

# MONTHLY PERFORMANCE REPORT

## August 2015

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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, Maximise or Goldilocks	Indicates whether a higher or lower number is better: Minimise = lower is better, maximise = higher is better, Goldilocks = just right (neither too high or too low)
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 2014/15	Annual target for 2015/16
<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 (31/03/2016)</p> <p> = on course to achieve target</p>
Comment	Commentary for indicators not on track providing reasons for low performance and identifying initiatives planned to bring performance back on track
Better or worse than last year	<p>Symbol indicating whether performance for the Latest Month is better or worse than the same month in the previous year. Symbols and their meanings are:</p> <p> = Latest Month's performance is <b>better</b> than the same month last year</p> <p> = Latest Month's performance is <b>worse</b> than the same month last year</p> <p> = Data not available for current or previous year</p>

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# Section 1: 2015-2016 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 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Cumulative]	Aim to Maximise	August 2015	77.5%	86%	86%			In the period Mar to May 2015 111 people started reablement, of which 86 were at home 3 months later. The YTD average is 82.2%. A detailed review has commenced jointly with the Southend Clinical Commissioning Group in preparation for re-commissioning reablement services next year.	People Scrutiny



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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	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	August 2015	3496	3102	7389			Southend Community Safety Partnership continues to monitor closely the current performance on crime figures. With an increase in footfall across the Borough during Summer months this has historically led in some instances to an increase in certain types of crime. A number of initiatives have been introduced to tackle priority areas of concern particularly violent crime and exploitation of vulnerable people and children. The CSP has commissioned a detailed crime strategic intelligence assessment for the Borough, which should provide a broader picture and assist in addressing the priorities for crime and disorder over the coming year.	Policy & Resources 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 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 4.3	% of Council Tax for 2015/16 collected in year [Cumulative]	Aim to Maximise	August 2015	44.30%	44.40%	97.00%			A fluctuation of 0.1 in a particular month is not unusual and we remain on course to meet the year-end target.	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2015/16 collected in year [Cumulative]	Aim to Maximise	August 2015	46.30%	46.80%	97.60%			The reduction is due to the changeover to new enforcement agents which meant that it was not possible to issue new cases during July and August. This situation will begin to correct itself once new cases are issued to enforcement agents in September and payments will pick up	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 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.3	The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]	Aim to Maximise	August 2015	79.7%	85%	85%			<p>Year to date to August 66 children have been reported missing a total of 118 times. Of the 118 episodes,</p> <ul style="list-style-type: none"> <li>. 94 successful visits</li> <li>. 4 visits where the child wasn't seen</li> <li>. 8 visits were refused</li> <li>. 5 visits were unable to take place</li> <li>. 7 visits remain outstanding</li> </ul> <p>In August there were 15 children who went missing a total of 18 times. Out of the 18 missing episodes, 10 had successful visits, 4 were unable to take place, and these were for 2 children who refused to engage with us. This leaves 4 remain outstanding (2 of the 4 are LAC)</p>	People 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 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	August 2015	51.48%	54.00%	54.00%			The delayed commissioning status at the partnerships Mechanical Biological Treatment Plant means residual waste has not been processed to extract recycling. There is also a general rise in waste arising.	Place 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 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.4	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	August 2015	12	16	40			The business Engagement officer will be commencing their role at the beginning of October. This is expected to increase take up for new and existing businesses.	People Scrutiny
CP 3.5	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	August 2015	298	450	1,300			Final quit figures for August are unlikely to complete until the end of October as Department of Health guidelines state successful quits can be registered up to 42 days after quit date is set.	People Scrutiny

## Section 2: 2015-2016 Corporate Performance Indicators

Information for all 2013-2014 Corporate Priority Indicators

Generated on: 28 September 2015 15:56



**Performance Data Expected Outcome: At risk of missing target 2 On course to achieve target 20 Some slippage against target 6**

**Priority** • Create a safe environment across the town for residents, workers and visitors. • Work with Essex Police and other partners to tackle crime.  
• Look after and safeguard our children and vulnerable adults.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	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	August 2015	3496	3102	7389			Dipti Patel	Policy & Resources Scrutiny
CP 1.2	Adults in contact with secondary mental health services who are in stable accommodation (ASCOF 1H)	Aim to Maximise	August 2015	70.4%	66%	66%			Sharon Houlden	People Scrutiny
CP 1.3	The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]	Aim to Maximise	August 2015	79.7%	85%	85%			John O'Loughlin	People Scrutiny
CP 1.4	Rate of children subject to a Child Protection Plan per 10,000 (not including temps) [Monthly Snapshot]	Goldilocks	August 2015	43.6	37.8-45.2	37.8-45.2			John O'Loughlin	People Scrutiny
CP 1.5	Rate of Looked After Children per 10,000 [Monthly Snapshot]	Goldilocks	August 2015	60.1	54.4-65	54.4-65			John O'Loughlin	People Scrutiny

**Priority** • Promote the use of green technology and initiatives to benefit the local economy and environment. • Encourage and enforce high standards of environmental stewardship.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	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	August 2015	32	45	45			Dipti Patel	Place Scrutiny
CP 2.2	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	August 2015	95%	90%	90%			Dipti Patel	Place Scrutiny
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	August 2015	51.48%	54.00%	54.00%			Dipti Patel	Place Scrutiny

**Priority** • Promote healthy and active lifestyles for all. • Work with the public and private rented sectors to provide good quality housing. • Enable the planning and development of quality, affordable housing.







MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Cumulative]	Aim to Maximise	August 2015	82.2%	86%	86%			Sharon Houlden	People Scrutiny
CP 3.2	Delayed transfers of care from hospital (social care) [Cumulative]	Aim to Minimise	August 2015	4	10	24			Sharon Houlden	People Scrutiny
CP 3.3	Number of attendances at council run or affiliated arts and sports events and facilities [Cumulative]	Aim to Maximise	August 2015	1,432,139	1,428,750	3,429,000			Nick Harris	Place Scrutiny
CP 3.4	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	August 2015	12	16	40			James Williams	People Scrutiny
CP 3.5	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	August 2015	298	450	1,300			Liesel Park	People Scrutiny
CP 3.6	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	August 2015	3,079	2,064	5,673			Margaret Gray	People Scrutiny
CP 3.7	Number of new affordable homes acquired	Aim to Maximise	August 2015	0	0	70			Sharon Houlden	People Scrutiny

**Priority** • Ensure residents have access to high quality education to enable them to be lifelong learners and have fulfilling employment. • Improve the life chances of our residents, especially our vulnerable children & adults, by working to reduce inequalities and social deprivation across our communities. • Ensure the town is 'open for businesses' and that new, developing and existing enterprise is nurtured and support. • Ensure continued regeneration of the town through a culture led agenda.

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 4.1	Proportion of appropriate people using social care who receive direct payments [Monthly Snapshot]	Aim to Maximise	August 2015	28.3%	21%	21%	✔	↑	Sharon Houlden	People Scrutiny
CP 4.2	Proportion of adults with learning disabilities in paid employment [Monthly Snapshot]	Aim to Maximise	August 2015	11.3%	10%	10%	✔	↑	Sharon Houlden	People Scrutiny
CP 4.3	% of Council Tax for 2015/16 collected in year [Cumulative]	Aim to Maximise	August 2015	44.30%	44.40%	97.00%	⚠	↑	Joe Chesterton	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2015/16 collected in year [Cumulative]	Aim to Maximise	August 2015	46.30%	46.80%	97.60%	⚠	↓	Joe Chesterton	Policy & Resources Scrutiny
CP 4.5	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	August 2015	86.36%	79.00%	79.00%	✔	↑	Peter Geraghty	Place Scrutiny
CP 4.6	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	August 2015	88.12%	84.00%	84.00%	✔	↑	Peter Geraghty	Place Scrutiny
CP 4.7	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	August 2015	96.15%	90.00%	90.00%	✔	↑	Peter Geraghty	Place Scrutiny
CP 4.8	Current Rent Arrears as % of rent due	Aim to Minimise	August 2015	1.47%	1.77%	1.77%	✔	↑	Sharon Houlden	Policy and Resources Scrutiny
CP 4.9	The % of children in good or outstanding Schools [Monthly Snapshot]	Aim to Maximise	August 2015	81.62%	75%	75%	✔	↑	Heather Tomlinson	People Scrutiny



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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	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	August 2015	4,041.5	3,250	12,000			Nick Harris	Place Scrutiny
CP 5.2	Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	August 2015	92.30%	80.00%	80.00%			Nick Corrigan	Policy & Resources Scrutiny
CP 5.3	Number of payments made online [Cumulative]	Aim to Maximise	August 2015	25,264	20,830	50,000			Joanna Ruffle	Policy & Resources Scrutiny
CP 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative]	Aim to Minimise	August 2015	2.45	2.61	7.20			Joanna Ruffle	Policy & Resources Scrutiny

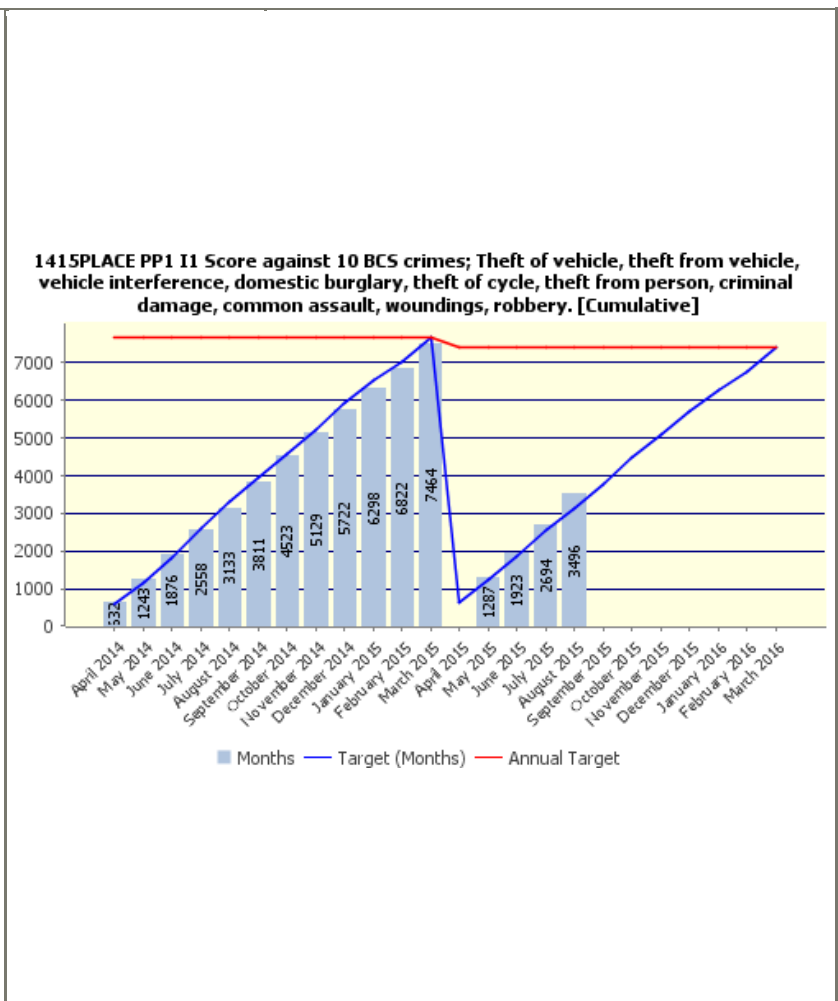
### Section 3: Detail of indicators rated Red or Amber

**Priority** • Create a safe environment across the town for residents, workers and visitors. • Work with Essex Police and other partners to tackle crime. • Look after and safeguard our children and vulnerable adults.


