

# MONTHLY PERFORMANCE REPORT

## November 2013

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Summary of Capital Expenditure

Version:                      **V1.0**

Published by the Policy & Partnerships Team

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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 2013/14	Annual target for 2013/14
<u>Outcome</u>	<p>Symbol based on a traffic light system; Red, Amber, Green indicating whether an indicator's performance has achieved 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 (31/03/2014)</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>

Version: **V1.0**

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# Section 1: 2013-2014 Exceptions - Current Month Performance





Comments on Indicators rated Red or Amber



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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	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	Number of Looked After Children [Monthly Snapshot]	Aim to Minimise	November 2013	255	240	240			We remain above target with a figure of 255 Looked After Children against a target of 240. There is a risk that we will not meet target. However, the numbers of anticipated leavers over the next 3 months, combined with the fact that there are not currently any large sibling groups who we are preparing to issue care proceedings for, will result in performance moving closer to target. The recent increase in numbers is due to a cohort of very large sibling groups (4+ children). During November only 6 children became looked after which is a significant reduction compared with earlier in the year. Next month at least 3 children will leave care as they will be adopted, at least one will return to the care of parents and one will leave care due to reaching the age of 18 years. In January an additional 4 young people will reach the age of 18 and leave care.	People Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 4.13	The number of statutory homeless applicants who are discharged into the private rented sector [Cumulative]	Aim to Maximise	November 2013	19	78	117			<p>To NOVEMBER we have discharged 19 eligible households into the private rented sector, 5 of which were in October, with none in November.</p> <p>Issues with landlords are still apparent. We are legally required to ensure there are additional fixtures in the properties for the homeless, such as carbon monoxide detectors, and that the tenancy is for 12 months rather than the usual 6. Although steady progress made we recognise the numbers are lower than anticipated and the target is under review for 14/15.</p> <p>The issue around eligibility and the requirement to be homeless is key. The data below shows the work done internally to prevent people becoming homeless, 269 since April 2013.</p> <p><b>From 27/09/13 – 27/11/13</b>  Stat applications 37  Decisions 33  Accepted 10  Intentional 12  Homeless prevention 86</p> <p><b>From 01/04/13 – 27/11/13</b>  Stat applications 139  Decisions 128  Accepted 81  Intentional 23  Homeless prevention 269</p>	Policy and Resources Scrutiny

Expected Outcome Some slippage against target  
Responsible OUs Adult & Community Services

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 4.11	Achieving independence for older people through rehabilitation/intermediate care **Snapshot of quarterly performance**	Aim to Maximise	September 2013	83.0%	86.0%	86.0%			<p>THIS IS THE LATEST DATA AVAILABLE. This indicator measures the percentage of people still living at home 3 months (91 days) after leaving the reablement service. By its nature it will always be reporting retrospectively, as we wait for the 3 months to elapse.</p> <p>Since January 2013 565 people have started and finished reablement, and up to the 15/10/13, 517 had passed the 91 day mark and could be measured. Of the 517, 427 (83%) were still at home.</p>	People Scrutiny



Expected Outcome Some slippage against target  
Responsible OUs Corporate Services

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 7.1	% of Council Tax for 2013/14 collected in year [Cumulative]	Aim to Maximise	November 2013	69.70%	70.00%	97.00%			Council Tax collection continues to fluctuate slightly due to the ongoing collection and recovery of CTR cases. Reminders were issued on 26th November which we recognise is too late in the month. Reminders for December will be sent on 17th. We expect to be back on target in December.	Policy & Resources Scrutiny





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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 4.12	Number of council funded adaptations (private & public sector) [Cumulative]	Aim to Maximise	November 2013	126	160	240			This is made up from adaptations in the public and private sectors. Over the period Apr-Nov. we have a total of 126 adaptations, 60 in the public sector and 66 in the private sector. In this month, 5 were added in both the public and private sectors.	People Scrutiny
CP 6.2	Number of drug users that left drug treatment successfully who do not then re-present to treatment again within 6 months as a proportion of the total number in treatment [Monthly Snapshot]	Aim to Maximise	November 2013	16.3%	18%	18%			This is the latest data and is for the reporting period to October 2013. It covers the 12 months May 2012 to April 2013.  Overall 836 people were in treatment, and of these 136 completed successfully and did NOT re-present for further treatment, a success rate of 16.3%, which is a decrease on the previous period (Trend data: June = 16.8% August = 16.7% September = 17.1% (there was no data provided in July)).  Numbers in treatment for Opiate users has remained consistent but the numbers in treatment for Non Opiate users has decreased from 253 in September to 243 in October.  Robust performance management is in place with current contractors and we are working with them to isolate opportunities for further improvements. These may well be linked to incentives / penalty payments in contracts under negotiation.	People Scrutiny
CP 8.2	To increase the number of landlords and letting agents affiliated to SEAL [Cumulative]	Aim to Maximise	November 2013	67	89	110			At this stage, no additional members during November. We are continuing to work with SEAL to identify landlords. and will be carrying out a mailshot to all potential landlords and agents.	Policy and Resources Scrutiny

**Expected Outcome** Some slippage against target  
**Responsible OUs** Place

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	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	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, woundings, robbery. [Cumulative]	Aim to Minimise	November 2013	5254	5165	7542			Crime statistics are coming within target range after an exceptional busy summer / autumn period. A number of police operations including joint tasking initiatives to tackle domestic burglary such as Operation Insight are active. Southend CSP are monitoring crime performance and a full review of performance will take place at the CSP's December 5th Board meeting.	Policy & Resources 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 2013/14	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 6.3	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	November 2013	691	822	1,500			Final quit figures for November are unlikely to be complete until the end of January as Department of Health guidelines enable successful quits to be registered up to 42 days after quit date is set.	People Scrutiny
CP 6.4	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	November 2013	3,164	3,443	5,673			Health Checks are slightly below target the trajectory will be amended when data from some GP practices is submitted for November.	People Scrutiny

## Section 2: 2013-2014 Corporate Performance Indicators



Information for all 2013-2014 Corporate Priority Indicators

Generated on: 07 January 2014 14:27

**Performance Data Expected Outcome: At risk of missing target 2 On course to achieve target 22 Some slippage against target 8 No Value 2**

**Priority Priority 1 - Continue to reduce crime, disorder and anti-social behaviour.**

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 1.1	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, woundings, robbery. [Cumulative]	Aim to Minimise	November 2013	5254	5165	7542			Dipti Patel	Policy & Resources Scrutiny

**Priority Priority 2 - Ensure a well maintained and attractive street scene, parks and open spaces**

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	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	November 2013	46	51	51			Dipti Patel	Place Scrutiny
CP 2.2	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	November 2013	93%	86%	86%			Dipti Patel	Place Scrutiny

**Priority Priority 3 - Where possible minimise our impact on the natural environment**

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 3.1	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	November 2013	54.18%	51.00%	51.00%			Dipti Patel	Place Scrutiny

**Priority Priority 4 - Continue to improve outcomes for vulnerable children and adults**

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
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MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 4.1	Number of children benefiting from 2 year old funding [Monthly Snapshot]	Aim to Maximise	November 2013	509	420	520	✔	↑	Sue Hadley	People Scrutiny
CP 4.2	Number of children subject to a Child Protection Plan (not including temps) [Monthly Snapshot]	Goldilocks	November 2013	118	120	120	✔	↑	Sue Hadley	People Scrutiny
CP 4.3	Number of Looked After Children [Monthly Snapshot]	Aim to Minimise	November 2013	255	240	240	❌	↓	Sue Hadley	People Scrutiny
CP 4.4	The percentage of children referred by stage 4 services to the commissioned domestic abuse service that move to stages 1, 2 or 3 within 6 months of the work being undertaken by the provider being completed [Cumulative]	Aim to Maximise	Q2 2013/14	65%	60%	60%	✔	↑	Sue Hadley	People Scrutiny
CP 4.5	The percentage reduction in teenage pregnancies (Under 18 Conceptions) [Snapshot]	Aim to Minimise	Q3 2013/14			3%		?	Sue Hadley	People Scrutiny
CP 4.6	The percentage of Common Assessment Framework initiated that come from health professionals [Cumulative]	Aim to Maximise	November 2013	5.74%	5%	5%	✔	↑	Jane Theadom	People Scrutiny
CP 4.7	The percentage of children who run away from home that receive a return to home visit (where parents consent) [Monthly Snapshot]	Aim to Maximise	November 2013	100%	100%	100%	✔	↑	Sue Hadley	People Scrutiny
CP 4.8	The percentage of recruitment to posts working with (including managers) children and young people (CYP) that include CYP in the recruitment process [Monthly Snapshot]	Aim to Maximise	November 2013	N/A	90%	90%		?	Sue Hadley	People Scrutiny
CP 4.9	Appropriate Social care clients receiving Self Directed Support [Rolling 12 month average]	Aim to Maximise	November 2013	79.5%	75.0%	75.0%	✔	↑	Carol Cranfield	People Scrutiny
CP 4.10	Adults in contact with secondary mental health services living independently, with or without support (expressed as a percentage)	Aim to Maximise	Q2 2013/14	92	90	90	✔	↑	Carol Cranfield	People Scrutiny
CP 4.11	Achieving independence for older people through rehabilitation/intermediate care **Snapshot of quarterly performance**	Aim to Maximise	September 2013	83.0%	86.0%	86.0%	⚠	?	Carol Cranfield	People Scrutiny
CP 4.12	Number of council funded adaptations (private & public sector) [Cumulative]	Aim to Maximise	November 2013	126	160	240	⚠	↑	Jacqui Lansley	People Scrutiny



MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 4.13	The number of statutory homeless applicants who are discharged into the private rented sector [Cumulative]	Aim to Maximise	November 2013	19	78	117			Jacqui Lansley	Policy and Resources Scrutiny

#### Priority Priority 5 - Support Southend to be active and alive with sport and culture

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 5.1	Number of volunteers hours delivered within cultural services [Cumulative]	Aim to Maximise	November 2013	9,418.25	5,336	8,000			Nick Harris	Place Scrutiny
CP 5.2	Number of attendances at council run or affiliated arts and sports events and facilities [Cumulative]	Aim to Maximise	November 2013	2,460,924	2,272,667	3,409,000			Nick Harris	Place Scrutiny

#### Priority Priority 6 - Reduce inequalities and increase the life chances of people living in Southend

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 6.1	The percentage of children and parents/carers accessing services from a Children's Centre who are from the 30% most deprived areas of Southend. [Cumulative]	Aim to Maximise	November 2013	38.1%	37%	37%			Sue Hadley	People Scrutiny
CP 6.2	Number of drug users that left drug treatment successfully who do not then re-present to treatment again within 6 months as a proportion of the total number in treatment [Monthly Snapshot]	Aim to Maximise	November 2013	16.3%	18%	18%			Glyn Halksworth	People Scrutiny
CP 6.3	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	November 2013	691	822	1,500			Liesel Park	People Scrutiny
CP 6.4	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	November 2013	3,164	3,443	5,673			Margaret Gray	People Scrutiny

#### Priority Priority 7 - Encourage the prosperity of Southend and its residents

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 7.1	% of Council Tax for 2013/14 collected in year [Cumulative]	Aim to Maximise	November 2013	69.70%	70.00%	97.00%			Joe Chesterton	Policy & Resources Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 7.2	% of Non-domestic Rates for 2013/14 collected in year [Cumulative]	Aim to Maximise	November 2013	73.00%	73.00%	97.50%			Joe Chesterton	Policy & Resources Scrutiny
CP 7.3	16 to 19 year olds who are not in education, employment or training (NEET) [Monthly Snapshot]	Aim to Minimise	November 2013	5.2%	7.0%	7.0%			Sue Hadley	People Scrutiny

#### Priority Priority 8 - Enable well-planned quality housing and developments that meet the needs of Southend's residents and businesses

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 8.1	Level of Current Rent Arrears [Monthly Snapshot]	Aim to Minimise	November 2013	£486623	£511000	£511000			Jacqui Lansley	Policy & Resources Scrutiny
CP 8.2	To increase the number of landlords and letting agents affiliated to SEAL [Cumulative]	Aim to Maximise	November 2013	67	89	110			Jacqui Lansley	Policy and Resources Scrutiny
CP 8.3	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	November 2013	97.62%	79.00%	79.00%			Peter Geraghty	Place Scrutiny
CP 8.4	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	November 2013	86.64%	84.00%	84.00%			Peter Geraghty	Place Scrutiny
CP 8.5	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	November 2013	93.49%	92.00%	92.00%			Peter Geraghty	Place Scrutiny

#### Priority Priority 9 - Deliver cost effective, targeted, services that meet the identified needs of our community

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2013/14	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 10.1	Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	November 2013	87.07%	80.00%	80.00%			Nick Corrigan	Policy & Resources Scrutiny
CP 10.2	Number of payments made online [Cumulative]	Aim to Maximise	November 2013	35,653	26,672	40,000			Nick Corrigan	Policy & Resources Scrutiny
CP 10.3	Working days lost per FTE due to sickness - excluding school staff [Cumulative]	Aim to Minimise	November 2013	3.94	4.31	7.26			Joanna Ruffle	Policy & Resources Scrutiny

