herts Council.

Please refer to **Essential Reference Paper 'B'** for full details.

Fit for purpose

Financial analysis

- 2.6 There are no new financial issues this month regarding this priority.

Performance analysis

- 2.7 **NI 181 - Time taken to process Housing Benefit/Council Tax Benefit new claims and change events.** Performance was 'Red' for May 2011. Performance was off target. This represents an increase in the caseload seen during the period and the need to avoid some planned weekend working to allow ICT to undertake needed changes

required for office moves. A plan to recover this downtime has been agreed by the Director of Internal Services.

- 2.8 **EHPI 6.8 - Turnaround of pre NTO PCN challenges.** Performance was 'Red' for May 2011. Performance was off target due to continued high levels of PCN's being issued as well as staff absences.
- 2.9 **EHPI 8 – % of invoices paid on time.** Performance was 'Amber' for May 2011. Management has taken action to ensure future invoices are paid on time.
- 2.10 The following indicators were 'Green', meaning that the targets were either met or exceeded for May 2011:
- EHPI 6.9 - Turnaround of NTO Representations.
 - EHPI 12c - Total number of sickness absence days per FTE staff in post.

Please refer to **Essential Reference Paper 'B'** for full details.

Pride in East Herts

Financial analysis

- 2.11 The Car Park's Court and Legal fees budgets will overspend by £10k due a last minute 40% increase in debt registration fees imposed by the County Court.
- 2.12 The Car Park's advertising budget is anticipated to over spend by £15k due to the requirement to advertise new On-street Traffic Regulation Order for East Herts which is being prepared by Herts County Council. This was not advised at the point of preparing the 2011/12 budgets.

Performance analysis

- 2.13 **NI 191 - Residual household waste per household.** The waste level would meet service expectations if sustained throughout year, but there is a national trend towards increasing waste levels, which showed itself here in the last quarter of 2009/10.
- 2.14 **NI 192 - Percentage of household waste sent for reuse, recycling and composting.** Performance this month is marginally below service expectations. Kerbside collection of glass and compostable material is just above last April's figure but paper is some 80 tonnes

(19%) below last April's level. Nationally paper recovery levels are lower than they were.

Please refer to **Essential Reference Paper 'B'** for full details.

Shaping now, shaping the future

Financial analysis

2.18 There are no new financial issues this month regarding this priority.

Performance analysis

2.19 **EHPI 2.2(45) – Number of collections missed per 100,000 collections of household waste.** Performance was 'Red' for May 2011. Performance fell this month due to the new contract start up; there were some difficulties with the new rounds which now provide all three collection services to difficult access properties. Issues have now been resolved and levels are improving. Year to date performance is still better than annual target.

2.20 **NI 157b - Processing of planning applications: 'Minor' applications.** Performance was 'Amber' for May 2011. 6 decisions out of a total of 26 were made outside of the target timescale. Five of these delayed decisions were made by the committee as a result of referrals, legal agreements, or because they related to matters previously determined by the committee.

2.21 The following indicators were 'Green', meaning that targets were either being met or exceeded for May 2011. They are:

- NI 157a – Processing of planning applications: Major applications.
- NI 157c – Processing of planning applications: Other applications.

Please refer to **Essential Reference Paper 'B'** for full details.

Leading the way, working together

Financial analysis

2.22 There are no new financial issues this month regarding this priority.

Performance analysis

2.23 There are no performance indicators monitored on a monthly basis for

this priority.

CAPITAL FINANCIAL SUMMARY

2.24 The table below sets out expenditure to 31 May 2011 against the Capital Programme which reflects the recommendation to Council on 6 July 2011. **Essential Reference paper D** contains details of the 2011/12 Capital Programme. Comments are provided by the Project Control Officers in respect of individual schemes.

SUMMARY	2011/12 Original Estimate	2011/12 Revised Estimate	2011/12 Actual Commit to date	2011/12 Projected spend	Variance Col 4 - Col 2
	£	£	£	£	£
Promoting Prosperity	2,144,940	2,798,560	747,960	2,789,060	(9,500)
Fit for Purpose	1,385,550	1,883,970	513,425	2,033,970	150,000
Pride in East Herts	2,276,200	1,905,790	97,417	1,944,690	38,900
Shaping now	430,500	562,600	6,567	562,600	0
Leading the Way	0	0	0	0	0
Re-profiling potential Slippage	(750,000)	(750,000)		(750,000)	0
TOTAL	<u>5,487,190</u>	<u>6,400,920</u>	<u>1,365,369</u>	<u>6,580,320</u>	<u>179,400</u>

2.25 A sum of £77.5k remains to be paid in respect of the Council's recent enhancement of the Leisure facilities. This overspend (against a total project cost of £3.58m) arose out of a requirement by the electrical contractor to install a new substation, as previously reported to Members. A supplementary estimate will be required to meet this sum.

