

Public Document Pack



Leader and Members
of the Executive

Contact: Martin Ibrahim
Ext: 2173
Date: 29 February 2012

cc. All other recipients of the
Executive agenda

Dear Councillor

EXECUTIVE - 6 MARCH 2012: SUPPLEMENTARY AGENDA 1

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

9. Monthly Corporate Healthcheck - January 2012 (Pages 125 - 182)

Please bring these papers with you to the meeting next Tuesday

Yours faithfully

Martin Ibrahim
Democratic Services Team Leader
Democratic Services
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MEETING : EXECUTIVE
VENUE : COUNCIL CHAMBER, WALLFIELDS, HERTFORD
DATE : TUESDAY 6 MARCH 2012
TIME : 7.00 PM

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EAST HERTS COUNCIL

EXECUTIVE – 6 MARCH 2012

MONTHLY CORPORATE HEALTHCHECK – JANUARY 2012

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 January 2012.

<u>RECOMMENDATION FOR EXECUTIVE: that</u>	
(A)	the budgetary variances set out in paragraph 2.1 of the report be noted;
(B)	£317,900 of the Bircherley Green multi storey car park capital budget be re-profiled from 2011/12 into 2012/13;
(C)	£50,000 of the Hertford Theatre Renew Roof Covering capital budget be re-profiled from 2011/12 into 2012/13;
(D)	£92,100 of the Footbridge over the River Stort capital budget be re-profiled from 2011/12 into 2012/13;
(E)	£16,500 of the North Drive (reconstruct road and drainage) capital budget be re-profiled from 2011/12 into 2012/13;
(F)	£45,000 of the Energy Efficiency and Carbon Reduction Measures capital budget be re-profiled from 2011/12 into 2012/13; and
(G)	action taken to control strategic risks during the period October 2011 to January 2012, be noted.




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.
Essential Reference Paper 'G' shows the strategic risk register.

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 January 2012.

	Position as at 31.01.12				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	0	1	0	0	8
Hillcrest Rental income	42	0	4	0	50	0
Environmental Pollution	81	0	24	0	12	0
Housing Grants	0	9	0	0	0	9
Renovation Grants	20	0	0	0	20	0
Emergency Planning	0	20	2	0	0	20
Transport/ Bus Subsidy	14	0	0	0	9	0
Animal Control	6	0	1	0	3	0
Pest Control	7	0	1	0	3	0

	Position as at 31.01.12				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	444	0	54	0	403
Print/Desk Top Publishing	0	44	0	4	0	53
Hartham Land Sale	50	0	0	0	50	0
Office Moves	0	52	0	0	0	55
Investment Income	0	270	0	25	0	325
Insurance	0	0	0	0	80	0
Corporate Training	35	0	2	0	25	0
IT Licences	44	0	29	0	105	0
Legal Fees income	143	0	0	4	134	0

	Position as at 31.01.12				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	188	0	1	0	0	0
Pay and Display machines	0	0	0	0	0	16
Car Parks legal fees	0	3	1	0	0	6
Car Parks advertising	11	0	1	0	0	6
CCTV Contributions	0	36	0	23	0	9
Recycling Materials Handling	33	0	0	0	40	0
Waste Contract (various bud)	0	0	0	0	125	0
Hydro Electric plant	0	8	0	0	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	173	0	13	0	155
Recycling banks maintenance	6	0	1	0	8	0
Textile Banks	0	3	0	1	0	6
Car Park ticket advertising	0	2	0	0	0	2
Elm Road car park income	0	5	0	0	0	5
Trade Waste	44	0	0	19	4	0
Grange Paddocks Security	0	0	0	0	0	1

	Position as at 31.01.12				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	23	0	99	0	28
Trade Waste sacks Income	0	4	0	0	0	5
Leaf Clearance	0	0	0	0	0	23
Street Cleansing	123	0	0	60	17	0
Recycling Misc Income	6	0	0	0	8	0
Dog Waste Bins	5	0	0	0	5	0
Clinical Waste	14	0	3	0	10	0
Domestic Refuse Collection	71	0	0	0	15	0
Refuse Transport subsidy	0	8	0	0	0	8
Penalty Charge Notices	5	0	0	0	10	0
Recycling contributions	0	0	0	0	101	0
Advertising Refuse	3	0	0	0	2	0
Other Recycling Banks	0	21	0	0	0	8

	Position as at 31.01.12				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	317	0	0	98	317	0
Discharge of Conditions	19	0	0	1	20	0
Development Control income	0	67	0	11	0	80
Dev Cont Pre App advice	20	0	2	0	20	0
Local Dev Framework	110	0	11	0	88	0
Planning Appeals	0	78	13	0	0	81
Building Control income	0	72	0	11	0	50
(5) Leading the way, working Together						
Member's Allowances	54	0	6	0	45	0
Audit Fees	79	0	14	0	25	0
TOTAL:	1,769	1,353	117	423	1,570	1,388

	Position as at 31.01.12				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					182	
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 underspend of £182k.
- 2.3 Salary budgets are constantly monitored and **Essential Reference Paper 'C'** shows a projected overspend of £403k.

FINANCIAL ANALYSIS AND PERFORMANCE ANALYSIS

Promoting Prosperity and well-being, providing access and opportunities

Financial analysis

- 2.4 The Hostel is usually full therefore generating £50k of extra income.

