

# Public Document Pack



Leader and Members  
of the Executive

Your contact: Martin Ibrahim  
Ext: 2173  
Date: 1 March 2013

cc. All other recipients of the  
Executive agenda

Dear Councillor

## **EXECUTIVE - 5 MARCH 2013: SUPPLEMENTARY AGENDA NO 2**

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

5. Issues Arising from Scrutiny (Pages 5 - 10)
13. District Plan Executive Panel: Minutes - 21 February 2013 (Pages 11 - 18)

*To receive the Minutes of the District Planning Panel meeting held on 21 February 2013 and to consider the following recommendations:*

- (A) District Plan Part 1 – Update Report

*Minute 20 refers*

- (B) District Plan Part 1 – Strategy Supporting Document: Member Comments and Additional Amendments to Text

*Minute 21 refers*

- (C) Habitats Regulation Assessment Stage 1 – Screening Report (December 2012)

*Minute 22 refers*

(D) Transport Modelling Update and DIAMOND Results

*Minute 23 refers*

(E) Financial Viability Update and Stage 1 Results

*Minute 24 refers*

(F) Greater Essex Demographic Forecasts - Phases 1 to 4 (March 2012 - December 2012)

*Minute 25 refers*

(G) Annual Monitoring Report 2011/12

*Minute 26 refers*

(H) East Herts Local Plan Second Review (April 2007) – National Planning Policy Framework (NPPF) Compatibility Self Assessment Checklist

*Minute 27 refers*

(I) Statement of Community Involvement (SCI): Draft Document for Public Consultation

*Minute 28 refers*

*Note – Members are reminded to bring their copy of the District Planning Panel agenda to this meeting.*

14. Monthly Corporate Healthcheck - January 2013 (Pages 19 - 70)

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

Yours faithfully

Martin Ibrahim  
Democratic Services Team Leader  
Democratic Services  
[martin.ibrahim@eastherts.gov.uk](mailto:martin.ibrahim@eastherts.gov.uk)

**MEETING** : EXECUTIVE  
**VENUE** : COUNCIL CHAMBER, WALLFIELDS, HERTFORD  
**DATE** : TUESDAY 5 MARCH 2013  
**TIME** : 7.00 PM

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EAST HERTS COUNCIL

EXECUTIVE – 5 MARCH 2013

REPORT BY SCRUTINY COMMITTEE CHAIRMEN

ISSUES ARISING FROM SCRUTINY

WARD(S) AFFECTED: All

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## **Purpose/Summary of Report**

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

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

### 1.0 Background

#### 1.1 Scrutiny meetings have been held recently as follows:

Joint meeting of Scrutiny Committees – 12 February 2013  
Environment Scrutiny Committee – 26 February 2013

### 2.0 Report

#### 2.1 **Service Plans 2013/14** **(Agenda Item 6)**

Resolved that the Executive be informed that the joint meeting of Scrutiny Committees considered that the Service Plan activity for 2013/14 now submitted should be approved.

## 2.2 2012/13 Estimates and Future Targets (Agenda Item 7)

Resolved that the Executive be informed that (A) the Joint meeting of Scrutiny Committees have the following comments on the 2012/13 Estimates and Future Targets:

- the estimates and targets for 2012/13 be noted;
- in respect of NI181, additional resources be considered to ensure that that the future target for the processing of housing benefit claims and change events can be bought back to nearer 10 days;
- in respect of EHPI64, the outturn target of returning 10 vacant dwellings to occupation or demolition was not sufficiently ambitious and should be revised upwards through additional resources being considered for this area; and

(B) the recoding of national indicators (NIs) to East Herts Performance Indicators (EHPI) prefixes be agreed.

## 2.3 Recycling Options (Removing Cardboard from the Organic Waste Stream) (Agenda Item 9)

The Environment Scrutiny Committee considered the range of options and financial implications as set out in the report. The Committee appreciated the need to make changes to the organic waste stream collection and felt that the initial costs associated with adopting Option 5 would be worth it for the additional and improved recycling service it would then offer to residents. Members were aware of space limitations for some properties and were interested in the idea of an insert basket for separate collection of paper which could do away with the need to keep any recycling boxes. Members asked if Option 5 could be amended to offer the baskets as standard or as an option to residents subject to an amended schedule of costs being available.

The Committee resolved that the Executive be advised that, the suggestion that options and costs for providing an internal basket for paper be investigated and reported to the Executive, be supported.

2.4 **Draft Parks and Open Spaces Strategy**  
**(Agenda Item 10)**

The Environment Scrutiny Committee resolved that the Executive be advised that the Draft Parks and Open Spaces Strategy, as now submitted, be supported for public consultation.

3.0 **Implications/Consultations**

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

**Background Papers**

None

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Councillor G McAndrew, Chairman, Community Scrutiny Committee  
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## ESSENTIAL REFERENCE PAPER 'A'

### IMPLICATIONS/CONSULTATION

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

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MINUTES OF A MEETING OF THE  
DISTRICT PLANNING EXECUTIVE PANEL  
HELD IN THE COUNCIL CHAMBER,  
WALLFIELDS, HERTFORD ON THURSDAY  
21 FEBRUARY 2013, AT 7.00 PM

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PRESENT: Councillor M Carver (Chairman)  
Councillor L Haysey.

ALSO PRESENT:

Councillors W Ashley, E Buckmaster,  
Mrs R Cheswright, G Jones, G Lawrence,  
M McMullen, M Newman, T Page, M Pope,  
P Ruffles, S Rutland-Barsby, N Symonds,  
G Williamson and B Wrangles.

OFFICERS IN ATTENDANCE:

Martin Ibrahim	- Democratic Services Team Leader
Lorraine Kirk	- Senior Communications Officer
Kay Mead	- Senior Planning Officer
Martin Paine	- Senior Planning Officer
Jenny Pierce	- Senior Planning Officer
Claire Sime	- Planning Policy Team Leader
Katie Simpson	- Assistant Planning Officer
Kevin Steptoe	- Head of Planning and Building Control Services
Bryan Thomsett	- Planning Policy Manager

**20 DISTRICT PLAN PART 1 – UPDATE REPORT**

The Panel considered a report which confirmed that the East of England Plan had been revoked on 3 January 2013. The Panel was advised of recent interpretation of objectively assessed need by the Planning Inspectorate, which suggested that East Herts Council might need to plan for the upper end of the previously agreed range of 10,000 to 17,000 dwellings. Finally, Officers advised that because of continued uncertainty in relation to transport and schools planning, combined with the requirement for the Plan to be effective throughout its period, the consultation draft District Plan, was of necessity, subject to further delay.

Members asked questions and commented on the recent interpretation of objectively assessed need by the Planning Inspectorate and its potential impact on the range of dwellings, given the previous population models reported to the Panel. Officers explained that further studies, such as Phase 4 of the Greater Essex Demographic Forecasts and the Sub-District Population and Household Forecasts, had since been published. Whilst noting that the interpretation suggested a higher number, there remained a great deal of work to undertake on the deliverability, given outstanding infrastructure and sustainability issues.

The Panel supported the recommendations as now detailed.

**RECOMMENDED** – that (A) recent interpretation of ‘objectively assessed housing need’ by the Planning Inspectorate be noted, which suggests that East Herts Council may need to plan for the upper end of the range 10,000-17,000 dwellings over 20 years; and

(B) a further delay to the finalisation of the District Plan Part 1: Strategy be supported, until such time as a resolution to the outstanding

strategic issues can be found.

21 **DISTRICT PLAN PART 1 – STRATEGY SUPPORTING DOCUMENT: MEMBER COMMENTS AND ADDITIONAL AMENDMENTS TO TEXT**

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The Panel gave consideration to a report detailing the issues that had been raised in the responses made by Members following the previous Panel meeting held on 28 November 2012, in respect of the feedback period agreed regarding the District Plan Part 1 – Strategy Supporting Document: Update Report (Agenda Item 11), which concerned the first three sections of Chapter 5 - Options Refinement. The Panel was also advised of updated information received which necessitated revision to the Supporting Document at paragraphs 5.3.116 and 5.3.123, as now submitted.

The Panel supported the recommendations as now detailed.

**RECOMMENDED** – that (A) the responses made by Members in respect of agenda item 11 of the District Planning Executive Panel on 28 November 2012 be noted;

(B) the Officer responses to the comments made and any consequent amendments to the District Plan: Part 1 - Strategy Supporting Document be supported; and

(C) the proposed amendments to the District Plan: Part 1 - Strategy Supporting Document at paragraphs 5.3.116 and 5.3.123 to be made as a result of the receipt of updated information, be supported.

