



## Public Document Pack

**Jeff Hughes**  
*Head of Democratic and Legal  
Support Services*

**MEETING** : EXECUTIVE  
**VENUE** : COUNCIL CHAMBER, WALLFIELDS, HERTFORD  
**DATE** : TUESDAY 24 MAY 2011  
**TIME** : 7.00 PM

### **PLEASE NOTE TIME**

#### **MEMBERS OF THE EXECUTIVE**

To be determined at Annual Council on 18 May 2011

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## PERSONAL AND PREJUDICIAL INTERESTS

1. A Member with a personal interest in any business of the Council who attends a meeting of the Authority at which the business is considered must, with certain specified exemptions (see section 5 below), disclose to that meeting the existence and nature of that interest prior to the commencement of it being considered or when the interest becomes apparent.
2. Members should decide whether or not they have a personal interest in any matter under discussion at a meeting. If a Member decides they have a personal interest then they must also consider whether that personal interest is also prejudicial.
3. A personal interest is either an interest, as prescribed, that you must register under relevant regulations or it is an interest that is not registrable but where the well-being or financial position of you, members of your family, or people with whom you have a close association, is likely to be affected by the business of the Council more than it would affect the majority of inhabitants of the ward(s) affected by the decision.
4. Members with personal interests, having declared the nature of that personal interest, can remain in the meeting, speak and vote on the matter unless the personal interest is also a prejudicial interest.
5. An exemption to declaring a personal interest applies when the interest arises solely from a Member's membership of or position of general control or management on:
  - any other body to which they have been appointed or nominated by the authority
  - any other body exercising functions of a public nature (e.g another local authority)

In these exceptional cases, provided a Member does not have a prejudicial interest, they only need to declare their interest if they speak. If a Member does not want to speak to the meeting, they may still vote on the matter without making a declaration.

6. A personal interest will also be a prejudicial interest in a matter if all of the following conditions are met:
  - the matter does not fall within one of the exempt categories of decisions
  - the matter affects your financial interests or relates to a licensing or regulatory matter
  - a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgement of the public interest.
  
7. Exempt categories of decisions are:
  - setting council tax
  - any ceremonial honour given to Members
  - an allowance, payment or indemnity for Members
  - statutory sick pay
  - school meals or school transport and travelling expenses: if you are a parent or guardian of a child in full-time education or you are a parent governor, unless it relates particularly to the school your child attends
  - housing; if you hold a tenancy or lease with the Council, as long as the matter does not relate to your particular tenancy or lease.
  
8. If you have a prejudicial interest in a matter being discussed at a meeting, you must declare that interest and its nature as soon as the interest becomes apparent to you.
  
9. If you have declared a personal and prejudicial interest, you must leave the room, unless members of the public are allowed to make representations, give evidence or answer questions about the matter, by statutory right or otherwise. If that is the case, you can also attend the meeting for that purpose. However, you must immediately leave the room once you have finished or when the meeting decides that you have finished (if that is earlier). You cannot remain in the public gallery to observe proceedings.

## AGENDA

1. Apologies

*To receive apologies for absence.*

2. Minutes

*To approve the Minutes of the meeting held on 22 March 2011 (previously circulated in the Council Minute Book).*

3. Leader's Announcements

4. Declarations of Interest

*To receive any Member(s) declaration(s) of interest.*

5. Public Engagement and Consultation Task and Finish Group

*To follow*

6. Monthly Corporate Healthcheck - February 2011 (Pages 5 - 70)

7. Monthly Corporate Healthcheck - March 2011 (Pages 71 - 142)

8. Urgent Business

*To consider such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration and is not likely to involve the disclosure of exempt information.*

## EAST HERTS COUNCIL

EXECUTIVE – 24 MAY 2011

MONTHLY CORPORATE HEALTHCHECK – FEBRUARY 2011

REPORT BY THE LEADER OF THE COUNCIL

WARD (S) AFFECTED: All

Purpose/Summary of Report:

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

<b>RECOMMENDATIONS FOR EXECUTIVE: that:</b>	
<b>(A)</b>	<b>the budgetary variances set out in paragraph 2.2 of the report, be noted; and</b>
<b>(B)</b>	<b>the capital re-profiling, including the acquisition of Apton Road and Baldock Street Car Parks, as identified in Essential Reference Paper ‘D’, be approved.</b>

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### 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 and quarterly basis.  
**Essential Reference Paper ‘C’** shows detailed information on




salaries.



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

**Essential Reference Paper 'E1 and E2'** shows explanations of variances on the Revenue Budget reported in previous months.

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

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

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

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

## 2.0 Report – Directorate Position

### REVENUE FINANCIAL SUMMARY

- 2.1 The financial aspects of this report are based on budgetary information from April 2010 to February 2011.
- 2.2 The table below summarises the known position as at the end of February.

	Position as at 28.02.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
<b>(1) Promoting prosperity &amp; well being; providing access &amp; opportunities</b>						
Concessionary Fares	0	0	0	0	12	0
Meals on Wheels	0	99	0	0	0	67
LAA grant	0	0	0	0	0	33
Hertford Theatre	50	0	65	0	0	49
H Benefits Overpayments	380	0	59	0	450	0
H Benefits Admin Subsidy	0	22	0	2	0	24
Partnership Contribution	0	0	0	0	25	0
Area Based Grant	34	0	3	0	36	0
Thele House Maintenance	0	19	0	0	0	20
Critical Ordinary Watercourse	0	87	0	48	0	16
Hostel Rent	43	0	5	0	50	0
Leisure-Utilities	0	0	0	0	0	21
LAA grant	0	0	0	0	51	0
Private Sector Housing	31	0	5	0	31	0
Pest Control	6	0	6	0	4	0
Housing Options	36	0	36	0	15	0

	Position as at 28.02.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
<b>(2) Fit for purpose</b>						
Turnover/Managing vacancies	176	0	22	0	81	0
Investment Income	0	760	0	50	0	830
Place Survey	0	0	0	0	14	0
Print/Document handling	0	0	0	0	0	56
Office Moves ('Churn') Costs	0	0	0	0	0	15
Hartham Land sale	0	0	0	0	50	0
IT Licences	17	0	0	14	34	0
Legal Litigation fees	49	0	4	0	40	0
Legal fees recovered	2	0	0	13	0	0
Corporate Training	31	0	31	0	20	0



	Position as at 28.02.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
<b>(3) Pride in East Herts</b>						
Car Parks Pay and Display (Sunday/Bank Holiday	0	35	0	3	0	38
Car Parks Pay and Display	0	133	0	12	0	139
Penalty Charge Notices	0	12	8	0	0	10
Car Parks – Advertising	0	4	0	1	0	4
Car Washing-Gascoyne Way	0	9	0	1	0	10
Causeway Car Park Rent	0	0	0	0	0	222
B/S car park season tickets	56	0	41	0	12	0
Car Parks P&D VAT	0	0	0	0	0	19
Un/Locking Bircherley Green	7	0	0	0	5	0
CCTV Running costs	0	11	0	2	0	6
Pay & Display machines	0	0	0	0	0	16

	Position as at 28.02.11				Projected Position year end	
	Favour-able £000	Adverse £000	Favour-able Variance since last month £000	Adverse Variance since last month £000	Favour-able £000	Adverse £000
<b>(4)Caring about what's built and where</b>						
Public Conveniences	0	67	0	4	0	68
Recycling Service	0	0	0	0	664	0
Wheeled Bin Delivery Charge	0	46	0	4	0	50
Recycling Publicity	30	0	4	0	22	0
Green Waste collection	87	0	5	0	98	0
Kerbside dry recycling collection	0	43	0	4	0	0
Plastic banks	21	0	3	0	22	0
Kerbside dry recycling income	59	0	0	6	208	0
Recycling contributions	0	0	0	0	26	0
Depot Material Handling	33	0	3	0	36	0
Refuse Collection Contract	74	0	22	0	0	20
Commercial Waste	59	0	0	40	25	0
Cleansing Contract	0	36	14	0	18	0
Grounds Maint. Contract	55	0	0	10	0	35
Waste contract – specialist support	13	0	0	0	14	0
Banks site maintenance	3	0	0	1	4	0
Clinical Waste income	14	0	14	0	14	0
Glass/Can/Paper Banks	39	0	39	0	27	0
Tree Replacement Prog	10	0	10	0	9	0

	Position as at 28.02.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
<b>(5) Shaping now, shaping the future</b>						
Housing and Planning Delivery Grant	0	0	0	0	0	134
LABGI	0	0	0	0	0	30
Land Charges Income	43	0	5	0	48	0
Development Plans Studies	0	0	0	0	34	0
LDF upkeep/review	57	0	7	0	62	0
Pre- Application advice	13	0	0	2	10	0
HCC DC advice	9	0	1	0	10	0
Development Control income	27	0	0	7	30	0
Building Control income	0	60	0	60	20	0
Personal Search Fee Grant	0	0	0	0	34	0
Habitats Grant	0	0	0	0	17	0

	Position as at 28.02.11				Projected Position year end		
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000	
<b>(6) Leading the way, working Together</b>							
Members Allowances	43	0	4	0	48	0	
By-Elections	0	15	1	0	0	20	
Audit Fees	38	0	1	0	48	0	
Street Naming	0	7	0	1	0	7	
<b>TOTAL:</b>	<b>1,645</b>	<b>1,465</b>	<b>418</b>	<b>285</b>	<b>2,478</b>	<b>1,959</b>	
<b>Net Projected Variance</b>						<b>519</b>	
<b>Supported by supplementary estimates</b>							
• Investment Income							407
• Housing and Planning Delivery grant							134
• LABGI							50
• Thele House Maintenance							15
• Pay and Display machines							19.6
<b>Total Supplementary Estimates</b>							<b>625.6</b>

- 2.3 Subject to all other budgets being equal, this would result in an under spend of £519k.
- 2.4 Salary budgets have been constantly monitored and **Essential Reference Paper 'C'** shows a projected under spend of £81k on payroll budgets.

## **FINANCIAL ANALYSIS AND PERFORMANCE ANALYSIS**

### **Promoting Prosperity and well-being, providing access and opportunities**

#### **Financial analysis**

- 2.5 An additional £100k of Housing Benefit overpayments is anticipated to be recovered.
- 2.6 Within the Pest Control service there has been less demand for the service resulting in a saving of £4k of contractor support.
- 2.7 The Housing Options service shows savings of £15k materialising on the Temporary Accommodation budget as a result of the Council's utilisation of Hillcrest Hostel.

#### **Performance analysis**

- 2.8 **EHPI 130 - Number of council endorsed community safety projects that receive positive publicity.** There have been no planned partnership supported activities this month, and therefore no publicity.
- 2.9 The following indicator was 'Green', meaning that the target was either met or exceeded for February 2011:
- EHPI - 129 - Response time to anti social behaviour complaints made to East Herts Council. Based on the 2010/11 estimates the annual target of 100% is expected to be met.

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

## Fit for purpose

### **Financial analysis**

- 2.10 There is a projected under spend of £40k on legal litigation budgets as a result of lower demand on these budgets.
- 2.11 There is a projected under spend of £20k on the Corporate training budget due to a increase of training provided in house and discounted trainers fees negotiated.

### **Performance analysis**

- 2.12 **EHPI 6.8 - Turnaround of pre NTO PCN challenges.** Performance was 'Red' for February 2011. Although performance has not met the target it is an improvement from last month with a reduction from 21 to 18 days. Based on the 2010/11 estimates the annual target of 14 days is not expected to be met with an estimated end of year 2010/11 outturn of 22 days.
- 2.13 **EHPI 7.0 - % pre NTO PCN challenges responded to within 10 days.** Performance was 'Red' for February 2011. Although performance has not met the target the service retained performance at 21%.
- 2.14 The relevant Directors should continue to take action to ensure timely payment of invoices.
- 2.15 The following indicator was 'Green', meaning that the target was either met or exceeded for February 2011:
- EHPI 12c - Total number of sickness absence days per FTE staff in post.
  - EHPI 8 - % of invoices paid on time.
  - 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.

## Pride in East Herts

### **Financial analysis**

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

## Performance analysis

- 2.17 **NI 191 - Residual household waste per household (performance data reported one month in arrears – data is cumulative).** Waste continues to be lower than expected so outturn will be better (lower) than target. Based on the 2010/11 estimates the annual target of 595 is expected to be met with an estimated end of year 2010/11 outturn of 470.
- 2.18 **NI 192 - Percentage of household waste sent for reuse, recycling and composting (performance data reported one month in arrears).** The year to date performance continues to better the target and expected outturn with high levels of recyclables collected through the kerbside service in January. Based on the 2010/11 estimates the annual target of 48.00% is expected to be met with an estimated end of year 2010/11 outturn of 49.30%.

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

## Caring about what's built and where

### Financial analysis

- 2.19 There is a reduction in funding of circa £59k received from Herts County Council for transporting waste to their disposal points (previous Edmonton and Ugley and now Ware), reflecting the shorter distance to travel; and part due to the transfer of £20K to the Recycling budget, which is associated with the disposal of organic waste. The overall effect is now showing an adverse £20k on the Refuse Service.
- 2.20 There is less spend on glass, can and paper banks of circa £27k due to diversion to kerbside collections following ARC.
- 2.21 Expenditure of £9k has been delayed on the replacement of trees in a high profile area of the Waytemore Castle Gardens until the Autumn of 2011. A carry forward request will be made at the appropriate time.

### Performance analysis

- 2.22 **EHPI 2.10(3) - Building sites: 3 months re-inspections.** Performance was 'Red' in February 2011. Performance in this area remains constant, reflecting priority given to plan checking and

reactive site inspection areas of service.

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

- EHPI 2.1b - Enforcement actions: planning b) formal actions.
- EHPI 2.1c - Enforcement actions: planning c) prosecutions.
- EHPI 2.2(45) – Number of collections missed per 100,000 collections of household waste.
- EHPI 204 – Planning appeals allowed.

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

### **Shaping now, shaping the future**

#### **Financial analysis**

2.24 Savings of £34k are now expected on the Development Plans studies as further costs for Stansted that had been envisaged will not now materialize.

2.25 Further savings totalling £62k on the Local Plan/upkeep review have been generated by using more cost effective methods such as electronic documents resulting in less expenditure than has historically been the case.

2.26 The Building Control income from the partnering with Everest has remained buoyant generating an additional £20k of income.

2.27 The Government is to pay a one off revenue grant of £34k following the revocation of the Personal Search Fee of the Local Land Charges Register to cover both potential restitutionary claims and loss of fees foregone in 2010/11. Going forward the loss of income is said to be taken into account in the annual revenue support fund settlement.

2.28 The Government is to pay a Habitats Grant of £17k, which is paid to all local planning authorities which have European site within their area.

#### **Performance analysis**

2.29 **NI 157b - Processing of planning applications: 'Minor' applications.** Performance was 'Red' in February 2011. Eight applications were determined outside the target timescale, of these eight; five decisions were made by the committee. The committee



decision making route extends the timescale but was necessary either because of member referrals, as it was considered that proposals could be supported despite policy requirements or because they were successor applications to previously committee determined matters. Based on the 2010/11 estimates the annual target of 80.00% is expected to be exceeded with an estimated end of year 2010/11 outturn of 85.00%.

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

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

### Leading the way, working together

#### **Financial analysis**

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

#### **Performance analysis**

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

### CAPITAL FINANCIAL SUMMARY

2.33 The table below sets out expenditure to 28 February 2011 against the Capital Programme. Members are invited to consider the overall position.

SUMMARY	2010/11 Original Estimate	2010/11 Revised Estimate	2010/11 Actual/ commit to date	2010/11 Projected spend	Variance Col 4 - Col 2
	£	£		£	£
Promoting Prosperity	3,969,400	3,680,930	2,618,731	3,223,010	(457,920)
Fit for Purpose	1,799,400	1,291,160	593,378	825,210	(465,950)
Pride in East Herts	998,000	1,371,080	1,667,799	1,799,380	428,300
Caring about what's built	284,400	230,030	181,923	185,670	(44,360)
Shaping now	124,300	170,600	26,901	31,000	(139,600)
Leading the Way	0	0	0	0	0
Re-profiling potential Slippage	(750,000)	0	0	0	0
<b>TOTAL</b>	<b><u>6,425,500</u></b>	<b><u>6,743,800</u></b>	<b><u>5,088,732</u></b>	<b><u>6,064,270</u></b>	<b><u>(679,530)</u></b>

- 2.34 **Essential Reference Paper 'D'** contains details of the 2010/11 Capital Programme. Comments are provided by Project Control Officers in respect of individual schemes.
- 2.35 **Essential Reference Paper 'D'** has highlighted a significant number of capital schemes this month that indicate that there will be a large amount of slippage by the 31 March 2011. In order to offset the slippage it has been possible to re-profile the acquisition of Apton Road and Baldock Street Car Parks from 2011/12. Expenditure of £670k is included within the Projected spend figure reported. Therefore, Members are asked to consider approval for those schemes that require re-profiling.
- 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:**

April 2010 Corporate Healthcheck, Essential Reference Paper C –  
For complete list of CMT performance indicators that are being  
monitored for 2010/11

**Contact Officer:**

**In terms of performance issues**

Ceri Pettit, Head of Strategic Direction (Shared) and Performance  
Manager – ext 2240  
Lorna Georgiou, Performance and improvement Coordinator – ext  
2244  
Karl Chui, Performance Officer – ext 2243

**In terms of financial issues**

Mick O'Connor, Principal Accountant – ext 2054

ESSENTIAL REFERENCE PAPER 'A'

<p>Contribution to the Council's Corporate Priorities/ Objectives:</p>	<p><b>Promoting prosperity and well-being; providing access and opportunities</b>  <i>Enhance the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable.</i></p> <p><b>Fit for purpose, services fit for you</b>  <i>Deliver customer focused services by maintaining and developing a well managed and publicly accountable organisation.</i></p> <p><b>Pride in East Herts</b>  <i>Improve standards of the neighbourhood and environmental management in our towns and villages.</i></p> <p><b>Caring about what's built and where</b>  <i>Care for and improve our natural and built environment.</i></p> <p><b>Shaping now, shaping the future</b>  <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><b>Leading the way, working together</b>  <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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# February Executive Corporate Healthcheck 2010/11






**Traffic Light Red**  
**Description** Caring about what's built (and) where

**Planning and Building Control**




PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI2.10 (3)	Building sites: 3 months re-inspections		67%	90%		Performance in this area remains constant reflecting priority given to plan checking and reactive site inspection areas of service.	<p>March 2011 result</p>	None

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




**Parking Services**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI7.0	Percentage of pre NTO challenges responded to within 10 working days.		21.00%	75.00%		Continued effects of the greater amount of correspondence received.	<p>March 2011 result</p> 	None

**Parking Services**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI6.8	Turnaround of Pre NTO PCN challenges (10 working days)		18 days	14 days		An improvement from last month with a reduction from 21 to 18 days	<p>March 2011 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 8 March 2011
NI 157b (BV109b)	Processing of planning applications: Minor applications		68.00%	80.00%		17 out of 25 applications determined on time. Eight applications were determined outside the target timescale. Of these eight, five decisions were made by the committee. The committee decision making route extends the timescale but was necessary either because of member referrals, as it was considered that proposals could be supported despite policy requirements or because they were successor applications to previously committee determined matters.	<p>March 2011 result</p> 	None

**Traffic Light Green**  
**Description** Caring about what's built (and) where

**Environment Services**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI2.2 (45)	Waste: missed collections per 100,000 collections of household waste		23.02	50		Performance has improved even further this month.	<p>March 2011 result</p>	None

**Planning and Building Control**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI204	Planning appeals allowed		.0%	34.0%		all 4 appeals dismissed	<p>March 2011 result</p>	None






**Planning and Building control**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI2.1b	Enforcement actions: planning b) formal actions	✓	2	3	↑	Performance exceeding target.	<p>March 2011 result</p>	None



**Planning and Building control**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI2.1c	Enforcement actions: planning c) prosecutions	✓	0	1	↑	Performance exceeding target.	<p>March 2011 result</p>	None




**Traffic Light Green****Description** Fit for purpose, services fit for you**Revenues and Benefits Services**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events		N/A	10.0 days		Period from 17 January 2011 to 14 February 2011 = 8.91 days cumulative position is at 11.64 days	<p>March 2011 result</p>  <p>10.6 days 10.1 days .0 days 3.6 days 25.0 days</p>	None

**Financial Support Services**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI8	% of invoices paid on time		98.81%	98.50%		February 2011 - performance for February has improved against previous months and exceeds the target.	<p>March 2011 result</p>  <p>.00% 92.59% 97.52% 98.94% 110.00%</p>	None




### People Services & Organisational Development

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI12c	Total number of sickness absence days per FTE staff in post		0.47 days	0.70 days		Total absence for the year so far = 6.09 days (target = 7.79)	<p>March 2011 result</p> 	None

### Traffic Light Green

**Description** Promoting prosperity & well being providing access & opportunities

### Licensing and Community Safety

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI129	Response time to ASB complaints made to EHC.		100.00 %	100.00 %		-- enter note --	<p>March 2011 result</p> 	None

**Traffic Light Green**  
**Description** Shaping now, shaping the future

**Planning and Building Control**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 157a (BV109a)	Processing of planning applications: Major applications		100.00%	69.00%		Performance exceeding target, 2 out of 2	<p>March 2011 result</p>	None

**Planning and Building Control**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 157c (BV109c)	Processing of planning applications: Other applications		92.00%	92.00%		Performance on target. 87 out of 95 determinations on time	<p>March 2011 result</p>	None

**Traffic Light Data Only**

**Description** Promoting prosperity & well being providing access & opportunities

**Licensing and Community Safety**



PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 15	Number of most Serious violent crime rate per 1,000 population		0			Due to modifications to the iQuanta website, the number of serious violent crimes can no longer be viewed.	<b>March 2011 result</b> 2	CMT noted that comparative data will no longer be available.

**Licensing and Community Safety**



PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 16	Number of Serious acquisitive crime rate per 1,000 population		99			Due to modifications to the iQuanta website, the number of serious acquisitive crimes can no longer be viewed.	<b>March 2011 result</b> 123	CMT noted that comparative data will no longer be available.