Performance analysis

- 2.5 The following indicator was 'Green', meaning that target was either being met or exceeded for January 2012. 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

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

Performance analysis

- 2.7 **NI 181 - Time taken to process Housing Benefit/Council Tax Benefit new claims and change events.** Performance is 'Red' for January 2012. Performance has declined from previous month due to higher number of claims. The cumulative position is at 11.87 days.
- 2.8 **EHPI 12c - Total number of sickness absence days per FTE staff in post.** Performance is 'Red' for January 2012. Sickness absence levels did not meet the target due to an increase in short term sickness absences. The cumulative position for the year is at 4.82

days which is still within the annual target of 7.50 days.

- 2.9 **EHPI 8 – % of invoices paid on time.** Performance was 'Red' for January 2012. Management has taken action to ensure that future invoices are paid on time
- 2.10 The following indicators were 'Green', meaning that target were either being met or exceeded for January 2012. They are:
- EHPI 6.8 - Turnaround of pre NTO PCN challenges.
 - EHPI 6.9 – Turnaround of NTO Representations.

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

Pride in East Herts

Financial analysis

- 2.11 There will be a further £15k underspend on the Domestic Refuse Collection contract in addition to the shared savings detailed previously. This is due in part to fewer paid collections.
- 2.12 The Transport subsidy for the Refuse Collection service will show an adverse £8k variance.
- 2.13 Income from car park penalty charge notices is anticipated to be £10k more than the estimate.
- 2.14 The latest estimate of income from Herts County Council for the Alternative Financial Model and Transport is showing a favourable £101k over the original estimate.
- 2.15 There will be a small underspend on Trade and Domestic Refuse advertising costs of £2k.
- 2.16 Budgets relating to the glass, cans, newspaper and plastic bring scheme banks show a net £8k adverse variance, primarily due to the economic downturn.

Performance analysis

- 2.17 **NI 191 – Residual household waste per household.** Waste collected rose this month due to the usual post Christmas increase. Outturn anticipated at 475kgs, which is above service expectations.

2.18 **NI 192 - Percentage of household waste sent for reuse, recycling and composting.** January 2012 performance data is not available during the writing of this report. The data will be made available in the February Executive healthcheck report.

2.19 The following indicator was 'Green', meaning that the target was either met or exceeded for January 2012:

- EHPI 2.4 – Fly-tips: Removal

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

Shaping now, shaping the future

Financial analysis

2.20 No payments against the proportion of the New Homes Bonus Grant allocated for spending against Council Priorities are anticipated before 31 March 2012. Allowing for the payments now made to Parish and Town Councils a favourable variance of £317k is projected for the year.

2.21 Development Control income is expected to be £80k adverse as the number of applications continues to be lower than expected.

2.22 Building Control income is expected to be £50k less than forecast as the number of applications has fallen in December and January.

Performance analysis

2.23 **NI 157a - Processing of planning applications: Major applications.** Performance was 'Red' for January 2012. Target not achieved, one major application decision was made in the month. This application required the completion of a legal agreement. Negotiations on the agreement extended beyond the decision timescale.

2.24 **NI 157b - Processing of planning applications: Minor applications.** Performance was 'Red' for January 2012. Target not achieved, 9 out of a total of 30 decisions were made beyond the target timescale. Five of these were as a result of the requirement for committee decisions which extended the timescale. A further decision was made by the committee following the referral of the matter at

Member request. One decision was the subject of a legal agreement with protracted negotiations. Delays in the two remaining cases arose as a result of (in one) consideration by English Heritage of the listing of the property and (in the second) by the incorrect identification of the application site by the applicant.

2.25 **NI 157c - Processing of planning applications: Other applications.** Performance was 'Amber' for January 2012. Target was not achieved, a total of 115 decisions were made, 103 of which were within the target timescale. Of the 12 that were beyond the target timescale 6 required a committee decision to be made.

2.26 The following indicator was 'Green', meaning that target was either being met or exceeded for January 2012. 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

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

Performance analysis

2.28 There are no performance indicators monitored on a monthly basis for this priority.

CAPITAL FINANCIAL SUMMARY

2.29 The table below sets out expenditure to 31 January 2012 against the Capital Programme. Members 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	2,816,060	1,769,828	2,739,410	(76,650)
Fit for Purpose	1,385,550	2,165,170	1,899,723	2,192,500	27,330
Pride in East Herts	2,326,200	1,732,640	794,436	1,142,360	(590,280)
Shaping now	380,500	347,600	36,945	239,000	(108,600)
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>6,311,470</u>	<u>4,500,932</u>	<u>6,313,270</u>	<u>1,800</u>

2.30 Executive are asked to support a request to re-profile £317,900 of the Bircherley Green multi storey car park budget from 2011/12 into 2012/13. Work commenced 23.1.12 and is due to be completed by the end of June 2012.

2.31 Executive are asked to support a request to re-profile £50,000 of the Hertford Theatre Renew Roof Covering budget from 2011/12 into 2012/13. Work is not due to start until mid March at the earliest depending on the weather.

2.32 Executive are asked to support a request to re-profile £92,100 of the Footbridge over the River Stort budget from 2011/12 into 2012/13. The sum needed to complete the construction phase could be from £40k to £100k depending on the outcome of contractual disputes with Birse. Works around the bridge site are to be undertaken this financial year. With any major works to be completed in 2012/13.