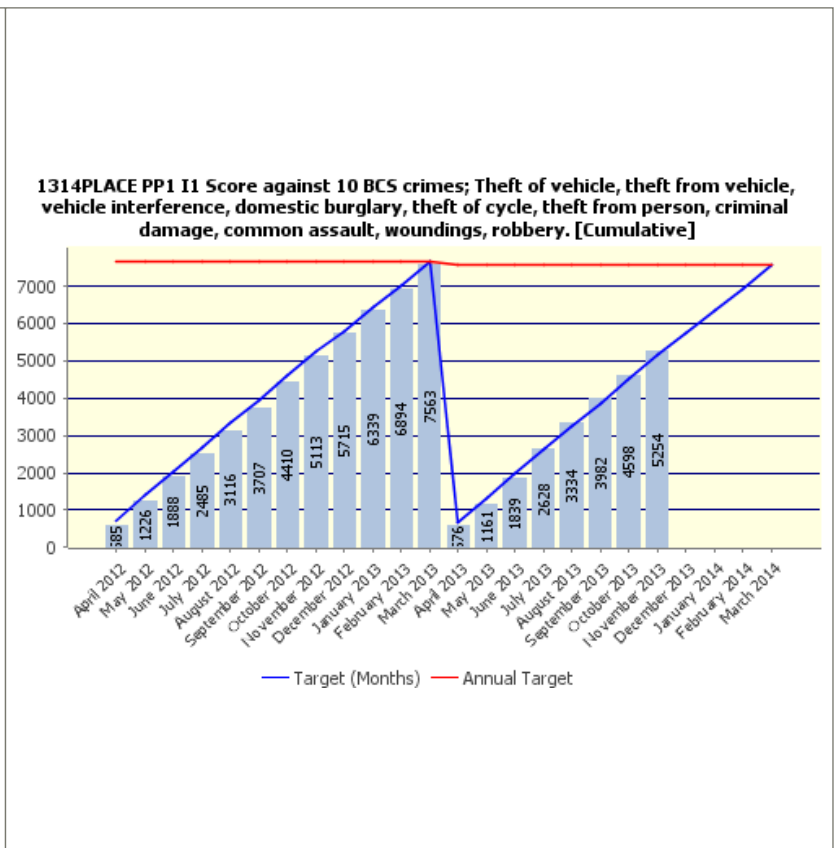
### Section 3: Detail of indicators rated Red or Amber

**Priority** Priority 1 - Continue to reduce crime, disorder and anti-social behaviour.

**Expected Outcome:** Some slippage against target 1



CP 1.1	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, robbery. [Cumulative]			<p>November 2013 result</p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Minimise	
<b>Managed By</b>	Dipti Patel			
<b>Year Introduced</b>	2007			

Date Range 1		
	Value	Target
April 2012	585	695
May 2012	1226	1402
June 2012	1888	2023
July 2012	2485	2691
August 2012	3116	3322
September 2012	3707	3933
October 2012	4410	4597
November 2012	5113	5239
December 2012	5715	5780
January 2013	6339	6403
February 2013	6894	6963
March 2013	7563	7618
April 2013	576	662
May 2013	1161	1347
June 2013	1839	1973
July 2013	2628	2618
August 2013	3334	3244
September 2013	3982	3845
October 2013	4598	4514
November 2013	5254	5165
December 2013		5716
January 2014		6334
February 2014		6889
March 2014		7542



Crime statistics are coming within target range after an exceptional busy summer / autumn period. A number of police operations including joint tasking initiatives to tackle domestic burglary such as Operation Insight are active. Southend CSP are monitoring crime performance and a full review of performance will take place at the CSP's December 5th Board meeting.


**Priority** Priority 4 - Continue to improve outcomes for vulnerable children and adults  
**Expected Outcome:** At risk of missing target 2 Some slippage against target 2

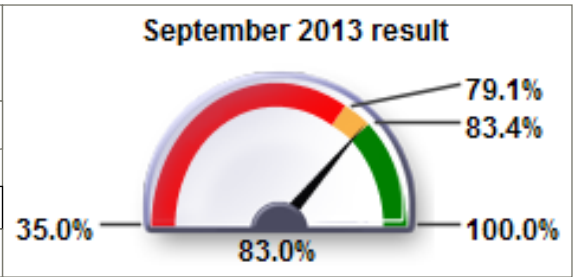
CP 4.3	<b>Number of Looked After Children [Monthly Snapshot]</b>			<p><b>November 2013 result</b></p>  <p>255</p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Minimise	
<b>Managed By</b>	<b>Sue Hadley</b>			
<b>Year Introduced</b>	2006			

Date Range 1		
	Value	Target
April 2012	242	245
May 2012	244	245
June 2012	244	245
July 2012	251	245
August 2012	246	245
September 2012	246	245
October 2012	243	245
November 2012	241	245
December 2012	231	245
January 2013	234	245
February 2013	232	245
March 2013	237	245
April 2013	228	240
May 2013	221	240
June 2013	227	240
July 2013	235	240
August 2013	247	240
September 2013	250	240
October 2013	255	240
November 2013	255	240
December 2013		
January 2014		
February 2014		
March 2014		

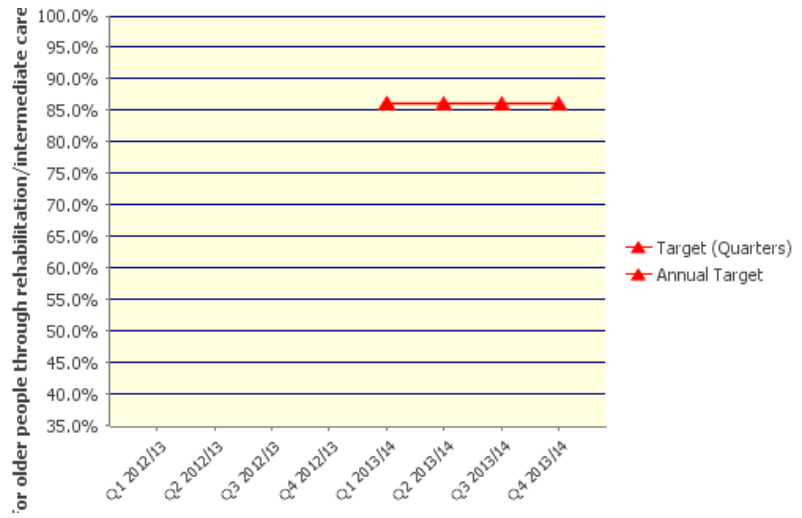


We remain above target with a figure of 255 Looked After Children against a target of 240. There is a risk that we will not meet target. However, the numbers of anticipated leavers over the next 3 months, combined with the fact that there are not currently any large sibling groups who we are preparing to issue care proceedings for, will result in performance moving closer to target. The recent increase in numbers is due to a cohort of very large sibling groups (4+ children). During November only 6 children became looked after which is a significant reduction compared with earlier in the year. Next month at least 3 children will leave care as they will be adopted, at least one will return to the care of parents and one will leave care due to reaching the age of 18 years. In January an additional 4 young people will reach the age of 18 and leave care.


CP 4.11	<b>Achieving independence for older people through rehabilitation/intermediate care</b> <b>**Snapshot of quarterly performance**</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	Carol Cranfield		
<b>Year Introduced</b>	2008		



Date Range 1		
	Value	Target
April 2012		
May 2012		
June 2012		
Q1 2012/13		
July 2012		
August 2012		
September 2012		
Q2 2012/13		
October 2012		
November 2012		
December 2012		
Q3 2012/13		
January 2013		
February 2013		
March 2013	79.9%	
Q4 2012/13		
April 2013	83.0%	86.0%
May 2013		86.0%
June 2013	85.0%	86.0%
Q1 2013/14		86.0%
July 2013	85.0%	86.0%
August 2013	85.0%	86.0%
September 2013	83.0%	86.0%
Q2 2013/14		
October 2013		
November 2013		
December 2013		
Q3 2013/14		
January 2014		
February 2014		
March 2014		
Q4 2013/14		

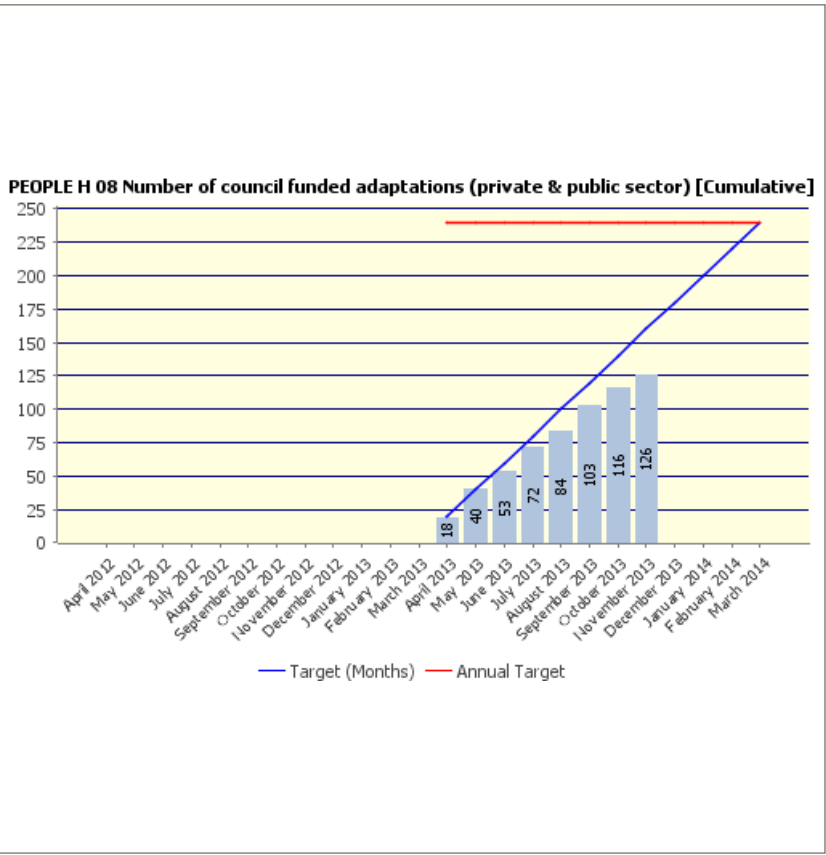


**THIS IS THE LATEST DATA AVAILABLE.**  
 This indicator measures the percentage of people still living at home 3 months (91 days) after leaving the reablement service. By its nature it will always be reporting retrospectively, as we wait for the 3 months to elapse.  
 Since January 2013 565 people have started and finished reablement, and up to the 15/10/13, 517 had passed the 91 day mark and could be measured.  
 Of the 517, 427 (83%) were still at home.


CP 4.12	<b>Number of council funded adaptations (private &amp; public sector) [Cumulative]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	Jacqui Lansley		
<b>Year Introduced</b>	2013		



Date Range 1		
	Value	Target
April 2012		
May 2012		
June 2012		
July 2012		
August 2012		
September 2012		
October 2012		
November 2012		
December 2012		
January 2013		
February 2013		
March 2013		
April 2013	18	20
May 2013	40	40
June 2013	53	60
July 2013	72	80
August 2013	84	100
September 2013	103	120
October 2013	116	140
November 2013	126	160
December 2013		180
January 2014		200
February 2014		220
March 2014		240

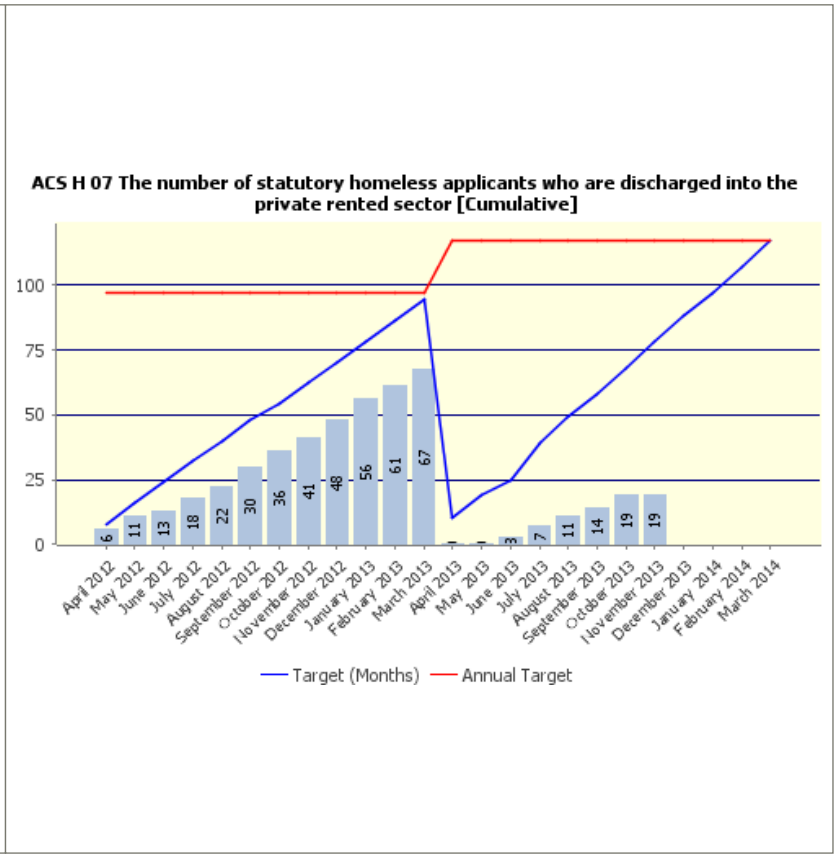


This is made up from adaptations in the public and private sectors. Over the period Apr-Nov. we have a total of 126 adaptations, 60 in the public sector and 66 in the private sector. In this month, 5 were added in both the public and private sectors.

CP 4.13	<b>The number of statutory homeless applicants who are discharged into the private rented sector [Cumulative]</b>		
Expected Outcome		Format	Aim to Maximise
Managed By	Jacqui Lansley		
Year Introduced	2012		



Date Range 1		
	Value	Target
April 2012	6	8
May 2012	11	16
June 2012	13	24
July 2012	18	32
August 2012	22	40
September 2012	30	48
October 2012	36	54
November 2012	41	62
December 2012	48	70
January 2013	56	78
February 2013	61	86
March 2013	67	94
April 2013	0	10
May 2013	0	19
June 2013	3	25
July 2013	7	39
August 2013	11	49
September 2013	14	58
October 2013	19	68
November 2013	19	78
December 2013		88
January 2014		97
February 2014		107
March 2014		117



To NOVEMBER we have discharged 19 eligible households into the private rented sector, 5 of which were in October, with none in November.


Issues with landlords are still apparent. We are legally required to ensure there are additional fixtures in the properties for the homeless, such as carbon monoxide detectors, and that the tenancy is for 12 months rather than the usual 6. Although steady progress made we recognise the numbers are lower than anticipated and the target is under review for 14/15.

The issue around eligibility and the requirement to be homeless is key. The data below shows the work done internally to prevent people becoming homeless, 269 since April 2013.

