

# MONTHLY PERFORMANCE REPORT

## February 2018

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## Key to Columns and symbols used in report

| Column Heading                 | Description  |
|--------------------------------|--|
| Minimise or Maximise           | Indicates whether higher or lower number is better: Minimise = lower is better, maximise = higher is better  |
| Latest Month                   | The latest month for which performance information is available  |
| Month's Value                  | Performance to date for the latest month   |
| Month's Target                 | Target to date for the latest month  |
| Annual Target 2017/18          | Annual target for 2017/18  |
| <u>Outcome</u>                 | <p>Symbol based on a traffic light system; Red, Amber, Green indicating whether an indicator's performance is on track to achieve the annual target. Symbols used and their meaning are:</p> <p> = at risk of missing target</p> <p> = some slippage against target, but still expected to meet year-end target (31/03/2018)</p> <p> = on course to achieve target</p>                                |
| Comment                        | Commentary for indicators not on track providing reasons for low performance and identifying initiatives planned to bring performance back on track  |
| Better or worse than last year | <p>Symbol indicating whether performance for the Latest Month is better or worse than the same month in the previous year. Symbols and their meanings are:</p> <p> = Latest Month's performance is <b>better</b> than the same month last year</p> <p> = Latest Month's performance is <b>worse</b> than the same month last year</p> <p> = Data not available for current or previous year</p> |

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# Section 1: 2017-2018 Exceptions - Current Month Performance







Comments on Indicators rated Red or Amber

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**Expected Outcome** At risk of missing target  
**Responsible OUs** Department for People



| MPR Code | Short Name  | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Comment - explanation of current performance, actions to improve performance and anticipated future performance  | Scrutiny Committee |
|----------|---|----------------------|---------------|---------------|----------------|-----------------------|------------------|--------------------------------|--|--------------------|
| CP 1.1   | Rate of children subject to a Child Protection Plan per 10,000 population under the age of 18. [Monthly Snapshot] | Goldilocks           | February 2018 | 31.8          | 50.4-55.7      | 50.4-55.7             |                  |                                | As previously identified the number of children subject to child protection plans has been decreasing. The rate of children subject to plans continues to reduce and this is partly explained by increasing resources in Early Help and the use of other preventative interventions such as Family Group Conferences.  | People Scrutiny    |
| CP 1.2   | Rate of Looked After Children per 10,000 population under the age of 18. [Monthly Snapshot]                       | Aim to Minimise      | February 2018 | 74.6          | 66             | 66                    |                  |                                | <p>The rate of children looked after remains above target. The rate does appear to have stabilised in the mid 70s. Group Managers, Service Managers and Team Managers have strong oversight and are reviewing the case list on a regular basis to identify any discrepancies, with the support of the Operational Performance &amp; Intelligence.</p> <p>Other than children who need to become looked after in an emergency, the decision for a child to become looked after is made by the Placement Panel to ensure that all other options are considered before care is agreed. The Panel process has prevented the numbers escalating and, where safely possible, put other measures in place to support the family. Planned work around reunification should ensure that children do not remain in care for longer than necessary.</p> | People Scrutiny    |
| CP 1.6   | Rate of Children in Need per 10,000 (including CiN, CPP and LAC and Care Leavers). [Monthly Snapshot]             | Aim to Minimise      | February 2018 | 321.5         | 296.6          | 296.6                 |                  |                                | The numbers of Children in Need continue to reduce slowly towards the target. A comprehensive piece of work is currently being undertaken to ensure that cases which need to close or step down do so in a timely manner and timescales have been set for this work to be undertaken in a timely manner.   | People Scrutiny    |

| MPR Code | Short Name  | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome  | Better or worse than last year  | Comment - explanation of current performance, actions to improve performance and anticipated future performance  | Scrutiny Committee          |
|----------|---|----------------------|---------------|---------------|----------------|-----------------------|---|---|--|-----------------------------|
| CP 3.2   | Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services. [ASCOF 2B(1) [Rolling Quarter] | Aim to Maximise      | February 2018 | 81.6%         | 88.6%          | 88.6%                 |  |  | Performance remains in line with the National Benchmark of 82.5%. Demand for reablement continues to rise and , in line with the enablement approach we have adopted, we continue to work closely with the providers to ensure that people receive the appropriate type of support based on their reablement and subsequent enablement potential.  | People Scrutiny             |
| CP 3.10  | Percentage of Initial Child Protection Conferences that took place with 15 working days of the initial strategy discussion. [Cumulative YTD]                                  | Aim to Maximise      | February 2018 | 56.8%         | 90%            | 90%                   |  |  | This indicator's performance is continuing in a positive direction up significantly from 27.3% at the start of the financial year. This measure will not meet target this financial year but the service is well positioned as reflected in the fact that in February 90% of ICPC's were completed within the 15 working day timescale.  | People Scrutiny             |
| CP 4.10  | Total number of households in temporary accommodation.  | Aim to Minimise      | February 2018 | 135           | 100            | 100                   |  |  | There continues to be pressure in this area, but whilst the current figure is still above the set target, it should be noted that at the end of Q3 local performance in respect of TA is better than the England rate, at 1.34 households per 1,000 households, compared to the England rate of 3.37/1,000. Both the local and national rates are increasing. This ranks Southend 109th / 292 reporting authorities, an improvement from the 115th in Q2 (293 reporting authorities), and the best position since Q2 of 2016/17 (106/293 reporting authorities). It should be noted that this relatively strong position is based on the work of the proactive approach of the team, but that considerable pressures remain. Work is underway - as detailed elsewhere - to improve the availability of private sector properties to discharge our homelessness duty into, relieving some of the pressure on the limited social housing stocks and reducing TA occupation levels. | Policy & Resources Scrutiny |



**Expected Outcome** At risk of missing target  
**Responsible OUs** Department for Place

| MPR Code | Short Name  | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Comment - explanation of current performance, actions to improve performance and anticipated future performance     | Scrutiny Committee |
|----------|---|----------------------|---------------|---------------|----------------|-----------------------|------------------|--------------------------------|---|--------------------|
| CP 2.3   | Percentage of household waste sent for reuse, recycling and composting [Cumulative] | Aim to Maximise      | February 2018 | -             | -              | -                     | -                | -                              | Discussions with the contractor currently taking place, in relation to relevant data and need to rebalance targets. | Place Scrutiny     |





**Expected Outcome** At risk of missing target  
**Responsible OUs** Public Health

| MPR Code | Short Name   | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome  | Better or worse than last year  | Comment - explanation of current performance, actions to improve performance and anticipated future performance   | Scrutiny Committee |
|----------|--|----------------------|---------------|---------------|----------------|-----------------------|---|---|---|--------------------|
| CP 3.8   | Number of people successfully completing 4 week stop smoking course [Cumulative] | Aim to Maximise      | February 2018 | 667           | 1,000          | 1,100                 |  |  | Department of Health guidelines state that quit attempts can be registered up to 42 days after a "quit date" is set. Therefore final data will not be available for this period for a further two months. Currently behind trajectory, four week quit recovery plan is being implemented. Recent statistics show smoking prevalence in adults has fallen to 17.2% and footfall through stop smoking continues to decline. | People Scrutiny    |



**Expected Outcome** Some slippage against target  
**Responsible OUs** Department of the Chief Executive

| MPR Code | Short Name  | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome  | Better or worse than last year  | Comment - explanation of current performance, actions to improve performance and anticipated future performance   | Scrutiny Committee          |
|----------|---|----------------------|---------------|---------------|----------------|-----------------------|---|---|---|-----------------------------|
| CP 5.4   | Working days lost per FTE due to sickness - excluding school staff [Cumulative] | Aim to Minimise      | February 2018 | 6.66          | 6.49           | 7.20                  |  |  | The Council has been below the monthly sickness absence target for the last 4 months, with the Council running above the sickness target by 0.23 days. HR will be making recommendations to CMT to review the health of the organisation and identify trends in absence in order to support managers in proactively managing sickness. HR are also proactively contacting managers regarding long term sickness cases where it would appear no action has been taken. | Policy & Resources Scrutiny |

**Expected Outcome** Some slippage against target  
**Responsible OUs** Department for People

| MPR Code | Short Name   | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome  | Better or worse than last year  | Comment - explanation of current performance, actions to improve performance and anticipated future performance   | Scrutiny Committee |
|----------|--|----------------------|---------------|---------------|----------------|-----------------------|---|---|---|--------------------|
| CP 1.4   | Percentage of children who have been LAC for at least 5 working days, who have had a visit in the 6 weeks (30 working days), prior to the last day of the month. | Aim to Maximise      | February 2018 | 83.7%         | 90%            | 90%                   |  |  | There is a decrease in performance from last month. Group Managers continue to ensure themselves that children who have not been visited in timescales are safe and have been visited or a visit planned and they monitor this on a weekly basis. This is an area of continued focus.   | People Scrutiny    |
| CP 3.4   | The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [YTD Snapshot]   | Aim to Maximise      | February 2018 | 29.4%         | 33.5%          | 33.5%                 |  |  | Performance remains above the national benchmark of 28.3% and above the regional benchmark of 28.2%. As the domiciliary care is commissioned with the expectation of an enablement approach being adopted, aligned to localities, we are not surprised to see that people have trust in this offer and are choosing to access a direct service from us as opposed to a direct payment.<br>The Service Contract to support people with Direct Payments is currently going through a tendering process, with adjustments to the specification to enhance the support for people using Direct Payments. It is anticipated that once the new contract is in place, we will see more people choosing to have a direct payment. | People Scrutiny    |

**Expected Outcome** Some slippage against target  
**Responsible OUs** Public Health




| MPR Code | Short Name   | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome  | Better or worse than last year  | Comment - explanation of current performance, actions to improve performance and anticipated future performance  | Scrutiny Committee |
|----------|--|----------------------|---------------|---------------|----------------|-----------------------|---|---|--|--------------------|
| CP 3.9   | Take up of the NHS Health Check programme - by those eligible [Cumulative] | Aim to Maximise      | February 2018 | 4,410         | 5,326          | 5,740                 |  |  | Feb-18 - A recovery plan is in place which provides greater collaborative working between the outreach provider and primary care. There is improved provision seen via the outreach service and within targeted GP practices. Clinic space has been secured to enable on going outreach appointments via GP referral to be | People Scrutiny    |

| MPR Code | Short Name | Minimise or Maximise | Latest Month | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Comment - explanation of current performance, actions to improve performance and anticipated future performance  | Scrutiny Committee |
|----------|------------|----------------------|--------------|---------------|----------------|-----------------------|------------------|--------------------------------|--|--------------------|
|          |            |                      |              |               |                |                       |                  |                                | carried out. For regional context, out of eleven local authorities in Eastern England, Southend on Sea is third for percentage offered a Health Check and third for having received one. |                    |

## Expected Outcome: Indicators on course to achieve target (Greens)

**Expected Outcome** On course to achieve target

**Responsible OUs** Corporate Services; Department of the Chief Executive

| MPR Code | Short Name  | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome  | Better or worse than last year  | Comment - explanation of current performance, actions to improve performance and anticipated future performance  | Scrutiny Committee          |
|----------|---|----------------------|---------------|---------------|----------------|-----------------------|---|---|--|-----------------------------|
| CP 4.3   | % of Council Tax for 2017/18 collected in year [Cumulative]                                 | Aim to Maximise      | February 2018 | 92.50%        | 92.30%         | 97.30%                |    |    | Council Tax collection for 2017/18 continues to both exceed the target for this year and achieve increased performance on last year. The collection for the period ending 28/2/2018 is 92.5% against the target of 92.3% and last year collection of 92.2%. We continue to have a proactive approach with our residents that won't pay, referring cases to the enforcement agents where other methods have not proved successful. Our residents that are struggling to meet their payments are being support both from the revenues team, and also with referrals to the advice sectors where appropriate. As we approach the end of the financial year the whole team are being proactive with dialling out sessions to obtain payments or to advise and support to achieve an amicable solution to the outstanding debts. The good work around committals and bankruptcies continues as a last resort and is essential to maximise income. | Policy & Resources Scrutiny |
| CP 5.2   | Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative] | Aim to Maximise      | February 2018 | 87.75%        | 80.00%         | 80.00%                |  |  | Satisfaction continues to be high on telephony with 1156 calls and a 96.5% satisfaction rate in February. Face to Face has risen to 78% on last month although the yearly figure has gone below target. There was no clear cause for dissatisfaction. Overall figure for the 3 customer services including the Web in February 2018 is 85.27% exceeding our target of 80% with the Year to Date figure standing at 87.75%.   | Policy & Resources Scrutiny |

**Expected Outcome** On course to achieve target  
**Responsible OUs** Department for People

| MPR Code | Short Name   | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Comment - explanation of current performance, actions to improve performance and anticipated future performance  | Scrutiny Committee |
|----------|--|----------------------|---------------|---------------|----------------|-----------------------|------------------|--------------------------------|--|--------------------|
| CP 1.5   | Percentage of children who have had their Child Protection Plan for at least 20 working days and who have had a visit in the 20 working days prior to the last day of the month. | Aim to Maximise      | February 2018 | 96.5%         | 90%            | 90%                   |                  |                                | Performance in Feb 18 is above target and an increase from last month. The aim is for this measure to be at 100% and as such this continues to be an area of focus for the service. We need to ensure that all children are visited in line with their wishes, needs and risks. There is a need to ensure that the improvements that have been made in this area continue and this is monitored and reported upon on a weekly basis. | People Scrutiny    |
| CP 4.9   | Percentage of children in good or outstanding schools. [Monthly Snapshot]  | Aim to Maximise      | February 2018 | 86.1%         | 80%            | 80%                   |                  |                                | One primary school was inspected in February, retaining its rating of good. The percentage increase this month reflects a change in the denominator used to calculate the figure - from the autumn census to the spring census.  | People Scrutiny    |
| CP 5.6   | Percentage of new Education Health and Care (EHC) plans issued within 20 weeks including exception cases. [Cumulative YTD]   | Aim to Maximise      | February 2018 | 56.3%         | 56%            | 56%                   |                  |                                | As a result of performance in the early part of this year an action plan was in place for this indicator and has been presented to Executive DMT and monitored on a monthly basis. Performance has improved dramatically by 50% since April and this KPI is now meeting target. The national benchmark for 2016 is 55.7%.  | People Scrutiny    |



**Expected Outcome** On course to achieve target  
**Responsible OUs** Department for Place

| MPR Code | Short Name   | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Comment - explanation of current performance, actions to improve performance and anticipated future performance   | Scrutiny Committee |
|----------|--|----------------------|---------------|---------------|----------------|-----------------------|------------------|--------------------------------|---|--------------------|
| CP 5.1   | Number of hours delivered through volunteering within Culture, Tourism and Property, including Pier and Foreshore and Events. [Cumulative] | Aim to Maximise      | February 2018 | 22,613        | 17,417         | 19,000                |                  |                                | 2017/18 has been an excellent year for volunteering with new initiatives at the Poppies, new first aiders at the seafront and the continuing progress of Make Southend Sparkle project.<br><br>Music events; Lunchtime Recital: , Choirs: , Total = <b>Awaiting Data</b><br>Sparkle; <b>Awaiting Data</b><br>Bookstart; <b>75</b><br>Library Volunteers: <b>656</b><br>Home Library Service Volunteers: <b>75</b> | Place Scrutiny     |







| MPR Code | Short Name | Minimise or Maximise | Latest Month | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Comment - explanation of current performance, actions to improve performance and anticipated future performance  | Scrutiny Committee |
|----------|------------|----------------------|--------------|---------------|----------------|-----------------------|------------------|--------------------------------|--|--------------------|
|          |            |                      |              |               |                |                       |                  |                                | Museum Volunteers: <b>241</b><br>Code club: <b>4</b><br>Reading Hack: <b>23</b><br>Leisure: <b>Awaiting Data</b><br>Focal Point: <b>Awaiting Data</b><br><b>Total – 75</b> |                    |

**Expected Outcome** On course to achieve target  
**Responsible OUs** Public Health

| MPR Code | Short Name                                     | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome  | Better or worse than last year  | Comment - explanation of current performance, actions to improve performance and anticipated future performance  | Scrutiny Committee |
|----------|--|----------------------|---------------|---------------|----------------|-----------------------|---|---|--|--------------------|
| CP 3.7   | Public Health Responsibility Deal [Cumulative] | Aim to Maximise      | February 2018 | 42            | 36             | 40                    |  |  | Feb-18 - Workplace Champions Forum taking place 15th March. The first newsletter is currently being developed. The delivery of workshops to support staff workplace health is on going. Continuing to work with economic development & the SEAT programme to improve joint working & provide local businesses with a co-ordinated service. | People Scrutiny    |

**Expected Outcome** On course to achieve target  
 Cannot group these rows by Responsible OUs

| MPR Code | Short Name  | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome  | Better or worse than last year  | Comment - explanation of current performance, actions to improve performance and anticipated future performance  | Scrutiny Committee            |
|----------|---|----------------------|---------------|---------------|----------------|-----------------------|---|---|--|-------------------------------|
| CP 1.7   | The proportion of concluded section 42 enquiries (safeguarding investigations) with an action and a result of either Risk Reduced or Risk Removed. [Cumulative YTD] | Aim to Maximise      | February 2018 | 90.8%         | 74%            | 74%                   |  |  | Performance for this indicator continues to be strong, stable and be above the national benchmark of 87.5%. We expect this performance to continue and for the target to be met.   | People Scrutiny               |
| CP 4.8   | Current Rent Arrears as % of rent due.  | Aim to Minimise      | February 2018 | 1.45%         | 1.77%          | 1.77%                 |  |  | This indicator represents the current arrears as a percentage of the total rent collectable for the year. Whilst we will always see seasonal fluctuations in the arrears position, we are currently meeting the target , and have seen the overall figure reduce from 1.51% last month to 1.45%. | Policy and Resources Scrutiny |

## Section 2: 2017- 2018 Corporate Performance Indicators



Information for all 2013-2014 Corporate Priority Indicators

Generated on: 05 April 2018 16:21

**Performance Data Expected Outcome: At risk of missing target 7 On course to achieve target 20 Some slippage against target 5 No Value 1**

**Aim: SAFE: Priorities** • Create a safe environment across the town for residents, workers and visitors. • Work in partnership with Essex Police and other agencies to tackle crime. • Look after and safeguard our children and vulnerable adults.

| MPR Code | Short Name   | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Managed By      | Scrutiny Committee |
|----------|--|----------------------|---------------|---------------|----------------|-----------------------|------------------|--------------------------------|-----------------|--------------------|
| CP 1.1   | Rate of children subject to a Child Protection Plan per 10,000 population under the age of 18. [Monthly Snapshot]  | Goldilocks           | February 2018 | 31.8          | 50.4-55.7      | 50.4-55.7             |                  |                                | John O'Loughlin | People Scrutiny    |
| CP 1.2   | Rate of Looked After Children per 10,000 population under the age of 18. [Monthly Snapshot]  | Aim to Minimise      | February 2018 | 74.6          | 66             | 66                    |                  |                                | John O'Loughlin | People Scrutiny    |
| CP 1.4   | Percentage of children who have been LAC for at least 5 working days, who have had a visit in the 6 weeks (30 working days), prior to the last day of the month.                 | Aim to Maximise      | February 2018 | 83.7%         | 90%            | 90%                   |                  |                                | John O'Loughlin | People Scrutiny    |
| CP 1.5   | Percentage of children who have had their Child Protection Plan for at least 20 working days and who have had a visit in the 20 working days prior to the last day of the month. | Aim to Maximise      | February 2018 | 96.5%         | 90%            | 90%                   |                  |                                | John O'Loughlin | People Scrutiny    |
| CP 1.6   | Rate of Children in Need per 10,000 (including CiN, CPP and LAC and Care Leavers). [Monthly Snapshot]  | Aim to Minimise      | February 2018 | 321.5         | 296.6          | 296.6                 |                  |                                | John O'Loughlin | People Scrutiny    |
| CP 1.7   | The proportion of concluded section 42 enquiries (safeguarding investigations) with an action and a result of either Risk Reduced or Risk Removed. [Cumulative YTD]              | Aim to Maximise      | February 2018 | 90.8%         | 74%            | 74%                   |                  |                                | Sharon Houlden  | People Scrutiny    |

**Aim: CLEAN: Priorities** • Continue to promote the use of green technology and initiatives to benefit the local economy and environment. • Encourage and enforce high standards of environmental stewardship.

| MPR Code | Short Name  | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Managed By    | Scrutiny Committee |
|----------|---|----------------------|---------------|---------------|----------------|-----------------------|------------------|--------------------------------|---------------|--------------------|
| CP 2.1   | Number of reported missed collections per 100,000 [Monthly Snapshot]                | Aim to Minimise      | February 2018 | 34            | 45             | 45                    | ✓                | ↓                              | Carl Robinson | Place Scrutiny     |
| CP 2.2   | % acceptable standard of cleanliness: litter [Cumulative]                           | Aim to Maximise      | January 2018  | 93%           | 93%            | 93%                   | ✓                | ↓                              | Carl Robinson | Place Scrutiny     |
| CP 2.3   | Percentage of household waste sent for reuse, recycling and composting [Cumulative] | Aim to Maximise      | February 2018 | -             | -              | -                     | -                | -                              | Carl Robinson | Place Scrutiny     |

**Aim: HEALTHY: Priorities** • Actively promote healthy and active lifestyles for all. • Work with the public and private rented sectors to provide good quality housing. • Improve the life chances of our residents, especially our vulnerable children & adults, by working to reduce inequalities and social deprivation across our communities.

| MPR Code | Short Name  | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Managed By     | Scrutiny Committee |
|----------|---|----------------------|---------------|---------------|----------------|-----------------------|------------------|--------------------------------|----------------|--------------------|
| CP 3.1   | Proportion of adults in contact with secondary mental health services who live independently with or without support. (ASCOF 1H) [Monthly Snapshot]                           | Aim to Maximise      | February 2018 | 77.1%         | 70%            | 70%                   | ✓                | ↓                              | Sharon Houlden | People Scrutiny    |
| CP 3.2   | Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services. [ASCOF 2B(1) [Rolling Quarter] | Aim to Maximise      | February 2018 | 81.6%         | 88.6%          | 88.6%                 | ●                | ↑                              | Sharon Houlden | People Scrutiny    |
| CP 3.3   | Delayed transfers of care (people) from hospital which are attributable to social care ONLY, per 100,000 population. [ASCOF 2C(2)] [YTD Average]                              | Aim to Minimise      | February 2018 | 0.9           | 1.43           | 1.43                  | ✓                | ↑                              | Sharon Houlden | People Scrutiny    |
| CP 3.4   | The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [YTD Snapshot]  | Aim to Maximise      | February 2018 | 29.4%         | 33.5%          | 33.5%                 | ⚠                | ↓                              | Sharon Houlden | People Scrutiny    |
| CP 3.5   | Proportion of adults with a learning disability in paid employment. (ASCOF 1E) [Monthly Snapshot]   | Aim to Maximise      | February 2018 | 10.9%         | 10%            | 10%                   | ✓                | ↓                              | Sharon Houlden | People Scrutiny    |

| MPR Code | Short Name   | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Managed By      | Scrutiny Committee |
|----------|--|----------------------|---------------|---------------|----------------|-----------------------|------------------|--------------------------------|-----------------|--------------------|
| CP 3.6   | Participation and attendance at council owned / affiliated cultural and sporting activities and events and visits to the Pier [Cumulative]   | Aim to Maximise      | February 2018 | 5,715,583     | 3,987,500      | 4,350,000             | ✓                | ↑                              | Scott Dolling   | Place Scrutiny     |
| CP 3.7   | Public Health Responsibility Deal [Cumulative]   | Aim to Maximise      | February 2018 | 42            | 36             | 40                    | ✓                | ↑                              | Andrea Atherton | People Scrutiny    |
| CP 3.8   | Number of people successfully completing 4 week stop smoking course [Cumulative]   | Aim to Maximise      | February 2018 | 667           | 1,000          | 1,100                 | ⬇                | ↑                              | Lee Watson      | People Scrutiny    |
| CP 3.9   | Take up of the NHS Health Check programme - by those eligible [Cumulative]   | Aim to Maximise      | February 2018 | 4,410         | 5,326          | 5,740                 | ⚠                | ↑                              | Andrea Atherton | People Scrutiny    |
| CP 3.10  | Percentage of Initial Child Protection Conferences that took place with 15 working days of the initial strategy discussion. [Cumulative YTD] | Aim to Maximise      | February 2018 | 56.8%         | 90%            | 90%                   | ⬇                | ↑                              | John O'Loughlin | People Scrutiny    |
| CP 3.11  | The number of Early Help Assessments closed with successful outcomes for the clients (excluding TACAF).                                      | Aim to Maximise      | February 2018 | 160           | -              | -                     | -                | ↑                              | John O'Loughlin | People Scrutiny    |

**Aim: PROPEROUS: Priorities** • Maximise opportunities to enable the planning and development of quality, affordable housing. • Ensure residents have access to high quality education to enable them to be lifelong learners & have fulfilling employment. • Ensure the town is 'open for businesses' and that new, developing and existing enterprise is nurtured and supported. • Ensure continued regeneration of the town through a culture led agenda.

| MPR Code | Short Name   | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Managed By     | Scrutiny Committee          |
|----------|--|----------------------|---------------|---------------|----------------|-----------------------|------------------|--------------------------------|----------------|-----------------------------|
| CP 4.3   | % of Council Tax for 2017/18 collected in year [Cumulative]        | Aim to Maximise      | February 2018 | 92.50%        | 92.30%         | 97.30%                | ✓                | ↑                              | Joe Chesterton | Policy & Resources Scrutiny |
| CP 4.4   | % of Non-Domestic Rates for 2017/18 collected in year [Cumulative] | Aim to Maximise      | February 2018 | 93.30%        | 92.40%         | 97.90%                | ✓                | ↑                              | Joe Chesterton | Policy & Resources Scrutiny |
| CP 4.5   | Major planning applications determined in 13 weeks [Cumulative]    | Aim to Maximise      | February 2018 | 97.22%        | 79.00%         | 79.00%                | ✓                | ↑                              | Peter Geraghty | Place Scrutiny              |
| CP 4.6   | Minor planning applications determined in 8 weeks [Cumulative]     | Aim to Maximise      | February 2018 | 96.26%        | 84.00%         | 84.00%                | ✓                | ↑                              | Peter Geraghty | Place Scrutiny              |
| CP 4.7   | Other planning applications determined in 8 weeks [Cumulative]     | Aim to Maximise      | February 2018 | 95.33%        | 90.00%         | 90.00%                | ✓                | ↑                              | Peter Geraghty | Place Scrutiny              |

| MPR Code | Short Name  | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Managed By     | Scrutiny Committee            |
|----------|---|----------------------|---------------|---------------|----------------|-----------------------|------------------|--------------------------------|----------------|-------------------------------|
| CP 4.8   | Current Rent Arrears as % of rent due.                                    | Aim to Minimise      | February 2018 | 1.45%         | 1.77%          | 1.77%                 | ✓                | ↓                              | Sharon Houlden | Policy and Resources Scrutiny |
| CP 4.9   | Percentage of children in good or outstanding schools. [Monthly Snapshot] | Aim to Maximise      | February 2018 | 86.1%         | 80%            | 80%                   | ✓                | ↑                              | Brin Martin    | People Scrutiny               |
| CP 4.10  | Total number of households in temporary accommodation.                    | Aim to Minimise      | February 2018 | 135           | 100            | 100                   | ✗                | ↓                              | Sharon Houlden | Policy & Resources Scrutiny   |


**Aim: EXCELLENT: Priorities** • Work with & listen to our communities & partners to achieve better outcomes for all. • Enable communities to be self-sufficient & foster pride in the town. • Promote & lead an entrepreneurial, creative & innovative approach to the development of our town.