2.33 Executive are asked to support a request to re-profile £16,500 of the North Drive (reconstruct road and drainage) from 2011/12 into 2012/13. Work on pot holes are to be completed this financial year with the remaining works to be completed in 2012/13.

2.34 Executive are asked to support a request to re-profile £45k of the Energy Efficiency and Carbon Reduction Measures from 2011/12 into 2012/13. This project relates to a number of projects to introduce energy efficiency measures to EHDC buildings including 'smart metering' with the objective of reducing the revenue costs of energy and carbon footprint. Work is being carried in consultation with Facilities Services and has been delayed due to other work priorities

associated with C3W.

- 2.35 Two Future Social Housing Schemes, Windsor Drive and Thieves Lane are likely to be completed this year instead of early next year. Therefore, it is anticipated that funding of £380k from next years budget of £700k will be requested to be brought forward.

Strategic Risk

- 2.36 Risk mitigating actions for the period October 2011 to January 2012 have been updated. Scoring remains unchanged.

Please refer to **Essential Reference Paper 'G'** for Strategic Risk Register.

3.0 Implications/Consultation

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

Background Papers:

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

Contact Officer:

In terms of performance issues

Lorna Georgiou, Performance and improvement Coordinator – ext 2244

Karl Chui, Performance Monitoring Officer – ext 2243

In terms of financial issues

Mick O'Connor, Principal Accountant – ext 2054

In terms of risk issues

Graham Mully, Insurance Officer – ext 2166

ESSENTIAL REFERENCE PAPER 'A'

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

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January Executive Corporate Healthcheck 2011/12

Traffic Light Red
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 7 th February 2012
EHP18	% of invoices paid on time		84.45%	98.00%		Disappointing performance this month that see the % of invoices paid on time dip below 85% which is way below target.	<p>January 2012 result</p>	None

People Services & Organisational Development								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 7 th February 2012
EHP112c	Total number of sickness absence days per FTE staff in post		0.89 days	0.70 days		Sickness absence levels did not meet the target due to an increase in short term sickness absences. The cumulative position for the year is at 4.82 days which is still within the annual target of 7.50 days.	<p>January 2012 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 7 th February 2012
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events		12.4 days	10.0 days		For the period 16 January 2012 to 13 February 2012 is 12.38 days. The Cumulative position is 11.87 days.	<p>January 2012 result</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 7 th February 2012
NI 157a (BV109a)	Processing of planning applications: Major applications		.00%	69.00%		Target not achieved. One major application decision was made in the month. This application required the completion of a legal agreement. Negotiations on the agreement extended beyond the decision timescale.	<p>January 2012 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 7 th February 2012
NI 157b (BV109b)	Processing of planning applications: Minor applications		70.00%	80.00%		Target not achieved, 9 out of a total of 30 decisions were made beyond the target timescale. Five of these were as a result of the requirement for committee decisions which extended the timescale. A further decision was made by the committee following the referral of the matter at Member request. One decision was the subject of a legal agreement with protracted negotiations. Delays in the two remaining cases arose as a result of (in one) consideration by English	<p>January 2012 result</p> 	None

						Heritage of the listing of the property and (in the second) by the incorrect identification of the application site by the applicant.	
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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 7 th February 2012
NI 157c (BV109c)	Processing of planning applications: Other applications		90.00%	93.00%		Target not achieved. A total of 115 decisions were made, 103 of which were within the target timescale. Of the 12 that were beyond the target timescale 6 required a committee decision to be made.	<p>January 2012 result</p> 	None

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

Parking Services




PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 7 th February 2012
EHPI6.9	Turnaround of NTO Representations		0 days	28 days		Due to data migration to a new IT system on 17th January, there has been an interruption in recording and it is not possible to return accurate data on the KPIs for January 2012.	<p>January 2012 result</p> <p>0 days 0 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 7 th February 2012
EHPI6.8	Turnaround of Pre NTO PCN challenges (10 working days)		0 days	14 days		Due to data migration to a new IT system on 17th January, there has been an interruption in recording and it is not possible to return accurate data on the KPIs for January 2012.	<p>January 2012 result</p> <p>0 days 0 days 14 days 15 days 50 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 7 th February 2012
EHPI2.4 (47)	Fly-tips: removal		1.54	2		Performance in January fell to 1.54 days, but the year to date performance at 1.24 days is still far better than the 2 day target.	<p>January 2012 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 7 th February 2012
EHPI2.2 (45)	Waste: missed collections per 100,000 collections of household waste		26.04	50		Although performance this month was not as good as December it is better than last January and follows the seasonal pattern.	<p>January 2012 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 7 th February 2012
EHPI129	Response time to ASB complaints made to EHC.		100.00 %	100.00 %		There were 7 complaints made to the ASB officer at EHC, all of which were responded to within the minimum two working days.	<p>January 2012 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 7 th February 2012
NI 191	Residual household waste per household		395			Waste collected rose this month due to the usual post Christmas increase. Outturn anticipated at 475kgs, which is above service expectations.	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 7 th February 2012
NI 192	Percentage of household waste sent for reuse, recycling and composting					January performance data was not available during the writing of this report. The data will be reported in the February Executive corporate healthcheck report.	N/A	None

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

SALARIES/AGENCY/APPOINTMENT OF STAFF/RELOCATION

Essential Reference Paper 'C'