**Licensing and Community Safety**












PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 20	Number of Assault with injury crime rate offences per 1,000 population		29			Due to modifications to the iQuanta website, assault figures can no longer be viewed.	<b>March 2011 result</b> 30	CMT noted that comparative data will no longer be available.

Licensing and Community Safety								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI130	Number of council endorsed community safety projects that receive positive publicity.		0 days			There have been no planned partnership supported activities this month, and therefore no publicity.	<b>March 2011 result 0 days</b>	<b>None</b>

### Traffic Light Unknown Description Pride in East Herts

Environment Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 191	Residual household waste per household		400			Waste continues to be lower than expected so outturn will be better (lower) than target.	<b>N/A</b>	<b>None</b>

Environment Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 192	Percentage of household waste sent for reuse, recycling and composting		51.25%			The year to date performance continues to better the target and expected outturn with high levels of recyclables collected through the kerbside service in January.	<b>N/A</b>	<b>None</b>

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

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**SALARIES/AGENCY/APPOINTMENT OF STAFF/RELOCATION**

**Essential Reference Paper 'C'**

	<b>Estimate</b>	<b>Profile to 28.02.11</b>	<b>Actual to 28.02.11</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	607,355	556,742	505,780	-50,962	552,990	-54,365
Internal Services	4,794,170	4,394,657	4,387,484	-7,173	4,836,000	41,830
Neighbourhood Services	3,824,620	3,505,902	3,423,123	-82,779	3,740,220	-84,400
Customer & Community	2,739,730	2,511,420	2,497,047	-14,373	2,724,200	-15,530
<b>Summary</b>	<b>11,965,875</b>	<b>10,968,721</b>	<b>10,813,434</b>	<b>-155,287</b>	<b>11,853,410</b>	<b>-112,465</b>
Strain Costs (funded)	158,000	0	0	0	158,000	0
Employer's Pension Cost (not charged to services)	470,530	431,319	409,096	-22,223	446,860	-23,670
<b>TOTAL</b>	<b>12,594,405</b>	<b>11,400,040</b>	<b>11,222,530</b>	<b>-177,510</b>	<b>12,458,270</b>	<b>-136,135</b>
Mitigating Actions	-54,724					-54,724
<b>Projected net underspend after allowing for mitigating actions that had to be found</b>						<b>-81,411</b>

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## CAPITAL EXPENDITURE MONITORING 2010/11

SUMMARY	Exp. To 28/02/11								
	2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to date	2010/11 Commitment Amount	2010/11 Total to Date	2010/11 Projected Spend	2010/11 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	3,969,400	242,900	(531,370)	3,680,930	2,541,194	77,537	2,618,731	3,223,010	(457,920)
2. Deliver customer focused services by maintaining and developing a well managed and publicly accountable organisation	1,799,400	450,500	(958,740)	1,291,160	501,517	91,861	593,378	825,210	(465,950)
3. Improve standards of the neighbourhood and environmental management in our towns and villages	998,000	146,700	226,380	1,371,080	975,694	692,105	1,667,799	1,799,380	428,300
4. Care for and improve our natural and built environment	284,400	49,500	(103,870)	230,030	157,631	24,292	181,923	185,670	(44,360)
5. 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	124,300	64,300	(18,000)	170,600	13,038	13,863	26,901	31,000	(139,600)
<b>TOTAL</b>	<b>7,175,500</b>	<b>953,900</b>	<b>(1,385,600)</b>	<b>6,743,800</b>	<b>4,189,074</b>	<b>899,658</b>	<b>5,088,732</b>	<b>6,064,270</b>	<b>(679,530)</b>
<b>RE-PROFILING POTENTIAL SLIPPAGE (71264/7501)</b>	<b>(750,000)</b>		750,000	0				0	0
	<b>6,425,500</b>	<b>953,900</b>	<b>(635,600)</b>	<b>6,743,800</b>	<b>4,189,074</b>	<b>899,658</b>	<b>5,088,732</b>	<b>6,064,270</b>	<b>(679,530)</b>

CAPITAL MONITORING 2010/11

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

Exp. Code	2010/11 Approved Schemes	Project Control Officer	Exp. To 28/02/11										COMMENTS
			2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to date	2010/11 Commitment Amount	2010/11 Total to Date	2010/11 Projected Spend	2010/11 Variance between Proj Spend and Approved Estimate		
			£	£	£	£	£	£	£	£	£	£	
72570	Hillcrest Hostel Alterations	S. Whinnett	0	8,500	(560)	7,940	7,939		7,939	7,940	0	Completed.	
72329	Hartham Swimming Pool - External Decorations	S. Whinnett	7,000	0		7,000	6,998		6,998	7,000	0	Completed.	
72328	- Re-coating of pools & replacement boom	S. Whinnett	0	10,800		10,800			0	0	(10,800)	Defects still being resolved. Discussions still being held with SLM, therefore balance will slip.	
72331	Fanshawe Swimming Pool - Replace Changing Room Air Handling Plant	S. Whinnett	20,000	0		20,000	15,065		15,065	15,100	(4,900)	75% completed. Balance to slip.	
72330	Grange Paddocks Swimming Pool - Resurfacing of Approach Road	S. Whinnett	25,000	0		25,000	19,383	1,250	20,633	25,000	0	95% completed.	
72188	- Car Park Improvements	S. Whinnett	0	0	1,130	1,130	1,127		1,127	1,130	0	Retention from 08/09.	
72332	Ward Freman Swimming Pool - Renew Roof Covering to Pool Hall	S. Whinnett	70,000	0	(68,740)	1,260	1,260		1,260	1,260	0	Tenders received. Need to re-programme for Summer holidays, therefore, the balance on this scheme has been transferred to 2011/12.	
72197	Leventhorpe Swimming Pool - Replace/Upgrade Dosing Equipment	S. Whinnett	0	15,000		15,000			0	0	(15,000)	Discussions being held between SLM and school. Balance will slip.	
72303	- Renew Pool Filters	S. Whinnett	0	20,000		20,000			0	0	(20,000)	Discussions being held between SLM and school. Balance will slip.	
72558	Hertford Theatre Renew/Refurbish Goods Lifts	S. Whinnett	62,700	0	(62,700)	0			0	0	0	Included in tender for main works, budgets merged with main refurbishment scheme.	
72564	Hertford Theatre Foyer Improvements	S. Whinnett	17,000	0	(17,000)	0			0	0	0	Included in tender for main works, budgets merged with main refurbishment scheme.	
72571	Leisure Development Projects (Retention Only)	W. O'Neill	105,000	(43,000)		62,000	(12,669)		(12,669)	96,300	34,300	Final account agreed as budget £3,584,900. Overspend of £77,487.14 forecast; EON electrical sub-station (£50,539), associated costs for generators etc (£42,166) less recharge of gym equipment (£15,218 invoiced to SLM Dec 2009) income shown in capital invoices.	
72579	Leisure Development Projects - Hertford Theatre	W. O'Neill	905,000	0	173,500	1,078,500	1,012,476	15,964	1,028,440	1,078,500	0	Budgets for the lift & foyer improvements have been merged with this scheme. Total capital programme approved over 3 years is £1,134,700 as per report to Exec 11.5.10. £100k b/fwd from 2011/12 for film equipment.	
72578	Drill Hall (see Note 1)	W. O'Neill	200,000	0		200,000			0	0	(200,000)	Further to recent meeting with Drill Hall, project is progressing well but the capital works associated with the lease will slip into 2011/12.	
72545	Presdales - Replace Pavilion	W. O'Neill	458,800	2,900		461,700	241,430		241,430	461,700	0	Works completed, awaiting final application for payment, due mid March.	
72576	Hertford Theatre Exhibitions Screens	W. O'Neill	6,000	0		6,000	3,389		3,389	6,000	0	To be spent by end of the year.	
72582	LSP Capital Grants	W. O'Neill	0	0	217,000	217,000	114,223		114,223	114,200	(102,800)	The LSP board agreed to support a range of community based projects some of which will not be delivered until 2011/12.	
72569	Partnership Funding - Hertford Museum	A. Holley	0	0	10,000	10,000	10,000		10,000	10,000	0	Approved at 11.1.11 Exec.	
72530	Community Planning Grants	C. Pullen	20,000	0		20,000	(672)		(672)	(670)	(20,670)	6 applications been considered so far in 2010/2011 and 5 allocated, totalling £7,283.87. This amount will be slipped into the next financial year as applicants will not have time to complete their projects by the financial year end. The remaining unallocated £12,716 (for next round with a deadline of 31st March 2011) will be moved into the budget line for 2011/2012. The late deadlines were due to the review of grants.	
72512	Partnership Investment Fund	C. Pullen	26,000	38,600		64,600	21,000		21,000	21,000	(43,600)	11 applications were received. 6 applicants were allocated grants, totalling £42,981. The full budget will slip into 2011/2012.	
72683	Village Hall Community Challenge	C. Pullen	11,000	10,900		21,900	10,500		10,500	10,500	(11,400)	Cottered Village Hall £500 claim delayed due to having to wait for football season to finish. Anticipate claiming by end of April 2011. £500 to slip into next year. £11,000 recently allocated to Hunsdon Village Hall, Walkern Sports and Community Centre and Standon and Puckeridge Community Centre. This budget will slip into the next financial year.	
72439	Capital Grants 2009/10	J. Petrie	40,000			40,000	25,778		25,778	25,800	(14,200)	16 grants were awarded in 2 funding rounds. Hertford Town Football not able to claim their grant; £4,932 to be moved into 2011/12 budget. Other outstanding claim is Rhodes Centre £2,690, should be paid by year end.	
72440	Capital Grants 2010/11	J. Petrie	43,000			43,000			0	0	(43,000)	19 applications have been received. 12 have been allocated grants, totalling £51,667.95. This amount will slip into the next financial year as applicant will not be able to claim before end of the financial year. The unallocated £21,332.05 will move into the 2011/2012 budget line.	
72504	Provision of Play Equipment (see Note 3)	C. Cardoza	50,000	28,700	(10,000)	68,700	54,131	4,868	58,999	68,700	0	Will fully spend. (Note: £10K transferred to Southern Country Park project).	

CAPITAL MONITORING 2010/11

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

Exp. To 28/02/11

Exp Code	2010/11 Approved Schemes	Project Control Officer	2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to date	2010/11 Commitment Amount	2010/11 Total to Date	2010/11 Projected Spend	2010/11 Variance between Proj Spend and Approved Estimate	COMMENTS
			£	£	£	£	£	£	£	£	£	
72580	Vantorts Sawbridgeworth - Play Area Development Programme (see Note 2)	C. Cardoza	50,000			50,000			0	0	(50,000)	Initial consultation with residents, park users & Town Council undertaken. Due to the need to undertake further public consultation to clarify the type of equipment to be installed, the project will slip to 2011/12. A further £7,100 in external funding has been allocated to the project by JAG. Additional sums may be forthcoming depending upon the equipment selected and agreement with Sawbridgeworth Town Council on funding contribution.
72581	Grange Paddocks - Playbuilder Project (see Note 4)	C. Cardoza	75,000		(75,000)	0			0	0	0	Playbuilder Grant has been suspended by the Government, therefore, scheme will not go ahead as planned as the majority of funding would have come from this grant.
72573	Play Projects Ridgeway, Hertford & Grange Paddocks B/S (see Note 5)	C. Cardoza		52,000	300	52,300	52,310		52,310	52,300	0	Project complete.
72574	Play Project King George Recreation Ground	C. Cardoza	0	6,500		6,500	8,947		8,947	8,950	2,450	Project complete. Retention more than anticipated.
72583	Improvements to Works at Southern Country Park (See Note 6)	C. Cardoza	0	0	39,000	39,000	10,060	55,455	65,515	65,500	26,500	Works have commenced on site. £39k will be spent in 2010/11 with the remainder in 2011/12. Orders raised, therefore, negative slippage will apply.
72602	Private Sector Improvement Grants - Disabled Facilities	S. Winterburn	530,000	27,000		557,000	609,081		609,081	700,000	143,000	Budget is fully spent ahead of profile and the £58k from Discretionary DFG has also been fully spent meeting demand for mandatory DFG. Commitment currently, and being carried forward to 2011/12, is high, and likely to remain so. Uncommitted balance (£55k) of the DHG budget is also required to meet this excess demand for DFG payments. The £50k previously predicted underspend on DHG is now also needed if possible for the extra DFGs; if this is not possible, then permission is also sought to bring £80k of funds forward from 2011/12 capital budget if needed. Unless underspend from other corporate budgets is available, it is expected that £32k will need to be drawn forward from 2011/12 to avoid delays paying invoices. As demand for DFG is increasing, it is recommended that the 2011/12 Decent Home Grant budget is used to draw from as 2011/12 DFG budget may run out.
72605	- Discretionary DFG	S. Winterburn	60,000	0		60,000	2,186		2,186	2,200	(57,800)	Small spend on discretionary DFG. Remainder of budget has been spent on mandatory DFG due to very high demand.
72606	- Decent Home Grants	S. Winterburn	295,000	15,000	(60,000)	230,000	121,652		121,652	160,000	(70,000)	Commitment and spend for Decent Home Grant are currently low, but progress on site indicates £160k will be needed for DHG. Therefore estimated likely underspend of £215k budget is now reduced further (from earlier prediction of £80k) to around £55k. As the DFG budget is fully spent, the £55k uncommitted balance will be needed for mandatory DFG, and permission for this is urgently sought. No new applications for DHG are being accepted, due to DFG priority and resulting lack of resources. DHG Policy being reviewed in light of House Condition Survey. The £15k slippage which was set aside for a scheme to assist a vulnerable occupier will not be needed due to legal issues and non-cooperation.
72685	Future Social Housing Schemes		600,000	50,000	(650,000)	0			0	0	0	Currently there are several schemes in the pipeline which have a promise of allocation from the Homes & Communities Agency. However, in the recent Govt budget this grant is looking increasingly vulnerable. Therefore, it may be the case that the Housing Associations will have to turn to the Council for funding. It is also anticipated that the Government will reduce the national allocation to affordable housing in the comprehensive spending review. If this happens, the Council's Future Social Housing Grant budget will be in high demand. Slip budget into 2011/12 & future years.
72696	TXU Site, Mead Lane, Hertford		267,500	0	(61,900)	205,600	205,600		205,600	205,600	0	Housing Association have made savings on the scheme. However, this money has been transferred to the main SHG budget. Agreed at 7.9.10 Executive.
71201	Capital Salaries	S. Chancellor	25,400	0		25,400			0	25,400	0	
71362	Capital Salaries	S. Chancellor	0	0	53,600	53,600			0	53,600	0	
<b>TOTAL</b>			<b>3,969,400</b>	<b>242,900</b>	<b>(531,370)</b>	<b>3,680,930</b>	<b>2,541,194</b>	<b>77,537</b>	<b>2,618,731</b>	<b>3,223,010</b>	<b>(457,920)</b>	

\* 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 £10,000 to be sought from external contributions - £40,000 from EHC, total £50,000.
- Note 3 Reflects requirement for additional £50,000 in 2010/11 as budget for this year was b/fwd into 2009/10 to support successful bids for external funding.
- Note 4 Grange Paddocks Playbuilder £53,000 grant funded - EHC contribution will be £22,000, total £75,000. Grant now suspended.
- Note 5 Ridgeway & Grange Paddocks funded from HCC Playbuilder Grant (code 878117).
- Note 6 Externally funded - £46,000 BIFFA, £9,000 Env Agency, £10,000 Countryside Management Services. £10k EHC.
- Note 7 Disabled Facilities Grants - Government funding of £228,000 in 2010/11.
- Note 8 Decent Home Grants - Government funding assumed from the single regional housing pot of £49,000 in 2010/11.

**CAPITAL MONITORING 2010/11**

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

ALL IT BUDGETS PROJECTED TO BE FULLY SPENT, HOWEVER, ALL SCHEMES DEPEND ON THE C3W PROGRAMME

Exp. To 28/02/11

Exp Code	2010/11 Approved Schemes	Project Control Officer	2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to date	2010/11 Commitment Amount	2010/11 Total to Date	2010/11 Projected Spend	2010/11 Variance between Proj Spend and Approved Estimate	COMMENTS
			£	£	£	£	£	£	£	£	£	
71318	Micro Systems	D. Frewin	40,000	9,000	2,400	51,400	50,576	1,788	52,364	52,400	1,000	Small overspend.
71342	PC Upgrades	D. Frewin	35,000	47,600		82,600	48,384	26,170	74,554	84,000	1,400	Budget committed to Wallfields upgrades and C3W.
71370	Development Control EDM	P. Bowler	0	4,500		4,500	(4,400)		(4,400)	(4,400)	(8,900)	Final invoice in dispute, credit relates to 09/10 outstanding invoice. Will be paid in 2011/12. Only slip original budget of £4,500.
71371	Upgrade of Back Office Systems	P. Bowler	20,000	15,800	(16,000)	19,800	8,791	7,590	16,381	16,400	(3,400)	Head of Planning seeking a single supplier for planning & building control software. Balance to slip.
71372	Telephone Expansion System	D. Frewin	2,000	0	1,000	3,000	1,855		1,855	1,900	(1,100)	Balance to slip.
71374	Network, Servers & Storage Upgrade	D. Frewin	30,000	5,600		35,600	34,712	5	34,717	36,000	400	Full budget committed due to C3W.
71375	Councillors IT Provision	D. Frewin	10,000	0	(6,400)	3,600	1,600		1,600	1,600	(2,000)	Ongoing.
71376	Home & Mobile Working	D. Frewin	0	61,000		61,000	47,118		47,118	61,000	0	Full budget committed due to C3W.
71377	BACS	P. Bowler	0	3,500		3,500	1,000		1,000	1,000	(2,500)	BACS refunds for C/Tax & NNDR project now commenced. Awaiting response from Nat West Bank. Balance to slip.
71379	Authentication	P. Bowler	0	31,000	(31,000)	0			0	0	0	Awaiting Capita bid proposal. Possibility that Capita will use own authentication, budget has been transferred into 2011/12.
71383	Content Management Solution	D. Frewin	0	10,000	(3,400)	6,600	6,559		6,559	6,600	0	Completed. Underspend of £3,400 has been transferred to 71318, Micro Systems.
71388	G.I.S.	P. Bowler	18,700	0		18,700	13,230		13,230	13,230	(5,470)	Remainder of budget to be used for VMWare for establishing internet GIS. Balance will slip.
71389	Small Systems	P. Bowler	35,000	12,000	(27,000)	20,000	15,277	6,400	21,677	21,700	1,700	Overspend due to unplanned logistics upgrade.
71391	Audio Visual Upgrade	D. Frewin	3,000	0	(1,000)	2,000			0	2,000	0	£1,000 wired into 71372 for telephone system at Hertford Theatre.
71395	EDM - Corporate	P. Bowler	50,000	12,700	(52,700)	10,000	6,385		6,385	6,400	(3,600)	Works dependant on set up of scanning room in Wallfields & further roll-out of licensing & software costs. £52,700 has been transferred to 2011/12.
71396	Enhancement of Telephony System	P. Bowler	0	3,400		3,400			0	2,500	(900)	£2,500 to be spent on additional card for automated payment system.
71404	Corporate Consultation System	P. Bowler	50,000	0	(24,900)	25,100	25,066		25,066	25,100	0	System purchased - underspent.
71401	Human Resources/Payroll System	E. Freeman	50,000	0	(50,000)	0			0	0	0	Funding now transferred to new scheme 'Financial Management System' in 2012/13.
71402	Council Chamber Enhancements	P. Searle	0	3,000		3,000	1,189	735	1,924	3,000	0	Remainder of budget to be used for Room 27 Wallfields.
71403	Committee Management System	J. Hughes	0	11,100	460	11,560	11,600		11,600	11,600	40	Completed.
71407	ICT C3W Contingency	P. Searle	27,000	0	(27,000)	0			0	0	0	This budget has been transferred to new scheme 'Renewal of Cabling'.
71408	Revenues & Benefits System	S. Tarran	165,000	0	(43,000)	122,000	121,860		121,860	122,000	0	Further modules to be installed, therefore remaining budget in 2011/12.
71409	Locata	P. Bowler	37,700	0	(37,700)	0			0	0	0	Due to officer injury, this project has been transferred into 2011/12.
71410	Firewalls & Intrusion Protection	P. Bowler	50,000	0	(15,000)	35,000		34,891	34,891	35,000	0	Completed. Underspend of £15,000 has been transferred to 71318, Micro Systems.

