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Leader and Members
of the Executive

Your contact: Martin Ibrahim
Ext: 2173
Date: 1 December
2011

cc. All other recipients of the
Executive agenda

Dear Councillor

EXECUTIVE - 6 DECEMBER 2011: SUPPLEMENTARY AGENDA 1

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

5. Issues Arising from Scrutiny (Pages 39 - 42)

9. Local Development Framework Executive Panel - Minutes of the Meeting held on 24 November 2011 (Pages 43 - 50)

To receive a report from the Panel and to consider recommendations on the following:

- (A) Strategic Land Availability Assessment (SLAA) Next Steps

Minute 16 refers

- (B) Hertfordshire Strategic Employment Sites Study (April 2011)

Minute 17 refers

- (C) Local Development Framework - Evidence Base - Technical studies 2010/11 and 2011/12

Minute 18 refers

(D) Annual Monitoring Report 2010/11

Minute 19 refers

(E) Interim Planning Guidance Note (November 2011)

Minute 20 refers

10. Monthly Corporate Healthcheck - October 2011 (Pages 51 - 98)

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 6 DECEMBER 2011
TIME : 7.00 PM

EAST HERTS COUNCIL

EXECUTIVE – 6 DECEMBER 2011

REPORT BY SCRUTINY COMMITTEE CHAIRMEN

ISSUES ARISING FROM SCRUTINY

WARD(S) AFFECTED: All

Purpose/Summary of Report

- This report details the comments and recommendations made by the Scrutiny Committees since the last meeting of the Executive and should be read in conjunction with reports of the Executive Members found elsewhere on the agenda.

<u>RECOMMENDATION FOR DECISION:</u>
(A) That the report be received.

1.0 Background

1.1 Scrutiny meetings have been held recently as follows:

Environment Scrutiny – 15 November 2011

Community Scrutiny – 22 November 2011

Corporate Business Scrutiny Committee – 29 November 2011

2.0 Report

2.1 **Review of Discretionary Rate Relief** **(Agenda Item 8)**

The Corporate Business Scrutiny Committee resolved that the Executive be informed that the following organisations could be considered for a reduction in the discretionary element of their rate relief:

- Pubs

- Petrol filling stations
- Sports clubs with and without bars
- Village Halls (reduce by 5%)
- Charities – where their funding comes from national/central sources

3.0 Other Issues

3.1 The Community Scrutiny Committee considered a report on the **Community Safety: A Focussed Review - Task and Finish Group Interim Report** and agreed that the Executive be informed that any reduction in funding should be recommended to the Community Safety Partnership on the basis of the order of items detailed in the report submitted. Further, that the Community Scrutiny Committee was of the view that the principle of equity and parity in respect of CCTV funding/charging across the District should be applied and reached in a 2 to 3 year stepped process.

4.0 Implications/Consultations

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

Background Papers

None

Contact Members: Councillor D Andrews, Chairman, Corporate Business Scrutiny Committee.
Councillor Mrs D L E Hollebon, Chairman, Environment Scrutiny Committee.
Councillor G McAndrew, Chairman, Community Scrutiny Committee.

Contact Officer: Jeff Hughes – Head of Democratic and Legal Support Services, Extn: 2170.

Report Authors: Martin Ibrahim - Senior Democratic Services Officer,
Marian Langley – Scrutiny Officer

ESSENTIAL REFERENCE PAPER 'A'

Contribution to the Council's Corporate Priorities/Objectives (<i>delete as appropriate</i>):	This report seeks to summarise scrutiny activities, which in general terms, support all of the Council's objectives.
Consultation:	This report assists the wider consultation process in reporting issues arising from scrutiny to the Executive.
Legal:	The Constitution requires issues arising from Scrutiny to be reported to the Executive.
Financial:	None
Human Resource:	None
Risk Management:	None

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MINUTES OF A MEETING OF THE
LOCAL DEVELOPMENT FRAMEWORK
EXECUTIVE PANEL HELD IN THE
COUNCIL CHAMBER, WALLFIELDS,
HERTFORD ON THURSDAY 24
NOVEMBER 2011, AT 7.00 PM

PRESENT: Councillor M Carver (Chairman)
Councillors L Haysey

ALSO PRESENT:

Councillors W Ashley, E Bedford,
E Buckmaster, Mrs R Cheswright,
M Newman, M Pope, N Poulton and J Wing

OFFICERS IN ATTENDANCE:

Linda Bevan	- Committee Secretary
John Careford	- Senior Planning Officer
Laura Pattison	- Assistant Planning Policy Officer
Claire Sime	- Team Leader Planning Policy
Kevin Steptoe	- Head of Planning and Building Control
Bryan Thomsett	- Planning Policy Manager

14 CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Members, the public and the press to the meeting.

He congratulated Laura Pattison, Assistant Planning Policy Officer on completing her Masters Degree in Spatial Planning.

The Chairman made a statement concerning the Local Development Framework (LDF). He explained that there was a continuing process to develop this and no decisions on the framework itself would be made until the end of the process. The LDF Executive Panel scrutinised the details and the Executive would decide on strategy. The Council would make decisions on the final document. The LDF sought to provide sustainable regulation and guidelines for land use and community development.

He added that all parties would have a chance to comment on what had been produced so far in the Spring of 2012. In addition, he said that he always declared an interest where appropriate and had not taken part in discussion where it would not be correct to do so.

The Chairman said that training sessions on the LDF would be held for Parish and Town Councils on 30 November 2011 (River Room, Hertford Theatre) and 5 December 2011 (Council Chamber, Wallfields)

15 DECLARATIONS OF INTERESTS

The following Members declared a personal interest in Minute 17 – Strategic Land Availability Assessment (SLAA) Next Steps, by virtue of the reason shown below:

Councillor E Buckmaster – Member of the Stop Harlow North Campaign.

Councillor M Carver – Chairman of the Board of Governors of Hertford Regional College;

Councillor M Newman – Member of the Stop Harlow North Campaign;

Councillor M Pope – Member of Save our Green Spaces, Ware;

Councillor J Wing – Husband of Vice-Chairman of the Board of Governors of Hertford Regional College.

16 STRATEGIC LAND AVAILABILITY ASSESSMENT (SLAA) NEXT STEPS

The Executive Member for Planning Policy and Economic Development submitted a report setting out the next steps in the ongoing Strategic Land Availability Assessment (SLAA) technical work which would inform the East Herts Local Development Framework (LDF) and housing trajectory. Some revised sheets were circulated at the meeting for Essential Reference Paper 'B' and Page 134 of the report submitted.

The Chairman added that meetings had been held to obtain more information on all sites so that the LDF would be robust and stand up to the Examination in Public. It was important to include Harlow North as this was in the RSS (Regional Spatial Strategy) which had not yet been abolished.

Officers said that the meetings about the SLAA had sought to identify sites where the local community had concerns. This did not mean sites not identified as such had been approved. Parish Clerks had been invited so that they could inform Parish Councils about the process. They said strong responses had been received on housing. They confirmed that Braughing was a Category 1 village in the existing Local Plan.

The Chairman said it was essential to provide infrastructure for developments and this would be part of the LDF. A Member raised the need to take into account the frequency of bus services as well as how close they were to developments.

The Panel decided to make the recommendations detailed below to the Executive.

RECOMMENDED - that (A) the information received in respect of the SLAA sites, attached at Essential Reference Papers 'B' and 'C' of the report submitted and revised at the meeting, be noted;

and

(B) the SLAA Next Steps, Assessment Criteria and Fact Sheet, attached at Essential Reference Papers 'D', 'E' and 'F' of the report now submitted, be agreed.

17 HERTFORDSHIRE STRATEGIC EMPLOYMENT SITES STUDY (APRIL 2011)

The Executive Member for Planning Policy and Economic Development submitted a report seeking the consideration and agreement of the Hertfordshire Strategic Employment Sites Study (April 2011).

Members commented on the lack of strategic sites in the District but the Chairman explained that East Herts had a diverse range of employment although the sites were not large enough to be included in this study.

The Panel decided to make the recommendation detailed below to the Executive.