	Estimate	Profile to 31.01.12	Actual to 31.01.12	Variance to Profile	Projected outturn	Projected Outturn Variance to Estimate
	£	£	£	£	£	£
Executive / Corp Support	458,430	382,025	407,378	25,353	461,180	2,750
Internal Services	4,086,850	3,405,702	3,718,784	313,082	4,335,330	248,480
Neighbourhood Services	3,706,710	3,091,592	3,090,823	-769	3,732,150	25,440
Customer & Community	2,586,850	2,155,706	2,286,062	130,356	2,742,170	155,320
Summary	10,838,840	9,035,025	9,503,047	468,022	11,270,830	431,990
Strain Costs (funded)	87,709	0	0	0	87,709	0
Employer's Pension Cost (not charged to services)	456,550	380,458	356,667	-23,791	428,000	-28,550
TOTAL	11,383,099	9,415,483	9,859,714	444,231	11,786,539	403,440

g:P&F/SALARIES HEALTHCHECK

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CAPITAL EXPENDITURE MONITORING 2011/12

Exp. To 31/01/12

SUMMARY	2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ Jan '12	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	17,500	2,816,060	1,661,429	108,399	1,769,828	2,739,410	(76,650)
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	1,843,951	55,772	1,899,723	2,192,500	27,330
3. Improve standards of the neighbourhood and environmental management in our towns and villages	2,326,200	(410,410)	(183,150)	1,732,640	679,246	115,190	794,436	1,142,360	(590,280)
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	15,445	21,500	36,945	239,000	(108,600)
TOTAL	6,237,190	913,730	(89,450)	7,061,470	4,200,071	300,861	4,500,932	6,313,270	(748,200)
RE-PROFILING POTENTIAL SLIPPAGE (71264/7501)	(750,000)			(750,000)					750,000
	5,487,190	913,730	(89,450)	6,311,470	4,200,071	300,861	4,500,932	6,313,270	1,800

CAPITAL MONITORING 2011/12

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

Exp. To 31/01/12

Ex 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 @ Jan '12	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	5,745	1,250	6,995	7,000	1,400	Completed
72333	- Renew Valves to Main Pool Filter	S. Whinnett	10,000			10,000	6,400		6,400	10,000	0	Works commenced
72334	- Replace Windows to Pool Hall	S. Whinnett	30,000			30,000	28,682		28,682	30,000	0	90% completed
	Hartham Swimming Pool											
72328	- Re-coating of pools & replacement boom	S. Whinnett		10,800		10,800		1,318	1,318	10,800	0	Remedial works outstanding (contractual issues)
	Leventhorpe Swimming Pool											
72197	- Replace/Upgrade Dosing Equipment	S. Whinnett		15,000		15,000	2,780	300	3,080	15,000	0	Specification stage.
72303	- Renew Pool Filters	S. Whinnett		20,000		20,000	20,000		20,000	20,000	0	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	4,087	18,921	23,008	30,000	0	Works 90% complete
72336	- Replace/Upgrade Dosing Equipment	S. Whinnett			15,000	15,000			0	15,000	0	Dosing equipment broken down.
	Ward Freman Swimming Pool:-											
72332	- Renew Roof Covering to Pool Hall	S. Whinnett	68,740		(19,000)	49,740	45,590		45,590	45,590	(4,150)	Completed.
72571	Leisure Development Project	W. O'Neill	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	W. O'Neill	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	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	8,827	8,531	17,358	20,000	0	80% completed.
72589	Renew Roof Covering	S. Whinnett	90,000		(30,000)	60,000	3,825	425	4,250	10,000	(50,000)	Slip £30,000 as works not to start until after the Panto season. As @ February, works not now due to start until mid March at the earliest (weather dependant), therefore, balance will slip.
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. Goods lift works to be carried out.
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 1)	W. O'Neill	0	200,000	(100,000)	100,000			0	100,000	0	Tenders for work returned Dec 2012 therefore estimated spend this year approx 50% of total - remainder to roll forward.
72545	Presdales - Replace Pavilion	W. O'Neill	0	59,100		59,100	4,817		4,817	59,100	0	Retention & defects.
72439	Capital Grants 2009/10	C. Pullen	0	8,050		8,050	(23)		(23)	8,050	0	
72440	Capital Grants 2010/11	C. Pullen	40,000	37,900		77,900	41,356		41,356	77,900	0	
72441	Capital Grants 2011/12	C. Pullen	43,000			43,000	17,474		17,474	43,000	0	
72683	Village Hall Community Challenge	C. Pullen	11,000	11,400		22,400	6,982		6,982	22,400	0	
72512	Partnership Investment Fund	C. Pullen	26,000	43,600		69,600	41,474		41,474	69,600	0	
72530	Community Planning Grants	W. O'Neill	20,000	19,700		39,700	17,024		17,024	39,700	0	
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.