## CAPITAL MONITORING 2010/11

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ALL IT BUDGETS PROJECTED TO BE FULLY SPENT, HOWEVER, ALL SCHEMES DEPEND ON THE C3W PROGRAMME

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			£	£	£	£	£	£	£	£	£	
71411	Instant Messaging Archiving	P. Bowler	20,000	0	(20,000)	0			0	0	0	Current e-mail system can archive OCS, therefore, this budget has been transferred to new scheme 'Renewal of Cabling'.
71412	Renewal of Cabling - Wallfields	D. Frewin	0	0	104,000	104,000	38,524		38,524	50,000	(54,000)	Works commenced, however, invoices won't be received until 2011/12. Spend to date relates to switches.
71413	New Telephone System	P. Bowler	0	0	0	0			0	15,000	15,000	Request that £15,000 be b/fwd from 11/12 to enable the purchase of 3 additional Cisco switches.
71362	Capital Salaries	S.Chancellor	107,000	0		107,000			0	107,000	0	
71261	Wallfields - Barriers for Visitor Parking	S. Whinnett	20,000	0		20,000			0	0	(20,000)	Design stage.
71234	Wallfields - Ground Floor Refurbishment	S. Whinnett/M. Shrosbree	1,005,000	217,500	(722,500)	500,000	55,698	1,832	57,530	115,500	(384,500)	Work due to commence January. Request to re-profile 60% in 10/11, 40% in 11/12. Agreed at 12.10.10 Exec. A further £233,500 has been re-profiled to 2011/12.
71265	Wallfields - Disabled Persons Lift Replacement	S. Whinnett	0	0	20,000	20,000		11,534	11,534	20,000	0	Order placed.
71263	Microfiche Printer/Scanner for Hertford Customer Service Centre	N. Sloper	4,000			4,000	3,580		3,580	3,580	(420)	Equipment delivered and operational.
71251	Automated Payment Machines at Hertford & B/S	N. Sloper	14,000		(14,000)	0	438	750	1,188	1,200	1,200	Overspend on scheme as sum required as part of preparation for delayed installation of machine at Hertford. Incurred some additional costs due to timings of property works to create a home for new machine. This was caused by C3W requirements.
71252	Enhancements to B/S & Hertford Receptions	N. Sloper	0	3,800	5,000	8,800	8,888		8,888	8,900	100	Completed.
71203	Replacement of Chairs & Desks	R. Crow	6,000	(1,000)		5,000	3,587	166	3,753	5,000	0	Most of this spend is demand driven.
<b>TOTAL</b>			<b>1,799,400</b>	<b>450,500</b>	<b>(958,740)</b>	<b>1,291,160</b>	<b>501,517</b>	<b>91,861</b>	<b>593,378</b>	<b>825,210</b>	<b>(465,950)</b>	

CAPITAL MONITORING 2010/11

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

Exp. To 28/02/11

Ex Code	2010/11 Approved Schemes	Project Control Officer	2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to date	2010/11 Commitment Amount	2010/11 Total to Date	2010/11 Projected Spend	2010/11 Variance between Proj Spend and Approved Estimate	COMMENTS
			£	£	£	£	£	£	£	£	£	
75243	Gascoyne Way MSCP - Upgrade Lift Cars	S. Whinnett	25,000	0	(25,000)	0			0	0	0	Works commenced late May. This budget has been merged with the main refurbishment scheme.
75223	Bircherley Green Concrete Repairs Work	S. Whinnett	0	2,900		2,900			0	0	(2,900)	To be used for contingency. To be added to main works budget in 11/12.
75256	Rye Street Car Park North Refurbishment	S. Whinnett	80,000	0		80,000	54,917	500	55,417	60,000	(20,000)	95% completed. Awaiting final invoices. Balance will slip.
75258	Grange Paddocks Overspill Refurbishment	S. Whinnett	0	0	20,000	20,000	2,520	11,665	14,185	20,000	0	£20k b/fwd from 2011/12 (budget £210,000) as fees & planning charges will be incurred this year
75255	Crown Terrace Car Park - Boundary Wall (Phase 2)	S. Whinnett	10,000	0		10,000	9,000		9,000	9,000	(1,000)	Completed.
75250	Modifications to Jackson Square Car Park	S. Whinnett	0	38,100		38,100	33,822	5,475	39,297	39,300	1,200	Completed, small overspend.
75241	Gascoyne Way MSCP - Major Refurb. & Repairs	S. Whinnett	780,000	5,900	35,000	820,900	796,398		796,398	796,400	(24,500)	Completed. Balance will slip for retention.
75246	Imp. For Safer Parking - Amwell End Car Park	S. Whinnett	0	16,200	(7,000)	9,200		300	300	9,200	0	Completed, final account stage. Retention & fees still to be paid. Scheme will underspend by ??
75237	Buntingford Car Park - Imp. To Surface Water Drainage	S. Whinnett	0	10,000		10,000			0	0	(10,000)	Scheme will slip, but will need re-assessing, larger scheme may be required,
75257	Changes to Signs re. Weekend Charging	N. Sloper	3,000		(3,000)	0			0	0	0	Following decision by members to defer the introduction of Sunday & Bank Holiday charging, this has been deferred to 2011/12. Agreed at 12.10.10 Exec.
75254	Replacement Machines Causeway Car Park	N. Sloper	0		150	150	151		151	150	0	
75251	Car Park Tariff Increase 2008	N. Sloper	0	1,400	(70)	1,330	1,330		1,330	1,330	0	Completed.
75260	Purchase & Resurfacing of Apton Road Car Park	N. Sloper	0	0	0	0		550,000	550,000	550,000	550,000	Re-profile acquisition of Apton Road Car Park
75261	Purchase of Baldock Street Car Park	N. Sloper	0	0	0	0		120,000	120,000	120,000	120,000	Re-profile acquisition of Baldock Street Car Park
74105	Town Centre Environmental Enhancements	P. Pullin	100,000	57,200	(50,000)	107,200	27,869	4,165	32,034	32,000	(75,200)	First phase of Hertford Theatre/The Wash works completed Nov 2010 second phase scheduled for March 2010, any balance to slip.
74106	Heart of B/S - Market Improvement Scheme	W. O'Neill	0	0	100,000	100,000	49,687		49,687	75,000	(25,000)	Fully funded from the town centre enhancement budget and PRG. TCE element of £25,000 will slip due to technical issues but the project will be in place early 2011/12.
74107	Heart of B/S - Riverside Improvement Scheme	W. O'Neill	0	0	156,300	156,300			0	87,000	(69,300)	Fully funded from Town Centre Enhancement budget, S106, British Waterways & PRG. Invoice rec'd from British Waterways, balance will slip. Works due to be complete by the end of this financial year with payments credited to 2010/11.
72572	What's on Signage Bishop's Stortford	W. O'Neill	0	15,000		15,000			0	0	(15,000)	Project to slip into next year due to delay in receiving brown sign consent and other changes to original plan.
<b>TOTAL</b>			<b>998,000</b>	<b>146,700</b>	<b>226,380</b>	<b>1,371,080</b>	<b>975,694</b>	<b>692,105</b>	<b>1,667,799</b>	<b>1,799,380</b>	<b>428,300</b>	



**CAPITAL MONITORING 2010/11**

Care for and improve our natural and built environment

Exp Code	2010/11 Approved Schemes	Project Control Officer	Exp. To 28/02/11									2010/11 Variance between Proj Spend and Approved Estimate £	COMMENTS
			2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to date	2010/11 Commitment Amount	2010/11 Total to Date	2010/11 Projected Spend			
			£	£	£	£	£	£	£	£	£		
74102	Historic Building Grants	K. Steptoe	35,000	16,200	(21,200)	30,000	31,624			31,624	<b>35,000</b>	5,000	Anticipated that on current projections and commitments the year end spend will remain around £30k. Amended to £35k as at March.
72604	Energy Grants	S. Winterburn	20,000	0	(20,000)	0				0	<b>0</b>	0	This budget is not likely to be needed in 2010/11 as the Herts Essex Energy Partnership (HEEP) scheme will fund energy measures during this period.
75165	Wheeled Bin & Recycling Box Replacement Programme	C. Cardoza	90,000	(6,700)	33,300	116,600	96,896	19,335		116,231	<b>116,600</b>	0	Demand has increased following Members decision to suspend charging for bins. Orders raised for £8,395 & £10,919, goods to be delivered late March and for use in 2011/12, therefore negative slippage will apply.
75144	Communal Bin Development	C. Cardoza	5,000			5,000	4,475			4,475	<b>4,480</b>	(520)	Roll out of this scheme has now commenced.
75145	Standardise Litter Bins	C. Cardoza	5,100		(170)	4,930	4,803			4,803	<b>4,800</b>	(130)	Demand for new/replacement bins currently higher than available budget and have therefore suspended provision.
75152	Commercial Waste	C. Cardoza	33,500			33,500	19,833	4,957		24,790	<b>24,790</b>	(8,710)	Less need for new containers. Budget will underspend, no slippage required. Order raised for £4,957, for use in 2011/12, therefore negative slippage of £4,960 will apply.
75164	Plastic bottle & cans sorting/bailing equipment	C. Cardoza	95,800		(95,800)	0				0	<b>0</b>	0	A decision whether to proceed with this scheme will be taken following discussions with the new waste contractor & the re-processor, following the decision by the Council on 8 December to commence collecting mixed plastics. This budget will not be spent in 2010/11.
75161	Energy Efficiency Initiatives	C. Cardoza	0	40,000		40,000				0	<b>0</b>	(40,000)	Implementation being managed by the Facilities Management Service. Integrated with C3W works at Wallfields.
<b>TOTAL</b>			<b>284,400</b>	<b>49,500</b>	<b>(103,870)</b>	<b>230,030</b>	<b>157,631</b>	<b>24,292</b>	<b>181,923</b>	<b>185,670</b>	<b>185,670</b>	<b>(44,360)</b>	

CAPITAL MONITORING 2010/11

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

Ex Code	2010/11 Approved Schemes	Project Control Officer	Exp. To 28/02/11								2010/11 Variance between Proj Spend and Approved Estimate £	COMMENTS
			2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to date	2010/11 Commitment Amount	2010/11 Total to Date	2010/11 Projected Spend		
			£	£	£	£	£	£	£	£	£	
71262	Elizabeth Road Shops - Renew Water Main	S. Whinnett	15,000	0		15,000			0	0	(15,000)	Design stage. Balance will slip.
75160	River & Watercourse Structures	G. Field	47,500	1,500	(18,000)	31,000	13,038	13,863	26,901	31,000	0	We are continuing to have discussions on planning permission issues on the replacement scheme for Castle Grounds Hertford, which are unlikely to be resolved before year end, so £18,000 has been rolled forward to 2011/12. However, works at Pishiobury Park will start on 7th February and other bridge works have now been identified and scheduled to start in March.
75157	Footbridge Over River Stort	M. Shrosbree	61,800	45,300		107,100			0	0	(107,100)	Balance to slip.
72568	Asset Improvement Items - Infrastructure (North Drive reconstruct road & drainage)	M. Shrosbree	0	17,500		17,500			0	0	(17,500)	Balance to slip.
<b>TOTAL</b>			<b>124,300</b>	<b>64,300</b>	<b>(18,000)</b>	<b>170,600</b>	<b>13,038</b>	<b>13,863</b>	<b>26,901</b>	<b>31,000</b>	<b>(139,600)</b>	

**ESSENTIAL REFERENCE PAPER 'E1'**

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

Projected Outturn  
31 March 2011  
£'000

1.1	April	550	Favourable
	May	221	Adverse
	June	881	Adverse
	July	672	Adverse
	August	656	Adverse
	September	563	Adverse
	October	237	Adverse
	November	82	Favourable
	December	113	Favourable
	January	268	Favourable

	<b>ITEM (in order of Corporate Priority)</b>	<b>MONTH(S) REPORTED</b>
1.2	<b>Promoting prosperity and well being</b> <b>CONCESSIONARY FARES</b> Following the change in allocation agreed at Herts Chief Finance Officer's group regarding the 2009/10 Concessionary Fares budget there is an anticipated £47k saving against the 2010/11 budget.	April
1.3	<b>MEALS ON WHEELS</b> A review of the contract arrangements for Meals on wheels has identified that the profile for delivering the £150k saving over the period of the Medium Term Financial Plan (MTFP) will vary from the current forecast. This will lead to additional costs in 2010/11 offset by equivalent savings in 2011/12 to 2012/14. This variation in timing can be managed by the temporary use of reserves.	May

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.4 PERFORMANCE REWARD GRANT</p> <p>On the 24 May the Government announced plans to reduce public spending by £6.2bn in 2010/11. No further Local Area Agreement Performance Reward grant will be paid creating a shortfall of £33k in 2010/11 and £250k in 2011/12 for both revenue and capital.</p>	May
<p>1.5 HERTFORD THEATRE</p> <p>Additional funding arising from the Executive's decision in approving the Business case for The Hertford Theatre will have an impact of £35k in the year.</p>	June
<p>1.6 HOUSING BENEFIT OVERPAYMENTS</p> <p>Recovery of housing benefit overpayments is above target and a net favourable variance of £50k is forecast.</p>	July
<p>1.7 HOUSING BENEFIT SUBSIDY</p> <p>The Housing Benefit Administration subsidy will be £24k less than that estimated.</p>	July
<p>1.8 REVENUES AND BENEFITS PARTNERSHIP</p> <p>The Revenues and Benefits Partnership arrangement with Stevenage Borough will reduce management costs by £25k from cost sharing.</p>	July
<p>1.9 AREA BASED GRANT</p> <p>Area Based Grant of £30k for 2010/11 has been confirmed by the Government. No budget had been set given the uncertainty over its distribution.</p>	July
<p>1.10 HOUSING BENEFIT OVERPAYMENTS</p> <p>An additional £50k of Housing Benefit overpayments is anticipated to be recovered.</p>	September

	<b>ITEM (in order of Corporate Priority)</b>	<b>MONTH(S) REPORTED</b>
1.11	<p><b>HOUSING BENEFIT OVERPAYMENTS</b> An additional £50K of Housing Benefit overpayments is anticipated to be recovered.</p>	October
1.12	<p><b>SMALL RATE RELIEF GRANT</b> A windfall sum of £9k has been announced by the Communities and Local Government Department relating to a temporary increase in small rate relief grant determination. The purpose of the grant is to provide support to receiving authorities towards expenditure lawfully incurred or to be incurred by them with implementing the scheme.</p>	October
1.13	<p><b>CRITICAL ORDINARY WATERCOURSES</b> The Critical Ordinary Watercourses contract with the Environment Agency (EA) has been extended for one year from October 2010, but with the option for the EA to terminate it in 2011. In previous years the EA has asked the Council to undertake extra work to the contract and the 2010/11 estimate was formulated on this basis. This extra work has not been forthcoming in the current economic climate resulting in a reduction in net income of £16k.</p>	October
1.14	<p><b>HOSTEL RENTS</b> With a far greater occupancy factor than envisaged and the collection of hostel tenants rents higher than budgeted for, there is anticipated £25k of additional rental income. However, with the higher usage the deterioration on some fittings and equipment is being accelerated. A request will be made to carry forward £20k to 2012 to renew fittings and equipment.</p>	October
1.15	<p><b>HOUSING BENEFITS</b> An additional £200k of Housing Benefit overpayments is anticipated to be recovered.</p>	November
1.16	<p><b>SMALL RATE RELIEF GRANT</b> The Business Rate Relief grant of £9k that was reported</p>	November

<b>ITEM (in order of Corporate Priority)</b>	<b>MONTH(S) REPORTED</b>
in October will be matched by expenditure for developing the software by the supplier.	
1.17 JOINT USE POOLS There is a predicted overspend of £21k against the utilities budget in respect of joint use pools.	November
1.18 JOINT USE POOLS The contributions from other bodies are expected to be £7k lower as costs relating to the joint use pools are lower.	November
1.19 PERFORMANCE REWARD GRANT An additional £51k of Revenue Performance Reward grant is to be received at the end of the financial year, subject to the Communities and Local Government department accepting the Local Strategic Partnership claim.	November
1.20 PRIVATE SECTOR HOUSING GRANT A repayment of a previously awarded Private Sector Housing grant from householders of £24k has resulted in a windfall sum being received.	November
1.21 HERTFORD THEATRE There is an anticipated income under-performance on the first year of the pantomime business plan at Hertford Theatre of £35k. Officers are identifying areas of over-performance to mitigate this loss by year end. For example, hire income is showing a projected over-performance against budget.	December
1.22 HILLCREST HOSTEL As a result of increased occupancy rates at Hillcrest Hostel additional rental income of £45k is now predicted.	January
1.23 <b>Fit for purpose</b> TURNOVER	April

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected over spend of £31k.</p>	
<p>1.24 MANAGING VACANCIES The Executive on 9 February 2010 made adjustments to the Performance Reward Grant and Planning Contingency budgets which left a balancing figure of £23k to be identified as 'Management of Vacancies' which officers were confident of achieving.</p>	April
<p>1.25 INVESTMENT INCOME Following a meeting with the Council's Treasury advisors to review new investment products proposed by the Council's fund managers to enhance returns, these will not be pursued on the grounds of risk that some of the instruments embedded within the products may not be available to local authorities. Projected returns will be reviewed in the light of the new Office of Budget Responsibility assumptions on short term interest rates used to inform the 22 June budget.</p>	May
<p>1.26 TURNOVER Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected over spend of £24k compared to £31k in April</p>	May
<p>1.27 TURNOVER Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected under spend of £31k compared to an over spend of £24k in May.</p>	June
<p>1.28 INVESTMENT INCOME Investment Income – Annualised returns by the Fund Managers over the first quarter are: Scottish Widows</p>	June

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
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Investment Partnership 0.8% and Investec 0.48% per annum. This equates to around £112k (for the first quarter) against the annual budget of £1.65m. Current projections indicate an overall return of between £700k and £840k indicating a budget shortfall of £0.81m to £0.95m. The balance on the Interest Equalisation Reserve was £1.185m as at the 31 March 2010 of which £778K is already planned to be utilised in the MTFP. In accordance with Financial Regulations 4.6.2 (a) the Executive is being asked to approve a supplementary estimate of the balance of £407k to offset the shortfall in income.

- |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |        |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| 1.29 | <p><b>TURNOVER</b></p> <p>There has been a change in presentation from the previous months reports whereby the Salary/Turnover and Managing Vacancies budgets have been amalgamated. In essence reflecting that turnover is predicting to be met and all but £6k of the Managing Vacancies budget at this stage has yet to be met, <b><u>Essential Reference Paper 'C'</u></b> shows a projected over spend of £6k compared to an adjusted under spend of £8k in June (after amalgamating the above two headings).</p> | July   |
| 1.30 | <p><b>PLACE SURVEY</b></p> <p>A saving of £14k is forecast as a result of the government's decision not to undertake the Place Survey.</p>                                                                                                                                                                                                                                                                                                                                                                             | July   |
| 1.31 | <p><b>TURNOVER</b></p> <p>Executive on the 7 September determined that the loss of funding from the Housing and Planning Delivery grant of £166k would be offset by taking from the general reserve the additional sum received in respect of this grant in 2009/10 of £134k. The Executive further requested CMT to meet the residual short fall of £32k by increasing the target for</p>                                                                                                                             | August |



ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>Management Action Savings by £32k to £55k.  <u>Essential Reference Paper 'C'</u> shows a projected underspend of 348K on payroll budgets leaving £7k still to be found to meet the target of £55k.</p>	
<p>1.32 THELE HOUSE            Executive on the 7 September approved a supplementary estimate of £15k to cover maintenance costs at Thele House until the property is sold.</p>	August
<p>1.33 TURNOVER            Salary budgets have been constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected underspend of £23k on payroll budgets. This underspend is after meeting the £55k Mitigating actions that were required.</p>	September
<p>1.34 INVESTMENT INCOME            Investment income shows a further £40k adverse movement from the August Healthcheck. This is based on the latest figures received from the Fund Managers returns. However, a meeting with the Fund Managers at the end of October will clarify the latest position and formulate the returns going forward.</p>	September
<p>1.35 TURNOVER            Salary budgets have been constantly monitored and <u>Essential Reference Paper 'C'</u> shows a projected underspend of £65k on payroll budgets.</p>	October
<p>1.36 CHURN COSTS/OFFICE MOVES            'Churn' 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 £15k in 2010/11.</p>	October
<p>1.37 HARTHAM LAND SALE            The sale of land associated with the supermarket</p>	October

	<b>ITEM (in order of Corporate Priority)</b>	<b>MONTH(S) REPORTED</b>
	development at Hartham will generate a windfall sum of £50k due to the disruption.	
1.38	<b>IT LICENCES</b> A review of IT Licences has resulted in the budget being reduced by £34k	November
1.39	<b>TURNOVER</b> Salary budgets are being constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected under spend of £78k on payroll budgets.	December
1.40	<b>TURNOVER</b> Salary budgets are being constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected under spend of £81k on payroll budgets.	January
1.41	<b>LEGAL LITIGATION BUDGETS</b> There is a projected under spend of £28k on legal litigation budgets as a result of lower demand on these sums.	January
1.42	<b>LEGAL FEES</b> The successful recovery of legal fees should generate an additional £12k of revenue.	January
1.43	<b>Pride in East Herts</b> <b>CAR PARKS (PAY AND DISPLAY) (Sunday/ Bank hols.)</b> The net impact of not implementing Sunday and Bank Holiday Car Park Pay and Display charging is estimated to be £38k.	April
1.44	<b>CAR PARKS PAY AND DISPLAY</b> Car Park occupancy levels are down resulting in 4.5% less income and a predicted year end level adverse variance of £125k.	May

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.45 PENALTY CHARGE NOTICES</p> <p>Following Member' decision to defer Sunday and Bank Holiday charging anticipated receipts and costs will no longer feature in 2010/11. This change also reduces the forecast for income for Penalty Charge Notices.</p>	May
<p>1.46 CAR WASHING – GASCOYNE WAY</p> <p>Given capital constraints on the Gascoyne Way car park refurbishment, the planned installation of drainage to enable car washing may no longer be cost effective. This is currently under review, but as a result the business case for generating income from car washing in the car park may no longer be favourable.</p>	May
<p>1.47 CAUSEWAY CAR PARK RENT</p> <p>The Council has a 24 month rent free period on the lease of the Causeway Car Park. The Council is required to account for this across the 35 year lease, resulting in a lease cost against each year.</p>	May
<p>1.48 GASCOYNE WAY CAR PARK</p> <p>Due to the timing of the Gascoyne Way refurbishment works, car washing is planned to commence in October resulting in only six months income from the scheme thus an adverse variance of £5k.</p>	June
<p>1.49 CAUSEWAY CAR PARK RENT</p> <p>The apportionment of rental cost now payable by the Council for the Causeway Car park in 2010 has now been calculated by accountancy to be £222k and not £203k as previously reported.</p>	June
<p>1.50 PAY AND DISPLAY CAR PARKING</p> <p>Car Park use is below forecast resulting in 5.5% less Pay and Display income and a predicted adverse</p>	July

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
variance to year end of £150k.	
1.51 B/S CAR PARK SEASON TICKET INCOME The Bishop's Stortford season ticket income is above forecast, continuing the trend from previous years resulting in a favourable increase over the budget of £12k.	July
1.52 CAR PARKS PAY AND DISPLAY There is a loss of income anticipated within the car parks pay and display budget of £19k due to the increase in VAT to 20% from 4 January 2011.	September
1.53 BIRCHERLEY GREEN There is an estimated saving of £5k due to not locking/unlocking Bircherley Green whilst Gascoyne Way car park is closed for refurbishment.	September
1.54 CCTV Additional legal costs of £6k have been incurred on the CCTV budget to assess whether because	October
1.55 CAR PARK MACHINES  £20k is needed to modify the pay and display car park machines to accept new 5p and 10p coins which come into circulation in April 2011.	December
1.56 CAR PARK MACHINES £16k is now needed, not the £20k reported last month, to modify the pay and display car park machines to accept new 5p and 10p coins which come into circulation in April 2011.	January
1.57 <b>Caring about what's built and where</b> RECYCLING SERVICE There is expected to be a significant increase in the sum the Herts Waste Partnership (HWP) contributes to East Herts Council's waste and recycling costs. This is	April

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
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subject to agreement by the HWP Board and assumes the continuing commitment by Hertfordshire County Council. In order to incentivise the increase of recycling by districts and boroughs, the HWP agreed a model for redistributing the potential savings to the disposal authority arising from improvement to recycling and reduction of waste sent to landfill. The model developed used 2006/07 performance as a base and was based around some prudent predictions around improvement.