2.26 Members are being asked to support a request to re-profile £36k of the Grange Paddocks Pay and Display machines project from 2012/13 into 2011/12 to enable the purchase of machines in late 2011 in preparation for 2012/13. And similarly to support a request to re-profile £3k of the Grange Paddocks Tariff board/signs project from 2012/13 into 2011/12.

2.27 Members are being asked to support a request to re-profile £150k of the New Telephone System from 2012/13 into 2011/12 to enable the purchase of a new system with an earlier installation date set for July/August.

3.0 Implications/Consultation

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers:

2010/11 Estimates and future targets report, Essential Reference Paper B –
For complete list of performance indicators that are being monitored for
2011/12

Contact Officer:

In terms of performance issues

Lorna Georgiou, Performance and improvement Coordinator – ext 2244
Karl Chui, Performance Officer – ext 2243

In terms of financial issues

Mick O'Connor, Principal Accountant – ext 2054

In terms of risk issues

Graham Mully, Insurance Officer – ext 2166

ESSENTIAL REFERENCE PAPER 'A'

<p>Contribution to the Council's Corporate Priorities/ Objectives:</p>	<p>Promoting prosperity and well-being; providing access and opportunities <i>Enhance the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable.</i></p> <p>Fit for purpose, services fit for you <i>Deliver customer focused services by maintaining and developing a well managed and publicly accountable organisation.</i></p> <p>Pride in East Herts <i>Improving standards of the built neighbourhood and environmental management in our towns and villages.</i></p> <p>Shaping now, shaping the future <i>Safeguard and enhance our unique mix of rural and urban communities, ensuring sustainable, economic and social opportunities including the continuation of effective development control and other measures.</i></p> <p>Leading the way, working together <i>Deliver responsible community leadership that engages with our partners and the public.</i></p>
<p>Consultation:</p>	<p>Performance monitoring discussions have taken place between, Chief Executive, Directors and Heads of Service.</p>
<p>Legal:</p>	<p>There are no legal implications.</p>
<p>Financial:</p>	<p>There are no financial implications.</p>
<p>Human Resource:</p>	<p>There are no Human Resource implications.</p>
<p>Risk Management:</p>	<p>There are no Risk implications.</p>






May Executive Corporate Healthcheck 2011/12

Traffic Light Red
Description Pride in East Herts




Environment Services

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
EHPI2.2 (45)	Waste: missed collections per 100,000 collections of household waste		66.73	50		Performance fell this month due to the new contract start up, there were some difficulties with the new rounds which now provides all three collection services to difficult access properties. Issues have now been resolved and levels are improving. Year to date performance is still better than annual target.	<p>May 2011 result</p>	None




Traffic Light Red**Description** Fit for purpose, services fit for you**Parking Services**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
EHPI6.8	Turnaround of Pre NTO PCN challenges (10 working days)		28 days	14 days		Continued effects of high numbers of PCN's and staff absences mean that this PI continues to suffer.	<p>May 2011 result</p> 	None




Revenues and Benefits Services

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events		13.4 days	10.0 days		11.4.11-16.5.11 13.38 days. cumulative 11.73 days	<p>May 2011 result</p> 	None

Traffic Light Amber
Description Fit for purpose, services fit for you

Financial Support Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
EHP18	% of invoices paid on time		96.04%	98.00%		May 2011 - Improvement on the April 11 performance and substantially more invoices processed during May.	<p>May 2011 result</p> 	None

Traffic Light Amber
Description Shaping now, shaping the future

Planning and Building Control								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
NI 157b (BV109b)	Processing of planning applications: Minor applications		77.00%	80.00%		6 decisions out of a total of 26 were made outside of the target timescale. Five of these delayed decisions were made by the committee as a result of referrals, legal agreements, or because they related to matters previously determined by the committee.	<p>May 2011 result</p> 	None

Traffic Light Green
Description Fit for purpose, services fit for you

Parking Services

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
EHP16.9	Turnaround of NTO Representations	✓	27 days	28 days	↑	This PI is now within target	<p>May 2011 result</p>	None