RECOMMENDED – that the Hertfordshire Strategic Employment Sites Study (April 2011) be agreed and published as a technical study, forming part of the evidence base to inform and support the East Herts Local Development Framework.

18 LOCAL DEVELOPMENT FRAMEWORK - EVIDENCE BASE - TECHNICAL STUDIES 2010/11 AND 2011/12

The Executive Member for Planning Policy and Economic Development submitted a report updating the Panel on progress in respect of completed and ongoing Local Development Framework (LDF) evidence base related technical studies from 2010/11 and seeking noting of, or agreement to, those underway or proposed to be undertaken during 2011/12.

The Chairman explained that all the studies helped to

support the LDF, in particular concerning infrastructure such as transport.

The Panel decided to make the recommendations detailed below to the Executive.

RECOMMENDED - that (A) it be noted, or as appropriate agreed, that the technical studies listed in Essential Reference Paper 'B' to the report now submitted, which are due for completion, already underway or proposed to be undertaken during 2011/12, contribute to the Local Development Framework Evidence Base and be completed or undertaken by means of:

- (1) seeking competitive quotes or tenders, as appropriate, to engage consultants, with the costs being met from the 2011/12 Planning Policy / Local Development Framework budgets for such purposes; and/or
 - (2) partnership working where appropriate, with neighbouring authorities and other relevant partners; and
- (B) the Head of Planning and Building Control, in consultation with the Executive Member for Planning Policy and Transport, be given authority to approve funding, within the limits of the 2011/12 Planning Policy/Local Development Framework budgets, for such other relevant planning policy studies, as may be deemed appropriate.

19 ANNUAL MONITORING REPORT 2010/11

The Executive Member for Planning Policy and Economic Development submitted a report seeking Members' approval for the publication and submission of the Annual Monitoring Report to the Secretary of State by 31 December 2011.

Members noted that this was the final Annual Monitoring report which would be required to be submitted to the Secretary of State.

The Panel decided to make the recommendations detailed below to the Executive.

RECOMMENDED – that (A) the Annual Monitoring Report 2010/2011 contained as Essential Reference Papers ‘B’ and ‘C’ to the report now submitted be approved for publication and submission to the Secretary of State by 31 December 2011; and

(B) the Head of Planning and Building Control, in consultation with the Executive Member for Planning Policy and Economic Development, be authorised to make any necessary amendments or corrections to the above document, which may be required or identified prior to publication and submission to the Secretary of State.

20 INTERIM NEIGHBOURHOOD PLANNING GUIDANCE NOTE (NOVEMBER 2011)

The Executive Member for Planning Policy and Economic Development submitted a report seeking Members’ agreement to publish an interim guidance note on Neighbourhood Planning; and to set out what the potential resource implications of Neighbourhood Planning are for East Herts Council.

The Chairman said that he hoped communities would become involved with planning but did not wish to see them waste money on plans which might not be consistent with the LDF. The completion of the LDF as soon as possible was important to help Neighbourhood Plans proceed.

The Panel decided to make the recommendations now detailed to the Executive.

RECOMMENDED – that (A) the Interim Neighbourhood Planning Guidance Note (November 2011) contained at Essential Reference ‘B’ to the report now submitted be agreed and published;

(B) further consideration is given to the potential resource implications of Neighbourhood Planning; and

(C) communities be advised to wait before they do any substantive work on Neighbourhood Plans until the Localism Bill has been enacted, associated regulations published and the Council has progressed with its Core Strategy.

21 MINUTES

RESOLVED – that the Minutes of the meeting held on 7 July 2011 be approved as a correct record and signed by the Chairman.

The meeting closed at 8.15 am

Chairman
Date

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EAST HERTS COUNCIL

EXECUTIVE – 6 DECEMBER 2011

REPORT BY THE LEADER

MONTHLY CORPORATE HEALTHCHECK – OCTOBER 2011

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 October 2011.

RECOMMENDATIONS FOR EXECUTIVE: that	
(A)	the budgetary variances set out in paragraph 2.1 of the report be noted;
(B)	£12,800 of the Automated Telling Machines capital budget be re-profiled from 2011/12 into 2012/13, as detailed at paragraph 2.28 of the report submitted;
(C)	£30k of the Hertford Theatre roof covering capital budget be re-profiled from 2011/12 into 2012/13, as detailed at paragraph 2.30 of the report submitted;
(D)	£57,800 be vired from the Disabled Facilities Grants Discretionary and £71,700 of the Decent Homes Grants capital budget to the Disabled Facilities Grants budget, in accordance with Financial Regulations 4.5.6, as detailed at paragraph 2.31 of the report submitted;
(E)	£40k of the Bourne Play Area Development capital budget be re-profiled from 2011/12 into 2012/13, as detailed at paragraph 2.32 of the report submitted;
(F)	£53,050 of the Apton Road Car Park resurfacing and lining capital budget be re-profiled from 2011/12 into 2012/13, as detailed at paragraph 2.33 of the report submitted;

(G)	£36k of the Grange Paddocks pay and display machine and £3k of the Grange Paddocks tariff board/signs capital budgets be re-profiled from 2011/12 into 2012/13, as detailed at paragraph 2.34 of the report submitted;
(H)	£165k of the Hertford Theatre Micro Hydro Scheme capital budget be re-profiled from 2011/12 into 2012/13, as detailed at paragraph 2.35 of the report submitted;
RECOMMENDATIONS FOR COUNCIL:	
(I)	a supplementary capital estimate of £38,900 for the Voice Recognition telephony system be approved, in accordance with Financial Regulations 4.62(c), as detailed at paragraph 2.26 of the report submitted;
(J)	a supplementary capital estimate of £44,100 for professional fees associated with the Wallfields refurbishment be approved, in accordance with Financial Regulations 4.62(c) as detailed at paragraph 2.27 of the report submitted; and
(K)	a supplementary capital estimate of £15,000 to replace the dosing equipment at Fanshawe Pool be approved, in accordance with Financial Regulations 4.62(c) as detailed at paragraph 2.29 of the report submitted.

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/quarterly 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 The financial aspects of this report are based on budgetary information from April 2011 to October 2011.

	Position as at 31.10.11				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						
Concessionary Fares	19	0	0	0	19	0
Taxi Licensing income	0	3	4	0	0	8
Hillcrest Rental income	24	0	9	0	40	0
Environmental Pollution	17	0	0	0	10	0
Housing Grants	0	13	0	0	0	9
Renovation Grants	16	0	0	0	20	0
Emergency Planning	0	27	0	0	0	20

	Position as at 31.10.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
(2) Fit for purpose						
Turnover	0	342	0	51	0	468
Print/Desk Top Publishing	0	31	0	4	0	53
Hartham Land Sale	50	0	0	0	50	0
Office Moves	0	38	0	9	0	55
Investment Income	0	190	0	90	0	325
Insurance	0	0	0	0	80	0
Corporate Training	25	0	3	0	25	0
IT Licences	0	57	9	0	105	0
Legal Fees income	0	0	0	0	100	0

	Position as at 31.10.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
(3) Pride in East Herts						
Parking Enforcement Cont	98	0	4	0	30	0
Pay and Display machines	0	0	0	0	0	17
Car Parks legal fees	0	6	0	0	0	10
Car Parks advertising	7	0	1	0	0	15
CCTV Contributions	4	0	0	6	0	13
Recycling Materials Handling	23	0	0	0	40	0
Waste Contract (various bud)	0	0	0	0	125	0
Hydro Electric plant	1	0	0	5	0	11
Bulky waste collection income	0	9	0	2	0	11
Waste Contract	150	0	50	0	150	0
Kerbside dry recycling income	0	154	5	0	0	155
Recycling banks maintenance	3	0	5	0	8	0
Textile Banks	0	6	0	0	0	7
Car Park ticket advertising	0	1	0	0	0	2
Elm Road car park income	0	5	0	1	0	5
Trade Waste	4	0	0	10	0	1
Grange Paddocks Security	0	0	0	0	0	1

	Position as at 31.10.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
Kerbside Dry Recycling Exp	0	19	0	99	0	28
Trade Waste sacks Income	0	3	0	1	0	2
Leaf Clearance	0	0	0	0	0	23
Street Cleansing	99	0	0	0	13	0
(4) Shaping now, shaping the future						
New Homes Bonus Grant	207	0	0	86	207	0
Discharge of Conditions	17	0	0	0	17	0
Development Control income	0	59	0	0	0	75
Dev Cont Pre App advice	15	0	0	0	8	0
Local Dev Framework	45	0	0	0	28	0
Planning Appeals	0	36	0	0	0	81

	Position as at 31.10.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
(5) Leading the way, working Together						
Member's Allowances	32	0	5	0	47	0
Audit Fees	75	0	0	0	25	0
TOTAL:	931	999	95	364	1,147	1,395
Net Projected Variance						248
Supported by supplementary estimates						
Car Park Pay and Display Machines						17
Total Supplementary Estimates						17

- 2.2 Subject to all other budgets being equal, this would result in an overspend of £248k.
- 2.3 Salary budgets are constantly monitored and **Essential Reference Paper 'C'** shows a projected overspend of £468k.