22 **HABITATS REGULATION ASSESSMENT STAGE 1 –  
SCREENING REPORT (DECEMBER 2012)**

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The Panel considered the findings of the Stage 1 Screening Report Habitat Regulations Assessment (HRA) of the Draft District Plan Part 1 – Strategy. This presented the HRA Screening Report and explained that a stepped approach to planning in relation to the potential impacts on European Sites was necessary.

The Panel supported the recommendation as now detailed.

**RECOMMENDED** - that the Habitat Regulations Assessment Stage 1 – Screening Report (December 2012) be supported as part of the evidence base to inform the District Plan Part 1: Strategy.

23 **TRANSPORT MODELLING UPDATE AND DIAMOND  
RESULTS**

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The Panel considered a report presenting the results of the DIAMOND transport modelling of a range of development scenarios. The Panel noted that DIAMOND provided key messages in relation to options for large urban extensions, as set out in a Non-Technical Summary attached to the report now submitted. Officers advised that further work on transport modelling still needed to be completed, including the Harlow-Stansted-Gateway-Transport model, and that this delay had implications for the District Plan work programme as explained earlier in the meeting.

In response to Members' questions on the development scenarios, Officers advised that Hertfordshire County Council's transport specialists had been involved and were satisfied with the modelling. However, Officers were prepared to take up any specific queries with the County Council. Members were reminded that this was not a full transport model and that other modelling requirements

would be necessary.

The Panel supported the recommendations as now detailed.

**RECOMMENDED** – that (A) the DIAMOND transport modelling work be supported as part of the technical evidence base to inform the District Plan Part 1 - Strategy; and

(B) East Herts Council implores the relevant transport authorities, including Essex County Council, Hertfordshire County Council, and the Highways Agency, to urgently work to identify a pragmatic solution to the evidence base for long-term transport planning issues, to enable East Herts Council to finalise a consultation draft of its District Plan and enable it to comply with its responsibilities as Local Planning Authority.

## 24 **FINANCIAL VIABILITY UPDATE AND STAGE 1 RESULTS**

The Panel gave consideration to a report explaining that assessing financial viability and costs was an important part of plan-making. This report presented the Executive Summaries of two important studies on the subject of financial viability. Officers advised that a stepped approach to financial viability and infrastructure planning would be necessary.

The Panel supported the recommendations now detailed.

**RECOMMENDED** – that (A) the Stage 1 Financial Viability technical work, be supported as part of the evidence base for a Community Infrastructure Levy (CIL) and for the District Plan Part 1 - Strategy; and

(B) the stepped approach to infrastructure planning outlined in this report, including a separate consultation on matters relating to financial viability, be supported.

25 **GREATER ESSEX DEMOGRAPHIC FORECASTS - PHASES 1 TO 4 (MARCH 2012 - DECEMBER 2012)**

The Panel considered the findings of the Greater Essex Demographic Forecasts Phases 1 to 4 (March 2012 - January 2013) technical work, that was intended to form part of the evidence base for generating an appropriate District-wide housing target for East Herts to 2031, and to inform the preparation of the District Plan.

The Panel supported the recommendation as now detailed.

**RECOMMENDED** - that the Greater Essex Demographic Forecasts Phases 1 to 4 (March 2012 - January 2013) technical study, be supported as part of the evidence base to inform and support the East Herts District Plan.

26 **ANNUAL MONITORING REPORT 2011/12**

The Panel considered a report which sought approval for the publication of the Annual Monitoring Report (AMR) 2011/12. This aimed to monitor how the Council was performing against the timetable set out in the Local Development Scheme (LDS), and to report on the extent to which policies in local development documents were being successfully implemented. Officers advised of a number of tabled amendments to the AMR.

The Panel supported the recommendation as now detailed.

**RECOMMENDED** - that the Annual Monitoring Report 2011/2012 contained as Essential Reference Paper 'B' and Essential Reference Paper 'C' to the report now submitted, be supported for publication.



27 **EAST HERTS LOCAL PLAN SECOND REVIEW (APRIL 2007) – NATIONAL PLANNING POLICY FRAMEWORK (NPPF) COMPATIBILITY SELF ASSESSMENT CHECKLIST**

The Panel considered a report which assessed how well the current East Herts Local Plan Second Review (April 2007) reflected the National Planning Policy Framework (NPPF) and accompanying 'Planning policy for traveller sites'. The assessment had demonstrated that the overall aims and policies of the current Local Plan fitted well with the NPPF. However, some areas of the Local Plan did not fully conform with the NPPF, in particular, the Council could not demonstrate a 5 year supply of deliverable housing sites.

The Panel supported the recommendations as now detailed.

**RECOMMENDED** – that (A) the NPPF Compatibility Self Assessment Checklist at Essential Reference Paper 'B' of the report submitted, be noted; and

(B) the policies in the East Herts Local Plan Second Review (April 2007) continue to be given due weight in accordance with paragraph 215 of the National Planning Policy Framework (NPPF).

28 **STATEMENT OF COMMUNITY INVOLVEMENT (SCI): DRAFT DOCUMENT FOR PUBLIC CONSULTATION**

The Panel was advised of the need for the Council to update its Statement of Community Involvement and considered a report seeking approval to enter into a period of six weeks' public consultation on a draft revised document. Officers advised that a Statement of Community Involvement (SCI) set out how a local authority intended to involve the community in the preparation, alteration or review of local planning policies, in determining planning applications and in certain neighbourhood planning consultations.

**The Panel supported the recommendation as now detailed.**

**RECOMMENDED – that the Draft Statement of Community Involvement, as now submitted, be supported for public consultation.**

29 CHAIRMAN'S ANNOUNCEMENTS

The Panel Chairman welcomed the press and public to the meeting and reminded Members that the meeting was being webcast.

The Chairman advised Members to look out for an email invitation from him to participate in an informal discussion group on policy formulation issues that would inform the work of this Panel in advance of the public consultation on the Draft District Plan. He envisaged up to seven daytime meetings in the coming months and hoped that a good cross section of Members across the District would take an interest. He commented that all policies developed would be submitted to Council for approval, via this Panel and the Executive, in the usual way.

30 MINUTES

RESOLVED – that the Minutes of the Panel meeting held on 28 November 2013, be approved as a correct record and signed by the Chairman.

The meeting closed at 8.22 pm

Chairman	.....
Date	.....

EAST HERTS COUNCIL

EXECUTIVE – 5 MARCH 2013

MONTHLY CORPORATE HEALTHCHECK – JANUARY 2013

REPORT BY THE LEADER OF THE COUNCIL

WARD (S) AFFECTED: All

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Purpose/Summary of Report:

- To set out an exception report on the finance and performance monitoring for East Herts Council for January for 2013.

<b><u>RECOMMENDATIONS FOR EXECUTIVE: that:</u></b>	
(A)	<b>the budgetary variances set out in paragraph 2.1 of the report be noted;</b>
(B)	<b>£4,700 of the Scotts Grotto Renovation capital budget is re-profiled from 2012/13 into 2013/14, as set out at paragraph 2.22 of the report submitted;</b>
(C)	<b>£50,000 of the Private Sector Improvement grants capital budget is re-profiled from 2012/13 into 2013/14, as set out at paragraph 2.23 of the report submitted;</b>
(D)	<b>£4,350 of the Drill Hall capital budget is re-profiled from 2012/13 into 2013/14, as set out at paragraph 2.24 of the report submitted;</b>
(E)	<b>£19,700 of the Hertford Theatre capital budget is re-profiled from 2012/13 into 2013/14, as set out at paragraph 2.25 of the report submitted;</b>
(F)	<b>£45,000 of the Energy Efficiency and Carbon Reduction Measures capital budget is re-profiled from 2012/13 into 2013/14, as set out at paragraph 2.26 of the report submitted; and</b>

<b>(G)</b>	<b>£66,240 of the Bircherley Green multi storey car park capital budget is re-profiled from 2012/13 into 2013/14, as set out at paragraph 2.27 of the report submitted.</b>
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1.0 Background

1.1 This is the monthly finance and performance monitoring report for the council.

1.2 Although this report will be focusing on the January performance.

1.3 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 where relevant quarterly data) and also the Directorate's position in respect to payment of invoices and sickness absence.



1.4 **Essential Reference Paper 'B'** shows the full set of performance indicators that are reported on a monthly and quarterly basis.  
**Essential Reference Paper 'C'** shows detailed information on salaries.

**Essential Reference Paper 'D'** shows detailed information on the capital programme.

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

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 2012 to January 2013.