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

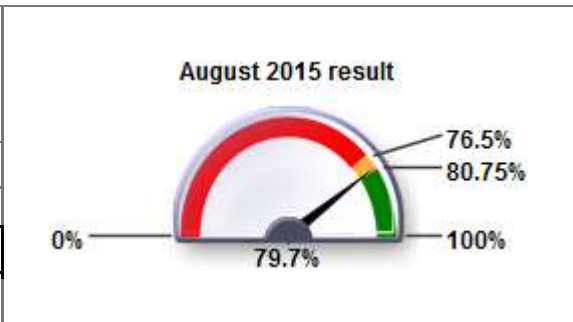
CP 1.1	<b>Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]</b>			<p>August 2015 result</p> <p>3102 3086 0 3496 10000</p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Minimise	
<b>Managed By</b>	<b>Dipti Patel</b>			
<b>Year Introduced</b>	2007			

Date Range 1		
	Value	Target
April 2014	632	570
May 2014	1243	1149
June 2014	1876	1821
July 2014	2558	2602
August 2014	3133	3301
September 2014	3811	3942
October 2014	4523	4552
November 2014	5129	5201
December 2014	5722	5926
January 2015	6298	6531
February 2015	6822	7006
March 2015	7464	7629
April 2015	N/A	626
May 2015	1287	1231
June 2015	1923	1857
July 2015	2694	2532
August 2015	3496	3102
September 2015		3773
October 2015		4478
November 2015		5078
December 2015		5665
January 2016		6235
February 2016		6754
March 2016		7389

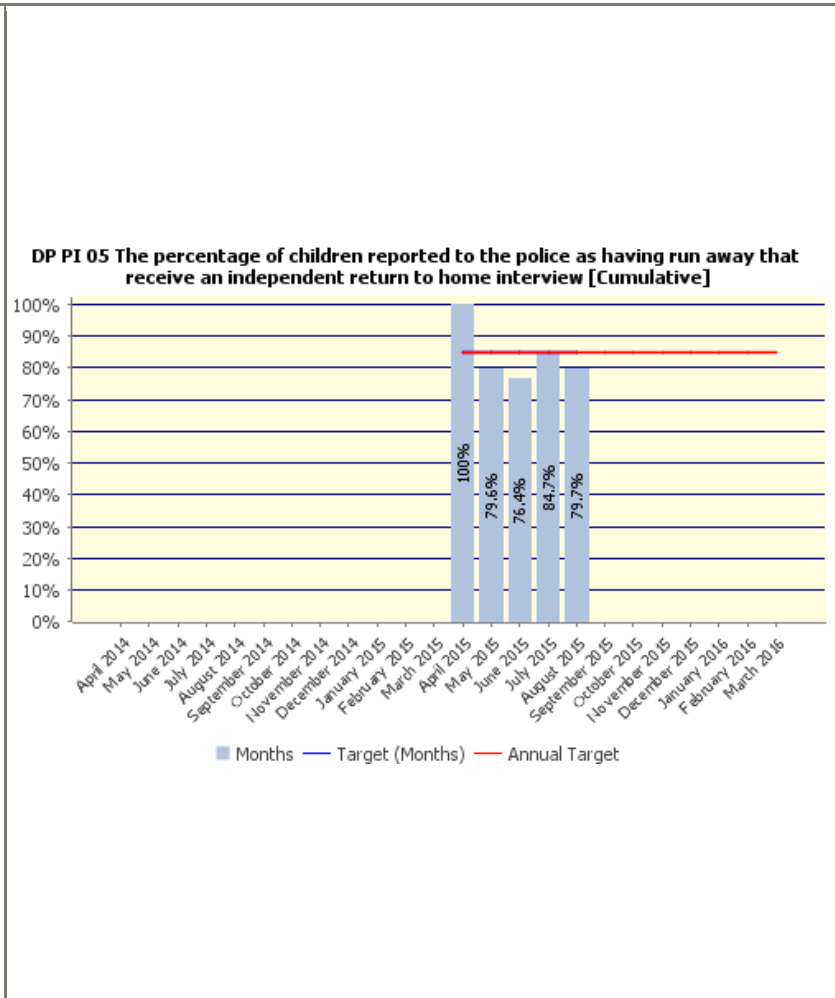


Southend Community Safety Partnership continues to monitor closely the current performance on crime figures. With an increase in footfall across the Borough during Summer months this has historically led in some instances to an increase in certain types of crime. A number of initiatives have been introduced to tackle priority areas of concern particularly violent crime and exploitation of vulnerable people and children. The CSP has commissioned a detailed crime strategic intelligence assessment for the Borough, which should provide a broader picture and assist in addressing the priorities for crime and disorder over the coming year.

CP 1.3	<b>The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	<b>John O'Loughlin</b>		
<b>Year Introduced</b>	2013		



Date Range 1		
	Value	Target
April 2014		
May 2014		
June 2014		
July 2014		
August 2014		
September 2014		
October 2014		
November 2014		
December 2014		
January 2015		
February 2015		
March 2015		
April 2015	100%	85%
May 2015	79.6%	85%
June 2015	76.4%	85%
July 2015	84.7%	85%
August 2015	79.7%	85%
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016		




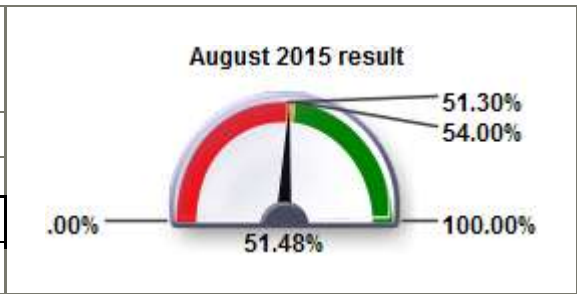
Year to date to August 66 children have been reported missing a total of 118 times. Of the 118 episodes,

- . 94 successful visits
- . 4 visits where the child wasn't seen
- . 8 visits were refused
- . 5 visits were unable to take place
- . 7 visits remain outstanding

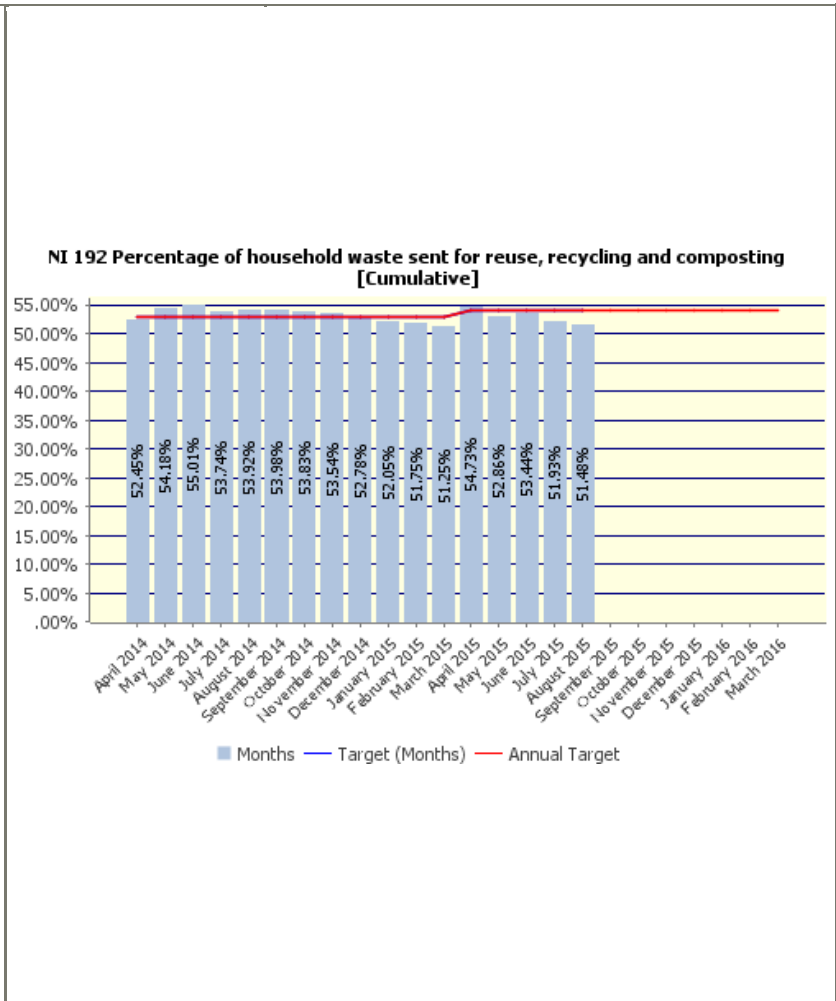
In August there were 15 children who went missing a total of 18 times. Out of the 18 missing episodes, 10 had successful visits, 4 were unable to take place, these were for 2 children who refused to engage with us. This leaves 4 remain outstanding (2 of the 4 are LAC)

**Priority** • Promote the use of green technology and initiatives to benefit the local economy and environment. • Encourage and enforce high standards of environmental stewardship.  
 Expected Outcome: Some slippage against target 1

CP 2.3	<b>Percentage of household waste sent for reuse, recycling and composting [Cumulative]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	<b>Dipti Patel</b>		
<b>Year Introduced</b>	2008		



Date Range 1		
	Value	Target
April 2014	52.45%	53.00%
May 2014	54.18%	53.00%
June 2014	55.01%	53.00%
July 2014	53.74%	53.00%
August 2014	53.92%	53.00%
September 2014	53.98%	53.00%
October 2014	53.83%	53.00%
November 2014	53.54%	53.00%
December 2014	52.78%	53.00%
January 2015	52.05%	53.00%
February 2015	51.75%	53.00%
March 2015	51.25%	53.00%
April 2015	54.73%	54.00%
May 2015	52.86%	54.00%
June 2015	53.44%	54.00%
July 2015	51.93%	54.00%
August 2015	51.48%	54.00%
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016		



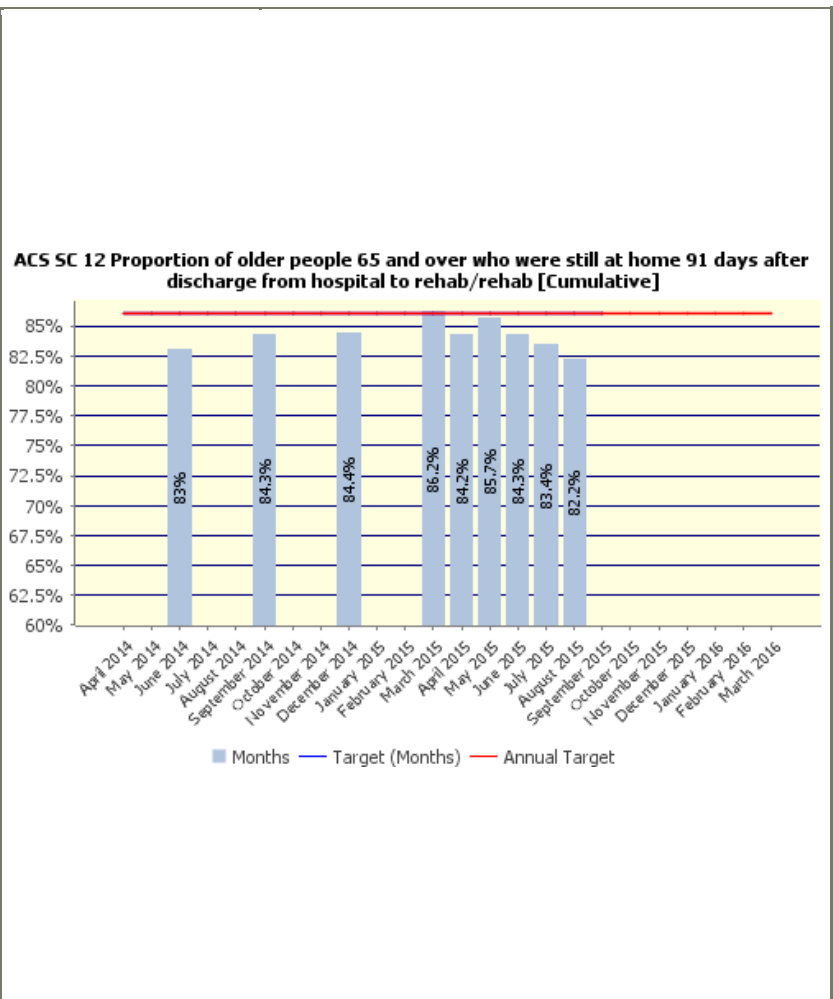
The delayed commissioning status at the partnerships Mechanical Biological Treatment Plant means residual waste has not been processed to extract recycling. There is also a general rise in waste arising.