**From 27/09/13 – 27/11/13**  
Stat applications 37  
Decisions 33  
Accepted 10  
Intentional 12  
Homeless prevention 86

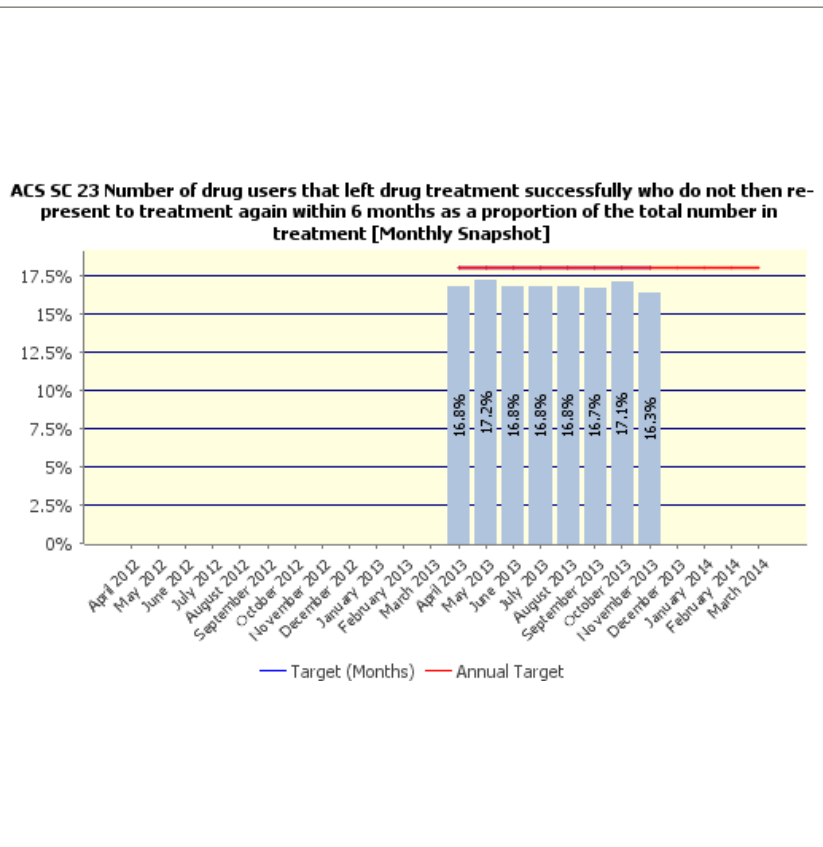
**From 01/04/13 – 27/11/13**  
Stat applications 139  
Decisions 128  
Accepted 81  
Intentional 23  
Homeless prevention 269

**Priority** Priority 6 - Reduce inequalities and increase the life chances of people living in Southend  
**Expected Outcome:** Some slippage against target 3

CP 6.2	<b>Number of drug users that left drug treatment successfully who do not then re-present to treatment again within 6 months as a proportion of the total number in treatment [Monthly Snapshot]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	Glyn Halksworth		
<b>Year Introduced</b>	2013		



Date Range 1		
	Value	Target
April 2012		
May 2012		
June 2012		
July 2012		
August 2012		
September 2012		
October 2012		
November 2012		
December 2012		
January 2013		
February 2013		
March 2013		
April 2013	16.8%	18%
May 2013	17.2%	18%
June 2013	16.8%	18%
July 2013	16.8%	18%
August 2013	16.8%	18%
September 2013	16.7%	18%
October 2013	17.1%	18%
November 2013	16.3%	18%
December 2013		
January 2014		
February 2014		
March 2014		




This is the latest data and is for the reporting period to October 2013. It covers the 12 months May 2012 to April 2013.

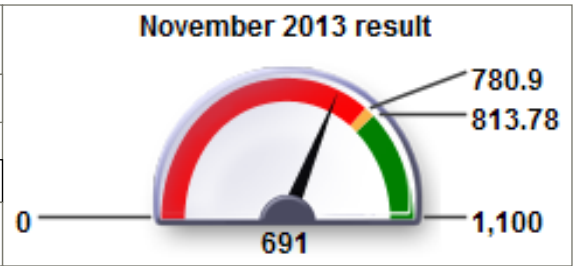
Overall 836 people were in treatment, and of these 136 completed successfully and did NOT re-present for further treatment, a success rate of 16.3%, which is a decrease on the previous period (Trend data: June = 16.8% August = 16.7% September = 17.1% (there was no data provided in July)).

Numbers in treatment for Opiate users has remained consistent but the numbers in treatment for Non Opiate users has decreased from 253 in September to 243 in October.

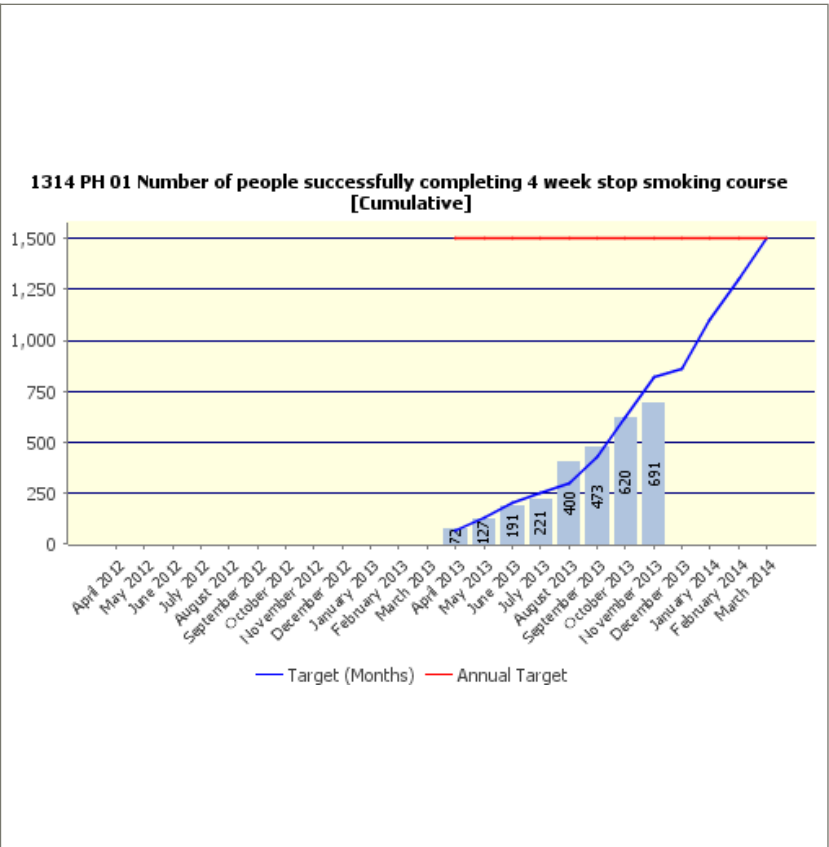
Robust performance management is in place with current contractors and we are working with them to isolate opportunities for further improvements. These may well be linked to incentives / penalty payments in contracts under negotiation.




CP 6.3	<b>Number of people successfully completing 4 week stop smoking course [Cumulative]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	Liesel Park		
<b>Year Introduced</b>			



Date Range 1		
	Value	Target
April 2012		
May 2012		
June 2012		
July 2012		
August 2012		
September 2012		
October 2012		
November 2012		
December 2012		
January 2013		
February 2013		
March 2013		
April 2013	72	70
May 2013	127	135
June 2013	191	200
July 2013	221	252
August 2013	400	297
September 2013	473	427
October 2013	620	617
November 2013	691	822
December 2013		862
January 2014		1,100
February 2014		1,300
March 2014		1,500

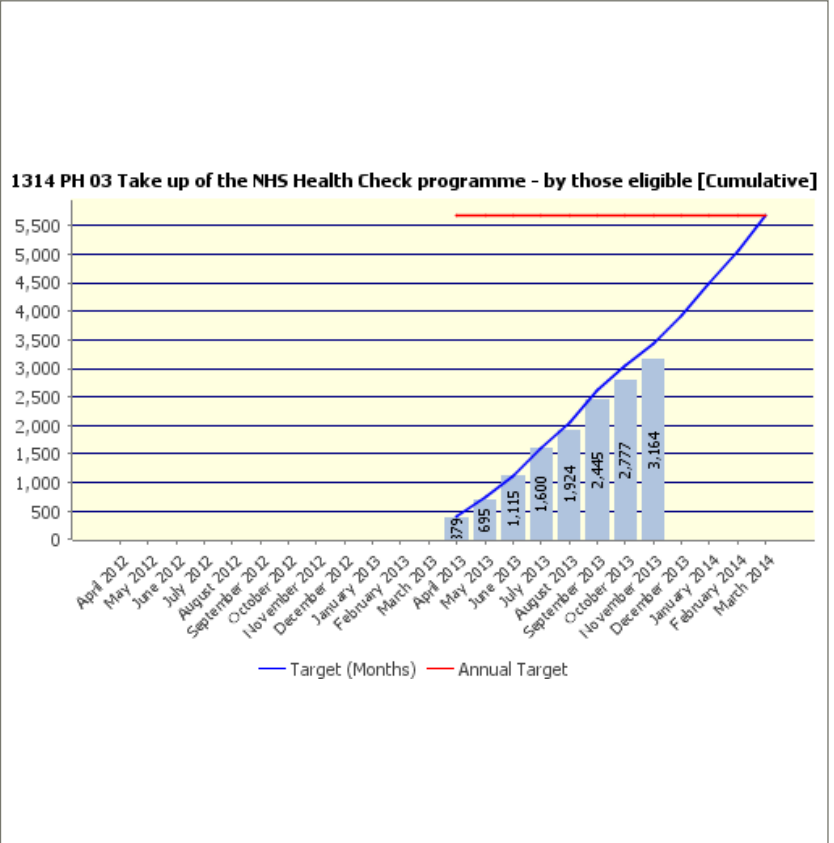


Final quit figures for November are unlikely to be complete until the end of January as Department of Health guidelines enable successful quits to be registered up to 42 days after quit date is set.

CP 6.4	<b>Take up of the NHS Health Check programme - by those eligible [Cumulative]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	<b>Margaret Gray</b>		
<b>Year Introduced</b>			




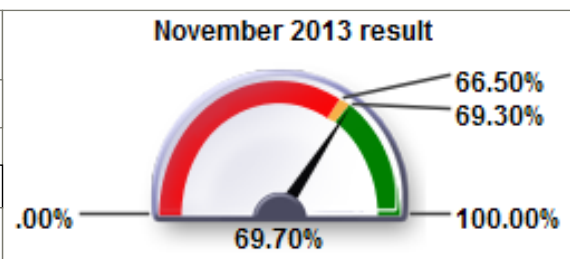
Date Range 1		
	Value	Target
April 2012		
May 2012		
June 2012		
July 2012		
August 2012		
September 2012		
October 2012		
November 2012		
December 2012		
January 2013		
February 2013		
March 2013		
April 2013	379	406
May 2013	695	763
June 2013	1,115	1,120
July 2013	1,600	1,592
August 2013	1,924	2,064
September 2013	2,445	2,632
October 2013	2,777	3,038
November 2013	3,164	3,443
December 2013		3,914
January 2014		4,482
February 2014		5,050
March 2014		5,673



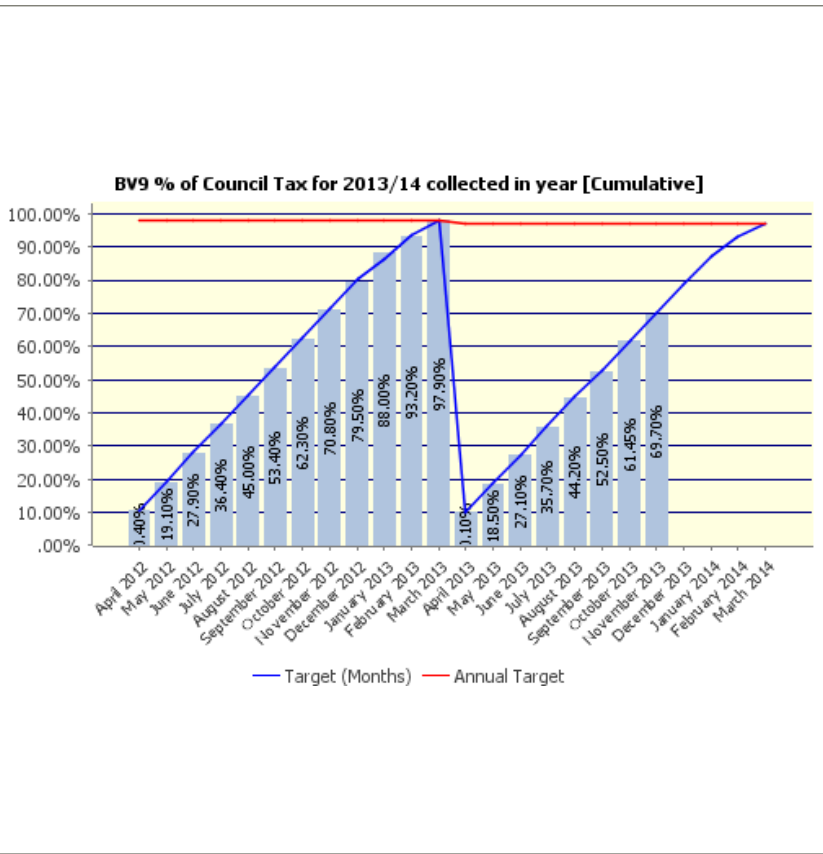
Health Checks are slightly below target the trajectory will be amended when data from some GP practices is submitted for November.