People Services & Organisational Development

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
EHP112c	Total number of sickness absence days per FTE staff in post	✓	0.59 days	0.70 days	↓	Total absence for the year so far = 1.03 days (target = 1.25)	<p>May 2011 result</p>	None

Traffic Light Green
Description Promoting prosperity & well being providing access & opportunities




Licensing and Community Safety

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
EHP1129	Response time to ASB complaints made to EHC.		100.00 %	100.00 %		There were 11 ASB complaints made directly to the ASB Officer at East Herts Council for the month of May 2011. 11 of these were dealt with within the minimum standards of two working days (100%)	<p>May 2011 result</p>	None



Traffic Light Green
Description Shaping now, shaping the future

Planning and Building Control

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
NI 157a (BV109a)	Processing of planning applications: Major applications		100.00%	69.00%		Target Achieved. One major application was determined and this was on time	<p>May 2011 result</p>	None

Planning and Building Control								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
NI 157c (BV109c)	Processing of planning applications: Other applications		93.00%	93.00%		Target Achieved. 134 applications out of 144 were determined on time.	<p>May 2011 result</p> 	None

Traffic Light Unknown
Description Pride in East Herts

Environment Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
NI 191	Residual household waste per household		39			Waste level in April would meet target if sustained throughout year, but there is a national trend towards increasing waste levels, which showed itself here in the last quarter of last year.	N/A	None

Environment Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 24 th May 2011
NI 192	Percentage of household waste sent for reuse, recycling and composting		49.60%			Performance this month marginally below target. Kerbside collection of glass and compostable material just above last April's figure but paper is some 80 tonnes (19%) below last April's level. Nationally paper recovery levels are lower than they were.	N/A	None

PI Status		Long Term Trends		Short Term Trends	
	Alert		Improving		Improving
	Warning		No Change		No Change
	OK		Getting Worse		Getting Worse
	Unknown				
	Data Only				

SALARIES/AGENCY/APPOINTMENT OF STAFF/RELOCATION

Essential Reference Paper 'C'

	Estimate	Profile to 31.05.11	Actual to 31.05.11	Variance to Profile	Projected outturn	Projected Outturn Variance to Estimate
	£	£	£	£	£	£
Executive / Corp Support	458,430	76,405	88,950	12,545	530,700	72,270
Internal Services	4,116,920	686,153	754,015	67,862	4,463,750	346,830
Neighbourhood Services	3,676,640	612,773	620,127	7,354	3,730,180	53,540
Customer & Community	2,586,850	431,144	454,539	23,395	2,754,620	167,770
Summary	10,838,840	1,806,475	1,917,631	111,156	11,479,250	640,410
Strain Costs (funded)	87,709	0	0	0	87,709	0
Employer's Pension Cost (not charged to services)	456,550	76,092	71,334	-4,758	428,000	-28,550
TOTAL	11,383,099	1,882,567	1,988,965	106,398	11,994,959	611,860
Projected net underspend after allowing for mitigating actions that had to be found						611,860

g:P&F/SALARIES HEALTHCHECK

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CAPITAL EXPENDITURE MONITORING 2011/12

SUMMARY	Exp. To 31/05/11								
	2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ May '11	2011/12 Actual to date	2011/12 Commitment Amount	2011/12 Total to Date	2011/12 Projected Spend	2011/12 Variance between Proj Spend and Approved Estimate
	£	£	£	£	£	£	£	£	£
1. Enhance the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable	2,144,940	653,620	0	2,798,560	741,052	6,908	747,960	2,789,060	(9,500)
2. Deliver customer focused services by maintaining and developing a well managed and publicly accountable organisation	1,385,550	498,420	0	1,883,970	445,885	67,540	513,425	2,033,970	150,000
3. Improve standards of the neighbourhood and environmental management in our towns and villages	2,276,200	(370,410)	0	1,905,790	50,188	47,229	97,417	1,944,690	38,900
4. Safeguard and enhance our unique mix of rural and urban communities, ensuring sustainable, economic and social opportunities including the continuation of effective development control and other measures	430,500	132,100	0	562,600	(190)	6,757	6,567	562,600	0
TOTAL	6,237,190	913,730	0	7,150,920	1,236,935	128,434	1,365,369	7,330,320	179,400
RE-PROFILING POTENTIAL SLIPPAGE (71264/7501)	(750,000)			(750,000)				(750,000)	0
	5,487,190	913,730	0	6,400,920	1,236,935	128,434	1,365,369	6,580,320	179,400