**Priority** • Promote healthy and active lifestyles for all. • Work with the public and private rented sectors to provide good quality housing. • Enable the planning and development of quality, affordable housing.


Expected Outcome: At risk of missing target 1 Some slippage against target 2

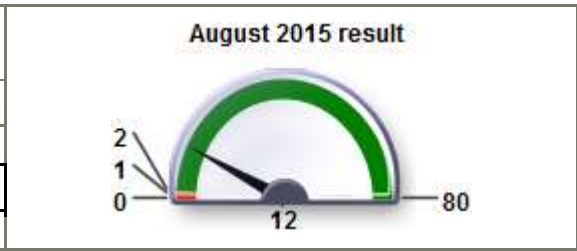
CP 3.1	<b>Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Cumulative]</b>			<p>August 2015 result</p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise	
<b>Managed By</b>	<b>Sharon Houlden</b>			
<b>Year Introduced</b>				

Date Range 1		
	Value	Target
April 2014		86%
May 2014	N/A	86%
June 2014	83%	86%
July 2014	N/A	86%
August 2014	N/A	86%
September 2014	84.3%	86%
October 2014	N/A	86%
November 2014	N/A	86%
December 2014	84.4%	86%
January 2015	N/A	86%
February 2015	N/A	86%
March 2015	86.2%	86%
April 2015	84.2%	86%
May 2015	85.7%	86%
June 2015	84.3%	86%
July 2015	83.4%	86%
August 2015	82.2%	86%
September 2015		86%
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016		

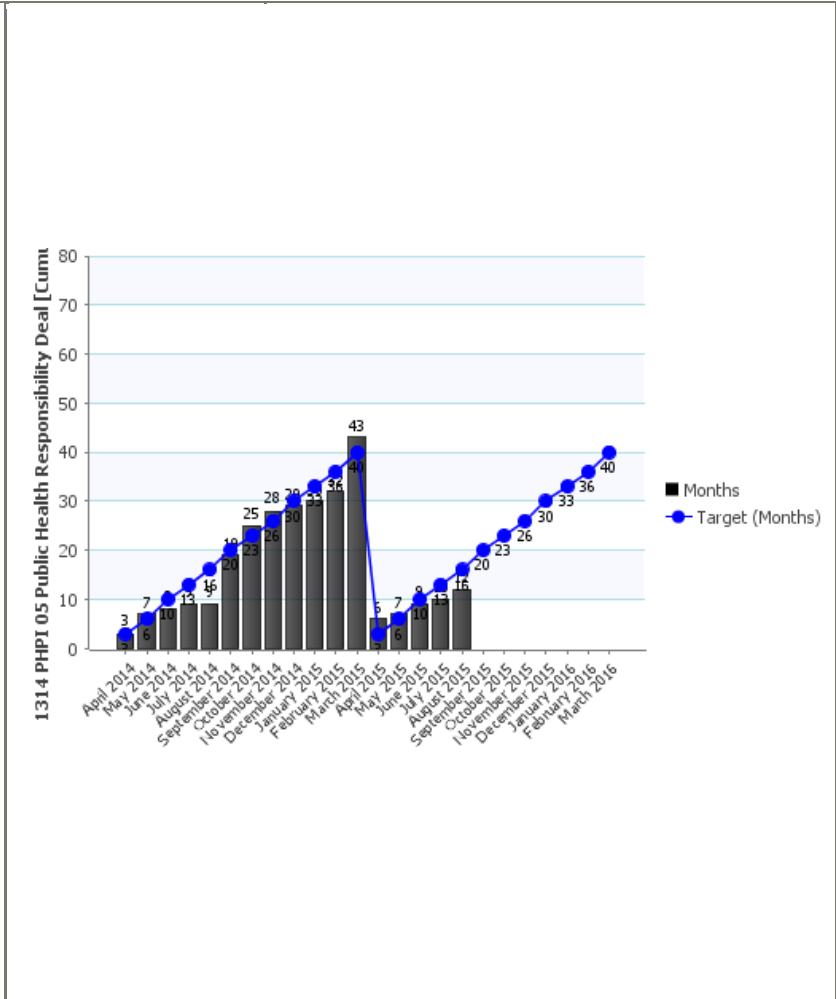


In the period Mar to May 2015 111 people started reablement, of which 86 were at home 3 months later. The YTD average is 82.2%. A detailed review has commenced jointly with the Southend Clinical Commissioning Group in preparation for re-commissioning reablement services next year.


CP 3.4	<b>Public Health Responsibility Deal [Cumulative]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	<b>James Williams</b>		
<b>Year Introduced</b>			

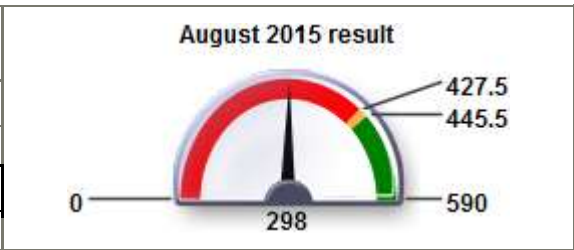


Date Range 1		
	Value	Target
April 2014	3	3
May 2014	7	6
June 2014	8	10
July 2014	9	13
August 2014	9	16
September 2014	19	20
October 2014	25	23
November 2014	28	26
December 2014	29	30
January 2015	30	33
February 2015	32	36
March 2015	43	40
April 2015	6	3
May 2015	7	6
June 2015	9	10
July 2015	10	13
August 2015	12	16
September 2015		20
October 2015		23
November 2015		26
December 2015		30
January 2016		33
February 2016		36
March 2016		40

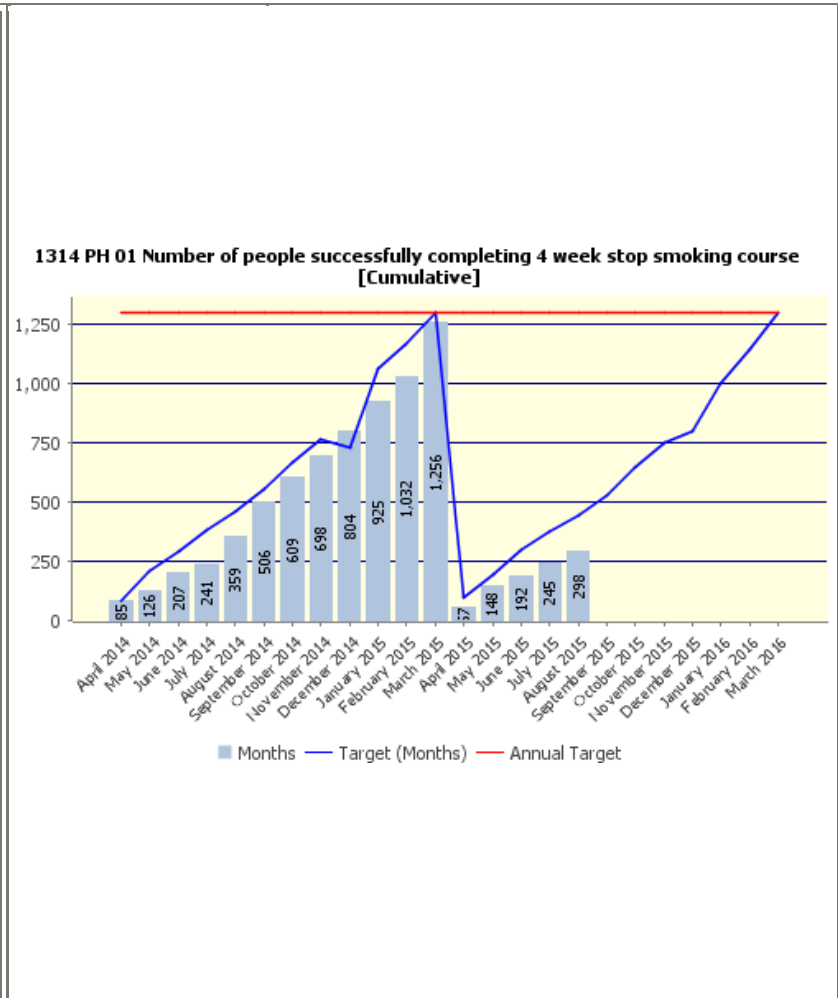


The business Engagement officer will be commencing their role at the beginning of October. This is expected to increase take up for new and existing businesses.

CP 3.5	<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>	<b>Liesel Park</b>		
<b>Year Introduced</b>			



Date Range 1		
	Value	Target
April 2014	85	89
May 2014	126	208
June 2014	207	297
July 2014	241	383
August 2014	359	464
September 2014	506	558
October 2014	609	672
November 2014	698	769
December 2014	804	729
January 2015	925	1,068
February 2015	1,032	1,171
March 2015	1,256	1,300
April 2015	57	100
May 2015	148	200
June 2015	192	300
July 2015	245	380
August 2015	298	450
September 2015		530
October 2015		650
November 2015		750
December 2015		800
January 2016		1,000
February 2016		1,150
March 2016		1,300



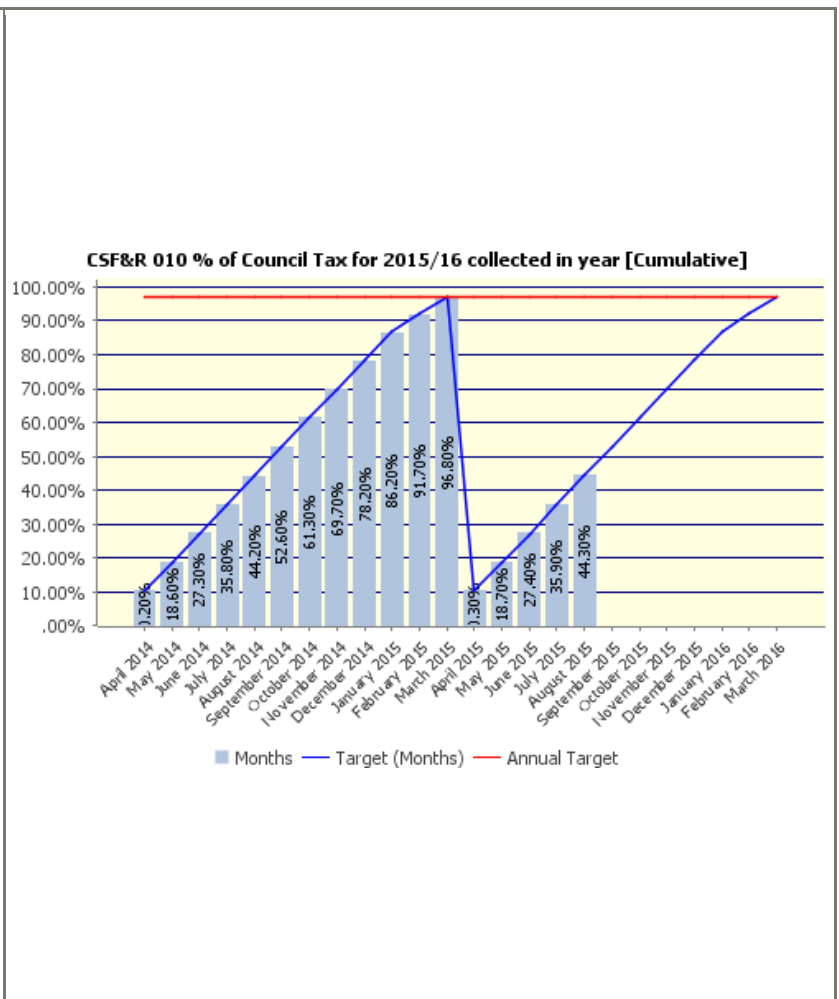
Final quit figures for August are unlikely to complete until the end of October as Department of Health guidelines state successful quits can be registered up to 42 days after quit date is set.

**Priority** • Ensure residents have access to high quality education to enable them to be lifelong learners and have fulfilling employment. • Improve the life chances of our residents, especially our vulnerable children & adults, by working to reduce inequalities and social deprivation across our communities. • Ensure the town is 'open for businesses' and that new, developing and existing enterprise is nurtured and support. • Ensure continued regeneration of the town through a culture led agenda.