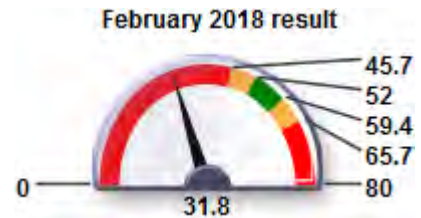
| MPR Code | Short Name   | Minimise or Maximise | Latest Month  | Month's Value | Month's Target | Annual Target 2017/18 | Expected Outcome | Better or worse than last year | Managed By                   | Scrutiny Committee          |
|----------|--|----------------------|---------------|---------------|----------------|-----------------------|------------------|--------------------------------|------------------------------|-----------------------------|
| CP 5.1   | Number of hours delivered through volunteering within Culture, Tourism and Property, including Pier and Foreshore and Events. [Cumulative] | Aim to Maximise      | February 2018 | 22,613        | 17,417         | 19,000                | ✓                | ↑                              | Scott Dolling                | Place Scrutiny              |
| CP 5.2   | Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]  | Aim to Maximise      | February 2018 | 87.75%        | 80.00%         | 80.00%                | ✓                | ↑                              | Nick Corrigan; Joanna Ruffle | Policy & Resources Scrutiny |
| CP 5.4   | Working days lost per FTE due to sickness - excluding school staff [Cumulative]  | Aim to Minimise      | February 2018 | 6.66          | 6.49           | 7.20                  | ⚠                | ↑                              | Joanna Ruffle                | Policy & Resources Scrutiny |
| CP 5.5   | Increase the number of people signed up to MySouthend to 35,000 [Cumulative]   | Aim to Maximise      | February 2018 | 35,832        | 33,750         | 35,000                | ✓                | ↑                              | Ellen Butler; Joanna Ruffle  | Policy & Resources Scrutiny |
| CP 5.6   | Percentage of new Education Health and Care (EHC) plans issued within 20 weeks including exception cases. [Cumulative YTD]                 | Aim to Maximise      | February 2018 | 56.3%         | 56%            | 56%                   | ✓                | ↑                              | Brin Martin                  | People Scrutiny             |

### Section 3: Detail of indicators rated Red or Amber

**Aim: SAFE: Priorities** • Create a safe environment across the town for residents, workers and visitors. • Work in partnership with Essex Police and other agencies to tackle crime. • Look after and safeguard our children and vulnerable adults.

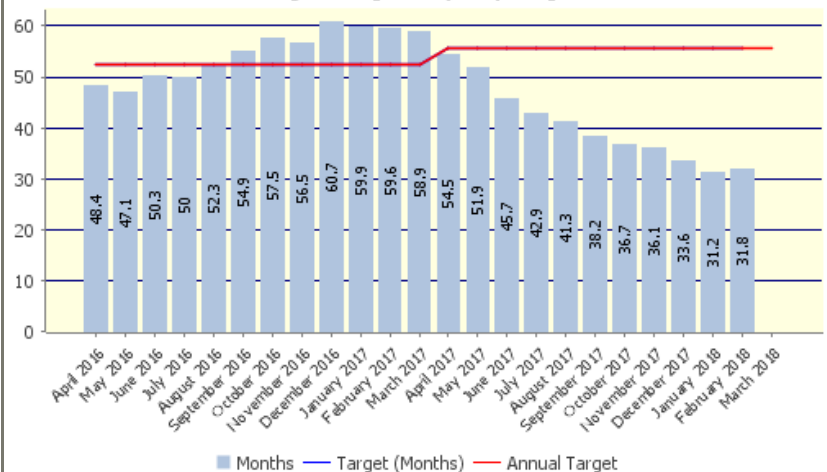
Expected Outcome: At risk of missing target 3 Some slippage against target 1

|                         |  |               |            |
|-------------------------|--|---------------|------------|
| CP 1.1                  | <b>Rate of children subject to a Child Protection Plan per 10,000 population under the age of 18. [Monthly Snapshot]</b> |               |            |
| <b>Expected Outcome</b> |   | <b>Format</b> | Goldilocks |
| <b>Managed By</b>       | <b>John O'Loughlin</b>   |               |            |
| <b>Year Introduced</b>  | 2014   |               |            |




| Date Range 1   |       |        |
|----------------|-------|--------|
|                | Value | Target |
| April 2016     | 48.4  | 52.3   |
| May 2016       | 47.1  | 52.3   |
| June 2016      | 50.3  | 52.3   |
| July 2016      | 50    | 52.3   |
| August 2016    | 52.3  | 52.3   |
| September 2016 | 54.9  | 52.3   |
| October 2016   | 57.5  | 52.3   |
| November 2016  | 56.5  | 52.3   |
| December 2016  | 60.7  | 52.3   |
| January 2017   | 59.9  | 52.3   |
| February 2017  | 59.6  | 52.3   |
| March 2017     | 58.9  | 52.3   |
| April 2017     | 54.5  | 55.7   |
| May 2017       | 51.9  | 55.7   |
| June 2017      | 45.7  | 55.7   |
| July 2017      | 42.9  | 55.7   |
| August 2017    | 41.3  | 55.7   |
| September 2017 | 38.2  | 55.7   |
| October 2017   | 36.7  | 55.7   |
| November 2017  | 36.1  | 55.7   |
| December 2017  | 33.6  | 55.7   |
| January 2018   | 31.2  | 55.7   |
| February 2018  | 31.8  | 55.7   |
| March 2018     |       |        |

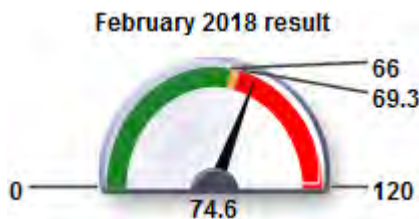
**C001 Rate of children subject to a Child Protection Plan per 10,000 population under the age of 18. [Monthly Snapshot]**



As previously identified the number of children subject to child protection plans has been decreasing. The rate of children subject to plans continues to reduce and this is partly explained by increasing resources in Early Help and the use of other preventative interventions such as Family Group Conferences.

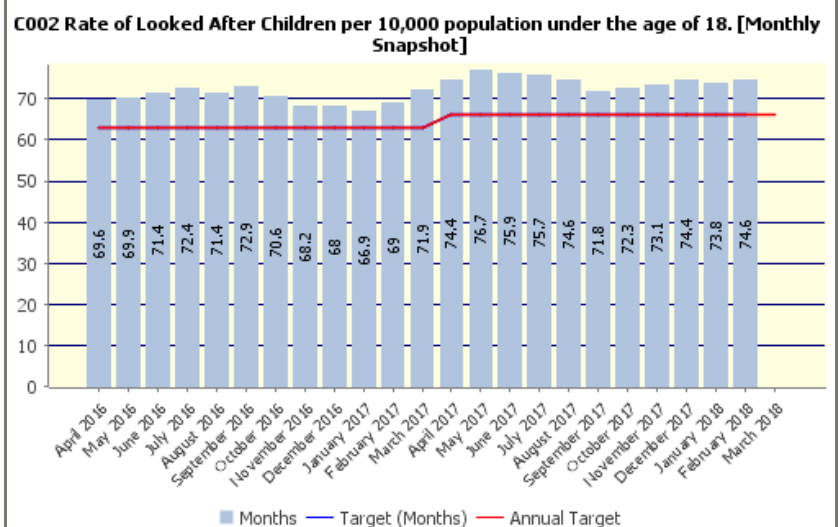
|                  |   |        |                 |
|------------------|---|--------|-----------------|
| CP 1.2           | Rate of Looked After Children per 10,000 population under the age of 18. [Monthly Snapshot] |        |                 |
| Expected Outcome |            | Format | Aim to Minimise |
| Managed By       | John O'Loughlin   |        |                 |
| Year Introduced  | 2014  |        |                 |

February 2018 result



| Value | Color  |
|-------|--------|
| 0     | Green  |
| 66    | Green  |
| 69.3  | Yellow |
| 74.6  | Yellow |
| 120   | Red    |


| Date Range 1   |       |        |
|----------------|-------|--------|
|                | Value | Target |
| April 2016     | 69.6  | 63     |
| May 2016       | 69.9  | 63     |
| June 2016      | 71.4  | 63     |
| July 2016      | 72.4  | 63     |
| August 2016    | 71.4  | 63     |
| September 2016 | 72.9  | 63     |
| October 2016   | 70.6  | 63     |
| November 2016  | 68.2  | 63     |
| December 2016  | 68    | 63     |
| January 2017   | 66.9  | 63     |
| February 2017  | 69    | 63     |
| March 2017     | 71.9  | 63     |
| April 2017     | 74.4  | 66     |
| May 2017       | 76.7  | 66     |
| June 2017      | 75.9  | 66     |
| July 2017      | 75.7  | 66     |
| August 2017    | 74.6  | 66     |
| September 2017 | 71.8  | 66     |
| October 2017   | 72.3  | 66     |
| November 2017  | 73.1  | 66     |
| December 2017  | 74.4  | 66     |
| January 2018   | 73.8  | 66     |
| February 2018  | 74.6  | 66     |
| March 2018     |       |        |




The rate of children looked after remains above target. The rate does appear to have stabilised in the mid 70s. Group Managers, Service Managers and Team Managers have strong oversight and are reviewing the case list on a regular basis to identify any discrepancies, with the support of the Operational Performance & Intelligence.

Other than children who need to become looked after in an emergency, the decision for a child to become looked after is made by the Placement Panel to ensure that all other options are considered before care is agreed. The Panel process has prevented the numbers escalating and, where safely possible, put other measures in place to support the family. Planned work around reunification should ensure that children do not remain in care for longer than necessary.




|                  |   |        |                 |
|------------------|---|--------|-----------------|
| CP 1.6           | Rate of Children in Need per 10,000 (including CiN, CPP and LAC and Care Leavers). [Monthly Snapshot] |        |                 |
| Expected Outcome |                      | Format | Aim to Minimise |
| Managed By       | John O'Loughlin   |        |                 |
| Year Introduced  | 2017  |        |                 |

|                      |  |
|----------------------|--|
| February 2018 result |  |
| 311.43               |  |
| 296.6                |  |
| 200                  |  |
| 321.5                | 500  |

| Date Range 1   |       |        |
|----------------|-------|--------|
|                | Value | Target |
| April 2016     |       |        |
| May 2016       |       |        |
| June 2016      |       |        |
| July 2016      |       |        |
| August 2016    |       |        |
| September 2016 |       |        |
| October 2016   |       |        |
| November 2016  |       |        |
| December 2016  |       |        |
| January 2017   |       |        |
| February 2017  |       |        |
| March 2017     |       |        |
| April 2017     | 369.3 | 296.6  |
| May 2017       | 366.1 | 296.6  |
| June 2017      | 361.7 | 296.6  |
| July 2017      | 338.8 | 296.6  |
| August 2017    | 325.3 | 296.6  |
| September 2017 | 334.4 | 296.6  |
| October 2017   | 351.4 | 296.6  |
| November 2017  | 347   | 296.6  |
| December 2017  | 345.2 | 296.6  |
| January 2018   | 338.8 | 296.6  |
| February 2018  | 321.5 | 296.6  |
| March 2018     |       |        |

**C113 Rate of Children in Need per 10,000 (including CiN, CPP and LAC and Care Leavers). [Monthly Snapshot]**




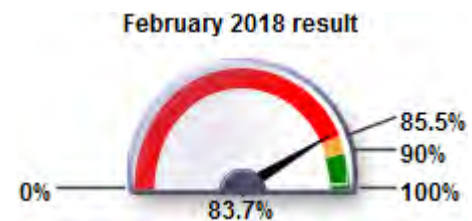
369.3 366.1 361.7 338.8 325.3 334.4 351.4 347 345.2 338.8 321.5

Months Target (Months) Annual Target

The numbers of Children in Need continue to reduce slowly towards the target. A comprehensive piece of work is currently being undertaken to ensure that cases which need to close or step down do so in a timely manner and timescales have been set for this work to be undertaken in a timely manner.



|                  |  |        |                 |
|------------------|--|--------|-----------------|
| CP 1.4           | Percentage of children who have been LAC for at least 5 working days, who have had a visit in the 6 weeks (30 working days), prior to the last day of the month. |        |                 |
| Expected Outcome |   | Format | Aim to Maximise |
| Managed By       | John O'Loughlin  |        |                 |
| Year Introduced  | 2017   |        |                 |



| Date Range 1   |       |        |
|----------------|-------|--------|
|                | Value | Target |
| April 2016     |       |        |
| May 2016       |       |        |
| June 2016      |       |        |
| July 2016      |       |        |
| August 2016    |       |        |
| September 2016 |       |        |
| October 2016   |       |        |
| November 2016  |       |        |
| December 2016  |       |        |
| January 2017   |       |        |
| February 2017  |       |        |
| March 2017     |       |        |
| April 2017     | 58.9% | 90%    |
| May 2017       | 63.4% | 90%    |
| June 2017      | 68.8% | 90%    |
| July 2017      | 74.6% | 90%    |
| August 2017    | 79.1% | 90%    |
| September 2017 | 84.9% | 90%    |
| October 2017   | 71.7% | 90%    |
| November 2017  | 86.9% | 90%    |
| December 2017  | 83.5% | 90%    |
| January 2018   | 89.2% | 90%    |
| February 2018  | 83.7% | 90%    |
| March 2018     |       |        |

C008 Percentage of children who have been LAC for at least 5 working days, who have had a visit in the 6 weeks (30 working days), prior to the last day of the month.



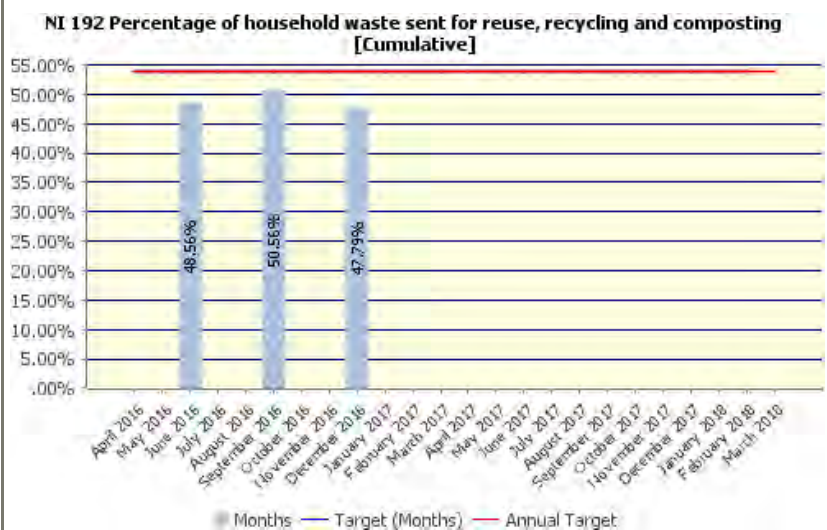
There is a decrease in performance from last month. Group Managers continue to ensure themselves that children who have not been visited in timescales are safe and have been visited or a visit planned and they monitor this on a weekly basis. This is an area of continued focus.

**Aim: CLEAN: Priorities** • Continue to promote the use of green technology and initiatives to benefit the local economy and environment. • Encourage and enforce high standards of environmental stewardship.

Expected Outcome: At risk of missing target 1

|                  |   |        |                 |                             |
|------------------|---|--------|-----------------|-----------------------------|
| CP 2.3           | Percentage of household waste sent for reuse, recycling and composting [Cumulative] |        |                 | February 2018 result<br>N/A |
| Expected Outcome | -   | Format | Aim to Maximise |                             |
|                  |   |        |                 |                             |
| Managed By       | Carl Robinson   |        |                 |                             |
| Year Introduced  | 2008  |        |                 |                             |


| Date Range 1   |        |        |
|----------------|--------|--------|
|                | Value  | Target |
| April 2016     | N/A    | 54.00% |
| May 2016       | N/A    | 54.00% |
| June 2016      | 48.56% | 54.00% |
| Q1 2016/17     |        |        |
| July 2016      | N/A    | 54.00% |
| August 2016    | N/A    | 54.00% |
| September 2016 | 50.56% | 54.00% |
| Q2 2016/17     |        |        |
| October 2016   | N/A    | 54.00% |
| November 2016  | N/A    | 54.00% |
| December 2016  | 47.79% | 54.00% |
| Q3 2016/17     |        |        |
| January 2017   | N/A    | 54.00% |
| February 2017  | N/A    | 54.00% |
| March 2017     | N/A    | 54.00% |
| Q4 2016/17     |        |        |
| April 2017     | N/A    | 54.00% |
| May 2017       | N/A    | 54.00% |
| June 2017      | N/A    | 54.00% |
| Q1 2017/18     |        |        |
| July 2017      | N/A    | 54.00% |
| August 2017    | N/A    | 54.00% |
| September 2017 | N/A    | 54.00% |
| Q2 2017/18     |        |        |
| October 2017   | N/A    | 54.00% |
| November 2017  | N/A    | 54.00% |
| December 2017  | N/A    | 54.00% |
| Q3 2017/18     |        |        |
| January 2018   | N/A    | 54.00% |
| February 2018  | N/A    | 54.00% |
| March 2018     |        |        |
| Q4 2017/18     |        |        |



Discussions with the contractor currently taking place, in relation to relevant data and need to rebalance targets.

**Aim: HEALTHLY: Priorities** • Actively promote healthy and active lifestyles for all. • Work with the public and private rented sectors to provide good quality housing. • Improve the life chances of our residents, especially our vulnerable children & adults, by working to reduce inequalities and social deprivation across our communities

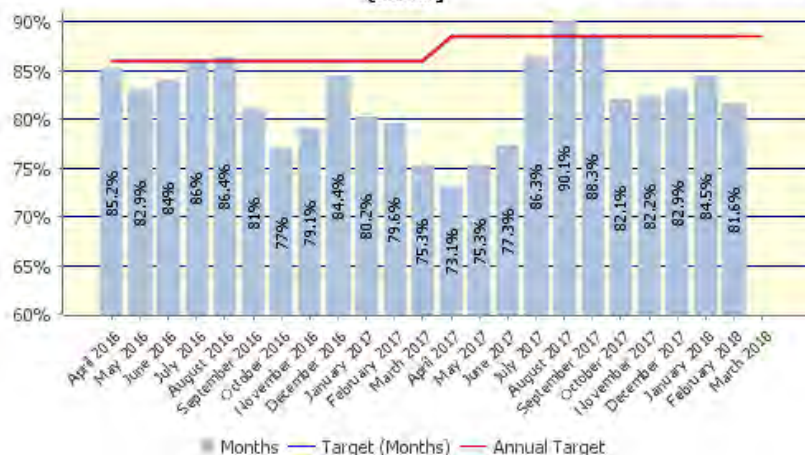
Expected Outcome: At risk of missing target 3 Some slippage against target 2

|                         |  |               |                 |
|-------------------------|--|---------------|-----------------|
| CP 3.2                  | <b>Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services. [ASCOF 2B(1) [Rolling Quarter]</b> |               |                 |
| <b>Expected Outcome</b> |   | <b>Format</b> | Aim to Maximise |
| <b>Managed By</b>       | <b>Sharon Houlden</b>  |               |                 |
| <b>Year Introduced</b>  | 2012   |               |                 |





| Date Range 1   |       |        |
|----------------|-------|--------|
|                | Value | Target |
| Q2 2016/17     |       |        |
| October 2016   | 77%   | 86%    |
| November 2016  | 79.1% | 86%    |
| December 2016  | 84.4% | 86%    |
| Q3 2016/17     |       |        |
| January 2017   | 80.2% | 86%    |
| February 2017  | 79.6% | 86%    |
| March 2017     | 75.3% | 86%    |
| Q4 2016/17     |       |        |
| April 2017     | 73.1% | 88.6%  |
| May 2017       | 75.3% | 88.6%  |
| June 2017      | 77.3% | 88.6%  |
| Q1 2017/18     |       |        |
| July 2017      | 86.3% | 88.6%  |
| August 2017    | 90.1% | 88.6%  |
| September 2017 | 88.3% | 88.6%  |
| Q2 2017/18     |       |        |
| October 2017   | 82.1% | 88.6%  |
| November 2017  | 82.2% | 88.6%  |
| December 2017  | 82.9% | 88.6%  |
| Q3 2017/18     |       |        |
| January 2018   | 84.5% | 88.6%  |
| February 2018  | 81.6% | 88.6%  |
| March 2018     |       |        |
| Q4 2017/18     |       |        |

**A013 Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services. [ASCOF 2B(1) [Rolling Quarter]**

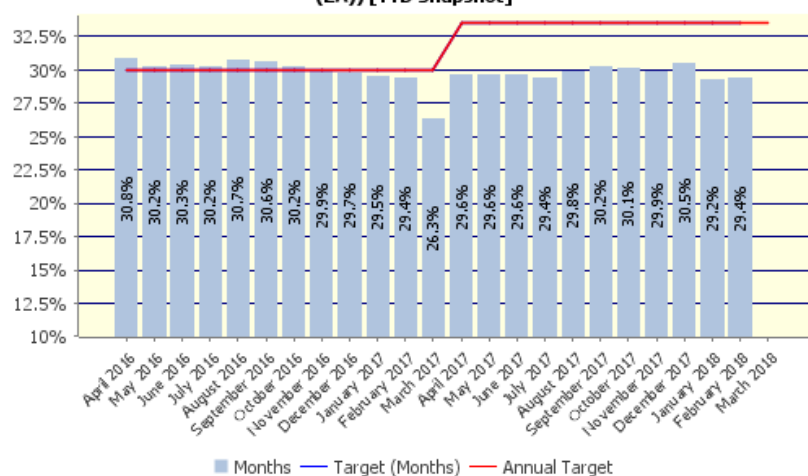


Performance remains in line with the National Benchmark of 82.5%. Demand for reablement continues to rise and, in line with the enablement approach we have adopted, we continue to work closely with the providers to ensure that people receive the appropriate type of support based on their reablement and subsequent enablement potential.


|                  |  |        |                 |  |
|------------------|--|--------|-----------------|--|
| CP 3.4           | The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [YTD Snapshot] |        |                 |  |
| Expected Outcome |                     | Format | Aim to Maximise |  |
| Managed By       | Sharon Houlden   |        |                 |  |
| Year Introduced  | 2015   |        |                 |  |

| Date Range 1   |       |        |
|----------------|-------|--------|
|                | Value | Target |
| April 2016     | 30.8% | 30%    |
| May 2016       | 30.2% | 30%    |
| June 2016      | 30.3% | 30%    |
| July 2016      | 30.2% | 30%    |
| August 2016    | 30.7% | 30%    |
| September 2016 | 30.6% | 30%    |
| October 2016   | 30.2% | 30%    |
| November 2016  | 29.9% | 30%    |
| December 2016  | 29.7% | 30%    |
| January 2017   | 29.5% | 30%    |
| February 2017  | 29.4% | 30%    |
| March 2017     | 26.3% | 30%    |
| April 2017     | 29.6% | 33.5%  |
| May 2017       | 29.6% | 33.5%  |
| June 2017      | 29.6% | 33.5%  |
| July 2017      | 29.4% | 33.5%  |
| August 2017    | 29.8% | 33.5%  |
| September 2017 | 30.2% | 33.5%  |
| October 2017   | 30.1% | 33.5%  |
| November 2017  | 29.9% | 33.5%  |
| December 2017  | 30.5% | 33.5%  |
| January 2018   | 29.2% | 33.5%  |
| February 2018  | 29.4% | 33.5%  |
| March 2018     |       |        |


**A045 The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [YTD Snapshot]**



Performance remains above the national benchmark of 28.3% and above the regional benchmark of 28.2%. As the domiciliary care is commissioned with the expectation of an enablement approach being adopted, aligned to localities, we are not surprised to see that people have trust in this offer and are choosing to access a direct service from us as opposed to a direct payment . The Service Contract to support people with Direct Payments is currently going through a tendering process, with adjustments to the specification to enhance the support for people using Direct Payments. It is anticipated that once the new contract is in place, we will see more people choosing to have a direct payment.

