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Leader and Members
of the Executive

Your contact: Martin Ibrahim
Ext: 2173
Date: 1 February 2012

cc. All other recipients of the
Executive agenda

Dear Councillor

EXECUTIVE - 7 FEBRUARY 2012: SUPPLEMENTARY AGENDA 1

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

10. Consolidated Budget Report and 2012/13 - 2015/16 Medium Term Financial Strategy (Pages 257 - 262)
12. Monthly Corporate Healthcheck - December 2012 (Pages 263 - 314)

Please bring these papers with you to the meeting next Tuesday.

Yours faithfully

Martin Ibrahim
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Democratic Services
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MEETING : EXECUTIVE
VENUE : COUNCIL CHAMBER, WALLFIELDS, HERTFORD
DATE : TUESDAY 7 FEBRUARY 2012
TIME : 7.00 PM

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AGENDA ITEM 10 **ESSENTIAL REFERENCE PAPER 'D'**

East Herts Council Budget Consultation 2011

East Herts Council is committed to effective consultation when setting each year's budget. The consultation activity with regard to setting the 2012/13 budget is detailed below. The objectives of the exercise were to:

- Get a steer from the public on what we should, and shouldn't be, spending money on as a council
- Gain an understanding of which service areas should be prioritised over others
- Consider areas where higher savings could be made
- Convey how difficult it is to make the budget balance.

Project outline and implementation

East Herts Council engaged with the public on the budget through an online budget simulator ("Delib"). This was placed on our website and promoted through various channels e.g. website, press releases. It was available to all members of the public. It was also sent out to business contacts.

The simulator was live between December 2011 and January 2012. Participants were asked to comment on potential savings in the following areas:

- Planning: Discretionary Elements of the Service
- Planning: Building Control
- Minor Grants
- Home Improvement Agency
- PCSOs
- CDO: Bus Subsidies
- CDO: Car Parking, Increase 5% above our scheduled increase
- CDO: Car Parking introduce on street parking
- CDO: Car Parking introduce a Sunday charge
- CDO: Taxi Licence Fees

NB: CDO stands for Currently Discounted Options to demonstrate these are not the preferences of East Herts Council.

Online Budget Simulator

In total 103 responses were received. Over 50% of respondents did not enter their postcode so it is not possible to tell whether we had a good range of responses covering all major areas and age groups. The highest response rate was from Hertford at 25% (26). There were 15 (15%) responses from Bishop's Stortford. A breakdown of responses by area can be seen below:

Area	Total responses
Bishop's Stortford	15
Hertford	26
Sawbridgeworth	0
Ware	0
Buntingford	1
Rural areas	5
Blanks	56

The majority, at 60% (62), of respondents classified themselves as White British. 4% (4) classified themselves as White Other. 1% (1) classified themselves as Gypsy Irish Traveller, Black African and Mixed/multiple ethnic groups-Other Mixed/multiple ethnic background. 33% (34) did not state their ethnic category.

The majority of respondents who indicated their gender were male, 45% (46). 23 females responded, 22%. 2 (1.9%) respondents did not wish to say their gender and 32 (31%) left the section blank.

At 19% (20) the majority of respondents were aged between the 45- 54 age group. The lowest number of respondents was from the 18-24 and the under 18 age groups.

Age	Total responses
18-24	2
25 – 34	11
35 -44	15
45 – 54	20
55-64	16
65+	5

Planning: Discretionary Elements of the Service

Seven out of ten respondents favoured cuts to this spending area.

73% (75) agreed that spending could be reduced compared with 27% (28) who wished to maintain spending in this area. However the level of reduction

varied – the highest preference at 12.6% (13) was to see spending in this area reduced by 100%.

This was followed by 11.7% (12) supporting a 20% reduction, 10.7% (11) supporting a 30% & 50% reduction, 5.8% (6) supporting a 40% reduction. 4.9% (5) supporting a 10%, 60%, 70%, and 80% reduction, and 1.9% (2) supporting a 90% reduction.

Planning: Building Control

Nine out of ten respondents favoured cuts to this spending area.

89.3% (92) agreed that spending could be reduced compared with 10.7% (11) who wished to maintain spending in this area. However the level of reduction varied – the highest preference at 48.5% (50) was to see spending in this area reduced by 100%.

This was followed by 10.7% (11) supporting a 50% reduction, 5.8% (6) supporting a 30% & 60% reduction, 4.9% (5) supporting an 80% reduction. 3.9% (4) supporting a 10% reduction, 2.9% (3) supporting a 20% and a 40%, reduction, and 1.9% (2) supporting a 70% and a 90% reduction.

Minor Grants

Eight out of ten respondents favoured cuts to this spending area.

76.7% (79) agreed that spending could be reduced compared with 23.3% (24) who wished to maintain spending in this area. However the level of reduction varied – the highest preference at 26.2% (27) was to see spending in this area reduced by 100%.

This was followed by 11.6% (12) supporting a 10% reduction, 10.7% (11) supporting a 50% reduction, 5.8% (6) supporting a 30% reduction, 4.9% (5) supporting a 40% and an 80% reduction. 3.9% (4) supporting a 20% reduction, 2.9% (3) supporting a 60%, 70% and a 90%, reduction.

Home Improvement Agency

Eight out of ten respondents favoured cuts to this spending area.

76.7% (79) agreed that spending could be reduced compared with 23.3% (24) who wished to maintain spending in this area. However the level of reduction varied – the highest preference at 19.4% (20) was to see spending in this area reduced by 100%.

This was followed by 12.6% (13) supporting a 50% reduction, 7.8% (8) supporting a 10%, 30% and an 80% reduction, 6.8% (7) supporting a 70% reduction, 5.8% (6) supporting a 20% reduction. 3.9% (4) supporting a 60%

reduction, 2.9% (3) supporting a 40% reduction and 1.9% (2) supporting a 90% reduction.

PCSOs

Seven out of ten respondents favoured cuts to this spending area.

69% (71) agreed that spending could be reduced compared with 31% (32) who wished to maintain spending in this area.

This was followed by 30.1% (31) supporting a 100% reduction, 8.8% (9) supporting a 50% reduction, 7.8% (8) supporting a 20% reduction, 5.8% supporting a 10% reduction, 3.9% (4) supporting a 40% and 80% reduction and 2.9% supporting a 30%, 60% and 70% reduction.

CDO: Bus Subsidies

Seven out of ten respondents favoured cuts to this spending area.