CAPITAL MONITORING 2011/12

Enhance the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable

Exp Code	2011/12 Approved Schemes	Project Control Officer	2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ May '11	2011/12 Actual to date	Exp. To 31/05/11		2011/12 Projected Spend	2011/12 Variance between Proj Spend and Approved Estimate	COMMENTS
								2011/12 Commitment Amount	2011/12 Total to Date			
			£	£	£	£	£	£	£	£	£	
Various	Grange Paddocks Pool-	S. Whinnett	40,000	5,600		45,600		1,250	1,250	45,600	0	
72328	Hartham Swimming Pool	S. Whinnett	0	10,800		10,800			0	10,800	0	
Various	Leventhorpe Swimming Pool	S. Whinnett		35,000		35,000			0	35,000	0	
Various	Fanshawe Pool	S. Whinnett	30,000	4,900		34,900		845	845	34,900	0	
72332	Ward Freman Swimming Pool	S. Whinnett	68,740			68,740			0	68,740	0	
HERTFORD THEATRE												
72586	Renew Fire Alarm	S. Whinnett	10,000			10,000			0	10,000	0	
72587	McMullen Gates Refurbishment	S. Whinnett	35,000			35,000			0	35,000	0	
72588	Energy Saving Hot Water System	S. Whinnett	20,000			20,000			0	20,000	0	
72589	Renew Roof Covering	S. Whinnett	90,000			90,000			0	90,000	0	
72579	Hertford Theatre - Remodelling & Refurbishment Works	W. O'Neill	56,200	(1,330)	2,600	57,470	(47,813)	(845)	(48,658)	57,470	0	See code 72576.
72576	Hertford Theatre Exhibitions Screens	W. O'Neill	0	2,600	(2,600)	0			0	0	0	This has been added to main works budget (code 72579).
72545	Presdales - Replace Pavilion	W. O'Neill	0	59,100		59,100	4,817		4,817	59,100	0	
72578	Drill Hall (Note 5)	W. O'Neill	0	200,000		200,000			0	200,000	0	
72439	Capital Grants 2009/10	C. Pullen	0	8,050		8,050	(23)		(23)	8,050	0	
72440	Capital Grants 2010/11	C. Pullen	40,000	37,900		77,900			0	77,900	0	Two claims have been submitted. Site visits being conducted.
72441	Capital Grants 2011/12	C. Pullen	43,000			43,000			0	43,000	0	Deadline for applications 20 May 2011.
72683	Village Hall Community Challenge	C. Pullen	11,000	11,400		22,400	500		500	22,400	0	Cottered not submitted claim from previous year. Watton-at-Stone Sports & Community Centre £500 paid.
72512	Partnership Investment Fund	C. Pullen	26,000	43,600		69,600			0	69,600	0	No claims have been submitted. Deadline for new applications 17 June 2011
72530	Community Planning Grants	W. O'Neill	20,000	19,700		39,700	3,402		3,402	39,700	0	In first funding round, 5 organisations were allocated grants totalling £7,283.87. 3 Claims for £3,063 have been submitted. A further £12,716 has been recommended for allocation to 7 organisations. New financial year deadlines are 30 June, 30 Sept, 31 Dec and 31st Mar 2012.
72582	LSP Capital Grants	W. O'Neill	0	76,800		76,800	(1,000)		(1,000)	76,800	0	
72602	Private Sector Improvement Grants - Disabled Facilities *	S. Winterburn	560,000	(40,000)		520,000	90,843		90,843	649,500	129,500	The slippage from Discretionary DFG and DHG of £57,800 and £71,700 respectively are both needed to help meet high demand for mandatory DFG, and to counteract the effect of the £40K overspend shown, which was due to high demand in 2010/11.
72605	- Disabled Facilities - Discretionary	S. Winterburn	60,000	57,800		117,800				60,000	(57,800)	The original estimate of £60K is needed for Discretionary DFG (part may be needed for mandatory DFG if demand remains as high). The £57,800 slippage is needed for mandatory DFG (as indicated in 2010/11). No spend on DDFG was anticipated at this early stage.
72606	- Decent Home Grants **	S. Winterburn	120,000	71,700		191,700	6,901		6,901	120,000	(71,700)	The DHG budget is less than in previous years to reflect need to reduce capital spend, and to enable sufficient provision and priority for mandatory DFG. Policy being reviewed accordingly.