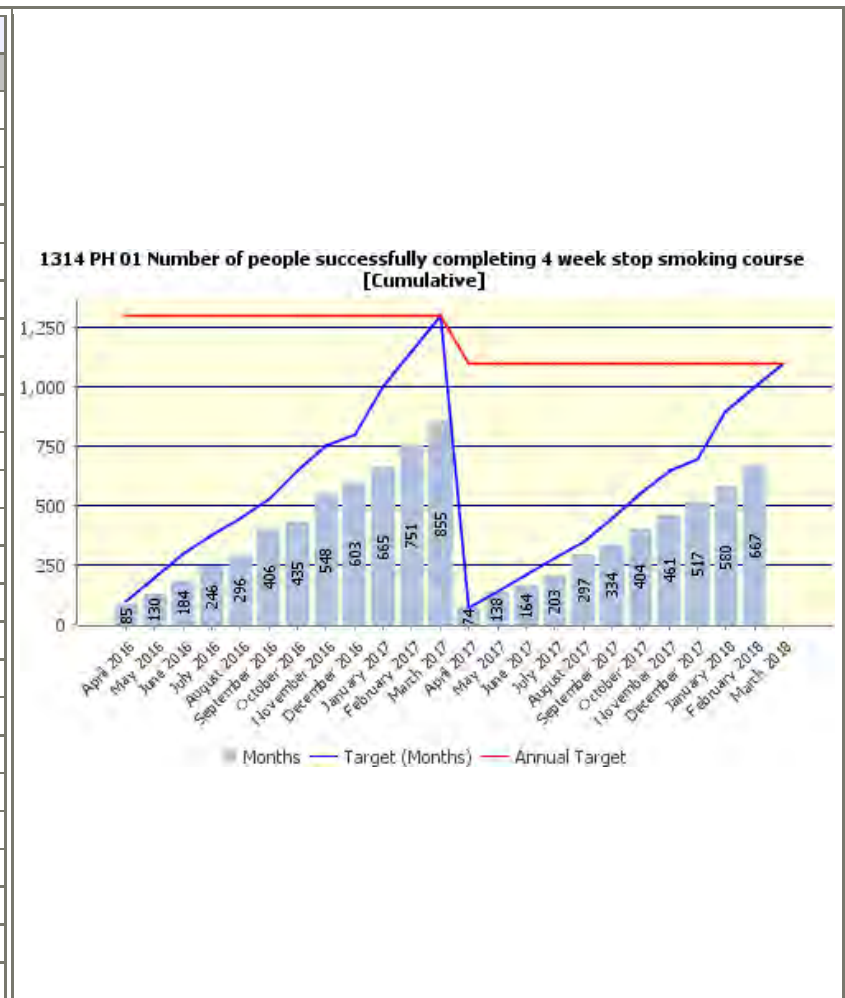
|                  |   |        |                 |
|------------------|---|--------|-----------------|
| CP 3.8           | Number of people successfully completing 4 week stop smoking course [Cumulative]  |        |                 |
| Expected Outcome |  | Format | Aim to Maximise |
|                  |   |        |                 |
| Managed By       | Lee Watson  |        |                 |
| Year Introduced  | 2013  |        |                 |

February 2018 result





|     |     |       |       |
|-----|-----|-------|-------|
| 0   | 950 | 1,000 | 1,200 |
| 667 |     |       |       |

| Date Range 1   |       |        |
|----------------|-------|--------|
|                | Value | Target |
| April 2016     | 85    | 100    |
| May 2016       | 130   | 200    |
| June 2016      | 184   | 300    |
| July 2016      | 246   | 380    |
| August 2016    | 296   | 450    |
| September 2016 | 406   | 530    |
| October 2016   | 435   | 650    |
| November 2016  | 548   | 750    |
| December 2016  | 603   | 800    |
| January 2017   | 665   | 1,000  |
| February 2017  | 751   | 1,150  |
| March 2017     | 855   | 1,300  |
| April 2017     | 74    | 70     |
| May 2017       | 138   | 140    |
| June 2017      | 164   | 210    |
| July 2017      | 203   | 280    |
| August 2017    | 297   | 350    |
| September 2017 | 334   | 450    |
| October 2017   | 404   | 550    |
| November 2017  | 461   | 650    |
| December 2017  | 517   | 700    |
| January 2018   | 580   | 900    |
| February 2018  | 667   | 1,000  |
| March 2018     |       | 1,100  |

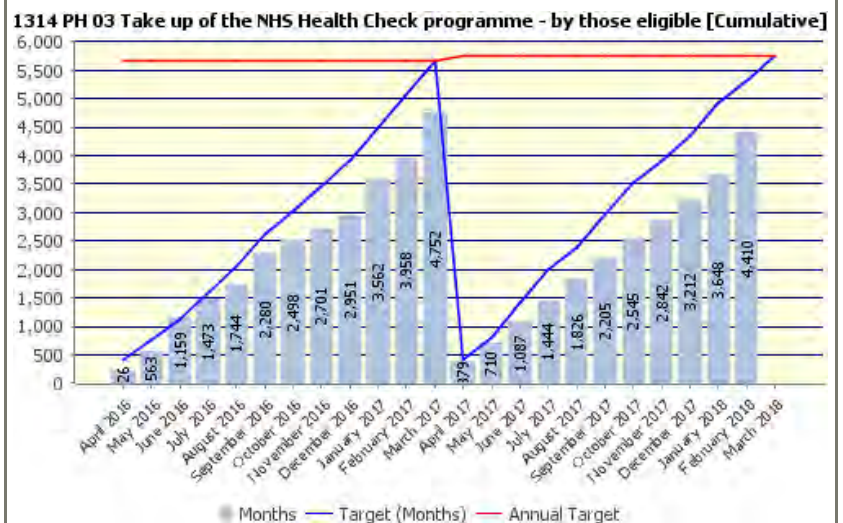


Department of Health guidelines state that quit attempts can be registered up to 42 days after a "quit date" is set. Therefore final data will not be available for this period for a further two months. Currently behind trajectory, four week quit recovery plan is being implemented. Recent statistics show smoking prevalence in adults has fallen to 17.2% and footfall through stop smoking continues to decline.





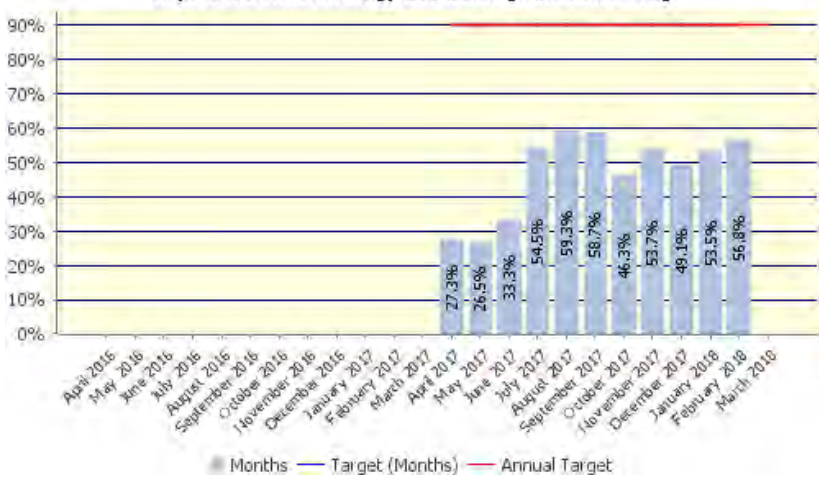
|                  |   |        |                 |  |
|------------------|---|--------|-----------------|--|
| CP 3.9           | Take up of the NHS Health Check programme - by those eligible [Cumulative]        |        |                 | <p>February 2018 result</p>  |
| Expected Outcome |  | Format | Aim to Maximise |  |
|                  |   |        |                 |  |
| Managed By       | Andrea Atherton   |        |                 |  |
| Year Introduced  | 2013  |        |                 |  |

| Date Range 1   |       |        |
|----------------|-------|--------|
|                | Value | Target |
| April 2016     | 226   | 406    |
| May 2016       | 563   | 763    |
| June 2016      | 1,159 | 1,120  |
| July 2016      | 1,473 | 1,592  |
| August 2016    | 1,744 | 2,064  |
| September 2016 | 2,280 | 2,632  |
| October 2016   | 2,498 | 3,038  |
| November 2016  | 2,701 | 3,443  |
| December 2016  | 2,951 | 3,914  |
| January 2017   | 3,562 | 4,482  |
| February 2017  | 3,958 | 5,050  |
| March 2017     | 4,752 | 5,673  |
| April 2017     | 379   | 414    |
| May 2017       | 710   | 828    |
| June 2017      | 1,087 | 1,406  |
| July 2017      | 1,444 | 1,984  |
| August 2017    | 1,826 | 2,398  |
| September 2017 | 2,205 | 2,976  |
| October 2017   | 2,545 | 3,506  |
| November 2017  | 2,842 | 3,920  |
| December 2017  | 3,212 | 4,334  |
| January 2018   | 3,648 | 4,912  |
| February 2018  | 4,410 | 5,326  |
| March 2018     |       | 5,740  |



Feb-18 - A recovery plan is in place which provides greater collaborative working between the outreach provider and primary care. There is improved provision seen via the outreach service and within targeted GP practices. Clinic space has been secured to enable on going outreach appointments via GP referral to be carried out. For regional context, out of eleven local authorities in Eastern England, Southend on Sea is third for percentage offered a Health Check and third for having received one.


|                  |  |        |                 |  |
|------------------|--|--------|-----------------|--|
| CP 3.10          | Percentage of Initial Child Protection Conferences that took place with 15 working days of the initial strategy discussion. [Cumulative YTD] |        |                 | <p>February 2018 result</p>  |
| Expected Outcome |   | Format | Aim to Maximise |  |
| Managed By       | John O'Loughlin  |        |                 |  |
| Year Introduced  | 2017   |        |                 |  |

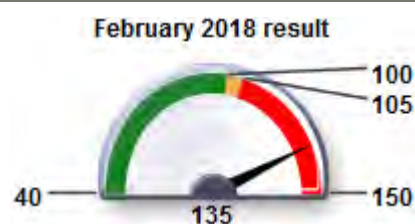
| Date Range 1   |       |        |   |  |
|----------------|-------|--------|---|--|
|                | Value | Target |   |  |
| April 2016     |       |        | <p><b>C006 Percentage of Initial Child Protection Conferences that took place with 15 working days of the initial strategy discussion. [Cumulative YTD]</b></p>  |  |
| May 2016       |       |        |   |  |
| June 2016      |       |        |   |  |
| July 2016      |       |        |   |  |
| August 2016    |       |        |   |  |
| September 2016 |       |        |   |  |
| October 2016   |       |        |   |  |
| November 2016  |       |        |   |  |
| December 2016  |       |        |   |  |
| January 2017   |       |        |   |  |
| February 2017  |       |        |   |  |
| March 2017     |       |        |   |  |
| April 2017     | 27.3% | 90%    |   |  |
| May 2017       | 26.5% | 90%    |   |  |
| June 2017      | 33.3% | 90%    |   |  |
| July 2017      | 54.5% | 90%    |   |  |
| August 2017    | 59.3% | 90%    |   |  |
| September 2017 | 58.7% | 90%    |   |  |
| October 2017   | 46.3% | 90%    |   |  |
| November 2017  | 53.7% | 90%    |   |  |
| December 2017  | 49.1% | 90%    |   |  |
| January 2018   | 53.5% | 90%    |   |  |
| February 2018  | 56.8% | 90%    |   |  |
| March 2018     |       |        |   |  |

This indicator's performance is continuing in a positive direction up significantly from 27.3% at the start of the financial year. This measure will not meet target this financial year but the service is well positioned as reflected in the fact that in February 90% of ICPC's were completed within the 15 working day timescale.

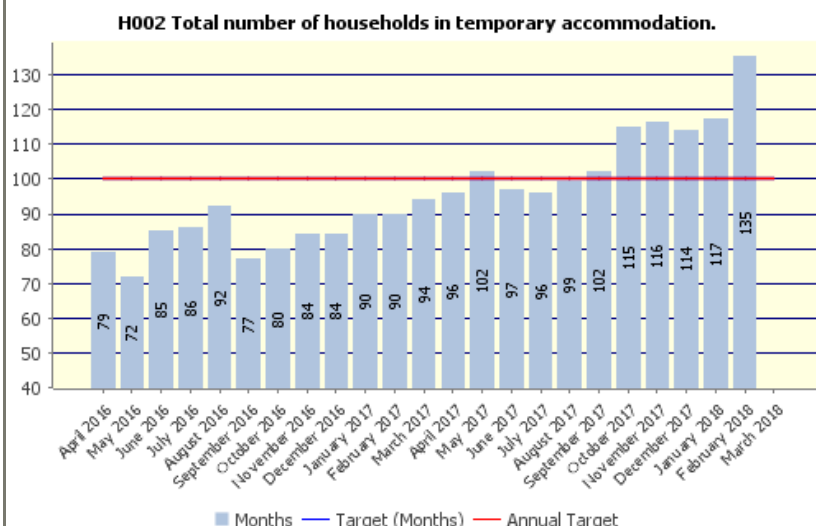
**Aim: PROPEROUS: Priorities** • Maximise opportunities to enable the planning and development of quality, affordable housing. • Ensure residents have access to high quality education to enable them to be lifelong learners & have fulfilling employment. • Ensure the town is 'open for businesses' and that new, developing and existing enterprise is nurtured and supported. • Ensure continued regeneration of the town through a culture led agenda

Expected Outcome: At risk of missing target 1

|                         |   |               |                 |
|-------------------------|---|---------------|-----------------|
| CP 4.10                 | <b>Total number of households in temporary accommodation.</b>                     |               |                 |
| <b>Expected Outcome</b> |  | <b>Format</b> | Aim to Minimise |
| <b>Managed By</b>       | <b>Sharon Houlden</b>   |               |                 |
| <b>Year Introduced</b>  |   |               |                 |



| Date Range 1   |       |        |
|----------------|-------|--------|
|                | Value | Target |
| April 2016     | 79    | 100    |
| May 2016       | 72    | 100    |
| June 2016      | 85    | 100    |
| July 2016      | 86    | 100    |
| August 2016    | 92    | 100    |
| September 2016 | 77    | 100    |
| October 2016   | 80    | 100    |
| November 2016  | 84    | 100    |
| December 2016  | 84    | 100    |
| January 2017   | 90    | 100    |
| February 2017  | 90    | 100    |
| March 2017     | 94    | 100    |
| April 2017     | 96    | 100    |
| May 2017       | 102   | 100    |
| June 2017      | 97    | 100    |
| July 2017      | 96    | 100    |
| August 2017    | 99    | 100    |
| September 2017 | 102   | 100    |
| October 2017   | 115   | 100    |
| November 2017  | 116   | 100    |
| December 2017  | 114   | 100    |
| January 2018   | 117   | 100    |
| February 2018  | 135   | 100    |
| March 2018     |       | 100    |





There continues to be pressure in this area, but whilst the current figure is still above the set target, it should be noted that at the end of Q3 local performance in respect of TA is better than the England rate, at 1.34 households per 1,000 households, compared to the England rate of 3.37/1,000. Both the local and national rates are increasing. This ranks Southend 109th / 292 reporting authorities, an improvement from the 115th in Q2 (293 reporting authorities), and the best position since Q2 of 2016/17 (106/293 reporting authorities). It should be noted that this relatively strong position is based on the work of the proactive approach of the team, but that considerable pressures remain. Work is underway – as detailed elsewhere – to improve the availability of private sector properties to discharge our homelessness duty into, relieving some of the pressure on the limited social housing stocks and reducing TA occupation levels.



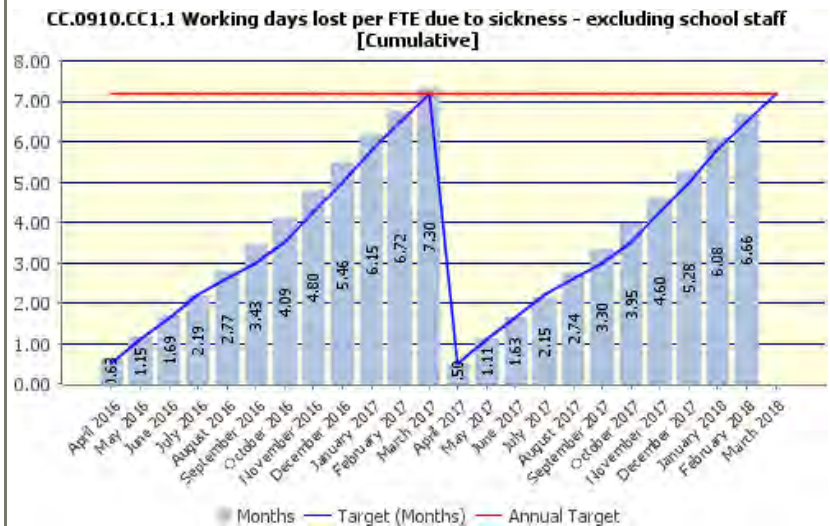
**Aim: EXCELLENT: Priorities** • Work with & listen to our communities & partners to achieve better outcomes for all • Enable communities to be self-sufficient & foster pride in the town • Promote & lead an entrepreneurial, creative & innovative approach to the development of our town

Expected Outcome: Some slippage against target 1

|                  |   |        |                 |
|------------------|---|--------|-----------------|
| CP 5.4           | Working days lost per FTE due to sickness - excluding school staff [Cumulative]   |        |                 |
| Expected Outcome |  | Format | Aim to Minimise |
| Managed By       | Joanna Ruffle   |        |                 |
| Year Introduced  | 2009  |        |                 |

|  |       |
|--|-------|
| February 2018 result   |       |
|  |       |
| 0.00   | 10.00 |

| Date Range 1   |       |        |
|----------------|-------|--------|
|                | Value | Target |
| April 2016     | 0.63  | 0.51   |
| May 2016       | 1.15  | 1.10   |
| June 2016      | 1.69  | 1.65   |
| July 2016      | 2.19  | 2.21   |
| August 2016    | 2.77  | 2.61   |
| September 2016 | 3.43  | 3.01   |
| October 2016   | 4.09  | 3.51   |
| November 2016  | 4.80  | 4.27   |
| December 2016  | 5.46  | 4.99   |
| January 2017   | 6.15  | 5.82   |
| February 2017  | 6.72  | 6.49   |
| March 2017     | 7.30  | 7.20   |
| April 2017     | 0.50  | 0.51   |
| May 2017       | 1.11  | 1.10   |
| June 2017      | 1.63  | 1.65   |
| July 2017      | 2.15  | 2.21   |
| August 2017    | 2.74  | 2.61   |
| September 2017 | 3.30  | 3.01   |
| October 2017   | 3.95  | 3.51   |
| November 2017  | 4.60  | 4.27   |
| December 2017  | 5.28  | 4.99   |
| January 2018   | 6.08  | 5.82   |
| February 2018  | 6.66  | 6.49   |
| March 2018     |       | 7.20   |



The Council has been below the monthly sickness absence target for the last 4 months, with the Council running above the sickness target by 0.23 days. HR will be making recommendations to CMT to review the health of the organisation and identify trends in absence in order to support managers in proactively managing sickness. HR are also proactively contacting managers regarding long term sickness cases where it would appear no action has been taken.

## **SECTION 4 – Partnership Indicators**

### **Health and Wellbeing Indicators**

|    | <b>Performance Measures</b>  | <b>Rationale for inclusion</b>  | <b>Latest Performance</b>   |
|----|--|---|---|
| 1. | <b>Referral for treatment</b> - % of patients referred from GP to hospital treatment within 18 weeks<br><br><a href="https://southendccg.nhs.uk/news-events/governing-body-papers/february-2018">https://southendccg.nhs.uk/news-events/governing-body-papers/february-2018</a>  | National standard, providing a measurement of key area of performance and a key area of public concern. Can be produced monthly and is easy to benchmark. | <p style="text-align: center;"><b>87.59%</b><br/>(November - 2017)</p> <p>NHS Southend CCG was not compliant for July; with 28,081 pathways of which 3,488 were over 18 weeks and 21 were over 52 weeks.</p> <p>Against national target of <b>85%</b></p>   |
| 2. | <b>Cancer treatment</b> - % patients treated within 62 days of GP urgent suspected cancer referral<br><br><a href="https://southendccg.nhs.uk/news-events/governing-body-papers/february-2018">https://southendccg.nhs.uk/news-events/governing-body-papers/february-2018</a>  | National standard, providing a measurement of key area of performance and a key area of public concern. Can be produced monthly and is easy to benchmark. | <p>62 Day Operational Standard<br/><b>86%</b><br/>(November 2017)</p> <p>Against 85% target and national average of 82.4%</p> <p>37 out of 43 patients were treated within 62 days.</p>   |
| 3. | <b>A&amp;E</b> - % of patients attending Southend Hospital A&E, seen and discharged in under 4 hours<br><br><a href="https://southendccg.nhs.uk/news-events/governing-body-papers/february-2018">https://southendccg.nhs.uk/news-events/governing-body-papers/february-2018</a>  | National standard. Provides information relating to the effectiveness of the urgent care system. Can be produced monthly and is easy to benchmark.        | <p style="text-align: center;"><b>76.5%</b><br/>(December 2017)</p> <p>Year to date – <b>88.8%</b></p> <p><b>Against national target of 90%</b></p>   |
| 4. | <b>Mental health</b> - Improving Access to Psychological Therapy (IAPT) - % of people with common mental health problems accessing the service and entering treatment in the current year<br><br><a href="https://southendccg.nhs.uk/news-events/governing-body-papers/february-2018">https://southendccg.nhs.uk/news-events/governing-body-papers/february-2018</a> | Provides an indicator for a priority area for councillors and one of the HWB Strategy ambitions. Can be produced monthly and is easily benchmarked.       | <p><b>10.23%</b> for YTD, Apr-Oct (against target of 7.8% YTD, Apr-Oct).</p> <p>This means that at least 278 people need to be entering treatment in the IAPT service each month.</p> <p>Based on performance over the rest of the year to date, it seems likely that the target will be close to the national NHS <b>England target for 2017/18 of 16.8%.</b></p> <p>Performance in Southend</p> |

|    |   |  |  |
|----|---|--|--|
|    |   |  | is on track to achieve or exceed at year end.  |
| 5. | <b>Dementia</b> - % of people diagnosed with dementia against the estimated prevalence. (66.7% national ambition).<br><br><a href="https://southendccg.nhs.uk/news-events/governing-body-papers/february-2018">https://southendccg.nhs.uk/news-events/governing-body-papers/february-2018</a> | Issue of increasing prevalence and concern among the public. Can be produced monthly and is easy to benchmark.   | <b>73.6%</b> achieved in December 2017 (0.7% decrease from November) - against the <b>66.7%</b> diagnosis ambition target.<br>Southend remains the only CCG in the East of England that is compliant with the national target.                                   |
| 6. | <b>Primary Care</b> – GP Patient Survey:<br>- Overall experience of the GP surgery (very/fairly good; fairly/very poor; neither good nor poor)<br><br><a href="https://gp-patient.co.uk/surveys-and-reports">https://gp-patient.co.uk/surveys-and-reports</a>                                 | Provides residents views on the quality of GP service in the borough. Survey is now produced annually.   | <b>Overall experience of GP surgery – July 2017</b><br><br>Very good – <b>42%</b><br>Fairly good – <b>41%</b><br>Neither good nor poor – <b>11%</b><br>Fairly poor – <b>4%</b><br>Very poor – <b>3%</b><br><br>National Average of patients rating 'Good' is 85% |
| 7. | <b>End of life care</b> - Preferred Place of Death (PPoD) – Percentage of patients referred to the Palliative Care Support Register (PCSE) who have expressed a preference for place of death and who achieve this preference. *  | Nationally accepted as a key performance indicator for end of life care; integral to Ambitions for Palliative and End of Life Care: a national framework for local action 2015-2020.<br>Can be produced monthly. | <b>Southend: 73%</b><br><br>The PPoD achievement for Southend in December 2017 is 46 out of 63.<br><br><b>(no national target at present)</b>  |

\*although patients make a preference for a place of death, often home, the reality of the last days/hours of life often prompts patients and/or relatives/carers to change their mind and seek what they consider to be a place of safety and support, which is invariably the acute trust. Patients are documented for PPoD as: Home; Hospital; Hospice; Care/Nursing Home; Community Hospital.