69% (71) agreed that spending could be reduced compared with 31% (32) who wished to maintain spending in this area. However the level of reduction varied – the next highest preference at 23.3% (24) was to see spending in this area reduced by 100%.

This was followed by 11.6% (12) supporting a 50% reduction, 8.8% (9) supporting a 20% reduction, 6.8% (7) supporting a 10% reduction, 5.8% (6) supporting a 30% reduction. 4.9% (5) supporting a 60% reduction, 2.9% (3) supporting a 40% reduction 1.9% (2) supporting a 70% and a 90% reduction and 0.9% (1) supporting an 80% reduction.

CDO: Car Parking, Increase 5% above our scheduled increase

Seven out of ten respondents favoured cuts to this spending area.

73.7% (76) agreed that spending could be reduced compared with 26.2% (27) who wished to maintain spending in this area. However the level of reduction varied – the next highest preference at 23.3% (24) was to see spending in this area reduced by 100%.

This was followed by 18.4% (19) supporting a 10% reduction, 9.7% (10) supporting a 50% reduction, 6.8% (7) supporting a 60% reduction. 4.9% (5) supporting a 20% reduction, 3.9% (4) supporting a 40% and an 80% reduction, 2.9% (3) supporting a 30% reduction and 0.9% (1) supporting a 70% reduction.

CDO: Car Parking introduce on street parking

Five out of ten respondents favoured cuts to this spending area.

51.4% (53) agreed that spending could be reduced compared with 48.5% (50) who wished to maintain spending in this area. However the level of reduction varied – the next highest preference at 16.5% (17) was to see spending in this area reduced by 10%.

This was followed by 11.6% (12) supporting a 100% reduction, 6.8% (7) supporting a 40% reduction, 5.8% (6) supporting a 20% reduction, 3.9% (4) supporting a 60% reduction, 2.9% (3) supporting a 30% reduction, 1.9% (2) supporting a 70% reduction and 0.9% (1) supporting a 50% and an 80% reduction.

CDO: Car Parking introduce a Sunday charge

Six out of ten respondents favoured cuts to this spending area.

58.2% (60) agreed that spending could be reduced compared with 41.7% (43) who wished to maintain spending in this area. However the level of reduction varied – the next highest preference at 23.3% (24) was to see spending in this area reduced by 100%.

This was followed by 18.4% (19) supporting a 10% reduction, 4.9% (5) supporting a 30% reduction, 2.9% (3) supporting a 40% and 50% reduction, 1.9% (2) supporting a 20% reduction, and 0.9% (1) supporting a 60%, 70%, 80% and a 90% reduction.

CDO: Taxi Licence Fees

Nine out of ten respondents favoured cuts to this spending area.

85.4% (88) agreed that spending could be reduced compared with 14.6% (15) who wished to maintain spending in this area. However the level of reduction varied – the highest preference at 45.6% (47) was to see spending in this area reduced by 100%.

This was followed by 6.8% (7) supporting a 10%, 30% and a 50% reduction, 5.8% (6) supporting a 20% reduction, 4.9% (5) supporting a 60% reduction, 2.9% (3) supporting a 40% and an 80% reduction, 1.9% (2) supporting a 70% reduction and 0.9% (1) supporting a 90% reduction.

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EAST HERTS COUNCIL

THE EXECUTIVE – 7 FEBRUARY 2012

MONTHLY CORPORATE HEALTHCHECK – DECEMBER 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 December 2011/Quarter 3.

<u>RECOMMENDATION FOR THE EXECUTIVE: that:</u>	
(A)	the budgetary variances set out in paragraph 2.1 of the report be noted;
(B)	£100,000 of the Drill Hall capital budget be re-profiled from 2011/12 into 2012/13, as detailed at paragraph 2.25 of the report submitted;
(C)	£62,500 of the Capital Grants capital budget covering 2009/10 to 2011/12 be re-profiled from 2011/12 into 2012/13 as detailed at paragraph 2.26 of the report submitted;
(D)	£11,400 of the Village Hall Community Challenge capital be re-profiled from 2011/12 into 2012/13 as detailed at paragraph 2.27 of the report submitted;
(E)	£15,470 of the Partnership Investment Fund capital budget be re-profiled from 2011/12 into 2012/13 as detailed at paragraph 2.28 of the report submitted;
(F)	£22,700 of the Community Planning Grants capital budget be re-profiled from 2011/12 into 2012/13 as detailed at paragraph 2.29 of the report submitted;

(G) £16,800 of the Historic Buildings Grants capital budget be re-profiled from 2011/12 into 2012/13 as detailed at paragraph 2.30 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 CMT 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 December 2011.

	Position as at 31.12.11				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	1	0	1	0	8
Hillcrest Rental income	38	0	5	0	40	0
Environmental Pollution	57	0	0	2	12	0
Housing Grants	0	9	4	0	0	9
Renovation Grants	20	0	0	0	20	0
Emergency Planning	0	22	3	0	0	20
Transport/ Bus Subsidy	14	0	0	0	9	0
Animal Control	5	0	0	0	3	0
Pest Control	6	0	0	0	6	0

	Position as at 31.12.11				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	390	0	35	0	456
Print/Desk Top Publishing	0	40	0	5	0	53
Hartham Land Sale	50	0	0	0	50	0
Office Moves	0	52	0	10	0	55
Investment Income	0	245	0	25	0	325
Insurance	0	0	0	0	80	0
Corporate Training	33	0	4	0	25	0
IT Licences	15	0	37	0	105	0
Legal Fees income	147	0	3	0	115	0

	Position as at 31.12.11				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	187	0	86	0	0	0
Pay and Display machines	0	0	0	0	0	16
Car Parks legal fees	0	4	1	0	0	6
Car Parks advertising	10	0	3	0	0	5
CCTV Contributions	0	13	0	6	0	9
Recycling Materials Handling	33	0	7	0	40	0
Waste Contract (various bud)	0	0	0	0	125	0
Hydro Electric plant	0	8	0	2	0	11
Bulky waste collection income	0	11	0	0	0	15
Waste Contract	200	0	0	0	200	0
Kerbside dry recycling income	0	160	8	0	0	155
Recycling banks maintenance	5	0	1	0	8	0
Textile Banks	0	2	3	0	0	6
Car Park ticket advertising	0	2	0	1	0	2
Elm Road car park income	0	5	0	0	0	5
Trade Waste	63	0	60	0	0	0
Grange Paddocks Security	0	0	0	0	0	1

