

EAST HERTS COUNCIL

EXECUTIVE – 10 JANUARY 2012

MONTHLY CORPORATE HEALTHCHECK – NOVEMBER 2011

REPORT BY THE CHIEF EXECUTIVE

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 November 2011.**

<u>RECOMMENDATION FOR EXECUTIVE:</u>	
(A)	The budgetary variances set out in paragraph 2.1 of the report be noted;
(B)	The Executive is requested to recommend to Council that £132,300 of the Town Centre Environmental Enhancements capital budget is re-profiled from 2011/12 into 2012/13.

1.0 Background

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

1.2 Each month the report will contain a breakdown of the following information by each corporate priority where remedial action is needed:

- Salary, Capital and Revenue variance.
- Performance information (based on the performance indicator suite that is reported on a monthly basis) and also the Directorate's position in respect to payment of invoices and sickness absence.




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



Essential Reference Paper 'D' (to follow) shows detailed information capital programme.

Essential Reference Paper 'E' (to follow) shows explanations of variances on the Revenue Budget reported in previous months.

Essential Reference Paper 'F' (to follow) shows a Summary of Executive actions made within the financial year.

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

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

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

2.0 Report – Directorate Position

REVENUE FINANCIAL SUMMARY

- 2.1 The financial aspects of this report are based on budgetary information from April 2011 to November 2011.

	Position as at 30.11.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
(1) Promoting prosperity & well being; providing access & opportunities						
Concessionary Fares	19	0	0	0	19	0
Taxi Licensing income	0	0	3	0	0	8
Hillcrest Rental income	33	0	9	0	40	0
Environmental Pollution	59	0	42	0	12	0
Housing Grants	0	13	0	0	0	9
Renovation Grants	20	0	4	0	20	0
Emergency Planning	0	25	2	0	0	20

	Position as at 30.11.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
(2) Fit for purpose						
Turnover	0	355	0	13	0	443
Print/Desk Top Publishing	0	35	0	4	0	53
Hartham Land Sale	50	0	0	0	50	0
Office Moves	0	42	0	4	0	55
Investment Income	0	220	0	30	0	325
Insurance	0	0	0	0	80	0
Corporate Training	29	0	4	0	25	0
IT Licences	0	22	35	0	105	0
Legal Fees income	144	0	144	0	115	0

	Position as at 30.11.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
(3) Pride in East Herts						
Parking Enforcement Cont	101	0	3	0	0	0
Pay and Display machines	0	0	0	0	0	16
Car Parks legal fees	0	5	1	0	0	6
Car Parks advertising	7	0	0	0	0	5
CCTV Contributions	0	7	0	11	0	9
Recycling Materials Handling	26	0	3	0	40	0
Waste Contract (various bud)	0	0	0	0	125	0
Hydro Electric plant	0	6	0	7	0	11
Bulky waste collection income	0	11	0	2	0	11
Waste Contract	200	0	50	0	200	0
Kerbside dry recycling income	0	168	0	14	0	155
Recycling banks maintenance	4	0	1	0	8	0
Textile Banks	0	5	1	0	0	6
Car Park ticket advertising	0	1	0	0	0	2
Elm Road car park income	0	5	0	0	0	5
Trade Waste	3	0	0	1	0	1
Grange Paddocks Security	0	0	0	0	0	1

	Position as at 30.11.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
Kerbside Dry Recycling Exp	0	21	0	2	0	28
Trade Waste sacks Income	0	3	0	0	0	2
Leaf Clearance	0	0	0	0	0	23
Street Cleansing	116	0	17	0	13	0
(4) Shaping now, shaping the future						
New Homes Bonus Grant	415	0	208	0	207	0
Discharge of Conditions	20	0	3	0	17	0
Development Control income	0	77	0	18	0	55
Dev Cont Pre App advice	17	0	2	0	8	0
Local Dev Framework	90	0	45	0	88	0
Planning Appeals	0	60	0	24	0	81

	Position as at 30.11.11				Projected Position year end	
	Favourable £000	Adverse £000	Favourable Variance since last month £000	Adverse Variance since last month £000	Favourable £000	Adverse £000
(5) Leading the way, working Together						
Member's Allowances	43	0	11	0	45	0
Audit Fees	95	0	20	0	25	0
TOTAL:	1,491	1,081	608	130	1,242	1,330
Net Projected Variance						88
Supported by supplementary estimates						
Car Park Pay and Display Machines						17
Total Supplementary Estimates						17

- 2.2 Subject to all other budgets being equal, this would result in an overspend of £88k. The Service Estimates report going to Joint Scrutiny Committee on 17 January 2012 shows a favourable variance between the 2011/12 Estimate and 2011/12 Probable of £374k. The Healthcheck report is reporting an adverse position of £325k on Investment Income, which is not included in the Service Estimates. Therefore adjusting for this figure the difference between the Healthcheck Report and the Service Estimates Report is a net £137k of favourable variances not specifically identified in the Healthcheck.
- 2.3 Salary budgets are constantly monitored and **Essential Reference Paper 'C'** shows a projected overspend of £443k.