## Local Economy Indicators

| Performance Measures      |                                 | Latest Performance<br>Economic Scorecard Reported Quarterly   |  |  |               |               |               |                           |          |          |                 |                       |                       |
|---------------------------|---------------------------------|---|--|--|---------------|---------------|---------------|---------------------------|----------|----------|-----------------|-----------------------|-----------------------|
| 1.                        | Average House Prices            | <table><tr><td></td><td>August 2016</td><td>August 2017</td></tr><tr><td>Average Price</td><td>£250,998</td><td>£276,602</td></tr><tr><td>% Change</td><td>12.47%<br/>(Aug 15-16)</td><td>10.20%<br/>(Aug 16-17)</td></tr></table>  |  |  |               | August 2016   | August 2017   | Average Price             | £250,998 | £276,602 | % Change        | 12.47%<br>(Aug 15-16) | 10.20%<br>(Aug 16-17) |
|                           | August 2016                     | August 2017   |  |  |               |               |               |                           |          |          |                 |                       |                       |
| Average Price             | £250,998                        | £276,602  |  |  |               |               |               |                           |          |          |                 |                       |                       |
| % Change                  | 12.47%<br>(Aug 15-16)           | 10.20%<br>(Aug 16-17)   |  |  |               |               |               |                           |          |          |                 |                       |                       |
| 2.                        | Planning Applications           | <table><tr><td>December 2017</td><td>133</td></tr><tr><td>December 2016</td><td>134</td></tr></table>   |  |  | December 2017 | 133           | December 2016 | 134                       |          |          |                 |                       |                       |
| December 2017             | 133                             |   |  |  |               |               |               |                           |          |          |                 |                       |                       |
| December 2016             | 134                             |   |  |  |               |               |               |                           |          |          |                 |                       |                       |
| 3.                        | Job Seekers Allowance Claimants | <table><tr><td></td><td>November 2016</td><td>November2017</td></tr><tr><td>JSA Claimants<br/>(Number)</td><td>2,175</td><td>2,445</td></tr><tr><td>JSA Claimants %</td><td>2.0%</td><td>2.20%</td></tr></table> <p>Source: Office of National Statistics &amp; Southend-on-Sea Borough Council</p> |  |  |               | November 2016 | November2017  | JSA Claimants<br>(Number) | 2,175    | 2,445    | JSA Claimants % | 2.0%                  | 2.20%                 |
|                           | November 2016                   | November2017  |  |  |               |               |               |                           |          |          |                 |                       |                       |
| JSA Claimants<br>(Number) | 2,175                           | 2,445   |  |  |               |               |               |                           |          |          |                 |                       |                       |
| JSA Claimants %           | 2.0%                            | 2.20%   |  |  |               |               |               |                           |          |          |                 |                       |                       |

## Community Safety Indicators

| Short name   | Month's value (April-January cumulative)  | Comment – explanation of current performance, actions to improve performance and anticipated future performance  |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
|--|---|--|--|-----------------------|---|-----------------------|---|------|--------------------|----|-----|--------------------|----|-----|----------------------|----|-----|------------------------|----|-----|---------------|----|-----|-----------------------|----|-----|--------------------------|-----|------|-------------------------|-----|------|
| Score against 10 BCS crimes; Theft of Vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, wounding's, robbery.<br>[Cumulative] | 6672  | <p>General concern around nuisance motorists continued, partnership action was taken to increase visibility. This has helped reduce the number of reports received and a number of offenders have now been put before the courts. National Op Sceptre week was held in February, there was 7 days of proactive engagement including a joint operation with trading standards. A total of 9 venues was visited, 2 sold to underage persons and appropriate follow up has taken place. Hate Crime Ambassador training was delivered to key Southend Council and South Essex Homes staff to help with identifying and supporting victims. Southend Council Social Care and Community Policing Team jointly hosted a CSE awareness evening to those that work in the night time economy. To provide further engagement with the community #CoffeeWithACop was initiated, the first session took place on the 14th February and proving to be popular with residents. The Community Safety hub was visited by Braintree Police as an example for best practice. The Community Safety Partnership Board was held, discussing 2018/19 priorities and building a stronger partnership.</p> <p><b>December BCS Breakdown:</b><br/> Theft of a vehicle – <b>4%</b>; Theft from a vehicle - <b>7%</b> ; Vehicle interference – <b>2%</b>;<br/> Burglary in a dwelling – <b>8%</b>; Bicycle Theft – <b>4%</b>; Theft from the person -<b>2%</b>;<br/> Criminal damage (exc 59) - <b>17%</b>; HMIC Violence without injury – <b>36%</b>;<br/> Wounding (Serious or Other) – <b>18%</b>; Personal Robbery – <b>2%</b>.</p> |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
| Performance Measures   | Rationale for inclusion   | Latest Performance Available   |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
| 10 BCS crimes  | Provides a broad indication of the level of crime in the borough, is a familiar performance measure and is easy to benchmark. | <table border="1"> <thead> <tr> <th>Individual Components of 10 BCS Comparator Crime</th><th>Athena (January 2018)</th><th>Essex Police Performance Summary Offences (Rolling 12 months to January 2018)</th></tr> </thead> <tbody> <tr> <td>10 BCS Crimes - total</td><td style="text-align: center;">*</td><td style="text-align: center;">6672</td></tr> <tr> <td>Theft of a vehicle</td><td style="text-align: center;">24</td><td style="text-align: center;">369</td></tr> <tr> <td>Theft from Vehicle</td><td style="text-align: center;">56</td><td style="text-align: center;">686</td></tr> <tr> <td>Vehicle Interference</td><td style="text-align: center;">11</td><td style="text-align: center;">155</td></tr> <tr> <td>Burglary in a dwelling</td><td style="text-align: center;">81</td><td style="text-align: center;">844</td></tr> <tr> <td>Bicycle theft</td><td style="text-align: center;">31</td><td style="text-align: center;">423</td></tr> <tr> <td>Theft from the person</td><td style="text-align: center;">24</td><td style="text-align: center;">231</td></tr> <tr> <td>Criminal Damage (exc 59)</td><td style="text-align: center;">167</td><td style="text-align: center;">1803</td></tr> <tr> <td>Violence Without Injury</td><td style="text-align: center;">337</td><td style="text-align: center;">2188</td></tr> </tbody> </table>   | Individual Components of 10 BCS Comparator Crime | Athena (January 2018) | Essex Police Performance Summary Offences (Rolling 12 months to January 2018) | 10 BCS Crimes - total | * | 6672 | Theft of a vehicle | 24 | 369 | Theft from Vehicle | 56 | 686 | Vehicle Interference | 11 | 155 | Burglary in a dwelling | 81 | 844 | Bicycle theft | 31 | 423 | Theft from the person | 24 | 231 | Criminal Damage (exc 59) | 167 | 1803 | Violence Without Injury | 337 | 2188 |
| Individual Components of 10 BCS Comparator Crime   | Athena (January 2018)   | Essex Police Performance Summary Offences (Rolling 12 months to January 2018)  |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
| 10 BCS Crimes - total  | *   | 6672   |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
| Theft of a vehicle   | 24  | 369  |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
| Theft from Vehicle   | 56  | 686  |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
| Vehicle Interference   | 11  | 155  |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
| Burglary in a dwelling   | 81  | 844  |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
| Bicycle theft  | 31  | 423  |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
| Theft from the person  | 24  | 231  |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
| Criminal Damage (exc 59)   | 167   | 1803   |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |
| Violence Without Injury  | 337   | 2188   |  |                       |   |                       |   |      |                    |    |     |                    |    |     |                      |    |     |                        |    |     |               |    |     |                       |    |     |                          |     |      |                         |     |      |

|                                |   |   | Wounding (Serious or Other)                         | 127   | *                                     |
|--------------------------------|---|---|---|---|---------------------------------------|
|                                |   |   | Robbery (Personal Property)                         | 22  | 240                                   |
|                                |   | <p>*Not recorded.</p> <p>**Solved rates show the ratio between the number of police-recorded crimes where the offender has received a formal sanction (includes; charges, cautions, penalty notices and cannabis warnings), and the total number of crimes recorded in the time period covered. (Solved rates do not include restorative justice or a community resolution.</p> |   |   |                                       |
| Potential Performance Measures |   | Rationale for inclusion   | Latest Performance                                  |   |                                       |
|                                |   |   | Rolling 12 months to February 2018                  |   | Rolling 12 month Increase/ Decrease % |
| 2                              | Total number of crimes +/- incidents  | Provides a broad indication of the level of crime in the borough, covering all crimes   | Total number of Incidents<br><br>3095<br>(Feb 2018) | Total number of Crimes<br><br>15674<br>(Feb 2018) | Crimes - ↑1.3<br><br>Incidents - ↓7.7 |
| 3                              | Anti-social Behaviour reported  | A key concern of members and public that is not reflected in the 10 BCS crimes performance measure.   | 6672  |   | ↓6.1                                  |
| 4                              | Number of arrests (cumulative)  | Provides key performance information relating to Police activity to tackle crime. However, the measure may be misleading as the number of arrests has been declining as a result of greater use of alternatives to formal charges (penalty notices, community resolution, cautions etc..) – a trend which is likely to continue.  | 90  |   | ↑80                                   |
| 5                              | ‘Positive disposals’ (outcomes of crimes ‘cleared up’ other than a formal conviction –..) | Recognises the full range of possible outcomes taken following arrest, such as community resolution, cautions etc...  | 148   |   | ↑17.5                                 |
| 6                              | Number of domestic abuse incidents  | High profile area of work and a demand pressure on resources.   | 2250  |   | ↓1.2                                  |
| 7                              | Number of incidents of missing people reported  | High profile area of work and a demand pressure on resources.   | *   |   | *                                     |



# **Revenue Budget Monitoring 2017/18**

## **Period 11**

**as at 28<sup>th</sup> February 2018**

## **Portfolio Summary**

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## **1. Commentary**

This report outlines the budget monitoring position for the General Fund and Housing Revenue Account for 2017/18, based on the views of the Directors and their Management Teams, in light of expenditure and income to 28<sup>th</sup> February 2018.

The starting point for the budget monitoring is the original budget as agreed by Council in February 2017.

## **2. Overall Budget Performance – General Fund**

As at the end of February, a net underspend to the overall Council budget of £593,000 is currently being forecast for the year-end. This position reflects a current overspend of £907,000 in Council departmental spending offset by a £1,500,000 underspend on Contingency. The variances which services are reporting are detailed in section 3. The forecast net underspend of £593,000 in the overall Council budget is currently expected to be transferred to earmarked reserves to ensure the General Fund balance remains at £11 million.

It should be noted that the unspent contingency will be used to offset the remaining overspend in Children and Learning and Health and Adult Social Care as part of finalising the end of year outturn position.

The position for Children & Learning and Adult Social Care results from now reflecting a full allocation of the Better Care Fund (BCF) and Improved Better Care Fund (iBCF) grant monies for 2017/18. The expected year-end overspend on Adult Social Care is mainly due to pressures on Older People Homecare. This remains a considerable risk due to increasing complexity of people's needs. There are also pressures on mental health care package costs, particularly on residential placements. The service is continuing to take action to deliver savings and mitigations are in place to manage the pressures.

Children's Social Care have reported a funding pressure from the start of the financial year, which is mainly due to increased looked after children numbers. It includes some expensive care packages for support where children have had to be placed in secure and high cost residential placements, to keep them safe and well. These pressures, as well supporting children in need have naturally materialized into increased caseloads for the children social works teams and have required agency staff to be brought in to help meet that demand. Children's Social Care have undertaken in year measures to reduce further demand, which includes the work of the Edge of Care team.

In recognition of these increased demands and cost pressures, the Council's budget for 2018/19 approved investment of some £3.4m in both these areas to ensure there is an appropriate budget for these services going into the new financial year.

**General Fund Portfolio Forecast Comparison 2017/18**  
**at 28 February 2018 - Period 11**

| <b>Portfolio</b>                         | <b>Latest Budget 2017/18<br/>£000</b> | <b>Projected Outturn 2017/18<br/>£000</b> | <b>February Forecast Variance<br/>£000</b> | <b>January Forecast Variance<br/>£000</b> |
|--|---------------------------------------|---|--|---|
| Leader                                   | 1,819                                 | 1,739                                     | (80)                                       | (105)                                     |
| Culture, Tourism & the Economy           | 13,164                                | 13,269                                    | 105  | 167                                       |
| Corporate and Community Support Services | 10,831                                | 10,801                                    | (30)                                       | 40  |
| Housing, Planning & Sustainability       | 5,048                                 | 5,066                                     | 18   | (16)                                      |
| Children & Learning                      | 23,438                                | 24,675                                    | 1,237                                      | 1,182                                     |
| Health & Adult Social Care               | 36,941                                | 37,202                                    | 261  | 259                                       |
| Transport, Waste & Regulatory Services   | 22,602                                | 22,038                                    | (564)                                      | (788)                                     |
| Technology                               | 4,940                                 | 4,900                                     | (40)                                       | (65)                                      |
| <b>Total Portfolio</b>                   | <b>118,783</b>                        | <b>119,690</b>                            | <b>907</b>                                 | <b>674</b>                                |
| Non-Service Areas                        | 5,863                                 | 4,363                                     | (1,500)                                    | (1,440)                                   |
| Earmarked Reserves                       | (1,493)                               | (900)                                     | 593  | 766                                       |
| <b>Net Expenditure / (Income)</b>        | <b>123,153</b>                        | <b>123,153</b>                            | <b>0</b>                                   | <b>0</b>                                  |

Where Portfolios are forecasting an overspend by the end of the year, the relevant Director has been advised that appropriate action plans must be in place to address any projected overspend position so that a balanced budget for the Council is produced by the year end.

### 3. Service Variances - £907,000 forecast overspend

The key variances are as shown in the following table:-

| Portfolio   | Unfavourable<br>£'000 | Favourable<br>£'000 | Net<br>£'000 | Previous<br>period<br>£'000 |
|---|-----------------------|---------------------|--------------|-----------------------------|
| <b>Leader</b>   |                       |                     |              |                             |
| Part year vacancy for Chief Executive post  |                       | (45)                |              | (45)                        |
| Treasury Management costs   |                       | (25)                |              | (25)                        |
| Vacant posts in the Strategy and Performance team   |                       | (10)                |              | (35)                        |
|   | <b>0</b>              | <b>(80)</b>         | <b>(80)</b>  | <b>(105)</b>                |
| <b>Culture, Tourism &amp; the Economy</b>   |                       |                     |              |                             |
| Pension opt-in and Unit 21 costs  | 25                    |                     |              | 17                          |
| Additional exhibition set up costs at Focal Point Gallery   | 20                    |                     |              | 0                           |
| Grounds Maintenance income shortfall  | 70                    |                     |              | 70                          |
| Grounds Maintenance extension of seasonal workers   | 30                    |                     |              | 30                          |
| Part year vacancies within the Library Service  |                       | (50)                |              | (50)                        |
| Saving in relation to a new library ICT system delayed for 1                                      | 50                    |                     |              | 50                          |
| Set up costs of the new library ICT system  | 50                    |                     |              | 50                          |
| Cost to access Library data from previous ICT system  | 40                    |                     |              | 40                          |
| Vacancy within the Museums service  |                       | (32)                |              | (32)                        |
| Utility costs at the old Beecroft Gallery   |                       | (30)                |              | (30)                        |
| Outdoor sports income shortfall   | 120                   |                     |              | 120                         |
| Part year vacancy within the Parks Service  |                       | (50)                |              | (50)                        |
| Pier admission income   |                       | (50)                |              | (50)                        |
| Water testing costs along the Pier and Foreshore  | 100                   |                     |              | 100                         |
| Reduced train maintenance costs   |                       | (15)                |              | 0                           |
| Pier lifts have required minimal maintenance this year  |                       | (55)                |              | 0                           |
| Reduced spending on tourism marketing and special events  |                       | (20)                |              | 0                           |
| Part year vacancy in the Economic Development team  |                       | (32)                |              | (32)                        |
| Delays in delivery some Economic Development initiatives  |                       | (40)                |              | (40)                        |
| Changes in the Town Centre action plan  |                       | (20)                |              | (9)                         |
| Staffing underspend due to maternity leave  |                       | (9)                 |              | (9)                         |
| 2016/17 Carbon Reduction Credits lower than expected  |                       | 11                  |              | 0                           |
| Energy Team capitalisation of salaries  |                       | (8)                 |              | (8)                         |
|   | <b>505</b>            | <b>(400)</b>        | <b>105</b>   | <b>167</b>                  |
| <b>Corporate and Community Support</b>  |                       |                     |              |                             |
| Underspend on salary costs for Director of Legal and Democratic Services                          |                       | (10)                |              | (15)                        |
| Vacant posts in the Financial Planning and Control team   |                       | (90)                |              | (90)                        |
| Income from Schools due to academisation  | 15                    |                     |              | 15                          |
| Vacant posts in the Accounts Payable team   |                       | (20)                |              | (20)                        |
| Vacant posts in the Asset Management team   |                       | (15)                |              | 0                           |
| Additional rents (including Backrent) for SBC Properties  |                       | (85)                |              | (50)                        |
| Agency Costs in the Council Tax Collections team  | 100                   |                     |              | 0                           |
| Income relating to Council Tax Court Costs  |                       | (45)                |              | (40)                        |
| Income relating to NNDR Court Costs   | 10                    |                     |              | 10                          |
| Benefits Admin Team Staffing  | 0                     |                     |              | 25                          |
| Civic Centre contract cleaning  | 120                   |                     |              | 120                         |
| Civic Centre repairs and maintenance  | 80                    |                     |              | 35                          |
| Increased utility costs at the Civic Centre   | 30                    |                     |              | 0                           |
| Reduction in furniture purchases at the Civic Centre  |                       | (30)                |              | (30)                        |
| Income for Pergola Walk and Mini Graves not achieved  | 120                   |                     |              | 150                         |
| Vacancies in the Customer Service team  |                       | (120)               |              | (90)                        |
| Vacant post in the Dial-a-Ride team   |                       | (25)                |              | (25)                        |
| Income relating to Weddings   | 15                    |                     |              | 0                           |
| Vacant hours in the Transport Management team   |                       | (5)                 |              | (5)                         |
| Income from Schools and SEH relating to Fuel  | 40                    |                     |              | 30                          |
| Unused budget in the Partnership team   |                       | (20)                |              | (20)                        |
| Vacant hours in the Voluntary Organisations team  |                       | (15)                |              | (15)                        |
| Excess budget Voluntary Organisation Grants   |                       | (55)                |              | (30)                        |
| Additional income in the HR Team  |                       | (30)                |              | 0                           |
| Unused training budgets in the POD Team   |                       | (25)                |              | 0                           |
| Additional income in the POD Team   |                       | (15)                |              | 0                           |
| Unused catering budget at Tickfield   |                       | (25)                |              | 0                           |
| Vacant hours in the Democratic Services team  |                       | (10)                |              | (5)                         |
| Members scrutiny and conference expenses  |                       | (10)                |              | (10)                        |
| Overspend on running costs at Porters   |                       | 15                  |              | 8                           |
| Underspend on Members N.I. and Hospitality Expenses   |                       | (35)                |              | (28)                        |
| Unfunded Salary and Printing costs in Electoral Registration                                      | 45                    |                     |              | 45                          |
| Unfunded budget for Principle Solicitor   | 30                    |                     |              | 55                          |
| Income for Legal Services   | 20                    |                     |              | 20                          |
| Reduction in number of schools commissioning property services to manage projects on their behalf | 15                    |                     |              | 0                           |
|   | <b>640</b>            | <b>(670)</b>        | <b>(30)</b>  | <b>40</b>                   |

|   |              |              |              |              |
|---|--------------|--------------|--------------|--------------|
| <b>...Continued</b>   |              |              |              |              |
| <b><u>Housing, Planning &amp; Sustainability</u></b>  |              |              |              |              |
| Capitalisation of salaries is lower than the target   | 20           |              |              | 20           |
| Vacancies in the Private Sector Housing team  |              | (20)         |              | (20)         |
| Agency costs and market supplements in the Building Control and Development Control teams               | 191          |              |              | 143          |
| Additional income generated by the Building Control and Development Control teams                       |              | (173)        |              | (159)        |
|   | <b>211</b>   | <b>(193)</b> | <b>18</b>    | <b>(16)</b>  |
| <b><u>Children and Learning</u></b>   |              |              |              |              |
| Children with disabilities and associated cost of direct  | 65           |              |              | 69           |
| Children's Placements - forecast for current cohort of PVI looked after children                        | 650          |              |              | 649          |
| Leaving Care accommodation costs and support costs  | 182          |              |              | 144          |
| Staffing pressure costs in children services  | 162          |              |              | 165          |
| Support costs for Children under Sect 17 and Sect 20  | 5            |              |              | 5            |
| Home to School Transport  |              | (90)         |              | (50)         |
| Funding pressures at the Marigold Assessment centre mostly attributable to transport costs              | 46           |              |              | 46           |
| Forecast on current in-house fostering placements and impact of adoption referral income                | 217          |              |              | 154          |
|   | <b>1,327</b> | <b>(90)</b>  | <b>1,237</b> | <b>1,182</b> |
| <b><u>Health and Adult Social Care</u></b>  |              |              |              |              |
| People with a Learning Disability - pressures on residential care and supported living placements.      | 16           |              |              | 38           |
| People with Mental Health Needs - Higher than estimated residential care placements and direct payments | 167          |              |              | 153          |
| Older People - residential care packages and complex homecare packages                                  | 295          |              |              | 137          |
| Unachieved vacancy factor because social work teams are fully established                               | 75           |              |              | 73           |
| Lower than estimated residential care placements and a vacancy in the occupational therapy team         |              | (233)        |              | (82)         |
| Health contribution towards Integrated Commissioning  |              | (70)         |              | (70)         |
| Unachieved vacancy factor on Business Support team  | 11           |              |              | 10           |
|   | <b>564</b>   | <b>(303)</b> | <b>261</b>   | <b>259</b>   |

|   |              |                |              |              |
|---|--------------|----------------|--------------|--------------|
| <b>...Continued</b>   |              |                |              |              |
| <b>Transport, Waste &amp; Regulatory Services</b>   |              |                |              |              |
| Traffic signals maintenance contract  |              | (33)           |              | (8)          |
| Shortfall in highways income  | 50           |                |              | 50           |
| Agency/contract staff cover for Highways team posts   | 47           |                |              | 0            |
| Imbalance in rechargeable works performed and income recouped   | 126          |                |              | 0            |
| Overspend on street lighting maintenance; actual costs have not reduced at the rate expected when savings were made | 98           |                |              | 0            |
| Additional maintenance costs in relation to bridges   | 6            |                |              | 9            |
| Drainage cleansing  | 4            |                |              | 20           |
| Winter service stock carried forward from 2016/17   |              | (23)           |              | (68)         |
| Parking enforcement contractor underperformance and PCN bad debt provision  | 306          |                |              | 146          |
| Car parking income is currently below expected increase   | 135          |                |              | 150          |
| London Road parking bay income loss from ongoing capital works  | 60           |                |              | 0            |
| Concessionary Fares - updated estimate provided in Feb  |              | (68)           |              | 0            |
| Security & cleaning costs incurred at the Travel Centre   | 82           |                |              | 83           |
| License fee and maintenance of real time bus displays   | 19           |                |              | 19           |
| Bus Shelter advertising income shortfall  | 14           |                |              | 14           |
| Additional capitalisation of salaries in the Road Safety team   |              | (14)           |              | (37)         |
| Staff time charged to grant funded projects   |              | (48)           |              | (26)         |
| Streetwork inspectors posts being covered by agency   | 9            |                |              | 22           |
| Additional streetwork inspectors  | 66           |                |              | 66           |
| Upgrades to streetwork inspectors equipment & systems   | 19           |                |              | 19           |
| Streetwork permit income shortfall  | 105          |                |              | 58           |
| Transport Programme Manager post will be vacant for 6   |              | (31)           |              | (29)         |
| Access to information portal to allow staff to work effectively   | 13           |                |              | 13           |
| Reduced capitalisation of salaries in the Traffic Management team   | 109          |                |              | 113          |
| Additional potholes to be repaired due to recent poor weather   | 100          |                |              | 100          |
| Traffic Management vacant post  |              | (59)           |              | (60)         |
| Contribution to the Essex Safety Camera Partnership is now self-funded by the partnership                           |              | (53)           |              | (53)         |
| Income from highways searches   |              | (17)           |              | (18)         |
| Regulatory services staffing underspend   |              | (51)           |              | (30)         |
| Electricity refunds due to updated meter readings   |              | (15)           |              | (15)         |
| Public conveniences contractor underspend   |              | (25)           |              | (20)         |
| Waste service contractor underspend   |              | (100)          |              | (100)        |
| Waste MBT still in commissioning phase  |              | (610)          |              | (610)        |
| Food processing now generates income rather than costs  |              | (130)          |              | (130)        |
| Direct costs not incurred in relation to food haulage, green waste or hazardous waste                               |              | (160)          |              | 0            |
| Standby pay budget no longer required due to service change   |              | (22)           |              | (22)         |
| Reduced vehicle hire & contractor use by Environmental Care   |              | (22)           |              | 0            |
| Income from Essex County Council in relation to the Waste Joint Working Agreement                                   |              | (654)          |              | (654)        |
| Flood Defences pump station servicing   | 66           |                |              | 66           |
| Flood Defences land licence   | 40           |                |              | 40           |
| Additional maintenance costs in relation to sea defences  | 77           |                |              | 85           |
| Vacant Flood Defence Engineer and Technician posts  |              | (68)           |              | (67)         |
| Elements of the SPONGE project which are currently  | 17           |                |              | 15           |
| Staffing saving in Business Support to be realised in 2018/19   | 20           |                |              | 20           |
| Impact of the 2017/18 Pay Policy review   | 35           |                |              | 35           |
| Business Support overtime and subscriptions   | 16           |                |              | 16           |
|   | <b>1,639</b> | <b>(2,203)</b> | <b>(564)</b> | <b>(788)</b> |
| <b>Technology</b>   |              |                |              |              |
| Surplus generated from Network recharges to schools   |              | (40)           |              | (65)         |
|   | <b>0</b>     | <b>(40)</b>    | <b>(40)</b>  | <b>(65)</b>  |
| <b>Total</b>  | <b>4,886</b> | <b>(3,979)</b> | <b>907</b>   | <b>674</b>   |

## Non Service Variances (£1,500,000 forecast underspend)

### Contingency – (£1,500,000)

There is a forecast underspend of £1,500k against Contingency which will be used to offset the projected overspends in Children & Learning and Health and Adult Social Care.