Expected Outcome: Some slippage against target 2


CP 4.3	<b>% of Council Tax for 2015/16 collected in year [Cumulative]</b>			<p>August 2015 result</p> <p>44.40%</p> <p>42.18%</p> <p>.00%</p> <p>44.30%</p> <p>100.00%</p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise	
<b>Managed By</b>	<b>Joe Chesterton</b>			
<b>Year Introduced</b>	2000			

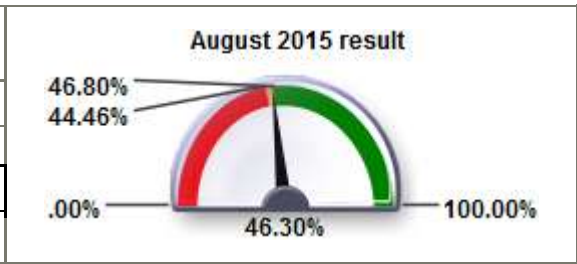
Date Range 1		
	Value	Target
April 2014	10.20%	10.20%
May 2014	18.60%	18.50%
June 2014	27.30%	27.20%
July 2014	35.80%	35.80%
August 2014	44.20%	44.40%
September 2014	52.60%	52.60%
October 2014	61.30%	61.40%
November 2014	69.70%	69.80%
December 2014	78.20%	78.40%
January 2015	86.20%	86.80%
February 2015	91.70%	92.40%
March 2015	96.80%	97.00%
April 2015	10.30%	10.20%
May 2015	18.70%	18.50%
June 2015	27.40%	27.20%
July 2015	35.90%	35.80%
August 2015	44.30%	44.40%
September 2015		52.60%
October 2015		61.40%
November 2015		69.80%
December 2015		78.40%
January 2016		86.80%
February 2016		92.40%
March 2016		97.00%



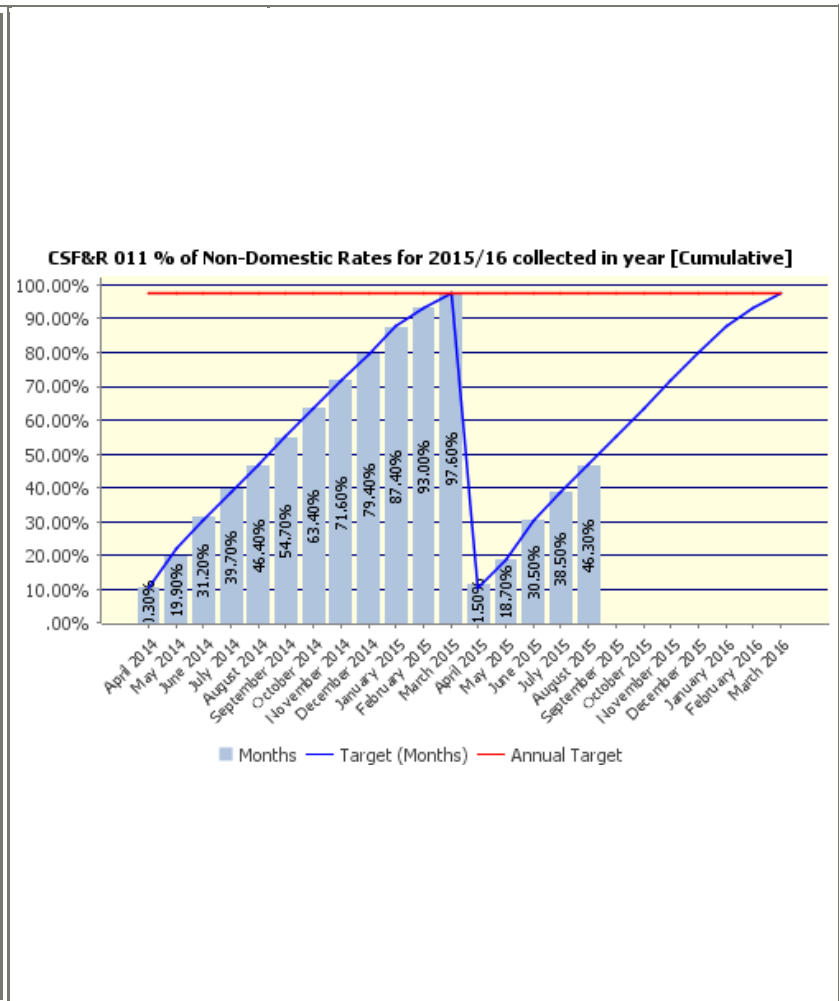
A fluctuation of 0.1 in a particular month is not unusual and we remain on course to meet the year-end target.



CP 4.4	<b>% of Non-Domestic Rates for 2015/16 collected in year [Cumulative]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	<b>Joe Chesterton</b>		
<b>Year Introduced</b>	2000		



Date Range 1		
	Value	Target
April 2014	10.30%	10.30%
May 2014	19.90%	21.90%
June 2014	31.20%	30.40%
July 2014	39.70%	38.70%
August 2014	46.40%	46.80%
September 2014	54.70%	55.00%
October 2014	63.40%	63.40%
November 2014	71.60%	71.60%
December 2014	79.40%	79.70%
January 2015	87.40%	87.90%
February 2015	93.00%	92.90%
March 2015	97.60%	97.50%
April 2015	11.50%	10.30%
May 2015	18.70%	18.70%
June 2015	30.50%	30.40%
July 2015	38.50%	38.70%
August 2015	46.30%	46.80%
September 2015		55.10%
October 2015		63.50%
November 2015		71.70%
December 2015		79.80%
January 2016		88.00%
February 2016		93.00%
March 2016		97.60%



The reduction is due to the changeover to new enforcement agents which meant that it was not possible to issue new cases during July and August. This situation will begin to correct itself once new cases are issued to enforcement agents in September and payments will pick up

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# **Revenue Budget Monitoring 2015/16**

## **Period 5**

**as at 31 August 2015  
Portfolio Summary**

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## 1. Commentary

This report outlines the budget monitoring position for the General Fund and Housing Revenue Account for 2015/16, based on the views of the Directors and their Management Teams, in light of expenditure and income to 31 August 2015.

The starting point for the budget monitoring is the original budget as agreed by Council in February 2015. 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 July, corporate savings of £50,000 have still to be allocated to service departments and this will be done in the coming months as the detailed allocations are finalised by directors.

## 2. Overall Budget Performance – General Fund

A variation to the overall Council budget of a £327,000 underspend is currently being forecast for the year-end. Within this position there is a projected overspend of £279,000 in Council departmental spending. This position reflects the budget pressures some services are reporting, offset by some significant one-off underspends as shown in the detail in section 3 on service variances. Without these one-off underspends, pressures would still exist in the Council base budget. The departmental position is then mainly offset by £606,000 in non-service areas.

### General Fund Portfolio Forecast Comparison 2015/16 at 31 August 2015 - Period 5

Portfolio	Latest Budget 2014/15 £000	Projected Outturn 2014/15 £000	August Forecast Variance £000	July Forecast Variance £000
Health & Adult Social Care	41,489	41,918	429	422
Children & Learning	34,035	34,138	103	168
Leader	4,288	4,385	97	206
Enterprise, Tourism & Economic Development	14,113	13,853	(260)	(220)
Community & Organisational Development	2,813	2,692	(121)	40
Public Protection, Waste & Transport	25,287	25,292	5	6
Housing, Planning & Regulatory Services	13,056	13,082	26	26
Total Portfolio	135,081	135,360	279	648
Non-Service Areas	(8,987)	(9,543)	(606)	(601)
<b>Net Expenditure / (Income)</b>	<b>126,094</b>	<b>125,817</b>	<b>(327)</b>	<b>47</b>

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

### 3. Service Variances (£279,000 forecast overspend)

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>			
Additional income from court of protection		(18)	
People with a Learning Disability - Lower than estimated homecare and residential care placements		(597)	
People with Mental Health Needs - Higher than estimated residential care placements, direct payment packages and supported living	1,053		
Physical and Sensory Impairment - Higher than estimated residential care placements.	262		
Older People - Reduced residential care packages partly offset by higher than estimated homecare and direct payment packages		(268)	
Minor Variances		(3)	
	<b>1,315</b>	<b>(886)</b>	<b>429</b>
<b><u>Children &amp; Learning</u></b>			
Connexions Service - income shortfall	40		
Legal charges for children in care - high case load	55		
Children's Placements -high cost children with disabilities	175		
Children's Placements - current cohort of LAC		(247)	
Additional spend on qualified social workers	285		
Internal Fostering underspend and in year savings on		(200)	
Agency spend on Independent Reviewing Officers	80		
Staffing synergies in Early Years teams		(30)	
Staffing vacancies in Youth Offending Service		(25)	
Agency cover for Educational Psychologist	25		
Home to School Education Transport		(50)	
Minor Variances		(5)	
	<b>660</b>	<b>(557)</b>	<b>103</b>
<b><u>Leader</u></b>			
Underspend on Asset Management Professional Fees		(20)	
Overspend on cleaning costs and Civic Campus	50		
Treasury Management cost in relation to LED street lighting project	79		
Council Tax Court Costs raised		(100)	
Reduction in Property and Regeneration contract income	100		
Emergency Planning Standby pay not required		(5)	
Member Conference Expenses		(7)	
	<b>229</b>	<b>(132)</b>	<b>97</b>

<b>Portfolio (Cont.)</b>		
<b><u>Enterprise, Tourism &amp; Economic Development</u></b>		
Leisure contract saving		(300)
Lower than expected Arts Grants	10	
Cliff lift maintenance	10	
Grounds maintenance staffing overspend	60	
Economic development funded by grant		(40)
High Street market income		(15)
Advertising and marketing		(20)
SMAC income and instructor recruitment issues	35	
	<b>115</b>	<b>(375)</b>
		<b>(260)</b>
<b><u>Community Development</u></b>		
Bereavement Services Income		(65)
Change to the Collection Fund Accounting Treatment of Discretionary Relief in the Voluntary Sector		(126)
Additional overtime and agency costs in Benefits team	90	
Staff Vacancies in Customer Service team		(15)
Minor Variances		(5)
	<b>90</b>	<b>(211)</b>
		<b>(121)</b>
<b><u>Public Protection, Waste &amp; Transport</u></b>		
Car parking income		(150)
Structural maintenance contractor costs	150	
Street works permit income		(50)
Environmental Care restructure delay	35	
Toilet maintenance	20	
	<b>205</b>	<b>(200)</b>
		<b>5</b>
<b><u>Regulatory Services</u></b>		
Animal Warden contractors	26	
	<b>26</b>	<b>0</b>
		<b>26</b>
<b>Total</b>	<b>2,640</b>	<b>(2,361)</b>
		<b>279</b>

#### 4. Non Service Variances (£606,000 forecast underspend)

##### Borrowing repayments - principal (£101K)

This provision is forecast to be underspent against budget at the year-end as the financing charges for 2015/16 are affected by the financing of the 2014/15 capital programme, as no borrowing was undertaken in that year.

##### HRA item 8 debit charge (£185K)

Interest receivable on the HRA's internal borrowing is expected to be higher than estimated in the budget.

##### Appropriations from Reserves (£320K)

There is forecast to be £320,000 appropriations from reserves at the year-end; £300K from the Adults Social Care reserve and £20K from the SEN reform grants reserve.

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

Net appropriations from Earmarked Reserves totalling £1,889,000 were agreed by Council when setting the 2015/16 budget in February 2015. The current outturn position allows for further in-year appropriations from reserves, totalling £2,509,690. Total net appropriations from reserves for 2015/16 will therefore equal £4,398,690.

- £ 415,100 from the Business Transformation Reserve to enable the progression of various projects,

- £ 227,900 of Social Work Training grants and the Practice Learning Fund,
  - £ 145,600 from the Adoption Reform grant reserve,
  - £1,401,090 from the Public Health Grant
  - £ 300,000 from the Adults Social Care reserve
  - £ 20,000 from the SEN Reform Grant reserve
- £2,509,690

Planned appropriations from Earmarked Reserves which will also be carried out later in the year for specific purposes are;

- £200,000 from the School Improvement Reserve
- £100,000 from the Early Years Reserve
- £293,000 from the single homeless & rough sleeper Grant
- £593,000

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

The original budget for 2015/16 included planned revenue contributions for capital investments, via the use of Earmarked Reserves, of £3,090,000.