CAPITAL MONITORING 2011/12

Enhance the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable

Exp Code	2011/12 Approved Schemes	Project Control Officer	2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ May '11	2011/12 Actual to date	2011/12 Commitment Amount	Exp. To 31/05/11		2011/12 Variance between Proj Spend and Approved Estimate	COMMENTS
									2011/12 Total to Date	2011/12 Projected Spend		
72685	Social Housing Schemes-Calton House & Birch Green, Hertford	S. Drinkwater	£ 700,000	£	£	£ 700,000	£ 661,000	£	£ 661,000	£ 700,000	£ 0	
71201	Capital Salaries	S. Chancellor	25,400			25,400			0	25,400	0	
72504	Provision of Play Equipment	C. Cardoza	50,000			50,000		1,568	1,568	50,000	0	
72580	Vantorts Sawbridgeworth-Play Area Development Programme	C. Cardoza	0	50,000		50,000			0	50,000	0	
72583	Improvements to Works at Southern Country Park (Note 3)	C. Cardoza	36,000			36,000	22,425	4,090	26,515	26,500	(9,500)	Projected spend is now £26,515. The £9,485 external funding from the Countryside Management Service will now be spent directly by them and the overall value of the project in terms of external funding contributions remains unchanged.
72584	Sacombe Road, Hertford - Play Area Development Programme (Note 2)	C. Cardoza	10,000			10,000			0	10,000	0	
72585	The Bourne, Ware - Play Area Development Programme	C. Cardoza	40,000			40,000			0	40,000	0	
71266	Capital Salaries	S. Chancellor	53,600			53,600			0	53,600	0	
TOTAL			2,144,940	653,620	0	2,798,560	741,052	6,908	747,960	2,789,060	(9,500)	

Expenditure on Joint Use Pools 40% funding sought from HCC/schools as appropriate.

CAPITAL MONITORING 2011/12

Deliver customer focused services by maintaining and developing a well managed and publicly accountable organisation

Exp Code	2011/12 Approved Schemes	Project Control Officer	Exp. To 31/05/11								2011/12 Projected Spend	2011/12 Variance between Proj Spend and Approved Estimate	COMMENTS
			2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ May '11	2011/12 Actual to date	2011/12 Commitment Amount	2011/12 Total to Date	2011/12			
			£	£	£	£	£	£	£	£	£	£	
71342	PC Upgrades	D. Frewin	0			0	(2,910)	205	(2,705)	0	0		
71370	Development Control EDM	P. Bowler	0	4,500		4,500			0	4,500	0		
71374	Network, Servers & Storage Upgrade	D. Frewin	30,000	(400)		29,600			0	29,600	0		
71376	Home & Mobile Working	D. Frewin	0	750		750			0	750	0		
71377	BACS	P. Bowler	0	2,500		2,500			0	2,500	0		
71378	Business Continuity	D. Frewin	30,000			30,000			0	30,000	0		
71379	Authentication	P. Bowler	31,000			31,000			0	31,000	0		
71388	GIS	P. Bowler	0	5,470		5,470			0	5,470	0		
71389	Small Systems	P. Bowler	0			0	(2,400)	2,400	0	0	0		
71391	Hertford Audio Visual Upgrade	D. Frewin	0			0	(2,000)	2,000	0	0	0		
71395	EDM - Corporate	P. Bowler	52,700	2,870		55,570			0	55,570	0		
71396	Enhancement of Telephony System	P. Bowler	0	3,400		3,400	2,705		2,705	3,400	0		
71402	Council Chamber Enhancements	P. Searle	0			0	(1,576)	1,576	0	0			
71408	Revenues & Benefits System	S. Tarran	43,000			43,000			0	43,000	0		
71409	Locata	P. Bowler	37,700			37,700			0	37,700	0		
71410	Firewalls & Intrusion Protection	P. Bowler	0			0	(34,891)	34,891	0	0			
71412	Renewal of Cabling - Wallfields	D. Frewin	0	65,480		65,480			0	65,480	0		
71413	New Telephone System	P. Bowler	100,000	(14,700)		85,300			0	235,300	150,000	Request to draw forward capital sum of £150,000 from 2012/13 to enable purchase of new telephone system. Installation in July/August.	
71414	Hardware Funding	D. Frewin	120,650	2,750		123,400	39,986	23,234	63,220	123,400	0		
71415	Applications	D. Frewin	72,000	5,700		77,700		500	500	77,700	0		
71416	Merging systems - Licensing & Env Health	B. Simmonds	15,000			15,000			0	15,000	0		
71362	Capital Salaries	P. Bowler	107,000			107,000			0	107,000	0		
71234	Wallfields Ground Floor Refurbishment	S. Whinnett	722,500	386,400		1,108,900	437,784	2,634	440,418	1,108,900	0		
71261	Wallfields - Barriers for Visitor Parking	S. Whinnett	0	20,000		20,000			0	20,000	0		
71265	Wallfields - Disabled Persons Lift Replacement	S. Whinnett	0	14,700		14,700	9,147		9,147	14,700	0		
71203	Replacement of Chairs & Desks	R. Crow	10,000	200		10,200	40	100	140	10,200	0		
71251	Automated Telling Machines (ATM's) at Hertford & B/S	N. Sloper	14,000	(1,200)		12,800			0	12,800	0		
TOTAL			1,385,550	498,420	0	1,883,970	445,885	67,540	513,425	2,033,970	150,000		