	Position as at 31.01.13				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
<b>(1) People</b>						
Turnover	157	0	212	0	153	0
Community Planning	0	11	0	0	0	11
Pest Control (wasps)	0	5	0	3	0	10
Animal Control	5	0	0	0	6	0
Revs & Bens	0	21	0	0	0	21
Emergency Planning	7	0	0	0	5	0
Imp Grant repayment	18	0	0	0	18	0
Housing Options Supps & Serv	8	0	1	0	14	0
Housing Options Service	62	0	5	0	45	0
Hillcrest Hostel Rent income	0	0	0	6	0	10
Electoral Registration	0	62	0	0	0	13
Cost of Change Contingency	70	0	40	0	73	0
Summons costs recovered	0	0	0	0	0	14
Housing Benefit Subsidy	79	0	8	0	106	0
New Homes Bonus Grant	0	57	0	6	35	0
Section 106 receipts	63	0	0	0	63	0
Wallfields Rates	36	0	0	0	26	0
Leisure Contract	37	0	4	0	27	0
Wallfields toilets	33	0	0	0	40	0

	Position as at 31.01.13				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
<b>(2) Place</b>						
Waste contract (various budgets)	167	0	17	0	200	0
Dry Recycling income						
Organic Waste Collect	0	53	0	11	0	7
Materials Handling	42	0	4	0	40	0
Bulky Waste Income	7	0	1	0	8	0
Recycling Bank maint.	0	1	0	0	0	2
Clinical Waste income	5	0	0	0	7	0
Kerbside dry collections	8	0	0	0	15	0
Alternative Financial Model	0	32	4	0	0	29
Trade Waste	0	0	0	0	0	60
Paper/Textile Banks	22	0	4	0	16	0
Clinical Waste collec/disposal	0	3	0	1	4	0
Trade Waste bins/disposal	6	0	1	0	10	0
Street Cleansing	32	0	0	78	32	0
Land Drainage	104	0	6	0	104	0
Police C.S O	0	20	0	3	0	33
Hertford Theatre Cafe	0	0	0	0	0	30
Depot electricity	0	10	2	0	0	13
	17	0	0	0	15	0

	Position as at 31.01.13				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
Hertford Theatre income	102	0	23	0	60	0
Refuse transport subsidy	16	0	21	0	16	0
Street Name Plate renewal	12	0	12	0	9	0
Refuse Contract	171	0	0	0	15	0
<b>(3) Prosperity</b>						
Building Control income	0	134	0	4	0	195
Pay and Display income	0	30	126	0	120	0
PCN income	0	99	0	1	0	120
Parking Enforce. Contract	132	0	9	0	74	0
Investment Income	342	0	35	0	410	0
External Audit fees	98	0	0	11	72	0
SIAS-Audit Fees	0	45	0	0	0	7
Treasury Mgt Fees	65	0	8	0	34	0
DC Adverts/postage/photo	26	0	4	0	25	0
Local Dev Framework	45	0	0	18	50	0
DC income	110	0	133	0	0	0
Democratic Core	31	0	4	0	22	0
Market Income	0	13	0	2	0	9
DC Pre-Application advice	49	0	3	0	52	0
Engineers Copyright fees	7	0	1	0	8	0



	Position as at 31.01.13				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
Public Conveniences	17	0	0	0	20	0
Dev Cont Prof training	17	0	1	0	8	0
Dev Con Appeals costs	0	16	0	18	0	25
Consultants budget	24	0	24	0	31	0
District by-elections	10	0	10	0	10	0
Pay & Display machines	9	0	9	0	10	0
Economic Development	0	36	0	0	124	0
<b>TOTAL:</b>	<b>2,268</b>	<b>648</b>	<b>732</b>	<b>162</b>	<b>2,232</b>	<b>609</b>
<b>Net Projected Variance</b>					<b>1,623</b>	
<b>Supported by supplementary estimates</b>						
<b>Total Supplementary Estimates</b>						

- 2.2 Subject to all other budgets being equal, this would result in an underspend of £1,623k. This compares to the December reported underspend of £1,333k, resulting in a net favourable month on month position of £290k.

The principal favourable movements over £20k are;

- Cost of Change Contingency £43k
- Wallfields toilets £40k
- Street Cleansing £20k
- Local Development Framework £20k
- Consultants budget £31k
- Economic Development £124k

The principal adverse movements are;

- Building Control income £15k
- Alternative Financial Model £19k

- 2.3 Salary budgets are constantly monitored and **Essential Reference Paper 'C'** shows a projected underspend of £153k.

## **FINANCIAL ANALYSIS AND PERFORMANCE ANALYSIS**

### **People**

#### **Financial analysis**

- 2.4 After allowing for further shared service preparation costs of £17k the Cost of Change budget is anticipating an underspend of £73k.
- 2.5 A review of the Bad Debt provision required for overpaid Housing Benefit may utilise any underspend that is estimated to be generated.
- 2.6 CMT have requested further costings for the refurbishment of the toilets in Wallfields. Therefore there is likely to be an underspend in 2012/13 of £40k.

#### **Performance analysis**

- 2.7 **EHPI 129 – Response time to anti social behaviour (ASB) complaints made to East Herts Council.** Performance was 'Red' for January 2013. There were six reports made to the Anti Social Behaviour officer at East Herts Council, five of which were responded

to within the minimum two working days. The one that was not responded to in time was because the person had made complaints previously and advice from senior staff was required. The estimated outturn is expected to achieve the annual target.

- 2.8 The following indicator was 'Green', meaning that the target was either met or exceeded for January 2013. It is:
- NI 181 – Time taken to process Housing Benefit/Council Tax Benefit new claims and change events

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

## Place

### **Financial analysis**

- 2.9 Due to staffing resources the spend on Street Name Plate renewal is likely to be £9k less than the budget of £14k.
- 2.10 There is an expectation of a £15k underspend on the Domestic Refuse contract. This is in addition to any other sums reported above.

### **Performance analysis**

- 2.11 **NI 191 – Residual household waste per household and NI 192 - Percentage of household waste sent for reuse, recycling and composting.** The January performance data for these indicators were not available for inclusion in this report, however the data for this period will be verbally reported by the Chief Executive and Director of Customer and Community Services.
- 2.12 **NI 157a – Processing of planning applications: Major applications.** Performance was 'Red' for January 2013. 6 decisions made with 3 within target timescale. The three which fell outside of the target timescale either had associated legal agreements which involved extensive negotiations or were significant schemes for which extensive local consultation was undertaken. The estimated outturn is expected to be just under the annual target.
- 2.13 **EHPI 2.1e – Planning Enforcement: Service of formal notices.** No notices were served in the January 2013 period.
- 2.14 The following indicators were 'Green', meaning that the targets were either met or exceeded for January 2013. They were:

- EHPI 2.4 – Fly-tips: Removal
- EHPI 2.2(45) – Number of collections missed per 100,000 collections of household waste.
- EHPI 2.1d – Planning Enforcement: Initial Site Inspections.
- 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.

## **Prosperity**

### **Financial analysis**

- 2.15 The demand on the corporate consultancy budgets suggests that there will be an underspend of £33k.
- 2.16 The £10k budget in the event of any District by-elections will not be required this year. However there may be pressure on the 2013/14 budget in the event of any by-elections in May.
- 2.17 The maintenance of the car parks pay and display machines are now accommodated within the NSL contract, therefore there will be a saving of £10k.
- 2.18 The use of Priority Spend monies funded from the New Homes Bonus grant was allocated to support the Council's Economic Development Strategy. There is a projected underspend of £124k with the intention of putting this into an earmarked reserve.

### **Performance analysis**

- 2.19 **EHPI 8 – % of invoices paid on time.** Performance was 'Amber' for January 2013. Management have taken action to ensure future invoices are paid on time.
- 2.20 The following indicators were 'Green', meaning that targets were either met or exceeded for January 2013. They were:
- EHPI 12c – Total number of sickness absence days per FTE staff in post.
  - EHPI 6.8 – Turnaround of pre NTO PCN challenges.
  - EHPI 6.9 – Turnaround of NTO Representations.

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

### **CAPITAL FINANCIAL SUMMARY**

2.21 The table below sets out expenditure to 31 January 2013 against the Capital Programme. Members are invited to consider the overall position. **Essential Reference paper 'D'** contains details of the 2012/13 Capital Programme. Comments are provided by the Project Control Officers in respect of individual schemes.

	<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>	
Summary	2012/13 Original Estimate	2012/13 Revised Estimate	2013/13 Actual Commit to date	2012/13 Projected spend	Variance Col 4 – Col 2
	£	£	£	£	£
People	3,003,400	2,116,460	1,770,532	2,057,890	(58,570)
Place	824,600	629,310	425,009	567,520	(61,790)
Prosperity	1,000,150	1,406,210	914,763	1,332,280	(73,930)
Re-profiling potential slippage	(250,000)	0	0	0	0
<b>Total</b>	<b>4,578,150</b>	<b>4,151,980</b>	<b>3,110,304</b>	<b>3,957,690</b>	<b>(194,290)</b>

2.22 Members are being asked to support a request to re-profile £4,700 of the Scotts Grotto Renovation budget from 2012/13 into 2013/14. The work has commenced, but the balance will slip into 2013/14 as the project is weather dependant.