FINANCIAL ANALYSIS AND PERFORMANCE ANALYSIS

Promoting Prosperity and well-being, providing access and opportunities

Financial analysis

- 2.4 Various savings totalling £10k have been identified across supplies and services due to changing circumstances within the Environmental Pollution cost centre.
- 2.5 The Housing Grants budget will overspend by £9k as only half a year's funding was provided in the original budget.
- 2.6 Windfall sums of £20k have been received as a consequence of repayments of Renovation Grants previously awarded.
- 2.7 Costs associated with dealing with Travellers such as Bailiffs and Hertfordshire Constabulary fees are expected to over spend the Emergency Planning budget by £20k.

Performance analysis

- 2.6 There are no new performance issues this month regarding this priority.
- 2.7 The following indicator was 'Green', meaning that the target was either met or exceeded for October 2011:
- EHPI129 - 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

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

Performance analysis

2.9 **NI 181 - Time taken to process Housing Benefit/Council Tax Benefit new claims and change events.** Performance was 'Red' for October 2011. Performance slipped this month due to higher case loads, cumulative position for the year is 12.12 days.

2.10 The following indicators were 'Green', meaning that the targets were either met or exceeded for October 2011:

- EHPI 12c - Total number of sickness absence days per FTE staff in post.
- EHPI 6.8 - Turnaround of pre NTO PCN challenges.
- EHPI 6.9 – Turnaround of NTO Representations.
- EHPI 8 - % of invoices paid on time.

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

Pride in East Herts

Financial analysis

2.11 There is currently an under spend on Street Cleansing due to shared services savings and lower costs of transition. However, there is also a possible under spend of £13k due to less ad-hoc work needed this year. This subject to weather conditions for the remainder of the year.

Performance analysis

2.12 **NI 191 – Residual household waste per household.** Although waste arisings were slightly above the average so far this year, the expectations for the year should be achieved.

2.13 **NI 192 - Percentage of household waste sent for reuse, recycling and composting.** Not all performance data is available. The figure is a conservative estimate.

2.14 The following indicator was 'Green', meaning that the target was either met or exceeded for October 2011:

- EHPI 2.4 – Fly-tips: Removal

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

Shaping now, shaping the future

Financial analysis

- 2.15 Development Control income is falling and a shortfall of £75k is anticipated. The volume of work is being maintained, but only low value activity.
- 2.16 Applicants are seeking advice for planning in greater numbers and as a consequence will generate an additional £8k of pre application income.
- 2.17 There will be an under spend on the Local Development Framework budget of £60k as the next major stage in the LDF preparation process will be in 2012/13. This sum will slip and be added to Reserves. Therefore, there will be a neutral effect on the outturn at year end.
- 2.18 Additional costs associated with the Bishop's Stortford schools planning appeal coupled with further Planning issues will add a further £81k to the expected expenditure.

Performance analysis

- 2.19 **NI 157a - Processing of planning applications: Major applications.** Performance was 'Red' for October 2011. Target not achieved, 2 out of 5 decisions were over the performance timescale. One of these was as a result of a legal agreement following from a committee decision of May 2011. The other followed the deferral of a matter from an earlier meeting of the committee.
- 2.20 **NI 157b - Processing of planning applications: Minor applications.** Performance was 'Red' for October 2011. Target not achieved. Of the decisions outside of the performance timescale (total six) three were matters that were referred to the committee. In an eight week timescale this will almost always automatically ensure that the target is difficult to achieve (because of the committee timetable and report lead in times). The three remaining fell outside of the performance timescale because of discussions with applicants to seek further information or improvements to schemes.
- 2.21 **NI 157c - Processing of planning applications: Other applications.** Performance was 'Amber' for October 2011. 85 out of

95 applications were determined on time.

2.22 The following indicator was 'Green', meaning that target was either being met or exceeded for October 2011. It is:

- EHPI 2.2(45) – Number of collections missed per 100,000 collections of household waste.

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

Leading the way, working together

Financial analysis

2.23 External Audit fees are likely to be £25k less due to no longer having to pay the Audit Commission coupled with a rebate from them. Plus the standard audit fee from Grant Thornton is less than budgeted for.

Performance analysis

2.24 There are no performance indicators that are being monitored on a monthly basis for this priority.

CAPITAL FINANCIAL SUMMARY

2.25 The table below sets out expenditure to 31 October 2011 against the Capital Programme. CMT are invited to consider the overall position. 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	2,906,060	1,483,701	2,907,960	1,900
Fit for Purpose	1,385,550	2,054,970	1,667,155	2,084,610	29,640
Pride in East Herts	2,326,200	1,994,790	460,649	1,711,640	(283,150)
Shaping now	380,500	512,600	24,868	340,500	(172,100)
Leading the Way	0	0	0	0	0
Re-profiling potential Slippage	(750,000)	(750,000)			750,000
TOTAL	<u>5,487,190</u>	<u>6,718,420</u>	<u>3,636,373</u>	<u>7,044,710</u>	<u>326,290</u>

- 2.26 The Executive is asked to support a request to Council to request a supplementary capital estimate of £38,900 for the Voice Recognition telephony project.
- 2.27 The Executive is asked to support a request to Council for a supplementary estimate of £44,100 for fees associated with the Wallfields refurbishment.
- 2.28 The Executive is asked to support a request to re-profile £12,800 of the Automated Telling Machines budget from 2011/12 into 2012/13 due to insufficient IT resources.
- 2.29 The dosing equipment at Fanshawe Pool has broken down and has to be carried out by hand and a PID is being produced by Facilities Management and is expected to cost £15k.
- 2.30 The Executive is asked to support a request to re-profile £30k of the Hertford Theatre renew roof covering budget from 2011/12 into 2012/13 as works will not start until after the pantomime season.
- 2.31 Executive approval is sought to vire £57,800 of the Disabled Facilities Grants Discretionary budget and £71,700 of the Decent Homes Grants to the Disabled Facilities Grants budget to help meet the high demand for mandatory DFG.
- 2.32 The Executive is asked to support a request to re-profile £40k of the Bourne Play Area Development Programme budget from 2011/12 into 2012/13 to allow utilisation of external funding.
- 2.33 The Executive is requested to support a request to re-profile £53,050 of the Apton Road car park resurfacing and lining budget from 2011/12 into 2012/13 due to unforeseen knotweed problems. Work is due to start after Christmas and is weather dependent.
- 2.34 The Executive is asked to support a request to re-profile £36K of the Grange Paddocks pay and display machine budget and £3k of the Grange Paddocks tariff board/signs budget from 2011/12 into 2012/13. This budget had been brought forward from 2012/13 to enable the purchase of machines in late 2011, with the introduction of charges from April 2012. However, as at October 2011 a Member decision was taken not to implement until the summer of 2012.
- 2.35 The Executive is asked to support a request to re-profile £165k of the

Hertford Theatre Micro Hydro Scheme budget from 2011/12 into 2012/13 as the project is subject to ongoing negotiations with the Environment Agency who advise the project may not proceed until summer 2012. A review of the business case is being prepared for Executive.