	Position as at 31.12.11				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	76	0	97	0	0	28
Trade Waste sacks Income	0	4	0	1	0	4
Leaf Clearance	0	0	0	0	0	23
Street Cleansing	183	0	67	0	13	0
Recycling Misc Income	6	0	0	0	8	0
Dog Waste Bins	5	0	0	0	5	0
Clinical Waste	11	0	0	0	5	0

	Position as at 31.12.11				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	207	0
Discharge of Conditions	20	0	0	0	20	0
Development Control income	0	56	21	0	0	55
Dev Cont Pre App advice	18	0	1	0	20	0
Local Dev Framework	99	0	9	0	88	0
Planning Appeals	0	91	0	31	0	81
Building Control income	0	61	0	0	0	30
(5) Leading the way, working Together						
Member's Allowances	48	0	5	0	45	0
Audit Fees	65	0	0	30	25	0
TOTAL:	1,848	1,176	425	149	1,293	1,378

	Position as at 31.12.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
Net Projected Variance						85
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 £85k.
- 2.3 Salary budgets are constantly monitored and **Essential Reference Paper 'C'** shows a projected overspend of £456k.

FINANCIAL ANALYSIS AND PERFORMANCE ANALYSIS

Promoting Prosperity and well-being, providing access and opportunities

Financial analysis

- 2.4 There is an anticipated under spend of £9k on the Bus Subsidy budget as the County contact with Arriva has terminated earlier than expected.
- 2.5 An underspend of £3k is anticipated within the Animal Control budget as stray dogs are re-homed more quickly this year thus saving on kennelling services.
- 2.6 There has been less need to use an external contractor in the Pest Control Service to cover peak workloads and staff absence thereby saving £3k.

Performance analysis

- 2.7 The following indicator was 'Green', meaning that target was either being met or exceeded for December 2011. It is:
- 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 **EHPI 6.8 - Turnaround of pre NTO PCN challenges.** Performance

was 'Red' for December 2011. Performance has slipped below target following the Christmas holidays and stewarding undertaken by the team in support of Christmas shoppers. Turnaround of formal representations remains within target.

- 2.10 **NI 181 - Time taken to process Housing Benefit/Council Tax Benefit new claims and change events.** Performance is 'Red' for December 2011. The data extract for the period 5 December 2011 to 16 January 2012 is 11.44 days. Giving a cumulative position as 11.83 days. Caseload continues to rise and upgrading work for April changes has commenced.
- 2.11 The following indicators were 'Green', meaning that target were either being met or exceeded for December 2011. They are:
- EHPI 12c - Total number of sickness absence days per FTE staff in post.
 - 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

- 2.12 Additional Recycling miscellaneous income of £8k is expected, largely from the sale of broken bins and equipment for recycling/scrap.
- 2.13 There will be a small underspend of £5k on the Dog Waste Bins budget.
- 2.14 Within certain budgets of the Clinical Waste Service there will be a small net underspend of £5k.

Performance analysis

- 2.15 **NI 191 – Residual household waste per household.** Waste levels are marginally above expected levels for this month.
- 2.16 **NI 192 - Percentage of household waste sent for reuse, recycling and composting.** Performance data is not available during the writing of this report. The data will be made available in the Executive healthcheck report.

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

- EHPI 2.4 – Fly-tips: Removal

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

Shaping now, shaping the future

Financial analysis

2.18 Building Control income is expected to be £30k less as the number of applications has drastically fallen since November.

Performance analysis

2.19 **NI 157a - Processing of planning applications: Major applications.** Performance was 'Red' for December 2011. Target not achieved. Six major application decision notices were issued. All three which were beyond the target timescale required the completion of legal agreements. Those achieved within the timescale either did not, or were refused. For the three which required agreements, one was particularly protracted, primarily because of land ownership issues raised by a third party.

2.20 The following indicators were 'Green', meaning that target were either being met or exceeded for December 2011. They are:

- EHPI 2.2(45) – Number of collections missed per 100,000 collections of household waste.
- NI 157b - Processing of planning applications: Minor 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

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

Performance analysis

2.22 **EHPI 3a - Usage: number of swims (under 16).** Performance was 'Amber' for Quarter 3. Figures for Quarter 3 show the normal

seasonal drop and are comparable with previous Quarter 3 figures for 2010/11, just falling short of the Quarter 3 2011/2012 target.

2.23 The following indicators were 'Green', meaning that the targets were either met or exceeded for Quarter 3:

- EHPI 3b - Usage: number of swims (16 - 60)
- EHPI 3c - Usage: number of swims (60 +)
- EHPI 4a - Usage: Gym (16 - 60)
- EHPI 4b - Usage: Gym (60 +)

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

CAPITAL FINANCIAL SUMMARY

2.24 The table below sets out expenditure to 31 December 2011 against the Capital Programme. The Executive 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	2,916,060	1,670,133	2,675,890	(240,170)
Fit for Purpose	1,385,550	2,165,170	1,887,833	2,189,130	23,960
Pride in East Herts	2,326,200	1,881,740	643,529	1,505,530	(376,210)
Shaping now	380,500	347,600	25,634	340,500	(7,100)
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>6,560,570</u>	<u>4,227,129</u>	<u>6,711,050</u>	<u>150,480</u>

2.25 The Executive is asked to support a request to re-profile £100,000 of the Drill Hall budget from 2011/12 into 2012/13 as tenders for work were only returned in December. Therefore it is estimated that only 50% of the budget will be spent in 2011/12.

2.26 The Executive is asked to support a request to re-profile £62,500 of the Capital Grants budget covering 2009/10 to 2011/12 from 2011/12 into 2012/13. Of the £8,050 balance relating to 2009/10 there are no

outstanding claims.