**Priority** Priority 7 - Encourage the prosperity of Southend and its residents  
**Expected Outcome:** Some slippage against target 1

CP 7.1	<b>% of Council Tax for 2013/14 collected in year [Cumulative]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	Joe Chesterton		
<b>Year Introduced</b>	2000		




Date Range 1		
	Value	Target
April 2012	10.40%	10.70%
May 2012	19.10%	19.30%
June 2012	27.90%	28.40%
July 2012	36.40%	36.80%
August 2012	45.00%	45.50%
September 2012	53.40%	54.00%
October 2012	62.30%	62.70%
November 2012	70.80%	71.40%
December 2012	79.50%	80.30%
January 2013	88.00%	86.30%
February 2013	93.20%	93.40%
March 2013	97.90%	97.80%
April 2013	10.10%	10.20%
May 2013	18.50%	18.80%
June 2013	27.10%	27.40%
July 2013	35.70%	36.30%
August 2013	44.20%	45.00%
September 2013	52.50%	52.80%
October 2013	61.45%	61.40%
November 2013	69.70%	70.00%
December 2013		78.60%
January 2014		87.20%
February 2014		92.90%
March 2014		97.00%



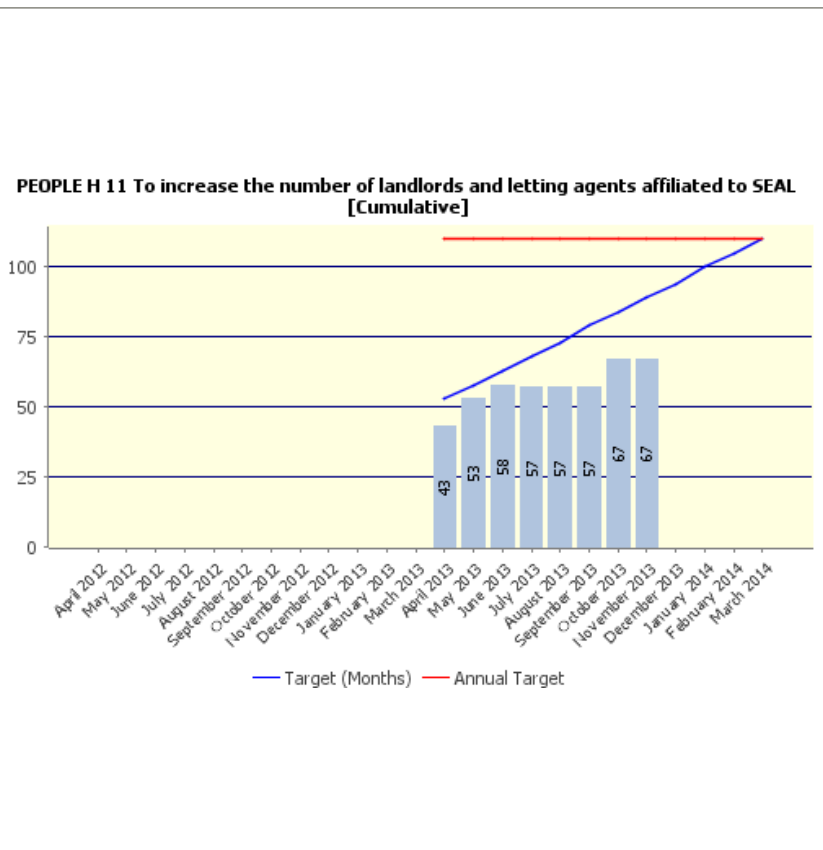
Council Tax collection continues to fluctuate slightly due to the ongoing collection and recovery of CTR cases. Reminders were issued on 26th November which we recognise is too late in the month. Reminders for December will be sent on 17th . We expect to be back on target in December.

**Priority** Priority 8 - Enable well-planned quality housing and developments that meet the needs of Southend's residents and businesses  
 Expected Outcome: Some slippage against target 1

CP 8.2	<b>To increase the number of landlords and letting agents affiliated to SEAL [Cumulative]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	Jacqui Lansley		
<b>Year Introduced</b>	2013		



Date Range 1		
	Value	Target
April 2012		
May 2012		
June 2012		
July 2012		
August 2012		
September 2012		
October 2012		
November 2012		
December 2012		
January 2013		
February 2013		
March 2013		
April 2013	43	53
May 2013	53	58
June 2013	58	63
July 2013	57	68
August 2013	57	73
September 2013	57	79
October 2013	67	84
November 2013	67	89
December 2013		94
January 2014		100
February 2014		105
March 2014		110



At this stage, no additional members during November. We are continuing to work with SEAL to identify landlords. and will be carrying out a mailshot to all potential landlords and agents.

# **Revenue Budget Monitoring 2013/14**

## **Period 8**

**as at 30 November 2013  
Portfolio Summary**

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## 1. Commentary

The following pages provide the budget monitoring position for the General Fund and Housing Revenue Account for 2013/14, based on the views of the Directors and their Management Teams, in light of expenditure and income to 30 November 2013.

The starting point for the budget monitoring is the original budget as agreed by Council in February. Therefore, the full cost budget is being monitored, including fully allocated Management, Administrative and Technical Services (MATS) and capital financing costs. As at the end of November, corporate savings of £200,000 are in the process of being allocated to service departments.

## 2. Overall Budget Performance – General Fund

A projected underspend of £800,000 is being forecast as measured against the latest budget.

### General Fund Portfolio Forecast Comparison 2013/14 at 30 November 2013 - Period 8

Portfolio	Latest Budget 2013/14 £000	Projected Outturn 2013/14 £000	November Forecast Variance £000	October Forecast Variance £000
Adult Social Care, Health & Housing	51,269	51,273	4	228
Children & Learning	34,382	33,850	-532	-335
Corporate Support Services	3,555	3,542	-13	7
Culture & Tourism	12,127	12,287	160	100
Deputy Leader	3,198	3,198	0	0
Leader Policy & Finance	3,142	2,981	-161	-232
Public Protection, Waste & Transport	26,405	26,352	-53	-22
Planning	1,609	1,579	-30	-20
Total Directorates	135,687	135,062	-625	-274
Non-Service Areas	2,883	2,708	-175	-143
<b>Net Expenditure / (Income)</b>	<b>138,570</b>	<b>137,770</b>	<b>-800</b>	<b>-417</b>

Where Departments are forecasting an overspend by the end of the year, they are required to produce an action plan to address this overspend, to ensure their Departmental budget is balanced by the year end. Corporate Directors have been advised that relevant action plans must be in place to address any projected overspend position.

## 3. Service Variances (£625,000 forecast underspend)

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

<b>Portfolio</b>	<b>Unfavourable £(000)</b>	<b>Favourable £(000)</b>	<b>Net £(000)</b>
<b><u>Adult Social Care Health &amp; Housing</u></b>			
Net increased demand for Adult Social Care	280		
Vacancies in Performance Team		64	
Supporting People Contractor Payments		90	
Vacancies on Private Sector Housing		70	
DAAT - unspent legal budget		54	
Other	2		4
<b><u>Children &amp; Learning</u></b>			
Children's Placements - forecast of current cohort	150		
Education Transport costs	50		
Underspend on Young People and Family Support		385	
Fieldwork team costs		35	
Youth Offending - Some staff currently grant funded		22	
Connexions - Vacancy and savings on premises costs		165	
Vacant manager post in Integrated Locality Service		40	
LDD Underspend		60	
Business Support Saving		50	
Other	25		-532
<b><u>Corporate Support Services</u></b>			
Staffing		105	
Asset Revaluation Fees		25	
Electricity Charges	42		
Reduction in Property and Regeneration contract income	110		
Other		35	-13
<b><u>Culture &amp; Tourism</u></b>			
Renegotiation of Leisure Management contract		160	
Grounds Maintenance income shortfall	35		
Grounds Maintenance Leases	55		
Parks Nursery	40		
Library FM contract	120		
Staffing at Museums	45		
Other	25		160
<b><u>Deputy Leader</u></b>			
		0	0
<b><u>Leader Policy &amp; Finance</u></b>			
Treasury Management and VAT Advisory Costs		176	
Software Licences and Staffing	15		-161
<b><u>Public Protection, Waste &amp; Transport</u></b>			
Delays in implementing savings:-			
- CCTV relocation and restructure	75		
- Regulatory Services	46		
Vacancies in Performance and Business Support		10	
Increase in Landfill Tax	160		
Gainshare target not met		160	
Community Safety funding		75	
Highways Permit Scheme		50	
Pier & Foreshore Income		110	
Special Events Income	30		
Decriminalised Parking contract	120		
Road Safety		110	
Other	31		-53
<b><u>Planning</u></b>			
Development Control Income		30	-30
<b>Total</b>	<b>1,456</b>	<b>2,081</b>	<b>-625</b>



#### **4. Non Service Variances (£175,000 forecast underspend)**

##### Financing Costs (£182,000)

Minimum Revenue Provision (MRP) is forecast to be underspent against budget at the year end as the charge is affected by the financing of the 2012/13 capital programme. Less borrowing was used than expected due to the use of more grants and third party contributions.

Interest on borrowings is forecast to be underspent against budget at the year end as, during 2012/13 and into 2013/14, borrowing has been delayed and temporary cashflow funds were/are being used instead, as this is currently the most economically advantageous financial approach for the Council.

##### Levies £7,000

As advised by the Coroner's Court, levies are now forecast to be slightly overspent compared to the original budget.

#### **5. Appropriations to / from Earmarked Reserves**

Net appropriations to Earmarked Reserves totalling £1,715,000 were agreed by Council in February 2013. The current outturn position of £5,120,000 also allows for:-

##### Appropriations to Reserves

- £261,000 New Homes Bonus – one off reimbursement of Government top-slicing
- £696,000 increase in final allocation of General Grants moved to earmarked reserves
- £17,000 to create earmarked reserve for Scrutiny function
- £1,500,000 to the Interest Equalisation Reserve to mitigate interest rate risk and future principal repayments
- £354,000 to create an earmarked reserve for public health to carry forward ring-fenced grant
- £1,000,000 to the Capital Reserve to support the financing of the capital programme

##### Appropriations from Reserves

- £44,000 from Grants to Voluntary Organisations Reserve to fund 2012/13 grants paid out in the current year
- £15,000 from the Partnership Rewards Grant Reserve to fund expenditure on projects in 2013/14
- £20,000 from the LABGI reserve to fund the Maritime Festival
- £322,000 to fund expenditure supporting Business Transformation
- £22,000 from the Supporting People reserve to fund the work on the new allocations policies in Housing Needs

## 6. Performance against Budget savings targets for 2013/14

As part of setting the Council budget for 2013/14, a schedule of Departmental and Corporate savings was approved totalling £10.425 million. These are required to achieve a balanced budget and therefore not to draw on general reserves.

A monthly monitoring exercise is in place to monitor the progress of the delivery of these savings.

The latest position is that the majority of savings are now being fully realised or are on track for full delivery by the year end. Where savings are not being achieved then Directors are identifying alternative measures to achieve full savings as required.

A detailed breakdown, by RAG status, of the Departmental and Category Management savings is shown below;

	Red £000	Amber £000	Green £000	Original Savings Total £000	Projected Outturn £000	Forecast Variance £000
<b>Department</b>						
People	113	400	2,651	3,164	3,067	-97
Corporate Services	75	20	699	794	719	-75
Place	37	385	1,362	1,784	1,719	-65
Corporate	0	0	845	845	845	0
Department Sub-Total	225	805	5,557	6,587	6,350	-237
<b>Category Management</b>						
ICT	0	0	400	400	400	0
Energy	10	0	0	10	0	-10
Facilities Management	0	300	114	414	414	0
Highways	0	0	300	300	300	0
Transport	60	0	191	251	254	3
Social Care	178	870	1,415	2,463	1,965	-498
Category Management Sub-Total	248	1,170	2,420	3,838	3,333	-505
<b>Total</b>	<b>473</b>	<b>1,975</b>	<b>7,977</b>	<b>10,425</b>	<b>9,683</b>	<b>-742</b>

Although the current forecast is showing a shortfall of £742,000 against the required savings total of £10.425 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 28<sup>th</sup> February 2013 and anticipated that £2,131,000 would be appropriated to earmarked reserves in 2013/14.

The closing HRA revenue balance as at 31<sup>st</sup> March 2013 was £3,502,000.

The current forecast is projecting a £120,000 underspend. It is proposed that this be transferred to the HRA Capital Investment Reserve, therefore leaving the main revenue reserve unchanged.

**General Fund Forecast 2013/14**  
**at 30 November 2013 - Period 8**  
**Portfolio Holder Summary**

<b>Portfolio</b>	<b>Gross Expend £000</b>	<b>Gross Income £000</b>	<b>Original Budget £000</b>	<b>Virement £000</b>	<b>Latest Budget £000</b>	<b>Expected Outturn £000</b>	<b>Forecast Variance £000</b>	<b>Budget to Date £000</b>	<b>Spend to Date £000</b>	<b>To Date Variance £000</b>
Adult Social Care, Health & Housing	72,673	(22,004)	50,669	600	51,269	51,273	4	34,328	34,177	(151)
Children & Learning	140,725	(106,584)	34,141	241	34,382	33,850	(532)	23,013	22,285	(728)
Corporate Support Services	129,416	(126,081)	3,335	220	3,555	3,542	(13)	2,623	2,107	(516)
Culture & Tourism	17,821	(5,790)	12,031	96	12,127	12,287	160	7,983	8,301	318
Deputy Leader	3,193	(110)	3,083	115	3,198	3,198	0	2,109	1,899	(210)
Leader Policy & Finance	10,020	(6,469)	3,551	(409)	3,142	2,981	(161)	2,333	1,706	(627)
Public Protection, Waste & Transport	39,110	(13,347)	25,763	642	26,405	26,352	(53)	17,227	16,990	(237)
Planning	3,183	(1,586)	1,597	12	1,609	1,579	(30)	1,192	1,145	(47)
<b>Portfolio Net Expenditure</b>	<b>416,141</b>	<b>(281,971)</b>	<b>134,170</b>	<b>1,517</b>	<b>135,687</b>	<b>135,062</b>	<b>(625)</b>	<b>90,808</b>	<b>88,610</b>	<b>(2,198)</b>
Reversal of Depreciation	(21,761)	5,279	(16,482)	0	(16,482)	(16,482)	0	(10,988)	(11,358)	(370)
Levies	458	0	458	0	458	465	7	335	339	4
Financing Costs	19,875	(3,981)	15,894	(1,500)	14,394	14,212	(182)	8,618	7,948	(670)
Contingency	7,036	0	7,036	(3,497)	3,539	3,539	0	(687)	0	687
Miscellaneous Income	0	0	0	0	0	0	0	(33)	178	211
<b>Net Operating Expenditure</b>	<b>421,749</b>	<b>(280,673)</b>	<b>141,076</b>	<b>(3,480)</b>	<b>137,596</b>	<b>136,796</b>	<b>(800)</b>	<b>88,053</b>	<b>85,717</b>	<b>(2,336)</b>
General Grants	0	(3,382)	(3,382)	(957)	(4,339)	(4,339)	0	(2,615)	(2,628)	(13)
Corporate Savings	(1,232)	0	(1,232)	1,032	(200)	(200)	0	0	0	0
Revenue Contribution to Capital	393	0	393	0	393	393	0	0	0	0
Contribution to / (from) Earmarked Reserves	1,715	0	1,715	3,405	5,120	5,120	0	1,785	(22)	(1,807)
Contribution to / (from) General Reserves	0	0	0	0	0	800	800	0	0	0
<b>Net Expenditure / (Income)</b>	<b>422,625</b>	<b>(284,055)</b>	<b>138,570</b>	<b>0</b>	<b>138,570</b>	<b>138,570</b>	<b>0</b>	<b>87,223</b>	<b>83,067</b>	<b>(4,156)</b>
<b>Use of General Reserves</b>										
Balance as at 1 April 2012			11,846		11,846	11,846	0			
Use in Year			0	0	0	800	800			
<b>Balance as at 31 March 2013</b>			<b>11,846</b>	<b>0</b>	<b>11,846</b>	<b>12,646</b>	<b>800</b>			