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

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>

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October Executive Corporate Healthcheck 2011/12




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

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 8 th November 2011
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events		13.7 days	10.0 days		13.7 days with cumulative position 12.12.	<p>October 2011 result</p> <p>10.6 days 10.1 days .0 days 13.7 days 25.0 days</p>	None

Traffic Light Red
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 8 th November 2011
NI 157a (BV109a)	Processing of planning applications: Major applications		60.00%	69.00%		Target not achieved, 2 out of 5 decisions were over the performance timescale. One of these was as a result of a legal agreement following from a committee decision of May 2011. The other followed the deferral of a matter from an earlier meeting of the committee.	<p>October 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 8 th November 2011
NI 157b (BV109b)	Processing of planning applications: Minor applications		72.00%	80.00%		Target not achieved. Of the decisions outside of the performance timescale (total six) three were matters that were referred to the committee. In an eight week timescale this will almost always automatically ensure that the target is difficult to achieve (because of the committee timetable and report lead in times). The three remaining fell outside of the performance timescale because of discussions with applicants to seek further information or improvements to schemes.	<p>October 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 8 th November 2011
NI 157c (BV109c)	Processing of planning applications: Other applications		89.00%	93.00%		85 out of 95 applications determined on time.	<p>October 2011 result</p> 	None

Traffic Light Green
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 8 th November 2011
EHP18	% of invoices paid on time		98.68%	98.00%		Best monthly performance of the year so far. In addition it is above target.	<p>October 2011 result</p> 	None

Parking Services

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 th November 2011
EHPI6.9	Turnaround of NTO Representations	✓	14 days	28 days	↓	This PI remains within target	<p>October 2011 result</p> <p>0 days 14 days 28 days 30 days 50 days</p>	None

Parking Services

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 th November 2011
EHPI6.8	Turnaround of Pre NTO PCN challenges (10 working days)	✓	14 days	14 days	↓	This PI remains within target	<p>October 2011 result</p> <p>0 days 14 days 15 days 50 days</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 8 th November 2011
EHPI12c	Total number of sickness absence days per FTE staff in post	✓	0.60 days	0.70 days	↑	Absences remain within council Standards.	<p>October 2011 result</p> <p>0.00 days 0.60 days 0.71 days 5.00 days</p>	None

Traffic Light Green
Description Pride in East Herts

Environmental Services

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 th November 2011
EHPI2.4 (47)	Fly-tips: removal		1.64	2		Although performance is not as good as previous 2 months, both the monthly and year to date performances are better than target.	<p>October 2011 result</p>	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 8 th November 2011
EHPI2.2 (45)	Waste: missed collections per 100,000 collections of household waste		36.51	50		Performance of all three collection services continues to better the target.	<p>October 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 8 th November 2011
EHP1129	Response time to ASB complaints made to EHC.		100.00 %	100.00 %		There were 5 ASB complaints have been made directly to the ASB officer at EHC, all of which have had a response within the minimum two working days	<p>October 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 8 th November 2011
NI 191	Residual household waste per household		266			Although waste arisings were slightly above the average so far this year the expectations for the year should be achieved.	266	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 8 th November 2011
NI 192	Percentage of household waste sent for reuse, recycling and composting		51.91%			Not all performance data is available. The figure is a conservative estimate.	51.91%	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				

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SALARIES/AGENCY/APPOINTMENT OF STAFF/RELOCATION

Essential Reference Paper 'C'

	Estimate	Profile to 31.10.11	Actual to 31.10.11	Variance to Profile	Projected outturn	Projected Outturn Variance to Estimate
	£	£	£	£	£	£
Executive / Corp Support	458,430	267,418	290,729	23,311	495,280	36,850
Internal Services	4,086,850	2,383,987	2,586,065	202,078	4,362,150	275,300
Neighbourhood Services	3,706,710	2,144,708	2,177,486	32,778	3,738,540	31,830
Customer & Community	2,586,850	1,508,997	1,609,295	100,298	2,739,770	152,920
Summary	10,838,840	6,305,110	6,663,575	358,465	11,335,740	496,900
Strain Costs (funded)	87,709	0	0	0	87,709	0
Employer's Pension Cost (not charged to services)	456,550	266,321	249,669	-16,652	428,000	-28,550
TOTAL	11,383,099	6,571,431	6,913,244	341,813	11,851,449	468,350

g:P&F/SALARIES HEALTHCHECK

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CAPITAL EXPENDITURE MONITORING 2011/12

SUMMARY	Exp. To 31/10/11								
	2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ Sept '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	107,500	2,906,060	1,288,430	195,271	1,483,701	2,907,960	1,900
2. Deliver customer focused services by maintaining and developing a well managed and publicly accountable organisation	1,385,550	498,420	171,000	2,054,970	1,484,662	182,493	1,667,155	2,084,610	29,640
3. Improve standards of the neighbourhood and environmental management in our towns and villages	2,326,200	(370,410)	39,000	1,994,790	413,212	47,437	460,649	1,711,640	(283,150)
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	380,500	132,100	0	512,600	11,595	13,273	24,868	340,500	(172,100)
TOTAL	6,237,190	913,730	317,500	7,468,420	3,197,899	438,474	3,636,373	7,044,710	(423,710)
RE-PROFILING POTENTIAL SLIPPAGE (71264/7501)	(750,000)			(750,000)					750,000
	5,487,190	913,730	317,500	6,718,420	3,197,899	438,474	3,636,373	7,044,710	326,290

CAPITAL MONITORING 2011/12

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

Exp. To 31/10/11

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 @ Sept '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
		£	£	£	£	£	£	£	£	£	
Grange Paddocks Pool:-											
72330 - Resurfacing of Approach Road	S. Whinnett		5,600		5,600	5,595	1,400	6,995	7,000	1,400	Completed
72333 - Renew Valves to Main Pool Filter	S. Whinnett	10,000			10,000		3,400	3,400	10,000	0	Works commenced
72334 - Replace Windows to Pool Hall	S. Whinnett	30,000			30,000		28,115	28,115	30,000	0	80% completed
Hartham Swimming Pool											
72328 - Re-coating of pools & replacement boom	S. Whinnett		10,800		10,800			0	10,800	0	Remedial works outstanding (contractual issues)
Leventhorpe Swimming Pool											
72197 - Replace/Upgrade Dosing Equipment	S. Whinnett		15,000		15,000			0	15,000	0	Specification stage.
72303 - Renew Pool Filters	S. Whinnett		20,000		20,000		17,000	17,000	20,000	0	90% completed
Fanshawe Pool:-											
72331 - Replace Changing Room Air Handling Plant	S. Whinnett		4,900		4,900	1,724	845	2,569	4,900	0	Works 95% complete
72335 - Replace Main Pool Air Handling Plant	S. Whinnett	30,000			30,000		16,346	16,346	30,000	0	Specification stage
- Replace/Upgrade Dosing Equipment	S. Whinnett				0			0	15,000	15,000	Dosing equipment broken down, J. Earley to prepare PID.
Ward Freman Swimming Pool:-											
72332 - Renew Roof Covering to Pool Hall	S. Whinnett	68,740			68,740	43,940	1,650	45,590	49,740	(19,000)	Underspend - request that this be transferred to 75259.
Leisure Development Project	W. O'Neill	0		77,500	77,500	38,238		38,238	77,500	0	Supplementary estimate agreed at 5.7 Exec & 6.7 Council for sub-station work.
Replacement Gym Equipment - Fanshawe	W. O'Neill	0	0		0			0	84,000	84,000	Report going to CMT 15.11.11 for approval.
HERTFORD THEATRE											
72586 Renew Fire Alarm	S. Whinnett	10,000			10,000			0	10,000	0	Specification Stage.
72587 McMullen Gates Refurbishment	S. Whinnett	35,000			35,000			0	35,000	0	Specification Stage.
72588 Energy Saving Hot Water System	S. Whinnett	20,000			20,000	4,043	3,940	7,983	20,000	0	Order placed for initial works.
72589 Renew Roof Covering	S. Whinnett	90,000			90,000	3,825	425	4,250	60,000	(30,000)	Slip £30,000 as works not to start until after the Panto season.
72579 Hertford Theatre - Remodelling & Refurbishment Works	W. O'Neill	56,200	(1,330)	2,600	57,470	25,655	(845)	24,810	57,470	0	Completed.
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).
72578 Drill Hall (Note 5)	W. O'Neill	0	200,000		200,000			0	200,000	0	On target for spend this year.
72545 Presdales - Replace Pavilion	W. O'Neill	0	59,100		59,100	4,817		4,817	59,100	0	Retention & defects.
72530 Community Planning Grants	W. O'Neill	20,000	19,700		39,700	15,955		15,955	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	19,050		19,050	76,800	0	£10,000 committed to health partnership.
72439 Capital Grants 2009/10	C. Pullen	0	8,050		8,050	(23)		(23)	8,050	0	No outstanding claims. All paid.
72440 Capital Grants 2010/11	C. Pullen	40,000	37,900		77,900	30,281		30,281	77,900	0	12 allocations have been made totalling £61,667. £27,393.27 has been paid out to 6 organisations. Further claim of £8,000 to be paid w/c 10/10/11. Applicants have until 4 Feb 2012 to claim.
72441 Capital Grants 2011/12	C. Pullen	43,000			43,000	5,896		5,896	43,000	0	9 allocations have been made, totalling £43,447. Claim from Bayford Village Hall received and £5,896 paid out. Applicants have a year to claim.
72683 Village Hall Community Challenge	C. Pullen	11,000	11,400		22,400	500		500	22,400	0	Paid out £10K to Hunsdon Village Hall. £500 to Walkern Sports and Social Club.