2.23 Members are being asked to support a request to re-profile £50,000 of the Private Sector Improvement grants from 2012/13 into 2013/14. For Disabled Facilities Grants (mandatory) Hertfordshire County Council advise that the demand for Occupational Therapy assessments is increasing. As referrals are received late in the year they will not be completed on site. Therefore a further £50k will slip into 2013/14.

2.24 Members are being asked to support a request to re-profile £4,350 of

the Drill Hall budget from 2012/13 into 2013/14. Retention of £4,639 is anticipated to be paid in July 2013.

- 2.25 Members are being asked to support a request to re-profile £19,700 of the Hertford Theatre budget from 2012/13 into 2013/14. Works may have to be carried out on the fire alarm in August when the Theatre is closed.
- 2.26 Members are being asked to support a request to re-profile £45,000 of the Energy Efficiency and Carbon Reduction Measures budget from 2012/13 into 2013/14. Funding is allocated to two projects. A web based 'smart metering' system for Wallfields to monitor and improve energy use by building zones and deliver energy efficiency savings. The second scheme is investigating rainwater harvesting at Council buildings to address summer drought issues and reduce water costs. This scheme may need planning permission.
- 2.27 Members are being asked to support a request to re-profile £66,240 of the Bircherley Green multi storey car park budget from 2012/13 into 2013/14. Further works are required on the passenger lifts following a detailed consultants report. The works need to be programmed, therefore start on site will not be until April 2013.

### 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:

2011/12 Estimates and future targets report, Essential Reference Paper B – For complete list of performance indicators that are being monitored for 2012/13

<http://online.eastherts.gov.uk/moderngov/ieListDocuments.aspx?CId=119&MId=1792&Ver=4>

#### Contact Officer:

##### In terms of performance issues

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ESSENTIAL REFERENCE PAPER 'A'

<p>Contribution to the Council's Corporate Priorities/ Objectives:</p>	<p><b>People</b>  <i>This priority focuses on enhancing the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable.</i></p> <p><b>Place</b>  <i>This priority focuses on the standard of the built environment and our neighbourhoods and ensuring our towns and villages are safe and clean.</i></p> <p><b>Prosperity</b>  <i>This priority focuses on safeguarding and enhancing our unique mix of rural and urban communities, promoting sustainable, economic and social opportunities.</i></p>
<p>Consultation:</p>	<p>Performance monitoring discussions have taken place between 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 2012/13




**Traffic Light Red**  
Description People

**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 5 <sup>th</sup> February 2013.
EHPI129	Response time to ASB complaints made to EHC.		85.00 %	100.00 %		January 2013 - there were six reports made to the ASB officer at EHC, five of which were responded to within the minimum two working days. The one that was not responded to in time was because the person had made complaints previously and advice from senior staff was required.	<p><b>January 2013 result</b></p>	None




**Traffic Light Red**  
**Description** Place

**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 5 <sup>th</sup> February 2013.
NI 157a (BV109a)	Processing of planning applications: Major applications		50.00%	60.00%		Jan 2013 - target not achieved: 6 decisions made with 3 within target timescale. The three which fell outside of the target timescale either had associated legal agreements which involved extensive negotiations or were significant schemes for which extensive local consultation was undertaken.	 <p>January 2013 result</p> <p>56.40%</p> <p>59.40%</p> <p>100.00%</p> <p>50.00%</p> <p>.00%</p>	None




**Traffic Light Amber**  
**Description Prosperity**

**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 5 <sup>th</sup> February 2013.
EHP18	% of invoices paid on time		94.92%	98.00%		The number of invoices paid on time is below target this month. Full details are available in the attached document.	<p>January 2013 result</p> 	None

**Traffic Light Green**  
**Description People**

**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 5 <sup>th</sup> February 2013.
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events		9.8 days	10.0 days		For the period 21 January 2013 to 19 February 2013 performance is 9.83 days. This has made the cumulative 22.36 days.	<p>January 2013 result</p> 	Executive members agreed during the meeting on 4th September 2012 that additional resources are allocated to help improve performance. This resource is providing intensive




									support to target backlogs and reduce waiting times
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**Traffic Light Green Description Place**

Environmental Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 5 <sup>th</sup> February 2013.
EHP12.4 (47)	Fly-tips: removal		1.62	2		Performance improved this month compared to December, with the year to date average remaining better than target.	<p>January 2013 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 5 <sup>th</sup> February 2013.
EHP12.2 (45)	Waste: missed collections per 100,000 collections of household waste		32.52	48		Although performance in January was not as good as the preceding quarter it is still far better than the target and the year to date figure also remains better than the target.	<p>January 2013 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 5 <sup>th</sup> February 2013.
NI 157b (BV109b)	Processing of planning applications: Minor applications		83.00%	70.00%		January 2013: Target Achieved. 24 applications out of 29 were determined on time	 <p>January 2013 result</p> <p>65.80% 69.30% 83.00% 100.00%</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 5 <sup>th</sup> February 2013.
NI 157c (BV109c)	Processing of planning applications: Other applications		95.00%	90.00%		January 2013: Target Achieved. 121 applications out of 128 were determined on time.	 <p>January 2013 result</p> <p>84.60% 89.10% 95.00% 100.00%</p>	None

Performance Indicators								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 5 <sup>th</sup> February 2013.
EHPI 2.1d	Planning Enforcement: Initial Site Inspections		94.00%	75.00%		Performance exceeding target.	<p>January 2013 result</p> 	None

**Traffic Light Green**  
Description Prosperity



Parking Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 5 <sup>th</sup> February 2013.
EHPI6.9	Turnaround of NTO Representations		11 days	28 days		This PI remains within target	<p>January 2013 result</p> 	None





Parking Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 5 <sup>th</sup> February 2013.
EHPI6.8	Turnaround of Pre NTO PCN challenges (10 working days)		11 days	14 days		This PI remains within target	<p>January 2013 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 5 <sup>th</sup> February 2013.
EHPI12c	Total number of sickness absence days per FTE staff in post		0.64 days	0.70 days		Total absence for the year so far = 5.19 (Target = 6.25)	<p>January 2013 result</p>	None












**Traffic Light Unknown**  
**Description Place**
**Environment Services**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 5 <sup>th</sup> February 2013.
NI 191	Residual household waste per household		346			The January performance data for this indicator was not available for inclusion in this report, however the data for this period will be verbally reported by the Chief Executive and Director of Customer and Community Services.	<b>N/A</b>	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 5 <sup>th</sup> February 2013.
NI 192	Percentage of household waste sent for reuse, recycling and composting		49.39%			The January performance data for this indicator was not available for inclusion in this report, however the data for this period will be verbally reported by the Chief Executive and Director of Customer and Community Services.	<b>N/A</b>	None

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 5 <sup>th</sup> February 2013.
EHPI 2.1e	Planning Enforcement: Service of formal Notices		N/A	50.00%		No notices were served in January 2013.	<b>N/A</b>	None

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

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**SALARIES/AGENCY/APPOINTMENT OF STAFF**

**Essential Reference Paper 'C'**

	<b>Estimate</b>	<b>Profile to 31.01.13</b>	<b>Actual to 31.01.13</b>	<b>Variance to Profile</b>	<b>Projected outturn</b>	<b>Projected Outturn Variance to Estimate</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Executive/ Corp Support	198,800	165,667	70,566	-95,101	87,170	-111,630
Internal Services	5,052,120	4,210,100	4,199,822	-10,278	5,077,290	25,170
Neighbourhood Services	3,805,200	3,170,651	3,106,518	-64,133	3,719,710	-85,490
Customer & Community	2,747,960	2,291,467	2,324,545	33,078	2,791,630	43,670
<b>Summary</b>	<b>11,804,080</b>	<b>9,837,885</b>	<b>9,701,451</b>	<b>-136,434</b>	<b>11,675,800</b>	<b>-128,280</b>
Additional NI contributions	25,000	20,833	0	-20,833	0	-25,000
<b>TOTAL</b>	<b>11,829,080</b>	<b>9,858,718</b>	<b>9,701,451</b>	<b>-157,267</b>	<b>11,675,800</b>	<b>-153,280</b>

g:P&F/SALARIES HEALTHCHECK

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## Exp. To 31/01/13

SUMMARY	2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend	2012/13 Variance between Proj Spend and Approved Estimate
	£	£	£	£	£
People - focuses on enhancing the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable	3,003,400	2,116,460	1,770,532	2,057,890	(58,570)
Place - focuses on the standard of the built environment and our neighbourhoods and ensuring our towns and villages are safe and clean	824,600	629,310	425,009	567,520	(61,790)
Prosperity - focuses on safeguarding and enhancing our unique mix of rural and urban communities, promoting sustainable, economic and social opportunities	1,000,150	1,406,210	914,763	1,332,280	(73,930)
<b>TOTAL</b>	<b>4,828,150</b>	<b>4,151,980</b>	<b>3,110,304</b>	<b>3,957,690</b>	<b>(194,290)</b>
RE-PROFILING POTENTIAL SLIPPAGE (71264/7501)	(250,000)	0		0	0
	<b>4,578,150</b>	<b>4,151,980</b>	<b>3,110,304</b>	<b>3,957,690</b>	<b>(194,290)</b>
Reconciliation of Original to Revised Estimate					
Other Amendments	(949,550)				
Slippage from 2011/12	523,380				
	<u>4,151,980</u>				