The success of ARC exceeded predictions plus the recession appears to have had the effect of reducing total waste tonnages also. Figures are potentially highly variable but based on the financial model agreed for 2010/11 our prudent estimate of income from this source in 2010/11 is of the order of £650K or an additional £570k.

The partnership agreed that the model required updating and have introduced a cap to the subsidy per household for 2011/12 and 2012/13. Based on this Alternative Financial Model we will assume for budget purposes a payment to East Herts of circa £350k for each of those two years.

1.58	<b>PUBLIC CONVEIENCES</b> The budget for public conveniences in 2010/11 was understated in error as it included a double counting of planned savings of £28,860 which were built into the base budget and scored as planned savings. In addition public conveniences have remained open in three towns there being no suitable private sector provider at a cost of £34,000.	June
1.59	<b>DOMESTIC REFUSE BIN CHARGING</b> The Council's decision to defer replacement refuse bin	June

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
charging will result in a £50k adverse variance.	
<p>1.60 RECYCLING PUBLICITY</p> <p>The Recycling Publicity budget is currently under spending due to the success of ARC and there is less need to undertake publicity to address public concerns. As a consequence this budget will then show a £22k favourable position. Consideration is being given as to whether some or all of the MTFP saving can be brought forward from 2012/13 to 2011/12.</p>	June
<p>1.61 RECYCLING GREEN WASTE</p> <p>The Recycling Green Waste budget could under spend by £80k as the scheme is not being expanded to include flats until the new contract is let in 2011 resulting in an in year saving and possible base budget saving.</p>	June
<p>1.62 KERBSIDE DRY RECYCLING EXPENDITURE</p> <p>The Kerbside dry Recycling collections budget is currently stable following the implementation of ARC. It is currently showing an underspend of £10K which would indicate an underspend of up to £40k for the full year.</p>	June
<p>1.63 PLASTIC RECYCLING BANKS</p> <p>There is a current underspend associated with Plastic Recycling Banks which could be a £5k favourable effect by year end.</p>	June
<p>1.64 KERBSIDE DRY RECYCLING INCOME</p> <p>Income from Kerbside dry Recycling collections is currently £20k up on profile, but this based on two months figures only. Significant additional income over</p>	June

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
budget is likely but needs to be reviewed on a monthly basis.	
1.65 RECYCLING CONTRIBUTIONS The latest estimate of the sum due from HCC for the Alternate Financial Model in 2009/10 £383k. That is £3k more than budgeted for.	June
1.66 DEPOT MATERIAL HANDLING The Depot Material Handling budget included costs for material sorting equipment. Provision of equipment has been suspended following a Member review until the outcome of the Refuse contract re-tender is clear. Outturn will be £35k less than budget.	June
1.67 RECYCLING More recycling is producing additional income from material sales and credits, If current trends continue it may achieve £80k additional income.	July
1.68 REFUSE AND RECYCLING CONTRACT A saving of £37k is expected from a lower than budgeted increase from indexation of the price of Refuse and Recycling contract.	July
1.69 REFUSE COLLECTION CONTRACT A savings on the Refuse Collection contract of between £50k- £80k is forecast because of less than expected ad-hoc work.	July
1.70 KERBSIDE DRY RECYCLABLES A review of income generated from Kerbside Dry Recyclables would indicate that additional sums of £200k are estimated to be achieved.	September

	<b>ITEM (in order of Corporate Priority)</b>	<b>MONTH(S) REPORTED</b>
1.71	<b>RECYCLING SERVICE</b> The latest estimate of the sum to be received from Herts County Council under the Alternate Financial Model in 2010/11 is £620k. (Previously reported as £550k)	October
1.72	<b>KERBSIDE DRY RECYCLING COLLECTIONS</b> The Kerbside Dry Recycling Collections budget is currently showing to overspend by £90k due to a coding error. The error will be corrected at the Probable stage.	October
1.73	<b>Commercial Waste Collection</b> A net favourable position of £17K is anticipated on the Commercial Waste Collection Service as a result of additional income being generated which in part is off set by additional income.	
1.74	<b>STREET CLEANSING</b> The Street Cleansing contract is currently forecasting a possible under spend of £18k.	October
1.75	<b>GROUNDS MAINTENANCE</b> The Grounds Maintenance budget is projected to overspend by £35k due to higher levels of inflation (RPI) than estimated.	October
1.76	<b>REFUSE, RECYCLING, ST CLEANSING CONTRACT</b> The one off Specialist Support Budget to assist with the Refuse, Recycling and Street Cleansing contract will be underspent by £5k.	December
1.77	<b>BANKS SITE MAINTENANCE</b> There is an expectation to under spend £4k on Banks Site Maintenance as there is less maintenance than expected.	January
1.78	<b>KERBSIDE DRY RECYCLING</b> Kerbside Dry Recycling income remains favourable	January



ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>with a predicted level of additional income of £232k. This is slightly less than last month's estimate of £258k. There have been higher levels of participation with ARC resulting in higher levels of income from material sales and credits. Consideration is being given to establish a Recycling Reserve to offset future variations arising from the volatile commodities market.</p>	
<p><b>Shaping now, shaping the future</b></p> <p>1.79 HOUSING AND PLANNING DELIVERY GRANT The rules allocating the Housing and Planning Delivery Grant changed at the end of the last financial year, allowing all of the grant to be allocated to revenue, rather than split between capital and revenue. Provided the Government does not change these rules a cautious £50k could be available to Revenue.</p>	April
<p>1.80 HOUSING AND PLANNING DELIVERY GRANT On the 24 May the Government announced plans to reduce public spending by £6.2bn in 2010/11. For East Herts Council part of the impact is the loss of £166k Housing and Planning Delivery Grant</p>	May
<p>1.81 LOCAL AUTHORITY BUSINESS GROWTH INITIATIVE The above cuts will also impact adversely on Local Authority Business Growth Initiative to the value of £50k. This anticipated receipt was to be placed in reserves to meet potential expenditure beyond 2010/11.</p>	May
<p>1.82 PLANNING APPEALS COSTS Potential additional costs have arisen since April as a result from an award of costs against the Council and the engagement of a consultant to undertake a viability assessment exercise to the value of £10k.</p>	May
<p>1.83 ENFORCEMENT ACTION</p>	May

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>There are potential costs of £50k for direct enforcement action at Campfield Road, Hertford. These costs are currently based on outline quotes and may be subject to some considerable variation. This cost can be registered as a charge on the property and recovered in due course through its sale.</p>	
<p>1.84 PLANNING APPEALS Potential additional costs have arisen since April as a result from an award of costs against the Council and the engagement of a consultant to undertake a viability assessment exercise. The maximum assessed at this stage is £18k.</p>	June
<p>1.85 DEVELOPMENT CONTROL INCOME Income from Development Control applications is ahead of the July target by £60k; in part due to resubmission of school site proposals. It is too early to predict the outturn for the year.</p>	July
<p>1.86 DEVELOPMENT CONTROL INCOME Income from Development Control applications is ahead of the August target by £63k. It is too early to predict the outturn for the year.</p>	August
<p>1.87 DEVELOPMENT CONTROL INCOME Income from Development Control applications is ahead of the September target by £41k. This is down on the August figure and is still too early to predict the outturn for the year.</p>	September
<p>1.88 LAND CHARGES INCOME Income from Land Charges is £17k ahead of profile as at September.</p>	September
<p>1.89 DEVELOPMENT CONTROL Income from Development Control applications is ahead of the October target by £44k. Year end</p>	October

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
income is estimated to be as per the original estimate £600k.	
1.90 LAND CHARGES INCOME Income from Land Charges is estimated to be £20k more than the original estimate.	October
1.91 DEVELOPMENT PLANS STUDIES The Development Plans Studies budget is expecting to under spend by £20k due to fewer studies and joint funding.	October
1.92 LOCAL DEVELOPMENT FRAMEWORK The Local Development Framework (LDF) upkeep and review is predicting to under spend by £50k as consultancy work will be required in 2011/12 in conjunction with the LDF plan.	October
1.93 LOCAL AUTHORITY BUSINESS GROWTH INITIATIVE The loss of Local Authority Business Growth Initiatives grant has in part been managed by reducing spend within the LABGI Initiatives budget so that the adverse variance is now £30k.	November
1.94 PRE-APPLICATION PLANNING ADVICE There has been a greater demand for pre-application planning advice than envisaged amounting to £10k.	December
1.95 DEVELOPMENT CONTROL ADVICE Herts County Council will not charge for Development Control advice – producing a saving for £10k. This is a one off saving as it is expected that a charge will be made for this service in future years.	December
1.96 DEVELOPMENT CONTROL INCOME Receipts from Development Control are anticipated to be £30k more than the original estimate.	January
1.97 <b>Leading the Way, Working Together</b> There is nothing to report on this priority	April

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.98 MEMBER'S ALLOWANCES Council on the 24 February 2010 resolved to reduce the Basic Allowance for Members in 2010/11, thus making a saving of £35k.</p>	June
<p>1.99 MEMBER'S ALLOWANCES Due to changes in the membership of the Executive there will be a further £9k saving.</p>	July
<p>1.100 LOSS OF GRANTS The Council has seen a loss of grants arising from government's decisions on current spending. The Executive is requested to:</p> <ul style="list-style-type: none"> <li>a) recommend to Council a call on the general reserve of £134k to mitigate the loss of planning delivery grant. The sum of £134k was added to the general reserve in 2009/10 following the government's decision to allow the whole of 2009/10's planning delivery grant to be used for revenue purposes.</li> <li>b) Request CMT to meet the balance of £32k of the planning delivery grant loss by increasing the target for management action savings.</li> <li>c) Approve, in accordance with Financial Regulation 4.6.2 a) a call on the earmarked LABGI reserve of £50k. This will offset the loss of LABGI funding in 2010/11 and reduce the uncommitted balance on the reserve to £14k.</li> </ul>	July
<p>1.101 MEMBER'S ALLOWANCES The resignation of two Councillors will generate an additional small saving of circa £2k on Members allowances. However, the cost of two anticipated by-elections will be circa £16k.</p>	September
<p>1.102 EXTERNAL AUDIT External Audit fees are expected to be less as a result</p>	October

<b>ITEM (in order of Corporate Priority)</b>	<b>MONTH(S) REPORTED</b>
of the demise of the Audit Commission.	
1.103 <b>STREET NAMING AND NUMBERING</b> There is a steady decline in receipts from the Street Naming and Numbering service resulting in an estimated shortfall of £8k.	January

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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
<b>At 31 January 2011</b>	<b>1,358</b>	<b>-1,311</b>	<b>47</b>	<b>2,198</b>	<b>-1,930</b>	<b>268</b>

### Changes in respect of previously reported items

#### In month favourable variances (y t d)

Hertford Theatre	50	15	65	0	0	0
HB Overpayments	59	0	59	100	0	100
Area Based Grant	3	0	3	0	0	0
Thele House Maintenance	0	0	0	0	0	0
Hostel rent	5	0	5	5	0	5
Private Sector Housing	5	0	5	18	0	18
Turnover/Managing Vacancies	22	0	22	0	0	0
Legal Litigation Fees	4	0	4	12	0	12
Legal Fees recovered	-13	0	-13	-12	0	-12
Recycling service	0	0	0	24	0	24
B/S Car Park season tickets	41	0	41	0	0	0
Unlocking/locking Gascoyne Way	0	0	0	0	0	0
Recycling publicity	4	0	4	1	0	1
Green Waste collection	5	0	5	4	0	4
Plastic Banks	3	0	3	2	0	2
Depot Material Handling	3	0	3	0	0	0
Refuse collection contract	22	0	22	-55	-20	-75
Commercial Waste	-40	0	-40	0	0	0
Cleansing Contract	0	14	14	0	0	0
Grounds Maintenance contract	-10	0	-10	0	0	0
Bank Site Maintenance	-1	0	-1	0	0	0
Land Charges Income	5	0	5	10	0	10
Development Plans Studies	0	0	0	14	0	14
LDF upkeep	7	0	7	12	0	12

Pre-Application advice	-2	0	-2	0	0	0
HCC DC advice	1	0	1	0	0	0
Development Control Income	-7	0	-7	0	0	0
Members Allowances	4	0	4	0	0	0
Audit fees	1	0	1	0	0	0
Waste Contract specialist support	0	0	0	9	0	9
Clinical Waste income	14	0	14	14	0	14
Glass/Cans/Paper banks	39	0	39	27	0	27
Tree Replacement Programme	10	0	10	9	0	9
Building Control income	0	-60	-60	20	0	20

## In month adverse variances (y t d)

Meals on Wheels	0	0	0	0	0	0
HB Subsidy	0	-2	-2	0	0	0
Critical Ordinary Watercourses	0	-48	-48	0	0	0
Investment Income	0	-50	-50	0	-10	-10
IT Licences	-14	0	-14	0	0	0
Car parks P& D Sundays BH	0	-3	-3	0	0	0
Car parks P& D	0	-12	-12	0	0	0
Penalty Charge Notices	0	8	8	0	0	0
Car Park Advertising	0	-1	-1	0	0	0
Car Washing Gascoyne Way	0	-1	-1	0	0	0
CCTV Running costs	0	-2	-2	0	0	0
Public Conveniences	0	-4	-4	0	0	0
Wheeled bins	0	-4	-4	0	0	0
Kerbside Dry Recycling Collection	0	-4	-4	0	0	0
Kerbside Dry Recycling Income	-6	0	-6	-24	0	-24
By-Elections	0	1	1	0	0	0
Street Naming and Numbering	0	-1	-1	0	1	1



Newly reported items/items no longer reported

Previously unreported variances at 28 February

Corporate Training	31	0	31	20	0	20
Pest Control	6	0	6	4	0	4
Housing Options	36	0	36	15	0	15
DCLG grant Land Charges	0	0	0	34	0	34
DCLG grant Habitats	0	0	0	17	0	17

Previously reported items no longer having out turn variance

In month favourable variances (y t d)

**In month adverse variances (y t d)**

<b>At 28 February 2011</b>	<b>1,645</b>	<b>-1,465</b>	<b>180</b>	<b>2,478</b>	<b>-1,959</b>	<b>519</b>
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Month on month change	287	-154	133	280	-29	251
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less previously unreported variances at 31 January

131	131
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**Variations since last month**

<b>418</b>	<b>-285</b>	<b>133</b>
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**Executive Actions for 2010/11**

Priority	Finance/ Performance	Performance Indicator	Recommendation	Executive Decision	Meeting	Status	Outcomes
<b>Note: There are currently no Executive decisions to be noted for August. The table content will be populated with performance and financial decisions made by Executive over 2009/10.</b>							
All	Finance	N/A	Agrees that £10k of the Hartham CCTV budget be transferred to the Leisure Development Project	Executive decided £10k of the Hartham CCTV budget be transferred to the Leisure Development project.	12-Jan-10	<b>Resolved</b>	To support all of the Council's corporate objectives.
All	Finance	N/A	Agree that the supplementary capital estimate of £35k be approved.	Executive decided that the supplementary capital estimate of £35k in respect of bin replacement, be approved.	09-Feb-10	<b>Resolved</b>	To support all of the Council's corporate objectives.
All	Performance	N/A	Agree that the Corporate Risk Register for Quarter 3 be approved	Executive decided that the Corporate Risk Register for Quarter 3 be approved.	09-Feb-10	<b>Resolved</b>	To ensure that risk is effectively monitored.
All	Performance	NI 15, NI 16 and NI 20	Agree that only annual targets for NI 15, NI 16 and NI 20 are set and that the reporting of monthly performance will continue only so that performance trends can be analysed.	Executive decided that only annual targets for NI 15, NI 16 and NI 20 are set and that the reporting of monthly performance will continue only so that performance trends can be analysed.	13-Jul-10	<b>Resolved</b>	Through close monitoring of performance the service has identified changes to improve performance monitoring.
All	Performance	N/A	Agree that local indicators are established in partnership with the Police to reflect the local priorities of the Community Safety Partnership.	Executive agreed that local indicators are established in partnership with the police to reflect the local priorities of the Community Safety Partnership.	13-Jul-10	<b>Ongoing</b>  Members will be advised when new local crime indicators will be made available.	Through close monitoring of performance the service has identified changes to improve performance monitoring.
All	Finance	N/A	Agree to seek a supplementary capital estimate of £5k.	Executive agreed a supplementary capital estimate of £5k for Bishop's Stortford and Hertford Receptions replacement of IT equipment	13-Jul-10	<b>Resolved</b>	To support all of the Council's corporate objectives.

Priority	Finance/ Performance	Performance Indicator	Recommendation	Executive Decision	Meeting	Status	Outcomes
All	Finance	N/A	Executive are recommended to Council the carry forward of £40,300 for 2009/10 underspending to the current year	Executive approved that in respect of a staffing matter and IT Licences, the carry forward of £40,300 for 2009/10 underspending to the current year.	07-Sep-10	Resolved	To support all of the Council's corporate objectives.
All	Finance	N/A	Recommend to Council a call on the general reserve of £134k to mitigate the loss of planning delivery grant .	Executive supported a call on the general reserve of £134k to mitigate the loss of planning delivery grant be approved.	07-Sep-10	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive are recommended to support the capital bid for a supplementary estimate of £65k relating to works at the Southern Country Park.	Executive supported a supplementary estimate of £15k be approved in the capital programme in respect of wheeled bins, to be funded by bringing forward this sum from the provision made for 2011/12	12-Oct-10	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive are to agree a supplementary estimate of £15k be approved in the capital programme in respect of wheeled bins, to be funded by bringing forward this sum from the provision made for 2011/12	Executive supported the capital bid for a supplementary estimate of £65k relating to works at the Southern Country Park.	09-Nov-10	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive are to support £68,740 of the Renew Roof Covering to Ward Freeman Pool capital budget be re-profiled into 2011/12	Executive supported £14,000 of the Automated Payment Machines capital budget be re-profiled into 2011/12	09-Nov-10	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive are to support £14,000 of the Automated Payment Machines capital budget be re-profiled into 2011/12	Executive supported £68,740 of the Renew Roof Covering to Ward Freeman Pool capital budget be re-profiled into 2011/13	09-Nov-10	Resolved	To support all of the Council's corporate objectives.

Priority	Finance/ Performance	Performance Indicator	Recommendation	Executive Decision	Meeting	Status	Outcomes
	Performance	N/A	Executive are to note the deletion of the National Indicator set and a review of the current basket of performance indicators being planned.	Executive noted the deletion of the National Indicator set and a review of the current basket of performance indicators being planned	09-Nov-10	Resolved	Through close monitoring of performance the service has identified changes to improve performance monitoring.
	Finance	N/A	Executive are to support £100,000 of the Hertford Theatre budget is re-profiled from 2011/12 into 2010/11.	Executive supported £100,000 of the Hertford Theatre budget be re-profiled from 2011/12 into 2010/11.	11-Jan-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive approves the addition to the capital programme of a scheme "Bishop's Stortford Riverside and Markets Improvements" at a cost of £246,300.	Executive approved the addition to the capital programme of a scheme "Bishop's Stortford Riverside and Markets Improvements" at a cost of £256,300.	11-Jan-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive supports a request for a supplementary estimate of £19,600 to modify car park Pay and Display machines to accept new 5p and 10p coins that come into circulation in April.	Executive approved a request for a supplementary estimate of £19,600 to modify car park Pay and Display machines to accept new 5p and 10p coins that come into circulation in April 2011.	08-Feb-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive supports £36k of the works at the Southern Country Park scheme capital budget is re-profiled from 2010/11 into 2011/12.	Executive approved £36k of the works at the Southern Country Park scheme capital budget be re-profiled from 2010/11 into 2011/12.	08-Feb-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive supports £95,800 of the plastic bottle and can sorting/bailing equipment capital budget is re-profiled from 2010/11 into 2011/12.	Executive approved £95,800 of the plastic bottle and can sorting/bailing equipment capital budget be re-profiled from 2010/11 into 2011/12.	08-Feb-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 approval was sought to support a supplementary estimate of £80k in 2010/11 in respect of Decent Homes Grants to be funded by bringing forward this sum from the 2011/12 programme in order to offset some of the slippage on the programme.	Executive approved a supplementary estimate of £80k in 2010/11 in respect of Decent Homes Grants to be approved, to be funded by bringing forward this sum from the 2011/12 programme in order to offset some of the slippage on the programme.	08-Feb-11	Resolved	To support all of the Council's corporate objectives.
	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.

## EAST HERTS COUNCIL

EXECUTIVE – 24 MAY 2011

MONTHLY CORPORATE HEALTHCHECK – MARCH 2011

REPORT BY THE LEADER OF THE COUNCIL

WARD (S) AFFECTED: All

Purpose/Summary of Report:

- To set out an exception report on the finance and performance monitoring for East Herts Council for March/Quarter 4 2011.

<b>RECOMMENDATIONS FOR EXECUTIVE: that:</b>	
(A)	<b>the budgetary variances set out in paragraph 2.2 of the report be noted; and</b>
(B)	<b>in accordance with Financial Regulation 4.7.3 the Executive recommend to Council the carry forward of the capital budgets not spent in 2010/11, as set out in <u>Essential Reference Paper D</u> and summarised at paragraph 2.32 and that these sums be added to the 2010/11 capital estimates.</b>

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### 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 and quarterly basis.  
**Essential Reference Paper ‘C’** shows detailed information on salaries.