**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Adult Social Care, Health & Housing  
Portfolio Holder - Cllr Lesley Salter**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Adult Support Services and Management	483	(488)	(5)	60	55	55	0	37	39	2
b Drug & Alcohol Action Team	2,021	(1,994)	27	146	173	119	(54)	119	88	(31)
c Housing Needs & Homelessness	1,815	(676)	1,139	26	1,165	1,165	0	651	650	(1)
d Commissioning Team	2,026	(2,265)	(239)	(109)	(348)	(361)	(13)	(229)	(226)	3
e Strategy & Development	2,325	(2,752)	(427)	6	(421)	(485)	(64)	(276)	(334)	(58)
f People with a Learning Disability	16,992	(1,431)	15,561	308	15,869	14,649	(1,220)	10,590	9,631	(959)
g People with Mental Health Needs	3,275	(162)	3,113	(213)	2,900	4,190	1,290	1,936	2,867	931
h Older People	30,545	(10,538)	20,007	463	20,470	20,739	269	13,672	13,767	95
i Other Community Services	1,464	(1,000)	464	25	489	480	(9)	327	318	(9)
j Private Sector Housing	2,115	(66)	2,049	44	2,093	2,023	(70)	1,396	1,321	(75)
k People with a Physical or Sensory Impairment	4,627	(488)	4,139	46	4,185	4,126	(59)	2,795	2,792	(3)
l Supporting People	4,527	0	4,527	(202)	4,325	4,235	(90)	3,101	3,039	(62)
m Service Strategy & Regulation	458	(144)	314	0	314	338	24	209	225	16
<b>Total Net Budget for Portfolio</b>	<b>72,673</b>	<b>(22,004)</b>	<b>50,669</b>	<b>600</b>	<b>51,269</b>	<b>51,273</b>	<b>4</b>	<b>34,328</b>	<b>34,177</b>	<b>(151)</b>

**Virements**

**£000**

Transfer from earmarked reserves	40
Allocation from Contingency-inflation allowed for placements	916
In year virements	(356)

**600**

**General Fund Forecast 2012/13  
at 30 June 2012 - Period 3  
Adult Social Care, Health & Housing  
Portfolio Holder - Cllr Lesley Salter**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Forecast underspend has been set aside as a legal contingency in the event of any legal challenge to on- going DACT procurement for residential detox provision.	Projects, such as Alcohol Liaison Nurse, Naloxone, Test on Arrest, Family Support Pilot, due to commence later in the financial year.
c.	
d.	
e. Forecasted underspend on employees due to vacancies/secondments.	Current underspend on employees due to vacancies/secondments.
f. Mainly because of lower than projected residential care placements offset slightly against homecare.	
g. Mainly as a result of higher than projected residential care placements, direct payments & supported living.	
h. Mainly due to higher homecare and direct payment packages offset by reduced residential care placements. Because of the volatility of this budget, the forecast year end variance may change over the course of the year.	Higher homecare and direct packages offset by reduced residential care placements.
i.	
j. Forecast underspend on employees due to vacancies carried at the beginning of the year	Current underspend on employees due to vacancies carried at the beginning of the year.
k. Due to less than predicted use of direct payments.	
l. Savings achieved on Supporting People contractor payments	Savings achieved on Supporting People contractor payments
m.	

**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Children and Lifelong Learning  
Portfolio Holder - Cllr James Courtenay**

<b>Service</b>	<b>Gross Expend £000</b>	<b>Gross Income £000</b>	<b>Original Budget £000</b>	<b>Virement £000</b>	<b>Latest Budget £000</b>	<b>Expected Outturn £000</b>	<b>Forecast Variance £000</b>	<b>Budget to Date £000</b>	<b>Spend to Date £000</b>	<b>To Date Variance £000</b>
a Childrens Commissioning	12,675	(9,479)	3,196	115	3,311	3,261	(50)	1,003	942	(61)
b Children with Special Needs	1,987	(19)	1,968	45	2,013	1,938	(75)	1,342	1,263	(79)
c Early Years Development and Child Care Partnership	10,753	(8,741)	2,012	(430)	1,582	1,622	40	1,061	1,013	(48)
d Children Fieldwork Services	3,684	(19)	3,665	71	3,736	3,701	(35)	2,491	2,462	(29)
e Children Fostering and Adoption	5,747	0	5,747	112	5,859	5,474	(385)	3,929	3,612	(317)
f Youth Service	2,144	(191)	1,953	(202)	1,751	1,586	(165)	1,194	1,086	(108)
g Age 14 to 19 Learning and Development	315	(15)	300	(300)	0	0	0	0	0	0
h Other Education	770	(723)	47	21	68	68	0	47	41	(6)
i Schools Retained Budgets	0	0	0	0	0	0	0	0	0	0
j Private Voluntary Independent	4,757	(162)	4,595	30	4,625	4,775	150	3,084	3,146	62
k Schools Delegated Budgets	76,251	(76,251)	0	0	0	0	0	0	0	0
l Children Specialist Commissioning	857	(55)	802	(85)	717	717	0	478	447	(31)
m Children Specialist Projects	2,427	(81)	2,346	93	2,439	2,439	0	1,642	1,612	(30)
n School Support and Preventative Services	15,845	(9,640)	6,205	552	6,757	6,767	10	5,720	5,726	6
o Youth Offending Service	2,221	(1,073)	1,148	329	1,477	1,455	(22)	991	908	(83)
p Young Persons Drug and Alcohol Team	292	(135)	157	(110)	47	47	0	31	27	(4)
<b>Total Net Budget for Portfolio</b>	<b>140,725</b>	<b>(106,584)</b>	<b>34,141</b>	<b>241</b>	<b>34,382</b>	<b>33,850</b>	<b>(532)</b>	<b>23,013</b>	<b>22,285</b>	<b>(728)</b>

**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Children and Lifelong Learning  
Portfolio Holder - Cllr James Courtenay**

<b>Virements</b>	<b>£000</b>
Transfer from earmarked reserves	0
Allocation from Contingency	306
In year virements	(65)
	<b>241</b>

<b>Forecast Outturn Variance</b>	<b>Year to Date Variance</b>
a. Underspend from vacant posts being held in anticipation of Department for People Business Support restructure.	
b. Underspend on supplies and services identified to offset overspending elsewhere within Children's Services.	
c. £55k overspend due to delay in member decision in relation to Children's Centre service design, partly offset by £15k underspend on supplies and services due to efficiencies in the Early Years General Budget.	
d. Vacant post in Children's placement and commissioning. Offered as saving for 2014/15.	
e. Current spending patterns on fostering and adoption payments indicate an underspend against the budget. To be managed in conjunction with PVI budget above. Additional savings of circa £85k on consolidation of services based at Marigold and Allan Cole House.	Year to date variance due to impact of adoption grants received. Note, 'Adoption Grant A' will be received in-year, but spending profile will stretch into the 2015/16 financial year.
f. Underspend due to the vacant Teenage Pregnancy post to be filled later in the year, and due to a reduction in supplies, services and premises costs.	
g.	
h.	
i.	
j. Projection for current cohort of residential placements, this budget remains volatile.	



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k.

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l.

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m.

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n.

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o. Underspend on establishment budget due to staff being charged against grants b/fwd. from 12/13

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p.

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**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Corporate Support Services  
Portfolio Holder - Cllr Andrew Moring**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000	
a	Accounts Payable	202	(208)	(6)	1	(5)	26	31	5	15	10
b	Accounts Receivable	340	(332)	8	(4)	4	4	0	1	(1)	(2)
c	Accountancy	3,159	(3,068)	91	21	112	12	(100)	75	(105)	(180)
d	Asset Management	416	(414)	2	3	5	(20)	(25)	5	(33)	(38)
e	Internal Audit & Corporate Fraud	877	(856)	21	4	25	15	(10)	17	8	(9)
f	Buildings Management	3,042	(2,950)	92	(102)	(10)	32	42	85	214	129
g	Administration & Support	510	(633)	(123)	18	(105)	(105)	0	(70)	(65)	5
h	Cemeteries and Crematorium	1,495	(1,833)	(338)	(4)	(342)	(342)	0	(205)	(238)	(33)
i	Community Centres and Club 60	134	(1)	133	(1)	132	132	0	91	94	3
j	Corporate and Industrial Estates	524	(910)	(386)	10	(376)	(376)	0	(241)	(285)	(44)
k	Customer Services Centre	1,818	(2,029)	(211)	102	(109)	(154)	(45)	(48)	(84)	(36)
l	Council Tax Admin	1,584	(462)	1,122	27	1,149	1,149	0	760	766	6
m	Council Tax Benefit	0	0	0	0	0	0	0	0	(96)	(96)
n	Democratic Services Support	466	(1)	465	(15)	450	450	0	300	307	7
o	Dial A Ride Service	48	(2)	46	1	47	47	0	31	17	(14)
p	Directorate of Support Services	1,064	(1,079)	(15)	58	43	43	0	26	41	15
q	Elections and Electoral Registration	256	(3)	253	2	255	245	(10)	170	158	(12)
r	Vehicle Fleet	739	(743)	(4)	(3)	(7)	(7)	0	(1)	(17)	(16)
s	Benefits Administration	3,323	(2,106)	1,217	11	1,228	1,228	0	820	797	(23)
t	Rent Benefit Payments	99,147	(99,050)	97	0	97	97	0	(171)	(380)	(209)
u	Human Resources	1,638	(1,702)	(64)	53	(11)	(41)	(30)	(4)	(22)	(18)
v	Information Comms & Technology	3,574	(3,612)	(38)	(158)	(196)	(196)	0	(106)	(86)	20
w	Information and Governance	378	(442)	(64)	64	0	0	0	0	0	0
x	Insurance	26	(93)	(67)	2	(65)	(65)	0	(43)	(39)	4
y	Local Land Charges	273	(312)	(39)	2	(37)	(37)	0	(25)	(60)	(35)
z	Legal Services	1,116	(1,099)	17	7	24	24	0	16	14	(2)
aa	Support To Mayor and Members	938	0	938	1	939	899	(40)	631	598	(33)
ab	Non Domestic Rates Collection	406	(301)	105	25	130	130	0	87	97	10
ac	Payroll	409	(415)	(6)	53	47	97	50	31	80	49
ad	Corporate Procurement	441	(459)	(18)	34	16	30	14	68	77	9
ae	Property Management & Maintenance	438	(491)	(53)	5	(48)	62	110	210	259	49
af	Registration Births Deaths & Marriages	463	(292)	171	3	174	174	0	116	84	(32)
ag	Transport Management	172	(183)	(11)	0	(11)	(11)	0	(8)	(8)	0
<b>Total Net Budget for Portfolio</b>	<b>129,416</b>	<b>(126,081)</b>	<b>3,335</b>	<b>220</b>	<b>3,555</b>	<b>3,542</b>	<b>(13)</b>	<b>2,623</b>	<b>2,107</b>	<b>(516)</b>	

**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Corporate Support Services  
Portfolio Holder - Cllr Andrew Moring**

Transfer from earmarked reserves	116
Allocation from Contingency	269
In year virements	(165)
	<b>220</b>

<b>Forecast Outturn Variance</b>	<b>Year to Date Variance</b>
a. Budgeted income from Central Schools will not be realised as they now have their own bank accounts and will no longer be using the Accounts Payable function.	Budgeted income from Central Schools will not be realised
b.	
c. Due to vacant posts being filled late in the financial year, an underspend is expected for this year only	Vacant posts
d. Rolling revaluation of properties is expected to underspend against target budget. Rental income from the property portfolio is expected to exceed target budget	There is a current underspend on the rolling revaluation of properties
e.	On-going audits not yet invoiced
f. Income target relating to sales, room hires and refreshments is unrealistic in 2013/14 given rooms are being taken out of service within the Civic Centre. Utility costs are expected to exceed budget overspend	Income (fees and charges) currently underachieving against target budget. Current overspends on electricity and cleaning
g.	
h.	Income currently exceeding target budget.
i.	
j.	Rental income currently exceeding target budget
k. Vacant hours	Current staffing costs are lower than expected with income streams exceeding target budget:, resulting a net surplus
l.	
m.	Projected outturn as per profiled budgets