CAPITAL MONITORING 2011/12

Improve standards of the neighbourhood and environmental management in our towns and villages

Exp. To 31/05/11

Exp Code	2011/12 Approved Schemes	Project Control Officer	2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ May '11	2011/12 Actual to date	2011/12 Commitment Amount	2011/12 Total to Date	2011/12 Projected Spend	2011/12 Variance between Proj Spend and Approved Estimate	COMMENTS
			£	£	£	£	£	£	£	£	£	
CAR PARKS												
75223	Bircherley Green Concrete Repairs Work	S. Whinnett	0	2,900	(2,900)	0			0	0	0	This has been added to main works budget (code 75240).
75240	Bircherley Green MSCP - Major Refurb. & Repairs	S. Whinnett	600,000		2,900	602,900			0	602,900	0	See above comment.
75242	Bircherley Green MSCP - Upgrade Lift Cars	S. Whinnett	25,000			25,000		8,821	8,821	25,000	0	
75241	Gascoyne Way MSCP - Major Refurb. & Repairs	S. Whinnett	0	24,500		24,500	1,438		1,438	24,500	0	
75256	Rye Street Car Park North Refurbishment	S. Whinnett	0	24,700		24,700	525		525	24,700	0	
75237	Buntingford Car Park - Imp. To Surface Water Drainage	S. Whinnett	0	10,000		10,000			0	10,000	0	
75262	Link Road - Lighting	S. Whinnett	7,500			7,500	6,200		6,200	7,500	0	
75263	Apton Road - Resurfacing & Lining	S. Whinnett	30,000		73,050	103,050			0	103,050	0	Balance of £73,050 has been transferred from main scheme in Customer & Community.
75258	Grange Paddocks Overspill Refurbishment	S. Whinnett	190,000	17,200		207,200	4,605	9,090	13,695	207,200	0	
71267	Upgrade Pedestrian Route Grange Paddocks to Causeway	S. Whinnett	100,000			100,000			0	100,000	0	
72590	Vantorts Open Space - Resurface Footpaths	S. Whinnett	10,000			10,000			0	10,000	0	
75260	Purchase & Resurfacing of Apton Road Car Park	N. Sloper	650,000	(576,950)	(73,050)	0			0	0	0	The capital balance has been transferred to the capital funding within property for the resurfacing/refurbishment of the car park.
75261	Purchase of Baldock Street Car Park	N. Sloper	120,000	(120,200)		(200)			0	(200)	0	
75264	Hartham Leisure Car Park (Note 4)	N. Sloper	11,000			11,000			0	11,000	0	
72572	What's On' signage in Bishop's Stortford	N. Sloper	0	15,000		15,000			0	15,000	0	
75257	Changes to signs re charging Saturday's & Bank Holidays	N. Sloper	3,000			3,000			0	3,000	0	
75265	Grange Paddocks Project - 8 new P & D machines	N. Sloper	0			0			0	36,000	36,000	Officers seek permission to bring forward budget of £36,000 from 2012/13 to enable the purchase of machines in late 2011, with the possibility of introducing charges from as early as January 2012.
75266	Grange Paddocks Project - purchase of tariff boards/signs	N. Sloper	0			0			0	3,000	3,000	Officers seek permission to bring forward budget of £3,000 from 2012/13 to enable the purchase of machines in late 2011, with the possibility of introducing charges from as early as January 2012.
74106	Heart of B/S - Market Improvement Scheme (Note 6)	W. O'Neill	0	50,300		50,300		109	109	50,300	0	
74107	Heart of B/S - Riverside Improvement Scheme (Note 7)	W. O'Neill	0	68,380		68,380			0	68,380	0	
72592	New Stall Covers for Hertford & Ware Markets	T. Andrews	3,500			3,500			0	3,500	0	
74105	Town Centre Environmental Enhancements	P. Pullin	100,000	66,200		166,200	(3,870)	3,727	(143)	166,200	0	
74102	Historic Building Grants	K. Steptoe	56,200	(4,400)		51,800	508		508	51,800	0	
72604	Energy Grants	S. Winterburn	20,000			20,000			0	20,000	0	No spend at present. Exit strategy for HEEP scheme being drawn up.
75144	Communal Bin Development	C. Cardoza	0	530		530			0	530	0	
75145	Standardise Litter Bins	C. Cardoza	5,000	130		5,130			0	5,130	0	
75152	Commercial Waste	C. Cardoza	33,500			33,500	4,957	1,920	6,877	33,500	0	