Private Sector Improvement Grants

CAPITAL MONITORING 2011/12

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

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			£	£	£	£	£	£	£	£	£	
72602	- Disabled Facilities (Note 2)	S. Winterburn	560,000	(40,000)	129,500	649,500	498,193		498,193	709,500	60,000	The slippage from Discretionary DFG and DHG of £57,800 and £71,700 respectively are both needed to help meet demand for mandatory DFG, and to counteract the effect of the £40K overspend shown in 2010/11, which was due to high demand in 2010/11. Current referral rates and therefore commitment have fallen, although it is unlikely that need has fallen, therefore this is being investigated with HCC. Full spend likely.
72605	- Disabled Facilities - Discretionary	S. Winterburn	60,000	57,800	(57,800)	60,000	5,585		5,585	5,600	(54,400)	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 £5,585 on DDFG is now paid out, with remaining budget is likely to be needed on mandatory grant.
72606	- Decent Home Grants (Note 3)	S. Winterburn	120,000	71,700	(71,700)	120,000	38,783		38,783	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-£45k 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	42,190	7,810	50,000	50,000	0	
72580	Vantorts Sawbridgeworth-Play Area Development Programme	C. Cardoza	0	50,000	30,000	80,000	12,611	67,389	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 4)	C. Cardoza	36,000			36,000	24,061	2,455	26,516	26,500	(9,500)	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 5)	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	17,500	2,816,060	1,661,429	108,399	1,769,828	2,739,410	(76,650)	

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

Note 1. Release of funding is contingent upon agreeing a full repairing lease with the occupier

Note 2. Government funding of £228,000 & a further £29,837 in 11/12

Note 3. Assumed Government funding of £25,000 in 11/12

Note 4. Externally funded - £46,000 BIFFA, £9,000 Env Agency, £10,000 Countryside Management Services. £10k EHC.

Note 5. 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.

CAPITAL MONITORING 2011/12

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

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			£	£	£	£	£	£	£	£	£	
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)	542	42	40	40	
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	262,564	8,106	270,670	270,670	(18,030)	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	123,600	21,894	145,494	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	

CAPITAL MONITORING 2011/12

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			£	£	£	£	£	£	£	£	£	£	
71203	Replacement of Chairs & Desks	R. Crow	10,000	200		10,200	2,451	523	2,974		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	3,595	95	3,690		30,000	30,000	To be financed from Stevenage B.C.
71234	Wallfields Refurbishment	S. Whinnett/M. Shrobbree	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. Shrobbree	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.
71261	Wallfields - Barriers for Visitor Parking	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 Replacement	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.
TOTAL			1,385,550	538,420	241,200	2,165,170	1,843,951	55,772	1,899,723		2,192,500	27,330	

CAPITAL MONITORING 2011/12

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

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			2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ Jan '12	2011/12 Actual to date	2011/12 Commitment Amount	2011/12 Total to Date	2011/12			
			£	£	£	£	£	£	£	£	£		
75144	Communal Bin Development	C. Cardoza	0	530		530	511		511	530	0		
75145	Standardise Litter Bins	C. Cardoza	5,000	130		5,130	4,382		4,382	5,130	0		
75152	Commercial Waste	C. Cardoza	33,500			33,500	18,485	8,494	26,979	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	1,697	11,484	11,500	(28,500)	Demand for additional boxes much lower than planned.	
75168	Energy Efficiency & Carbon Reduction Measures (Note 1)	C. Cardoza	45,000			45,000			0	0	(45,000)	This project relates to a number of projects to introduce energy efficiency measures to EHC buildings including 'smart metering' with the objective of reducing the revenue costs of energy and carbon footprint. Work is being carried in consultation with Facilities Services and has been delayed due to other work priorities associated with C3W.	
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	50,346	4,870	55,216	220,000	(317,900)	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. Work commenced on site 23.1.12. due to be completed by end of June 2012. therefore, balance will slip into 12/13.	
75242	Bircherley Green MSCP - Upgrade Lift Cars	S. Whinnett	25,000			25,000	18,237	6,763	25,000	25,000	0	Completed.	
75241	Gascoyne Way MSCP - Major Refurb. & Repairs	S. Whinnett		24,500	65,000	89,500	16,601	68,319	84,920	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		5,106	5,100	(1,600)	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		
75258	Grange Paddocks Overspill Refurbishment	S. Whinnett	190,000	17,200	18,000	225,200	221,125	4,075	225,200	225,200	0	Completed.	
75259	Grange Paddocks New Pedestrian Bridge	S. Whinnett	50,000		19,000	69,000	62,960	1,750	64,710	69,000	0	90% completed. 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	56,440	4,639	61,079	100,000	0	70% 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		

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

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			£	£	£	£	£	£	£	£	£	£	
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.
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.
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)	(16,800)	35,000	27,998			27,998	35,000	0	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 £15K 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	3,486	345		3,831	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	33,830	(34,550)	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		300		300	3,500	0	
74105	Town Centre Environmental Enhancements	P. Pullin	100,000	66,200	(132,300)	33,900	30,243	659		30,902	33,900	0	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. £132,300 transferred to 2012/13 (Exec 10.1.12)
TOTAL			2,326,200	(410,410)	(183,150)	1,732,640	679,246	115,190		794,436	1,142,360	(590,280)	