#### 4. Appropriations to / from Earmarked Reserves

Net appropriations from Earmarked Reserves totalling £12,282,000 were agreed by Council when setting the 2017/18 budget in February 2017. The current outturn position allows for further in-year net appropriations to reserves totalling £11,381,790. Total net appropriations from/(to) reserves for 2017/18 will therefore equal £900,210.

- £964,000 from the Capital Reserve as agreed at Cabinet in February 2018
- (£6,036,000) to the Minimum Revenue Provision Reserve as a result of the MRP review
- (£2,196,000) to the Capital Reserve as a result of the MRP review
- (£1,400,000) to the Interest Equalisation Reserve due to the performance of the Property Fund
- (£378,000) to the Interest Equalisation Reserve as a result of PWLB interest being lower due to reduced borrowing and interest on short term borrowing
- £704,200 from the Business Transformation Reserve to enable the progression of projects
- (£2,500,000) from Contingency to the Business Transformation Reserve
- (£575,000) released from the Redundancy provision to the Business Transformation Reserve
- (£125,000) to the Public Health Reserve Grant Reserve
- £594,710 from the General Grants Reserve
- £20,500 from the Public Health DAAT Reserve
- (£705,000) to the Adult Social Care Reserve
- £891,800 from the Children's Social Care Reserve
- £188,000 from the Supporting People Reserve
- (£125,000) to the Election Reserve (2017-18 is a fallow year)
- £288,000 from the Specific Corporate Projects Reserve
- (£400,000) to the Rental Equalisation Reserve
- (£593,000) appropriation to Reserves at the year-end for projected underspends

**(£11,381,790)** Total to Reserves

#### 5. Revenue Contributions to Capital Outlay (RCCO)

The original budget for 2017/18 included planned revenue contributions for capital investments, via the use of Earmarked Reserves, of £3,804,000. Due to additions to the capital programme agreed at Cabinet in February 2018, this budget has now increased to £4,842,000. Earmarked Reserves will fund £4,618,000 of this, £75,000 is funded from the Agresso Reserve, £75,000 is funded from the Corporate Projects Reserve and the remaining £74,000 funded from an underspend in the People Workforce Strategy Team and energy savings generated from energy efficiency projects.

## 6. Performance against Budget savings targets for 2017/18

As part of setting the Council budget for 2017/18, a schedule of Departmental and Corporate savings was approved totalling £7.502 million. These are required to achieve a balanced budget.

A monthly exercise is in place to monitor the progress of the delivery of these savings. A breakdown, by RAG status, of the Departmental Savings is shown below:

|                   | Red<br>£000 | Amber<br>£000 | Green<br>£000 | Original<br>Savings<br>Total<br>£000 | Projected<br>Outturn<br>£000 | Forecast<br>Variance<br>£000 |
|-------------------|-------------|---------------|---------------|--------------------------------------|------------------------------|------------------------------|
| <b>Department</b> |             |               |               |                                      |                              |                              |
| Chief Executive   | 0           | 520           | 470           | 990                                  | 990                          | 0                            |
| People            | 500         | 912           | 3,129         | 4,541                                | 3,503                        | (1,038)                      |
| Place             | 185         | 250           | 1,536         | 1,971                                | 1,686                        | (285)                        |
| <b>Total</b>      | <b>685</b>  | <b>1,682</b>  | <b>5,135</b>  | <b>7,502</b>                         | <b>6,179</b>                 | <b>(1,323)</b>               |

Although the current forecast is showing a shortfall of £1,323,000 against the required savings total of £7.502 million, it is currently expected that the total savings will be delivered in full as part of each Department's overall budget total by the end of the financial year either by finding alternative savings or ensuring amber and red savings are delivered in full.

## 7. Overall Budget Performance – Housing Revenue Account (HRA)

The HRA budget was approved by Council on 23<sup>rd</sup> February 2017 and anticipated that £3,392,000 would be appropriated to earmarked reserves in 2017/18.

The closing HRA balance as at 31<sup>st</sup> March 2017 was £3,502,000.

The current forecast is projecting higher than anticipated rental income of £350,000 due to a lower number of void properties than estimated in the budget. Other income and fees and charges are also over achieving compared to the original target mainly because of an increase in users of the privately funded Careline. The repairs budget is expected to overspend by £230,000 because of a market uplift to the Kiers contract. There is a £29,000 pressure due to resident patrol services in Victoria Ward and a £1,364,000 underspend on capital financing charges and this is largely because the actual depreciation charge is much lower than estimated in the budget. The overall underspend of £1,556,000 will be transferred to the Capital Investment Reserve.

## 8. Budget Virements

In line with the approved financial procedure rules all virements over £50,000 between portfolio services or between pay and non-pay budgets are to be approved by Cabinet.

Below is a table showing the virements which fall within these parameters:-

|  | <b>DR</b><br><b>£</b> | <b>CR</b><br><b>£</b> |
|--|-----------------------|-----------------------|
| Virements over £50,000 in reported period    | 398                   | (398)                 |
| Virements over £50,000 previously reported   | 16,900                | (16,900)              |
| Virements approved under delegated authority | 528                   | (528)                 |
| <b>Total virements</b>                       | <b>17,826</b>         | <b>(17,826)</b>       |

The virements for Cabinet approval this period are:

£ 60,000 Papworth budget to Aids & Adaptations  
£150,000 iBCF allocation for Dementia Strategy  
£ 60,000 Transfer Careline saving to Supporting People  
£128,000 Transfer 17/18 savings to Supporting People  
**£398,000 Total**

Due to the changes made at Appointments Council, amendments have been made to the hierarchy structure within this report which has adjusted the opening budget shown from the original budget book. An additional exercise has been undertaken to ensure that all costs are allocated to the correct portfolio service within the Children & Learning Portfolio in line with CIPFA guidance.



**General Fund Forecast 2017/18**  
**at 28 February 2018 - Period 11**  
**Portfolio Holder Summary**

| <b>Portfolio</b>                            | <b>Gross Expend<br/>£'000</b> | <b>Gross Income<br/>£'000</b> | <b>Original Budget<br/>£'000</b> | <b>Virement<br/>£'000</b> | <b>Latest Budget<br/>£'000</b> | <b>Expected Outturn<br/>£'000</b> | <b>Forecast Variance<br/>£'000</b> | <b>Budget to Date<br/>£'000</b> | <b>Spend to Date<br/>£'000</b> | <b>To Date Variance<br/>£'000</b> |
|---|-------------------------------|-------------------------------|----------------------------------|---------------------------|--------------------------------|-----------------------------------|------------------------------------|---------------------------------|--------------------------------|-----------------------------------|
| Leader                                      | 2,567                         | (180)                         | 2,387                            | (568)                     | 1,819                          | 1,739                             | (80)                               | 9,012                           | 8,657                          | (355)                             |
| Culture, Tourism & the Economy              | 16,350                        | (3,757)                       | 12,593                           | 571                       | 13,164                         | 13,269                            | 105                                | 12,286                          | 12,469                         | 183                               |
| Corporate and Community Support Services    | 121,679                       | (109,623)                     | 12,056                           | (1,225)                   | 10,831                         | 10,801                            | (30)                               | 10,694                          | 10,049                         | (645)                             |
| Housing, Planning & Sustainability          | 7,725                         | (2,603)                       | 5,122                            | (74)                      | 5,048                          | 5,066                             | 18                                 | 5,039                           | 5,113                          | 74                                |
| Children & Learning                         | 105,228                       | (78,991)                      | 26,237                           | (2,799)                   | 23,438                         | 24,675                            | 1,237                              | 19,809                          | 22,544                         | 2,735                             |
| Health & Adult Social Care                  | 67,470                        | (28,522)                      | 38,948                           | (2,007)                   | 36,941                         | 37,202                            | 261                                | 32,971                          | 32,987                         | 16                                |
| Transport, Waste & Regulatory Services      | 33,996                        | (11,602)                      | 22,394                           | 208                       | 22,602                         | 22,038                            | (564)                              | 21,030                          | 20,696                         | (334)                             |
| Technology                                  | 5,354                         | (971)                         | 4,383                            | 557                       | 4,940                          | 4,900                             | (40)                               | 4,552                           | 4,442                          | (110)                             |
| <b>Portfolio Net Expenditure</b>            | <b>360,369</b>                | <b>(236,249)</b>              | <b>124,120</b>                   | <b>(5,337)</b>            | <b>118,783</b>                 | <b>119,690</b>                    | <b>907</b>                         | <b>115,393</b>                  | <b>116,957</b>                 | <b>1,564</b>                      |
| Reversal of Depreciation                    | (23,460)                      | 4,629                         | (18,831)                         | 6,868                     | (11,963)                       | (11,963)                          | 0                                  | (10,566)                        | (10,128)                       | 438                               |
| Levies                                      | 590                           | 0                             | 590                              | 0                         | 590                            | 590                               | 0                                  | 540                             | 521                            | (19)                              |
| Financing Costs                             | 16,594                        | 0                             | 16,594                           | (10,010)                  | 6,584                          | 6,584                             | 0                                  | 12,303                          | 3,274                          | (9,029)                           |
| Contingency                                 | 5,228                         | 0                             | 5,228                            | (3,348)                   | 1,880                          | 380                               | (1,500)                            | 2,709                           | 0                              | (2,709)                           |
| Pensions Upfront Funding                    | 7,467                         | 0                             | 7,467                            | 0                         | 7,467                          | 7,467                             | 0                                  | 0                               | 0                              | 0                                 |
| Miscellaneous Income                        | 0                             | 0                             | 0                                | 0                         | 0                              | 0                                 | 0                                  | 0                               | 246                            | 246                               |
| <b>Sub Total</b>                            | <b>6,419</b>                  | <b>4,629</b>                  | <b>11,048</b>                    | <b>(6,490)</b>            | <b>4,558</b>                   | <b>3,058</b>                      | <b>(1,500)</b>                     | <b>4,986</b>                    | <b>(6,087)</b>                 | <b>(11,073)</b>                   |
| <b>Net Operating Expenditure</b>            | <b>366,788</b>                | <b>(231,620)</b>              | <b>135,168</b>                   | <b>(11,827)</b>           | <b>123,341</b>                 | <b>122,748</b>                    | <b>(593)</b>                       | <b>120,379</b>                  | <b>110,870</b>                 | <b>(9,509)</b>                    |
| General Grants                              | 0                             | (3,537)                       | (3,537)                          | 0                         | (3,537)                        | (3,537)                           | 0                                  | (2,958)                         | (3,392)                        | (434)                             |
| Corporate Savings                           | 0                             | 0                             | 0                                | 0                         | 0                              | 0                                 | 0                                  | 0                               | 0                              | 0                                 |
| Revenue Contribution to Capital             | 3,804                         | 0                             | 3,804                            | 1,038                     | 4,842                          | 4,842                             | 0                                  | 3,487                           | 0                              | (3,487)                           |
| Contribution to / (from) Earmarked Reserves | (12,282)                      | 0                             | (12,282)                         | 10,789                    | (1,493)                        | (900)                             | 593                                | (17,464)                        | (18,802)                       | (1,338)                           |
| Contribution to / (from) General Reserves   | 0                             | 0                             | 0                                | 0                         | 0                              | 0                                 | 0                                  | 0                               | 0                              | 0                                 |
| <b>Net Expenditure / (Income)</b>           | <b>358,310</b>                | <b>(235,157)</b>              | <b>123,153</b>                   | <b>0</b>                  | <b>123,153</b>                 | <b>123,153</b>                    | <b>0</b>                           | <b>103,444</b>                  | <b>88,676</b>                  | <b>(14,768)</b>                   |

|                                    |               |          |               |               |          |
|------------------------------------|---------------|----------|---------------|---------------|----------|
| <b>Use of General Reserves</b>     |               |          |               |               |          |
| Balance as at 1 April 2017         | 11,000        |          | 11,000        | 11,000        | 0        |
| Use in Year                        | 0             | 0        | 0             | 0             | 0        |
| <b>Balance as at 31 March 2018</b> | <b>11,000</b> | <b>0</b> | <b>11,000</b> | <b>11,000</b> | <b>0</b> |

**General Fund Forecast 2017/18**  
**at 28 February 2018 - Period 11**  
**Leader**  
**Portfolio Holder - Cllr J Lamb**

| Service                                 | Gross<br>Expend<br>£'000 | Gross<br>Income<br>£'000 | Original<br>Budget<br>£'000 | Virement<br>£'000 | Latest<br>Budget<br>£'000 | Expected<br>Outturn<br>£'000 | Forecast<br>Variance<br>£'000 | Budget to<br>Date<br>£'000 | Spend to<br>Date<br>£'000 | To Date<br>Variance<br>£'000 |
|---|--------------------------|--------------------------|-----------------------------|-------------------|---------------------------|------------------------------|-------------------------------|----------------------------|---------------------------|------------------------------|
| a Corporate Subscriptions               | 73                       | 0                        | 73                          | 0                 | 73                        | 73                           | 0                             | 67                         | 74                        | 7                            |
| b Corporate and Non Distributable Costs | 1,764                    | (180)                    | 1,584                       | (749)             | 835                       | 765                          | (70)                          | 8,109                      | 7,766                     | (343)                        |
| c Emergency Planning                    | 85                       | 0                        | 85                          | 0                 | 85                        | 85                           | 0                             | 78                         | 72                        | (6)                          |
| d Strategy & Performance                | 645                      | 0                        | 645                         | 181               | 826                       | 816                          | (10)                          | 758                        | 745                       | (13)                         |
| <b>Total Net Budget for Portfolio</b>   | <b>2,567</b>             | <b>(180)</b>             | <b>2,387</b>                | <b>(568)</b>      | <b>1,819</b>              | <b>1,739</b>                 | <b>(80)</b>                   | <b>9,012</b>               | <b>8,657</b>              | <b>(355)</b>                 |

**Virements**

**£000**

Transfer from earmarked reserves

(700)

Allocation from Contingency

351

In year virements

(219)

(568)

**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Leader  
Portfolio Holder - Cllr J Lamb**

| Forecast Outturn Variance   | Year to Date Variance  |
|---|--|
| a.  |  |
| b. The Chief Executive post was vacant for the first three months of the year, resulting in an expected underspend of £45k against budget.<br>A forecast underspend of £25k on Debt Management Expenses (due to enhanced cash fees being deducted at source rather than by invoice). MMF favourably affected due to lower county party balances and reduced share of HRA debt management income | Year to date budgets for Corporate Initiatives and Pension Costs are currently underspent however due to the ad-hoc and high value nature it is not possible to forecast outturn with any degree of confidence |
| c.  |  |
| d Vacant post and hours   |  |

**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Culture, Tourism & the Economy  
Portfolio Holder - Cllr A Holland**

| Service   | Gross<br>Expend<br>£'000 | Gross<br>Income<br>£'000 | Original<br>Budget<br>£'000 | Virement<br>£'000 | Latest<br>Budget<br>£'000 | Expected<br>Outturn<br>£'000 | Forecast<br>Variance<br>£'000 | Budget to<br>Date<br>£'000 | Spend to<br>Date<br>£'000 | To Date<br>Variance<br>£'000 |
|---|--------------------------|--------------------------|-----------------------------|-------------------|---------------------------|------------------------------|-------------------------------|----------------------------|---------------------------|------------------------------|
| a Arts Development  | 554                      | (305)                    | 249                         | 4                 | 253                       | 298                          | 45                            | 291                        | 334                       | 43                           |
| b Amenity Services Organisation   | 3,615                    | (670)                    | 2,945                       | 4                 | 2,949                     | 3,049                        | 100                           | 2,744                      | 2,860                     | 116                          |
| c Culture Management  | 67                       | (6)                      | 61                          | 275               | 336                       | 336                          | 0                             | 326                        | 325                       | (1)                          |
| d Library Service   | 3,394                    | (394)                    | 3,000                       | (29)              | 2,971                     | 3,061                        | 90                            | 2,750                      | 2,932                     | 182                          |
| e Museums and Art Gallery   | 1,135                    | (68)                     | 1,067                       | (40)              | 1,027                     | 965                          | (62)                          | 954                        | 910                       | (44)                         |
| f Parks And Amenities Management  | 1,693                    | (665)                    | 1,028                       | 306               | 1,334                     | 1,404                        | 70                            | 1,250                      | 1,220                     | (30)                         |
| g Sports Development  | 53                       | 0                        | 53                          | 0                 | 53                        | 53                           | 0                             | 49                         | 41                        | (8)                          |
| h Sport and Leisure Facilities  | 615                      | (304)                    | 311                         | (78)              | 233                       | 233                          | 0                             | 188                        | 188                       | 0                            |
| i Southend Theatres   | 849                      | (27)                     | 822                         | (135)             | 687                       | 687                          | 0                             | 654                        | 659                       | 5                            |
| j Resort Services Pier and Foreshore<br>and Southend Marine Activity Centre | 2,689                    | (884)                    | 1,805                       | 77                | 1,882                     | 1,862                        | (20)                          | 1,747                      | 1,680                     | (67)                         |
| k Tourism   | 136                      | (18)                     | 118                         | (78)              | 40                        | 20                           | (20)                          | 38                         | 17                        | (21)                         |
| l Economic Development  | 571                      | (250)                    | 321                         | 71                | 392                       | 320                          | (72)                          | 339                        | 283                       | (56)                         |
| m Town Centre   | 210                      | (59)                     | 151                         | (2)               | 149                       | 129                          | (20)                          | 137                        | 88                        | (49)                         |
| n Better Queensway  | 0                        | 0                        | 0                           | 44                | 44                        | 44                           | 0                             | 44                         | 172                       | 128                          |
| o Climate Change  | 106                      | (43)                     | 63                          | 141               | 204                       | 207                          | 3                             | 206                        | 191                       | (15)                         |
| p Closed Circuit Television   | 450                      | (32)                     | 418                         | 11                | 429                       | 429                          | 0                             | 405                        | 428                       | 23                           |
| q Community Safety  | 213                      | (32)                     | 181                         | 0                 | 181                       | 172                          | (9)                           | 164                        | 141                       | (23)                         |
| <b>Total Net Budget for Portfolio</b>                                       | <b>16,350</b>            | <b>(3,757)</b>           | <b>12,593</b>               | <b>571</b>        | <b>13,164</b>             | <b>13,269</b>                | <b>105</b>                    | <b>12,286</b>              | <b>12,469</b>             | <b>183</b>                   |

**Virements**

**£000**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

335

49

187

**571**

**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Culture, Tourism & the Economy  
Portfolio Holder - Cllr A Holland**

| Forecast Outturn Variance   | Year to Date Variance   |
|---|---|
| a. A member of staff opted into the pension scheme resulting in an unanticipated increase in costs. Furthermore, the opening of Unit 21 has resulted in the café incurring some running costs. A profit share arrangement is in place which it is anticipated will generate some income to compensate this.   |   |
| b. The entire Grounds Maintenance service was brought in-house in January 2016 and the staffing saving which was to be made took longer to deliver than anticipated, however this is now finalised and will be delivered in full this year. One of the biggest challenges this year has been income generation. The service has lost a number of large contracts in 2017 which it has struggled to replace but the cost base has not been reduced to compensate for this. | Bulk of supplies purchased at the start of the year for use throughout. There has also been a reduction in income received to date. |
| c.  |   |
| d. The Library service has recently procured a new library management system which will deliver significant savings once it is implemented. Capital implementation costs will be incurred this year but the running costs for operating the system will be reduced from February 2018. The staff in the service regularly amend their working hours and as a result there is an anticipated underspend on staffing costs.   |   |
| e. Staff vacancies are forecasted to result in an underspend within the service as the vacant roles have only recently been advertised. Furthermore, there is anticipated to be an underspend on utility costs at the old Beecroft site whilst it remains vacant.   |   |
| f. The income generated from outdoor sports including golf has not been as favourable as anticipated, in part due to the reduction in sports teams across the Borough. Staff vacancies within the year have resulted in an underspend against the establishment. These vacant posts have now been filled and the team is fully staffed.   |   |
| g.  |   |
| h.  |   |
| i.  |   |
| j. Pier admission figures are higher than anticipated so far resulting in   |   |

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increased income to date. However, the installation of City Beach created a revenue pressure in relation to water testing and repairs and maintenance requirements to ensure that the hugely popular fountains remain operational throughout the year. The vast majority of the capital project was funded externally; however no on-going budget for maintaining the fountains was identified.

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k. Reduced support costs in relation to Special Events.

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l. Staff vacancies are forecasted to result in an underspend, however the vacant post has now been filled. There has been a delay in plans to support key growth sectors which has resulted in additional underspend.

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m.

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n.

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o.

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p.

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q. There is a staffing underspend in the Community Safety team as a result of a member of staff being on maternity leave.