**Essential Reference Paper ‘D’** shows detailed information capital.

**Essential Reference Paper ‘E1 and E2’** shows explanations of variances on the Revenue Budget reported in previous months.

**Essential Reference Paper ‘F’** shows a summary of Executive actions made within the financial year.

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

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

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

## 2.0 Report – Directorate Position

### REVENUE FINANCIAL SUMMARY

- 2.1 The financial aspects of this report are based on budgetary information from April 2010 to March 2011.
- 2.2 The table below summarises and updates the known position as at the end of March and projects the year end outturn based on current information.
- 2.3 The closure of the 2010/11 accounts has commenced, but it is in its early stages. The figures presented may alter before final closure in the knowledge of further information becoming available



	Position as at 31.03.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
<b>(1) Promoting prosperity &amp; well being; providing access &amp; opportunities</b>						
Concessionary Fares	0	0	0	0	14	0
Meals on Wheels	0	67	32	0	0	67
LAA grant	0	0	0	0	0	33
Hertford Theatre	21	0	0	29	21	0
H Benefits Overpayments	442	0	62	0	442	0
H Benefits Admin Subsidy	0	24	0	2	0	24
Partnership Contribution	0	0	0	0	25	0
Area Based Grant	36	0	2	0	37	0
Thele House Maintenance	0	19	0	0	0	19
Critical Ordinary Watercourse	0	12	75	0	0	12
Hostel Rent	48	0	5	0	48	0
Leisure-Utilities	0	0	0	0	0	21
LAA grant	0	0	0	0	72	0
Private Sector Housing	31	0	0	0	31	0
Pest Control	5	0	0	1	5	0
Housing Options	28	0	0	8	28	0
Leisure income/other bodies	0	35	0	35	0	35

	Position as at 31.03.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
<b>(2) Fit for purpose</b>						
Turnover/Managing vacancies	44	0	0	132	44	0
Investment Income	0	800	0	40	0	800
Place Survey	0	0	0	0	14	0
Print/Document handling	0	0	0	0	0	56
Office Moves ('Churn') Costs	0	0	0	0	0	36
Hartham Land sale	0	0	0	0	0	0
IT Licences	69	0	52	0	69	0
Legal Litigation fees	54	0	5	0	54	0
Legal fees recovered	1	0	0	1	1	0
Corporate Training	32	0	1	0	32	0
Internal Services (bal)	0	0	0	0	134	0
Chief Executive Division (bal)	0	0	0	0	25	0
Neighbourhood Services (bal)	0	0	0	0	200	0

	Position as at 31.03.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
<b>(3) Pride in East Herts</b>						
Car Parks Pay and Display (Sunday/Bank Holiday	0	38	0	3	0	38
Car Parks Pay and Display	0	146	0	13	0	146
Penalty Charge Notices	3	0	15	0	3	0
Car Parks – Advertising	0	4	0	0	0	4
Car Washing-Gascoyne Way	0	10	0	1	0	10
Causeway Car Park Rent	0	0	0	0	0	222
B/S car park season tickets	45	0	0	11	13	0
Car Parks P&D VAT	0	0	0	0	0	19
Un/Locking Bircherley Green	6	0	0	1	6	0
CCTV Running costs	10	0	21	0	10	0
Pay & Display machines	0	0	0	0	0	0
LSP implementation	28	0	28	0	28	0
Arts Council England	6	0	6	0	6	0

	Position as at 31.03.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
<b>(4)Caring about what's built and where</b>						
Public Conveniences	0	70	0	3	0	70
Recycling Service	0	0	0	0	650	0
Wheeled Bin Delivery Charge	0	50	0	4	0	50
Recycling Publicity	28	0	0	2	28	0
Green Waste collection	88	0	1	0	88	0
Kerbside dry recycling collection	0	45	0	2	0	0
Plastic banks	24	0	3	0	24	0
Kerbside dry recycling income	234	0	175	0	228	0
Recycling/refuse contributions	0	0	0	0	0	84
Depot Material Handling	36	0	3	0	36	0
Refuse Collection Contract	87	0	13	0	0	42
Commercial Waste	19	0	0	40	19	0
Cleansing Contract	35	0	71	0	35	0
Grounds Maint. Contract	34	0	0	21	0	34
Waste contract – specialist support	13	0	0	0	13	0
Banks site maintenance	4	0	1	0	4	0
Clinical Waste income	15	0	1	0	15	0
Glass/Can/Paper Banks	31	0	0	8	31	0
Tree Replacement Prog	9	0	0	1	9	0

	Position as at 31.03.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
<b>(5) Shaping now, shaping the future</b>						
Housing and Planning						
Delivery Grant	0	0	0	0	0	134
LABGI	0	0	0	0	0	30
Land Charges Income	52	0	9	0	52	0
Development Plans Studies	0	0	0	0	35	0
LDF upkeep/review	64	0	7	0	64	0
Pre- Application advice	16	0	3	0	16	0
HCC DC advice	10	0	1	0	10	0
Development Control income	13	0	0	14	13	0
Building Control income	0	47	13	0	25	0
Personal Search Fee Grant	0	0	0	0	34	0
Habitats Grant	0	0	0	0	17	0
Incubation Feasibility study	0	0	0	0	60	0

	Position as at 31.03.11				Projected Position year end		
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000	
<b>(6) Leading the way, working Together</b>							
Members Allowances	47	0	4	0	47	0	
By-Elections	0	16	0	1	0	16	
Audit Fees	49	0	11	0	49	0	
Street Naming	0	7	0	0	0	7	
<b>TOTAL:</b>	1,817	1,390	620	373	2,964	2,009	
<b>Net Projected Variance</b>						955	
<b>Supported by supplementary estimates</b>							
• Investment Income							407
• Housing and Planning Delivery grant							134
• LABGI							50
• Thele House Maintenance							15
• Pay and Display machines							19.6
<b>Total Supplementary Estimates</b>							625.6

- 2.4 Subject to all other budgets being equal, this would result in an under spend of £955k.
- 2.5 Salary budgets have been constantly monitored and **Essential Reference Paper 'C'** shows a projected under spend of £44k on payroll budgets.

## **FINANCIAL ANALYSIS AND PERFORMANCE ANALYSIS**

### **Promoting Prosperity and well-being, providing access and opportunities**

#### **Financial analysis**

- 2.6 Hertford Theatre shows a net overall favourable position on income and services of £21k to more than offset the previously reported adverse position.
- 2.7 Recharges recoverable for the Joint Use Pools were £35k less than anticipated. The original estimate was overstated.

#### **Performance analysis**

- 2.8 **EHPI 130 - Number of council endorsed community safety projects that receive positive publicity.** There were no good news stories to report for the March 2011 period.
- 2.9 **EHPI 213 - Preventing Homelessness - number of households where homelessness prevented.** Performance data for this indicator has historically been reported at a later date due to way data is collected for this indicator. The Quarter 4 data for this indicator will be included for the Executive healthcheck report.
- 2.10 The following indicator was 'Green', meaning that the target was either met or exceeded for March 2011:
- EHPI - 129 - Response time to anti social behaviour complaints made to East Herts Council.

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

## **Fit for purpose**

### **Financial analysis**

- 2.11 The Hartham Land sale will not be completed in 2010/11. Therefore the expected £50k sum will now be received in 2011/12.
- 2.12 The net under spend on other budget headings within Internal Services sum to £134k. At this point in time there are still some outstanding issues to be resolved on certain budgets, so this figure will alter.
- 2.13 The net under spend on other budget headings within the Chief Executives Division sum to £25k.
- 2.14 The net under spend on other budget headings within Neighbourhood Services amounts to £200k. This figure is still subject to alteration.

### **Performance analysis**

- 2.15 **EHPI 6.8 - Turnaround of pre NTO PCN challenges and EHPI 7.0 - % pre NTO PCN challenges responded to within 10 days.** Performance was 'Red' for March 2011 for these indicators. The end of year outturn position for these indicators has not met their performance target achieving 22 days against a local target of 14 days (for EHPI 6.8) and 23% against a local target of 75% (for EHPI 7.0).
- 2.16 The following indicator was 'Green', meaning that the target was either met or exceeded for March 2011:
- NI 181 - Time taken to process Housing Benefit/Council Tax Benefit new claims and change events.
  - EHPI 12c - Total number of sickness absence days per FTE staff in post.
  - EHPI 8 – % of invoices paid on time.

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

## **Pride in East Herts**

### **Financial analysis**

- 2.17 Anticipated legal fees have not been incurred as expected with the



CCTV partnership, but will be in 2011/12. Thus making this budget show a favourable £10k out turn against a previously reported adverse position.

- 2.18 The Government has delayed until January 2012 the introduction of new 5p and 10p coinage, therefore £16k will not be spent in 2010/11. However, this sum will be required in the summer of 2011/12 to alter the Pay and Display car park machines.
- 2.19 The Local Strategic Partnership budget is under spent by £28k. A carry forward request will be made.
- 2.20 The Arts Council England budget is under spent. A carry forward request will be made.

### **Performance analysis**

- 2.21 **NI 191 - Residual household waste per household (performance data reported one month in arrears – data is cumulative).** Performance year to date is far better (lower) than expectations.
- 2.22 **NI 192 - Percentage of household waste sent for reuse, recycling and composting (performance data reported one month in arrears).** Year to date performance slightly lower this month with kerbside collections of all materials lower than January, which is the usual pattern, but performance remains above expectations.

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

### **Caring about what's built and where**

#### **Financial analysis**

- 2.23 There is a reduction in funding of £84k from Herts County Council for transporting waste to their disposal points (previously Edmonton and Ugley), reflecting the shorter distance to travel.

#### **Performance analysis**

- 2.24 **EHPI 2.10(3) - Building sites: 3 months re-inspections.** Performance was 'Red' in March 2011. Slight improvement this month compared to the previous month but inspections are currently reactive. However the end of year outturn position has been exceeded achieving 72% against the annual target of 50%.

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

- EHPI 2.1b - Enforcement actions: planning b) formal actions.
- EHPI 2.1c - Enforcement actions: planning c) prosecutions.
- EHPI 2.2(45) – Number of collections missed per 100,000 collections of household waste.
- EHPI 204 – Planning appeals allowed.

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

### Shaping now, shaping the future

#### **Financial analysis**

2.26 The accruals of £60k on the Incubation Feasibility Study are no longer required.

#### **Performance analysis**

2.27 **NI 157b - Processing of planning applications: 'Minor' applications.** Performance was 'Red' in March 2011. 10 decisions out of a total of 37 were made outside of the target timescale. Five of the out of timescale decisions were made by the committee, with the longer lead in times to decision making. There were delays in the other five cases as a result of potential building listing by English Heritage, legal agreement formulation, the requirement for amendment and negotiation with regard to the proposed development and sickness absence. However the end of year outturn position has been exceeded achieving 83.00% against a target of 80.00%.

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

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

### Leading the way, working together

#### **Financial analysis**

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

## Performance analysis

2.30 **EHPI 3c - Usage: number of swims (60 year old +)**. Performance was 'Red' for Quarter 4 although the end of year outturn position has been exceeded achieving 25,356 against the annual target of 25,114.

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

- EHPI 2 - Net cost/subsidy per visit.
- EHPI 3a - Usage: number of swims (under 16).
- EHPI 3b - Usage: number of swims (16 – under 60 year olds).
- EHPI 4a - Usage: Gym (16 – under 60 year olds).
- EHPI 4b - Usage: Gym (60 + year olds).

## CAPITAL FINANCIAL SUMMARY

2.32 The table below sets out expenditure (including capital creditors) to 31 March 2011 against the Capital Programme. This report seeks approval to add slippage from 2010/11 to the 2011/12 budget. The slippage is summarised in the table below and the details by scheme are set out in Essential Reference Paper D. The expenditure including slippage of £5.9m is within the approved estimate of £6.8m. The proposed carry forward will not add to the Council's previously approved commitment of capital resources and the Council's over all financial position is such that the sums remain affordable.

SUMMARY	2010/11 Original Estimate	2010/11 Revised Estimate	2010/11 Actual	2010/11 Variance Col3 - Col2	Slippage
	£	£		£	£
Promoting prosp.	3,969,400	3,718,430	3,085,896	(632,534)	653,620
Fit for Purpose	1,799,400	1,291,160	787,726	(503,434)	498,420
Pride in East Herts	998,000	1,413,580	1,826,522	412,942	(417,970)
Caring	284,400	230,030	169,900	(60,130)	61,310
Shaping Now	124,300	170,600	38,500	(132,100)	132,100
Leading the Way	0	0	0	0	0
Re-profiling potential					
Slippage	(750,000)	0	0	0	0
<b>TOTAL</b>	<b><u>6,425,500</u></b>	<b><u>6,823,800</u></b>	<b><u>5,908,544</u></b>	<b><u>(915,256)</u></b>	<b><u>913,730</u></b>

2.33 **Essential Reference Paper 'D'** contains details of the 2010/11 Capital Programme. Comments are provided by Project Control Officers in respect of individual schemes.

### 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:

April 2010 Corporate Healthcheck, Essential Reference Paper C –  
For complete list of CMT performance indicators that are being  
monitored for 2010/11

#### Contact Officer:

##### In terms of performance issues

Ceri Pettit, Head of Strategic Direction (Shared) and Performance  
Manager – ext 2240

Lorna Georgiou, Performance and improvement Coordinator – ext  
2244

Karl Chui, Performance Officer – ext 2243

##### In terms of financial issues

Mick O'Connor, Principal Accountant – ext 2054

##### In terms of risk issues

Graham Mully, Insurance Officer – ext 2166

## ESSENTIAL REFERENCE PAPER 'A'

<p>Contribution to the Council's Corporate Priorities/ Objectives:</p>	<p><b>Promoting prosperity and well-being; providing access and opportunities</b>  <i>Enhance the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable.</i></p> <p><b>Fit for purpose, services fit for you</b>  <i>Deliver customer focused services by maintaining and developing a well managed and publicly accountable organisation.</i></p> <p><b>Pride in East Herts</b>  <i>Improve standards of the neighbourhood and environmental management in our towns and villages.</i></p> <p><b>Caring about what's built and where</b>  <i>Care for and improve our natural and built environment.</i></p> <p><b>Shaping now, shaping the future</b>  <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><b>Leading the way, working together</b>  <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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# March/Quarter 4 Executive Corporate Healthcheck 2010/11






**Traffic Light Red**  
**Description** Caring about what's built (and) where

**Planning and Building Control**




PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI2.10 (3)	Building sites: 3 months re-inspections		74%	90%		Slight improvement this month. Inspections are currently mainly reactive.	<p>March 2011 result</p>	None

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

**Parking Services**




PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI7.0	Percentage of pre NTO challenges responded to within 10 working days.		19.00%	75.00%		Reduced staffing has impacted on this PI reducing number of challenges responded to within 10 working days from 21% to 19%	<p>March 2011 result</p> 	None

**Parking Services**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI6.8	Turnaround of Pre NTO PCN challenges (10 working days)		19 days	14 days		Reduced staffing has increased turnaround from 18 to 19 days.	<p>March 2011 result</p> 	None






**Traffic Light Red**  
**Description** Leading the way, working together

Community and Cultural Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHP13C	Usage: number of swims (60 year old +)		5,375	10,474		Throughput down in comparison to previous years Quarter 4, but Quarter 4 2009/10 included free swimming numbers.	<p>Q4 2010/11 result</p>  <p>9,845.56 — 10,369.26</p> <p>0 — 20,000</p> <p>5,375</p>	None

**Traffic Light Red**  
**Description** Shaping now, shaping the future

**Planning and Building Control**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 157b (BV109b)	Processing of planning applications: Minor applications		73.00%	80.00%		10 decisions out of a total of 37 were made outside of the target timescale. Five of the out of timescale decisions were made by the committee, with the longer lead in times to decision making. There were delays in the other five cases as a result of potential building listing by English Heritage, legal agreement formulation, the requirement for amendment and negotiation with regard to the proposed development and sickness absence.	<p>March 2011 result</p> 	None

**Traffic Light Green**




**Description** Caring about what's built (and) where




**Environment Services**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI2.2 (45)	Waste: missed collections per 100,000 collections of household waste	✓	22.85	50	↑	Best monthly performance of the year.	<p>March 2011 result</p>	None

**Planning and Building Control**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI204	Planning appeals allowed	✓	22.0%	34.0%	↓	Performance on target, 6 of a total of 18 decisions were allowed. An outcome of 33.3%	<p>March 2011 result</p>	None

Planning and Building control								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI2.1b	Enforcement actions: planning b) formal actions		0	3		Performance exceeding target.	<p>March 2011 result</p> 	None

Planning and Building control								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI2.1c	Enforcement actions: planning c) prosecutions		0	1		Performance exceeding target.	<p>March 2011 result</p> 	None

**Traffic Light Green**

**Description** Fit for purpose, services fit for you

**Financial Support Services**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHP18	% of invoices paid on time	✓	98.94%	98.50%	↑	Best monthly performance of the year at 98.94% despite the second highest month for volume.	<p>March 2011 result</p>	None




**People Services & Organisational Development**




PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHP112c	Total number of sickness absence days per FTE staff in post	✓	0.60 days	0.70 days	↓	Total absence for the entire year = 6.8 days per FTE (target = 8.5)	<p>March 2011 result</p>	None




Revenues and Benefits Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events		3.6 days	10.0 days		-14.2.11-14.3.11 3.55 days gives a cumulative for the year at 9.95 days	<p>March 2011 result</p>	None




**Traffic Light Green**  
**Description** Leading the way, working together

Community and Cultural Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI3a	Usage: number of swims (under 16)		11,723	10,878		Performance continues to show favourable position against target	<p>Q4 2010/11 result</p>	None

Community and Cultural Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI2	Net cost/subsidy per visit		£0.29	£1.64		3 monthly management fee (including RPI) divided by total visits for the three month period, Jan - Mar 2011, equals cost per user subsidy; $\text{£}35,312.16/123,769 = \text{£}0.29$	<p>Q4 2010/11 result</p> 	None

Community and Cultural Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI4a	Usage: Gym (16 - under 60 year olds)		46,679	24,860		Numbers continue to grow due to the successful investment into the existing facilities. This figure does not include the 24,353 users that have attended Group Exercise classes this quarter.	<p>Q4 2010/11 result</p> 	None

Community and Cultural Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI4b	Usage: Gym (60 + year olds)		4,295	1,638		Performance continues to show favourable position against target.	<p>Q4 2010/11 result</p> 	None

Community and Cultural Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI3b	Usage: number of swims (16 – under 60 year olds)		20,437	19,579		Performance continues to show favourable position against target.	<p>Q4 2010/11 result</p> 	None



**Traffic Light Green**

**Description** Promoting prosperity & well being providing access & opportunities

**Health and Housing**




PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 156	Number of households living in temporary accommodation		22	33		Actual performance is well inside of target of 33 households. This indicator has consistently been inside of target all year.	<p>Q4 2010/11 result</p>	None

**Licensing and Community Safety**




PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI129	Response time to ASB complaints made to EHC.		100.00 %	100.00 %		There were 7 complaints made directly to EHC ASB Officer for the month of March 2011. All of the complainants were responded to within the minimum standards of 2 working days, either by phone or email.	<p>March 2011 result</p>	None

**Traffic Light Green**  
**Description** Shaping now, shaping the future

**Planning and Building Control**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 157a (BV109a)	Processing of planning applications: Major applications		83.00%	69.00%		Target achieved. 5 applications out of 6 were determined on time.	<p>March 2011 result</p> 	None

**Planning and Building Control**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 157c (BV109c)	Processing of planning applications: Other applications		93.00%	92.00%		Target Achieved. 121 applications out of 130 were determined on time.	<p>March 2011 result</p> 	None

**Traffic Light Data Only**  
**Description** Fit for purpose, services fit for you

**Customer Services**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHP15.3	% of customers using the Council's complaint system that are fairly or very satisfied with the way in which their complaint was handled.		N/A			Insufficient number of reported cases to generate useable data.	Q4 2010/11 result	None

**Traffic Light Data Only**  
**Description** Promoting prosperity & well being providing access & opportunities

**Licensing and Community Safety**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 15	Number of most Serious violent crime rate per 1,000 population		2			Due to modifications to the iQuanta website, the number of serious violent crimes can no longer be viewed.	March 2011 result 2	None

**Licensing and Community Safety**

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 16	Number of Serious acquisitive crime rate per 1,000 population		123			Due to modifications to the iQuanta website, the number of serious acquisitive crimes can no longer be viewed.	March 2011 result 123	None

Licensing and Community Safety								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 20	Number of Assault with injury crime rate offences per 1,000 population		30			Due to modifications to the iQuanta website, the number of serious acquisitive crimes can no longer be viewed.	March 2011 result 30	None

Licensing and Community Safety								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHP1130	Number of council endorsed community safety projects that receive positive publicity.		0 days			0 good news stories were released	March 2011 result 0 days	None

### Traffic Light Unknown Description Pride in East Herts

Environment Services								
PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
NI 191	Residual household waste per household		434			Performance year to date (this is a cumulative figure) is far better (lower) than 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 8 March 2011
NI 192	Percentage of household waste sent for reuse, recycling and composting		48.55%			Year to date performance slightly lower this month with kerbside collections of all materials lower than January, which is the usual pattern, but performance remains above target.	<b>N/A</b>	None

### Traffic Light Unknown

**Description** Promoting prosperity & well being providing access & opportunities

### Health and housing

PI code	Short Name	Status	Current Value	Current target	Short term trend	Notes	Performance Gauge	Action taken during last Executive meeting on 8 March 2011
EHPI213	Preventing Homelessness - number of households where homelessness prevented		N/A	37.5		Performance data is not currently available until end of April 2011.	<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/RELOCATION**