## PEOPLE

Exp Code	2012/13 Approved Schemes	Exp. To 31/01/13				2012/13 Variance between Proj Spend and Approved Estimate	COMMENTS
		2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend		
		£	£	£	£		
Various	Hartham	52,000	38,660	9,691	<b>38,660</b>	0	Preliminary works commenced on main pool pump. Main works may slip due to programming with SLM. Specification stage on learner pool pump.
Various	Grange Paddocks	87,000	0	0	<b>0</b>	0	Slipped into 2013/14 as works need to be carried out after end of football season & in the summer months.
Various	Fanshawe	20,000	104,000	84,012	<b>104,000</b>	0	Specification stage on pool filters as awaiting approval to spend.
Various	Leventhorpe Pool	29,000	28,980	0	<b>28,980</b>	0	Order placed for gym equipment
	<u>Ward Freman</u>						
72347	External Repairs & Decorations	10,000	6,140	6,137	<b>6,140</b>	0	Completed.
72596	Hillcrest Hostel Fire Alarm	15,000	14,740	14,739	<b>14,740</b>	0	Completed.
72597	Hillcrest Hostel Fire Escape Upgrade	15,000	13,100	13,111	<b>13,100</b>	0	Completed.
72599	Scotts Grotto Renovation	10,000	10,000	5,298	<b>5,300</b>	(4,700)	Works commenced. Balance will slip into 13/14 as weather dependant.
Various	Private Sector Improvement Grants	820,000	470,000	277,107	<b>420,000</b>	(50,000)	For Disabled Facilities Grants HCC advise the demand for OT assessments is increasing, therefore we should see a marked increase in referrals. As the referrals are received late in the year, they will not all complete on site, therefore, £100k has slipped into 13/14. Projected spend is now around £410,000, therefore further slippage of £50k. Disabled facilities (Discretionary), 2 big schemes identified at this stage, projected spend is around £10k.



## PEOPLE

Exp Code	2012/13 Approved Schemes	Exp. To 31/01/13					COMMENTS
		2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend	2012/13 Variance between Proj Spend and Approved Estimate	
		£	£	£	£	£	
72604	Energy Grants	20,000	15,000	0	<b>15,000</b>	0	The HEEP (Herts Essex Energy Partnership) scheme replaced this budget in the previous 2 years. Although HEEP is now closing, energy suppliers are still offering good deals for insulation, so council energy grants are not currently being promoted. Reducing this budget to £15k would allow emergency response if needed for boilers for up to 3 vulnerable households. No slippage necessary.
72685	Social Housing Schemes	700,000	0	0	<b>0</b>	0	Council support has not been required by Registered Providers as they have secured funding via the New Affordable Homes Programme of the Homes and Communities Agency. The Housing Team are developing a strategic plan for future spend on affordable housing priorities. Slipped into 13/14.
72607	Local Authority Mortgage Scheme (Note 1)	1,000,000	1,000,000	1,000,000	<b>1,000,000</b>	0	Completed.
71201	Capital Salaries	25,400	25,400	0	<b>25,400</b>	0	
72442	Community Capital Grants	100,000	147,700	122,051	<b>147,700</b>	0	Committed, unspent money will be rolled over. A lot of it has already been claimed/paid out but some (especially those that were only allocated in Dec 12) will naturally roll over because the projects will not complete until the new financial year. Successful applicants have 1 year to complete and claim their project and typically many straddle the financial years.
72578	Drill Hall	100,000	200,000	195,645	<b>195,650</b>	<b>(4,350)</b>	Retention of £4,638.83 still to be paid in July 2013, therefore, balance will slip into 13/14.

## PEOPLE

Exp Code	2012/13 Approved Schemes	Exp. To 31/01/13				2012/13 Variance between Proj Spend and Approved Estimate	COMMENTS
		2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend		
		£	£	£	£	£	
72545	Presdales - Replace Pavilion	0	0	0	0	0	Remaining budget (slippage of £9,400 from 11/12) to be spent on further works needed on pavilion & car park. Slipped into 13/14.
72582	LSP Capital Grants	0	42,740	42,741	43,220	480	LSP board determines when grants are going to be awarded. £34,750 has been b/fwd from the 13/14 budget of £47,670 to fund payment of £34,750 to CVS for Broxbourne & East Herts. Further £480 paid out in February. Sum of £30,790 held in Capital Grants in Advance.
<b>TOTAL</b>		<b>3,003,400</b>	<b>2,116,460</b>	<b>1,770,532</b>	<b>2,057,890</b>	<b>(58,570)</b>	
Reconciliation of Original to Revised Estimate							
Other Amendments		(859,320)					
Slippage from 2011/12		(27,620)					
		<u>2,116,460</u>					

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

Note 1. This funding will be returned as a capital receipt at the end of the guarantee period.

**CAPITAL MONITORING 2012/13**

**PLACE**

**Exp. To 31/01/13**

Exp Code	2012/13 Approved Schemes	2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend	2012/13 Variance between Proj Spend and Approved Estimate	COMMENTS
		£	£	£	£	£	
Various	Hertford Theatre	90,000	206,630	137,806	<b>186,930</b>	<b>(19,700)</b>	Works may have to be carried out on the Fire Alarm in August when the Theatre is closed, so will slip into 13/14.
74106	Heart of B/S - Market Improvement Scheme	0	1,000	1,158	<b>1,160</b>	160	Slipped into 13/14.
72701	Hartham Art Project	0	10,000		<b>10,000</b>	0	Winning design agreed, installation due in the Spring, exact date tbc. Fully funded from Sainsbury's S106 monies.
72592	New Stall Covers for Hertford & Ware Markets	0	1,430	1,425	<b>1,430</b>	0	Completed.
71272	Castle Gardens Bungalow - Replace Roof Covering	7,500	17,500	15,092	<b>17,500</b>	0	See above comment on 72595.
74102	Historic Building Grants	51,800	52,660	45,273	<b>52,660</b>	0	On target
Various	Refuse Collection & Recycling	139,000	156,300	141,462	<b>159,050</b>	2,750	Demand for bins and boxes slightly higher than expected. Forecast outturn currently £115,050. This includes £2,750 funded from S106 contributions providing for bins on new housing developments.
72504	Provision of Play Equipment	50,000	50,000	39,003	<b>50,000</b>	0	Spend profiled for second half of 2012/13.
72506	Art in Parks Project (Note 1)	5,000	0	0	<b>0</b>	0	Still seeking to identify a suitable project so slipped into 2013/14.

**CAPITAL MONITORING 2012/13**

**PLACE**

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**Exp. To 31/01/13**

Exp Code	2012/13 Approved Schemes	2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend	2012/13 Variance between Proj Spend and Approved Estimate	COMMENTS
		£	£	£	£	£	
72585	The Bourne, Ware - Play Area Development Programme	40,000	0	0	0	0	Project has slipped to 2013/14 as sources of external funding not yet identified
72507	Pishiobury Park Wetland Habitat Project (Note 2)	20,000	20,000	0	20,000	0	Currently developing plans for a boardwalk at Pishiobury Park for completion by the end of the March 2013.
72584	Sacombe Road, Hertford - Play Area Development Programme	0	10,000	0	10,000	0	Project at the procurement stage and expect to complete by the end of the financial year
72508	Hartham Common-Parks Development Plan Project (Note 3)	25,000	0	0	0	0	Project has slipped to 2013/14 as staff resources undertaking other priorities.
75168	Energy Efficiency & Carbon Reduction Measures (Note 4)	45,000	45,000	0	0	(45,000)	Funding is allocated to two projects. Web based 'smart metering' system for Wallfields to monitor and improve energy use by building zones and deliver energy efficiency savings. Scheme will slip into 13/14.
72591	Castle Weir Micro Hydro Scheme	219,000	8,790	8,790	8,790	0	Currently subject to Planning Approval. Further delays due to Environment Agency requirements mean that this project has slipped into 2013/14. Spend to date relates to consultation fees.
74105	Town Centre Environmental Enhancements	132,300	50,000	35,000	50,000	0	Town Council's to give an update on their spend. In the process of lapsing a traffic order in North St B/S. Balance slipped into 13/14.
<b>TOTAL</b>		<b>824,600</b>	<b>629,310</b>	<b>425,009</b>	<b>567,520</b>	<b>(61,790)</b>	

**CAPITAL MONITORING 2012/13**

**PLACE**

**Exp. To 31/01/13**

Exp Code	2012/13 Approved Schemes	2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend	2012/13 Variance between Proj Spend and Approved Estimate	COMMENTS
		£	£	£	£	£	
	Reconciliation of Original to Revised Estimate						
	Other Amendments	(337,850)					
	Slippage from 2011/12	142,560					
		<u>629,310</u>					

Note 1. Provision to attract external funding.