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

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			2011/12 Original Estimate	Slippage from 2010/11	2011/12 Any other amendments	2011/12 Approved Estimate as @ Jan '12	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		
			£	£	£	£	£	£	£	£	£		
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	12,628	8,950	21,578	58,000	0	An Order for the works in Pishiobury Park Sawbridgeworth has been issued to the Contractor. The start date will be within the next few weeks dependant on weather conditions . 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 within the next few weeks, again dependant on weather.	
75166	Replace Footbridge Library Car Park, Ware	G. Field	150,000			150,000	880	6,700	7,580	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	15,000	(92,100)	The sum needed to complete the construction phase could be from £40k to £100k depending on the outcome of contractual disputes with Birse. Works around the bridge site to be undertaken this year, any major works will be completed in 12/13, therefore, balance will slip.	
72568	Asset Improvement Items - Infrastructure (North Drive reconstruct road & drainage)	M. Shrosbree		17,500		17,500			0	1,000	(16,500)	Work on pot holes to be completed this year, remaining works to be completed in 12/13.	
72591	Castle Weir Micro Hydro Scheme	C. Cardoza	165,000		(165,000)	0			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	15,445	21,500	36,945	239,000	(108,600)		

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
	December	85	Adverse

ITEM (in order of Corporate Priority)		MONTH(S) REPORTED
Promoting prosperity and well being		
1.2	LOCAL SUPPORT SERVICES GRANT The Department for Communities and Local Government announced on 22 March 2011 that East Herts Council is being awarded a Local Services Support Grant of £50k.	April
1.3	CONCESSIONARY FARES 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.	May
1.4	HACKNEY CARRIAGE/PRIVATE HIRE SERVICE 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.	June
1.5	EMERGENCY PLANNING 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	August

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>implications are costed and after discussions have been 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.</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>1.8 BUS SUBSIDY</p> <p>There is an anticipated underspend of £9k on the Bus Subsidy budget as the County contract with Arriva has terminated earlier than expected.</p>	December
<p>1.9 ANIMAL CONTROL</p> <p>An under spend of £3k is anticipated within the Animal Control budget as stray dogs are re-homed more quickly this year thus saving on kennelling services.</p>	December
<p>1.10 PEST CONTROL</p> <p>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.</p>	December
<p>Fit for purpose</p>	
<p>1.11 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

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.12 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
1.13 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
1.14 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
1.15 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
1.16 HARTHAM The sale of land associated with the supermarket development at Hartham will generate a windfall sum of £50k.	July
1.17 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

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.18 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
1.19 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
1.20 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
1.21 TURNOVER Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected over spend of £542k.	September
1.22 INSURANCE The re-tendering of the Insurance contract has resulted in a saving of £80k.	September
1.23 CORPORATE TRAINING There will be a saving of £25k on the Corporate Training budget.	September
1.24 IT LICENCES A review of the IT Licences budget has identified savings of £105k.	September
1.25 ASSET RECOVERY The Council is due circa £100k as a result of illegal asset recovery action regarding airport car parking.	September

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.26 TURNOVER Salary budgets are constantly monitored and Essential Reference Paper 'C' shows a projected overspend of £468k.	October
1.27 ENVIRONMENTAL POLLUTION Various savings totalling £10k have been identified across supplies and services due to changing circumstances within the Environmental Pollution cost centre.	October
1.28 HOUSING GRANTS The Housing Grants budget will overspend by £9k as only half a year's funding was provided in the original budget.	October
1.29 RENOVATION GRANTS Windfall sums of £20k have been received as a consequence of repayments of Renovation Grants previously awarded.	October
1.30 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
1.31 TURNOVER Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected overspend of £443k.	November
1.32 TURNOVER Salary budgets are constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected overspend of £456k.	December
Pride in East Herts	
1.33 CAR PARKS (PAY AND DISPLAY) A supplementary estimate was approved in 2010/11 to	April

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>enable the car park pay and display machines to be altered to allow for a change in coinage.</p> <p>1.34 CAR PARK COURT AND LEGAL FEES</p> <p>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.</p>	May
<p>1.35 CAR PARKS ADVERTISING</p> <p>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.</p>	May
<p>1.36 CCTV</p> <p>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.</p>	June
<p>1.37 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>1.38 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>1.39 HERTFORD THEATRE</p> <p>The planned hydro electric plant located at the Hertford Theatre has been delayed with an adverse £11k effect.</p>	July

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.40 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>1.41 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>1.42 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>1.43 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
<p>1.44 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>1.45 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>1.46 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

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.47 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>1.48 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 offset by £10k less income again as a result of the economic climate.</p>	August
<p>1.49 TRAVELLER INCURSION</p> <p>Unplanned expenditure of £1k for security costs at grange Paddocks to prevent Traveller incursion has been incurred.</p>	August
<p>1.50 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
<p>1.51 KERBSIDE DRY RECYCLING</p> <p>The Kerbside Dry Recycling expenditure budget is anticipated to overspend by £15k due to increased transport costs for mixed cans and plastics.</p>	September
<p>1.52 TRADE WASTE SACKS</p> <p>Income from the sale of Trade Waste sacks is expected to be £3k less due to reduced business.</p>	September
<p>1.53 LEAF CLEARANCE</p> <p>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</p>	September

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>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.</p>	
<p>1.54 STREET CLEANSING</p> <p>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.</p>	October
<p>1.55 RECYCLING</p> <p>Additional Recycling miscellaneous income of £8k is expected, largely from the sale of broken bins and equipment for recycling/scrap.</p>	December
<p>1.56 DOG WASTE BINS</p> <p>There will be a small underspend of £5k on the Dog Waste Bins budget.</p>	December
<p>1.57 CLINICAL WASTE</p> <p>Within certain budgets of the clinical Waste Service there will be a small net underspend of £5k.</p>	December
<p>Shaping now, shaping the future</p>	
<p>1.58 NEW HOMES BONUS GRANT</p> <p>The DCLG announced the New Homes Bonus scheme. A sum of £415k has been awarded to East Herts Council. As yet, the MTFP makes no provision either for income from this source or how that income might be applied. The Local Development Panel will make proposals on the application of this funding for consideration by the Executive with recommendations to Council at its meeting on the 26 September 2011.</p>	April