**ESSENTIAL REFERENCE PAPER 'C'**

	<b>Estimate</b>	<b>Profile to 31.03.11</b>	<b>Actual to 31.03.11</b>	<b>Outturn Variance to Estimate</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Executive / Corp Support	607,355	607,355	553,049	-54,306
Internal Services	4,794,170	4,794,170	4,860,831	66,661
Neighbourhood Services	3,824,620	3,824,620	3,739,528	-85,092
Customer & Community	2,739,730	2,739,730	2,725,710	-14,020
<b>Summary</b>	<b>11,965,875</b>	<b>11,965,875</b>	<b>11,879,118</b>	<b>-86,757</b>
Strain Costs (funded)	158,000	158,000	158,000	0
Employer's Pension Cost (not charged to services)	470,530	470,530	458,350	-12,180
<b>TOTAL</b>	<b>12,594,405</b>	<b>12,594,405</b>	<b>12,495,468</b>	<b>-98,937</b>
Mitigating Actions	-54,724		0	-54,724
<b>Projected net underspend after allowing for mitigating actions that had to be found</b>				<b>-44,213</b>

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## CAPITAL EXPENDITURE MONITORING 2010/11

SUMMARY	2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	Exp. To 31/03/11		2010/11 Total Spend	2010/11 Variance between Total Spend and Approved Estimate	Slippage into 2011/12
					2010/11 Actual to 31.3.11	2010/11 Capital Creditor			
	£	£	£	£	£	£	£	£	£
1. Enhance the quality of life, health and wellbeing of individuals, families and communities, particularly those who are vulnerable	3,969,400	242,900	(493,870)	3,718,430	2,859,128.64	226,767.42 0.00	3,085,896.06	(632,533.94)	653,620
2. Deliver customer focused services by maintaining and developing a well managed and publicly accountable organisation	1,799,400	450,500	(958,740)	1,291,160	725,130.44	62,595.50 0.00	787,725.94	(503,434.06)	498,420
3. Improve standards of the neighbourhood and environmental management in our towns and villages	998,000	146,700	268,880	1,413,580	1,786,844.56	39,677.50 0.00	1,826,522.06	412,942.06	(417,970)
4. Care for and improve our natural and built environment	284,400	49,500	(103,870)	230,030	160,367.62	9,532.45 0.00	169,900.07	(60,129.93)	47,560
5. 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	124,300	64,300	(18,000)	170,600	29,657.62	8,842.50 0.00	38,500.12	(132,099.88)	132,100
<b>TOTAL</b>	<b>7,175,500</b>	<b>953,900</b>	<b>(1,305,600)</b>	<b>6,823,800</b>	<b>5,561,128.88</b>	<b>347,415.37 0.00</b>	<b>5,908,544.25</b>	<b>(915,255.75)</b>	<b>913,730</b>
<b>RE-PROFILING POTENTIAL SLIPPAGE (71264/7501)</b>	<b>(750,000)</b>		750,000	0				0.00	
	<b>6,425,500</b>	<b>953,900</b>	<b>(555,600)</b>	<b>6,823,800</b>	<b>5,561,128.88</b>	<b>347,415.37</b>	<b>5,908,544.25</b>	<b>(915,255.75)</b>	<b>913,730</b>

## CAPITAL MONITORING 2010/11

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

Exp Code	2010/11 Approved Schemes	Project Control Officer	Exp. To 31/03/11								Slippage into 2011/12	COMMENTS
			2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to 31.3.11	2010/11 Capital Creditor	2010/11 Total Spend	2010/11 Variance between Total Spend and Approved Estimate		
			£	£	£	£	£	£	£	£	£	
72570	Hillcrest Hostel Alterations	S. Whinnett	0	8,500	(560)	7,940	7,939.40		7,939.40	(1)	0	Completed.
72329	Hartham Swimming Pool - External Decorations	S. Whinnett	7,000	0		7,000	6,998.00		6,998.00	(2)	0	Completed.
72328	- Re-coating of pools & replacement boom	S. Whinnett	0	10,800		10,800			0.00	(10,800)	10,800	Defects still being resolved. Discussions still being held with SLM, therefore balance will slip.
72331	Fanshawe Swimming Pool - Replace Changing Room Air Handling Plant	S. Whinnett	20,000	0		20,000	15,065.26		15,065.26	(4,935)	4,900	75% completed. Balance to slip.
72330	Grange Paddocks Swimming Pool - Resurfacing of Approach Road	S. Whinnett	25,000	0		25,000	19,383.20		19,383.20	(5,617)	5,600	95% completed.
72188	- Car Park Improvements	S. Whinnett	0	0	1,130	1,130	1,126.69		1,126.69	(3)	0	Retention from 08/09.
72332	Ward Freman Swimming Pool - Renew Roof Covering to Pool Hall	S. Whinnett	70,000	0	(68,740)	1,260	1,260.00		1,260.00	0	0	Tenders received. Need to re-programme for Summer holidays, therefore, the balance on this scheme has been transferred to 2011/12.
72197	Leventhorpe Swimming Pool - Replace/Upgrade Dosing Equipment	S. Whinnett	0	15,000		15,000			0.00	(15,000)	15,000	Discussions being held between SLM and school. Balance will slip.
72303	- Renew Pool Filters	S. Whinnett	0	20,000		20,000			0.00	(20,000)	20,000	Discussions being held between SLM and school. Balance will slip.
72558	Hertford Theatre Renew/Refurbish Goods Lifts	S. Whinnett	62,700	0	(62,700)	0			0.00	0	0	Included in tender for main works, budgets merged with main refurbishment scheme.
72564	Hertford Theatre Foyer Improvements	S. Whinnett	17,000	0	(17,000)	0			0.00	0	0	Included in tender for main works, budgets merged with main refurbishment scheme.
72571	Leisure Development Projects (Retention Only)	W. O'Neill	105,000	(43,000)		62,000	96,217.89		96,217.89	34,218	0	Final account agreed. Overspend of £77,487.14 forecast, EON electrical sub-station (£50,539), associated costs for generators etc (£42,166) less recharge of gym equipment (£15,218 invoiced to SLM Dec 2009).
72579	Leisure Development Projects - Hertford Theatre	W. O'Neill	905,000	0	184,600	1,089,600	1,039,779.93	51,148.35	1,090,928.28	1,328	(1,330)	Total capital programme approved over 3 years is £1,134,700 as per report to Exec 11.5.10. £100k b/w/d from 2011/12 for film equipment. Excludes work attributable to external landscaping works (funded from TCE budget see 74105). Final account currently being negotiated.
	(Budget includes Capital Salaries £11,100)											
72578	Drill Hall (see Note 1)	W. O'Neill	200,000	0		200,000			0.00	(200,000)	200,000	Further to recent meeting with Drill Hall, project is progressing well but the capital works associated with the lease will slip into 2011/12.
72545	Presdales - Replace Pavilion	W. O'Neill	458,800	2,900		461,700	244,886.00	157,730.07	402,616.07	(59,084)	59,100	Works completed, awaiting final account.
72576	Hertford Theatre Exhibitions Screens	W. O'Neill	6,000	0		6,000	3,389.00		3,389.00	(2,611)	2,600	Balance will slip, to be amalgamated with final account on 72579.
72582	LSP Capital Grants	W. O'Neill	0	0	217,000	217,000	139,223.00	1,000.00	140,223.00	(76,777)	76,800	The LSP board agreed to support a range of community based projects some of which will not be delivered until 2011/12, therefore balance will slip.
72569	Partnership Funding - Hertford Museum	A. Holley	0	0	10,000	10,000	10,000.00		10,000.00	0	0	Approved at 11.1.11 Exec.
72530	Community Planning Grants	C. Pullen	20,000	0		20,000	127.73	160.00	287.73	(19,712)	19,700	7 new applications have been received for the second funding round of 2010/2011 and allocation of the remaining unallocated £12,716. This will be moved into the budget line for 2011/2012. The late deadlines were due to the review of grants.
72512	Partnership Investment Fund	C. Pullen	26,000	38,600		64,600	21,000.00		21,000.00	(43,600)	43,600	6 organisations have been allocated grants, totalling £42,981. The full budget will slip into 2011/2012.

**CAPITAL MONITORING 2010/11**

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

Exp. To 31/03/11

Exp Code	2010/11 Approved Schemes	Project Control Officer	2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to 31.3.11	2010/11 Capital Creditor	2010/11 Total Spend	2010/11 Variance between Total Spend and Approved Estimate	Slippage into 2011/12	COMMENTS	
			£	£	£	£	£	£	£	£	£		
72683	Village Hall Community Challenge	C. Pullen	11,000	10,900		21,900	10,500.00		10,500.00	(11,400)	11,400	Cottered Village Hall £500 claim delayed due to having to wait for football season to finish. Anticipate claiming by end of April 2011. £500 to slip into next year. £11,000 recently allocated to Hunsdon Village Hall, Walkern Sports and Community Centre and Standon and Puckeridge Community Centre. This budget will slip into the next financial year.	
72439	Capital Grants 2009/10	C. Pullen	40,000			40,000	29,257.58	2,690.00	31,947.58	(8,052)	8,050	16 grants were awarded in 2 funding rounds. Hertford Town Football not able to claim their grant; £4,932 to be moved into 2011/12 budget. Rhodes Centre grant has now been paid.	
72440	Capital Grants 2010/11	C. Pullen	43,000			43,000	5,122.95		5,122.95	(37,877)	37,900	12 organisations have been allocated grants, totalling £61,667.95. This amount will slip into the next financial year as applicant will not be able to claim before end of the financial year. The unallocated £21,332.05 will move into the 2011/2012 budget line.	
72504	Provision of Play Equipment (see Note 3)	C. Cardoza	50,000	28,700	(10,000)	68,700	63,087.64	5,099.00	68,186.64	(513)	0	Note: £10k transferred to Southern Country Park project.	
72580	Vantorts Sawbridgeworth - Play Area Development Programme (see Note 2)	C. Cardoza	50,000			50,000			0.00	(50,000)	50,000	Initial consultation with residents, park users & Town Council undertaken. Due to the need to undertake further public consultation to clarify the type of equipment to be installed, the project will slip to 2011/12. A further £7,100 in external funding has been allocated to the project by JAG. Additional sums may be forthcoming depending upon the equipment selected and agreement with Sawbridgeworth Town Council on funding contribution.	
72581	Grange Paddocks - Playbuilder Project (see Note 4)	C. Cardoza	75,000		(75,000)	0			0.00	0	0	Playbuilder Grant has been suspended by the Government, therefore, scheme will not go ahead as planned as the majority of funding would have come from this grant.	
72573	Play Projects Ridgeway, Hertford & Grange Paddocks B/S (see Note 5)	C. Cardoza		52,000	300	52,300	52,310.00		52,310.00		10	0	Project complete.
72574	Play Project King George Recreation Ground	C. Cardoza	0	6,500		6,500	8,947.37		8,947.37	2,447	0	0	Project complete. Retention more than anticipated.
72583	Improvements to Works at Southern Country Park (See Note 6)	C. Cardoza	0	0	39,000	39,000	30,060.00	8,940.00	39,000.00	0	0	0	Works have commenced on site. £39k will be spent in 2010/11 with the remainder in 2011/12.
72602	Private Sector Improvement Grants - Disabled Facilities	S. Winterburn	530,000	27,000	80,000	637,000	676,998.61		676,998.61	39,999	(40,000)	Uncommitted balance of Decent Home grant budget was required for excess demand for Disabled Facilities Grant payments. As DFG demand is increasing, and high commitment of £300k carried forward to 2011/12, 2011/12 DHG budget was used to draw from to meet the excess DFG payments in 2010/11, as 2011/12 DFG budget may run out. Hence £80k was brought forward to be available as needed.	
72605	- Discretionary DFG	S. Winterburn	60,000	0		60,000	2,185.61		2,185.61	(57,814)	57,800	Small spend on discretionary DFG. Remainder of budget was spent on mandatory DFG due to very high demand.	
72606	- Decent Home Grants	S. Winterburn	295,000	15,000	(80,000)	230,000	143,262.78		143,262.78	(86,737)	71,700	Low spend on DHG in 2010/11. Uncommitted balance was needed for excess demand for mandatory DFG payments. Low commitment of £31k carried forward into 2011/12. No new applications for DHG were being accepted, due to DFG priority and resulting lack of resources. DHG Policy being reviewed in light of House Condition Survey and need to prioritise spend. The £15k slippage which was set aside for a scheme to assist a vulnerable occupier was not needed due to legal issues and non-cooperation.	
72685	Future Social Housing Schemes		600,000	50,000	(650,000)	0			0.00	0	0	Currently there are several schemes in the pipeline which have a promise of allocation from the Homes & Communities Agency. However, in the recent Govt budget this grant is looking increasingly vulnerable. Therefore, it may be the case that the Housing Associations will have to turn to the Council for funding. It is also anticipated that the Government will reduce the national allocation to affordable housing in the comprehensive spending review. If this happens, the Council's Future Social Housing Grant budget will be in high demand. Slip budget into 2011/12 & future years.	
72696	TXU Site, Mead Lane, Hertford		267,500	0	(61,900)	205,600	205,600.00		205,600.00	0	0	Housing Association have made savings on the scheme. However, this money has been transferred to the main SHG budget. Agreed at 7.9.10 Executive.	
71201	Capital Salaries	S. Chancellor	25,400	0		25,400	25,400.00		25,400.00	0	0		
<b>TOTAL</b>			<b>3,969,400</b>	<b>242,900</b>	<b>(493,870)</b>	<b>3,718,430</b>	<b>2,859,128.64</b>	<b>226,767.42</b>	<b>3,085,896.06</b>	<b>(632,534)</b>	<b>653,620</b>		

\* Expenditure on Joint Use Pools 40% funding sought from HCC/schools as appropriate.  
 Disabled Facilities Grants - Government funding of £228,000 in 2010/11.  
 Decent Home Grants - Government funding assumed from the single regional housing pot of £49,000 in 2010/11.  
 Note 1 Release of funding is contingent upon agreeing a full repairing lease with the occupier  
 Note 2 £10,000 to be sought from external contributions - £40,000 from EHC, total £50,000.  
 Note 3 Reflects requirement for additional £50,000 in 2010/11 as budget for this year was b/fwd into 2009/10 to support successful bids for external funding.  
 Note 4 Grange Paddocks Playbuilder £53,000 grant funded - EHC contribution will be £22,000, total £75,000. **Grant now suspended.**  
 Note 5 Ridgeway & Grange Paddocks funded from HCC Playbuilder Grant (code 878117).  
 Note 6 Externally funded - £46,000 BIFFA, £9,000 Env Agency, £10,000 Countryside Management Services. £10k EHC.

## CAPITAL MONITORING 2010/11

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

Exp. To 31/03/11

Exp Code	2010/11 Approved Schemes	Project Control Officer	2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to 31.3.11	2010/11 Capital Creditor	2010/11 Total Spend	2010/11 Variance between Total Spend and Approved Estimate	Slippage into 2011/12	COMMENTS
			£	£	£	£	£	£	£	£	£	
71318	Micro Systems	D. Frewin	40,000	9,000	2,400	51,400	50,576.30		50,576.30	(823.70)	800	
71342	PC Upgrades	D. Frewin	35,000	47,600		82,600	79,838.24	3,972.50	83,810.74	1,210.74	(1,200)	Budget overspent due to Wallfields upgrades and C3W.
71370	Development Control EDM	P. Bowler	0	4,500		4,500	(4,400.00)		(4,400.00)	(8,900.00)	4,500	Final invoice in dispute, credit relates to 09/10 outstanding invoice. Will be paid in 2011/12. Only slip original budget of £4,500.
71371	Upgrade of Back Office Systems	P. Bowler	20,000	15,800	(16,000)	19,800	16,381.41		16,381.41	(3,418.59)	3,400	Head of Planning seeking a single supplier for planning & building control software. Balance to slip.
71372	Telephone Expansion System	D. Frewin	2,000	0	1,000	3,000	1,855.00		1,855.00	(1,145.00)	1,150	Balance to slip.
71374	Network, Servers & Storage Upgrade	D. Frewin	30,000	5,600		35,600	34,711.93	1,288.00	35,999.93	399.93	(400)	
71375	Councillors IT Provision	D. Frewin	10,000	0	(6,400)	3,600	1,600.00		1,600.00	(2,000.00)	2,000	Ongoing.
71376	Home & Mobile Working	D. Frewin	0	61,000		61,000	60,243.51		60,243.51	(756.49)	750	
71377	BACS	P. Bowler	0	3,500		3,500	1,000.00		1,000.00	(2,500.00)	2,500	BACS refunds for C/Tax & NNDR project now commenced. Awaiting completion of end year activities on Reve & Bens. Balance to slip.
71379	Authentication	P. Bowler	0	31,000	(31,000)	0			0.00	0.00	0	Awaiting Capita bid proposal. Possibility that Capita will use own authentication, budget has been transferred into 2011/12.
71383	Content Management Solution	D. Frewin	0	10,000	(3,400)	6,600	6,559.30		6,559.30	(40.70)	0	Completed.
71388	G.I.S.	P. Bowler	18,700	0		18,700	13,230.21		13,230.21	(5,469.79)	5,470	Remainder of budget to be used for VMWare for establishing internet GIS. Balance will slip.
71389	Small Systems	P. Bowler	35,000	12,000	(27,000)	20,000	15,277.38	2,400.00	17,677.38	(2,322.62)	2,300	
71391	Audio Visual Upgrade	D. Frewin	3,000	0	(1,000)	2,000		2,000.00	2,000.00	0.00	0	£1,000 vired into 71372 for telephone system at Hertford Theatre.
71395	EDM - Corporate	P. Bowler	50,000	12,700	(52,700)	10,000	6,385.41	743.00	7,128.41	(2,871.59)	2,870	Works dependant on set up of scanning room in Wallfields & further roll-out of licensing & software costs. £52,700 has been transferred to 2011/12.
71396	Enhancement of Telephony System	P. Bowler	0	3,400		3,400			0.00	(3,400.00)	3,400	£2,500 to be spent on additional card for automated payment system. Awaiting invoice.
71404	Corporate Consultation System	P. Bowler	50,000	0	(24,900)	25,100	25,065.79		25,065.79	(34.21)	0	Completed.
71401	Human Resources/Payroll System	E. Freeman	50,000	0	(50,000)	0			0.00	0.00	0	Funding now transferred to new scheme 'Financial Management System' in 2012/13.
71402	Council Chamber Enhancements	P. Searle	0	3,000		3,000	1,438.49	1,576.00	3,014.49	14.49	0	Completed.
71403	Committee Management System	J. Hughes	0	11,100	460	11,560	11,600.00		11,600.00	40.00	0	Completed.
71407	ICT C3W Contingency	P. Searle	27,000	0	(27,000)	0			0.00	0.00	0	This budget has been transferred to new scheme 'Renewal of Cabling'.
71408	Revenues & Benefits System	S. Tarran	165,000	0	(43,000)	122,000	121,860.17		121,860.17	(139.83)	0	Further modules to be installed, therefore remaining budget in 2011/12.
71409	Locata	P. Bowler	37,700	0	(37,700)	0			0.00	0.00	0	Due to officer injury, this project has been transferred into 2011/12.
71410	Firewalls & Intrusion Protection	P. Bowler	50,000	0	(15,000)	35,000		34,891.00	34,891.00	(109.00)	0	Completed.
71411	Instant Messaging Archiving	P. Bowler	20,000	0	(20,000)	0			0.00	0.00	0	Current e-mail system can archive OCS, therefore, this budget has been transferred to new scheme 'Renewal of Cabling'.
71412	Renewal of Cabling - Wallfields	D. Frewin	0	0	104,000	104,000	38,524.00		38,524.00	(65,476.00)	65,480	Works commenced, however, some invoices won't be received until 2011/12. Spend to date relates to switches.
71413	New Telephone System	P. Bowler	0	0		0		14,700.00	14,700.00	14,700.00	(14,700)	£15,000 has been spent from 11/12 budget to enable the purchase of 3 additional Cisco switches. Therefore, negative slippage will apply.
71362	Capital Salaries	S.Chancellor	107,000	0		107,000	107,000.00		107,000.00	0.00	0	
71261	Wallfields - Barriers for Visitor Parking	S. Whinnett	20,000	0		20,000			0.00	(20,000)	20,000	Design stage.