Forecast Outturn Variance	Year to Date Variance
n.	
o.	Income exceeding target budget
p.	
q. Expected outturn as all election costs have now been received	All costs for elections received
r.	Current vacancies are contributing to an underspend against budget.
s.	
t.	Projected outturn as per profiled budgets
u. Income expected to be greater than budget	
v.	Telephony and software maintenance are both overspent against target budgets
w.	
x.	
y.	Additional costs to be apportioned
z.	
aa. Based on the current underspend for Members' travel claims, hospitality and conferences	A current underspend on transport due to Members making less travel claims. Underspend on hospitality and conference budgets
ab.	
ac. Employees overspend due to overtime. In addition income target is unlikely to be achieved due to a reduction in the number of schools using the service	Overtime being worked
ad.	
ae. Forecast overspends due to pressures within staff costs and a significant reduction in contract income	Pressures within staff costs
af.	Due to the expected reduced demand during the winter period, income is expected to fall more in line with budget.
ag	

**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Culture & Tourism  
Portfolio Holder - Cllr Derek Jarvis**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Arts Development	364	(97)	267	32	299	289	(10)	216	243	27
b Amenity Services Organisation	2,822	(2,230)	592	(44)	548	668	120	370	569	199
c Culture Management	479	(12)	467	42	509	509	0	340	345	5
d Library Service	3,640	(200)	3,440	83	3,523	3,673	150	2,343	2,494	151
e Museums And Art Gallery	814	(66)	748	(11)	737	757	20	504	556	52
f Parks And Amenities Management	4,891	(1,721)	3,170	16	3,186	3,176	(10)	1,916	1,917	1
g Sports Development	174	(64)	110	(6)	104	104	0	70	43	(27)
h Sport and Leisure Facilities	929	(37)	892	8	900	740	(160)	603	511	(92)
i Southend Theatres	523	(16)	507	(9)	498	498	0	359	346	(13)
j Resort Services Pier and Foreshore and Southend Marine Activity Centre	2,669	(1,300)	1,369	(16)	1,353	1,373	20	948	915	(33)
k Tourism	516	(47)	469	1	470	500	30	314	362	48
<b>Total Net Budget for Portfolio</b>	<b>17,821</b>	<b>(5,790)</b>	<b>12,031</b>	<b>96</b>	<b>12,127</b>	<b>12,287</b>	<b>160</b>	<b>7,983</b>	<b>8,301</b>	<b>318</b>

**Virements**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

**£000**

0

95

1

**96**

**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Culture & Tourism  
Portfolio Holder - Cllr Derek Jarvis**

Forecast Outturn Variance	Year to date Variance
a.	
b.	
c.	
d.	
e.	
f.	
g.	
h.	
i.	
j.	
k.	

**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Deputy Leader  
Portfolio Holder - Cllr John Lamb**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Economic Development	315	0	315	18	333	333	0	230	164	(66)
b Flood and Sea Defence	1,417	(63)	1,354	1	1,355	1,355	0	904	798	(106)
c Town Centre Management	319	(47)	272	0	272	272	0	182	204	22
d Partnership Team	325	0	325	51	376	376	0	252	191	(61)
e Support To Voluntary Sector	817	0	817	45	862	862	0	541	542	1
<b>Total Net Budget for Portfolio</b>	<b>3,193</b>	<b>(110)</b>	<b>3,083</b>	<b>115</b>	<b>3,198</b>	<b>3,198</b>	<b>0</b>	<b>2,109</b>	<b>1,899</b>	<b>(210)</b>

**Virements**

**£000**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

80  
5  
30

115

**Forecast Outturn Variance**

**Year to Date Variance**

a

b

c

d

e

**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Leader  
Portfolio Holder - Cllr Nigel Holdcroft**

<b>Service</b>	<b>Gross Expend £000</b>	<b>Gross Income £000</b>	<b>Original Budget £000</b>	<b>Virement £000</b>	<b>Latest Budget £000</b>	<b>Expected Outturn £000</b>	<b>Forecast Variance £000</b>	<b>Budget to Date £000</b>	<b>Spend to Date £000</b>	<b>To Date Variance £000</b>
a Corporate Subscriptions	113	0	113	0	113	113	0	75	67	(8)
b Corporate and Non Distributable Costs	3,368	(164)	3,204	(26)	3,178	3,002	(176)	2,111	1,721	(390)
c Emergency Planning	97	0	97	14	111	111	0	73	71	(2)
d Media And Communication	267	(342)	(75)	75	0	0	0	0	0	0
e Public Health	4,889	(4,889)	0	(354)	(354)	(354)	0	0	(239)	(239)
f People and Organisational Development	433	(442)	(9)	18	9	(26)	(35)	6	(24)	(30)
g Strategy and Performance	273	0	273	(134)	139	189	50	94	134	40
h The Programme Office	335	(416)	(81)	1	(80)	(80)	0	(53)	(50)	3
i Tickfield Training Centre	245	(216)	29	(3)	26	26	0	27	26	(1)
<b>Total Net Budget for Portfolio</b>	<b>10,020</b>	<b>(6,469)</b>	<b>3,551</b>	<b>(409)</b>	<b>3,142</b>	<b>2,981</b>	<b>(161)</b>	<b>2,333</b>	<b>1,706</b>	<b>(627)</b>

**Virements**

**£000**

Transfer from earmarked reserves	0
Allocation from Contingency	24
In year virements	(433)
	<u>(409)</u>



**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Leader  
Portfolio Holder - Cllr Nigel Holdcroft**

Forecast Outturn Variance	Year to Date Variance
a.	
b. No second Fund Manager costs expected in year and fewer VAT partial exemptions than anticipated	No second Fund Manager costs expected in year and fewer VAT partial exemptions than anticipated
c.	
d.	
e. £354K Underspend is due to employee vacancies which are partly offset by agency costs. There will also be an underspend on Health Checks and Adult Weight Management because the services were commissioned part way through the year. There are potential pressures on out of area attendance at Sexual Health Clinics and on prescriptions on Smoking Cessation. The anticipated underspend has been moved to earmarked reserve as the Public Health grant is ring fenced.	Underspend is due to employee vacancies which are partly offset by agency costs & also there will be an underspend in Health checks due to second half of year third party line not being spent & Adult Obesity. There is a pressure on Sexual Health due to out of area attendance at Sexual Health clinics.
f. Increase in income due to greater than expected internal training and lower costs for the POD team	
g. Shortfall on budgets for Software Maintenance Agreements, Outlook and agency costs	The shortfall on budgets for software maintenance agreements, Outlook and agency costs is being offset by the current underspend on Partnership
h.	

**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Public Protection, Waste & Transport  
Portfolio Holder - Cllr Tony Cox**

<b>Service</b>	<b>Gross Expend £000</b>	<b>Gross Income £000</b>	<b>Original Budget £000</b>	<b>Virement £000</b>	<b>Latest Budget £000</b>	<b>Expected Outturn £000</b>	<b>Forecast Variance £000</b>	<b>Budget to Date £000</b>	<b>Spend to Date £000</b>	<b>To Date Variance £000</b>
a Bridges and Structural Engineering	60	0	60	0	60	60	0	40	38	(2)
b Closed Circuit Television	511	(18)	493	2	495	570	75	329	393	64
c Concessionary Fares	3,377	0	3,377	149	3,526	3,526	0	2,639	2,630	(9)
d Decriminalised Parking	1,291	(1,042)	249	1	250	375	125	168	299	131
e Enterprise Tourism and Environment Central Pool	1,685	(1,719)	(34)	209	175	165	(10)	120	135	15
f Highways Maintenance	12,581	(3,119)	9,462	11	9,473	9,423	(50)	6,333	6,148	(185)
g Car Parking Management	1,451	(5,227)	(3,776)	2	(3,774)	(3,774)	0	(2,620)	(2,536)	84
h Passenger Transport	528	(80)	448	(14)	434	434	0	273	302	29
i Public Conveniences	794	0	794	(25)	769	746	(23)	528	481	(47)
j Road Safety and School Crossing	491	0	491	5	496	386	(110)	331	254	(77)
k Regulatory Business	733	(7)	726	0	726	726	0	789	786	(3)
l Regulatory Licensing	412	(425)	(13)	0	(13)	15	28	12	(31)	(43)
m Regulatory Management	1,356	(1,010)	346	48	394	394	0	(313)	(303)	10
n Regulatory Protection	387	(30)	357	0	357	375	18	346	354	8
o Traffic and Parking Management	278	(5)	273	(9)	264	264	0	181	243	62
p Waste Collection	4,567	(635)	3,932	94	4,026	4,026	0	2,357	2,360	3
q Waste Disposal	3,733	0	3,733	42	3,775	3,775	0	2,509	2,352	(157)
r Cleansing	2,317	(7)	2,310	58	2,368	2,368	0	1,585	1,588	3
s Civic Amenity Sites	566	(19)	547	64	611	611	0	395	376	(19)
t Community Safety	432	0	432	0	432	311	(121)	313	190	(123)
u Environmental Care	921	(4)	917	4	921	901	(20)	613	593	(20)
v Waste Management	639	0	639	1	640	675	35	299	338	39
<b>Total Net Budget for Portfolio</b>	<b>39,110</b>	<b>(13,347)</b>	<b>25,763</b>	<b>642</b>	<b>26,405</b>	<b>26,352</b>	<b>(53)</b>	<b>17,227</b>	<b>16,990</b>	<b>(237)</b>

**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Public Protection, Waste & Transport  
Portfolio Holder - Cllr Tony Cox**

<b>Virements</b>	<b>£000</b>
Transfer from earmarked reserves	45
Allocation from Contingency	487
In year virements	110
	<b>642</b>

<b>Forecast Outturn Variance</b>	<b>Year to Date Variance</b>
a.	
b. Saving unlikely to be realised as a result of realignment of service. Compensatory savings are to be found	Savings unlikely to be realised as a result of realignment of the service. Compensatory savings are to be found.
c.	
d.	
e.	
f.	
g.	
h.	
i. Premises costs expected to underspend	Underspend in Premises costs
j.	
k.	
l. Full year savings are currently not being achieved regarding contractor costs, and these are partially offset by potential underspends in the Gambling Act.	
m.	
n. Full year savings are currently not being achieved regarding contractor costs.	

o.		
p.		
q.	Pressure from Landfill Tax increase, offset by no Gainshare payment as targets to September are not achieved.	Pressure from Landfill Tax increase which is being offset by not making a Gainshare payment.
r.		
s.		
t.	Budget identified plus income received, to offset against CCTV shortfall	Budget identified plus income received to offset against CCTV shortfall
u.	Contractor costs expected to underspend	Underspend in Contractor costs
v.	Full Year savings have not been achieved relating to the Waste Contract Team Restructure	Savings are not being achieved relating to the Waste Contract Team Restructure

**General Fund Forecast 2013/14  
at 30 November 2013 - Period 8  
Planning  
Portfolio Holder - Cllr Jonathan Garston**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Building Control	635	(362)	273	3	276	276	0	169	171	2
b Development Control	1,019	(455)	564	4	568	538	(30)	392	296	(96)
c Regional And Local Town Plan	1,529	(769)	760	5	765	765	0	631	678	47
<b>Total Net Budget for Portfolio</b>	<b>3,183</b>	<b>(1,586)</b>	<b>1,597</b>	<b>12</b>	<b>1,609</b>	<b>1,579</b>	<b>(30)</b>	<b>1,192</b>	<b>1,145</b>	<b>(47)</b>

**Virements**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

**£000**

0

17

(5)

12

**Forecast Outturn Variance**

**Year to date Variance**

a.

b.

c.

**Housing Revenue Account Forecast 2013/14**  
**at 30 November 2013 - Period 8**  
**Portfolio Holder - Cllr Lesley Salter**

Description	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Employees	342	0	342	349	7	228	232	4
b Premises (Excluding Repairs)	620	0	620	620	0	587	553	(34)
c Repairs	5,152	0	5,152	5,152	0	3,567	3,567	0
d Supplies & Services	65	0	65	71	6	43	47	4
e Negative Subsidy Liability	0	0	0	0	0	0	0	0
f Management Fee	9,380	0	9,380	9,380	0	6,494	6,494	0
g Management Fee - one off costs	0	0	0	0	0	0	0	0
h MATS	910	0	910	910	0	607	607	0
i Provision for Bad Debts	282	0	282	282	0	0	0	0
j Capital Financing Charges	10,373	0	10,373	11,618	1,245	6,915	7,059	144
<b>Expenditure</b>	<b>27,124</b>	<b>0</b>	<b>27,124</b>	<b>28,382</b>	<b>1,258</b>	<b>18,441</b>	<b>18,559</b>	<b>118</b>
k Government Grants	0	0	0	0	0			0
l Fees & Charges	(3,824)	0	(3,824)	(3,814)	10	(2,660)	(2,842)	(182)
m Rents	(24,374)	0	(24,374)	(24,624)	(250)	(16,419)	(16,595)	(176)
n Other	(227)	0	(227)	(227)	0	(218)	(189)	29
o Contribution from General Fund for wider Community	(80)	0	(80)	(80)	0	(80)	(80)	0
p Interest	(50)	0	(50)	(90)	(40)	(33)	(33)	0
q Recharges	(600)	0	(600)	(600)	0	(400)	(275)	125
<b>Income</b>	<b>(29,155)</b>	<b>0</b>	<b>(29,155)</b>	<b>(29,435)</b>	<b>(280)</b>	<b>(19,811)</b>	<b>(20,014)</b>	<b>(204)</b>
r Appropriation to Earmarked reserves	2,131	0	2,131	2,280	149	0	0	0
s Statutory Mitigation on Capital Financing	(100)		(100)	(1,227)	(1,127)	0		0
<b>Net Expenditure / (Income)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,370)</b>	<b>(1,455)</b>	<b>(85)</b>
<b>Use of Reserves</b>								
Balance as at 1 April 2012	3,502	0	3,502	3,502	0			
Use in Year	0	0	0	0	0			
<b>Balance as at 31 March 2012</b>	<b>3,502</b>	<b>0</b>	<b>3,502</b>	<b>3,502</b>	<b>0</b>			

**Housing Revenue Account Forecast 2013/14  
at 30 November 2013 - Period 8  
Portfolio Holder - Cllr Lesley Salter**

Forecast Outturn Variance	Year to Date Variance
a.	
b.	
c.	
d.	
e.	
f.	
g.	
h.	
i.	
j. HRA share of debt higher than originally budgeted for, balanced somewhat by a lower interest rate. In addition, adjustments to the residual carrying value of some assets components following replacement under decent homes works.	HRA share of debt higher than originally budgeted for, balanced somewhat by a lower interest rate.
k.	
l.	
m. Higher than expected rental income because of a lower number of void properties than estimated in the budget.	Higher than expected rental income because of a lower number of void properties than estimated in the budget.
n.	
o.	
p.	
q.	
r.	
s. Statutory mitigations increased as a result of asset valuation changes from decent homes works (referred to in J above), negating out their financial impact on the HRA.	