Note 2. This project will require match funding to maximise the potential of this project and this sum reflects provision for this.

Note 3. Development of this site will require significant external investment and this sum represents provision to support bids for external funding.

Note 4. Relates to provision for energy efficiency measures following C3W. This is subject to bids for grant funding.

## PROSPERITY

Exp Code	2012/13 Approved Schemes	Exp. To 31/01/13					COMMENTS
		2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend	2012/13 Variance between Proj Spend and Approved Estimate	
		£	£	£	£	£	
71374	Network, Servers & Storage Upgrade	30,000	10,000	0	10,000	0	£20k has slipped into 13/14 as dependant on shared services decision.
71370	Development Control EDM	0	7,000	0	6,000	(1,000)	Invoice for £6,000 paid February
71377	BACS	0	0	0	0	0	Put on hold re Revs & Bens EHDC migration. Has slipped into 13/14.
71379	Authentication	31,000	0	0	0	0	Slipped into 13/14.
71388	GIS	0	3,470	0	3,470	0	Awaiting invoice from HCC for £3.5k for Aerial Mapping. Remaining £2k has slipped into 2013/14.
71389	Small Systems	0	0	0	(2,550)	(2,550)	Commitment from 2011/12 cancelled in February.
71395	EDM - Corporate	18,000	17,070	12,000	17,070	0	£10k for Revs & Bens licences. £7k for scanners. Remaining £11k has slipped into 2013/14.
71408	Housing Benefits System	0	15,200	15,216	15,200	0	Relates to 'Risk & reward' payment to Capita. Remaining amount of £16,100 to be paid in 2013/14.
71409	Locata	0	(5,300)	(5,300)	(5,300)	0	The £14,000 LOCATA capital budget will not be spent in 2012/13. The installation of the LOCATA housing register renewals module is likely to be delayed by ourselves and our local authority partners until after April 2013 following the implementation of a new Housing Register and Allocations Policy. £10,000 has slipped to 2013/14.
71413	New Telephone System	0	0	0	(600)	(600)	Commitment from 2011/12 cancelled in February.

**CAPITAL MONITORING 2012/13**

**PROSPERITY**

**Exp. To 31/01/13**

Exp Code	2012/13 Approved Schemes	2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend	2012/13 Variance between Proj Spend and Approved Estimate	COMMENTS
		£	£	£	£	£	
71414	Hardware Funding	90,000	57,180	45,696	<b>57,180</b>	0	Slipped £30k into 13/14 as dependant on shared services decision.
71415	Applications	55,000	78,850	60,524	<b>78,850</b>	0	
71416	Merging systems - Licensing & Env Health	0	0	0	<b>0</b>	0	Original contract on Lalpac contract still running, therefore, software will be purchased once this has run out. Initial thoughts from officers are that the M3 system can cope but may be too unwieldy. Original slippage of £15,000 has slipped again into 13/14.
71418	Mayrise Upgrade	30,000	20,000	0	<b>20,000</b>	0	To be spent on hardware and software for Mayrise Mobile working system. £10k slipped into 13/14.
71419	IT support regarding above scheme	20,000	20,000	0	<b>20,000</b>	0	
71420	Integrated DC & BC Systems	60,000	0	0	<b>0</b>	0	Slipped into 13/14.
71421	IT support regarding above scheme	20,000	20,000	0	<b>20,000</b>	0	
71422	Shared Services Infrastructure Integration	50,000	50,000	2,475	<b>50,000</b>	0	
71423	Replacement Condensers to Server Room	20,000	20,000	13,042	<b>20,000</b>	0	Further works to be carried out.
71362	Capital Salaries	107,000	107,000	0	<b>107,000</b>	0	
Various	Other Car Parks	240,250	238,930	215,313	<b>236,430</b>	<b>(2,500)</b>	Saving achieved on Apton Road Car Park

## PROSPERITY

Exp Code	2012/13 Approved Schemes	Exp. To 31/01/13					COMMENTS
		2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend	2012/13 Variance between Proj Spend and Approved Estimate	
		£	£	£	£	£	
75240	Bircherley Green MSCP - Major Refurb. & Repairs	0	400,800	334,555	<b>334,560</b>	<b>(66,240)</b>	Further works required on the passenger lifts following detailed consultants report. Works need to be programmed, therefore, start on site will not be until April, therefore will slip into 13/14.
75242	Bircherley Green MSCP - Upgrade Lift Cars	0	100	99	<b>100</b>	0	Completed.
75241	Gascoyne Way MSCP - Major Refurb. & Repairs	0	4,580	<b>(3,884)</b>	<b>4,580</b>	0	Completed, further fees to be paid.
75166	Replace Footbridge Library Car Park Ware	0	133,000	113,396	<b>133,000</b>	0	90% completed, retention & fees to be paid 2013/14, therefore balance has slipped into 13/14.
75258	Grange Paddocks Overspill Refurbishment	0	<b>(320)</b>	<b>(320)</b>	<b>(320)</b>	0	Completed.
75259	Grange Paddocks New Pedestrian Bridge	0	1,340	0	<b>300</b>	<b>(1,040)</b>	Completed, saving achieved.
75237	Buntingford Car Park - Imp. To Surface Water Drainage	0	70	74	<b>70</b>	0	2nd phase of project not now required. Saving achieved.
71267	Upgrade Pedestrian Route Grange Paddocks to Causeway	0	21,800	10,782	<b>21,800</b>	0	95% completed, retention still to be paid
71270	Wallfields Upgrade Car Park Lighting	10,000	10,000	10,000	<b>10,000</b>	0	75% completed.
71273	Wallfields Fire Alarm Upgrade to Old Building	20,000	20,000	15,229	<b>20,000</b>	0	75% completed.



**CAPITAL MONITORING 2012/13**

**PROSPERITY**

**Exp. To 31/01/13**

Exp Code	2012/13 Approved Schemes	2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend	2012/13 Variance between Proj Spend and Approved Estimate	COMMENTS
		£	£	£	£	£	
72598	Cricketfield Lane - Resurface Footpath & Retainment Works	75,000	0	0	0	0	Works may now be included in the proposed health centre development - to be reviewed. Has slipped into 2013/14 as if works are carried out, it will be during the summer months.
72590	Vantorts Open Space - Resurface Footpaths	0	0	0	0	0	Saving achieved. (scheme to be shown as there was slippage from 11/12).
71262	Elizabeth Road Shops - Renew Water Main	0	0	0	0	0	Saving achieved. (scheme to be shown as there was slippage from 11/12).
71203	Replacement Chairs & Desks	10,000	15,670	12,422	15,670	0	Various items of furniture still need to be replaced.
71268	Stevenage BC Shared Service, Furniture & Equipment	0	680	681	680	0	
75160	River & Watercourse Structures	47,500	67,090	57,168	67,090	0	Remedial safety work continues on EH bridges in Hartham Park. We are also awaiting quotes from specialist contractors/suppliers for suitable anti slip surfacing to be fitted to one of the bridges. Feasibility of replacement bridge at Pishiobury Park is ongoing in liaison with Parks to DDA requirements, EA approval is also required. Order for works to construct a barrier across the river at Hartham has been issued and works are ongoing.
75157	Footbridge over River Stort	0	3,480	3,480	3,480	0	Outstanding dispute with contractor still unresolved. Therefore balance has slipped into 2013/14.
72568	North Drive - reconstruct road & drainage	0	2,120	2,115	2,120	0	Currently under discussion with Gillian Field and is also dependant on a private development coming forward that we will try and tap into but it's not expected to be resolved before March. Therefore balance has slipped into 2013/14.