FINANCIAL ANALYSIS AND PERFORMANCE ANALYSIS

Promoting Prosperity and well-being, providing access and opportunities

Financial analysis

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

Performance analysis

- 2.5 **EHPI129 - Response time to anti social behaviour (ASB) complaints made to East Herts Council.** Performance data was not available during the writing of this report. Performance data will be updated in the December Healthcheck report.

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

Fit for purpose

Financial analysis

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

Performance analysis

- 2.7 **EHPI 12c - Total number of sickness absence days per FTE staff in post.** Performance was 'Red' for November. Absence levels did not meet the Council standards due to higher levels of long-term absences for November. Management have taken remedial action.

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

- NI 181 - Time taken to process Housing Benefit/Council Tax Benefit new claims and change events.
- EHPI 6.8 - Turnaround of pre NTO PCN challenges.
- EHPI 6.9 – Turnaround of NTO Representations.
- EHPI 8 - % of invoices paid on time.

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

Pride in East Herts

Financial analysis

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

Performance analysis

2.10 **NI 191 – Residual household waste per household.** April – November figure is 311 Kg's per household. This is an annual equivalent of 471 Kg's which is slightly over the expected 459.

2.11 **NI 192 - Percentage of household waste sent for reuse, recycling and composting.** April – November is 50.82%, with one small piece of data to come, which the service estimates may lift performance to 50.85%. composting collection levels will fall during the winter so it is anticipated that the outturn will be around 48%.

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

- EHPI 2.4 – Fly-tips: Removal

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

Shaping now, shaping the future

Financial analysis

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

Performance analysis

- 2.14 **NI 157a - Processing of planning applications: Major applications.** Performance was 'Red' for November 2011. Target not achieved - three decisions were made. The two that were beyond the timescale were the wind turbine proposal at Benington (which comprised considerable consultation and review time) and a residential proposal which required the formulation of an associated legal agreement.
- 2.15 **NI 157b - Processing of planning applications: Minor applications.** Performance was 'Amber' for November 2011. Target not achieved. Eight decisions took longer than the target timescale. Of these four were referred to the committee or committee decision was required because the Council had an interest in the application. In the other cases additional time was permitted for consultation and consideration because of the nature of the issues raised by the applications.
- 2.16 **NI 157c - Processing of planning applications: Other applications.** Performance was 'Amber' for November 2011. Performance has improved from previous month but is just below target.
- 2.17 The following indicator was 'Green', meaning that target was either being met or exceeded for November 2011. It is:
- EHPI 2.2(45) – Number of collections missed per 100,000 collections of household waste.

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

Leading the way, working together

Financial analysis

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

Performance analysis

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

CAPITAL FINANCIAL SUMMARY

- 2.20 The table below sets out expenditure to 30 November 2011 against

the Capital Programme. Members are invited to consider the overall position. **Essential Reference paper D** contains details of the 2011/12 Capital Programme. Comments are provided by the Project Control Officers in respect of individual schemes.

SUMMARY	2011/12 Original Estimate	2011/12 Revised Estimate	2011/12 Actual Commit to date	2011/12 Projected spend	Variance Col 4 - Col 2
	£	£	£	£	£
Promoting Prosperity	2,144,940	2,916,060	1,637,743	2,879,910	(36,150)
Fit for Purpose	1,385,550	2,125,170	1,753,939	2,084,610	(40,560)
Pride in East Herts	2,326,200	1,921,740	539,341	1,562,230	(359,510)
Shaping now	380,500	347,600	25,449	340,500	(7,100)
Leading the Way	0	0	0	0	0
Re-profiling potential Slippage	(750,000)	(750,000)			750,000
TOTAL	<u>5,487,190</u>	<u>6,560,570</u>	<u>3,956,472</u>	<u>6,867,250</u>	<u>306,680</u>

2.21 Executive is asked to support a request to re-profile £132,300 of the Town Centre Environmental Enhancements budget from 2011/12 into 2012/13 as no substantial priority projects have been identified with profiles in this financial year.

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'** (Page xxx).

Background Papers:

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

Contact Officer:

In terms of performance issues

Lorna Georgiou, Performance and improvement Coordinator – ext 2244

In terms of financial issues

Mick O'Connor, Principal Accountant – ext 2054

In terms of risk issues

Graham Mully, Insurance Officer – ext 2166

Essential Reference Papers

Essential Reference Paper B – Performance Indicator set relating to Executive.

Essential Reference Paper C – Detailed information on salaries

Essential Reference Paper D – Detailed information on capital

Essential Reference Paper E – Explanations of variances on the Revenue Budget reported in previous months.

Essential Reference Paper F - Summary of Executive actions

ESSENTIAL REFERENCE PAPER 'A'

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