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**General Fund Forecast 2017/18**  
**at 28 February 2018 - Period 11**  
**Corporate and Community Support**  
**Portfolio Holder - Cllr A Moring**

| <b>Service</b>                                 | <b>Gross<br/>Expend<br/>£'000</b> | <b>Gross<br/>Income<br/>£'000</b> | <b>Original<br/>Budget<br/>£'000</b> | <b>Virement<br/>£'000</b> | <b>Latest<br/>Budget<br/>£'000</b> | <b>Expected<br/>Outturn<br/>£'000</b> | <b>Forecast<br/>Variance<br/>£'000</b> | <b>Budget to<br/>Date<br/>£'000</b> | <b>Spend to<br/>Date<br/>£'000</b> | <b>To Date<br/>Variance<br/>£'000</b> |
|--|-----------------------------------|-----------------------------------|--------------------------------------|---------------------------|------------------------------------|---------------------------------------|--|-------------------------------------|------------------------------------|---------------------------------------|
| a Departmental Support for the Chief Executive | 771                               | 0                                 | 771                                  | (262)                     | 509                                | 499                                   | (10)                                   | 559                                 | 463                                | (96)                                  |
| b Accountancy                                  | 2,071                             | (352)                             | 1,719                                | (15)                      | 1,704                              | 1,629                                 | (75)                                   | 1,567                               | 1,482                              | (85)                                  |
| c Accounts Payable                             | 126                               | (5)                               | 121                                  | 0                         | 121                                | 101                                   | (20)                                   | 115                                 | 101                                | (14)                                  |
| d Accounts Receivable                          | 185                               | (75)                              | 110                                  | 0                         | 110                                | 110                                   | 0                                      | 101                                 | 105                                | 4                                     |
| e Insurance                                    | 155                               | (245)                             | (90)                                 | 0                         | (90)                               | (90)                                  | 0                                      | 125                                 | 128                                | 3                                     |
| f Asset Management                             | 383                               | (5)                               | 378                                  | 40                        | 418                                | 403                                   | (15)                                   | 385                                 | 368                                | (17)                                  |
| g Community Centres and Club 60                | 104                               | (1)                               | 103                                  | (11)                      | 92                                 | 92                                    | 0                                      | 85                                  | 87                                 | 2                                     |
| h Corporate and Industrial Estates             | 430                               | (2,611)                           | (2,181)                              | (856)                     | (3,037)                            | (3,122)                               | (85)                                   | (2,760)                             | (2,818)                            | (58)                                  |
| i Council Tax Admin                            | 854                               | (595)                             | 259                                  | 0                         | 259                                | 314                                   | 55                                     | 239                                 | 249                                | 10                                    |
| j Non Domestic Rates Collection                | 165                               | (305)                             | (140)                                | 30                        | (110)                              | (100)                                 | 10                                     | (121)                               | (120)                              | 1                                     |
| Housing Benefit and Council Tax Benefit        | 1,990                             | (1,195)                           | 795                                  | (283)                     | 512                                | 512                                   | 0                                      | 470                                 | 461                                | (9)                                   |
| k Admin  |                                   |                                   |                                      |                           |                                    |                                       |  |                                     |                                    |                                       |
| l Rent Benefit Payments                        | 98,947                            | (99,050)                          | (103)                                | 0                         | (103)                              | (103)                                 | 0                                      | (71)                                | (435)                              | (364)                                 |
| m Internal Audit & Corporate Fraud             | 835                               | (188)                             | 647                                  | 0                         | 647                                | 647                                   | 0                                      | 595                                 | 585                                | (10)                                  |
| n Buildings Management                         | 2,645                             | (113)                             | 2,532                                | (51)                      | 2,481                              | 2,681                                 | 200                                    | 2,393                               | 2,564                              | 171                                   |
| o Cemeteries and Crematorium                   | 1,263                             | (2,525)                           | (1,262)                              | (115)                     | (1,377)                            | (1,257)                               | 120                                    | (1,253)                             | (1,117)                            | 136                                   |
| p Customer Services Centre                     | 1,985                             | (290)                             | 1,695                                | 2                         | 1,697                              | 1,577                                 | (120)                                  | 1,555                               | 1,453                              | (102)                                 |
| q Dial A Ride Service                          | 122                               | (19)                              | 103                                  | (16)                      | 87                                 | 62                                    | (25)                                   | 79                                  | 63                                 | (16)                                  |
| r Registration of Births Deaths and Marriages  | 329                               | (371)                             | (42)                                 | 0                         | (42)                               | (27)                                  | 15                                     | (37)                                | (32)                               | 5                                     |
| s Transport Management                         | 160                               | 0                                 | 160                                  | 7                         | 167                                | 162                                   | (5)                                    | 154                                 | 150                                | (4)                                   |
| t Vehicle Fleet                                | 527                               | (344)                             | 183                                  | (4)                       | 179                                | 219                                   | 40                                     | 165                                 | 206                                | 41                                    |
| u Partnership Team                             | 277                               | 0                                 | 277                                  | (50)                      | 227                                | 207                                   | (20)                                   | 207                                 | 188                                | (19)                                  |
| v Support To Voluntary Sector                  | 779                               | 0                                 | 779                                  | 29                        | 808                                | 738                                   | (70)                                   | 741                                 | 678                                | (63)                                  |
| w Human Resources                              | 1,745                             | (497)                             | 1,248                                | 97                        | 1,345                              | 1,315                                 | (30)                                   | 1,234                               | 1,192                              | (42)                                  |
| x People & Organisational Development          | 406                               | (91)                              | 315                                  | (21)                      | 294                                | 254                                   | (40)                                   | 270                                 | 222                                | (48)                                  |
| y Tickfield Training Centre                    | 290                               | (97)                              | 193                                  | 20                        | 213                                | 188                                   | (25)                                   | 198                                 | 179                                | (19)                                  |
| z Democratic Services Support                  | 354                               | 0                                 | 354                                  | 10                        | 364                                | 344                                   | (20)                                   | 336                                 | 305                                | (31)                                  |
| aa Mayoralty                                   | 185                               | 0                                 | 185                                  | 11                        | 196                                | 211                                   | 15                                     | 183                                 | 189                                | 6                                     |
| ab Member Support                              | 705                               | 0                                 | 705                                  | 25                        | 730                                | 695                                   | (35)                                   | 671                                 | 632                                | (39)                                  |
| ac Elections and Electoral Registration        | 352                               | 0                                 | 352                                  | (121)                     | 231                                | 276                                   | 45                                     | 330                                 | 256                                | (74)                                  |

|  |                |                  |               |                |               |               |             |               |               |              |
|--|----------------|------------------|---------------|----------------|---------------|---------------|-------------|---------------|---------------|--------------|
| ad Local Land Charges                  | 192            | (297)            | (105)         | 0              | (105)         | (105)         | 0           | (93)          | (94)          | (1)          |
| ae Legal Services                      | 1,170          | (243)            | 927           | 230            | 1,157         | 1,207         | 50          | 1,069         | 1,071         | 2            |
| af Corporate Procurement               | 610            | 0                | 610           | 235            | 845           | 845           | 0           | 794           | 794           | 0            |
| ag Property Management and Maintenance | 567            | (109)            | 458           | (156)          | 302           | 317           | 15          | 409           | 494           | 85           |
| <b>Total Net Budget for Portfolio</b>  | <b>121,679</b> | <b>(109,623)</b> | <b>12,056</b> | <b>(1,225)</b> | <b>10,831</b> | <b>10,801</b> | <b>(30)</b> | <b>10,694</b> | <b>10,049</b> | <b>(645)</b> |

## Virements

£000

|                                  |                |
|----------------------------------|----------------|
| Transfer from earmarked reserves | (173)          |
| Allocation from Contingency      | (100)          |
| In year virements                | (952)          |
|                                  | <u>(1,225)</u> |



**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Corporate and Community Support  
Portfolio Holder - Cllr A Moring**

| Forecast Outturn Variance  | Year to Date Variance  |
|--|--|
| a. The full budget for the post of Director of Legal & Democratic Services will not be required.   |  |
| b. An underspend has stemmed from vacant posts in the Financial Planning and Control team, some of which have now been filled.   |  |
| c. Vacant post   |  |
| d.   |  |
| e.   |  |
| f. Budgeted post not filled  |  |
| g.   |  |
| h. Income for rentals is higher than forecast due to back-rent for the café at the Forum, the Cockle Sheds at Leigh, and Borough Combination Ground.   |  |
| i. The team have been tasked in year with User Acceptance Testing of the new Abavus system, the implementation of the PAN Essex Fraud software and the Single Person Discount Review. In order to meet collection targets, agency staff have been employed which is creating a pressure on the budget. |  |
| j. The income target for Court Costs raised relating to non-payment of Business Rates is not expected to be met  |  |
| k.   |  |
| l.   | Period 11 Benefits Monitoring is indicating that there will be an underspend which is understandable given the work the team have put in to lower the error rate. Any underspend will be transferred to Reserves at year end to provide a buffer for later audit findings.<br>The Benefits team are working to fully allocate the DHP grant by year-end. |
| m.   |  |
| n. Contract cleaning is forecast to overspend against budget. A review is currently underway to reduce this and any amendments will be reflected in future forecasts. Repairs and security costs are also expected to over spend.  | Repairs, security and Contract Cleaning are exceeding budget.  |

| Forecast Outturn Variance  | Year to Date Variance  |
|--|--|
| o. In 2017-18 the income budget was increased by £115k to reflect the new Pergola Walk project however due to various issues with the contractors, the start of this project has been delayed. There has also been an increase in Public Health Act funerals, resulting in increased costs. It was hoped that additional income from burials, cremations and memorials would compensate for the shortfall but at Period 11, this has not been realised and a pressure of £120k at outturn has now been forecast. |  |
| p. There is currently an underspend against salaries in the Customer Service team due to staff vacancies and capitalisation of salaries (due to the Abavus project work)   |  |
| q. Vacant post   |  |
| r. Income from weddings is lower than anticipated.   |  |
| s. Vacant hours  |  |
| t. Since the decommissioning of fuel tanks at Tickfield, income from Schools and South Essex Homes has reduced.  |  |
| u. The office expenses budget in the Partnership Team is unlikely to be spent which will result in an underspend to the team.  |  |
| v. Vacant hours.<br>The expenditure budget for grants will not be fully utilised   |  |
| w. Income from Suffolk County Council is over and above the costs incurred. These have been contained within the funding which was drawdown from Business Transformation Reserve to support agreed projects.   |  |
| x. The POD team have not fully utilised their Materials and Third Party training budgets but have exceeded their income raised for training fees. The effect of this is creating a forecast underspend in the team.  |  |
| y. Expenditure budgets for Hospitality invoices were miscoded and were charged to Tickfield rather than being reallocated. This has now been addressed and has highlighted an expected underspend for the team.  |  |
| z. Members' Scrutiny and Conference Expenses budgets are underspent. This is in line with last year's outturn so is expected to result in an underspend at the end of the year.  |  |
| aa. An overspend on running costs for Porters are being compensated by an underspend of Members Expenses   |  |
| ab. Members' National Insurance and Hospitality budgets are compensating an overspend on Mayoral Expenses  |  |
| ac. There is pressure on the Electoral Registrations budget due to unfunded staffing costs and an insufficient budget for Printing and Postage.  | 2017-18 is a fallow year for local elections with the exception of one by-election. As part of the budget process it was agreed that the underspend will be transferred to the Election Reserve at year-end. |

| Forecast Outturn Variance  | Year to Date Variance  |
|--|--|
| ad.  |  |
| ae. There has historically been insufficient budget to cover the costs of the shared Principal Solicitor which is contributing to a pressure of £30k on the employee budgets. Additionally the income budget will not be met resulting in a further £20k pressure. |  |
| af.  |  |
| ag. There has been a reduction in the number of schools commissioning property service to manage projects on their behalf since academisation.   | Staff time is still to be capitalised against a variety of capital projects. |

**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Housing, Planning & Sustainability  
Portfolio Holder - Cllr M Flewitt**

| Service                               | Gross<br>Expend<br>£'000 | Gross<br>Income<br>£'000 | Original<br>Budget<br>£'000 | Virement<br>£'000 | Latest<br>Budget<br>£'000 | Expected<br>Outturn<br>£'000 | Forecast<br>Variance<br>£'000 | Budget to<br>Date<br>£'000 | Spend to<br>Date<br>£'000 | To Date<br>Variance<br>£'000 |
|---------------------------------------|--------------------------|--------------------------|-----------------------------|-------------------|---------------------------|------------------------------|-------------------------------|----------------------------|---------------------------|------------------------------|
| <b>Housing</b>                        |                          |                          |                             |                   |                           |                              |                               |                            |                           |                              |
| a Strategy & Planning for Housing     | 164                      | 0                        | 164                         | (70)              | 94                        | 114                          | 20                            | 86                         | 84                        | (2)                          |
| b Private Sector Housing              | 2,734                    | (1,056)                  | 1,678                       | 143               | 1,821                     | 1,801                        | (20)                          | 1,435                      | 1,415                     | (20)                         |
| c Housing Needs & Homelessness        | 822                      | (534)                    | 288                         | (176)             | 112                       | 112                          | 0                             | 522                        | 581                       | 59                           |
| d Supporting People                   | 2,508                    | 0                        | 2,508                       | 25                | 2,533                     | 2,533                        | 0                             | 2,428                      | 2,455                     | 27                           |
| <b>Planning</b>                       |                          |                          |                             |                   |                           |                              |                               |                            |                           |                              |
| e Building Control                    | 400                      | (410)                    | (10)                        | 2                 | (8)                       | 65                           | 73                            | (8)                        | 60                        | 68                           |
| f Development Control                 | 862                      | (603)                    | 259                         | 2                 | 261                       | 213                          | (48)                          | 242                        | 202                       | (40)                         |
| g Regional and Local Town Plan        | 235                      | 0                        | 235                         | 0                 | 235                       | 228                          | (7)                           | 334                        | 316                       | (18)                         |
| <b>Total Net Budget for Portfolio</b> | <b>7,725</b>             | <b>(2,603)</b>           | <b>5,122</b>                | <b>(74)</b>       | <b>5,048</b>              | <b>5,066</b>                 | <b>18</b>                     | <b>5,039</b>               | <b>5,113</b>              | <b>74</b>                    |

**Virements**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

**£000**

(62)

30

(42)

**(74)**

**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Housing, Planning & Sustainability  
Portfolio Holder - Cllr M Flewitt**

| Forecast Outturn Variance   | Year to date Variance   |
|---|---|
| a. The capitalisation of salaries target is higher than the staff time so far capitalised up to period 10. This pressure is partly reduced by the Group Manager vacancy in the team.  |   |
| b. Forecast underspend on Private Sector Housing because of vacant posts in the team. The underspend has been partly reduced by inspection and enforcement income and agency costs.   |   |
| c.  |   |
| d.  |   |
| e. Pressure from agency staff costs and market supplements is likely to cause an overspend on the staffing budget in the Building Control team, This is being partially offset by income performing above expected levels.    |   |
| f. Development Control income has been received for a large scale planning application and this is offsetting pressure from agency staff costs and market supplements.  | Development Control income received for a large scale planning application. |
| g. Pressure from agency staff costs is likely to cause an overspend on the staffing budget in the Regional and Local Town Plan team. However, this is being offset by funding received in relation to a Playing Pitches Study |   |

**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Children and Learning  
Portfolio Holder - Cllr J Courtenay**

| <b>Service</b>  | <b>Gross<br/>Expend<br/>£'000</b> | <b>Gross Income<br/>£'000</b> | <b>Original<br/>Budget<br/>£'000</b> | <b>Virement<br/>£'000</b> | <b>Latest<br/>Budget<br/>£'000</b> | <b>Expected<br/>Outturn<br/>£'000</b> | <b>Forecast<br/>Variance<br/>£'000</b> | <b>Budget to<br/>Date<br/>£'000</b> | <b>Spend to<br/>Date<br/>£'000</b> | <b>To Date<br/>Variance<br/>£'000</b> |
|---|-----------------------------------|-------------------------------|--------------------------------------|---------------------------|------------------------------------|---------------------------------------|--|-------------------------------------|------------------------------------|---------------------------------------|
| <b><u>Retained</u></b>                                  |                                   |                               |                                      |                           |                                    |                                       |  |                                     |                                    |                                       |
| a Children Fieldwork Services                           | 4,246                             | 0                             | 4,246                                | 1,007                     | 5,253                              | 5,397                                 | 144                                    | 4,658                               | 5,002                              | 344                                   |
| b Children with Disabilities                            | 1,149                             | (169)                         | 980                                  | (300)                     | 680                                | 745                                   | 65                                     | 622                                 | 682                                | 60                                    |
| c Childrens Specialist Support and<br>Commissioning     | 2,456                             | (105)                         | 2,351                                | (42)                      | 2,309                              | 2,377                                 | 68                                     | 1,902                               | 2,004                              | 102                                   |
| d Inhouse Fostering and Adoption                        | 4,546                             | (191)                         | 4,355                                | 807                       | 5,162                              | 5,380                                 | 218                                    | 4,348                               | 4,698                              | 350                                   |
| e Leaving Care Placements and Resources                 | 1,031                             | (115)                         | 916                                  | 240                       | 1,156                              | 1,338                                 | 182                                    | 931                                 | 1,465                              | 534                                   |
| f Private Volunatary Independent provider<br>placements | 3,475                             | (120)                         | 3,355                                | 850                       | 4,205                              | 4,855                                 | 650                                    | 3,259                               | 4,450                              | 1,191                                 |
| g Early Help and Family Support                         | 1,534                             | (1,081)                       | 453                                  | 349                       | 802                                | 802                                   | 0                                      | 739                                 | 853                                | 114                                   |
| h Youth Offending Service                               | 1,906                             | (632)                         | 1,274                                | (54)                      | 1,220                              | 1,220                                 | 0                                      | 1,119                               | 1,079                              | (40)                                  |
| i Youth Service   | 1,067                             | (403)                         | 664                                  | (8)                       | 656                                | 656                                   | 0                                      | 600                                 | 532                                | (68)                                  |
| j School Suppport and Education Transport               | 9,037                             | (3,519)                       | 5,518                                | (5,873)                   | (355)                              | (445)                                 | (90)                                   | (752)                               | (565)                              | 187                                   |
| k Early Years Development and Child Care<br>Partnership | 10,769                            | (9,562)                       | 1,207                                | 50                        | 1,257                              | 1,257                                 | 0                                      | 1,152                               | 1,153                              | 1                                     |
| l High Needs Educational Funding                        | 15,052                            | (14,342)                      | 710                                  | 184                       | 894                                | 894                                   | 0                                      | 835                                 | 820                                | (15)                                  |
| <b><u>Delegated</u></b>                                 |                                   |                               |                                      |                           |                                    |                                       |  |                                     |                                    |                                       |
| n Maintained Schools Delegated Budgets                  | 39,420                            | (39,419)                      | 1                                    | (1)                       | 0                                  | 0                                     | 0                                      | 0                                   | 0                                  | 0                                     |
| o Southend Adult Community College                      | 3,393                             | (3,186)                       | 207                                  | (8)                       | 199                                | 199                                   | 0                                      | 182                                 | 177                                | (5)                                   |
| p Pupil Premium   | 6,147                             | (6,147)                       | 0                                    | 0                         | 0                                  | 0                                     | 0                                      | 0                                   | (31)                               | (31)                                  |
| <b>Total Net Budget for Portfolio</b>                   | <b>105,228</b>                    | <b>(78,991)</b>               | <b>26,237</b>                        | <b>(2,799)</b>            | <b>23,438</b>                      | <b>24,675</b>                         | <b>1,237</b>                           | <b>19,809</b>                       | <b>22,544</b>                      | <b>2,735</b>                          |

**Virements**

**£000**

|                                  |                |
|----------------------------------|----------------|
| Transfer from earmarked reserves | 1,534          |
| Allocation from Contingency      | 250            |
| In year virements                | (4,583)        |
|                                  | <u>(2,799)</u> |

**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Children and Learning  
Portfolio Holder - Cllr J Courtenay**

| Forecast Outturn Variance  | Year to Date Variance   |
|--|---|
| a. Staffing pressures in relation to Social Works running at full establishment including agency cover. Forecasts also indicate continued pressure on transport costs at the Marigold Assessment centre  | Reflecting year to date pressures on staffing costs and transport provision at the marigold assessment centre |
| b. Marginal overspend variance on Children with Disabilities   |   |
| c. Staff pressures in relation to plan and reviews, where the team is running at full establishment with agency cover.   | Reflecting year to date pressures on staffing costs   |
| d. Overspend pressures within Inhouse fostering care provision due to the increased numbers of children looked after and service running at increased capacity, and a marginal overspend on Adoption services.   |   |
| e. Overspend pressure on leaving care accommodation and support costs  | Reflecting Year to date pressures on leaving care accommodation and support costs                             |
| f. Overspend pressure due to increased Looked after children numbers during 2016/17 and into 2017/18. Additional financial pressures are also included due to high cost secured placements. Through the work of the Edge of Care team and the service, the service are undertaking measures to reduce further numbers of Children being taken into care by supporting the family to keep the child safe at home. | Year to date overspend on PVI reflecting current financial pressures.   |
| g.   |   |
| h.   |   |
| i.   |   |
| j. Underspend due to additional contributions for transporting out of borough pupils from other local authorities.   |   |
| k.   |   |
| l.   |   |
| m.   |   |



Whilst this report presents the Council's financial position, it must be noted there are significant financial pressures in the High Needs Dedicated School Grant (DSG) block funding. These financial pressures have continued into 2017/18 from 2016/17. An exceptional Education Board meeting was held on the 6<sup>th</sup> July 2017, to allocate the high needs funding for 2017/18 including required savings targets. Pressures have risen through increases in Education Health and Care plan (EHCP) top up funding due to an increase in pupils no.s supported, as well as increased top up funding awarded to Special Schools due to more pupils in higher paid top up bands. The Education Board, through the advice and guidance of the Finance and Resource sub group are tasked to work on a medium term 2 year financial plan to restore financial sustainability to the DSG. There is also a further DSG pressure in relation to the continual transfer of £0.5mil from the Schools block to Early Years block (agreed for 2018/19 only), The £0.5mil transfer is used to support the Quality and Sufficiency of Early Years provision. Papers will be presented to the Education Board in March 2018 and 2018/19, led by the Group Managers for both Early Years and High Needs to address these funding issues and present a way forward.

**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Health and Adult Social Care  
Portfolio Holder - Cllr L Salter**

| Service  | Gross<br>Expend<br>£'000 | Gross<br>Income<br>£'000 | Original<br>Budget<br>£'000 | Virement<br>£'000 | Latest<br>Budget<br>£'000 | Expected<br>Outturn<br>£'000 | Forecast<br>Variance<br>£'000 | Budget to<br>Date<br>£'000 | Spend to<br>Date<br>£'000 | To Date<br>Variance<br>£'000 |
|--|--------------------------|--------------------------|-----------------------------|-------------------|---------------------------|------------------------------|-------------------------------|----------------------------|---------------------------|------------------------------|
| <b>Adult Social Care</b>                       |                          |                          |                             |                   |                           |                              |                               |                            |                           |                              |
| a Adult Support Services and Management        | 224                      | 0                        | 224                         | 284               | 508                       | 438                          | (70)                          | 465                        | 550                       | 85                           |
| b Business Support Team                        | 2,120                    | (346)                    | 1,774                       | (150)             | 1,624                     | 1,635                        | 11                            | 1,490                      | 1,492                     | 2                            |
| c Strategy & Development                       | 1,797                    | (215)                    | 1,582                       | (56)              | 1,526                     | 1,526                        | 0                             | 1,439                      | 1,391                     | (48)                         |
| d People with a Learning Disability            | 14,383                   | (1,421)                  | 12,962                      | 16                | 12,978                    | 12,994                       | 16                            | 11,782                     | 11,812                    | 30                           |
| e People with Mental Health Needs              | 3,350                    | (167)                    | 3,183                       | 325               | 3,508                     | 3,675                        | 167                           | 3,124                      | 3,251                     | 127                          |
| f Older People                                 | 28,807                   | (14,592)                 | 14,215                      | 292               | 14,507                    | 14,802                       | 295                           | 13,002                     | 13,237                    | 235                          |
| g Other Community Services                     | 2,522                    | (865)                    | 1,657                       | (2,438)           | (781)                     | (706)                        | 75                            | 1,615                      | 1,514                     | (101)                        |
| h People with a Physical or Sensory Impairment | 4,572                    | (1,211)                  | 3,361                       | (138)             | 3,223                     | 2,990                        | (233)                         | 3,006                      | 2,787                     | (219)                        |
| i Service Strategy and Regulation              | 124                      | (69)                     | 55                          | 0                 | 55                        | 55                           | 0                             | 50                         | 50                        | 0                            |
| <b>Health</b>                                  |                          |                          |                             |                   |                           |                              |                               |                            |                           |                              |
| j Public Health                                | 6,991                    | (7,141)                  | (150)                       | (221)             | (371)                     | (371)                        | 0                             | (2,950)                    | (3,040)                   | (90)                         |
| k Drug and Alcohol Action Team                 | 2,313                    | (2,230)                  | 83                          | 79                | 162                       | 162                          | 0                             | (32)                       | (32)                      | 0                            |
| l Young Persons Drug and Alcohol Team          | 267                      | (265)                    | 2                           | 0                 | 2                         | 2                            | 0                             | (20)                       | (25)                      | (5)                          |
| <b>Total Net Budget for Portfolio</b>          | <b>67,470</b>            | <b>(28,522)</b>          | <b>38,948</b>               | <b>(2,007)</b>    | <b>36,941</b>             | <b>37,202</b>                | <b>261</b>                    | <b>32,971</b>              | <b>32,987</b>             | <b>16</b>                    |

**Virements**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

**£000**

(774)

22

(1,255)

**(2,007)**

**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Health and Adult Social Care  
Portfolio Holder - Cllr L Salter**

| Forecast Outturn Variance  | Year to Date Variance   |
|--|---|
| a. Health contribution towards Integrated Commissioning.   |   |
| b. Forecast variance mostly attributed to vacancy factor in the Business Support team.   |   |
| c.   |   |
| d. The forecast overspend is because of pressures on residential care and supported living placements.   |   |
| e. Outturn on Mental Health is showing a year end pressure of £167K. This is mainly due to budget pressures on care package costs, particularly in residential care.                         | Year to date overspending largely because of higher than anticipated residential care packages. |
| f. The forecast overspend is reflecting budget pressures on complex intensive homecare services and residential care. This forecast will be monitored closely during the financial year.     | Pressures on homecare and residential care packages.  |
| g. Forecasting a pressure on the Social work teams because they are currently not meeting the budgeted vacancy factor.   |   |
| h. Underspend mainly due to lower than estimated residential care placements and direct payments. There is also an underspend on staffing due to a vacancy in the occupational therapy team. |   |
| i.   |   |
| j.   |   |
| k.   |   |
| l.   |   |