# **Capital Programme Monitoring 2013/14**

## **Period 8**

**as at 30<sup>th</sup> November 2013**

## **Departmental Summary**

## Capital Programme Monitoring Report – November 2013

### 1. Overall Budget Performance

The revised Capital budget for the 2013/14 financial year is £52.261million. This includes all changes approved by Cabinet at its meeting on 5th November 2013. Actual capital spend at 30<sup>th</sup> November is £27.488million representing 53% of the revised budget. This is shown in Appendix 1. (There are still outstanding creditor invoices to be paid from 2012/13 totalling £1.036million. A creditor invoice totalling £423k has been paid in December bringing the outstanding creditors down to £613k).

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 2013/14 £'000	Actual 2013/14 £'000	Expected outturn 2013/14 £'000	Latest Expected Variance to Revised Budget 2013/14 £'000	Previous Expected Variance to Revised Budget 2013/14 £'000
People	8,714	3,885	8,463	(251)	(51)
Place	27,716	16,427	26,816	(900)	10
Corporate Services	6,773	2,206	6,730	(43)	-
Housing Revenue Account (HRA)	9,058	4,970	8,503	(555)	-
<b>Total</b>	<b>52,261</b>	<b>27,488</b>	<b>50,512</b>	<b>(1,749)</b>	<b>(41)</b>

The capital programme is expected to be financed as follows:

Department	External Funding			Total Budget £'000
	Council Budget £'000	Grant Budget £'000	Developer & Other Contributions £'000	
People	1,222	7,492	-	<b>8,714</b>
Place	9,204	6,751	11,761	<b>27,716</b>
Corporate Services	6,551	188	34	<b>6,773</b>
Housing Revenue Account (HRA)	8,297	620	141	<b>9,058</b>
<b>Total</b>	<b>25,274</b>	<b>15,051</b>	<b>11,936</b>	<b>52,261</b>

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 30<sup>th</sup> November is as follows:

Department	Grant Budget £'000	Developer & Other Contributions Budget £'000	Total external funding budget £'000	External funding received £'000	External funding outstanding £'000
People	7,492	-	7,492	8,901*	1,409
Place	6,751	11,761	18,512	14,348	(4,164)
Corporate Services	188	34	222	156	(66)
Housing Revenue Account (HRA)	620	141	761	295	(466)
<b>Total</b>	<b>15,051</b>	<b>11,936</b>	<b>26,987</b>	<b>23,700</b>	<b>(3,287)</b>

\* Part of this external funding relates to 2014/15 schemes.

## 2. Department Budget Performance

### Department for People

The revised Department for People budget totals £8.714 million.

Department for People	Revised Budget 2013/14 £'000	Actual 2013/14 £'000	Expected outturn 2013/14 £'000	Latest Expected Variance to Year End 2013/14 £'000	Previous Expected Variance to Year End 2013/14 £'000
Adult Social Care	571	236	371	(200)	-
General Fund Housing	1,004	576	953	(51)	(51)
Building Schools for the Future	28	(422)	28	-	-
Children & Learning Other	1,440	82	1,440	-	-
Condition Schemes	840	302	840	-	-
Devolved Formula Capital	370	344	370	-	-
Primary School Places	4,461	2,767	4,461	-	-
<b>Total</b>	<b>8,714</b>	<b>3,885</b>	<b>8,463</b>	<b>(251)</b>	<b>(51)</b>

Actual spend at 30<sup>th</sup> November stands at £3.885million. This represents 45% of the total available budget.

## **Adult Social Care**

The Adult Social Care budget consists of the Community Capacity grant and Mental Health Funding Stream. The Community Capacity grant will be spent on major adaptations that will enable individuals to remain in the community. The Mental Health budget will be used to fund a contribution to MIND for the works/adaptation of the Jubilee Centre. This will be used as a Mental Health resource centre helping people with Mental Health needs increase their independence and offer advice and support as well as assistance with aspects of daily living.

Some of the works previously planned to be spent from the Community Capacity grant is now being paid from the Disabled Facilities grant therefore around £150k is expected to be carried forward to 2014/15 at January Cabinet.

The first payment has been made from the mental health funding scheme. A carry forward request may be necessary for the remaining £50k depending on when the second payment becomes due.

## **General Fund Housing**

Under the Empty Dwellings Management works in default scheme, there is currently a demand to spend this budget but associated legal processes can be lengthy and this is delaying some of the works. Much of the work carried out in 2013/14 has involved securing derelict properties along with additional costs associated with structural engineering works.

Schedules of work have been sent out under the Private Sector Renewal scheme and the Private Sector Housing Team has assessed over 14 properties in the last 2 months. It is expected that the full budget of £100k will be committed over the next 2 to 3 months.

The Warmer Healthy Homes scheme includes works to supplement the Really Smart House project with improvements to adjacent private sector properties being pursued. The revised budget of £60k is expected to be spent by year end.

The fully integrated Housing Services IT scheme is progressing and the renegotiation of the software contract means that payments will now be made in stages with the outstanding amount only payable on successful implementation of the new system in July 2014. As a result, only £32k is committed to be spent by year end and a carry forward request of the remaining £51k is expected at January Cabinet.

## **Building schools for the Future**

The project is now complete and the final retention is being paid. A budget of £28k is also allocated for this year to find the legal transfer on contract guarantees and maintenance contracts from Southend Borough Council to the Belfairs Academy. This process has now begun.

## **Children & Learning Other Schemes**

Two funding streams totalling £546k for Disabled Children's Facilities and Short Breaks have been awarded for this financial year and projects are in their feasibility stages.

Works on the Chase High School playing field are now complete. Prince Avenue Primary Schools front doors have been proved fit for purpose and the project is now complete apart from final sign off by Building Control.

Work on Kingsdown Special School's roof is progressing although there are some delays along with some insurance issues being raised.

Retention payments for the new Hinguar Primary School building are now being released and the remaining budget in 2013/14 is to cover works on the drainage ditch that is situated at the south end of the playing field. The project board agreed that this funding would be passed to the school to manage so that can take a holistic approach to the drainage of the whole field.

The purchasing of the six properties between the two Sacred Heart Primary School sites is on-going. Three are now owned by Southend Borough Council and the Diocese, one is near completion and negotiations to purchase the remaining two are underway.

Of the £1.4million budget allocated for 2013/14, works are mostly completed and invoices are now starting to be paid. Retentions of £107k are also being held for payment later in the financial year.

### **Condition Schemes**

A total of £840k of condition works on school buildings are programmed for 2013/14. This covers £505k for heating and plumbing works, £220k on roofs and rewiring, £37k on health and safety works relating to fire alarms and £78k on other general condition items. The majority of the work commenced in August and early September and is well underway.

### **Devolved Formula Capital**

This is an annual devolution of dedicated capital grant to schools which has been fully distributed for the year.

### **Primary School Places**

Capital expansions, both permanent and temporary are on-going to supply primary places to meet significant increased demands. In 2013/14 expenditure of £4.46million is planned. This covers £2.5million of an on-going project from 2012/13 at Milton Primary and Hamstel Infant and Junior Schools with £1.3million of works completed in the summer holidays. Works on these projects are progressing well.

### **Summary**

Carry forward requests expected at January Cabinet are Community Capacity for £150k, Mental Health Funding for £50k and Fully Integrated Housing Services IT for £51k.

## Department for Place

The revised capital budget for the Department for Place is £27.716 million. This includes all changes approved at November Cabinet. The budget is distributed across various scheme areas as follows:

Department for Place	Revised Budget 2013/14 £'000	Actual 2013/14 £'000	Expected outturn 2013/14 £'000	Latest Expected Variance to Year End 2013/14 £'000	Previous Expected Variance to Year End 2013/14 £'000
Culture	14,788	11,035	14,788	-	-
Enterprise, Tourism & Regeneration	583	68	140	(443)	-
Coastal Defence	1,240	462	1,048	(192)	-
Highways and Infrastructure	3,397	2,395	3,247	(150)	-
Parking Management	150	42	150	-	-
Section 38 & 106 Agreements	356	39	366	10	10
Local Transport Plan	2,656	1,149	2,531	(125)	-
Local Sustainable Transport Fund	602	287	602	-	-
Bike Friendly Cities	179	44	179	-	-
Better Bus	1,162	81	1,162	-	-
Transport	843	21	843	-	-
Waste	1,760	804	1,760	-	-
<b>Total</b>	<b>27,716</b>	<b>16,427</b>	<b>26,816</b>	<b>(900)</b>	<b>10</b>

Actual spend at 30<sup>th</sup> November stands at £16.427million. This represents 59% of the total available budget.

### Culture

The drainage works at Belfairs Golf Course were delayed due to wet weather at the beginning of the year but the ditch clearance and drainage plans are now complete with work on target to complete by the end of March 2014.

A consultation on design for the Southchurch Park lake scheme is currently taking place with disabled groups with regards to access around the lake. Contractors are now on site and expect to complete by the end of March 2014.

The budget for the Forum at Elmer Square is anticipated to be spent this financial year except from retentions.

## **Enterprise, Tourism & Regeneration**

The Regeneration projects include all the work currently taking place on Southend Pier.

The Prince George extension structural report is currently in the process of being carried out. The works to repair and paint the stem railings are now complete with the retention of £2.5k to be paid in March 2014.

Only £10k of the Pier Infrastructure and Development budget is expected to be spent by year end with a £443k carry forward request to be included in the January Cabinet report.

## **Coastal Defence**

Works on Grovenor Road Beach access are scheduled to start in February 2014 subject to planning permission which has been submitted. Environmental Agency approval has already been given. The only approval required is the renewal of the existing permission from Marine Management Organisation.

The Two Tree Rowing Feasibility works have been delayed and the budget will now need to be carried forward into 2014/15 to continue the works then.

## **Highways and Infrastructure**

A programme of works for planned highways maintenance has already commenced with approximately £1m of highways schemes implemented. The rest of the works are on-going and the full allocation will be spent. The footway renewal programme has also commenced.

The Cinder Path project will involve upgrading of the existing 1.2km seafront pedestrian-only traffic-free pathway between Old Leigh and Chalkwell railway stations to provide a multi-user facility for pedestrians and cyclists. We are working in partnership with Sustrans and they currently have a licence with Network Rail. Network Rail has now agreed to the principle of moving the fence line and discussions can now take place with the Environment Agency.

The Street Lighting programme has been agreed and arrangements are now in hand to replace the old steel and concrete columns in Leigh. Further to this, a business case is being looked at to consider replacing existing lanterns with LED to save energy costs, reduce maintenance and achieve carbon reduction targets. The market in this area is rapidly changing and to ensure we select the best lanterns for long terms gains, we are in the process of trialling two different manufacturer's lanterns before deciding on the way forward. If successful with the approval from Cabinet members, we will consider introducing LED lanterns over a phased period as part of the column replacement programme. A carry forward request for £150k will be required at January Cabinet to tie in with the LED lantern programme.

## **Parking Management**

Parkaeon have being commissioned to prepare draft designs for a new layout and machinery at Fairheads Green and Essex Street car parks. The proposal is to introduce Automatic Number Plate Recognition (ANPR) technology to manage parking rather than a barrier. This method is cost effective and leads to no loss of parking spaces or a change in layout design. The arrangements have now been agreed with the Portfolio holder for Fairheads Green car park to pay on exit therefore the full budget allocation is expected to be spent on this project.

## **Section 38 and Section 106 Schemes**

There are a variety of S38 and S106 schemes all at various stages. The bigger schemes include enhancements to the existing Shoebury Park facilities and on-going maintenance at Fossetts Farm Bridleway.

Funding totalling £10k will be put forward for addition to the programme at January Cabinet to reflect new funds received. These relate to the Roslin hotel extension for £3k and North Road/Salisbury Avenue for £7k

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

Traffic management and road safety work programmes have been agreed and arrangements are in hand for initial designs and options assessments to enable works to commence. There is a heavy and increasing workload due to the Traffic and Parking Working Party which is prioritised by the committee on an on-going basis.

Schemes totalling £125k will be put forward as a carry forward request at January Cabinet relating to parking schemes, accident remedial schemes and other minor schemes.

## **Local Sustainable Transport Fund (LSTF)**

Under the Local Sustainable Transport plan, there are plans currently being developed to improve the Harp House junction to reduce congestion and improve access for non-motorised users. The Queensway Improvement scheme is currently at detailed design stage with the works encompassing any Victoria Gateway landscaping proposals. The Contra-flow cycling in one-way streets (Southchurch Road/Sutton Road) is programmed for construction in January 2014. The access into the new Belfairs Visitor Centre is on site and improvements to the Old Vienna Roundabout is currently being trialled. Metal have been approached to design bespoke cycle parking (secure and covered) for a variety of sites. The lifeboat Station and the secure parking at Victoria Gateway along with amendments to the existing lockers at Chalkwell are currently being considered. Suggestions for other locations are currently being sought.

## **Bike Friendly Cities**

For 2013/14, the Bike Friendly Cities project is due to be spent in creating cycle ways from Queensway to Victoria Avenue along with the access into the Belfairs Visitor Centre and the old Vienna Roundabout Improvement. This will supplement the LSTF funding.

## **Better Bus**

An outline proposal has been produced for the Cliffs Pavilion and a meeting with the ward Councillors is in the process of being arranged. Proposals for Leigh Station are being investigated.

Proposals for an extension to Western Approaches for the installation of a zebra crossing is being investigated. It is proposed that these will be presented at Traffic and Parking committee.

The Travel Centre and Southchurch Road works are now on site.

Design work for Sutton Road/Royston Road is underway and consultation with Councillors will follow. Ward Councillors have been consulted on Mountdale Gardens and Blackgate Road.