- 2.27 The Executive is asked to support a request to re-profile £11,400 of the Village Hall Community Challenge budget from 2011/12 into 2012/13. The deadline for the 2012 Challenge was the 14 January 2012.
- 2.28 The Executive is asked to support a request to re-profile £15,470 of the Partnership Investment Fund from 2011/12 into 2012/13. Applicants have until August 2012 to claim. Two applications were received in December and if successful would utilise the remaining budget.
- 2.29 The Executive is asked to support a request to re-profile £22,700 of the Community Planning Grants from 2011/12 into 2012/13.
- 2.30 The Executive is asked to support a request to re-profile £16,800 of the Historic Buildings Grants from 2011/12 into 2012/13. Fewer applications are being received and no Buildings at Risk grants have been confirmed this year.
- 2.31 The above proposed to re-profile expenditure are not reflected in the separate report in the capital programme pending approval by the 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>



December Executive Corporate Healthcheck 2011/12




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 10 th January 2012
EHP16.8	Turnaround of Pre NTO PCN challenges (10 working days)		16 days	14 days		Performance has slipped below target following the Christmas holidays and stewarding undertaken by the team in support of Christmas shoppers. Turnaround of formal representations remains within target.	<p>December 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 10 th January 2012

NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events		11.4 days	10.0 days		The data extract for the period 5 December 2011 to 16 January 2012 is 11.44 days. Giving a cumulative position as 11.83 days. Caseload continues to rise and upgrading work for April changes has commenced.	<p>December 2011 result</p> 	None
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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 10 th January 2012
NI 157a (BV109a)	Processing of planning applications: Major applications		50.00%	69.00%		Target not achieved. Six major application decision notices were issued. All three which were beyond the target timescale required the completion of legal agreements. Those achieved within the timescale either did not, or were refused. For the three which required agreements, one was particularly protracted, primarily because of land ownership issues raised by a third party.	<p>December 2011 result</p> 	None

Traffic Light Amber
Description Leading the way, working together




Community and Cultural Services

PI code	Short Name	Status	Current Value	Current target	Short term	Notes	Performance Gauge	Action taken during last Executive
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					trend			meeting on 10 th January 2012
EHP13a	Usage: number of swims (under 16)		7,715	7,893		Quarter 3 show the normal seasonal drop and are comparable with previous Quarter 3 figures for 2010/11, just falling short of the Quarter 3 2011/2012 target.	 <p>Q3 2011/12 result</p> <p>7,814.07 7,419.42 0 7,715 20,000</p>	None




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

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 10 th January 2012
EHP112c	Total number of sickness absence days per FTE staff in post		0.61 days	0.70 days		Absences are within council standards, cumulative position to date is at 4.33 days.	 <p>December 2011 result</p> <p>0.74 days 0.71 days 0.00 days 0.61 days 5.00 days</p>	None

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 10 th January 2012
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EHP18	% of invoices paid on time		97.27%	98.00%		A similar performance to the previous month but with less volume processed. Still running slightly below target.		None
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Parking Services

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 10 th January 2012
EHP16.9	Turnaround of NTO Representations		18 days	28 days		Remains within target but has slipped slightly due to staff absences and public holidays in December.		None




Traffic Light Green
Description Leading the way, working together

Community and Cultural Services




PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 10 th January 2012
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EHPI4a	Usage: Gym (16 – under 60 year olds)		46,146	37,160		Quarter 3 show continual strong growth bucking the trend of the normal seasonal drop. Throughput exceeds previous Quarter 3 figures for 2010/11 and the Quarter 3 2011/2012 target.	<p>Q3 2011/12 result</p> 	None
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Community and Cultural Services




PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 10 th January 2012
EHPI4b	Usage: Gym (60 + year olds)		4,230	3,234		Quarter 3 show continual strong growth with no seasonal drop. Throughput exceeds previous Quarter 3 figures for 2010/11 and the Quarter 3 2011/2012 target.	<p>Q3 2011/12 result</p> 	None

Community and Cultural Services




PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 10 th January 2012
EHPI3b	Usage: number of swims (16 – under 60 year olds)		20,539	19,546		Quarter 3 show the normal seasonal drop and are comparable with previous Quarter 3 figures for 2010/11, achieving the Quarter 3 2011/2012 target.	<p>Q3 2011/12 result</p> 	None

Community and Cultural Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 10 th January 2012
EHPI3c	Usage: number of swims (60 year old +)		5,513	5,185		Quarter 3 show the normal seasonal drop and are comparable with previous Quarter 3 figures for 2010/11, exceeding the Quarter 3 2011/2012 target.	<p>Q3 2011/12 result</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 10 th January 2012
EHPI2.4 (47)	Fly-tips: removal		1.35	2		Although performance in December is not as good as previous months it is still better than the target.	<p>December 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 10 th January 2012

EHP12.2 (45)	Waste: missed collections per 100,000 collections of household waste		21	50		Best performance since Veolia contract started in May.		None
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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 10 th January 2012
EHP1129	Response time to ASB complaints made to EHC.		100.00 %	100.00 %		There were 4 ASB complaints made to the ASB officer at EHC, all of which were responded to within the minimum two working days.		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 10 th January 2012
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NI 157b (BV109b)	Processing of planning applications: Minor applications		80.00%	80.00%		Performance is on target.		None
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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 10 th January 2012
NI 157c (BV109c)	Processing of planning applications: Other applications		96.00%	93.00%		Performance is exceeding target.		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 10 th January 2012
NI 191	Residual household waste per household		356			Waste levels are marginally above expected levels.	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 10 th January 2012
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NI 192	Percentage of household waste sent for reuse, recycling and composting					Performance data is not available during the writing of this report. The data will be made available in the Executive healthcheck report.	N/A	None
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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 31.12.11	Actual to 31.12.11	Variance to Profile	Projected outturn	Projected Outturn Variance to Estimate
	£	£	£	£	£	£
Executive / Corp Support	458,430	343,823	370,637	26,814	485,330	26,900
Internal Services	4,086,850	3,065,131	3,315,457	250,326	4,357,320	270,470
Neighbourhood Services	3,706,710	2,765,002	2,781,778	16,776	3,737,300	30,590
Customer & Community	2,586,850	1,940,141	2,057,560	117,419	2,743,310	156,460
Summary	10,838,840	8,114,097	8,525,432	411,335	11,323,260	484,420
Strain Costs (funded)	87,709	0	0	0	87,709	0
Employer's Pension Cost (not charged to services)	456,550	342,413	321,000	-21,413	428,000	-28,550
TOTAL	11,383,099	8,456,510	8,846,432	389,922	11,838,969	455,870

g:P&F/SALARIES HEALTHCHECK

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CAPITAL EXPENDITURE MONITORING 2011/12

SUMMARY	Exp. To 31/12/11								
	2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ Nov '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	117,500	2,916,060	1,538,609	131,524	1,670,133	2,675,890	(240,170)
2. Deliver customer focused services by maintaining and developing a well managed and publicly accountable organisation	1,385,550	538,420	241,200	2,165,170	1,777,681	110,152	1,887,833	2,189,130	23,960
3. Improve standards of the neighbourhood and environmental management in our towns and villages	2,326,200	(410,410)	(34,050)	1,881,740	603,097	40,432	643,529	1,505,530	(376,210)
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	(165,000)	347,600	15,166	10,468	25,634	340,500	(7,100)
TOTAL	6,237,190	913,730	159,650	7,310,570	3,934,553	292,576	4,227,129	6,711,050	(599,520)
RE-PROFILING POTENTIAL SLIPPAGE (71264/7501)	(750,000)			(750,000)					750,000
	5,487,190	913,730	159,650	6,560,570	3,934,553	292,576	4,227,129	6,711,050	150,480