## 7. Performance against Budget savings targets for 2014/15

As part of setting the Council budget for 2015/16, a schedule of Departmental and Corporate savings was approved totalling £10.5 million. These are required to achieve a balanced budget.

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

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

A detailed breakdown, by RAG status, of the Departmental Savings is shown below:

	Red £000	Amber £000	Green £000	Original Savings Total £000	Projected Outturn £000	Forecast Variance £000
<b>Department</b>						
Corporate Services	35	665	767	1,467	1,403	(64)
People	135	1,500	4,830	6,465	6,360	(105)
Place	40	930	1,598	2,568	2,506	(62)
<b>Total</b>	<b>210</b>	<b>3,095</b>	<b>7,195</b>	<b>10,500</b>	<b>10,269</b>	<b>(231)</b>

Although the current forecast is showing a shortfall of £231,000 against the required savings total of £10.5 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.



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

The HRA budget was approved by Council on 26<sup>th</sup> February 2015 and anticipated that £2,720,000 would be appropriated to earmarked reserves in 2015/16.

The closing HRA balance as at 31<sup>st</sup> March 2015 was £3,502,000.

The current forecast is projecting an overspend on capital financing charges of £185,000 because the interest payable on the HRA's internal borrowing is higher than estimated in the budget. There is also a projected higher than expected rental income of £200,000 due to a lower number of void properties than estimated in the budget. It is proposed that the net underspend of £15,000 be transferred to the HRA Capital Investment Reserve, therefore leaving the main revenue reserve unchanged.

**General Fund Forecast 2015/16**  
**at 31 August 2015 - Period 5**  
**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>
Health & Adult Social Care	73,613	(33,702)	39,911	1,578	41,489	41,918	429	16,307	16,592	285
Children & Learning	141,833	(108,356)	33,477	558	34,035	34,138	103	14,406	14,736	330
Leader	20,753	(16,655)	4,098	190	4,288	4,385	97	235	(185)	(420)
Enterprise, Tourism & Economic Development	18,953	(5,009)	13,944	169	14,113	13,853	(260)	5,713	5,769	56
Community & Organisational Development	116,541	(113,928)	2,613	200	2,813	2,692	(121)	1,278	1,667	389
Public Protection, Waste & Transport	37,593	(12,357)	25,236	51	25,287	25,292	5	9,027	9,189	162
Housing, Planning & Regulatory Services	15,186	(2,222)	12,964	92	13,056	13,082	26	5,294	5,300	6
<b>Portfolio Net Expenditure</b>	<b>424,472</b>	<b>(292,229)</b>	<b>132,243</b>	<b>2,838</b>	<b>135,081</b>	<b>135,360</b>	<b>279</b>	<b>52,260</b>	<b>53,068</b>	<b>808</b>
Reversal of Depreciation	(26,976)	6,994	(19,982)	0	(19,982)	(19,982)	0	(8,137)	(8,138)	(1)
Levies	550	0	550	0	550	550	0	212	208	(4)
Financing Costs	20,050	(3,988)	16,062	(48)	16,014	15,728	(286)	4,082	3,963	(119)
Contingency	4,825	0	4,825	(600)	4,225	4,275	0	1,615	0	(1,615)
Pensions Upfront Funding	(4,782)	0	(4,782)	0	(4,782)	(4,782)	0	0	0	0
Miscellaneous Income	0	0	0	0	0	0	0	0	248	248
<b>Sub Total</b>	<b>(6,333)</b>	<b>3,006</b>	<b>(3,327)</b>	<b>(648)</b>	<b>(3,975)</b>	<b>(4,211)</b>	<b>(286)</b>	<b>(2,228)</b>	<b>(3,719)</b>	<b>(1,491)</b>
<b>Net Operating Expenditure</b>	<b>418,139</b>	<b>(289,223)</b>	<b>128,916</b>	<b>2,190</b>	<b>131,106</b>	<b>131,149</b>	<b>(7)</b>	<b>50,032</b>	<b>49,349</b>	<b>(683)</b>
General Grants	0	(3,973)	(3,973)	0	(3,973)	(3,973)	0	(1,360)	(1,500)	(140)
Corporate Savings	(50)	0	(50)	0	(50)	(50)	0	0	0	0
Revenue Contribution to Capital	3,090	0	3,090	0	3,090	3,090	0	1,288	0	(1,288)
Contribution to / (from) Earmarked	(1,889)	0	(1,889)	(2,190)	(4,079)	(4,399)	(320)	(1,526)	(374)	1,152
Contribution to / (from) General Reserves	0	0	0	0	0	327	327	0	0	0
<b>Net Expenditure / (Income)</b>	<b>419,290</b>	<b>(293,196)</b>	<b>126,094</b>	<b>0</b>	<b>126,094</b>	<b>126,144</b>	<b>0</b>	<b>48,434</b>	<b>47,475</b>	<b>(959)</b>

<b>Use of General Reserves</b>					
Balance as at 1 April 2015		11,000		11,000	0
Use in Year		0	0	0	327
<b>Balance as at 31 March 2016</b>		<b>11,000</b>	<b>0</b>	<b>11,000</b>	<b>327</b>

**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Health and Adult Social Care  
Portfolio Holder - Cllr J Moyies**

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	498	(507)	(9)	0	(9)	(9)	0	(4)	37	41
b Commissioning Team	2,063	(2,062)	1	(40)	(39)	(70)	(31)	(9)	(20)	(11)
c Strategy & Development	1,660	(1,934)	(274)	7	(267)	(243)	24	(96)	(171)	(75)
d People with a Learning Disability	16,712	(1,734)	14,978	56	15,034	14,437	(597)	6,252	6,071	(181)
e People with Mental Health Needs	3,105	(165)	2,940	27	2,967	3,996	1,029	1,244	1,774	530
f Older People	31,999	(14,581)	17,418	294	17,712	17,454	(258)	6,714	6,803	89
g Other Community Services	3,226	(2,880)	346	(1)	345	345	0	817	818	1
h People with a Physical or Sensory Impairment	4,595	(552)	4,043	(6)	4,037	4,299	262	1,633	1,839	206
i Service Strategy & Regulation	328	(107)	221	0	221	221	0	47	126	79
j Drug and Alcohol Action Team	2,717	(2,548)	169	323	492	492	0	(8)	(10)	(2)
k Young Persons Drug and Alcohol Team	301	(263)	38	5	43	43	0	(135)	(149)	(14)
l Public Health	6,409	(6,369)	40	913	953	953	0	(148)	(526)	(378)
<b>Total Net Budget for Portfolio</b>	<b>73,613</b>	<b>(33,702)</b>	<b>39,911</b>	<b>1,578</b>	<b>41,489</b>	<b>41,918</b>	<b>429</b>	<b>16,307</b>	<b>16,592</b>	<b>285</b>

**Virements**

**£000**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

1,310  
282  
(14)

**1,578**

**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Health and Adult Social Care  
Portfolio Holder - Cllr J Moyies**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Additional income from court of protection	
c.	
d. Forecast underspend because of lower than projected residential care placements and direct payments.	
e. Mainly as a result of higher than projected residential care placements, direct payments and supported living.	Mainly as a result of higher than projected residential care placements, direct payments and supported living.
f. Reduced residential care placements offset by higher homecare and direct payment packages.	
g.	
h. Higher than estimated residential care placements and supported living.	Higher than estimated residential care placements and supported living.
i.	
j.	
k.	
l.	Underspend to date due to vacancies in the Public health team and some delays in starting a number of projects.

**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Children and Learning  
Portfolio Holder - Cllr A P Jones**

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 Childrens Commissioning	1,093	(558)	535	(34)	501	496	(5)	221	399	178
b Children with Special Needs	2,171	(777)	1,394	320	1,714	1,944	230	696	822	126
c Early Years Development and Child Care Partnership	11,089	(9,623)	1,466	1	1,467	1,437	(30)	674	693	19
d Children Fieldwork Services	4,887	0	4,887	0	4,887	5,172	285	2,038	2,217	179
e Children Fostering and Adoption	7,182	(208)	6,974	194	7,168	6,968	(200)	2,988	2,936	(52)
f Youth Service	1,813	(390)	1,423	0	1,423	1,463	40	603	572	(31)
g Age 14 to 19 Learning and Development	0	0	0	0	0	0	0	0	1	1
h Other Education	577	(524)	53	0	53	53	0	100	70	(30)
i Schools Retained Budgets	0	0	0	0	0	0	0	0	0	0
j Private Voluntary Independent	4,465	(160)	4,305	0	4,305	4,058	(247)	1,794	1,671	(123)
k Schools Delegated Budgets	71,093	(71,093)	0	0	0	0	0	0	(122)	(122)
l Children Specialist Commissioning	1,201	(59)	1,142	76	1,218	1,298	80	511	546	35
m Children Specialist Projects	219	(216)	3	1	4	4	0	2	2	0
n School Support and Preventative Services	32,969	(23,616)	9,353	0	9,353	9,328	(25)	4,416	4,593	177
o Youth Offending Service	3,074	(1,132)	1,942	0	1,942	1,917	(25)	363	336	(27)
<b>Total Net Budget for Portfolio</b>	<b>141,833</b>	<b>(108,356)</b>	<b>33,477</b>	<b>558</b>	<b>34,035</b>	<b>34,138</b>	<b>103</b>	<b>14,406</b>	<b>14,736</b>	<b>330</b>

**Virements**

**£000**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

432  
151  
(25)

**558**

**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Children and Learning  
Portfolio Holder - Cllr A P Jones**

Forecast Outturn Variance	Year to Date Variance
a. Probable underspend on the School Admissions service with changing management arrangements.	
b. Current cohort includes 3 high cost LDD placements. Direct payments also overspent. Overspend also due to costs of legal representation in child protection cases.	
c. Cost pressure of £100K from delayed saving on management of Children's Centres will be contained for one year by drawing down on reserves earmarked for this purpose. Some underspend on staffing due to synergies with 'A Better Start' project.	
d. Overspend due to cost of Agency Social Workers in frontline child protection roles in Care Management and First Contact teams.	
e. Forecast for current cohort of fostering places, indicates £200K underspend.	Underspend to date broadly in line with annual forecast.
f. Savings not yet achieved – projected shortfall on traded service income and staffing restructure.	
g.	
h.	
i.	
j. Current cohort of PVI placements is forecast to underspend but this budget remains volatile and susceptible to sudden changes in demand from high cost placements.	Current cohort have cost less than budget to date, but do not yet include any Secure Accommodation placements.
k.	
l. Agency spending on Independent Reviewing Officers.	
m.	
n. Home to School Transport forecast indicates an underspend in line with last year following review of procedures and contracts – this offsets an overspend caused by an interim agency Education Psychologist. Earmarked reserves to be used for specific targeted school improvement actions in year.	Earmarked reserves to be drawn down for specific targeted school improvement actions.  SEN and SEND grants will continue to be used to support the work required following the ECHP reforms.
o. Vacant post in the Youth Offending Service.	