CAPITAL MONITORING 2011/12

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

Exp. To 31/10/11

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 @ Sept '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
			£	£	£	£	£	£	£	£	£	
72512	Partnership Investment Fund	C. Pullen	26,000	43,600		69,600	26,600		26,600	69,600	0	6 allocations made in 2010/2011, totalling £42,981. Paid out £18,000 to 2 organisations. 3 awards made in August for 11/12, totalling £10,000 - no claims submitted yet. Applicants have a year to claim. Closing date for next funding round is 12 Dec.
72602	Private Sector Improvement Grants - Disabled Facilities *	S. Winterburn	560,000	(40,000)		520,000	354,738		354,738	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. Commitment remains high.
72605	- Disabled Facilities - Discretionary	S. Winterburn	60,000	57,800		117,800				60,000	(57,800)	The original estimate of £80K 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 stage.
72606	- Decent Home Grants **	S. Winterburn	120,000	71,700		191,700	20,885		20,885	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. No new DHGs currently being approved due to lack of resource and priority being given to mandatory grant.
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	1,650	40,540	42,190	50,000	0	
72580	Vantorts Sawbridgeworth-Play Area Development Programme	C. Cardoza	0	50,000	30,000	80,000		80,000	80,000	80,000	0	Scheme approved by Members (NKD report July 2011). Currently at tender stage. Spend to be £80,000, £40,000 funded by EHC & £40,000 funded by Sawbridgeworth T.C.
72583	Improvements to Works at Southern Country Park (Note 3)	C. Cardoza	36,000			36,000	24,061	2,455	26,516	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	Awaiting completion of housing on site by developer.
72585	The Bourne, Ware - Play Area Development Programme	C. Cardoza	40,000			40,000			0	0	(40,000)	Subject to a Non-Key Decision report to be considered in early November which will consider a revised project. This project will slip to 2012/13 to allow utilisation of external funding.
71266	Capital Salaries	S. Chancellor	53,600			53,600			0	53,600	0	
TOTAL			2,144,940	653,620	107,500	2,906,060	1,288,430	195,271	1,483,701	2,907,960	1,900	

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

* Government funding of £228,000 in 11/12

** Assumed Government funding of £25,000 in 11/12

Note 2. Reflects the minimum sum needed to bring the site up to standard. Will be used to bid for external funding to raise standards at the site.

Note 3. Externally funded - £46,000 BIFFA, £9,000 Env Agency, £10,000 Countryside Management Services. £10k EHC.

Note 5. Release of funding is contingent upon agreeing a full repairing lease with the occupier

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 31/10/11									COMMENTS
			2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ Sept '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	
			£	£	£	£	£	£	£	£	£	£
71342	PC Upgrades	D. Frewin	0			0	(205)	205	0	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	14,111	17,657	31,768	31,800	2,200	
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		27,500	57,500		46,399	46,399	57,500	0	E27,500 transferred from EDM (E20k for SAN & E7.5k for Back Up Solution). Agreed at ITSG 15.9.11.
71379	Authentication	P. Bowler	31,000		(31,000)	0			0	0	0	To slip into 2012/13. Agreed at ITSG 27.10.11
71388	GIS	P. Bowler	0	5,470		5,470			0	5,470	0	
71389	Small Systems	P. Bowler	0			0	(2,400)		(2,400)	(2,400)	(2,400)	Old year order cancelled.
71395	EDM - Corporate	P. Bowler	52,700	2,870	(45,500)	10,070			0	10,070	0	E27,500 transferred to Business Continuity (E20k for SAN & E7.5k for Back Up Solution). Agreed at ITSG 15.9.11. E10k is for 2 scanners, balance to slip into 2012/13. Agreed at ITSG 27.10.11
71396	Enhancement of Telephony System	P. Bowler	0	3,400		3,400			0	3,400	0	
71402	Council Chamber Enhancements	P. Searle	0			0	(500)	500	0	0		
71408	Revenues & Benefits System	S. Tarran	43,000			43,000	30,000		30,000	43,000	0	
71409	Locata	P. Bowler	37,700			37,700			0	37,700	0	
71412	Renewal of Cabling - Wallfields	D. Frewin	0	65,480	10,000	75,480			0	75,480	0	E10,000 has been transferred from 71414, hardware Funding as further works have been identified.
71413	New Telephone System	P. Bowler	100,000	(14,700)	200,000	285,300	242,937	2,006	244,943	263,940	(21,360)	Completed. E20k transferred from 12/13 Financial Management System & E30,000 from Applications 2011/12. Agreed at ITSG 27.10.11
	Voice Recognition Equipment	N. Sloper	0			0		38,925	38,925	38,900	38,900	Supplementary to be sought for this item. Going through October health check.
71414	Hardware Funding	D. Frewin	120,650	2,750	10,000	133,400	95,750	21,777	117,527	133,400	0	E10,000 has been transferred to 71412, Renewal of Cabling as further works have been identified. E20k b/fwd from 2012/13 (agreed at ITSG 15.9.11)
71415	Applications	D. Frewin	72,000	5,700	(30,000)	47,700	1,000	20,150	21,150	47,700	0	See 71413. Agreed at ITSG 27.10.11
71416	Merging systems - Licensing & Env Health	B. Simmonds	15,000			15,000			0	15,000	0	
71405	Financial Management System	S. Chancellor	0		30,000	30,000		30,000	30,000	30,000	0	E30k b/fwd from 2012/13. Presented to Council 28.9.11
71362	Capital Salaries	P. Bowler	107,000			107,000			0	107,000	0	
71234	Wallfields Refurbishment	S. Whinnett/ M. Shrosbree	722,500	386,400		1,108,900	1,090,886	4,394	1,095,280	1,153,000	44,100	
71261	Wallfields - Barriers for Visitor Parking	S. Whinnett		20,000		20,000	2,154		2,154	5,000	(15,000)	Pay and Display scheme now being introduced instead of barriers.
71265	Wallfields - Disabled Persons Lift Replacement	S. Whinnett		14,700		14,700	10,666		10,666	10,700	(4,000)	Completed. Saving achieved
71203	Replacement of Chairs & Desks	R. Crow	10,000	200		10,200	263	480	743	10,200	0	There are a number of areas where additional furniture may be required to address, covering a range of items that fell outside of the C3W refurbishment Programme and issues raised as part of the global work station assessments.
71251	Automated Telling Machines (ATM's) at Hertford & B/S	N. Sloper	14,000	(1,200)		12,800			0	0	(12,800)	Will slip due to IT resources
TOTAL			1,385,550	498,420	171,000	2,054,970	1,484,662	182,493	1,667,155	2,084,610	29,640	