CAPITAL MONITORING 2011/12

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

Exp. To 31/12/11

2011/12 Exp Code	Project Control Officer	2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ Nov '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		5,600		5,600	5,745	1,250	6,995	7,000	1,400	Completed
72333	- Renew Valves to Main Pool Filter	10,000			10,000	3,400	3,000	6,400	10,000	0	Works commenced
72334	- Replace Windows to Pool Hall	30,000			30,000	28,682		28,682	30,000	0	80% completed
72328	Hartham Swimming Pool		10,800		10,800			0	10,800	0	Remedial works outstanding (contractual issues)
Leventhorpe Swimming Pool											
72197	- Replace/Upgrade Dosing Equipment		15,000		15,000	2,780	300	3,080	15,000	0	Specification stage.
72303	- Renew Pool Filters		20,000		20,000	20,000		20,000	20,000	0	Completed
Fanshawe Pool:-											
72331	- Replace Changing Room Air Handling Plant		4,900		4,900	1,724	845	2,569	4,900	0	Works 95% complete
72335	- Replace Main Pool Air Handling Plant	30,000			30,000		23,007	23,007	30,000	0	Works 75% complete
72336	- Replace/Upgrade Dosing Equipment			15,000	15,000			0	15,000	0	Dosing equipment broken down.
72332	Ward Freman Swimming Pool	68,740		(19,000)	49,740	45,590		45,590	49,740	0	Underspend - this has been transferred to 75259.
72571	Leisure Development Project	0		77,500	77,500	75,487		75,487	77,500	0	Supplementary estimate agreed at 5.7 Exec & 6.7 Council for sub-station work.
72337	Replacement Gym Equipment - Fanshawe	0	0	84,000	84,000			0	84,000	0	Report to CMT 15.11.11 & Exec 6.12.11 & agreed.
HERTFORD THEATRE											
72586	Renew Fire Alarm	10,000			10,000			0	10,000	0	Specification Stage.
72587	McMullen Gates Refurbishment	35,000			35,000			0	35,000	0	Specification Stage.
72588	Energy Saving Hot Water System	20,000			20,000	7,665	1,162	8,827	20,000	0	Order placed for initial works.
72589	Renew Roof Covering	90,000		(30,000)	60,000	3,825	425	4,250	60,000	0	Slip £30,000 as works not to start until after the Panto season.
72579	Hertford Theatre - Remodelling & Refurbishment Works	56,200	(1,330)	2,600	57,470	25,655	(845)	24,810	57,470	0	Completed.
72576	Hertford Theatre Exhibitions Screens	0	2,600	(2,600)	0			0	0	0	This has been added to main works budget (code 72579).
72578	Drill Hall	0	200,000		200,000			0	100,000	(100,000)	Tenders for work returned Dec 2012 therefore estimated spend this year approx 50% of total - remainder to roll forward.
72545	Presdales - Replace Pavilion	0	59,100		59,100	4,817		4,817	59,100	0	Retention & defects.
72439	Capital Grants 2009/10	0	8,050		8,050	(23)		(23)	0	(8,050)	No outstanding claims. All paid.
72440	Capital Grants 2010/11	40,000	37,900		77,900	40,686		40,686	48,550	(29,350)	12 allocations have been made totalling £61,667. £45,797 has been paid out to 9 organisations. Of 3 outstanding claims, High Wych PC work completed, Sawbo Scouts work on hold, Hornead PC work not started, requires an extension to deadline. Applicants have until 4.2.12 to claim.
72441	Capital Grants 2011/12	43,000			43,000	5,896		5,896	17,900	(25,100)	12 allocations have been made, totalling £62,447. Claim from Bayford Village Hall received and £5,896 paid out. Interim claim of 6K received from Ardeley Village Hall, will be paid by end of financial year as will 2nd payment (work completed). Applicants have until 5.7.12 to claim. Next deadline is 31.1.12.
72683	Village Hall Community Challenge	11,000	11,400		22,400	500		500	11,000	(11,400)	Paid out £10K to Hunsdon Village Hall. £500 to Walkern Sports and Social Club. Outstanding claim - Cottered Village hall. Deadline for 2012 Challenge is 14 January 2012.

CAPITAL MONITORING 2011/12

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

Exp. To 31/12/11

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 @ Nov '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	£ 39,932	£	£ 39,932	£ 54,130	(15,470)	6 allocations made late in 2010/2011, totalling £42,981. Paid out £37,820 to 5 organisations. Outstanding claim will not be paid as match funding application unsuccessful. 3 allocations made in August for 11/12, totalling £15,000 - payment of £2,112.24. Applicants have until August 2012 to claim. Dec funding round received 2 applications requesting £14,200. If these are successful, budget for current financial year will be fully allocated.
72530	Community Planning Grants	W. O'Neill	20,000	19,700		39,700	17,024		17,024	17,000	(22,700)	2010/2011 - £19,783 was allocated to 11 organisations. To date, £16,993 has been paid - 2 outstanding claims. 2011/12 - £5,390 has been allocated to 6 organisations with £990 paid out already. Next deadline 31st Mar 2012.
72582	LSP Capital Grants	W. O'Neill	0	76,800		76,800	21,100		21,100	76,800	0	£10,000 committed to health partnership.
72602	Private Sector Improvement Grants - Disabled Facilities	S. Winterburn	560,000	(40,000)	129,500	649,500	440,389		440,389	709,500	60,000	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 and current referral rates have fallen, but are expected to increase again as HCC waiting lists are tackled. Full spend likely.
72605	- Disabled Facilities - Discretionary	S. Winterburn	60,000	57,800	(57,800)	60,000				0	(60,000)	The original estimate of £60K was needed for Discretionary or mandatory DFG depending on demand. The £57,800 slippage is needed for mandatory DFG (as indicated in 2010/11). Spend of £5585 on DDFG is now anticipated, but full spend of this budget is likely on mandatory grant.
72606	- Decent Home Grants	S. Winterburn	120,000	71,700	(71,700)	120,000	34,144		34,144	100,000	(20,000)	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. Spend of £41,445k is likely at year end. An additional £40K max may be needed for DFG. A further £20k may be needed to respond to emergencies during winter. The remaining £20k is not now needed.
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	
71266	Capital Salaries	S. Chancellor	53,600			53,600			0	53,600	0	
72504	Provision of Play Equipment	C. Cardoza	50,000			50,000	16,050	32,405	48,455	50,000	0	
72580	Vantorts Sawbridgeworth-Play Area Development Programme	C. Cardoza	0	50,000	30,000	80,000	12,480	67,520	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	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	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	0	0	External funding bid for an additional £40k through partners Hertfordshire Groundwork Trust was unsuccessful. Currently looking at alternative funding sources to supplement Council's contribution. Scheme currently being reviewed and has slipped to 2012.
TOTAL			2,144,940	653,620	117,500	2,916,060	1,538,609	131,524	1,670,133	2,675,890	(240,170)	