**General Fund Forecast 2015/16**  
**at 31 August 2015 - Period 5**  
**Leader**  
**Portfolio Holder - Cllr R Woodley**

<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	Accounts Payable	194	(154)	40	0	40	40	0	19	13	(6)
b	Accounts Receivable	274	(282)	(8)	0	(8)	(8)	0	(3)	(11)	(8)
c	Accountancy	2,616	(2,834)	(218)	0	(218)	(218)	0	(79)	(113)	(34)
d	Asset Management	429	(428)	1	15	16	(4)	(20)	16	(20)	(36)
e	Internal Audit & Corporate Fraud	855	(907)	(52)	0	(52)	(52)	0	(21)	(11)	10
f	Buildings Management	2,843	(2,873)	(30)	(129)	(159)	(109)	50	162	171	9
g	Administration & Support	549	(550)	(1)	0	(1)	(1)	0	0	(22)	(22)
h	Community Centres and Club 60	63	(1)	62	0	62	62	0	27	27	0
i	Corporate and Industrial Estates	921	(2,350)	(1,429)	0	(1,429)	(1,429)	0	(760)	(774)	(14)
j	Corporate and Non Distributable Costs	3,354	(172)	3,182	0	3,182	3,261	79	(666)	(869)	(203)
k	Corporate Subscriptions	73	0	73	0	73	73	0	30	23	(7)
l	Council Tax Admin	1,413	(471)	942	50	992	892	(100)	420	210	(210)
m	Emergency Planning	102	0	102	0	102	97	(5)	43	38	(5)
n	Democratic Services Support	458	0	458	0	458	451	(7)	192	185	(7)
o	Media And Communication	0	0	0	0	0	0	0	0	0	0
p	Member Expenses	732	0	732	0	732	725	(7)	306	288	(18)
q	Department of Corporate Services	1,053	(1,053)	0	10	10	22	12	11	37	26
r	Elections and Electoral Registration	394	0	394	0	394	394	0	256	235	(21)
s	Strategy & Performance	895	(966)	(71)	9	(62)	(62)	0	(39)	(52)	(13)
t	Programme Office	340	(341)	(1)	0	(1)	(6)	(5)	0	(9)	(9)
u	Information and Governance	0	0	0	0	0	0	0	0	0	0
v	Insurance	195	(241)	(46)	0	(46)	(46)	0	2	(1)	(3)
w	Local Land Charges	255	(319)	(64)	1	(63)	(63)	0	2	(22)	(24)
x	Legal Services	1,105	(1,131)	(26)	15	(11)	(11)	0	4	2	(2)
y	Non Domestic Rates Collection	360	(302)	58	0	58	58	0	32	37	5
z	Payroll	0	0	0	0	0	0	0	0	0	0
aa	Corporate Procurement	705	(705)	0	89	89	89	0	48	3	(45)
ab	Property Management & Maintenance	575	(575)	0	130	130	230	100	233	450	217
<b>Total Net Budget for Portfolio</b>	<b>20,753</b>	<b>(16,655)</b>	<b>4,098</b>	<b>190</b>	<b>4,288</b>	<b>4,385</b>	<b>97</b>	<b>235</b>	<b>(185)</b>	<b>(420)</b>	

**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Leader  
Portfolio Holder - Cllr R Woodley**

<b>Virements</b>	<b>£000</b>
Transfer from earmarked reserves	90
Allocation from Contingency	59
In year virements	41
	<b>190</b>

<b>Forecast Outturn Variance</b>	<b>Year to Date Variance</b>
a.	
b.	
c.	An underspend due to vacancies is offsetting an overspend on subscriptions
d. Underspend on professional fees in line with previous years	Underspend on professional fees
e.	An underspend on salaries due to vacancies is partially offsetting an overspend on the costs of audits from external providers
f. Cleaning costs are expected to exceed budget by the end of the year	An overspend on Electricity costs is being offset by an underspend on the costs of Gas. The overspend on Cleaning costs is being partially offset by an underspend on Furniture
g.	Vacancy
h.	
i.	Income is currently exceeding profiled budget
j. One-off Treasury Management Fees	Current underspend on Salary costs and External Audit Costs are offsetting the overspend on Treasury Management fees. Due to the ad-hoc and high value nature of expenditure for Corporate Initiatives and Pension backfunding, it is not possible to accurately profile the budget
k.	
l. More court costs relating to Council Tax have been raised to date than anticipated in the budget	More court costs relating to Council Tax have been raised than anticipated although this will result in a high provision for Bad Debt at the end of the year. The higher income is offsetting a pressure on Council Tax employee costs due to agency staffing



Forecast Outturn Variance	Year to Date Variance
m. Underspend on employee's budget due to only one person claiming standby pay	
n. Expected underspend on the Members' scrutiny budget in line with previous years	
o.	
p. Based on an analysis of expenditure in previous years, there is expected to be an underspend on the budget for conferences	Current underspend on Members' national insurance, hospitality, conferences and allowances budgets
q. Final employee settlement payment following long term sickness and the costs associated with the staff induction video	Employee settlement costs, staff induction video, advertising audit, training and overtime are all contributing to a budget overspend
r.	Further expenditure for the elections may still be incurred
s.	A current underspend on employee budget in the PEC team is being partially offset by Agency costs
t. Underspend on employee costs	
u.	
v.	
w.	Income is currently exceeding the profiled budget but due to the unpredictable nature of the income/expenditure it may level out by the year-end
x.	
y.	
z.	
aa.	
ab. Income shortfall due to the termination of a contract with Seevic.	Capitalisation of salaries information currently not available.

**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Enterprise, Tourism & Economic Development  
Portfolio Holder - Cllr G Longley**

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	516	(205)	311	3	314	324	10	118	207	89
b Amenity Services Organisation	3,005	(2,389)	616	30	646	706	60	331	471	140
c Economic Development	483	(112)	371	90	461	421	(40)	226	62	(164)
d Culture Management	135	(6)	129	0	129	129	0	54	57	3
e Library Service	3,509	(387)	3,122	0	3,122	3,122	0	1,472	1,472	0
f Museums And Art Gallery	1,168	(92)	1,076	45	1,121	1,131	10	495	498	3
g Parks And Amenities Management	4,458	(663)	3,795	(30)	3,765	3,765	0	1,454	1,405	(49)
h Climate Change	218	0	218	0	218	218	0	91	89	(2)
i Resort Services Pier and Foreshore and Southend Marine Activity Centre	3,130	(947)	2,183	0	2,183	2,218	35	541	601	60
j Sports Development	277	(134)	143	30	173	173	0	61	61	0
k Sport and Leisure Facilities	836	0	836	0	836	536	(300)	348	351	3
l Southend Theatres	582	(16)	566	0	566	566	0	254	233	(21)
m Support to Mayor	211	0	211	0	211	211	0	94	93	(1)
n Town Centre	124	(48)	76	1	77	62	(15)	52	65	13
o Tourism	301	(10)	291	0	291	271	(20)	122	104	(18)
<b>Total Net Budget for Portfolio</b>	<b>18,953</b>	<b>(5,009)</b>	<b>13,944</b>	<b>169</b>	<b>14,113</b>	<b>13,853</b>	<b>(260)</b>	<b>5,713</b>	<b>5,769</b>	<b>56</b>

**Virements**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

**£000**

30

0

139

**169**

**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Enterprise, Tourism & Economic Development  
Portfolio Holder - Cllr G Longley**

<b>Forecast Outturn Variance</b>	<b>Year to date Variance</b>
a. Focal Point grant income less than anticipated.	Exhibition expenditure
b. Additional employee costs within the service.	Staff costs higher in the summer season. Inventory purchased in bulk.
c. Some service functions are being funded by grant this year leaving an underspend within the section.	Grant funding received in advance of project commencement.
d.	
e.	
f. Annual servicing of the cliff lift.	
g.	Grant funding for the Belfair's Woodland Centre project to be spent and a current underspend on third party payments.
h.	
i. SMAC income shortfall. Maintenance of the Pier fountains.	SMAC income shortfall and high recruitment costs.
j.	
k. Saving achieved from the new Leisure management contract.	
l.	Palace Theatre management payments less than anticipated.
m.	
n. Income surplus generated by High Street markets.	
o. Full budget not committed for the year.	

**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Community & Organisational Development  
Portfolio Holder - Cllr I Gilbert**

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 Closed Circuit Television	403	(18)	385	92	477	477	0	195	208	13
b Cemeteries and Crematorium	1,437	(2,044)	(607)	0	(607)	(672)	(65)	(202)	(347)	(145)
c Community Safety	356	(41)	315	(93)	222	222	0	92	57	(35)
d Customer Services Centre	1,922	(1,968)	(46)	49	3	(12)	(15)	0	(38)	(38)
e Council Tax Benefit	0	0	0	0	0	0	0	0	(30)	(30)
f Dial A Ride	103	(17)	86	(1)	85	85	0	35	35	0
Housing Benefit and Council Tax Benefit Admin	2,830	(1,285)	1,545	0	1,545	1,635	90	621	705	84
g										
h Rent Benefit Payments	98,947	(99,050)	(103)	0	(103)	(103)	0	(43)	785	828
i Partnership Team	327	0	327	0	327	327	0	135	120	(15)
j Registration of Births Deaths and Marriages	470	(323)	147	1	148	148	0	62	39	(23)
k Support To Voluntary Sector	913	0	913	0	913	782	(131)	327	323	(4)
l Human Resources	1,936	(1,946)	(10)	39	29	29	0	158	150	(8)
m Information Comms & Technology	5,064	(5,450)	(386)	100	(286)	(286)	0	(149)	(348)	(199)
n People & Organisational Development	449	(455)	(6)	11	5	5	0	7	1	(6)
o Transport Management	209	(209)	0	29	29	29	0	12	(2)	(14)
p Tickfield Training Centre	366	(349)	17	0	17	17	0	25	7	(18)
q Vehicle Fleet	809	(773)	36	(27)	9	9	0	3	2	(1)
<b>Total Net Budget for Portfolio</b>	<b>116,541</b>	<b>(113,928)</b>	<b>2,613</b>	<b>200</b>	<b>2,813</b>	<b>2,692</b>	<b>(121)</b>	<b>1,278</b>	<b>1,667</b>	<b>389</b>

**Virements**

**£000**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

111  
90  
(1)  

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**200**

**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Community & Organisational Development  
Portfolio Holder - Cllr I Gilbert**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Crematorium income is expected to exceed budget	Cemetery and Crematorium income are both currently exceeding the profiled budget
c.	
d. In year vacancies	In year additional computer costs are reducing the underspend on employee budgets
e.	Overpayments repaid relating to prior years
f.	
g. Budget pressure on employees budget due to agency staff and overtime	Overtime and agency costs
h.	Monitored position at Period 5
i.	The supplies and services budget is not currently being spent in line with the profiling
j.	Income is currently exceeding expectation however this is expected to come in line with budget by year-end due to less demand in the winter period
k. There is an expected underspend in the Voluntary Sector premises costs due to a change in the accounting treatment of business rates. Additionally there should be a saving on employee budgets due to a member of staff now working part-time	
l.	
m.	Staffing vacancies, higher than profiled income and lower than profiled supplies and services costs are creating an underspend against the year to date budget. Agresso consultant costs are expected to be transferred from Capital to Revenue in the next period which is likely to partially offset the underspend
n.	
o.	Vacancies are being offset by higher than profiled transport costs and lower than expected income for the time of year
p.	Income for Tickfield is currently higher than anticipated in the budget

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q.

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**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Public Protection, Waste & Transport  
Portfolio Holder - Cllr M Terry**

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 Bridges and Structural Engineering	392	0	392	0	392	392	0	164	147	(17)
b Concessionary Fares	3,489	0	3,489	0	3,489	3,489	0	880	906	26
c Decriminalised Parking	1,965	(1,601)	364	50	414	414	0	136	68	(68)
d Enterprise Tourism and Environment Central Pool	1,858	(1,925)	(67)	0	(67)	(67)	0	(28)	(11)	17
e Flood and Sea Defence	874	(63)	811	0	811	811	0	344	214	(130)
f Highways Maintenance	10,296	(2,232)	8,064	0	8,064	8,164	100	3,163	3,315	152
g Car Parking Management	1,437	(5,647)	(4,210)	1	(4,209)	(4,359)	(150)	(1,965)	(2,011)	(46)
h Passenger Transport	389	(61)	328	0	328	328	0	163	177	14
i Public Conveniences	661	0	661	0	661	661	0	274	275	1
j Road Safety and School Crossing	365	(60)	305	0	305	305	0	92	100	8
k Regional And Local Town Plan	1,669	(752)	917	0	917	917	0	507	475	(32)
l Traffic and Parking Management	786	(5)	781	0	781	781	0	334	288	(46)
m Waste Collection	3,860	0	3,860	0	3,860	3,860	0	1,604	1,749	145
n Waste Disposal	4,019	0	4,019	0	4,019	4,019	0	1,749	1,800	51
o Environmental Care	652	(4)	648	0	648	648	0	275	287	12
p Civic Amenity Sites	654	0	654	0	654	654	0	274	266	(8)
q Waste Management	2,034	0	2,034	0	2,034	2,089	55	143	167	24
r Cleansing	2,193	(7)	2,186	0	2,186	2,186	0	918	977	59
<b>Total Net Budget for Portfolio</b>	<b>37,593</b>	<b>(12,357)</b>	<b>25,236</b>	<b>51</b>	<b>25,287</b>	<b>25,292</b>	<b>5</b>	<b>9,027</b>	<b>9,189</b>	<b>162</b>

**Virements**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

**£000**

50  
0  
1

**51**

**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Public Protection, Waste & Transport  
Portfolio Holder - Cllr M Terry**

<b>Forecast Outturn Variance</b>	<b>Year to Date Variance</b>
a.	
b.	
c.	
d.	
e.	
f. Contractor overspend is being partially offset by streetwork permit income.	
g. Car park income is exceeding expectations.	
h.	
i.	
j.	
k.	
l.	
m.	Contract indexation due
n.	
o.	
p.	
q. Procurement expenditure and delayed restructure costs.	
r.	