**CAPITAL MONITORING 2010/11**

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

Exp. To 31/03/11

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			£	£	£	£	£	£	£	£	£	
71234	Wallfields - Ground Floor Refurbishment	S. Whinnett/M. Shrosbree	1,005,000	217,500	(722,500)	500,000	113,644.61		113,644.61	(386,355)	386,400	Work commenced January.
71265	Wallfields - Disabled Persons Lift Replacement	S. Whinnett	0	0	20,000	20,000	5,330.20		5,330.20	(14,670)	14,700	Order placed.
71203	Replacement of Chairs & Desks	R. Crow	6,000	(1,000)		5,000	3,753.40	1,025.00	4,778.40	(222)	200	Spend is demand driven.
71266	Capital Salaries	S. Chancellor	0	0	0	0			0.00	0	0	See 75241 & 72579 (Cust & Community)
71252	Enhancements to B/S & Hertford Receptions	N. Sloper	0	3,800	5,000	8,800	8,888.05		8,888.05	88	0	Completed.
71263	Microfiche Printer/Scanner for Hertford Customer Service Centre	N. Sloper	4,000			4,000	3,579.54		3,579.54	(420)	0	Equipment delivered and operational.
71251	Automated Payment Machines at Hertford & B/S	N. Sloper	14,000		(14,000)	0	1,187.50		1,187.50	1,188	(1,200)	Overspend on scheme as sum required as part of preparation for delayed installation of machine at Hertford. Incurred some additional costs due to timings of property works to create a home for new machine. This was caused by C3W requirements.
<b>TOTAL</b>			<b>1,799,400</b>	<b>450,500</b>	<b>(958,740)</b>	<b>1,291,160</b>	<b>725,130.44</b>	<b>62,595.50</b>	<b>787,725.94</b>	<b>(503,434.06)</b>	<b>498,420</b>	

## CAPITAL MONITORING 2010/11

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

Exp. To 31/03/11

Exp. Code	2010/11 Approved Schemes	Project Control Officer	2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to 31.3.11	2010/11 Capital Creditor	2010/11 Total Spend	2010/11 Variance between Total Spend and Approved Estimate	Slippage into 2011/12	COMMENTS
			£	£	£	£	£	£	£	£	£	
75243	Gascoyne Way MSCP - Upgrade Lift Cars	S. Whinnett	25,000	0	(25,000)	0			0.00	0	0	Works commenced late May. This budget has been merged with the main refurbishment scheme.
75223	Bircherley Green Concrete Repairs Work	S. Whinnett	0	2,900		2,900			0.00	(2,900)	2,900	To be used for contingency. To be added to main works budget in 11/12.
75256	Rye Street Car Park North Refurbishment	S. Whinnett	80,000	0		80,000	55,291.71		55,291.71	(24,708)	24,700	95% completed. Awaiting final invoices. Balance will slip.
75258	Grange Paddocks Overspill Refurbishment	S. Whinnett	0	0	20,000	20,000	2,845.00		2,845.00	(17,155)	17,200	£20k b/fwd from 2011/12 (budget £210,000) as some fees & planning charges have been incurred this year
75255	Crown Terrace Car Park - Boundary Wall (Phase 2)	S. Whinnett	10,000	0		10,000	9,000.00		9,000.00	(1,000)	0	Completed.
75250	Modifications to Jackson Square Car Park	S. Whinnett	0	38,100		38,100	36,797.46		36,797.46	(1,303)	0	Completed.
75241	Gascoyne Way MSCP - Major Refurb. & Repairs (Budget includes Capital Salaries £42,500)	S. Whinnett	780,000	5,900	77,500	863,400	838,898.30		838,898.30	(24,502)	24,500	Completed. Balance will slip for retention.
75246	Imp. For Safer Parking - Amwell End Car Park	S. Whinnett	0	16,200	(7,000)	9,200	6,452.08		6,452.08	(2,748)	0	Completed.
75237	Buntingford Car Park - Imp. To Surface Water Drainage	S. Whinnett	0	10,000		10,000			0.00	(10,000)	10,000	Scheme will slip, but will need re-assessing, larger scheme may be required.
75251	Car Park Tariff Increase 2008	N. Sloper	0	1,400	(70)	1,330	1,330.00		1,330.00	0	0	Completed.
75260	Purchase & Resurfacing of Apton Road Car Park	N. Sloper	0	0	0	0	550,000.00	26,950.00	576,950.00	576,950	(576,950)	
75261	Purchase of Baldock Street Car Park	N. Sloper	0	0	0	0	120,000.00	200.00	120,200.00	120,200	(120,200)	
75257	Changes to Signs re. Weekend Charging	N. Sloper	3,000		(3,000)	0			0.00	0	0	
75254	Replacement Machines Causeway Car Park	N. Sloper	0		150	150	151.00		151.00	1	0	
74105	Town Centre Environmental Enhancements	P. Pullin	100,000	57,200	(50,000)	107,200	23,862.95	9,395.00	33,257.95	(73,942)	66,200	First phase of Hertford Theatre/The Wash works completed Nov 2010 second phase scheduled for March 2010, any balance to slip.
72572	What's on Signage Bishop's Stortford	W. O'Neill	0	15,000		15,000			0.00	(15,000)	15,000	Project to slip into next year due to delay in receiving brown sign consent and other changes to original plan.
74106	Heart of B/S - Market Improvement Scheme	W. O'Neill	0	0	100,000	100,000	54,295.60	3,132.50	57,428.10	(42,572)	50,300	Fully funded from the town centre enhancement budget and PRG. TCE element of £25,000 will slip due to technical issues but the project will be in place early 2011/12.
74107	Heart of B/S - Riverside Improvement Scheme	W. O'Neill	0	0	156,300	156,300	87,920.46		87,920.46	(68,380)	68,380	Fully funded from Town Centre Enhancement budget, S106, British Waterways & PRG. Invoice rec'd from British Waterways, balance will slip.
<b>TOTAL</b>			<b>998,000</b>	<b>146,700</b>	<b>268,880</b>	<b>1,413,580</b>	<b>1,786,845</b>	<b>39,678</b>	<b>1,826,522</b>	<b>412,942</b>	<b>(417,970)</b>	

**CAPITAL MONITORING 2010/11**

Care for and improve our natural and built environment

Exp. To 31/03/11

Exp Code	2010/11 Approved Schemes	Project Control Officer	2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to 31.3.11	2010/11 Capital Creditor	2010/11 Total Spend	2010/11 Variance between Total Spend and Approved Estimate	Slippage into 2011/12	COMMENTS
			£	£	£	£	£	£	£	£	£	
74102	Historic Building Grants	K. Steptoe	35,000	16,200	(21,200)	30,000	34,359.67	1,116.95	35,476.62	5,477	(4,400)	
72604	Energy Grants	S. Winterburn	20,000	0	(20,000)	0			0.00	0	0	This budget is not needed in 2010/11 as the Herts Essex Energy Partnership (HEEP) scheme will fund energy measures during this period.
75165	Wheeled Bin & Recycling Box Replacement Programme	C. Cardoza	90,000	(6,700)	33,300	116,600	96,896.44	8,415.50	105,311.94	(11,288)	11,300	Balance will slip.
75144	Communal Bin Development	C. Cardoza	5,000			5,000	4,475.00		4,475.00	(525)	530	Roll out of this scheme has now commenced.
75145	Standardise Litter Bins	C. Cardoza	5,100		(170)	4,930	4,803.31		4,803.31	(127)	130	Demand for new/replacement bins currently higher than available budget and have therefore suspended provision.
75152	Commercial Waste	C. Cardoza	33,500			33,500	19,833.20		19,833.20	(13,667)	0	Less need for new containers. Budget will underspend, no slippage required.
75164	Plastic bottle & cans sorting/bailing equipment	C. Cardoza	95,800		(95,800)	0			0.00	0	0	A decision whether to proceed with this scheme will be taken following discussions with the new waste contractor & the re-processor, following the decision by the Council on 8 December to commence collecting mixed plastics. This budget has been transferred to 2011/12.
75161	Energy Efficiency Initiatives	C. Cardoza	0	40,000		40,000			0.00	(40,000)	40,000	Implementation being managed by the Facilities Management Service. Integrated with C3W works at Wallfields.
<b>TOTAL</b>			<b>284,400</b>	<b>49,500</b>	<b>(103,870)</b>	<b>230,030</b>	<b>160,368</b>	<b>9,532</b>	<b>169,900</b>	<b>(60,130)</b>	<b>47,560</b>	

## CAPITAL MONITORING 2010/11

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

Exp Code	2010/11 Approved Schemes	Project Control Officer	Exp. To 31/03/11								Slippage into 2011/12	COMMENTS	
			2010/11 Original Estimate	Slippage from 2009/10	2010/11 Any other amendments	2010/11 Approved Estimate as @ Feb '11	2010/11 Actual to 31.3.11	2010/11 Capital Creditor	2010/11 Total Spend	2010/11 Variance between Total Spend and Approved Estimate			
			£	£	£	£	£	£	£	£	£		
71262	Elizabeth Road Shops - Renew Water Main	S. Whinnett	15,000	0		15,000				0.00	(15,000)	15,000	Design stage. Balance will slip.
75160	River & Watercourse Structures	G. Field	47,500	1,500	(18,000)	31,000	29,657.62	8,842.50	38,500.12		7,500	(7,500)	We are continuing to have discussions on planning permission issues on the replacement scheme for Castle Grounds Hertford, which were unresolved before year end, so £18,000 has been rolled forward to 2011/12. In March urgent works were required which resulted in a £7,500 overspend. The works at Pishiobury Park are now complete.
75157	Footbridge Over River Stort	M. Shrosbree	61,800	45,300		107,100				0.00	(107,100)	107,100	Balance to slip.
72568	Asset Improvement Items - Infrastructure (North Drive reconstruct road & drainage)	M. Shrosbree	0	17,500		17,500				0.00	(17,500)	17,500	Balance to slip.
<b>TOTAL</b>			<b>124,300</b>	<b>64,300</b>	<b>(18,000)</b>	<b>170,600</b>	<b>29,657.62</b>	<b>8,842.50</b>	<b>38,500.12</b>		<b>(132,100)</b>	<b>132,100</b>	



**ESSENTIAL REFERENCE PAPER 'E1'**

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

Projected Outturn  
31 March 2011  
£'000

1.1	April	550	Favourable
	May	221	Adverse
	June	881	Adverse
	July	672	Adverse
	August	656	Adverse
	September	563	Adverse
	October	237	Adverse
	November	82	Favourable
	December	113	Favourable
	January	268	Favourable
	February	519	Favourable

	<b>ITEM (in order of Corporate Priority)</b>	<b>MONTH(S) REPORTED</b>
1.2	<b>Promoting prosperity and well being</b> <b>CONCESSIONARY FARES</b> Following the change in allocation agreed at Herts Chief Finance Officer's group regarding the 2009/10 Concessionary Fares budget there is an anticipated £47k saving against the 2010/11 budget.	April
1.3	<b>MEALS ON WHEELS</b> A review of the contract arrangements for Meals on wheels has identified that the profile for delivering the £150k saving over the period of the Medium Term Financial Plan (MTFP) will vary from the current forecast. This will lead to additional costs in 2010/11 offset by equivalent savings in 2011/12 to 2012/14. This variation in timing can be managed by the temporary use of reserves.	May

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.4 PERFORMANCE REWARD GRANT</p> <p>On the 24 May the Government announced plans to reduce public spending by £6.2bn in 2010/11. No further Local Area Agreement Performance Reward grant will be paid creating a shortfall of £33k in 2010/11 and £250k in 2011/12 for both revenue and capital.</p>	May
<p>1.5 HERTFORD THEATRE</p> <p>Additional funding arising from the Executive's decision in approving the Business case for The Hertford Theatre will have an impact of £35k in the year.</p>	June
<p>1.6 HOUSING BENEFIT OVERPAYMENTS</p> <p>Recovery of housing benefit overpayments is above target and a net favourable variance of £50k is forecast.</p>	July
<p>1.7 HOUSING BENEFIT SUBSIDY</p> <p>The Housing Benefit Administration subsidy will be £24k less than that estimated.</p>	July
<p>1.8 REVENUES AND BENEFITS PARTNERSHIP</p> <p>The Revenues and Benefits Partnership arrangement with Stevenage Borough will reduce management costs by £25k from cost sharing.</p>	July
<p>1.9 AREA BASED GRANT</p> <p>Area Based Grant of £30k for 2010/11 has been confirmed by the Government. No budget had been set given the uncertainty over its distribution.</p>	July
<p>1.10 HOUSING BENEFIT OVERPAYMENTS</p> <p>An additional £50k of Housing Benefit overpayments is anticipated to be recovered.</p>	September

	<b>ITEM (in order of Corporate Priority)</b>	<b>MONTH(S) REPORTED</b>
1.11	<b>HOUSING BENEFIT OVERPAYMENTS</b> An additional £50K of Housing Benefit overpayments is anticipated to be recovered.	October
1.12	<b>SMALL RATE RELIEF GRANT</b> A windfall sum of £9k has been announced by the Communities and Local Government Department relating to a temporary increase in small rate relief grant determination. The purpose of the grant is to provide support to receiving authorities towards expenditure lawfully incurred or to be incurred by them with implementing the scheme.	October
1.13	<b>CRITICAL ORDINARY WATERCOURSES</b> The Critical Ordinary Watercourses contract with the Environment Agency (EA) has been extended for one year from October 2010, but with the option for the EA to terminate it in 2011. In previous years the EA has asked the Council to undertake extra work to the contract and the 2010/11 estimate was formulated on this basis. This extra work has not been forthcoming in the current economic climate resulting in a reduction in net income of £16k.	October
1.14	<b>HOSTEL RENTS</b> With a far greater occupancy factor than envisaged and the collection of hostel tenants rents higher than budgeted for, there is anticipated £25k of additional rental income. However, with the higher usage the deterioration on some fittings and equipment is being accelerated. A request will be made to carry forward £20k to 2012 to renew fittings and equipment.	October
1.15	<b>HOUSING BENEFITS</b> An additional £200k of Housing Benefit overpayments is anticipated to be recovered.	November
1.16	<b>SMALL RATE RELIEF GRANT</b> The Business Rate Relief grant of £9k that was	November

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
reported in October will be matched by expenditure for developing the software by the supplier.	
1.17 JOINT USE POOLS There is a predicted overspend of £21k against the utilities budget in respect of joint use pools.	November
1.18 JOINT USE POOLS The contributions from other bodies are expected to be £7k lower as costs relating to the joint use pools are lower.	November
1.19 PERFORMANCE REWARD GRANT An additional £51k of Revenue Performance Reward grant is to be received at the end of the financial year, subject to the Communities and Local Government department accepting the Local Strategic Partnership claim.	November
1.20 PRIVATE SECTOR HOUSING GRANT A repayment of a previously awarded Private Sector Housing grant from householders of £24k has resulted in a windfall sum being received.	November
1.21 HERTFORD THEATRE There is an anticipated income under-performance on the first year of the pantomime business plan at Hertford Theatre of £35k. Officers are identifying areas of over-performance to mitigate this loss by year end. For example, hire income is showing a projected over-performance against budget.	December
1.22 HILLCREST HOSTEL As a result of increased occupancy rates at Hillcrest Hostel additional rental income of £45k is now predicted.	January
1.23 HOUSING BENEFITS An additional £100k of Housing Benefit overpayments	February

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
is anticipated to be recovered.	
1.24 PEST CONTROL Within the Pest Control service there has been less demand for the service resulting in a saving of £4k of contractor support.	February
1.25 HOUSING OPTIONS The Housing Options service shows savings of £15k materialising on the Temporary Accommodation budget as a result of the Council's utilisation of Hillcrest Hostel.	February
1.26 <b>Fit for purpose</b> TURNOVER Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected over spend of £31k.	April
1.27 MANAGING VACANCIES The Executive on 9 February 2010 made adjustments to the Performance Reward Grant and Planning Contingency budgets which left a balancing figure of £23k to be identified as 'Management of Vacancies' which officers were confident of achieving.	April
1.28 INVESTMENT INCOME Following a meeting with the Council's Treasury advisors to review new investment products proposed by the Council's fund managers to enhance returns, these will not be pursued on the grounds of risk that some of the instruments embedded within the products may not be available to local authorities. Projected returns will be reviewed in the light of the new Office of Budget Responsibility assumptions on short term interest rates used to inform the 22 June budget.	May

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.29 TURNOVER Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected over spend of £24k compared to £31k in April	May
1.30 TURNOVER Salary budgets are constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected under spend of £31k compared to an over spend of £24k in May.	June
1.31 INVESTMENT INCOME Investment Income – Annualised returns by the Fund Managers over the first quarter are: Scottish Widows Investment Partnership 0.8% and Investec 0.48% per annum. This equates to around £112k (for the first quarter) against the annual budget of £1.65m. Current projections indicate an overall return of between £700k and £840k indicating a budget shortfall of £0.81m to £0.95m. The balance on the Interest Equalisation Reserve was £1.185m as at the 31 March 2010 of which £778K is already planned to be utilised in the MTFP. In accordance with Financial Regulations 4.6.2 (a) the Executive is being asked to approve a supplementary estimate of the balance of £407k to offset the shortfall in income.	June
1.32 TURNOVER There has been a change in presentation from the previous months reports whereby the Salary/Turnover and Managing Vacancies budgets have been amalgamated. In essence reflecting that turnover is predicting to be met and all but £6k of the Managing Vacancies budget at this stage has yet to be met, <b><u>Essential Reference Paper 'C'</u></b> shows a projected over spend of £6k compared to an adjusted under spend of £8k in June (after amalgamating the above	July

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
two headings).	
1.33 PLACE SURVEY A saving of £14k is forecast as a result of the government's decision not to undertake the Place Survey.	July
1.34 TURNOVER Executive on the 7 September determined that the loss of funding from the Housing and Planning Delivery grant of £166k would be offset by taking from the general reserve the additional sum received in respect of this grant in 2009/10 of £134k. The Executive further requested CMT to meet the residual short fall of £32k by increasing the target for Management Action Savings by £32k to £55k. <b><u>Essential Reference Paper 'C'</u></b> shows a projected underspend of 348K on payroll budgets leaving £7k still to be found to meet the target of £55k.	August
1.35 THELE HOUSE Executive on the 7 September approved a supplementary estimate of £15k to cover maintenance costs at Thele House until the property is sold.	August
1.36 TURNOVER Salary budgets have been constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected underspend of £23k on payroll budgets. This underspend is after meeting the £55k Mitigating actions that were required.	September
1.37 INVESTMENT INCOME Investment income shows a further £40k adverse movement from the August Healthcheck. This is based on the latest figures received from the Fund Managers returns. However, a meeting with the Fund Managers at the end of October will clarify the latest	September

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
position and formulate the returns going forward.	
1.38 TURNOVER Salary budgets have been constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected underspend of £65k on payroll budgets.	October
1.39 CHURN COSTS/OFFICE MOVES 'Churn' 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 £15k in 2010/11.	October
1.40 HARTHAM LAND SALE The sale of land associated with the supermarket development at Hartham will generate a windfall sum of £50k due to the disruption.	October
1.41 IT LICENCES A review of IT Licences has resulted in the budget being reduced by £34k	November
1.42 TURNOVER Salary budgets are being constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected under spend of £78k on payroll budgets.	December
1.43 TURNOVER Salary budgets are being constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected under spend of £81k on payroll budgets.	January
1.44 LEGAL LITIGATION BUDGETS There is a projected under spend of £28k on legal litigation budgets as a result of lower demand on these sums.	January
1.45 LEGAL FEES The successful recovery of legal fees should generate	January



ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
an additional £12k of revenue.	
1.46 LEGAL FEES There is a projected under spend of £40k on legal litigation budgets as a result of lower demand on these budgets.	February
1.47 CORPORATE TRAINING There is a projected under spend of £20k on the Corporate training budget due to an increase of training provided in house and discounted trainers fees negotiated.	February
1.48 TURNOVER Salary budgets have been constantly monitored and <b><u>Essential Reference Paper 'C'</u></b> shows a projected under spend of £81k on payroll budgets.	February
1.49 <b>Pride in East Herts</b> CAR PARKS (PAY AND DISPLAY) (Sunday/ Bank hols.) The net impact of not implementing Sunday and Bank Holiday Car Park Pay and Display charging is estimated to be £38k.	April
1.50 CAR PARKS PAY AND DISPLAY Car Park occupancy levels are down resulting in 4.5% less income and a predicted year end level adverse variance of £125k.	May
1.51 PENALTY CHARGE NOTICES Following Member' decision to defer Sunday and Bank Holiday charging anticipated receipts and costs will no longer feature in 2010/11. This change also reduces the forecast for income for Penalty Charge Notices.	May
1.52 CAR WASHING – GASCOYNE WAY	May

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>Given capital constraints on the Gascoyne Way car park refurbishment, the planned installation of drainage to enable car washing may no longer be cost effective. This is currently under review, but as a result the business case for generating income from car washing in the car park may no longer be favourable.</p>	
<p>1.53 CAUSEWAY CAR PARK RENT The Council has a 24 month rent free period on the lease of the Causeway Car Park. The Council is required to account for this across the 35 year lease, resulting in a lease cost against each year.</p>	May
<p>1.54 GASCOYNE WAY CAR PARK Due to the timing of the Gascoyne Way refurbishment works, car washing is planned to commence in October resulting in only six months income from the scheme thus an adverse variance of £5k.</p>	June
<p>1.55 CAUSEWAY CAR PARK RENT The apportionment of rental cost now payable by the Council for the Causeway Car park in 2010 has now been calculated by accountancy to be £222k and not £203k as previously reported.</p>	June
<p>1.56 PAY AND DISPLAY CAR PARKING Car Park use is below forecast resulting in 5.5% less Pay and Display income and a predicted adverse variance to year end of £150k.</p>	July
<p>1.57 B/S CAR PARK SEASON TICKET INCOME The Bishop's Stortford season ticket income is above forecast, continuing the trend from previous years resulting in a favourable increase over the budget of £12k.</p>	July

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.58 CAR PARKS PAY AND DISPLAY There is a loss of income anticipated within the car parks pay and display budget of £19k due to the increase in VAT to 20% from 4 January 2011.	September
1.59 BIRCHERLEY GREEN There is an estimated saving of £5k due to not locking/unlocking Bircherley Green whilst Gascoyne Way car park is closed for refurbishment.	September
1.60 CCTV Additional legal costs of £6k have been incurred on the CCTV budget to assess whether because	October
1.61 CAR PARK MACHINES  £20k is needed to modify the pay and display car park machines to accept new 5p and 10p coins which come into circulation in April 2011.	December
1.62 CAR PARK MACHINES £16k is now needed, not the £20k reported last month, to modify the pay and display car park machines to accept new 5p and 10p coins which come into circulation in April 2011.	January
1.63 <b>Caring about what's built and where</b> RECYCLING SERVICE There is expected to be a significant increase in the sum the Herts Waste Partnership (HWP) contributes to East Herts Council's waste and recycling costs. This is subject to agreement by the HWP Board and assumes the continuing commitment by Hertfordshire County Council. In order to incentivise the increase of recycling by districts and boroughs, the HWP agreed a model for redistributing the potential savings to the disposal authority arising from improvement to recycling and reduction of waste sent to landfill. The model developed used 2006/07 performance as a	April

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>base and was based around some prudent predictions around improvement.</p> <p>The success of ARC exceeded predictions plus the recession appears to have had the effect of reducing total waste tonnages also. Figures are potentially highly variable but based on the financial model agreed for 2010/11 our prudent estimate of income from this source in 2010/11 is of the order of £650K or an additional £570k.</p> <p>The partnership agreed that the model required updating and have introduced a cap to the subsidy per household for 2011/12 and 2012/13. Based on this Alternative Financial Model we will assume for budget purposes a payment to East Herts of circa £350k for each of those two years.</p>	
<p>1.64 PUBLIC CONVEIENCES</p> <p>The budget for public conveniences in 2010/11 was understated in error as it included a double counting of planned savings of £28,860 which were built into the base budget and scored as planned savings. In addition public conveniences have remained open in three towns there being no suitable private sector provider at a cost of £34,000.</p>	June
<p>1.65 DOMESTIC REFUSE BIN CHARGING</p> <p>The Council's decision to defer replacement refuse bin charging will result in a £50k adverse variance.</p>	June
<p>1.66 RECYCLING PUBLICITY</p> <p>The Recycling Publicity budget is currently under spending due to the success of ARC and there is less need to undertake publicity to address public concerns. As a consequence this budget will then</p>	June