CAPITAL MONITORING 2011/12

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

Exp Code	2011/12 Approved Schemes	Project Control Officer	Exp. To 31/10/11									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 @ Sept '11	2011/12 Actual to date	2011/12 Commitment Amount	2011/12 Total to Date	£	£			
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	21,536	838		22,374	33,500	0		
75164	Plastic bottle sorting/bailing equipment	C. Cardoza	95,800			95,800				0	0	(95,800)	Scheme no longer proceeding due to the volatility of market prices for recycled materials in the current economic climate which increases the risk that investing in sorting equipment may not be financially viable.	
75165	Wheeled Bin & Recycling Box Replacement Programme	C. Cardoza	81,700	11,300		93,000	72,382	1,762		74,144	93,000	0	On target.	
75167	Provision for containers - ARC for Communal Properties	C. Cardoza	30,000			30,000				0	5,000	(25,000)	Provision of organic bins to communal properties will not now proceed due to prohibitive revenue costs. A reduced scheme is being considered to provide organic waste services to "difficult access" properties." Revised expenditure £5k.	
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	6,145	1,821		7,966	10,000	(30,000)	Demand for additional boxes much lower than planned.	
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.	
72593	Procurement of a Land Rover	C. Cardoza	19,000			19,000	18,924			18,924	18,900	(100)	Project complete	
CAR PARKS														
75223	Bircherley Green Concrete Repairs Work	S. Whinnett		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		(37,100)	562,900	12,948	2,201		15,149	537,900	(25,000)	M. Shrosbree dealing with works required under landlord's repair notice. Underspend forecast. £40,000 has already been transferred to Gascoyne Way to fund further works to lifts highlighted in recent insurance report (Ph 1). Further £25,000 needed for Ph 2.	
75242	Bircherley Green MSCP - Upgrade Lift Cars	S. Whinnett	25,000			25,000	12,367	11,991		24,358	25,000	0	Works in progress	
75241	Gascoyne Way MSCP - Major Refurb. & Repairs	S. Whinnett		24,500	40,000	64,500	1,929	675		2,604	89,500	25,000	Retention and remaining fees to be paid. Further works required to lifts to comply with recent insurance inspection. See comments on 75240 (Bircherley Green).	
75256	Rye Street Car Park North Refurbishment	S. Whinnett		24,700	(18,000)	6,700	4,956	1,745		6,701	5,110	(1,590)	Completed	
75237	Buntingford Car Park - Imp. To Surface Water Drainage	S. Whinnett		10,000		10,000				0	10,000	0	Specification Stage	
75262	Link Road - Lighting	S. Whinnett	7,500			7,500	7,265			7,265	7,270	(230)	Works complete	
75263	Apton Road - Resurfacing & Lining	S. Whinnett	30,000		73,050	103,050	2,485			2,485	50,000	(53,050)	Balance to slip into 2012/13 due to unforeseen knotweed problems. Works to start after Xmas & is weather dependant.	
75258	Grange Paddocks Overspill Refurbishment	S. Whinnett	190,000	17,200	18,000	225,200	190,548	12,917		203,465	225,200	0	Works in progress.	
75259	Grange Paddocks New Pedestrian Bridge	S. Whinnett	50,000			50,000	3,129	3,500		6,629	69,000	19,000	Works in progress. Due to unforeseen ground conditions, request that £19,000 be transferred from 72332.	
71247	Upgrade Pedestrian Route Grange Paddocks to Causeway	S. Whinnett	100,000			100,000	3,194	6,784		9,978	100,000	0	Works in progress.	
72340	Vantorts Open Space - Resurface Footpaths	S. Whinnett	10,000			10,000	7,770			7,770	10,000	0	90% Completed	
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	0	200		

CAPITAL MONITORING 2011/12

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

Exp Code	2011/12 Approved Schemes	Project Control Officer	Exp. To 31/10/11							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 @ Sept '11	2011/12 Actual to date	2011/12 Commitment Amount	2011/12 Total to Date			
			£	£	£	£	£	£	£	£	£	
75264	Hartham Leisure Car Park (Note 4)	N. Sloper	11,000			11,000			0	0	(11,000)	After checking that the project to establish car parking controls at Hartham as per the PID that secured £11,000 of capital funding will no longer be progressed. Following discussions with the Leisure Contractor an alternative project, paid for by the contractor is to be progressed.
75257	Changes to signs re charging Sundays & Bank Holidays	N. Sloper	3,000			3,000			0	0	(3,000)	Member decision not to implement charges.
75265	Grange Paddocks Project - 8 new P & D machines	N. Sloper	0		36,000	36,000			0	0	(36,000)	Budget had been b/fwd from 2012/13 to enable the purchase of machines in late 2011, with the introduction of charges from April 2012. However as @ October 2011 member decision taken not to implement until Summer 2012.
75266	Grange Paddocks Project - purchase of tariff boards/signs	N. Sloper	0		3,000	3,000			0	0	(3,000)	Budget had been b/fwd from 2012/13 to enable the purchase of machines in late 2011, with the introduction of charges from April 2012. However as @ October 2011 member decision taken not to implement until Summer 2012.
72572	What's On' signage in Bishop's Stortford	W. O'Neill	0	15,000		15,000	2,189		2,189	6,000	(9,000)	Saving achieved.
74102	Historic Building Grants	K. Steptoe	56,200	(4,400)		51,800	16,805		16,805	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. Residual HEEP funds still available for loft and cavity wall insulation. Budget may be needed for boilers for priority group due to restrictions on national WarmFront scheme.
74106	Heart of B/S - Market Improvement Scheme (Note 6)	W. O'Neill	0	50,300		50,300	1,011	1,208	2,219	50,300	0	Projects complete, within budget. Final account to be reconciled.
74107	Heart of B/S - Riverside Improvement Scheme (Note 7)	W. O'Neill	0	68,380		68,380			0	33,800	(34,580)	British Waterways carried out work themselves.
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	27,629	1,995	29,624	166,200	0	Approximately £30,000 committed to fund landscape improvements to The Wash and around Hertford Theatre. Report to Exec 11.10.11 requesting that £35,000 be spent on refurbishing building at Hertford Regional College. HOS to consult over possible schemes for TCE otherwise budget likely to underspend.
TOTAL			2,326,200	(370,410)	39,000	1,994,790	413,212	47,437	460,649	1,711,640	(283,150)	

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 Code	2011/12 Approved Schemes	Project Control Officer	2011/12 Original Estimate	Slippage		2011/12 Approved Estimate as @ Sept '11	2011/12 Actual to date	Exp. To 31/10/11		2011/12 Projected Spend	2011/12 Variance between Proj Spend and Approved Estimate	COMMENTS
				from 2010/11	Any other amendments			2011/12 Commitment Amount	2011/12 Total to Date			
			£	£	£	£	£	£	£	£	£	
71262	Elizabeth Road Shops - Renew Water Main	S. Whinnett		15,000		15,000	91	6,930	7,021	15,000	0	Works commenced
75160	River & Watercourse Structures	G. Field	65,500	(7,500)		58,000	10,624	3,393	14,017	58,000	0	A design for the proposed bridge and associated works in Pishiobury Park Sawbridgeworth has been agreed. Application forms are still with the EA awaiting approval. A programme of other works are ongoing and where relevant are under discussion with other
75166	Replace Footbridge Library Car Park, Ware	G. Field	150,000			150,000	880	2,950	3,830	150,000	0	A further structural survey has been carried out and we are awaiting the consultants report in order to assess the work that will be required. A meeting has also been arranged with British Waterways, as approval for any works will need to be granted by th
75157	Footbridge Over River Stort	M. Shrosbree		107,100		107,100			0	100,000	(7,100)	The sum needed to complete the construction phase could be from £40k to £100k depending on the outcome of contractual disputes with Birse which we will, hopefully, resolve this financial year.
72568	Asset Improvement Items - Infrastructure (North Drive reconstruct road & drainage)	M. Shrosbree		17,500		17,500			0	17,500	0	
72591	Castle Weir Micro Hydro Scheme	C. Cardoza	165,000			165,000			0	0	(165,000)	Subject to ongoing negotiations with the Environment Agency who have advised that the project may not proceed until summer 2012. Review of business case being prepared for the Executive. Project will slip to 2012.
TOTAL			380,500	132,100	0	512,600	11,595	13,273	24,868	340,500	(172,100)	