**General Fund Forecast 2017/18**  
**at 28 February 2018 - Period 11**  
**Transport, Waste & Regulatory Services**  
**Portfolio Holder - Cllr T Cox**

| Service  | Gross<br>Expend<br>£'000 | Gross<br>Income<br>£'000 | Original<br>Budget<br>£'000 | Virement<br>£'000 | Latest<br>Budget<br>£'000 | Expected<br>Outturn<br>£'000 | Forecast<br>Variance<br>£'000 | Budget to<br>Date<br>£'000 | Spend to<br>Date<br>£'000 | To Date<br>Variance<br>£'000 |
|--|--------------------------|--------------------------|-----------------------------|-------------------|---------------------------|------------------------------|-------------------------------|----------------------------|---------------------------|------------------------------|
| <b><u>Transport</u></b>                              |                          |                          |                             |                   |                           |                              |                               |                            |                           |                              |
| a Highways Maintenance                               | 9,830                    | (2,048)                  | 7,782                       | (338)             | 7,444                     | 7,799                        | 355                           | 6,816                      | 7,384                     | 568                          |
| b Bridges and Structural Engineering                 | 412                      | 0                        | 412                         | 2                 | 414                       | 420                          | 6                             | 379                        | 385                       | 6                            |
| c Decriminalised Parking                             | 1,157                    | (1,666)                  | (509)                       | 0                 | (509)                     | (203)                        | 306                           | (395)                      | (102)                     | 293                          |
| d Car Parking Management                             | 1,031                    | (6,485)                  | (5,454)                     | 129               | (5,325)                   | (5,130)                      | 195                           | (4,894)                    | (4,655)                   | 239                          |
| e Concessionary Fares                                | 3,217                    | 0                        | 3,217                       | 90                | 3,307                     | 3,239                        | (68)                          | 3,262                      | 3,278                     | 16                           |
| f Passenger Transport                                | 400                      | (64)                     | 336                         | 18                | 354                       | 469                          | 115                           | 346                        | 433                       | 87                           |
| g Road Safety and School Crossing                    | 234                      | 0                        | 234                         | 0                 | 234                       | 234                          | 0                             | 163                        | 161                       | (2)                          |
| h Transport Planning                                 | 599                      | (854)                    | (255)                       | 10                | (245)                     | (112)                        | 133                           | 22                         | (327)                     | (349)                        |
| i Traffic and Parking Management                     | 503                      | (5)                      | 498                         | 127               | 625                       | 605                          | (20)                          | 573                        | 556                       | (17)                         |
| <b><u>Waste and Cleansing</u></b>                    |                          |                          |                             |                   |                           |                              |                               |                            |                           |                              |
| j Public Conveniences                                | 550                      | 0                        | 550                         | 0                 | 550                       | 510                          | (40)                          | 507                        | 416                       | (91)                         |
| k Waste Collection                                   | 4,393                    | 0                        | 4,393                       | 222               | 4,615                     | 4,515                        | (100)                         | 4,231                      | 4,161                     | (70)                         |
| l Waste Disposal                                     | 5,533                    | 0                        | 5,533                       | (158)             | 5,375                     | 4,475                        | (900)                         | 4,928                      | 3,888                     | (1,040)                      |
| m Street Cleansing                                   | 1,381                    | (7)                      | 1,374                       | (14)              | 1,360                     | 1,360                        | 0                             | 1,248                      | 1,232                     | (16)                         |
| n Household Recycling                                | 486                      | 0                        | 486                         | (16)              | 470                       | 470                          | 0                             | 431                        | 430                       | (1)                          |
| o Environmental Care                                 | 386                      | (4)                      | 382                         | (143)             | 239                       | 195                          | (44)                          | 218                        | 155                       | (63)                         |
| p Waste Management                                   | 487                      | 0                        | 487                         | (10)              | 477                       | (177)                        | (654)                         | 265                        | 275                       | 10                           |
| <b><u>Other Services</u></b>                         |                          |                          |                             |                   |                           |                              |                               |                            |                           |                              |
| q Flood and Sea Defence                              | 745                      | (11)                     | 734                         | (7)               | 727                       | 859                          | 132                           | 667                        | 796                       | 129                          |
| r Enterprise Tourism and Environment<br>Central Pool | 1,354                    | 0                        | 1,354                       | 16                | 1,370                     | 1,441                        | 71                            | 1,258                      | 1,350                     | 92                           |
| <b><u>Regulatory</u></b>                             |                          |                          |                             |                   |                           |                              |                               |                            |                           |                              |
| s Regulatory Business                                | 523                      | (11)                     | 512                         | 23                | 535                       | 535                          | 0                             | 491                        | 487                       | (4)                          |
| t Regulatory Licensing                               | 304                      | (433)                    | (129)                       | 227               | 98                        | 98                           | 0                             | 67                         | 64                        | (3)                          |
| u Regulatory Management                              | 227                      | 0                        | 227                         | 0                 | 227                       | 176                          | (51)                          | 206                        | 80                        | (126)                        |
| v Regulatory Protection                              | 244                      | (14)                     | 230                         | 30                | 260                       | 260                          | 0                             | 241                        | 249                       | 8                            |
| <b>Total Net Budget for Portfolio</b>                | <b>33,996</b>            | <b>(11,602)</b>          | <b>22,394</b>               | <b>208</b>        | <b>22,602</b>             | <b>22,038</b>                | <b>(564)</b>                  | <b>21,030</b>              | <b>20,696</b>             | <b>(334)</b>                 |

**Virements**

Transfer from/(to) earmarked reserves

**£000**

233

Allocation from Contingency

240

In year virements

(265)

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**208**

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**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Transport, Waste & Regulatory Services  
Portfolio Holder - Cllr T Cox**

| Forecast Outturn Variance   | Year to date Variance  |
|---|--|
| <p>a. Maintenance costs on street lighting have not fallen as steeply as expected and significant costs related to accident repairs mean there is a budget pressure to be borne by the service.</p> <p>There is a potential shortfall in income generated from highways licenses and pressure from agency/contractor staff covering establishment posts. Additionally there is an imbalance in the costs incurred carrying out highways maintenance which is considered to be rechargeable and the actual amounts recouped.</p> <p>The adverse weather conditions experienced at the end of February / beginning of March mean that stock levels for the winter service have reduced. As a result the underspend in the current year, although still likely, has been reduced. Budget provision is still available should there be a need to purchase more materials in the event of further cold weather.</p> <p>An additional £100k of expenditure has been agreed to tackle the increased number of potholes in the highway as a result of the adverse weather conditions.</p> <p>A small underspend is likely on Traffic Signals due to continuing benefits of the LED upgrade.</p> | <p>There is currently a shortfall in the income generated from licenses and also for recharging the cost of works in relation to road traffic incidents.</p> |
| <p>b. An old invoice from 2013 has recently been written off.</p>   |  |
| <p>c. A drop in the number of Parking Charge Notices issued for non-compliance has resulted in a fall in projected income levels. The service is working with the contractor to ensure this is as a result of increased compliance and not underperformance.</p>  |  |
| <p>d. Increased car parking income in the first five months of the year created a positive outlook, however the following four months were all lower than expected which is resulting in a projected shortfall at year end. This situation improved in January but the adverse weather conditions experienced at the end of February mean this month's income was once again lower than expected.</p>   | <p>Currently there is a shortfall in car parking income which is expected to improve between now and the end of the year.</p>                                |
| <p>e. The latest forecast information provided to us based on Q3 actuals means an underspend is expected due to reduced passenger numbers.</p>  |  |
| <p>f. Unfortunately the Travel Centre has been vandalised on a number of occasions and incidents of anti-social behaviour have resulted in the necessity to provide regular security patrols at the site in order to provide a</p>  | <p>Costs of security requirements at the Travel Centre continue to be above the budget provision available.</p>  |

|  |   |
|--|---|
| safe environment for bus users.  |   |
| g.   |   |
| h. Costs of additional streetworks inspectors via a contractor has caused an overspend. These inspectors were employed during a changeover from using contractor staff to employing permanent staff. This arrangement ended in September 2017. There is also a shortfall in the amount of income the service is generating from issuing permits and Fixed Penalty Notices.   | The South Essex Active Travel programme is currently behind the anticipated spend profile for the grant.  |
| i. A number of staff who are budgeted on the basis of delivering the capital programme have not charged as much time to capital as anticipated which is causing a revenue pressure. However this is being offset due to changes in the contributions to the Essex Safety Camera Partnership and a vacant post.   |   |
| j. Due to a review of meter readings within Public Conveniences, a number of credit notes have been received in relation to costs incurred in previous years.  | Due to a review of meter readings within Public Conveniences, a number of credit notes have been received in relation to costs incurred in previous years.  |
| k. Performance deductions have been made against the waste collection and cleansing contract as a result of elements of performance being below the targeted level.  |   |
| l. As a result of the Waste Mechanical Biological Treatment facility (MBT) remaining in a commissioning phase for longer than anticipated, the gate fee is still at a reduced rate which will result in a significant underspend this year. Our future waste disposal options are still being discussed with Essex County Council and as such, disposal costs in future years remain unquantified.<br><br>Due to changes in how the authority processes food waste, the organisation now generates income from this waste stream and this is having a positive effect on the waste budget. | As a result of the Waste Mechanical Biological Treatment facility (MBT) remaining in a commissioning phase for longer than anticipated, the gate fee is still at a reduced rate which will result in a significant underspend this year. Our future waste disposal options are still being discussed with Essex County Council and as such, disposal costs in future years remain unquantified. |
| m.   |   |
| n.   |   |
| o. Due to changes in staffing arrangements, standby pay is no longer paid to staff.  |   |
| p. As part of the draft agreement with Essex County Council relating to the Joint Working Agreement, SBC will still receive their share of the Waste Infrastructure Grant for the next 2 years which wasn't included in the original budget.   |   |
| q. Costs have been incurred due to the storage of spoil in relation to the flood defence scheme and the servicing of pumping stations across the Borough for which no budget provision was identified as a result of the capital works   | Costs have been incurred due to the storage of spoil in relation to the flood defence scheme, the servicing of pumping stations across the Borough and additional repair costs to maintain sea defences.  |

|   |   |
|---|---|
| to improve the assets. These are being partially offset by an underspend on staffing due to carrying vacancies. There have also been additional repair costs this year in relation to maintaining sea defences. |   |
| r.  | <p>The staffing saving as part of the 2017/18 budget setting will not be achieved this financial year resulting in a staffing pressure. This is expected to be addressed in time for the 2018/19 financial year. An additional one off pressure has also been caused due to the Pay Policy review in relation to Director salaries.</p> <p>The staffing saving as part of the 2017/18 budget setting will not be achieved this financial year resulting in a staffing pressure. This is expected to be addressed in time for the 2018/19 financial year. An additional one off pressure has also been caused due to the Pay Policy review in relation to Director salaries.</p> |
| s.  |   |
| t.  |   |
| u.  | <p>A number of posts remain vacant within the Regulatory Services team and 2 members of staff have been on maternity leave. Although agency staff have been utilised in part to backfill some of these vacancies, an underspend in staffing costs will remain at the end of the financial year.</p> <p>Income has been received which will relate to future years.</p>  |
| v.  |   |



**General Fund Forecast 2017/18**  
**at 28 February 2018 - Period 11**  
**Technology**  
**Portfolio Holder - Cllr T Byford**

| Service  | Gross<br>Expend<br>£'000 | Gross<br>Income<br>£'000 | Original<br>Budget<br>£'000 | Virement<br>£'000 | Latest<br>Budget<br>£'000 | Expected<br>Outturn<br>£'000 | Forecast<br>Variance<br>£'000 | Budget to<br>Date<br>£'000 | Spend to<br>Date<br>£'000 | To Date<br>Variance<br>£'000 |
|--|--------------------------|--------------------------|-----------------------------|-------------------|---------------------------|------------------------------|-------------------------------|----------------------------|---------------------------|------------------------------|
| Information Communications and<br>a Technology | 5,354                    | (971)                    | 4,383                       | 557               | 4,940                     | 4,900                        | (40)                          | 4,552                      | 4,442                     | (110)                        |
| <b>Total Net Budget for Portfolio</b>          | <b>5,354</b>             | <b>(971)</b>             | <b>4,383</b>                | <b>557</b>        | <b>4,940</b>              | <b>4,900</b>                 | <b>(40)</b>                   | <b>4,552</b>               | <b>4,442</b>              | <b>(110)</b>                 |

**Virements**

Transfer from/(to) earmarked reserves  
Allocation from Contingency  
In year virements

|  |                   |
|--|-------------------|
|  | <b>£000</b>       |
|  | 364               |
|  | 5                 |
|  | 188               |
|  | <u><b>557</b></u> |

**General Fund Forecast 2017/18  
at 28 February 2018 - Period 11  
Technology  
Portfolio Holder - Cllr T Byford**

| Forecast Outturn Variance  | Year to date Variance |
|--|-----------------------|
| a. Surplus generated from increased Network recharges to schools. This is a one-off only, as £80k has already been identified as a saving for 2018-19. |                       |

**Housing Revenue Account Forecast 2017/18**  
**at 28 February 2018 - Period 11**  
**Deputy Chief Executive - Simon Leftley**

| Description                                 | Original Budget<br>£'000 | Virement<br>£'000 | Latest Budget<br>£'000 | Initial Outturn<br>£'000 | Management Action<br>£'000 | Expected Outturn<br>£'000 | Forecast Variance<br>£'000 | Budget to Date<br>£'000 | Spend to Date<br>£'000 | To Date Variance<br>£'000 |
|---|--------------------------|-------------------|------------------------|--------------------------|----------------------------|---------------------------|----------------------------|-------------------------|------------------------|---------------------------|
| a Employees                                 | 215                      | 0                 | 215                    | 221                      | 0                          | 221                       | 6                          | 197                     | 204                    | 7                         |
| b Premises (Excluding Repairs)              | 732                      | 0                 | 732                    | 761                      | 0                          | 761                       | 29                         | 671                     | 684                    | 13                        |
| c Repairs                                   | 4,831                    | 0                 | 4,831                  | 5,061                    | 0                          | 5,061                     | 230                        | 4,459                   | 4,689                  | 230                       |
| d Supplies & Services                       | 68                       | 0                 | 68                     | 68                       | 0                          | 68                        | 0                          | 62                      | 40                     | (22)                      |
| e Management Fee                            | 5,827                    | 0                 | 5,827                  | 5,827                    | 0                          | 5,827                     | 0                          | 5,379                   | 5,379                  | 0                         |
| f MATS                                      | 1,124                    | 0                 | 1,124                  | 1,124                    | 0                          | 1,124                     | 0                          | 1,030                   | 1,030                  | (0)                       |
| g Provision for Bad Debts                   | 383                      | 0                 | 383                    | 383                      | 0                          | 383                       | 0                          | 0                       | 0                      | 0                         |
| h Capital Financing Charges                 | 11,364                   | 0                 | 11,364                 | 10,000                   | 0                          | 10,000                    | (1,364)                    | 9,167                   | 7,635                  | (1,532)                   |
| <b>Expenditure</b>                          | <b>24,544</b>            | <b>0</b>          | <b>24,544</b>          | <b>23,445</b>            | <b>0</b>                   | <b>23,445</b>             | <b>(1,099)</b>             | <b>20,966</b>           | <b>7,360</b>           | <b>(1,305)</b>            |
| i Fees & Charges                            | (393)                    | 0                 | (393)                  | (435)                    | 0                          | (435)                     | (42)                       | (393)                   | (403)                  | (10)                      |
| j Rents                                     | (26,673)                 | 0                 | (26,673)               | (27,023)                 | 0                          | (27,023)                  | (350)                      | (24,108)                | (24,597)               | (489)                     |
| k Other                                     | (277)                    | 0                 | (277)                  | (377)                    | 0                          | (377)                     | (100)                      | (265)                   | (369)                  | (104)                     |
| l Interest                                  | (135)                    | 0                 | (135)                  | (158)                    | 0                          | (158)                     | (23)                       | (124)                   | (145)                  | (21)                      |
| m Recharges                                 | (459)                    | 0                 | (459)                  | (401)                    | 0                          | (401)                     | 58                         | (421)                   | (368)                  | 53                        |
| <b>Income</b>                               | <b>(27,936)</b>          | <b>0</b>          | <b>(27,936)</b>        | <b>(28,393)</b>          | <b>0</b>                   | <b>(28,393)</b>           | <b>(457)</b>               | <b>(25,310)</b>         | <b>(9,660)</b>         | <b>(572)</b>              |
| n Appropriation to Earmarked reserves       | 3,392                    | 0                 | 3,392                  | 4,948                    | 0                          | 4,948                     | 1,556                      | 3,392                   | 5,416                  | 2,024                     |
| o Statutory Mitigation on Capital Financing | 0                        | 0                 | 0                      | 0                        | 0                          | 0                         | 0                          | 0                       | 0                      | 0                         |
| <b>Net Expenditure / (Income)</b>           | <b>0</b>                 | <b>0</b>          | <b>0</b>               | <b>0</b>                 | <b>0</b>                   | <b>0</b>                  | <b>0</b>                   | <b>(953)</b>            | <b>3,115</b>           | <b>148</b>                |
| <b>Use of Reserves</b>                      |                          |                   |                        |                          |                            |                           |                            |                         |                        |                           |
| Balance as at 1 April 2017                  | 3,502                    | 0                 | 3,502                  | 3,502                    | 0                          | 3,502                     | 0                          |                         |                        |                           |
| Use in Year                                 | 0                        | 0                 | 0                      | 0                        | 0                          | 0                         | 0                          |                         |                        |                           |
| <b>Balance as at 31 March 2018</b>          | <b>3,502</b>             | <b>0</b>          | <b>3,502</b>           | <b>3,502</b>             | <b>0</b>                   | <b>3,502</b>              | <b>0</b>                   |                         |                        |                           |

| Forecast Outturn Variance | Year to Date Variance   |
|---------------------------|---|
| a.                        |   |
| b.                        | Resident patrol services at Victoria Ward partially offset by lower council tax on void properties.                 |
| c.                        | Pressure because of a market uplift to the repairs contract.  |
| d.                        |   |
| e.                        |   |
| f.                        |   |
| g.                        |   |
| h.                        | Actual depreciation charge is lower than estimated in the budget because of an underspend on the capital programme. |
| i.                        |   |
| j.                        | Rental income is higher than estimated because of a lower number of voids than allowed for in the budget.           |
| k.                        | Other income is higher than target because of an increase in privately funded Careline.                             |
| l.                        | HRA's share of interest received on investments is higher than estimated in the budget.                             |
| m.                        |   |
| n.                        | Underspend will be transferred to the HRA capital investment reserve.   |
| o.                        |   |



**Capital Programme Budget  
Monitoring 2017/18**

**Period 11**

**as at 28<sup>th</sup> February 2018  
Departmental Summary**

## Capital Programme Monitoring Report – February 2018

### 1. Overall Budget Performance

The revised Capital budget for the 2017/18 financial year is £64.324million which includes all changes agreed at February Cabinet. Actual capital spend at 28<sup>th</sup> February is £46.001million representing approximately 72% of the revised budget. This is shown in Appendix 1. (Outstanding creditors totalling £0.414million have been removed from this figure).

The expenditure to date has been projected to year end and the outturn position is forecast to reflect the Project Manager's realistic expectation. This is broken down by Department as follows:

| Department                    | Revised Budget 2017/18<br>£'000 | Outturn to 28 February 2017/18<br>£'000 | Expected outturn 2017/18<br>£'000 | Latest Expected Variance to Revised Budget 2017/18<br>£'000 | Previous Expected Variance to Revised Budget 2017/18<br>£'000 |
|-------------------------------|---------------------------------|---|-----------------------------------|---|---|
| Chief Executive               | 24,929                          | 17,466                                  | 24,994                            | 65  | -   |
| People                        | 7,709                           | 7,009                                   | 7,679                             | (30)  | -   |
| Place                         | 25,131                          | 17,464                                  | 21,612                            | (3,519)   | -   |
| Housing Revenue Account (HRA) | 6,555                           | 4,062                                   | 6,555                             | -   | -   |
| <b>Total</b>                  | <b>64,324</b>                   | <b>46,001</b>                           | <b>60,840</b>                     | <b>(3,484)</b>  | <b>-</b>  |

The capital programme is expected to be financed as follows:

| Department                      | Council Budget<br>£'000 | External Funding      |  | Total Budget<br>£'000 |
|---------------------------------|-------------------------|-----------------------|--|-----------------------|
|                                 |                         | Grant Budget<br>£'000 | Developer & Other Contributions<br>£'000 |                       |
| Chief Executive                 | 24,923                  | -                     | 6  | <b>24,929</b>         |
| People                          | 230                     | 7,479                 | -  | <b>7,709</b>          |
| Place                           | 13,813                  | 10,704                | 614                                      | <b>25,131</b>         |
| Housing Revenue Account (HRA)   | 6,250                   | -                     | 305                                      | <b>6,555</b>          |
| <b>Total</b>                    | <b>45,216</b>           | <b>18,183</b>         | <b>925</b>                               | <b>64,324</b>         |
| As a percentage of total budget | 70.3%                   | 28.3%                 | 1.4%                                     |                       |

The funding mix for the total programme could change depending on how much grant and external contributions are received by the Council by the end of the year.

The grants and external contributions position to 28<sup>th</sup> February is as follows:

| Department                    | Grant Budget  | Developer & Other Contributions Budget | Total external funding budget | External funding received | External funding outstanding |
|-------------------------------|---------------|--|-------------------------------|---------------------------|------------------------------|
|                               | £'000         | £'000                                  | £'000                         | £'000                     | £'000                        |
| Chief Executive               | -             | 6                                      | 6                             | -                         | 6                            |
| People                        | 7,479         | -                                      | 7,479                         | 4,286                     | 3,193                        |
| Place                         | 10,704        | 614                                    | 11,318                        | 9,727                     | 1,591                        |
| Housing Revenue Account (HRA) | -             | 305                                    | 305                           | 305                       | -                            |
| <b>Total</b>                  | <b>18,183</b> | <b>925</b>                             | <b>19,108</b>                 | <b>14,318</b>             | <b>4,790</b>                 |

## 2. Department Budget Performance

### Department of the Chief Executive

The revised capital budget for the Department of the Chief Executive is £24.929million. The budget is distributed across various scheme areas as follows:

| Department of the Chief Executive | Revised Budget 2017/18 £'000 | Outturn to 28 February 2017/18 £'000 | Expected outturn 2017/18 £'000 | Latest Forecast Variance to Year End 2017/18 £'000 | Previous Forecast Variance to Year End 2017/18 £'000 |
|-----------------------------------|------------------------------|--------------------------------------|--------------------------------|--|--|
| Asset Management (Property)       | 24,180                       | 16,693                               | 24,180                         | -  | -  |
| Transformation                    | 376                          | 441                                  | 441                            | 65   | -  |
| Cemeteries & Crematorium          | 362                          | 332                                  | 362                            | -  | -  |
| <b>Subtotal</b>                   | <b>24,918</b>                | <b>17,466</b>                        | <b>24,983</b>                  | <b>65</b>  | <b>-</b>   |
| Priority Works (see table)        | 11                           | -                                    | 11                             | -  | -  |
| <b>Total</b>                      | <b>24,929</b>                | <b>17,466</b>                        | <b>24,994</b>                  | <b>65</b>  | <b>-</b>   |

| Priority Works                          | £'000 |
|---|-------|
| Budget available                        | 500   |
| Less budget allocated to agreed schemes | (489) |
| Remaining budget                        | 11    |

Actual spend at 28<sup>th</sup> February stands at £17.466million. This represents 70% of the total available budget.

#### Asset Management (Property)

The new beach huts have now been completed and handed over. The lettings process is now underway with four already sold and the remainder in the process of being marketed.

The works on the demolition of the former WCs at Darlows Green are currently pending tender returns.

The demolition works on Leigh Cliffs Public Toilets have all been commissioned.

A further Commercial Property acquisition at Fossetts Farm has completed during March 2018 which will utilise this budget in full for 2017/18.

#### Transformation

The integration complexities on the Channel Shift project have delayed the GoLive of the revenues & benefits element of the portal and work is currently being carried out to deliver



the agreed solution. There is no specific GoLive date and subsequently decommission of Gandlake, therefore the contract has been extended until the end of March. Phase two has commenced with requirements being finalised and agreed by the end of March.

An accelerated delivery of £65k will be requested in the report to June Cabinet.

### **Cemeteries and Crematorium**

The contract to replace electrical switch gear at the Crematorium has now been awarded and a start date is to be agreed.

The Pergola Walk Memorial scheme is almost complete except for the procurement of floral tribute stands and the delivery of the vases.

### **Priority Works**

The Priority works provision budget currently has £11k remaining unallocated.

### **Summary**

An accelerated delivery request of £65k will be included in the report to June Cabinet.