**General Fund Forecast 2015/16  
at 31 August 2015 - Period 5  
Housing, Planning & Regulatory Services  
Portfolio Holder - Cllr D Norman**

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	593	(389)	204	0	204	204	0	64	60	(4)
b Development Control	1,022	(509)	513	0	513	513	0	244	197	(47)
c Regulatory Business	661	(11)	650	121	771	771	0	326	302	(24)
d Regulatory Licensing	632	(474)	158	20	178	204	26	(76)	(18)	58
e Regulatory Management	239	0	239	(155)	84	84	0	35	2	(33)
f Regulatory Protection	335	(62)	273	46	319	319	0	100	94	(6)
g Strategic Planning	398	0	398	0	398	398	0	192	198	6
h Strategy & Planning for Housing	218	0	218	(20)	198	198	0	82	91	9
i Private Sector Housing	5,866	(338)	5,528	81	5,609	5,609	0	2,336	2,337	1
j Housing Needs & Homelessness	1,449	(439)	1,010	0	1,010	1,010	0	421	471	50
k Supporting People	3,773	0	3,773	(1)	3,772	3,772	0	1,570	1,515	(55)
l Queensway Regeneration Project	0	0	0	0	0	0	0	0	51	51
<b>Total Net Budget for Portfolio</b>	<b>15,186</b>	<b>(2,222)</b>	<b>12,964</b>	<b>92</b>	<b>13,056</b>	<b>13,082</b>	<b>26</b>	<b>5,294</b>	<b>5,300</b>	<b>6</b>

**Virements**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

**£000**

111  
0  
(19)

**92**

Forecast Outturn Variance	Year to date Variance
a.	
b.	
c.	
d. Saving not achieved regarding contractor costs.	
e.	
f.	
g.	
h.	
i.	
j.	
k.	
l.	Funds will be transferred from reserves to offset the overspend

**Housing Revenue Account Forecast 2015/16**  
**at 31 August 2015 - Period 5**  
**Corporate Director - Simon Leftley**

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	279	0	279	279	0	116	118	2
b Premises (Excluding Repairs)	673	0	673	673	0	42	21	(21)
c Repairs	5,236	0	5,236	5,236	0	2,417	2,417	0
d Supplies & Services	66	0	66	66	0	26	6	(20)
e Management Fee	9,264	0	9,264	9,264	0	4,276	4,276	0
f MATS	956	0	956	956	0	398	398	(0)
g Provision for Bad Debts	361	0	361	361	0	0	0	0
h Capital Financing Charges	13,770	0	13,770	13,955	185	4,476	4,566	90
<b>Expenditure</b>	<b>30,605</b>	<b>0</b>	<b>30,605</b>	<b>30,790</b>	<b>185</b>	<b>11,750</b>	<b>11,802</b>	<b>52</b>
i Fees & Charges	(3,789)	0	(3,789)	(3,789)	0	(1,875)	(1,901)	(26)
j Rents	(26,877)	0	(26,877)	(27,077)	(200)	(11,311)	(11,440)	(129)
k Other	(227)	0	(227)	(227)	0	(214)	(207)	7
l Interest	(90)	0	(90)	(90)	0	(37)	(37)	0
m Recharges	(530)	0	(530)	(530)	0	(220)	(193)	27
<b>Income</b>	<b>(31,513)</b>	<b>0</b>	<b>(31,513)</b>	<b>(31,713)</b>	<b>(200)</b>	<b>(13,657)</b>	<b>(13,778)</b>	<b>(122)</b>
n Appropriation to Earmarked reserves	2,721	0	2,721	2,736	15	0	0	0
o Statutory Mitigation on Capital Financing	(1,813)	0	(1,813)	(1,813)	0	(1,360)	(1,360)	0
<b>Net Expenditure / (Income)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(3,266)</b>	<b>(3,336)</b>	<b>(70)</b>
<b>Use of Reserves</b>								
Balance as at 1 April 2014	3,502	0	3,502	3,502	0			
Use in Year	(0)	0	(0)	(0)	0			
<b>Balance as at 31 March 2015</b>	<b>3,502</b>	<b>0</b>	<b>3,502</b>	<b>3,502</b>	<b>0</b>			

**Housing Revenue Account Forecast 2015/16  
at 31 August 2015 - Period 5  
Corporate Director - Simon Leftley**

Forecast Outturn Variance	Year to Date Variance
a.	
b.	
c.	
d.	
e.	
f.	
g.	
h.	
i.	
j. Interest payable on the HRA's internal borrowing is higher than estimated in the budget.	Interest payable on the HRA's internal borrowing is higher than estimated in the budget.
k.	
l.	
m. Higher than expected rental income because of a lower number of void properties than estimated in the budget. There is also a higher rental income because all new and transferring tenancies are being let at formula rent.	Higher than expected rental income because of a lower number of void properties than estimated in the budget. There is also a higher rental income because all new and transferring tenancies are being let at formula rent.
n.	
o.	
p.	
q.	
r.	
s.	



**Capital Programme Budget  
Monitoring 2015/16**

**Period 5**

**as at 31<sup>st</sup> August 2015  
Departmental Summary**

## Capital Programme Monitoring Report – August 2015

### 1. Overall Budget Performance

The revised Capital budget for the 2015/16 financial year is £61.775million which includes all changes agreed at June Cabinet. Actual capital spend at 31<sup>st</sup> August is £12.236million representing approximately 20% of the revised budget. This is shown in Appendix 1. (Outstanding creditors totalling £0.997million have been removed from this figure).

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

Department	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Revised Budget 2015/16 £'000	Previous Expected Variance to Revised Budget 2015/16 £'000
Corporate Services	10,171	1,266	5,458	(4,713)	(2,599)
People	15,880	4,534	15,816	(64)	-
Place	25,378	3,527	24,026	(1,352)	-
Housing Revenue Account (HRA)	10,346	2,909	10,346	-	-
<b>Total</b>	<b>61,775</b>	<b>12,236</b>	<b>55,646</b>	<b>(6,129)</b>	<b>(2,599)</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	
Corporate Services	10,104	67	-	<b>10,171</b>
People	3,373	12,507	-	<b>15,880</b>
Place	14,443	8,945	1,990	<b>25,378</b>
Housing Revenue Account (HRA)	10,232	-	114	<b>10,346</b>
<b>Total</b>	<b>38,152</b>	<b>21,519</b>	<b>2,104</b>	<b>61,775</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 31<sup>st</sup> August 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
Corporate Services	67	-	67	-	<b>67</b>
People	12,507	-	12,507	2,302	<b>10,205</b>
Place	8,945	1,990	10,935	2,277	<b>8,658</b>
Housing Revenue Account (HRA)	-	114	114	-	<b>114</b>
<b>Total</b>	<b>21,519</b>	<b>2,104</b>	<b>23,623</b>	<b>4,579</b>	<b>19,044</b>

## 2. Department Budget Performance

### Department for Corporate Services

The revised capital budget for the Department for Corporate Services is £10.171million. The budget is distributed across various scheme areas as follows:

Department for Corporate Services	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Forecast Variance to Year End 2015/16 £'000	Previous Forecast Variance to Year End 2015/16 £'000
Accommodation Strategy - Main	179	127	179	-	-
Accommodation strategy - CCTV	1	1	1	-	-
Civic Centre – Server Room	83	-	83	-	-
Tickfield	84	27	84	-	-
Asset Management (Property)	4,015	446	1,302	(2,713)	(2,599)
Cemeteries & Crematorium	2,360	47	360	(2,000)	-
ICT Programme	3,339	618	3,339	-	-
<b>Subtotal</b>	<b>10,061</b>	<b>1,266</b>	<b>5,348</b>	<b>(4,713)</b>	<b>(2,599)</b>
Priority Works (see table)	110	-	110	-	-
<b>Total</b>	<b>10,171</b>	<b>1,266</b>	<b>5,458</b>	<b>(4,713)</b>	<b>(2,599)</b>

Priority Works	£'000
Budget available	1,000
Less budget allocated to agreed schemes	(890)
Remaining budget	110

Actual spend at 31<sup>st</sup> August stands at £1.266million. This represents 12% of the total available budget.

#### Accommodation Strategy - Main

As part of the refurbishment of Civic 2, it was originally decided to give the toilets a minor refresh. However the toilets proved to be in a worse condition than realised so it was agreed to undertake a full refurbishment which is now underway. £75k has been allocated



for the refurbishment of the toilets and for the creation of a first aid room on the lower ground floor of Civic 1. The refurbishment of the toilets on the lower ground floor of Civic 1 has now been added to the project. Creation of the first aid room and Civic 2 toilets refurbishment commenced on 7<sup>th</sup> September and will be complete by the end of November.

### **Civic Centre – Server Room**

The final stage of the New Server Room scheme is underway and completion elements including various final tests for operations with regards to fire, power and air-conditioning are planned for the coming months. Citrix Access Gateway, Victoria, Chicago and Schools servers have all been migrated. Future plans include migration of IDOX, housing server and appliances such as WebSense.

### **Tickfield**

The project is progressing to create additional capacity for the Tickfield kitchen and improving access to the museum area. This will then progress into major partitioning on the ground floor and installation of a partition wall in the Darwin room. The ground floor works are currently being furnished ready for rental and the final works to the Darwin room have now commenced.

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

The development agreement for the Airport Business Park site has now been signed. The rugby pitch and infrastructure works are due to start during Easter 2016. It is estimated that £556k budget will be required during 2015/16 with the remaining £2.3m to be included as a carry forward request in the report to November Cabinet.

The Brunel Road development scheme is currently under consideration and the budget of £2k will be included in the report to November Cabinet as a carry forward request.

The CCTV scheme at East Beach is now complete and the remaining £2k budget is an under spend on the overall scheme.

The £109k budget for the second phase of the new beach huts will be included in the report to November cabinet as a carry forward request. This is because the project is currently on hold until 2016/17.

Works on the refurbishment of Thorpe Hall Avenue toilets are currently at planning stage and it is unlikely that they will be completed in full during 2015/16. Estimated costs of £80k are expected with the remaining £110k to be included in the report to November Cabinet as a carry forward request.

Various projects within the Victoria Avenue Improvement scheme are currently being considered and costed. It is estimated that only £40k will be required in 2015/16 for feasibility work on the East and Library car parks and the remaining £190k will be included as a carry forward request in the report to November Cabinet.

### **Cemeteries and Crematorium**

The £10k budget for essential Crematorium equipment has been allocated for a replacement fire alarm system in the Crematorium. This is currently with the Property Services team for specification.

The work on the Cremator to fully reline the hot bricks is now complete and all invoices have now been paid.

The legal negotiating process for the purchase of the new burial ground is on-going. It is estimated that only £279k of the budget will be spent in 2015/16 therefore a carry forward request of £2.0 million will be included in the report to November Cabinet as a carry forward request.

The west chapel pipe organ refurbishment is now complete and has been reinstalled in the West Chapel.

## **ICT**

A Gandlake Laser Serve solution is being developed as part of the Citizen Account scheme and the go-live date has been scheduled for 17<sup>th</sup> September 2015.

There is a proposal for two new Capita One modules for Transport and Early Years which is being presented to the Digital Strategy Programme Board on 5<sup>th</sup> October. Further updates will be available following this meeting.