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.59 PLANNING DISCHARGE OF CONDITIONS</p> <p>Income from Planning Discharge of Conditions is predicted to be £12k favourable due to a greater level of developer activity than anticipated.</p>	June
<p>1.60 DEVELOPMENT CONTROL INCOME</p> <p>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.</p>	August
<p>1.61 DEVELOPMENT CONTROL</p> <p>Development Control income is falling and a shortfall of £75k is anticipated. The volume of work is being maintained, but only low value activity.</p>	October
<p>1.62 PRE-APPLICATION INCOME</p> <p>Applicants are seeking advice for planning in greater numbers and as a consequence will generate an additional £8k of pre application income.</p>	October
<p>1.63 LOCAL DEVELOPMENT FRAMEWORK</p> <p>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.</p>	October
<p>1.64 PLANNING APPEALS</p> <p>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.</p>	October
<p>1.65 BUILDING CONTROL</p> <p>Building Control income is expected to be £30k less as the number of applications has drastically fallen since November.</p>	December

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
LEADING THE WAY, WORKING TOGETHER	
1.66 MEMBERS ALLOWANCE A review of the budget for Members Allowance has been identified an under spend of circa £65k.	July
1.67 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
1.68 AUDIT FEES 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.	October

G:\Hertford\Internal Customer Services\WP Wallfields\BS Work\Accountancy\MC Summary of previously reported variances healthcheck December.doc

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Health check reconciliation (all figures £000's)

ESSENTIAL REFERENCE PAPER 'E2'

	Year to date			Year end projection		
	Favourable	Adverse	Net	Favourable	Adverse	Net
At 31 December 2011	1,848	-1,176	672	1,293	-1,378	-85
<u>Changes in respect of previously reported items</u>						
In month favourable variances (y t d)						
Hillcrest rental income	4	0	4	10	0	10
Environmental Pollution	24	0	24			
Housing Grants	0	0	0			
Emergency Planning	0	2	2			
Animal Control	1	0	1			
Pest Control	1	0	1	-3	0	-3
Corporate Training	2	0	2	0	0	0
IT Licences	29	0	29			
Legal Fees	-4	0	-4	19	0	19
Parking Enforcement Contract	1	0	1			
Car Parks legal fees	0	1	1			
Car Parks advertising	1	0	1	0	-1	-1
Recycling Banks Maintenance	1	0	1			
Trade Waste	-19	0	-19	4	0	4
Kerbside Dry Recycling expenditure	-76	-23	-99			
Street Cleansing	-60	0	-60	4	0	4
Clinical Waste	3	0	3	5	0	5
New Homes Bonus Grant	-98	0	-98	110	0	110
Dev Cont Pre App advice	2	0	2			
Local Dev Framework	11	0	11			
Members Allowances	6	0	6			
Audit Fees	14	0	14			
In month adverse variances (y t d)						
Taxi Licensing	0	1	1			
Turnover	0	-54	-54	0	53	53
Print/Desk Top Publishing	0	-4	-4			

Office Moves	0	0	0	0	0	0
Investment Income	0	-25	-25	0	0	0
CCTV Contributions	0	-23	-23			0
Kerbside Dry Recycling income	0	-13	-13			0
Trade waste income	0	0	0	0	-1	-1
Textile Banks	0	-1	-1			
Discharge of conditions	-1	0	-1			
Development Control Income	0	-11	-11	0	-25	-25
Planning Appeals	0	13	13			0
Building Control income	0	-11	-11	0	-20	-20

Newly reported items/items no longer reported

Previously unreported variances 31 December

Domestic refuse collection	71	0	71	15	0	15
Transport Subsidy	0	-8	-8	0	-8	-8
Penalty charge notices	5	0	5	10	0	10
Recycling contributions	0	0	0	101	0	101
Advertising refuse	3	0	3	2	0	2
Other recycling banks	0	-21	-21	0	-8	-8

Previously reported items no longer having out turn variance

0

At 31 January 2012	1,769	-1,353	416	1,570	-1,388	182
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Month on month change	-79	-177	256	277	-10	267
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less previously unreported variances

Domestic refuse collection	71	0	71
Transport Subsidy	0	-8	-8
Penalty charge notices	5	0	5
Recycling contributions	0	0	0
Advertising refuse	3	0	3

Other recycling banks	0	-21	-21
Taxi Licensing income (negative adjustment)	-1	1	0
Emergency Planning (negative adjustment)	-2	2	0
Car Park Legal Fees (negative adjustment)	-1	1	0
Legal Fees income (negative adjustment)	-4	4	0
Trade Waste (negative adjustment)	-19	19	0
Kerbside dry recycling expenditure (negative adjustment)	-76	76	0
Street Cleansing (negative adjustment)	-60	60	0
Discharge of Conditions (negative adjustment)	-1	1	0
	-98	98	0
Planning Appeals (negative adjustment)	-13	13	0
In month variation	117	-423	306

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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 Indicator	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.
	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.