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>show a £22k favourable position. Consideration is being given as to whether some or all of the MTFP saving can be brought forward from 2012/13 to 2011/12.</p>	
<p>1.67 RECYCLING GREEN WASTE The Recycling Green Waste budget could under spend by £80k as the scheme is not being expanded to include flats until the new contract is let in 2011 resulting in an in year saving and possible base budget saving.</p>	June
<p>1.68 KERBSIDE DRY RECYCLING EXPENDITURE The Kerbside dry Recycling collections budget is currently stable following the implementation of ARC. It is currently showing an underspend of £10K which would indicate an underspend of up to £40k for the full year.</p>	June
<p>1.69 PLASTIC RECYCLING BANKS There is a current underspend associated with Plastic Recycling Banks which could be a £5k favourable effect by year end.</p>	June
<p>1.70 KERBSIDE DRY RECYCLING INCOME Income from Kerbside dry Recycling collections is currently £20k up on profile, but this based on two months figures only. Significant additional income over budget is likely but needs to be reviewed on a monthly basis.</p>	June
<p>1.71 RECYCLING CONTRIBUTIONS The latest estimate of the sum due from HCC for the Alternate Financial Model in 2009/10 £383k. That is £3k more than budgeted for.</p>	June

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.72 DEPOT MATERIAL HANDLING</p> <p>The Depot Material Handling budget included costs for material sorting equipment. Provision of equipment has been suspended following a Member review until the outcome of the Refuse contract re-tender is clear. Outturn will be £35k less than budget.</p>	June
<p>1.73 RECYCLING</p> <p>More recycling is producing additional income from material sales and credits, If current trends continue it may achieve £80k additional income.</p>	July
<p>1.74 REFUSE AND RECYCLING CONTRACT</p> <p>A saving of £37k is expected from a lower than budgeted increase from indexation of the price of Refuse and Recycling contract.</p>	July
<p>1.75 REFUSE COLLECTION CONTRACT</p> <p>A savings on the Refuse Collection contract of between £50k- £80k is forecast because of less than expected ad-hoc work.</p>	July
<p>1.76 KERBSIDE DRY RECYCLABLES</p> <p>A review of income generated from Kerbside Dry Recyclables would indicate that additional sums of £200k are estimated to be achieved.</p>	September
<p>1.77 RECYCLING SERVICE</p> <p>The latest estimate of the sum to be received from Herts County Council under the Alternate Financial Model in 2010/11 is £620k. (Previously reported as £550k)</p>	October
<p>1.78 KERBSIDE DRY RECYCLING COLLECTIONS</p> <p>The Kerbside Dry Recycling Collections budget is</p>	October

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
currently showing to overspend by £90k due to a coding error. The error will be corrected at the Probable stage.	
1.79 Commercial Waste Collection A net favourable position of £17K is anticipated on the Commercial Waste Collection Service as a result of additional income being generated which in part is off set by additional income.	
1.80 STREET CLEANSING The Street Cleansing contract is currently forecasting a possible under spend of £18k.	October
1.81 GROUNDS MAINTENANCE The Grounds Maintenance budget is projected to overspend by £35k due to higher levels of inflation (RPI) than estimated.	October
1.82 REFUSE, RECYCLING, ST CLEANSING CONTRACT The one off Specialist Support Budget to assist with the Refuse, Recycling and Street Cleansing contract will be underspent by £5k.	December
1.83 BANKS SITE MAINTENANCE There is an expectation to under spend £4k on Banks Site Maintenance as there is less maintenance than expected.	January
1.84 KERBSIDE DRY RECYCLING Kerbside Dry Recycling income remains favourable with a predicted level of additional income of £232k. This is slightly less than last month's estimate of £258k. There have been higher levels of participation with ARC resulting in higher levels of income from material sales and credits. Consideration is being given to establish a Recycling Reserve to offset future variations arising from the volatile commodities market.	January

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
<p>1.85 REFUSE SERVICE</p> <p>There is a reduction in funding of circa £59k received from Herts County Council for transporting waste to their disposal points (previous Edmonton and Ugley and now Ware), reflecting the shorter distance to travel; and part due to the transfer of £20k to the Recycling budget, which is associated with the disposal of organic waste. The overall effect is now showing an adverse £20k on the Refuse Service.</p>	February
<p>1.86 GLASS, CAN AND PAPER BANKS</p> <p>There is less spend on glass, can and paper banks of circa £27k due to diversion to kerbside collections following ARC.</p>	February
<p>1.87 PARKS AND OPEN SPACES</p> <p>Expenditure of £9k has been delayed on the replacement of trees in a high profile area of Waytemore Castle Gardens until the Autumn of 2011. A carry forward request will be made at the appropriate time.</p>	February
<p><b>Shaping now, shaping the future</b></p> <p>1.88 HOUSING AND PLANNING DELIVERY GRANT</p> <p>The rules allocating the Housing and Planning Delivery Grant changed at the end of the last financial year, allowing all of the grant to be allocated to revenue, rather than split between capital and revenue. Provided the Government does not change these rules a cautious £50k could be available to Revenue.</p>	April
<p>1.89 HOUSING AND PLANNING DELIVERY GRANT</p> <p>On the 24 May the Government announced plans to reduce public spending by £6.2bn in 2010/11. For East Herts Council part of the impact is the loss of £166k Housing and Planning Delivery Grant</p>	May



	<b>ITEM (in order of Corporate Priority)</b>	<b>MONTH(S) REPORTED</b>
1.90	<p><b>LOCAL AUTHORITY BUSINESS GROWTH INITIATIVE</b>            The above cuts will also impact adversely on Local Authority Business Growth Initiative to the value of £50k. This anticipated receipt was to be placed in reserves to meet potential expenditure beyond 2010/11.</p>	May
1.91	<p><b>PLANNING APPEALS COSTS</b>            Potential additional costs have arisen since April as a result from an award of costs against the Council and the engagement of a consultant to undertake a viability assessment exercise to the value of £10k.</p>	May
1.92	<p><b>ENFORCEMENT ACTION</b>            There are potential costs of £50k for direct enforcement action at Campfield Road, Hertford. These costs are currently based on outline quotes and may be subject to some considerable variation. This cost can be registered as a charge on the property and recovered in due course through its sale.</p>	May
1.93	<p><b>PLANNING APPEALS</b>            Potential additional costs have arisen since April as a result from an award of costs against the Council and the engagement of a consultant to undertake a viability assessment exercise. The maximum assessed at this stage is £18k.</p>	June
1.94	<p><b>DEVELOPMENT CONTROL INCOME</b>            Income from Development Control applications is ahead of the July target by £60k; in part due to resubmission of school site proposals. It is too early to predict the outturn for the year.</p>	July
1.95	<p><b>DEVELOPMENT CONTROL INCOME</b>            Income from Development Control applications is ahead of the August target by £63k. It is too early to predict the outturn for the year.</p>	August

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.96 DEVELOPMENT CONTROL INCOME Income from Development Control applications is ahead of the September target by £41k. This is down on the August figure and is still too early to predict the outturn for the year.	September
1.97 LAND CHARGES INCOME Income from Land Charges is £17k ahead of profile as at September.	September
1.98 DEVELOPMENT CONTROL Income from Development Control applications is ahead of the October target by £44k. Year end income is estimated to be as per the original estimate £600k.	October
1.99 LAND CHARGES INCOME Income from Land Charges is estimated to be £20k more than the original estimate.	October
1.100 DEVELOPMENT PLANS STUDIES The Development Plans Studies budget is expecting to under spend by £20k due to fewer studies and joint funding.	October
1.101 LOCAL DEVELOPMENT FRAMEWORK The Local Development Framework (LDF) upkeep and review is predicting to under spend by £50k as consultancy work will be required in 2011/12 in conjunction with the LDF plan.	October
1.102 LOCAL AUTHORITY BUSINESS GROWTH INITIATIVE The loss of Local Authority Business Growth Initiatives grant has in part been managed by reducing spend within the LABGI Initiatives budget so that the adverse variance is now £30k.	November
1.103 PRE-APPLICATION PLANNING ADVICE There has been a greater demand for pre-application	December

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
planning advice than envisaged amounting to £10k.	
1.104 DEVELOPMENT CONTROL ADVICE Herts County Council will not charge for Development Control advice – producing a saving for £10k. This is a one off saving as it is expected that a charge will be made for this service in future years.	December
1.105 DEVELOPMENT CONTROL INCOME Receipts from Development Control are anticipated to be £30k more than the original estimate.	January
1.106 DEVELOPMENT PLANS STUDIES Savings of £34k are now expected on the Development Plans studies as further costs for Stansted that had been envisaged will not now materialize.	February
1.107 LOCAL PLAN UPKEEK/REVIEW Further savings totalling £62k on the Local Plan/upkeep review have been generated by using more cost effective methods such as electronic documents resulting in less expenditure than has historically been the case.	February
1.108 BUILDING CONTROL INCOME The Building Control income from the partnering with Everest has remained buoyant generating an additional £20k of income.	February
1.109 LOCAL LAND CHARGES The Government is to pay a one off revenue grant of £34k following the revocation of the Personal Search Fee of the Local Land Charges Register to cover both potential restitutionary claims and loss of fees foregone in 2010/11. Going forward the loss of income is said to be taken into account in the annual revenue support fund settlement.	February

ITEM (in order of Corporate Priority)	MONTH(S) REPORTED
1.110 HABITATS GRANT The Government is to pay a Habitats Grant of £17k, which is paid to all local planning authorities which have a European site within their area.	February
<b>Leading the Way, Working Together</b>	
1.111 There is nothing to report on this priority	April
1.112 MEMBER'S ALLOWANCES Council on the 24 February 2010 resolved to reduce the Basic Allowance for Members in 2010/11, thus making a saving of £35k.	June
1.113 MEMBER'S ALLOWANCES Due to changes in the membership of the Executive there will be a further £9k saving.	July
1.114 LOSS OF GRANTS The Council has seen a loss of grants arising from government's decisions on current spending. The Executive is requested to: <ul style="list-style-type: none"> <li>a) recommend to Council a call on the general reserve of £134k to mitigate the loss of planning delivery grant. The sum of £134k was added to the general reserve in 2009/10 following the government's decision to allow the whole of 2009/10's planning delivery grant to be used for revenue purposes.</li> <li>b) Request CMT to meet the balance of £32k of the planning delivery grant loss by increasing the target for management action savings.</li> <li>c) Approve, in accordance with Financial Regulation 4.6.2 a) a call on the earmarked LABGI reserve of £50k. This will offset the loss of LABGI funding in 2010/11 and reduce the uncommitted balance on the reserve to £14k.</li> </ul>	July
1.115 MEMBER'S ALLOWANCES	September

<b>ITEM (in order of Corporate Priority)</b>	<b>MONTH(S) REPORTED</b>
<p>The resignation of two Councillors will generate an additional small saving of circa £2k on Members allowances. However, the cost of two anticipated by-elections will be circa £16k.</p>	
<p>1.116    <b>EXTERNAL AUDIT</b> External Audit fees are expected to be less as a result of the demise of the Audit Commission.</p>	October
<p>1.117    <b>STREET NAMING AND NUMBERING</b> There is a steady decline in receipts from the Street Naming and Numbering service resulting in an estimated shortfall of £8k.</p>	January

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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
<b>At 28 February 2011</b>	<b>1,645</b>	<b>-1,465</b>	<b>180</b>	<b>2,478</b>	<b>-1,959</b>	<b>519</b>

### Changes in respect of previously reported items

#### In month favourable variances (y t d)

Concessionary Fares	0	0	0	2	0	2
Hertford Theatre	-29	0	-29	21	49	70
HB Overpayments	62	0	62	-8	0	-8
Area Based Grant	2	0	2	1	0	1
Thele House Maintenance	0	0	0	0	1	1
Hostel rent	5	0	5	-2	0	-2
LAA Grant	0	0	0	21	0	21
Private Sector Housing	0	0	0	0	0	0
Pest Control	-1	0	-1	1	0	1
Housing Options	-8	0	-8	13	0	13
Turnover/Managing Vacancies	-132	0	-132	-37	0	-37
Hartham Land Sale	0	0	0	-50	0	-50
IT Licences	52	0	52	35	0	35
Legal Litigation Fees	5	0	5	14	0	14
Legal Fees recovered	-1	0	-1	1	0	1
Corporate Training	1	0	1	12	0	12
Recycling service	0	0	0	-14	0	-14
B/S Car Park season tickets	-11	0	-11	1	0	1
Unlocking/locking Gascoyne Way	-1	0	-1	1	0	1
Recycling publicity	-2	0	-2	6	0	6
Green Waste collection	1	0	1	-10	0	-10
Plastic Banks	3	0	3	2	0	2
Kerbside Dry Recycling Income	175	0	175	20	0	20
Depot Material Handling	3	0	3	0	0	0
Refuse collection contract	13	0	13	0	-22	-22
Commercial Waste	-40	0	-40	-6	0	-6
Cleansing Contract	35	36	71	17	0	17
Grounds Maintenance contract	-21	0	-21	0	1	1

Bank Site Maintenance	1	0	1	0	0	0
Land Charges Income	9	0	9	4	0	4
Development Plans Studies	0	0	0	1	0	1
LDF upkeep	7	0	7	2	0	2
Pre-Application advice	3	0	3	6	0	6
HCC DC advice	1	0	1	0	0	0
Development Control Income	-14	0	-14	-17	0	-17
Building Control income	0	13	13	5	0	5
Members Allowances	4	0	4	-1	0	-1
Audit fees	11	0	11	1	0	1
Waste Contract specialist support	0	0	0	-1	0	-1
Clinical Waste income	1	0	1	1	0	1
Glass/Cans/Paper banks	-8	0	-8	4	0	4
Tree Replacement Programme	-1	0	-1	0	0	0

## In month adverse variances (y t d)

Meals on Wheels	0	32	32	0	0	0
HB Subsidy	0	-2	-2	0	0	0
Critical Ordinary Watercourses	0	75	75	0	4	4
Investment Income	0	-40	-40	0	30	30
Office Moves	0	0	0	0	-21	-21
Car parks P& D Sundays BH	0	-3	-3	0	0	0
Car parks P& D	0	-13	-13	0	-7	-7
Penalty Charge Notices	3	12	15	3	10	13
Car Park Advertising	0	0	0	0	0	0
Car Washing Gascoyne Way	0	-1	-1	0	0	0
CCTV Running costs	10	11	21	10	6	16



Pay and Display machines	0	0	0	0	16	16
Public Conveniences	0	-3	-3	0	-2	-2
Wheeled bins	0	-4	-4	0	0	0
Recycling/Refuse contributions	0	0	0	-26	-84	-110
Kerbside Dry Recycling Collection	0	-2	-2	0	0	0
By-Elections	0	-1	-1	0	4	4
Street Naming and Numbering	0	0	0	0	0	0

Newly reported items/items no longer reported

Previously unreported variances at 28 February

Leisure income/other bodies	0	-35	-35	0	-35	-35
Incubation Feasibility study	0	0	0	60	0	60
LSP implementation	28	0	28	28	0	28
Arts Council England	6	0	6	6	0	6
Internal Services (bal)	0	0	0	134	0	134
Chief Executive (bal)	0	0	0	25	0	25
Neighbourhood ser (bal)	0	0	0	200	0	200

Previously reported items no longer having out turn variance

In month favourable variances (y t d)

**In month adverse variances (y t d)**

<b>At 28 February 2011</b>	<b>1,817</b>	<b>-1,390</b>	<b>427</b>	<b>2,964</b>	<b>-2,009</b>	<b>955</b>
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Month on month change	172	75	247	486	-50	436
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less previously unreported variances at 31 January

448	448
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**Variances since last month**

<b>620</b>	<b>-373</b>	<b>247</b>
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**Executive Actions for 2010/11**

Priority	Finance/ Performance	Performance Indicator	Recommendation	Executive Decision	Meeting	Status	Outcomes
<b>Note: There are currently no Executive decisions to be noted for August. The table content will be populated with performance and financial decisions made by Executive over 2009/10.</b>							
All	Finance	N/A	Agrees that £10k of the Hartham CCTV budget be transferred to the Leisure Development Project	Executive decided £10k of the Hartham CCTV budget be transferred to the Leisure Development project.	12-Jan-10	<b>Resolved</b>	To support all of the Council's corporate objectives.
All	Finance	N/A	Agree that the supplementary capital estimate of £35k be approved.	Executive decided that the supplementary capital estimate of £35k in respect of bin replacement, be approved.	09-Feb-10	<b>Resolved</b>	To support all of the Council's corporate objectives.
All	Performance	N/A	Agree that the Corporate Risk Register for Quarter 3 be approved	Executive decided that the Corporate Risk Register for Quarter 3 be approved.	09-Feb-10	<b>Resolved</b>	To ensure that risk is effectively monitored.
All	Performance	NI 15, NI 16 and NI 20	Agree that only annual targets for NI 15, NI 16 and NI 20 are set and that the reporting of monthly performance will continue only so that performance trends can be analysed.	Executive decided that only annual targets for NI 15, NI 16 and NI 20 are set and that the reporting of monthly performance will continue only so that performance trends can be analysed.	13-Jul-10	<b>Resolved</b>	Through close monitoring of performance the service has identified changes to improve performance monitoring.
All	Performance	N/A	Agree that local indicators are established in partnership with the Police to reflect the local priorities of the Community Safety Partnership.	Executive agreed that local indicators are established in partnership with the police to reflect the local priorities of the Community Safety Partnership.	13-Jul-10	<b>Ongoing</b>  Members will be advised when new local crime indicators will be made available.	Through close monitoring of performance the service has identified changes to improve performance monitoring.
All	Finance	N/A	Agree to seek a supplementary capital estimate of £5k.	Executive agreed a supplementary capital estimate of £5k for Bishop's Stortford and Hertford Receptions replacement of IT equipment	13-Jul-10	<b>Resolved</b>	To support all of the Council's corporate objectives.

Priority	Finance/ Performance	Performance Indicator	Recommendation	Executive Decision	Meeting	Status	Outcomes
All	Finance	N/A	Executive are recommended to Council the carry forward of £40,300 for 2009/10 underspending to the current year	Executive approved that in respect of a staffing matter and IT Licences, the carry forward of £40,300 for 2009/10 underspending to the current year.	07-Sep-10	Resolved	To support all of the Council's corporate objectives.
All	Finance	N/A	Recommend to Council a call on the general reserve of £134k to mitigate the loss of planning delivery grant .	Executive supported a call on the general reserve of £134k to mitigate the loss of planning delivery grant be approved.	07-Sep-10	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive are recommended to support the capital bid for a supplementary estimate of £65k relating to works at the Southern Country Park.	Executive supported a supplementary estimate of £15k be approved in the capital programme in respect of wheeled bins, to be funded by bringing forward this sum from the provision made for 2011/12	12-Oct-10	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive are to agree a supplementary estimate of £15k be approved in the capital programme in respect of wheeled bins, to be funded by bringing forward this sum from the provision made for 2011/12	Executive supported the capital bid for a supplementary estimate of £65k relating to works at the Southern Country Park.	09-Nov-10	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive are to support £68,740 of the Renew Roof Covering to Ward Freeman Pool capital budget be re-profiled into 2011/12	Executive supported £14,000 of the Automated Payment Machines capital budget be re-profiled into 2011/12	09-Nov-10	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive are to support £14,000 of the Automated Payment Machines capital budget be re-profiled into 2011/12	Executive supported £68,740 of the Renew Roof Covering to Ward Freeman Pool capital budget be re-profiled into 2011/13	09-Nov-10	Resolved	To support all of the Council's corporate objectives.

Priority	Finance/ Performance	Performance Indicator	Recommendation	Executive Decision	Meeting	Status	Outcomes
	Performance	N/A	Executive are to note the deletion of the National Indicator set and a review of the current basket of performance indicators being planned.	Executive noted the deletion of the National Indicator set and a review of the current basket of performance indicators being planned	09-Nov-10	Resolved	Through close monitoring of performance the service has identified changes to improve performance monitoring.
	Finance	N/A	Executive are to support £100,000 of the Hertford Theatre budget is re-profiled from 2011/12 into 2010/11.	Executive supported £100,000 of the Hertford Theatre budget be re-profiled from 2011/12 into 2010/11.	11-Jan-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive approves the addition to the capital programme of a scheme "Bishop's Stortford Riverside and Markets Improvements" at a cost of £246,300.	Executive approved the addition to the capital programme of a scheme "Bishop's Stortford Riverside and Markets Improvements" at a cost of £256,300.	11-Jan-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive supports a request for a supplementary estimate of £19,600 to modify car park Pay and Display machines to accept new 5p and 10p coins that come into circulation in April.	Executive approved a request for a supplementary estimate of £19,600 to modify car park Pay and Display machines to accept new 5p and 10p coins that come into circulation in April 2011.	08-Feb-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive supports £36k of the works at the Southern Country Park scheme capital budget is re-profiled from 2010/11 into 2011/12.	Executive approved £36k of the works at the Southern Country Park scheme capital budget be re-profiled from 2010/11 into 2011/12.	08-Feb-11	Resolved	To support all of the Council's corporate objectives.
	Finance	N/A	Executive supports £95,800 of the plastic bottle and can sorting/bailing equipment capital budget is re-profiled from 2010/11 into 2011/12.	Executive approved £95,800 of the plastic bottle and can sorting/bailing equipment capital budget be re-profiled from 2010/11 into 2011/12.	08-Feb-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 approval was sought to support a supplementary estimate of £80k in 2010/11 in respect of Decent Homes Grants to be funded by bringing forward this sum from the 2011/12 programme in order to offset some of the slippage on the programme.	Executive approved a supplementary estimate of £80k in 2010/11 in respect of Decent Homes Grants be approved, to be funded by bringing forward this sum from the 2011/12 programme in order to offset some of the slippage on the programme.	08-Feb-11	Resolved	To support all of the Council's corporate objectives.
	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.