## PROSPERITY

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## Exp. To 31/01/13

Exp Code	2012/13 Approved Schemes	2012/13 Original Estimate	2012/13 Revised Estimate	2012/13 Total Spend to Date	2012/13 Projected Spend	2012/13 Variance between Proj Spend and Approved Estimate	COMMENTS
		£	£	£	£	£	
71266	Capital Salaries	53,600	53,600	0	53,600	0	
71251	Automated Telling Machines at Hertford & B/S	12,800	12,800	0	12,800	0	Project on track for implementation by Q4
<b>TOTAL</b>		<b>1,000,150</b>	<b>1,406,210</b>	<b>914,763</b>	<b>1,332,280</b>	<b>(73,930)</b>	

Reconciliation of Original to Revised Estimate

Other Amendments

(2,380)

Slippage from 2011/12

408,440

1,406,210

**ESSENTIAL REFERENCE PAPER 'E'**

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

		Projected Outturn 31 March 2013 £'000	
1.1	April	0	
	May	100	Favourable
	June-July	331	Favourable
	August	333	Favourable
	September	538	Favourable
	October	872	Favourable
	November	1,006	Favourable
	December	1,333	Favourable

	<b>ITEM (in order of Corporate Priority)</b>	<b>MONTH(S) REPORTED</b>
	<b>People</b>	
1.2	<p><b>TURNOVER</b></p> <p>Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows the budget is broadly in line with the projected expenditure.</p>	May
1.3	<p><b>TURNOVER</b></p> <p>Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected small under spend of £4k.</p>	June-July
1.4	<p><b>REVENUES AND BENEFITS</b></p> <p>At the Joint Revenues and Benefits Committee on 19 July 2012 it was identified that due to the increased workload and to avoid increasing backlogs of work both councils needed to fund an additional £201k each for agency staff to support the service. As a consequence a Supplementary Revenue estimate from the council of £120k requires approval. The greater than allowed for under spend in 2011/12 permits for this funding to be</p>	June-July

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
approved from the general reserve.	
1.5 COMMUNITY PLANNING Income of £58,800 was received in 2011/12 for Community Planning Resource Mapping, but the final payment of £11,169 was not made until 2012/13.	June-July
1.6 STANSTED AREA HOUSING PARTNERSHIP Stansted Area Housing Partnership – As part of the process for granting planning permission for the expansion of Stansted Airport, the section 106 agreement provided a sum of money for affordable housing in East Hertfordshire. This sum of money amounts to approximately £358,000. At present a site in Sawbridgeworth is being developed, with section 106 agreement providing for affordable homes. The site meets the location criteria of the Stansted S.106.	June-July
1.7 TURNOVER Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected small under spend of £34k.	August
1.8 PEST CONTROL Due to extremely low levels of wasp nest treatments income is anticipated to be down by £16k. This is partly off set by a reduction in external resources, to supplement house resources of £11k. Giving a net £5k projected adverse position.	August
1.9 ANIMAL CONTROL Envirocrime and the Dog Control Officer have been very effective at re-homing stray dogs and keeping kennelling costs to a minimum, despite no reduction in the number of stray dogs. Thus projecting a saving of £6k.	August
1.10 TURNOVER Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected small under spend of £71k.	September

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.11 PEST CONTROL</p> <p>Due to extremely low levels of wasp nest treatments income is anticipated to be down by £16k. This is partly off set by a reduction in external resources, to supplement in house resources, of £11k giving a net £5k projected adverse position.</p>	September
<p>1.12 ANIMAL CONTROL</p> <p>The Dog Control Officer has been very effective at re-homing stray dogs and keeping kennelling costs to a minimum, despite no reduction in the number of stray dogs. Thus projecting a saving of £6k.</p>	September
<p>1.13 TURNOVER</p> <p>Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected small under spend of £97k.</p>	October
<p>1.14 REVENUES AND BENEFITS SHARED SERVICE</p> <p>There is a net of £21k as a consequence of finalising the 2011/12 outturn position regarding the Revenues and Benefits Shared Service with Stevenage Borough Council.</p>	October
<p>1.15 EMERGENCY PLANNING</p> <p>The £5k budget for Emergency Planning equipment will not be required this year.</p>	October
<p>1.16 IMPROVEMENT GRANTS</p> <p>Predicted windfall sums totalling £8k are expected as recipients of Improvement Grants repay them according to the terms and conditions on which they were awarded.</p>	October
<p>1.17 HOUSING OPTIONS TEAM</p> <p>The Housing Options Team's Supplies and Services budget is expecting to be under spent by £13k.</p>	October
<p>1.18 HOUSING OPTIONS SERVICE</p> <p>It is expected that not all the budgeted expenditure within the Housing Options Service will be required totalling</p>	October

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
£36k.	
1.19 HILLCREST HOSTEL The rent income derived from Hillcrest Hostel should exceed the budget by £5k.	October
1.20 ELECTORAL REGISTRATION The Electoral Registration budget is estimating an over spend of £12k.	October
1.21 REVENUES AND HOUSING BENEFITS Summons Costs recovered due to non payment of Council Tax and National Non Domestic Rates is estimating to be £14k adverse from the original estimate.	October
1.22 HOUSING BENEFITS SERVICE The net overall position on the Housing Benefits Service is a favourable £106k. This is based on subsidy being greater than that estimated and in line with the 2011/12 actual position.	October
1.23 NEW HOMES BONUS GRANT Income from the New Homes Bonus Grant is anticipated to be £35k greater than that estimated in part due to timings in payments made to East Herts Council.	October
1.24 SECTION 106 RECEIPTS Following a review of Section 106 receipts held by the Council CMT recommended on the 25 September 2012 a sum of £62,634.64 be added to the General Reserve as the Council's obligations are deemed to have been met.	October
1.25 TURNOVER Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected small under spend of £119k.	November
1.26 WALLFIELDS RATES A successful challenge to the rateable value of Wallfields has resulted in a net back dated reduction of £26k in the sum paid as National Non Domestic Rates.	November

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.27 TURNOVER Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected underspend of £165k.	December
1.28 LEISURE CONTRACT There is an expected under spend of £22k on the leisure contract management fee due to a negotiated reduction following the Council's capital investment in new gym equipment.	December
1.29 WEB FRONT PAGE TEMPLATE £5,000 in respect of a 'web front page template'. It is recommended that this is funded by an underspend in the external customer services security budget.	December
<b>Place</b>	
1.30 WASTE CONTRACT Early indications show that the costs of transition to the new waste contract have to date been lower than expected and an under spend of up to £100k is possible.	May
1.31 RECYCLING INCOME An under recovery of £59k of recycling income is expected from the sale of recyclable materials collected at the kerbside believed to be due to the economic downturn and the increasing use of electronic communication (reducing the amount of newspapers and magazines consumed).	June-July
1.32 ORGANIC WASTE There is a likely under spend in the contracted costs of organic waste collection of £50k	June-July
1.33 MATERIALS HANDLING An under spend of £7k is expected in the costs of materials handling at the Service Centre.	June-July
1.34 ENVIRONMENT AGENCY The Environment Agency has withdrawn the funding for	June-July

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>the land drainage work East Herts carries out on their behalf. This has repercussions for the cost of any similar work that would have been carried out by East Herts under the same terms. A separate report will be considered by Corporate Management Team.</p>	
<p>1.35 BULKY WASTE INCOME</p> <p>Bulky waste income is forecasting a £6k adverse variance believed to be due to the economic climate.</p>	June-July
<p>1.36 RECYCLING BANKS</p> <p>As there are less recycling banks to maintain there is a forecast under spend of £7k.</p>	June-July
<p>1.37 CLINICAL WASTE COLLECTION</p> <p>Clinical Waste Collection income is forecasting additional income of £6k due to additional business in the first part of the year.</p>	June-July
<p>1.38 KERBSIDE DRY RECYCLING</p> <p>The kerbside dry collections budget is likely to be overspent by £18k. £11k is due to indexation on fuel being higher than forecasted and £7k is due to property growth, as approximately 1,000 more flats are receiving full recycling services.</p>	August
<p>1.39 ALTERNATIVE FINANCIAL MODEL</p> <p>The latest Alternative Financial Model (waste reduction) income forecast for 2011/12 is £419,000. £16k below the sum accrued.</p>	August
<p>1.40 TRADE WASTE COLLECTION</p> <p>The Trade Waste Collection service is estimating an additional £20k of income due to an increased level of business. This will be partly off set by additional costs of £12k, giving a net £8k favourable position.</p>	August
<p>1.41 WASTE CONTRACT</p> <p>The waste contract covers various budgets but there are lower costs of transition to date and an under spend of £200k is anticipated for 2012/13. This may not be transferable into 2013/14 base budgets if recycling</p>	September



ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
collection costs increase with the removal of card from the organic bins. A report will be brought to the Executive in December 2012.	
1.42 PAPER AND TEXTILE BANKS The income and expenditure budgets relating to paper and textile banks are predicting a net £9k favourable variance due to a combination of lower paper usage and additional textile tonnage collected.	September
1.43 CLINICAL WASTE COLLECTION The clinical waste collection and disposal budgets are currently under spending amounting to circa £7k.	September
1.44 KERBSIDE DRY COLLECTIONS The kerbside dry collections budget is likely to be overspent by £18k. £11k is due to indexation on fuel being higher than forecasted and £7k is due to property growth, as approximately 1,000 more flats are receiving full recycling services.	September
1.45 ALTERNATIVE FINANCIAL MODEL The latest Alternative Financial Model (waste reduction) income forecast for 2011/12 is £419,000. £16k below the sum accrued.	September
1.46 TRADE WASTE COLLECTION The Trade Waste Collection service is estimating an additional £21k of income due to an increased level of business. This will be partly offset by additional costs of £10k, giving a net £11k favourable position.	September
1.47 TRADE WASTE BINS The delivery of trade waste bins coupled with lower trade waste disposal costs shows a £22k favourable under spend. £2k relates to under spending on bin delivery and £20k relates to lower disposal costs due to businesses producing less weight per capita.	September
1.48 STREET CLEANSING There is £4k additional street cleansing income received and a possible £50k under spend on the street cleansing	

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
contract due to lower than expected ad-hoc cleansing work. This may vary according to weather conditions, particularly if there is the need for ad-hoc work in the winter months.	
1.49 LAND DRAINAGE The Environment Agency has withdrawn the funding for the land drainage work East Herts carries out on their behalf. This has repercussions for the cost of any similar work that would have been carried out for East Herts under the same terms. In addition, circa £40k of administrative costs will be lost. A separate report will be forwarded to CMT on the subject in due course.	September
1.50 SAFER STRONGER COMMUNITIES Only £28k was received from Herts County Council for Safer Stronger Communities against a budgeted figure of £55k. A proportion of this was to fund Police Community Support Officers. There is also a requirement from the Home Office to compile a specialised report on a Homicide within the District. This will result in an estimated net adverse position of £21k.	September
1.51 HERTFORD THEATRE There is a predicted £8k overspend on the Hertford Café Supplies budget.	October
1.52 STREET CLEANSING There is a possible underspend due to lower than expected ad-hoc cleansing work within the Street Cleansing contract of £80k. This may vary according to the weather conditions need for ad-hoc work in winter months. There is also an additional £4k of income received for cleansing services. Last month these were reported as £54k favourable (£50k AND £4k).	December
1.53 BUNTINGFORD SERVICE CENTRE There is a predicted underspend of £15k on the Buntingford Depot electricity budget largely due to an over estimated amount relating to 2011/12.	December

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.54 HERTFORD THEATRE Income from Hertford Theatre is predicting to be £50k more than estimated. £20k of this sum is from the pantomime.	December
1.55 TRANSPORT SUBSIDY-REFUSE COLLECTION The transport subsidy for Refuse Collection is expected to be £11k higher than estimated.	December
<b>Prosperity</b>	
1.56 BUILDING CONTROL INCOME If the current trend continues the indications are a short fall of circa £150k in Building Control income. Processes being considered to rectify the situation are to possibly increase fees and potential other sources of income.	June-July
1.57 CAR PARKING PAY AND DISPLAY Car Parking Pay and Display income is predicted to produce a £89,000 favourable variance by year end.	June-July
1.58 CAR PARKING PENALTY CHARGE NOTICE Car Parking Penalty Charge Notice income is under achieving as at the end of July and is likely to show a shortfall of circa £75k. This is due in part to the bedding in of the new enforcement contract and the inability to process Notices to owners due to a new system migration at DVLA.	June-July
1.59 INVESTMENT INCOME Investment funds have been and are continuing to be placed on fixed deposit with U.K. clearing banks to take advantage of the rates being offered. (See report to Council July 2012). Expectations are that the 2012/13 estimated Investment income will be exceeded by circa £350k.	June-July
1.60 AUDIT FEES A reduction in core audit fees of £20k will result in a favourable variance.	June-July

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.61 SHARED INTERNAL AUDIT SERVICE</p> <p>The Shared Internal Audit Service Board agreed on the 7 December 2011 to increase the daily charge for Audit services from £240/day to £255/day. An increase of 6.25%. The effect of this coupled with a prior year adjustment will have an adverse £17k on the budget.</p>	August
<p>1.62 PARKING ENFORCEMENT CONTRACT</p> <p>The Parking Enforcement contract is anticipated to show an under spend of £89k. Two projects (mobile camera enforcement and vehicle removals) will go live next year so operational costs will not be incurred this financial year. There is also a contractor under spend relating to vacancies in management which the Council benefits from.</p>	September
<p>1.63 PENALTY CHARGE NOTICE INCOME</p> <p>Penalty Charge Notice income remains as an adverse variance currently projected to be £150k due to the failure of contractor equipment and management arrangements.</p>	September
<p>1.64 INVESTMENT INCOME</p> <p>As a consequence of withdrawing investment income from the Council's fund managers and re-investing in fixed term deposits, fees for managing these funds will reduce by £30k.</p>	September
<p>1.65 SHARED INTERNAL AUDIT SERVICE</p> <p>The Shared Internal Audit Service Board agreed on 7 December 2011 to increase the daily charge rate for Audit Services from £240/day to £255/day. An increase of 6.25%. The effect of this will have an adverse £7k on the budget.</p>	September
<p>1.66 DEVELOPMENT CONTROL</p> <p>Budgets within Development Control for advertising and postage are estimated to underspend by £25k. Advertising is in line with last year's expenditure and other forms of communication are being used therefore</p>	September

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>postage costs are falling.</p> <p>1.67 LOCAL DEVELOPMENT FRAMEWORK</p> <p>Commitments to date on the Local Development Framework suggest there will be a saving of £10k.</p>	September
<p>1.68 DEVELOPMENT CONTROL INCOME</p> <p>Development Control income is down by £80k against profile. Some of the shortfall may be recovered depending on when a large application for Bishop's Stortford is received.</p>	September
<p>1.69 CORPORATE AND DEMOCRATIC CORE</p> <p>Expenditure relating to the Democratic Core projects an under spend of £22k. Primarily due to savings on Members Expenses (£17K) and Allowances (£5K).</p>	October
<p>1.70 MARKETS</p> <p>The Traffic Regulation Order on North Street Bishop's Stortford is not being renewed which will have an on going £8k adverse effect on income.</p>	October
<p>1.71 DEVELOPMENT CONTROL SERVICE</p> <p>There is considerable public interest in receiving pre-planning advice which is generating an additional £35k of income.</p>	October
<p>1.72 DEVELOPMENT CONTROL SECTION</p> <p>The budget for Planning copyright fees of £8k will not be required this year.</p>	October
<p>1.73 BIRCHERLEY GREEN CAR PARK</p> <p>A large credit of £19k has been received from Veolia Water following a leak at the public conveniences in Bircherley Green car park.</p>	November
<p>1.74 INVESTMENT INCOME</p> <p>The planned changes to the investment portfolio have now been completed including the withdrawal of all funds from Scottish Widows Investment Partnership. Investment interest is now predicted to exceed the budget by £410k for 2012/13.</p>	November

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.75 CAR PARK INCOME</p> <p>Given the current use Pay and Display income will exceed the budget by £120k. This was reported last month as £90k favourable.</p> <p>Furthermore, problems with the DVLA systems resulted in a write off of approximately £20k in Penalty Charge Notice income. The systems fully operational now. The failure of the contractors IT equipment and changes in contractor staff including management have impacted on PCN issue which has impacted on income. Close contract supervision has now rectified performance and the projected adverse variance is now £120k compared to £150k last month. These two movements between months has resulted in a net £60k favourable variance.</p>	December
<p>1.76 DEVELOPMENT CONTROL INCOME</p> <p>A number of development proposals have materialised that were unforeseen and the plans for the large development at Bishop's Stortford North are about to be submitted thus indicating that the budget will be achieved this year and the £80k adverse variance reported last month will not now occur.</p>	December
<p>1.77 DEVELOPMENT CONTROL</p> <p>A saving on staff training in Development Control is expected as all current staff has completed their professional training.</p>	December
<p>1.78 DEVELOPMENT CONTROL APPEALS</p> <p>There will be additional Development Control Appeals costs of circa £15k as there are additional consulting costs associated with the Bennington Turbine appeal.</p>	December

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