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 31/12/11									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 @ Nov '11	2011/12 Actual to date	2011/12 Commitment Amount	2011/12 Total to Date	2011/12 Projected Spend			
			£	£	£	£	£	£	£	£	£		
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	£27,500 transferred from EDM (£20k for SAN & £7.5k 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	To be used for Map Info on Citrix	
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	£27,500 transferred to Business Continuity (£20k for SAN & £7.5k for Back Up Solution). Agreed at ITSG 15.9.11. £10k 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			0	0	0	Transferred to 71413 (agreed at ITSG 24.11.11)	
71402	Council Chamber Enhancements	E. Freeman	0			0	(500)	500	0	0	0		
71405	Financial Management System	S. Chancellor	0		30,000	30,000	30,000		30,000	30,000	0	£30k b/fwd from 2012/13. Presented to Council 28.9.11	
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	0	(75,480)	£10,000 has been transferred from 71414, hardware Funding as further works have been identified. See note on 71234 - main Wallfields refurbishment budget.	
71413	New Telephone System	P. Bowler	100,000	(14,700)	203,400	288,700	261,964	3,206	265,170	267,340	(21,360)	Completed. £20k transferred from 12/13 Financial Management System & £30,000 from Applications 2011/12. Agreed at ITSG 27.10.11. £3,400 transferred from 71396 (agreed at ITSG 24.11.11)	
71417	Voice Recognition Equipment	N. Sloper	0		38,900	38,900		38,925	38,925	38,900	0	Supplementary was sought for this item. Went through October health check.	
71414	Hardware Funding	D. Frewin	120,650	2,750	25,000	148,400	102,149	37,453	139,602	148,400	0	£10,000 has been transferred to 71412, Renewal of Cabling as further works have been identified. £20k b/fwd from 2012/13 (agreed at ITSG 15.9.11). £15,000 transferred from 71415 (agreed at ITSG 24.11.11)	
71415	Applications	D. Frewin	72,000	5,700	(45,000)	32,700	12,040	6,350	18,390	32,700	0	See 71413. Agreed at ITSG 27.10.11. £15,000 budget transferred to 71414 (agreed at ITSG 24.11.11).	
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 Refurbishment	S. Whinnett/	722,500	386,400	44,100	1,153,000	1,270,551	400	1,270,951	1,303,000	150,000	To be funded from 75161 (£40,000) & 71412 (£75,480). Overall overspend of £34,520.	
75161	Energy Efficiency Initiatives	M. Shrosbree	0	40,000		40,000			0	0	(40,000)	Implementation being managed by the Facilities Management Service. Integrated with C3W works at Wallfields. See main Wallfields refurbishment code 71234.	

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 31/12/11									COMMENTS
			2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ Nov '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	
			£	£	£	£	£	£	£	£	£	
71261	Wallfields - Barriers for Visitor Parking	M. Shrosbree S. Whinnett		20,000		20,000	2,154		2,154	5,000	(15,000)	Pay and Display scheme has been introduced instead of barriers.
71265	Wallfields - Disabled Persons Lift Replacer	S. Whinnett		14,700		14,700	10,666		10,666	10,700	(4,000)	Completed. Saving achieved
71251	Automated Telling Machines (ATM's) at Hertford & B/S	N. Sloper	14,000	(1,200)	(12,800)	0			0	0	0	Has slipped due to unavailability of IT resources.
71203	Replacement of Chairs & Desks	R. Crow	10,000	200		10,200	752	1,956	2,708	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. There is also an increased number of requests from Peter Dickinson for specialist chair, which are 4 to 5 times more expensive than our standard chairs.
71268	Stevenage BC Shared Service, Furniture & Equipment		0			0		3,500	3,500	30,000	30,000	To be financed from Stevenage B.C.
TOTAL			1,385,550	538,420	241,200	2,165,170	1,777,681	110,152	1,887,833	2,189,130	23,960	

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 31/12/11									COMMENTS
			2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ Nov '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	
			£	£	£	£	£	£	£	£	£	
75144	Communal Bin Development	C. Cardoza	0	530		530	511		511	530	0	
75145	Standardise Litter Bins	C. Cardoza	5,000	130		5,130	375	2,747	3,122	5,130	0	
75152	Commercial Waste	C. Cardoza	33,500			33,500	18,485	1,383	19,868	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	81,079	13,079	94,158	94,200	1,200	Small overspend to avoid a surcharge on a part load. Negative slippage will apply.
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.
75169	Recycling Boxes for Mixed Plastics	C. Cardoza	40,000			40,000	9,787		9,787	10,200	(29,800)	Demand for additional boxes much lower than planned.
75168	Energy Efficiency & Carbon Reduction Measures (Note 1)	C. Cardoza	45,000			45,000			0	45,000	0	
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		(62,100)	537,900	45,407	3,851	49,258	537,900	0	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	18,454	7,218	25,672	25,000	0	Works in progress
75241	Gascoyne Way MSCP - Major Refurb. & Repairs	S. Whinnett		24,500	65,000	89,500	16,601		16,601	89,500	0	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	5,106	1,595	6,701	6,700	0	Completed.
75237	Buntingford Car Park - Imp. To Surface Water Drainage	S. Whinnett		10,000		10,000		200	200	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		20,000	50,000	2,485		2,485	50,000	0	£53,050 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	219,000	6,200	225,200	225,200	0	Completed.
75259	Grange Paddocks New Pedestrian Bridge	S. Whinnett	50,000		19,000	69,000	3,129	3,500	6,629	69,000	0	Works in progress. Due to unforeseen ground conditions, £19,000 has been transferred from 72332.
71267	Upgrade Pedestrian Route Grange Paddocks to Causeway	S. Whinnett	100,000			100,000	54,845		54,845	100,000	0	Works in progress.
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	
75264	Hartham Leisure Car Park (Note 2)	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.