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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
	May	223	Adverse
	June	42	Adverse
	July	62	Favourable
	August	114	Adverse
	September	25	Adverse
			MONTH(S) REPORTED
ITEM (in order of Corporate Priority)			
Promoting prosperity and well being			
1.2	LOCAL SUPPORT SERVICES GRANT		April
	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.		
1.3	CONCESSIONARY FARES		May
	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 favourable position in 2011/12.		
1.4	HACKNEY CARRIAGE/PRIVATE HIRE SERVICE		June
	The general down turn in the economy is reflected in the demand for the Hackney Carriage/Private Hire service. As a consequence licence fees are anticipated to be adverse by £8k.		
1.5	EMERGENCY PLANNING		August
	Issues around Travellers at Birch Green and the need to use Bailiffs over a weekend will result in the Emergency Planning budget being overspent. When the full implications are costed and after discussions have been taken place between the Director of neighbourhood		

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>Services and the Portfolio Holder any further action that is required will be undertaken. To date a delegated decision was approved on 31 August 2011.</p>	
<p>1.6 LOCAL SUPPORT SERVICES GRANT</p> <p>The Local Services Support grant of £50k was identified in April as a windfall sum. In fact this had been budgeted for under a different income heading shown as a contribution towards rent deposits to alleviate homelessness.</p>	September
<p>1.7 HOSTEL RENT</p> <p>The occupancy rate at Hillcrest Hostel is now consistently higher generating circa £40k more rental income.</p>	September
<p>Fit for purpose</p>	
<p>1.8 TURNOVER</p> <p>Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected overspend of £607k. This is predicted to be a worse case scenario and should reduce as more budgeted savings begin to be delivered.</p>	April
<p>1.9 EFFICIENCY SAVINGS</p> <p>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
<p>1.10 TURNOVER</p> <p>Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> 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.</p>	May
<p>1.11 TURNOVER</p> <p>Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected over spend of</p>	June

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>£587k. This is predicted to be a worse case scenario and should reduce as more budgeted savings begin to be delivered.</p>	
<p>1.12 TURNOVER</p> <p>Salary budgets are constantly monitored and <u>essential Reference Paper 'C'</u> shows a projected overspend of £526k. This is predicted to be a worse case scenario and should reduce as more budgeted savings begin to be delivered.</p>	July
<p>1.13 HARTHAM</p> <p>The sale of land associated with the supermarket development at Hartham will generate a windfall sum of £50k.</p>	July
<p>1.14 OFFICE MOVES</p> <p>Costs associated with the office moves such as the disposal of redundant files, physical storage and moving staff temporarily during the refurbishment works is estimated to cost £21k.</p>	July
<p>1.15 INVESTMENT INCOME</p> <p>The movement and uncertainty in the financial markets has not made it conducive at this moment to invest further in structured deposits as per the original estimate. Therefore, investment income is anticipated to be £55k less than estimated.</p>	July
<p>1.16 TURNOVER</p> <p>Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected over spend of £506k. Restructuring proposals are now underway to address the position.</p>	August
<p>1.17 INVESTMENT INCOME</p> <p>A report to Audit Committee on 21 September 2011 related that Investment Income will be less than estimated by circa £200k due to the economic climate.</p>	August

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.18 TURNOVER Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected over spend of £542k.	September
1.19 INSURANCE The re-tendering of the Insurance contract has resulted in a saving of £80k.	September
1.20 CORPORATE TRAINING There will be a saving of £25k on the Corporate Training budget.	September
1.21 IT LICENCES A review of the IT Licences budget has identified savings of £105k.	September
1.22 ASSET RECOVERY The Council is due circa £100k as a result of illegal asset recovery action regarding airport car parking.	September
Pride in East Herts	
1.23 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.	April
1.24 CAR PARK COURT AND LEGAL FEES The Car Park's Court and Legal fees budgets will overspend by £10k due to a last minute 40% increase in debt registration fees imposed by the County Court.	May
1.25 CAR PARKS ADVERTISING The Car Park's advertising budget is anticipated to overspend 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.	May

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.26 CCTV The Executive agreed in February 2011 that the subsidy towards the full cost of CCTV cameras in town centres be continued for 2011/12 only and that the issue be considered further as part of the Community Safety Review. The maximum income will be £52k which is £13k short to that stated in the Estimates.	June
1.27 RECYCLING MATERIALS HANDLING PROJECT The Recycling Materials Handling project to introduce sorting/bailing equipment has been delayed due to the new contract and this coupled with the volatility of material prices will result in an under spend of £40k.	June
1.28 WASTE CONTRACT BUDGETS There is an early warning that within various Waste Contract budgets there will be an under spend of approximately £125k in 2011/12 with a full year effect £136k resulting from implementing shared services with neighbouring authorities through the new waste contractor. A full report will be submitted later in the year.	June
1.29 HERTFORD THEATRE The planned hydro electric plant located at the Hertford Theatre has been delayed with an adverse £11k effect.	July
1.30 BULKY WASTE INCOME Bulky waste income is currently under recovering by 25% due to falling demand for the service and could result in a £13k adverse position.	July
1.31 WASTE CONTRACT – TRANSITION COST There is an early indication that the costs of transition to the new waste contract have been lower than expected to date and an under spend of £100k is probable.	July
1.32 KERBSIDE DRY RECYCLING INCOME There is a possible £80k under recovery of income due to falling tonnage of materials collected regards kerbside dry recycling. This is a national trend associated with the	July

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
economic downturn.	
1.33 RECYCLING BANKS MAINTENANCE The recycling banks maintenance costs are reducing following the successful removal of glass, cans and plastic banks thus resulting in a £8k favourable position.	July
1.34 KERBSIDE DRY RECYCLING INCOME The situation regarding Kerbside dry recycling income is estimating a shortfall of £120k as opposed to £80k reported last month due to falling tonnage of materials collected. This is a national trend associated with the economic downturn. In the event that there is no improvement in the position by year end short fall in income will be met by a call on the earmarked reserve set up to meet volatility in this income stream.	August
1.35 TEXTILE BANK SCHEME There is a net adverse position of £6k estimated on the Textile Bank scheme which is based on the first full months trading.	August
1.36 CAR PARK TICKET ADVERTISING Income of £2k will not be achieved through advertising on car park tickets as there is no market for the service.	August
1.37 CAR PARK RESIDENTS SCHEME Income of £5k from car park charges at Elm Road will not be achieved due to the delay of the Chantry Residents Scheme.	August
1.38 TRADE WASTE SERVICE The net favourable position on the Trade Waste service of £23k is primarily as a result of an under spend on the contract of £33k resulting from lower levels of business in the current economic climate. Partly of set by £10k less income again as a result of the economic climate.	August
1.39 TRAVELLER INCURSION Unplanned expenditure of £1k for security costs at grange Paddocks to prevent Traveller incursion has been incurred.	August