Priority	Finance/ Performance	Performance Indicator	Recommendation	Executive Decision	Meeting	Status	Outcomes
	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.
	Finance	N/A	Executive supports that £100,000 of the Drill Hall capital budget is re-profiled from 2011/12 into 2012/13.	Executive noted that £100,000 of the Drill Hall capital budget is re-profiled from 2011/12 into 2012/13. supplementary capital estimate of £15,000 to replace the dosing equipment at Fanshawe Pool be approved, in accordance with Financial Regulations 4.62c	07-Feb-12	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive to approve that £62,500 of the Capital Grants capital budget covering 2009/10 to 2011/12 is re-profiled from 2011/12 into 2012/13.	Executive noted that proposed slippage on Capital Grants, Village Hall Community Challenge, Partnership Investment Fund, Community Planning Grants and Town Centre Environmental Enhancements be deferred until the next Healthcheck report, pending clarification of applications awaiting consideration, schemes in progress and commitments made;	07-Feb-12	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive to approve that £16,800 of the Historic Buildings Grants capital budget is re-profiled from 2011/12 into 2012/13.	Executive noted that £16,800 of the Historic Buildings Grants capital budget is re-profiled from 2011/12 into 2012/13.	07-Feb-12	Resolved	To support all of the Council's corporate objectives.

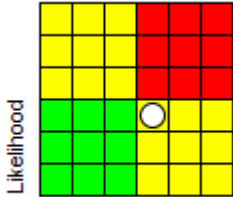
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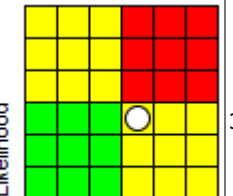
2011/12 Strategic Risk Register - October 2011 to January 2012 inclusive

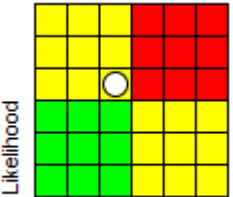


Code	Title	Description	Risk Factors	Current Risk Matrix	Impact	Likelihood	Managed By	Latest Note
SR1	Risk of significant reduction in funding above that planned for.	There is uncertainty around future funding, both from Government and other areas such as income from commodities markets for recycled materials. There are cost pressures combined with an increased awareness and scrutiny of financial position.			3	3	Alan Madin	October 2011 to January 2012: The budget proposal is for a council tax freeze in both 2012 and 2013 with the latter year subject only to no significant loss of income from government. The MTFP retains a good level of planning contingency in each year to mitigate this risk and unringfenced reserves are near the ceiling point set out in the Reserves Policy.

Code	Title	Description	Risk Factors	Current Risk Matrix	Impact	Likelihood	Managed By	Latest Note
SR2	Risk of a loss of capacity / capability and flexibility to deliver service levels we would like.	There are challenges around workforce planning to ensure the Council is fit for the future, in terms of workforce skills, capacity and flexibility.			4	3	Alan Madin	October 2011 to January 2012: The shared service strategic business case has been endorsed by all 3 councils and a detailed business is being developed to June 2012. The senior management restructure is completed and interim arrangements put in place following the departure of the chief executive.

Code	Title	Description	Risk Factors	Current Risk Matrix	Impact	Likelihood	Managed By	Latest Note
SR3	Risk that supplier / contractor or key third sector partner fails or fails to deliver.	A number of key external and internal services are delivered through major contracts, both directly and in consortia. This is both through private sector supply chains and in conjunction with the voluntary and third sector.			3	2	George Robertson	October 2011 to January 2012: Refuse, grounds maintenance, leisure and parking contracts subject to robust management and control systems. All tenders supported by Procurement Adviser. Internal Services and Neighbourhood Services: No significant concerns at present. Planned mitigating actions: IT contracts to be more closely supported by trained officers within individual teams.

Code	Title	Description	Risk Factors	Current Risk Matrix	Impact	Likelihood	Managed By	Latest Note
SR4	Risk that investment and effort does not deliver benefits and returns.	Moving more towards shared services with other public sector partners. Potential for lack of consistent political buy-in by all partners resulting in considerable effort without benefit. There is also a challenging skill set for managers due to the complexity.			3	2	Alan Madin	October 2011 to January 2012: Approval given to work up the detailed business case in the period to June 2012 external support for financial appraisal and for HR work stream to mitigate risks from lack of capacity

Code	Title	Description	Risk Factors	Current Risk Matrix	Impact	Likelihood	Managed By	Latest Note
SR5	Risk of being unable to long term strategically plan.	There is uncertainty on overall future government policy and a number of changes required without accompanying resource.			2	3	Simon Drinkwater	October 2011 to January 2012: The Executive and CMT considers reports as required. New policies are developed in response to changes in government policy and changes to circumstances. Proposed changes to policy are considered by Scrutiny Committees and existing policies re reviewed through the scrutiny process in accordance with the approved work programme.

Code	Title	Description	Risk Factors	Current Risk Matrix	Impact	Likelihood	Managed By	Latest Note
SR6	Risk that SMG does not implement Council policies in a coherent and consistent way.	There could be a lack of consistency and cohesion at senior management levels of implementing decisions.			4	1	Simon Drinkwater	October 2011 to January 2012: Items for decision are reported to the relevant body or group. Consultation takes place before the decision and all decisions are recorded. Arrangements have been put in place to ensure Members are informed and there is clear communication with Members.

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