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 31/12/11								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 @ Nov '11	2011/12 Actual to date	2011/12 Commitment Amount	2011/12 Total to Date	2011/12			
			£	£	£	£	£	£	£	£	£		
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			0				0	0	0	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 a member decision has moved implementation until Summer 2012.
75266	Grange Paddocks Project - purchase of tariff boards/signs	N. Sloper	0			0				0	0	0	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 a member decision has moved implementation until Summer 2012.
72590	Vantorts Open Space - Resurface Footpaths	S. Whinnett	10,000			10,000	7,770			7,770	10,000	0	90% Completed
74102	Historic Building Grants	K. Steptoe	56,200	(4,400)		51,800	24,322			24,322	35,000	(16,800)	Fewer applications are being received for Historic Building Grants and no Buildings at Risk grants have been confirmed during the current year.
72604	Energy Grants	S. Winterburn	20,000			20,000				0	0	(20,000)	No spend at present. Exit strategy for HEEP scheme drawn up, and long term options being explored. Approx £20K residual HEEP funds still available for loft and cavity wall insulation in East Herts, also energy suppliers are currently offering good deals for insulation, so this year's budget is not required. Should boilers be required to address serious risk for priority group there is sufficient provision within DHG budget.
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.
74106	Heart of B/S - Market Improvement Scheme (Note 3)	W. O'Neill	0	50,300		50,300	3,293			3,293	50,300	0	Projects complete, within budget. Final account to be reconciled.
74107	Heart of B/S - Riverside Improvement Scheme (Note 4)	W. O'Neill	0	68,380		68,380	33,827			33,827	33,800	(34,580)	All costs of this project have been funded from either external contributions or from TCE budget.
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	30,243	659		30,902	33,900	(132,300)	No substantial priority projects identified with spend profiles in this financial year. Still have £3,000 to spend on a project in Ware - Mosaics by the riverside which has already been agreed by the Executive.
TOTAL			2,326,200	(410,410)	(34,050)	1,881,740	603,097	40,432		643,529	1,505,530	(376,210)	

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

Note 2. SLM have agreed to fund all capital & revenue elements of this project

Note 3. Fully funded from Town Centre Enhancement budget (£25k) & PRG £75k).

Note 4. 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 31/12/11

2011/12 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 @ Nov '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		15,000		15,000	1,937	5,850	7,787	15,000	0	Works commenced
75160	River & Watercourse Structures	G. Field	65,500	(7,500)		58,000	12,349	1,668	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 bridge repairs & remedial works are ongoing and where relevant are under discussion with other officers and the EA. A Feasibility Study/Surface Water Management Plan (SWMP) for an area prone to flooding in Ware is being considered with planned start date in the new year.
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 them.
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	0	0	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 has slipped to 2012.
TOTAL			380,500	132,100	(165,000)	347,600	15,166	10,468	25,634	340,500	(7,100)	

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
	October	248	Adverse
	November	88	Adverse
ITEM (in order of Corporate Priority)			MONTH(S) REPORTED
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		

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
taken place between the Director of neighbourhood 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.	
1.6 LOCAL SUPPORT SERVICES GRANT 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.	September
1.7 HOSTEL RENT The occupancy rate at Hillcrest Hostel is now consistently higher generating circa £40k more rental income.	September
Fit for purpose	
1.8 TURNOVER 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.	April
1.9 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.	April
1.10 TURNOVER 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.	May

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.11 TURNOVER Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected over spend of £587k. This is predicted to be a worse case scenario and should reduce as more budgeted savings begin to be delivered.	June
1.12 TURNOVER 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.	July
1.13 HARTHAM The sale of land associated with the supermarket development at Hartham will generate a windfall sum of £50k.	July
1.14 OFFICE MOVES 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.	July
1.15 INVESTMENT INCOME 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.	July
1.16 TURNOVER 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.	August

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.17 INVESTMENT INCOME 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.	August
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
1.23 TURNOVER Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected overspend of £468k.	October
1.24 ENVIRONMENTAL POLLUTION Various savings totalling £10k have been identified across supplies and services due to changing circumstances within the Environmental Pollution cost centre.	October
1.25 HOUSING GRANTS The Housing Grants budget will overspend by £9k as only half a year's funding was provided in the original budget.	October

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.26 RENOVIATION GRANTS Windfall sums of £20k have been received as a consequence of repayments of Renovation Grants previously awarded.	October
1.27 EMERGENCY PLANNING Costs associated with dealing with Travellers such as Bailiffs and Hertfordshire Constabulary fees are expected to over spend the Emergency Planning budget by £20k.	October
1.28 Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected overspend of £443k. Pride in East Herts	November
1.29 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
1.30 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
1.31 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
1.32 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

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.33 RECYCLING MATERIALS HANDLING PROJECT</p> <p>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.</p>	June
<p>1.34 WASTE CONTRACT BUDGETS</p> <p>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.</p>	June
<p>1.35 HERTFORD THEATRE</p> <p>The planned hydro electric plant located at the Hertford Theatre has been delayed with an adverse £11k effect.</p>	July
<p>1.36 BULKY WASTE INCOME</p> <p>Bulky waste income is currently under recovering by 25% due to falling demand for the service and could result in a £13k adverse position.</p>	July
<p>1.37 WASTE CONTRACT – TRANSITION COST</p> <p>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.</p>	July
<p>1.38 KERBSIDE DRY RECYCLING INCOME</p> <p>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 economic downturn.</p>	July
<p>1.39 RECYCLING BANKS MAINTENANCE</p> <p>The recycling banks maintenance costs are reducing following the successful removal of glass, cans and plastic banks thus resulting in a £8k favourable position.</p>	July

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.40 KERBSIDE DRY RECYCLING INCOME</p> <p>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.</p>	August
<p>1.41 TEXTILE BANK SCHEME</p> <p>There is a net adverse position of £6k estimated on the Textile Bank scheme which is based on the first full months trading.</p>	August
<p>1.42 CAR PARK TICKET ADVERTISING</p> <p>Income of £2k will not be achieved through advertising on car park tickets as there is no market for the service.</p>	August
<p>1.43 CAR PARK RESIDENTS SCHEME</p> <p>Income of £5k from car park charges at Elm Road will not be achieved due to the delay of the Chantry Residents Scheme.</p>	August
<p>1.44 TRADE WASTE SERVICE</p> <p>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.</p>	August
<p>1.45 TRAVELLER INCURSION</p> <p>Unplanned expenditure of £1k for security costs at grange Paddocks to prevent Traveller incursion has been incurred.</p>	August
<p>1.46 PARKING ENFORCEMENT</p> <p>There will be a saving of circa £30k on the Parking Enforcement contract as a result of a re-tendering process.</p>	September