CAPITAL MONITORING 2011/12

Improve standards of the neighbourhood and environmental management in our towns and villages

Exp. To 31/05/11

Exp Code	2011/12 Approved Schemes	Project Control Officer	2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ May '11	2011/12 Actual to date	2011/12 Commitment Amount	2011/12 Total to Date	2011/12 Projected Spend	2011/12 Variance between Proj Spend and Approved Estimate	COMMENTS
			£	£	£	£	£	£	£	£	£	
75164	Plastic bottle sorting/bailing equipment	C. Cardoza	95,800			95,800			0	95,800	0	On hold pending implementation of new waste contract. To be reviewed in Autumn 2011.
75165	Wheeled Bin & Recycling Box Replacement Programme	C. Cardoza	81,700	11,300		93,000	31,678	3,559	35,237	93,000	0	
75167	Provision for containers - ARC for Communal Properties	C. Cardoza	30,000			30,000			0	30,000	0	
75168	Energy Efficiency & Carbon Reduction Measures (Note 1)	C. Cardoza	45,000			45,000			0	45,000	0	
75169	Recycling Boxes for Mixed Plastics	C. Cardoza	40,000			40,000	4,147	1,079	5,226	40,000	0	Project is progressing.
72593	Procurement of a Land Rover	C. Cardoza	19,000			19,000		18,924	18,924	18,900	(100)	Order has been placed.
75161	Energy Efficiency Initiatives	M. Shrosbree	0	40,000		40,000			0	40,000	0	Implementation being managed by the Facilities Management Service. Integrated with C3W works at Wallfields.
TOTAL			2,276,200	(370,410)	0	1,905,790	50,188	47,229	97,417	1,944,690	38,900	

Note 1. Relates to provision for energy efficiency measures following C3W. This is subject to bids for grant funding.

Note 4. SLM have agreed to fund all capital & revenue elements of this project

Note 6. Fully funded from Town Centre Enhancement budget (£25k) & PRG £75k).

Note 7. Fully funded from Town Centre Enhancement budget (£25k), S106 (£51,300), British Waterways (£20k) & PRG £60k).

CAPITAL MONITORING 2011/12

Safeguard and enhance our unique mix of rural and urban communities, ensuring sustainable, economic and social opportunities including the continuation of effective development control and other measures

Exp. To 31/05/11

Exp. Code	2011/12 Approved Schemes	Project Control Officer	2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ May '11	2011/12 Actual to date	2011/12 Commitment Amount	2011/12 Total to Date	2011/12 Projected Spend	2011/12 Variance between Proj Spend and Approved Estimate	COMMENTS
			£	£	£	£	£	£	£	£	£	
71262	Elizabeth Road Shops - Renew Water Main	S. Whinnett	0	15,000		15,000			0	15,000	0	
75160	River & Watercourse Structures	G. Field	65,500	(7,500)		58,000	(3,319)	6,757	3,438	58,000	0	Feasibility work is being undertaken for further bridge works in Pishiobury Park Sawbridgeworth. A programme of other works is under discussion with relevant officers and the Environment Agency.
75166	Replace Footbridge Library Car Park, Ware	G. Field	150,000			150,000			0	150,000	0	A further structural survey is to be arranged within the next few weeks to assess the work required.
75157	Footbridge Over River Stort	M. Shrobbree	0	107,100		107,100			0	107,100	0	
72568	Asset Improvement Items - Infrastructure (North Drive reconstruct road & drainage)	M. Shrobbree	0	17,500		17,500			0	17,500	0	
72591	Castle Weir Micro Hydro Scheme	W. O'Neill	165,000			165,000			0	165,000	0	
75259	Grange Paddocks New Pedestrian Bridge	S. Whinnett	50,000			50,000	3,129		3,129	50,000	0	
TOTAL			430,500	132,100	0	562,600	(190)	6,757	6,567	562,600	0	