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.40 PARKING ENFORCEMENT There will be a saving of circa £30k on the Parking Enforcement contract as a result of a re-tendering process.	September
1.41 KERBSIDE DRY RECYCLING The Kerbside Dry Recycling expenditure budget is anticipated to overspend by £15k due to increased transport costs for mixed cans and plastics.	September
1.42 TRADE WASTE SACKS Income from the sale of Trade Waste sacks is expected to be £3k less due to reduced business.	September
1.43 LEAF CLEARANCE The Medium Term Financial Plan put to Council in February made no provision for the autumn leaf clearance programme from 2011/12. This work is undertaken as part of the Waste Collection contract. At the Council Meeting in February which amended the MTFP there was a discrepancy between the cash sum requested and approved (£14k) to continue with leaf clearance for this year only and the level of work which many Members appear to have anticipated could be undertaken within the sum. To maintain leaf clearance at the same level as for 2010/11 which it is understood was Members expectations requires an additional £23,300 which is shown in the health check as an adverse variance.	September
Shaping now, shaping the future	
1.44 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.	April

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.45 PLANNING DISCHARGE OF CONDITIONS Income from Planning Discharge of Conditions is predicted to be £12k favourable due to a greater level of developer activity than anticipated.	June
1.46 DEVELOPMENT CONTROL INCOME Development Control income has begun to fall against profile and as at the end of period five is £32k adverse. It is too early to predict an outturn.	August
LEADING THE WAY, WORKING TOGETHER	
1.47 MEMBERS ALLOWANCE A review of the budget for Members Allowance has been identified an under spend of circa £65k.	July
1.48 MEMBERS IT EXPENSES Following a review of IT support given to Members, approval of a virement of £18k is sought from the projected under spend on Member's Allowance to cover Member IT expenses.	August

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 September 2011	776	-707	69	1079	-1,104	-25
<u>Changes in respect of previously reported items</u>						
In month favourable variances (y t d)						
Car Parks legal fees	0	0	0	0	0	0
Car Parks advertising	1	0	1	0	0	0
CCTV Contributions	-6	0	-6	0	0	0
Recycling Materials Handling	0	0	0	0	0	0
Hydro Electric Plant	-5	0	-5	0	0	0
Discharge of conditions	0	0	0	5	0	5
Taxi Licensing	0	4	4	0	0	0
Hillcrest rental income	9	0	9	0	0	0
Corporate Training	3	0	3	0	0	0
IT Licences	0	9	9	0	0	0
Parking Enforcement Contract	4	0	4	0	0	0
Waste Contract	50	0	50	50	0	50
In month adverse variances (y t d)						
Turnover	0	-51	-51	0	74	74
Print/Desk Top Publishing	0	-4	-4	0	0	0
Office Moves	0	-9	-9	0	-26	-26
Investment Income	0	-90	-90	0	-125	-125
Bulky waste Collection income	0	-2	-2	0	0	0
Kerbside Dry Recycling income	0	5	5	0	-15	-15
Recycling Banks Maintenance	3	2	5	0	-1	-1
Elm Road Car Park	0	-1	-1	0	0	0
New Homes Bonus Grant	-86	0	-86	-86	0	-86
Members Allowances	5	0	5	0	0	0
Trade Waste	-10	0	-10	-5	-1	-6
Kerbside Dry Recycling expenditure	-80	-19	-99	0	-13	-13
Trade Waste Sacks income	0	-1	-1	0	1	1

Newly reported items/items no longer reported**Previously unreported variances at 30 September**

Environmental Pollution	17	0	17	10	0	10
Housing Grants	0	-13	-13	0	-9	-9
Renovation Grants	16	0	16	20	0	20
Emergency Planning	0	-27	-27	0	-20	-20
Street Cleansing	99	0	99	13	0	13
Dev Control income	0	-59	-59	0	-75	-75
Dev Cont Pre App advice	15	0	15	8	0	8
Local Dev Framework	45	0	45	28	0	28
Planning Appeals	0	-36	-36	0	-81	-81
Audit Fees	75	0	75	25	0	25

Previously reported items no longer having out turn variance

	0	0
	0	0

At 31 October 2011	931	-999	-68	1,147	-1,395	-248
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Month on month change	155	-292	137	68	-291	-223
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less previously unreported variances

Environmental Pollution	17	0	17
Housing Grants	0	-13	-13
Renovation Grants	16	0	16
Emergency Planning	0	-27	-27
Street Cleansing	99	0	99
Dev Control income	0	-59	-59
Dev Cont Pre App advice	15	0	15
Local Dev Framework	45	0	45
Planning Appeals	0	-36	-36
Audit Fees	75	0	75

Taxi Licensing (negative adjustment)	-4	4	0
IT Licences (negative adjustment)	-9	9	0
CCTV (negative adjustment)	6	-6	0
Hydro Electric plant (negative adjustment)	5	-5	0
Kerbside Dry recycling income (negative adjustment)	-5	5	0
Recycling Banks Maint (negative adjustment)	-5	5	0
Trade Waste (negative adjustment)	-10	10	0
Kerbside Dry recycling exp (negative adjustment)	-99	99	0
New Homes Bonus Grant (negative adjustment)	-86	86	0
In month variation	95	-364	269

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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.
	Finance	N/A	Executive request Council for a supplementary Capital estimate of £77.5k against the Council's Leisure Development Capital project.	Executive approved the supplementary Capital estimate of £77.5k against the Council's Leisure Development Capital project	05-Jul-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive approve £18k from the Rye Street Car Park North refurbishment capital budget be vired to the Grange Paddocks Overspill refurbishment capital budget;	Executive agreed that £18k from the Rye Street Car Park North refurbishment capital budget be vired to the Grange Paddocks Overspill refurbishment capital budget	06-Sep-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive supports a supplementary capital estimate of £30k for the Vantorts Play Scheme be approved, in accordance with Financial Regulations 4.62©	Executive approved a supplementary capital estimate of £30k for the Vantorts Play Scheme in accordance with Financial Regulations	06-Sep-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive supports in accordance with Financial Regulations 4.5.5 £40k be vired from the Bircherley Green Multi Storey car park capital budget to the Gascoyne Way Multi Storey car park capital budget.	Executive supported in accordance with Financial Regulations 4.5.5 £40k be vired from the Bircherley Green Multi Storey car park capital budget to the Gascoyne Way Multi Storey car park capital budget.	11-Oct-11	Resolved	To support all of the Council's corporate objectives.

Priority	Finance/ Performance	Performance Indicator	Recommendation	Executive Decision	Meeting	Status	Outcomes
	Finance	N/A	Executive supports in accordance with Financial Regulations 4.5.5 £20k be vired from the IT Electronic Document Management Corporate capital budget to the Business Continuity capital budget.	Executive supported in accordance with Financial Regulations 4.5.5 £20k be vired from the IT Electronic Document Management Corporate capital budget to the Business Continuity capital budget.	11-Oct-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive supports in accordance with Financial Regulations 4.5.5 £7,500 be vired from the IT Electronic Document Management Corporate capital budget to the IT Business Continuity capital budget.	Executive supported in accordance with Financial Regulations 4.5.5 £7,500 be vired from the IT Electronic Document Management Corporate capital budget to the IT Business Continuity capital budget.	11-Oct-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive approves that £20k of the IT Hardware Funding capital budget is re-profiled from 2012/13 into 2011/12.	Executive approved that £20k of the IT Hardware Funding capital budget is re-profiled from 2012/13 into 2011/12.	11-Oct-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive supports in accordance with Financial Regulations 4.5.5 £18K be vired from the Members Allowance revenue budget to the Members Expenses revenue budget.	Executive supported in accordance with Financial Regulations 4.5.5 £18K be vired from the Members Allowance revenue budget to the Members Expenses revenue budget.	11-Oct-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive approves the Bourne, Ware Play Area Development Programme capital budget of £40k be re-profiled from 2011/12 into 2012/13.	Executive approved the Bourne, Ware Play Area Development Programme capital budget of £40k be re-profiled from 2011/12 into 2012/13.	08-Nov-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive approves the Castle Weir Micro Hydro scheme capital budget of £165k be re-profiled from 2011/12 into 2012/13.	Executive approved the Castle Weir Micro Hydro scheme capital budget of £165k be re-profiled from 2011/12 into 2012/13.	08-Nov-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive note the action taken to mitigate and control strategic risks during the period July to September 2011	Executive noted the action taken to mitigate and control strategic risks during the period July to September 2012	08-Nov-11	Resolved	To support all of the Council's corporate objectives.