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.47 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
1.48 TRADE WASTE SACKS Income from the sale of Trade Waste sacks is expected to be £3k less due to reduced business.	September
1.49 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
1.50 STREET CLEANSING 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.	October
Shaping now, shaping the future	
1.51 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	April

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
proposals on the application of this funding for consideration by the Executive with recommendations to Council at its meeting on the 26 September 2011.	
1.52 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
1.53 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
1.54 DEVELOPMENT CONTROL Development Control income is falling and a shortfall of £75k is anticipated. The volume of work is being maintained, but only low value activity.	October
1.55 PRE-APPLICATION INCOME Applicants are seeking advice for planning in greater numbers and as a consequence will generate an additional £8k of pre application income.	October
1.56 LOCAL DEVELOPMENT FRAMEWORK 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.	October
1.57 PLANNING APPEALS 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.	October
LEADING THE WAY, WORKING TOGETHER	
1.58 MEMBERS ALLOWANCE A review of the budget for Members Allowance has been identified an under spend of circa £65k.	July

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.59 MEMBERS IT EXPENSES</p> <p>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.</p>	August
<p>1.60 AUDIT FEES</p> <p>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.</p>	October

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 November 2011	1,491	-1,081	410	1,242	-1,330	-88
<u>Changes in respect of previously reported items</u>						
In month favourable variances (y t d)						
Car Parks legal fees	0	1	1	0	0	0
Car Parks advertising	3	0	3	0	0	0
Recycling Materials Handling	7	0	7	0	0	0
Recycling Banks Maintenance	1	0	1	0	0	0
Trade Waste	60	0	60	0	1	1
Discharge of conditions	0	0	0	3	0	3
Housing Grants	0	4	4	0	0	0
Hillcrest rental income	5	0	5	0	0	0
Corporate Training	4	0	4	0	0	0
IT Licences	15	22	37	0	0	0
Parking Enforcement Contract	86	0	86	0	0	0
Waste Contract	0	0	0	0	0	0
Legal Fees	3	0	3	0	0	0
Kerbside Dry Recycling expenditure	76	21	97	0	0	0
Street Cleansing	67	0	67	0	0	0
New Homes Bonus Grant	0	0	0	0	0	0
Dev Control income	0	21	21	0	0	0
Dev Cont Pre App advice	1	0	1	12	0	12
Local Dev Framework	9	0	9	0	0	0
Members Allowances	5	0	5	0	0	0
Bus Subsidy	14	0	14	9	0	9
Animal Control	5	0	5	3	0	3
Pest Control	6	0	6	6	0	6
Recycling Misc income	6	0	6	8	0	8
Dog Waste Bins	5	0	5	5	0	5
Clinical Waste	11	0	11	5	0	5

In month adverse variances (y t d)

Taxi Licensing	0	-1	-1	0	0	0
Environmental Pollution	-2	0	-2	0	0	0
Turnover	0	-35	-35	0	-13	-13
Print/Desk Top Publishing	0	-5	-5	0	0	0
Office Moves	0	-10	-10	0	0	0
Investment Income	0	-25	-25	0	0	0
CCTV Contributions	0	-6	-6	0	0	0
Hydro Electric Plant	0	-2	-2	0	0	0
Bulky waste Collection income	0	0	0	0	-4	-4
Kerbside Dry Recycling income	0	8	8	0	0	0
Elm Road Car Park	0	0	0	0	0	0
Planning Appeals	0	-31	-31	0	0	0
Emergency Planning	0	3	3	0	0	0
Trade Waste Sacks income	0	-1	-1	0	-2	-2
Textile Banks	0	3	3	0	0	0
Car Park ticket advertising	0	-1	-1	0	0	0
Audit Fees	-30	0	-30	0	0	0
Building Control income	0	-61	-61	0	-30	-30

Newly reported items/items no longer reported**Previously unreported variances at 30 November****Previously reported items no longer having out turn variance**

0

At 31 December 2011	1,848	-1,176	672	1,293	-1,378	-85
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Month on month change	357	-95	-262	51	-48	3
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less previously unreported variances

Building Control income	0	-61	-61
Bus Subsidy	14	0	14
Animal Control	5	0	5

Pest Control	6	0	6
Recycling Misc income	6	0	6
Dog Waste Bins	5	0	5
Clinical Waste	11	0	11
Environmental Pollution (negative adjustment)	-2	2	0
Housing Grants (negative adjustment)	-4	4	0
Emergency Planning (negative adjustment)	-3	3	0
IT Licences (negative adjustment)	-37	37	0
Car Park legal fees (negative adjustment)	-1	1	0
Kerbside dry recycling income (negative adjustment)	-8	8	0
Textile Banks (negative adjustment)	-3	3	0
Kerbside dry recycling expenditure (negative adjustment)	-97	97	0
Development Control income (negative adjustment)	-21	21	0
Audit fees (negative adjustment)	61	-61	0
In month variation	425	-149	-276

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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.
	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.

Priority	Finance/ Performance	Performance Indicator	Recommendation	Executive Decision	Meeting	Status	Outcomes
	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.
	Finance	N/A	Executive to recommend to Council a supplementary capital estimate of £38,900 for the Voice Recognition telephony system in accordance with Financial Regulations 4.62(c)	Executive supported a supplementary capital estimate of £38,900 for the Voice Recognition telephony system be approved, in accordance with Financial Regulations 4.62c	06-Dec-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive to recommend to Council a supplementary capital estimate of £44,100 for professional fees associated with the Wallfields refurbishment in accordance with Financial Regulations 4.62(c).	Executive supported a supplementary capital estimate of £44,100 for professional fees associated with the Wallfields refurbishment be approved, in accordance with Financial Regulations 4.62c	06-Dec-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive to recommend to Council a supplementary capital estimate of £15,000 to replace the dosing equipment at Fanshawe Pool in accordance with Financial Regulations 4.62(c).	Executive supported a supplementary capital estimate of £15,000 to replace the dosing equipment at Fanshawe Pool be approved, in accordance with Financial Regulations 4.62c	06-Dec-11	Resolved	To support all of the Council's corporate objectives.