All schemes must be completed within 2013/14 in accordance with DfT grant conditions.



## **Transport**

The A127 schemes are in tranche 2 within the Local Transport Body prioritisation exercise submitted to the Department for Transport at the end of July.

A first draft feasibility study for each junction has been completed and will be reviewed along with consultation results to work towards establishing preferred options. Further options will be required to be prepared to address the consultation results.

A review of the programme to deliver the business case in conjunction with the South East Local Enterprise Partnership Local Transport Body prioritisation exercise and emerging Strategic Economic Plan is underway.

It was recently announced that the A127 Tesco Junction improvement scheme, resubmitted for DfT Local Pinch Point Fund in October, was successful in receiving grant funding amounting to £3.263m of the £4.754m total scheme costs. The Southend Borough Council contribution amounts to £1.491m. The scheme supports the development of the Airport Business Parks and will improve the junction capacity and access arrangements, reducing congestion and improving accessibility and safety for pedestrians and cyclists. Construction works are programmed to be completed by April 2015 to meet the grant conditions.

Under the Southend Transport Model scheme, a review of the programme to deliver the business case in conjunction with the South East Local Enterprise Partnership Local Transport Body prioritisation exercise is underway and to support projects within the Deal for Growth and Emerging Strategic Economic Plan. The multi modal model supported the resubmitted A127 Tesco bid and will support the on-going A127 proposals.

## **Waste**

The Commercial Waste and Recycling Site scheme is now well underway and we are now in possession of the site. The anticipated costs of developing the site in 2013/14 is £350k therefore the full 2013/14 budget allocation is expected to be spent.

The demolition of the old Waste Transfer Station building has now been completed. The tenders received have come in a lot higher than expected and therefore a review is now taking place including value engineering.

## **Summary**

S106 projects totalling £10k will be put forward for addition to the programme at January Cabinet.

Carry forward requests will be put forward for Pier Infrastructure and Development for £443k, Two Tree Rowing Feasibility for £192k, Street Lighting for £150k, and LTP schemes for £125k.

## Department for Corporate Services

The revised capital budget for the Department for Corporate Services is £6.773million. The budget is distributed across various scheme areas as follows:

Department for Corporate Services	Revised Budget 2013/14 £'000	Actual 2013/14 £'000	Expected outturn 2013/14 £'000	Latest Forecast Variance to Year End 2013/14 £'000	Previous Forecast Variance to Year End 2013/14 £'000
Accommodation Strategy - Main	700	353	700	-	-
Accommodation strategy - CCTV	260	222	260	-	-
Civic Centre – Server Room	655	138	655	-	-
Asset Management (Property)	1,638	659	1,620	(18)	-
Cemeteries & Crematorium	640	5	640	-	-
Health and Safety	48	1	48	-	-
Facilities Management	307	252	307	-	-
ICT Programme	1,955	576	1,930	(25)	-
<b>Subtotal</b>	<b>6,203</b>	<b>2,206</b>	<b>6,160</b>	<b>(43)</b>	<b>-</b>
Priority Works (see table)	570	-	570	-	-
<b>Total</b>	<b>6,773</b>	<b>2,206</b>	<b>6,730</b>	<b>(43)</b>	<b>-</b>

Priority Works	£'000
Budget available	1,000
Less budget allocated to agreed schemes	430
Remaining budget*	570

\* The above table shows the allocation as at the November Cabinet meeting, since then items have been approved under delegation and the remaining budget is now £447k.

Actual spend at 30<sup>th</sup> November stands at £2.206million. This represents 33% of the total available budget.

### Accommodation Strategy - Main

The New Ways of Working programme is a major scheme within the Department for Corporate Services. Floors 1-13 of the Civic Centre have now been completed. The final account is in the process of being agreed. Plans have been formulated for the ground and

lower ground floors and the public wing. A tender using the SMARTe EAST Framework has been successfully let to Lakehouse Construction with a start date expected early in the new-year.

### **Accommodation Strategy – CCTV**

Work is complete on relocating the monitoring centre to the Tickfield centre. Works to complete the Civic Centre are in the process of being specified and tendered.

### **Civic Centre – Server Room**

Lakehouse Construction have been appointed as the main contractor under the SMARTe EAST framework. Second stage designs are now finalised and works are on schedule to be completed in January 2014.

### **Asset Management (Property)**

The project at 38 Satanita Road is in place to address two main defects at the property. These defects involve the pipes and drains which are old and leaking and the water mains into the property which are also leaking. The works to the drains have been completed with the rest of the works to be completed in the new year. There will be a request to move £2k from priority works at January Cabinet to cover the small overspend which is expected on this project.

The demolition of Queensway House is now complete. The next phase is to install services and lay the car park which is currently out to tender. The budget is being reviewed for the next phases as there have been a few unforeseeable hidden challenges and some necessary additions, substation costs and delays which has led to the budget being tighter than expected.

The constructional details have been drawn up for the works at Porters Civic House and Cottage. The planning and Listed Building applications have gone into Planning and copied to English Heritage.

The demolition of Leigh Youth Centre is now complete and the ground works are being finished off. Completion is expected at the end of January 2014. An under spend of £20k is expected at year end and will be subject to an on-going review.

### **Cemeteries and Crematorium**

There is a proposed purchase of the land for the new burial ground in 2013/14 with a contingency for the overage fee if required which will all be accommodated within the available budget. The land has been identified and the land transaction is progressing well with relevant approval in place, legal have been instructed and this is anticipated to be on budget. The draft project specification has been prepared and the design consultants are expected to be appointed in January 2014.

There is also some work on-going on the cremators. Three cremators have now been serviced and a report has been received on the condition of the brickwork. Cremator number 3 was scheduled to have a hot face brick reline in 2014/15 but after 2,300 cremations (with 2,000 being the norm), the hearth and supporting brickwork has badly deteriorated and needs replacement. Therefore it is not expected to last until its scheduled replacement in 2014/15. An accelerated delivery request to bring back budget of £33k into 2013/14 was approved at November Cabinet. The project is currently in the procurement stage obtaining costs for a brick hot face reline.

## **Facilities Management**

There were initial delays to the paving from the Civic Centre to Central Library but the project is now back underway with completion due soon.

## **ICT**

Civica are to provide costs for the next phases of the Electronic Document and Records Management System which includes hot keys, registration services on-line, customer portal and upgrade to enable full functionality of the existing system.

Work has started to review the infrastructure to support the INSPIRE work on the Gazetteer Management System. Land charges work is continuing with migrations to UniForm from Civica already complete.

The solution provider for the Cash Receipting replacement has now been chosen and can be confirmed as Capita plc. The project is now expected to extend to August 2014 with a carry forward request of £25k required at January Cabinet.

## **Priority Works**

The Priority works provision budget currently has £570k remaining unallocated.

## **Summary**

A virement request will be included in January Cabinet to move £2k from priority works to 38 Satanita Road.

Any underspend of £20k is currently expected on the Leigh Youth Centre demolition.

A carry forward request is required for the replacement and enhancement of the Cash Receipting System of £25k.

## Housing Revenue Account

The revised budget for the Housing Revenue Account capital programme for 2013/14 is £9.058million.

The latest budget and spend position is as follows:

Housing Revenue Account	Revised Budget 2013/14 £'000	Actual 2013/14 £'000	Expected outturn 2013/14 £'000	Forecast Variance to Year End 2013/14 £'000	Previous Forecast Variance to Year End 2013/14 £'000
Decent Homes Programme	7,898	4,791	7,898	-	-
Council House Adaptations	500	193	500	-	-
Sheltered Housing Remodelling	500	(23)	85	(415)	-
New Build 159 Bournemouth Park Road	160	9	20	(140)	-
<b>Total</b>	<b>9,058</b>	<b>4,970</b>	<b>8,503</b>	<b>(555)</b>	-

The actual spend at 30<sup>th</sup> November of £4.970million represents 55% of the HRA capital budget.

### Decent Homes Programme

The majority of the Decent Homes works programme for 2013/14 has been completed. The rewiring and window and doors contracts are both in progress and are programmed to be completed by 31<sup>st</sup> March 2014. The ERDF project is due to complete shortly. The Project to renew lifts at Nicholson House and Longbow is continuing along with further works on the Energy Initiatives Programme. Works on footpaths improvements are due to complete in December.

### 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 2013/14.

### Sheltered Housing Remodelling

The contract to modernise the lift at Nestuda House at an estimated cost of £85k starts in December and will run for 14 weeks. The remaining budget will be deferred to 2014/15 which will be used towards the lift at Trevett House which has been deferred pending Building Control approval.

## **New Build 159 Bournemouth Park Road**

This relates to a new build identified in an area to the rear of 159 Bournemouth Park Road. Spend during 2013/14 is expected at £20k with the remaining £140k to be carried forward to 2014/15 at November Cabinet.

### **Summary**

Carry forward requests will be included in the January cabinet report for the Sheltered Housing remodelling scheme for £415k and 159 Bournemouth Park Road for £140k.

Summary of Capital Expenditure at 30th November 2013

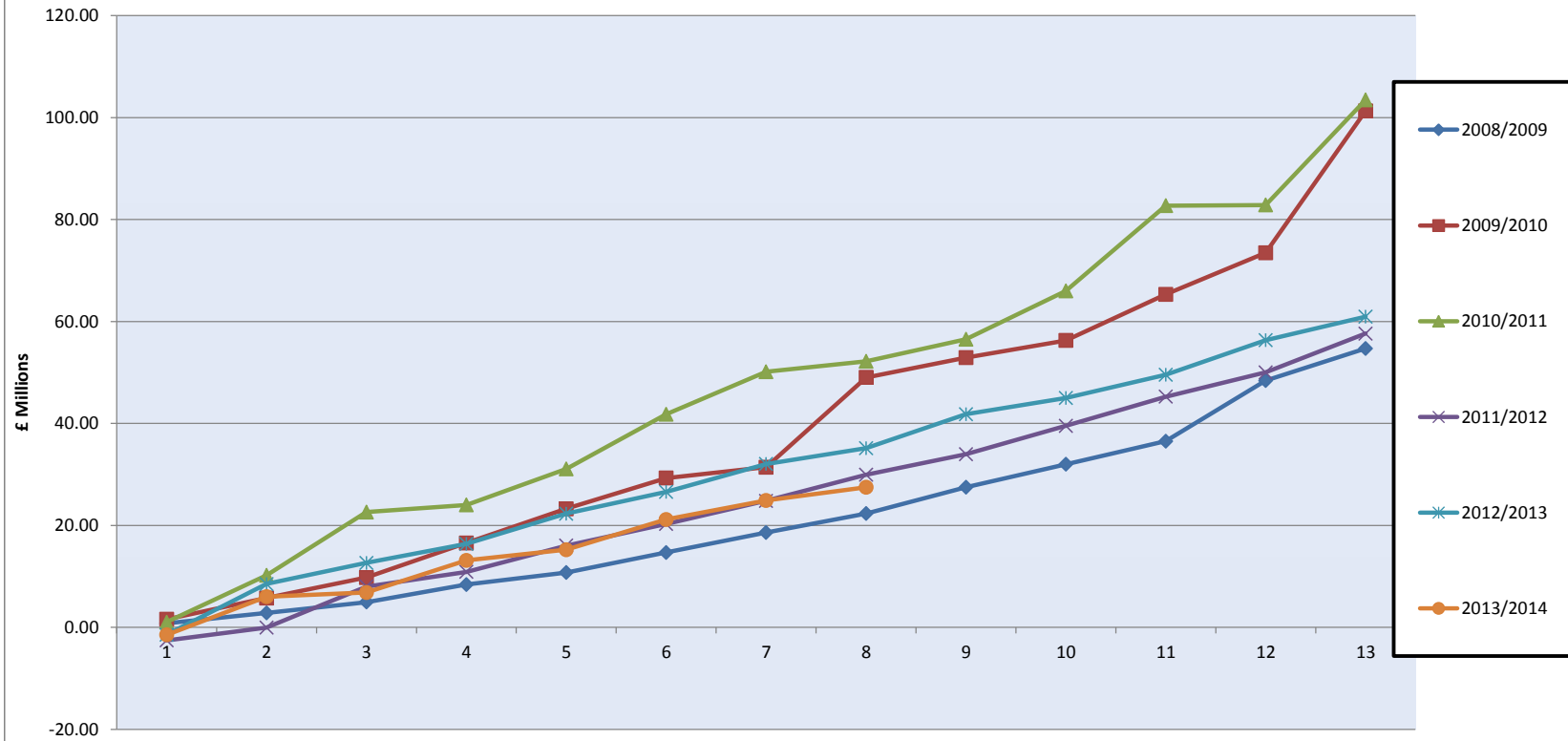
Appendix 1

	Original Budget 2013/14 £000	Revisions £000	Revised Budget 2013/14 £000	Actual 2013/14 £000	Forecast outturn 2013/14 £000	Forecast Variance to Year End 2013/14 £000	% Variance
People	11,546	(2,832)	8,714	3,885	8,463	(251)	45%
Place	21,147	6,569	27,716	16,427	26,816	(900)	59%
Corporate Services	12,304	(5,531)	6,773	2,206	6,730	(43)	33%
Housing Revenue Account	8,131	927	9,058	4,970	8,503	(555)	55%
	<u>53,128</u>	<u>(867)</u>	<u>52,261</u>	<u>27,488</u>	<u>50,512</u>	<u>(1,749)</u>	<u>53%</u>
<b>Council Approved Original Budget - February 2013</b>	<b>53,128</b>						
People amendments	375						
Place amendments	65						
Corporate Services amendments	67						
HRA amendments	19						
Budget re-profiles	(15,408)						
New external funding	14,015						
<b>Council Approved Revised Budget - June 2013</b>	<b><u>52,261</u></b>						

Actual compared to Revised Budget spent is £27.488M or 53%

Appendix 2

**Capital programme Delivery**  
**Cummulative Capital Expenditure 2008/09 to 2013/14**



Year	Outturn £m	Outturn %
2008/09	54.7	92.7
2009/10	101.3	82.2
2010/11	103.5	97.5
2011/12	57.6	97.3
2012/13	61.0	97.9