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ESSENTIAL REFERENCE PAPER 'E1'

**SUMMARY OF PREVIOUSLY REPORTED VARIANCES
ON THE REVENUE BUDGET**

Projected Outturn
31 March 2012
£'000

1.1 April 212 Adverse

	ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.2	<p>Promoting prosperity and well being LOCAL SUPPORT SERVICES GRANT The Department for Communities and Local Government announced on 22 March 2011 that East Herts Council is being awarded a Local Services Support Grant of £50k.</p>	April
1.3	<p>Fit for purpose TURNOVER Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected over spend of £607k. This is predicted to be a worse case scenario and should reduce as more budgeted savings begin to be delivered.</p>	April
1.4	<p>EFFICIENCY SAVINGS Efficiency savings planned to be made in 2011/12 within the Printing and Desk Top Publishing services have yet to be resolved and total £53k.</p>	April

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>Pride in East Herts</p> <p>1.5 CAR PARKS (PAY AND DISPLAY) A supplementary estimate was approved in 2010/11 to enable the car park pay and display machines to be altered to allow for a change in coinage.</p>	April
<p>Shaping now, shaping the future</p> <p>1.6 NEW HOMES BONUS GRANT The DCLG announced the New Homes Bonus scheme. A sum of £415k has been awarded to East Herts Council. As yet, the MTFP makes no provision either for income from this source or how that income might be applied. The Local Development Panel will make proposals on the application of this funding for consideration by the Executive with recommendations to Council at its meeting on the 26 September 2011.</p>	April
<p>Leading the Way, Working Together</p> <p>1.7 There is nothing to report on this priority</p>	April

G:\Stortford\BSWPI\WP\Reports\Summary of previously reported variances(151209).doc

Health check reconciliation (all figures £000's)

ESSENTIAL REFERENCE PAPER 'E2'

	Year to date			Year end projection		
	Favourable	Adverse	Net	Favourable	Adverse	Net
At 30 April 2011	419	-58	361	465	-677	-212
<u>Changes in respect of previously reported items</u>						
In month favourable variances (y t d)						
Local Services Support grant	4	0	4	0	0	0
In month adverse variances (y t d)						
Turnover	0	-52	-52	0	-5	-5
Print/Desk Top Publishing	0	-5	-5	0	0	0
<u>Newly reported items/items no longer reported</u>						
Previously unreported variances at 30 April						
Concessionary Fares	37	0	37	19	0	19
Car parks P& D	0	0	0	0	0	0
Car Parks legal fees	0	-9	-9	0	-10	-10
Car Parks advertising	1	0	1	0	-15	-15
Previously reported items no longer having out turn variance						
None						
At 31 May 2010	461	-124	337	484	-707	-223
Month on month change	42	-66	-24	19	-30	-11
less previously unreported variances						
Concessionary Fares	37	0	37	19	0	19
Car parks P& D	0	0	0	0	0	0
Car Parks legal fees	0	-9	-9	0	-10	-10
Car Parks advertising	1	0	1	0	-15	-15
In month variation	4	-57	-53			

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Executive Actions for 2011/12

Priority	Finance/ Performance	Performance Indicator	Recommendation	Executive Decision	Meeting	Status	Outcomes
	Finance	N/A	Executive supports £18,300 of the Wheeled Bin and Recycling capital budget is re-profiled from 2011/12 into 2010/11.	Executive approved £18,000 of the River and Watercourses capital budget be re-profiled from 2010/11 into 2011/12;	08-Mar-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive supports £18,000 of the River and Watercourses capital budget is re-profiled from 2010/11 into 2011/12.	Executive approved £18,300 of the Wheeled Bin and Recycling capital budget be re-profiled from 2011/12 into 2010/11.	08-Mar-11	Resolved	To support all of the Council's corporate objectives.
	Performance	NI 15, NI 16 and NI 20	Executive notes that monthly outturn data only will be reported for the crime performance indicators as comparative data is no longer available.	Executive noted monthly outturn data only being reported for the crime performance indicators as comparative data is no longer available.	08-Mar-11	Resolved	Through close monitoring of performance the service has identified changes to improve performance monitoring.
	Finance	N/A	Executive approves the capital re-profiling, including the acquisition of Apton Road and Baldock Road car parks.	Executive approved the capital re-profiling, including the acquisition of Apton Road and Baldock Road car parks.	24-May-11	Resolved	To support all of the Council's corporate objectives.

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