## Department for People

The revised Department for People budget totals £7.709million.

| Department for People               | Revised Budget 2017/18 £'000 | Outturn to 28 February 2017/18 £'000 | Expected outturn 2017/18 £'000 | Latest Expected Variance to Year End 2017/18 £'000 | Previous Expected Variance to Year End 2017/18 £'000 |
|-------------------------------------|------------------------------|--------------------------------------|--------------------------------|--|--|
| Adult Social Care                   | 697                          | 270                                  | 627                            | (70)   | -  |
| General Fund Housing                | 1,510                        | 934                                  | 1,000                          | (510)  | -  |
| Condition Schemes                   | 563                          | 461                                  | 563                            | -  | -  |
| Devolved Formula Capital            | 173                          | 172                                  | 173                            | -  | -  |
| Early Years                         | 204                          | 242                                  | 244                            | 40   | -  |
| Primary and Secondary School Places | 4,562                        | 4,930                                | 5,072                          | 510  | -  |
| <b>Total</b>                        | <b>7,709</b>                 | <b>7,009</b>                         | <b>7,679</b>                   | <b>(30)</b>  | <b>-</b>   |

Actual spend at 28<sup>th</sup> February stands at £7.009million. This represents 91% of the total available budget.

### Adult Social Care

The Community Capacity grant is used to enable vulnerable individuals to remain in their own homes and to assist in avoiding delayed discharges from hospital. Plans for 2017/18 include project management for social care redesign, costs of sheltered housing review outcomes, development of independent living centre and investment in technology and equipment to promote independence.

The £70k budget on the Learning Management System scheme will not be required until 2018/19 therefore a carry forward request will be included in the report to June Cabinet.

### General Fund Housing

The Private Sector Renewal scheme is in place to ensure that the private sector stock is kept in a good condition to enable the authority to assist its most vulnerable residents. Activity has been minimal in 2017/18 therefore budget of £10k will be included as a carry forward request in the report to June Cabinet.

The adaptations framework on the Disabled Facilities scheme has encountered some issues during the procurement process. This is now in the process of being re-tendered and budget of £500k will be included in the report to June Cabinet.

### Condition Schemes

A budget of £563k has been allocated to address larger condition projects in schools where the cost is over the schools capabilities to fund. Most of these works have been undertaken over the school summer holidays to minimise disruption to the schools. Retentions of £15k are being held for works completed last year at five primary schools.

## **Devolved Formula Capital**

This is an annual devolution of dedicated capital grant to all maintained schools. The grant for 2017/18 is £173k. This grant amount will reduce as further maintained schools convert to academy status.

## **Early Years**

The Department for Education released some funding for Early Years expansion at Edwards Hall, Friars and Small Friends. Works at both Edwards Hall and Small Friends are now complete with the budget for Friars already carried forward into 2018/19. A contribution of £40k from Edwards Hall School will cover the over spend on this scheme and will be added to the budget in the report to June Cabinet.

## **Primary and Secondary School Places**

The primary expansion programme is now complete with final retention payments of £40k being held against three projects until the twelve month snagging period is over. A watching brief of demand against availability will be kept. If a need is identified, a further expansion of primary places will be explored to ensure that the council's statutory duty to provide a good school place for all those that request it can be met.

A secondary expansion programme is progressing to ensure that the extra places supplied in primary are matched in secondary as they are needed. The contractors are on site at Shoburyness High School and the building works are progressing. St Thomas Moore are addressing conditions from their planning permission application and have now appointed a main contractor. Two other secondary schools are preparing to tender for internal remodelling works during the summer period and two further schools are starting feasibility studies. Works at the Wentworth Road site and Southchurch High School are also underway. An accelerated delivery of £510k will be included in the report to June Cabinet.

## **Summary**

Carry forward requests to be included in the report to June Cabinet include Learning Management System for £70k, Private Sector Renewal for £10k and Disabled Facilities for £500k.

An accelerated delivery of £510k will be included for the Provision for Secondary School Places scheme in the report to June Cabinet.

A budget of £40k will also be added to the Edwards Hall Early Years Scheme.

## Department for Place

The revised capital budget for the Department for Place is £25.131million. This includes all changes approved at February Cabinet. The budget is distributed across various scheme areas as follows:

| Department for Place                     | Revised Budget 2017/18 £'000 | Outturn to 28 February 2017/18 £'000 | Expected outturn 2017/18 £'000 | Latest Expected Variance to Year End 2017/18 £'000 | Previous Expected Variance to Year End 2017/18 £'000 |
|--|------------------------------|--------------------------------------|--------------------------------|--|--|
| Culture - Leisure                        | 190                          | 11                                   | 76                             | (114)  | -  |
| Culture - Parks                          | 147                          | 138                                  | 138                            | (9)  | -  |
| Culture - Libraries                      | 35                           | 273                                  | 35                             | -  | -  |
| Culture - Theatres                       | 235                          | 115                                  | 150                            | (85)   | -  |
| Culture - Museums                        | 751                          | 193                                  | 201                            | (550)  | -  |
| Other Culture                            | 514                          | 479                                  | 454                            | (60)   | -  |
| Culture S106 Agreements                  | 175                          | 53                                   | 57                             | (118)  | -  |
| ICT Programme                            | 3,137                        | 2,397                                | 3,016                          | (121)  | -  |
| Airport Business Park                    | 3,117                        | 2,131                                | 2,407                          | (710)  | -  |
| Better Queensway – Regeneration          | 628                          | 297                                  | 573                            | (55)   | -  |
| Incubation Centre                        | 8                            | 3                                    | 3                              | (5)  | -  |
| Other Enterprise, Tourism & Regeneration | 59                           | 24                                   | 59                             | -  | -  |
| Southend Pier                            | 2,479                        | 1,072                                | 1,009                          | (1,470)  | -  |
| Coastal Defence & Foreshore              | 277                          | 175                                  | 277                            | -  | -  |
| Highways and Infrastructure              | 6,284                        | 5,181                                | 6,284                          | -  | -  |
| Highways S106 Agreements                 | 246                          | 11                                   | 24                             | (222)  | -  |
| Parking Management                       | 492                          | 194                                  | 492                            | -  | -  |
| Section 38, 278 & 78 Agreements / CIL    | 104                          | 44                                   | 104                            | -  | -  |
| Local Transport Plan                     | 1,908                        | 1,758                                | 1,908                          | -  | -  |
| Local Growth Fund                        | 3,822                        | 2,576                                | 3,822                          | -  | -  |
| Community Safety                         | 20                           | 17                                   | 20                             | -  | -  |
| Transport                                | 118                          | 35                                   | 118                            | -  | -  |
| Energy Saving Projects                   | 385                          | 287                                  | 385                            | -  | -  |
| <b>Total</b>                             | <b>25,131</b>                | <b>17,464</b>                        | <b>21,612</b>                  | <b>(3,519)</b>                                     | <b>-</b>   |

Actual spend at 28<sup>th</sup> February stands at £17.464million. This represents 69% of the total available budget.

## **Culture**

Test patches have been completed on the external refurbishment of the Cliffs Pavilion and a final quote is to be provided. The completion of this scheme is weather dependant and unlikely to complete before the end of the financial year. A carry forward request of £60k will therefore be included in the report to June Cabinet.

The first lot of works on the Chase Sports and Fitness Centre light fitting replacement took place during the February half term with the remaining works to take place during the Easter holidays. Therefore a carry forward request of £69k will be included in the report to June Cabinet.

Recent weather conditions have meant that the replacement of handrails on Southend Cliffs has stopped for the time being. Works will continue in the new financial year therefore a carry forward request of £5k will be included in the report to June Cabinet.

A carry forward request on the replacement hammer cage at Southend Leisure and Tennis Centre of £30k will be included in the report to June Cabinet to continue the works into 2018/19.

The contractors commenced on site at Southend Leisure and Tennis Centre for the Building Management System Control works on 30<sup>th</sup> January. Works will continue into 2018/19 therefore a carry forward request of £10k will be included in the report to June Cabinet.

The contractor is now on site at Leigh Library Gardens and the works are due to be completed during March before the reinstatement works can take place. These works are dependent on the weather conditions over the next few months.

Installation of the remaining play equipment at Sidmouth Park will take place in the new financial year therefore a carry forward request of £9k will be included in the report to June Cabinet.

Only the design fees have been incurred on the Palace Theatre Air Handling Units scheme this financial year therefore the remaining budget of £10k will be included as a carry forward request in the report to June Cabinet.

The tender for the replacement of the asbestos stage safety curtain at the Palace Theatre went out to tender on 14<sup>th</sup> March therefore it is unlikely that any works will commence in 2017/18. The remaining budget of £15k will therefore be included as a carry forward request in the report to June Cabinet.

The technical design stage is underway on the New Museum Gateway Review scheme but it is unlikely that the scheme will progress much further in 2017/18. Budget of £550k will therefore be included as a carry forward request in the report to June Cabinet.

The tender for the Energy Improvement in Culture Property Assets scheme is imminent but the works are unlikely to take place in 2017/18. Therefore the budget of £55k will be included as a carry forward request in the report to June Cabinet.

The final projects have been confirmed for the Make Southend Sparkle Initiative but they are unlikely to take place in 2017/18 therefore the remaining budget of £5k will be included as a carry forward request in the report to June Cabinet.

Various Culture S106 schemes have not yet commenced therefore budgets totalling £118k will be included as a carry forward request in the report to June Cabinet.

## **ICT**

There has been a delay in commissioning a Cyber Security consultant for the Barracuda Replacement scheme which is now likely to take place in 2018/19. Therefore the budget of £30k will be included in the report to June Cabinet.

The ICT Central Government IT Security Compliance scheme is being used to cover Cyber Security needs which includes penetration testing. The remaining budget of £20k will be included as a carry forward request in the report to June Cabinet to continue the works into 2018/19.

Tender documents are to be finalised for the Phones Migration and Re-tender scheme with the intention of issuing these during March.

All build stages with the exception of Wireless LAN and Guest WIFI are now complete on the Data Centre. Documentation for completed work streams have been received and are being reviewed. Configuration of Wireless LAN and Guest WIFI are in progress with the supplier and a testing room has now been set up.

The full budget of £4k for the DEFRA Inspire scheme will be included as a carry forward request in the report to June Cabinet.

Further carry forwards required on the ICT capital programme include the Intelligence Hub for £32k, Phones Migration and Re-tender for £9k and EPOS system for 26k.

## **Airport Business Park**

The Partnership board was held on 15<sup>th</sup> February to report on programme activity for the Rugby Clubhouse build and confirmation from Essex County Council archaeology that a reduced scope can be used for the remaining works. Significant work is being carried out with the Council's procurement team alongside the contractor to ensure re-procurement of utilities is Local Growth Fund compliant. A carry forward request of £710k is expected in the report to June Cabinet to continue works in 2018/19.

## **Better Queensway - Regeneration**

The report agreed by full Council on 22<sup>nd</sup> February has agreed final parameters for procurement and approved commencement of the procurement process. The Better Queensway board are signing off the final procurement documentation over coming weeks with a plan in place to launch on 22<sup>nd</sup> March. Specialist advisors are active during this time in finalising documentation and preparing for the procurement process. A carry forward request of £55k will be included in the report to June Cabinet.

## **Incubation Centre**

The Hive has put forward a proposal for using the funding which is being considered by Asset Management and Property Services. A full business case from the Hive will be submitted for consideration by the Council if the principal is found to be agreeable. No further spend is expected in 2017/18 therefore a carry forward request of £5k will be included in the report to June Cabinet.

## **Other Enterprise, Tourism and Regeneration**

Other schemes include a budget for Resorts assets which has funded purchases of benches, high security litter bins and picnic units.

## **Southend Pier**

The current spend projections on all pier schemes are subject to favourable weather conditions.

The phase one works of the bearing refurbishment went out to tender on 5<sup>th</sup> February and bids are due back in March. Works are anticipated to start towards the end of April therefore £400k of the current budget will be included as a carry forward request in the report to June Cabinet.

The consultant working on the Pier condition works has completed the condition survey and the report will be issued during March. The tender for the timber decking purchase will be going out again therefore delaying these works until 2018/19. As a result, budget of £730k will be included in the report to June Cabinet as a carry forward request.

In light of the surveys for the Pier Entrance Enhancement scheme, the project is currently being reconsidered. It is now expected to commence on site during October/November 2018 therefore the full budget of £150k will be included as a carry forward request in the report to June Cabinet.

Architect and Quantity Surveyor works have commenced on the Pier Pavilion Design scheme and an accelerated delivery request of £10k will be included in the report to June Cabinet to meet costs incurred ahead of the original forecast.

A consultant has been appointed on the Prince George Extension scheme to prepare tender documents and drawings and costs have exceeded the original forecast for the year. An accelerated delivery request of £40k will be included in the report to June Cabinet.

A consultant has now been appointed on the Timber Outer Pier Head works and tender documents and drawings are to commence shortly. A carry forward request of £240k will be included in the report to June Cabinet to continue works into 2018/19.

## **Coastal Defence and Foreshore**

A budget for improving the resilience of the borough to flooding from extreme weather events has been included in the 2017/18 capital programme. Works have now commenced at Harp House and the other main areas to be worked on include the airport, City Beach and Shoebury Common.

## **Highways and Infrastructure**

A couple of large maintenance schemes are taking place during March which will complete the highways maintenance programme for 2017/18.

The Street Lighting budget is a multi-million pound, multi-year scheme to be part funded by the Challenge Fund from the Department for Transport. The Department for Transport have agreed a revised completion date of 31<sup>st</sup> March 2018 with a programme in place to replace concrete columns in the remaining roads and some heritage lanterns to be replaced. The final few pieces of work are now being carried out and is on schedule to finish on time.

## **Highways S106 Schemes**

Various highway S106 schemes will not commence until 2018/19 therefore a carry forward request of £222k will be included in the report to June Cabinet.

## **Parking Management**

An updated parking strategy has been commissioned and has been used to form the basis of improvement plans to the borough car parks. Spend has been committed for the year with final improvements now taking place.

## **Section 38, 278 and 78 Schemes and Community Infrastructure Levy (CIL)**

There are a number of S38, S278 and S78 schemes all at various stages. Some of the larger schemes include works on pedestrian crossings and foot path improvements at the airport and works at Fossetts Farm.

## **Local Transport Plans (LTP Schemes)**

The Local Transport Plan schemes cover various areas including better networks, traffic management, better operation of traffic control systems and bridge strengthening.

Refurbishment works of expansion joints on Belton Gardens bridge are underway as part of the bridge strengthening programme.

The Real Time Passenger Information (RTPI) boards have been installed as part of the Better Operations of Traffic Control Systems scheme.

## **Local Growth Fund**

The A127 Growth Corridor projects will support the predicted growth associated with London Southend Airport and the Joint Area Action Plan (JAAP) proposals developed by Southend, Rochford and Essex County Councils to release land and create 7,380 high value jobs. The improvement will also support background growth of Southend and Rochford.

The final business case for A127 Kent Elms junction improvements has been approved by the SELEP and all funding has been received.

There has been a delay to National Grids works which has had a knock on effect causing a delay to completing BT diversions. The BT diversions have caused a delay to the completion of the outbound new lane. Three lanes inbound and two new pedestrian crossings were in place at the end of June 2017. Monitoring of the junction continues and a traffic survey was undertaken which monitored behaviours and is to be reviewed. The new footbridge is currently under design and fabrication and the foundation works have commenced on site.

Options are being prepared to put forward for the business case at the Bell junction and air quality implications are to be investigated. A draft engagement and consultation document has been prepared and reviewed. Air quality specialist work has now commenced and the pedestrian and layby parking survey is now complete.



## **Community Safety**

Whilst the CCTV Equipment Renewal scheme is moving forward with consultation, the implementation is likely to be delayed and the majority of the budget has been carried forward into 2018/19. The scheme ties in with the development of the Southend Intel Hub and the process for testing any camera solutions to ensure they are fit for purpose in the future and the subsequent procurement process with take the scheme beyond March 2018.

## **Transport**

The road safety audit stage three has now been reviewed on the A127 Tesco junction improvements with minor adjustments now complete. Works to the steps at Strawberry Fields are yet to be completed.

Southend Transport Model is an on-going scheme to support various multi modal transport projects. A review of the model is complete with options on updating the model to be considered.

## **Energy Saving Projects**

Several projects have been identified from the energy efficiency budget including the feasibility study for the old Beecroft building which is currently awaiting procurement and the feasibility for the combined heat and power works at Civic 1 which have now commenced. Supplier options are currently being assessed prior to tender for the Civic 1 lifts regeneration scheme.

The energy scheme at the Beecroft and Central Museum building is now substantially complete and the final invoices are yet to come in.

Other schemes currently agreed included the Pier Energy Efficiency scheme which is currently with procurement and the Old Beecroft Ground Source Heat Pump Feasibility which has now received all bids and the chosen supplier has been contacted.

## **Summary**

Carry forward requests to be included in the report to June Cabinet include Chase Sports and Fitness Centre Light Fitting Replacement for £69k, Southend Cliffs Replacement of Rails for £5k, Southend Leisure and Tennis Centre Replacement Hammer Cage for £30k, Southend Leisure and Tennis Centre Building Management System Control for £10k, Sidmouth Park Replacement of Play Equipment for £9k, Cliffs Pavilion External Refurbishment for £60k, Palace Theatre Air Handling Units for £10k, Palace Theatre Replacement of Asbestos Stage Safety Curtain for £15k, New Museum Gateway Review for £550k, Energy Improvements in Culture Property Assets for £55k, Make Southend Sparkle Initiative for £5k, Culture S106 schemes for £118k, Barracuda Replacement for £30k, DEFRA Inspire for £4k, ICT Central Government IT Security Compliance for £20k, Intelligence Hub for £32k, Phones Migration and Re-tender for £9k, EPOS System for £26k, Airport Business Park for £710k, Better Queensway for £55k, Incubation Centre for £5k, Southend Pier Bearing Refurbishment for £400k, Southend Pier Conditions Work for £730k, Southend Pier Entrance Enhancement for £150k, Southend Pier Timber Outer Pier Head for £240k and Highways S106 schemes for £222k.

Accelerated delivery requests to be included in the report to June Cabinet are Southend Pier Pavilion Platform Design for £10k and Southend Pier Prince George Extension for £40k.

## Housing Revenue Account

The revised budget for the Housing Revenue Account capital programme for 2017/18 is £6.555million. The latest budget and spend position is as follows:

| Housing Revenue Account   | Revised Budget 2017/18 £'000 | Outturn to 28 February 2017/18 £'000 | Expected outturn 2017/18 £'000 | Forecast Variance to Year End 2017/18 £'000 | Previous Forecast Variance to Year End 2017/18 £'000 |
|---------------------------|------------------------------|--------------------------------------|--------------------------------|---|--|
| Decent Homes Programme    | 5,415                        | 3,401                                | 5,415                          | -   | -  |
| Council House Adaptations | 565                          | 305                                  | 565                            | -   | -  |
| Other HRA                 | 575                          | 356                                  | 575                            | -   | -  |
| <b>Total</b>              | <b>6,555</b>                 | <b>4,062</b>                         | <b>6,555</b>                   | -   | -  |

The actual spend at 28<sup>th</sup> February of £4.062million represents 62% of the HRA capital budget.

### Decent Homes Programme

The Decent Homes programme has continued throughout the year with the renewal of kitchens, bathrooms, roofs, electrical and heating systems and windows. Four high rise blocks across the borough have had their roofs replaced and renewed and energy efficiency LED lighting has been installed at Adams Elm House as part of one of the Council's sheltered schemes.

The single largest area of work undertaken during the year was the full fire safety compartmentation project to three of the four high rise blocks at Queensway. The remaining block had these works during 2016/17. This means that all thirteen high rise blocks in Southend have now had the fire safety compartmentation works undertaken.

### Council House Adaptions

This budget relates to minor and major adaptations in council dwellings. Spend depends on the demand for these adaptations and works are currently in progress for 2017/18.

### Other HRA

Phase two of the housing construction scheme is continuing to progress with the contractors nearing completion on the works to divert the culvert. It is anticipated that the remainder of the highways works and the culvert enabling works will be complete by the end of March. The tender for the overall build contractor closed on 17<sup>th</sup> January and following evaluation, a contract has now been awarded. It is anticipated that the chosen contractor will start on site at the beginning of April.

# Summary of Capital Expenditure at 28th February 2018

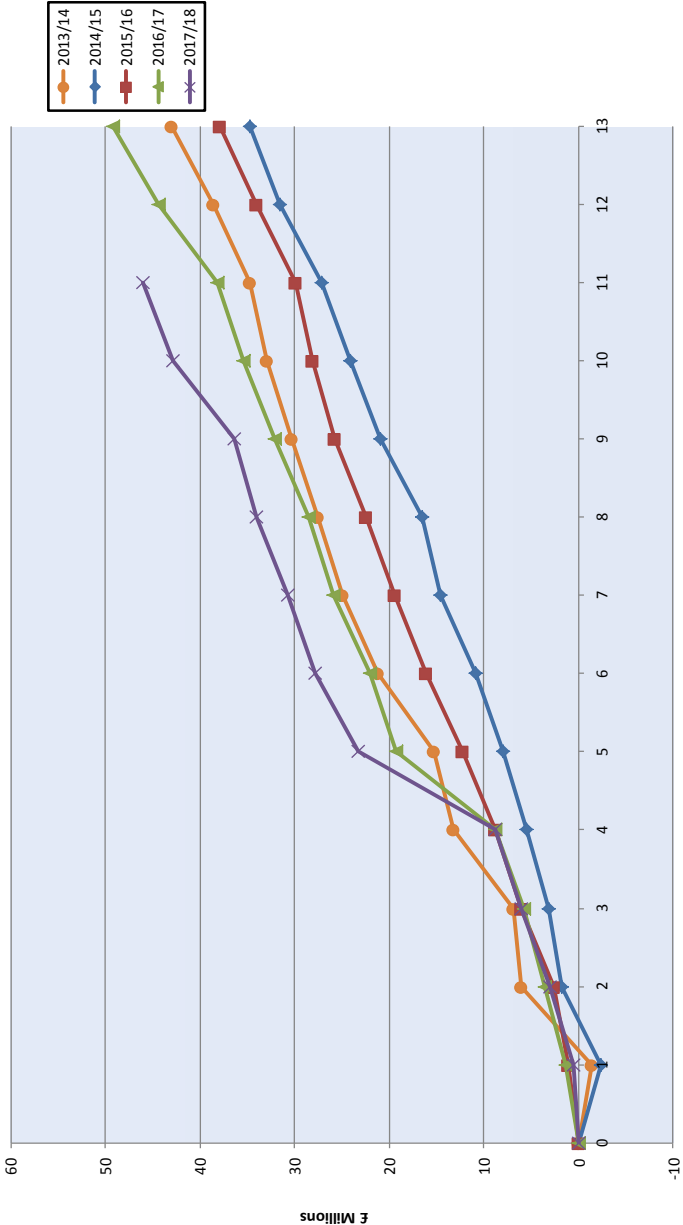
## Appendix 1

|   | Original<br>Budget<br>2017/18<br>£000 | Revisions<br>£000 | Revised<br>Budget<br>2017/18<br>£000 | Actual<br>2017/18<br>£000 | Forecast<br>outturn<br>2017/18<br>£000 | Forecast Variance<br>to Year End 2017/18<br>£000 | % Variance |
|---|---------------------------------------|-------------------|--------------------------------------|---------------------------|--|--|------------|
| Chief Executive   | 6,400                                 | 18,529            | 24,929                               | 17,466                    | 24,994                                 | 65   | 70%        |
| People  | 13,582                                | (5,873)           | 7,709                                | 7,009                     | 7,679                                  | (30)   | 91%        |
| Place   | 48,140                                | (23,009)          | 25,131                               | 17,464                    | 21,612                                 | (3,519)  | 69%        |
| Housing Revenue Account                                 | 8,610                                 | (2,055)           | 6,555                                | 4,062                     | 6,555                                  | -  | 62%        |
|   | 76,732                                | (12,408)          | 64,324                               | 46,001                    | 60,840                                 | (3,484)  | 72%        |
| <b>Council Approved Original Budget - February 2017</b> | <b>76,732</b>                         |                   |                                      |                           |  |  |            |
| Chief Executive amendments                              | 19,222                                |                   |                                      |                           |  |  |            |
| People amendments                                       | (10,041)                              |                   |                                      |                           |  |  |            |
| Place amendments  | (17,040)                              |                   |                                      |                           |  |  |            |
| HRA amendments  | (689)                                 |                   |                                      |                           |  |  |            |
| Carry Forward requests from 2016/17                     | 6,206                                 |                   |                                      |                           |  |  |            |
| Accelerated Delivery requests to 2016/17                | (856)                                 |                   |                                      |                           |  |  |            |
| Budget re-profiles (June Cabinet)                       | (11,927)                              |                   |                                      |                           |  |  |            |
| New external funding                                    | 2,717                                 |                   |                                      |                           |  |  |            |
| <b>Council Approved Revised Budget - February 2018</b>  | <b>64,324</b>                         |                   |                                      |                           |  |  |            |

Actual compared to Revised Budget spent is £46.001M  
or 72%

Appendix 2

Capital programme Delivery  
Cumulative Capital Expenditure 2013/14 to 2017/18



| Year    | Outturn £m | Outturn % |
|---------|------------|-----------|
| 2012/13 | 61.0       | 97.9      |
| 2013/14 | 43.3       | 93.8      |
| 2014/15 | 34.8       | 83.8      |
| 2015/16 | 37.9       | 97.0      |
| 2016/17 | 48.8       | 89.0      |