Friars and Thorpedene libraries are to be replaced by the new Hub Library to be located in Shoebury Youth Centre and the availability of wireless will be part of the new build.

The budget on the Vehicle Tracking and Performance System scheme has been allocated to fund the Dial a Ride replacement system. The system has now been procured and the system data is currently being input in preparation for go-live.

Works have begun on the Wireless Borough/City Deal to implement WiFi in areas of the town with high footfall and to develop greater social inclusion. The formal procurement process commenced in July with an aim to go out to market during September.

## **Priority Works**

The Priority works provision budget currently has £110k remaining unallocated.

## **Summary**

Carry forward requests to be included in the report to November Cabinet are Southend Airport Business Park for £2.3m, Brunel Road Redevelopment for £2k, New Beach Huts phase two for £109k, Thorpe Hall Avenue Toilet Refurbishment for £110k, Victoria Avenue Improvements for £190k and the New Burial Ground for £2.0 million.

An under spend of £2k is reported on the East Beach CCTV scheme.

## Department for People

The revised Department for People budget totals £15.880million.

Department for People	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Year End 2015/16 £'000	Previous Expected Variance to Year End 2015/16 £'000
Adult Social Care	2,698	111	2,698	-	-
General Fund Housing	2,926	433	2,926	-	-
Children & Learning Other	180	4	116	(64)	-
Condition Schemes	1,381	470	1,381	-	-
Devolved Formula Capital	310	303	310	-	-
Primary School Places	8,385	3,213	8,385	-	-
<b>Total</b>	<b>15,880</b>	<b>4,534</b>	<b>15,816</b>	<b>(64)</b>	<b>-</b>

Actual spend at 31<sup>st</sup> August stands at £4.534million. This represents 29% of the total available budget.

### Adult Social Care

The Adult Social Care budget consists of the Community Capacity grant which includes £172k for the Care Act capital scheme. The remainder of the Community Capacity grant will be spent on major adaptations that will enable vulnerable individuals to remain in their own homes and to assist in avoiding delayed discharges from hospital.

This also includes a £165k grant from the Department of Health for Transforming Care Housing. Plans are underway to redesign the support given to people with Learning Disabilities, Autism and Aspergers.

### General Fund Housing

A thorough review of how the Disabled Facilities service is delivered is currently being undertaken and a report on the outcome will be published in the autumn.

The Empty Dwellings Management scheme is currently concentrating on bringing more empty homes back into use.

### Children & Learning Other Schemes

The Short Breaks for Disabled Children scheme has a spend of £4k to date and no more expenditure is expected for 2015/16. A carry forward request of £64k will be included in the report to November Cabinet.

Retentions of £101k are being held against projects at Hinguar Primary and Kingsdown Special Schools and will be paid once outstanding snagging and defects works are completed and fully signed off. This figure is included in the creditors shown above.

## **Condition Schemes**

A budget of £1.381m has been allocated to address larger conditions in schools where the cost is over the schools capabilities to fund. Of this amount, £229k are for projects started in 2014/15. Most of these works have been undertaken over the summer holidays to minimise disruption to the schools.

Retentions of £29k are being held for works completed in 2014/15 at eight primary schools. This figure is included in the creditors shown above.

## **Devolved Formula Capital**

This is an annual devolution of dedicated capital grant to all maintained schools. The grant for 2015/16 is £310k.

## **Primary School Places**

Capital expansions, both permanent and temporary are on-going to supply primary places to meet significant increased demands. In 2015/16, spend of £8.385m is programmed. This covers large, multi-year projects at St Helen's Catholic Primary, Sacred Heart Catholic Primary, Hamstel Infant and Juniors, The Federation of Greenways Schools, Darlington Primary, St Mary's Prittlewell C of E Primary and Porters Grange Primary Schools.

A further £79k is also being held as retention payments against works completed in 2014/15 on smaller expansion projects. This figure is included in the creditors shown above.

## **Summary**

A carry forward requests to be included in the report to November Cabinet is for Short Breaks for Disabled Children for £64k.

## Department for Place

The revised capital budget for the Department for Place is £25.378million. This includes all changes approved at June Cabinet. The budget is distributed across various scheme areas as follows:

Department for Place	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Year End 2015/16 £'000	Previous Expected Variance to Year End 2015/16 £'000
Culture	3,643	1,540	3,643	-	-
Enterprise, Tourism & Regeneration	3,657	58	2,709	(948)	-
Coastal Defence	2,396	364	2,396	-	-
Highways and Infrastructure	5,057	308	5,057	-	-
Parking Management	550	2	550	-	-
Section 38 & 106 Agreements	1,690	46	1,286	(404)	-
Local Transport Plan	2,794	435	2,794	-	-
Local Growth Fund	2,420	115	2,420	-	-
Transport	814	323	814	-	-
Waste	597	285	597	-	-
Energy Saving Projects	1,760	51	1,760	-	-
<b>Total</b>	<b>25,378</b>	<b>3,527</b>	<b>24,026</b>	<b>(1,352)</b>	<b>-</b>

Actual spend at 31<sup>st</sup> August stands at £3.527million. This represents 14% of the total available budget.

### Culture

The drainage works at Belfairs Golf Course are now complete. Other drainage works at Belfairs Park and Southchurch Park are on site and nearing completion.

Works to replace the floor in the auditorium at the Cliffs Pavilion have now been completed with a few minor defects currently being dealt with. External works above the Maritime Room have now commenced along with a scheduled completion date of March 2016.

Works have now commenced on the Hard Surface Path Improvements in the Parks with a newly appointed contractor. Subject to weather conditions, the works should complete within the current financial year.

The Library Review budget is primarily being used to construct the new Shoeburyness Library. This scheme is progressing well and the new library opened on 14<sup>th</sup> September. A programme of works is currently being developed for schemes at Westcliff and Kent Elms Libraries to utilise the remainder of the budget.

Scheduled Ancient Monument Consent has now been received for the works to Priory Park Water Main. Property Services are in the process of obtaining a date from the water board for the works to progress.

Works are progressing on the refurbishment of the war memorials within the Borough. The works on the Cenotaph have been completed and the refurbishment of the Victory Sports Ground gates commenced on 31<sup>st</sup> August. Future works are scheduled for the St Erkenwalds Memorial at Sutton Road Cemetery.

### **Enterprise, Tourism & Regeneration**

The Regeneration projects include all the work currently taking place on Southend Pier and the City Deal Incubation Centre as well as the Coastal Communities Fund.

Concrete and structural repairs needed on the pier are currently out to tender and the Pier Hill lift doors are in the process of undergoing a refurbishment.

The timeframe for spend on the Coastal Communities Fund has been extended by the Big Lottery and CLG. Negotiations are continuing with the Yacht club to enable delivery of the lagoon and costs of enabling works are being explored. It is estimated that around £200k will be spent in 2015/16 with the remaining £948k to be included as a carry forward request at November Cabinet.

### **Coastal Defence**

Works for the cliff stabilisation at Clifton Drive commenced on 12<sup>th</sup> April and are progressing well.

A grant from DeFRA has been received in 2015/16 in relation to flooding repairs. The funds will be spent on improving resilience to private properties.

### **Highways and Infrastructure**

Plans for 2015/16 are currently in hand and implementation works have commenced for the Highways Planned Maintenance schemes. These will continue on a phased basis for the remainder of the financial year.

Further meetings have taken place with Network Rail with regards to Cinder Path and it is hoped that the works will be in a position to commence shortly.

The revised Street Lighting budget is a multi-million pound, multi-year scheme to be part funded by the Challenge fund from the Department for Transport. Surveys have commenced to prepare for the cast iron replacements and the sleeve manufacturer has started measuring the concrete columns so that materials can be ordered. The contractor is currently working in Eastwood to fit sleeves to concrete columns where LED lanterns have been fitted previously. This work will continue for the remainder of the year.

### **Parking Management**

Works to the Civic Centre North car park are well underway and expected to complete during October. Any surplus funding will be utilised for works on the Library car park and works to improve the other Borough car parks.

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

There are a number of S38 and S106 schemes all at various stages. The larger schemes include works to Fossetts Farm Bridleway and North Shoebury Road.

Schemes totalling £404k have been identified as delayed until 2016/17 therefore a carry forward required will be included in the report to November Cabinet.

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

In terms of traffic management and parking, a number of schemes are currently going through the consultation phase and others are in the process. Implementation will commence as soon as the legal formalities have been completed and approval has been given from the Traffic and Parking Working Party Committee.

Programmed resurfacing works have now commenced and are set to continue for the remainder of the summer months.

### **Local Growth Fund**

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

The business cases for A127 Kent Elms and Bridge and Highway Maintenance have been approved by South East Local Enterprise Partnership Individual Technical Evaluator to draw down 2015/16 funding. Further work is underway to support the business cases for 2016/17 onwards. 2015/16 works for Kent Elms will be focussing on the design and construction of the advance surface crossing works and design and survey work for the main junction improvement works. Advance utility diversion works for the new surface crossing has commenced followed by construction with the view to complete before Christmas. Ground penetration radar and drainage surveys have been commissioned and are now on site. Works on the Bell junction will be focussing on survey work to inform the design for the main junction improvement works. Once Kent Elms survey works have been received and reviewed, similar surveys will be commissioned for the Bell. Bridge and Highway Maintenance will be focussing on investigation works for the improvement to the A127 corridor and also necessary surfacing to the east bound section of the A127 from Boundary to just prior to the Progress Road improvement works.

### **Transport**

Main works on the A127 Tesco junction improvements were completed on 29<sup>th</sup> March 2015 with the switching on of the traffic signals. Traffic signal monitoring will continue to be adjusted as necessary. Defects are still to be rectified by the contractor and the final account is yet to be completed.

Minor adjustments to traffic signals on Progress road are yet to be completed.

### **Waste**

There are commitments for the year in relation to the Commercial Waste and Recycling Centre which will involve ground works, a salt dome and refurbishment of the toilets. Some disused buried structures and contaminated soil have been discovered on site and this has slightly delayed the project.

### **Energy Saving Projects**

Solar panels have been part installed at Southend Adult Community College and Temple Sutton Primary School and the Biomass works are in planning. The contract for gas boilers

has been awarded at Southend Adult Community College and it is currently awaiting installation.

Some improvements have been made to the Civic Centre heating controls but this has not fully resolved the issue. New thermostats are due to be installed along with a new burner and gas booster on the boiler.

### **Summary**

Carry forward requests to be included in the report to November Cabinet are Coastal Communities Fund for £948k and various S106 schemes totalling £404k.



## Housing Revenue Account

The revised budget for the Housing Revenue Account capital programme for 2015/16 is £10.346million. The latest budget and spend position is as follows:

Housing Revenue Account	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Forecast Variance to Year End 2015/16 £'000	Previous Forecast Variance to Year End 2015/16 £'000
Decent Homes Programme	7,314	2,609	7,314	-	-
Council House Adaptations	500	211	500	-	-
Sheltered Housing Remodelling	415	-	415	-	-
32 Byron Avenue	16	-	16	-	-
Other HRA	2,101	89	2,101	-	-
<b>Total</b>	<b>10,346</b>	<b>2,909</b>	<b>10,346</b>	<b>-</b>	<b>-</b>

The actual spend at 31<sup>st</sup> August of £2.909million represents 28% of the HRA capital budget.

### Decent Homes Programme

The on-going Decent Homes schemes are continuing in 2015/16. Kitchens, bathrooms and electrical works are programmed to be complete by December 2015. The Barringtons lift upgrade is now complete. Other capital projects programmed for 2015/16 are currently in the process of being tendered and works will be completed by March 2016.

### 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 2015/16.

### Sheltered Housing Remodelling

Plans are currently being made for the use of this fund in 2015/16.

### S106/RTB funded schemes

The build at 32 Byron Avenue is now complete and awaiting settlement of the final accounts.

### Other HRA

A scheme to review HRA land is currently underway and planning permission was received on 15<sup>th</sup> April for the proposed sites. The plan is to construct 18 housing units

within the Shoeburyness ward. The tender for construction is currently out for approval with an anticipated start date on site during October 2015.

Summary of Capital Expenditure at 31st August 2015

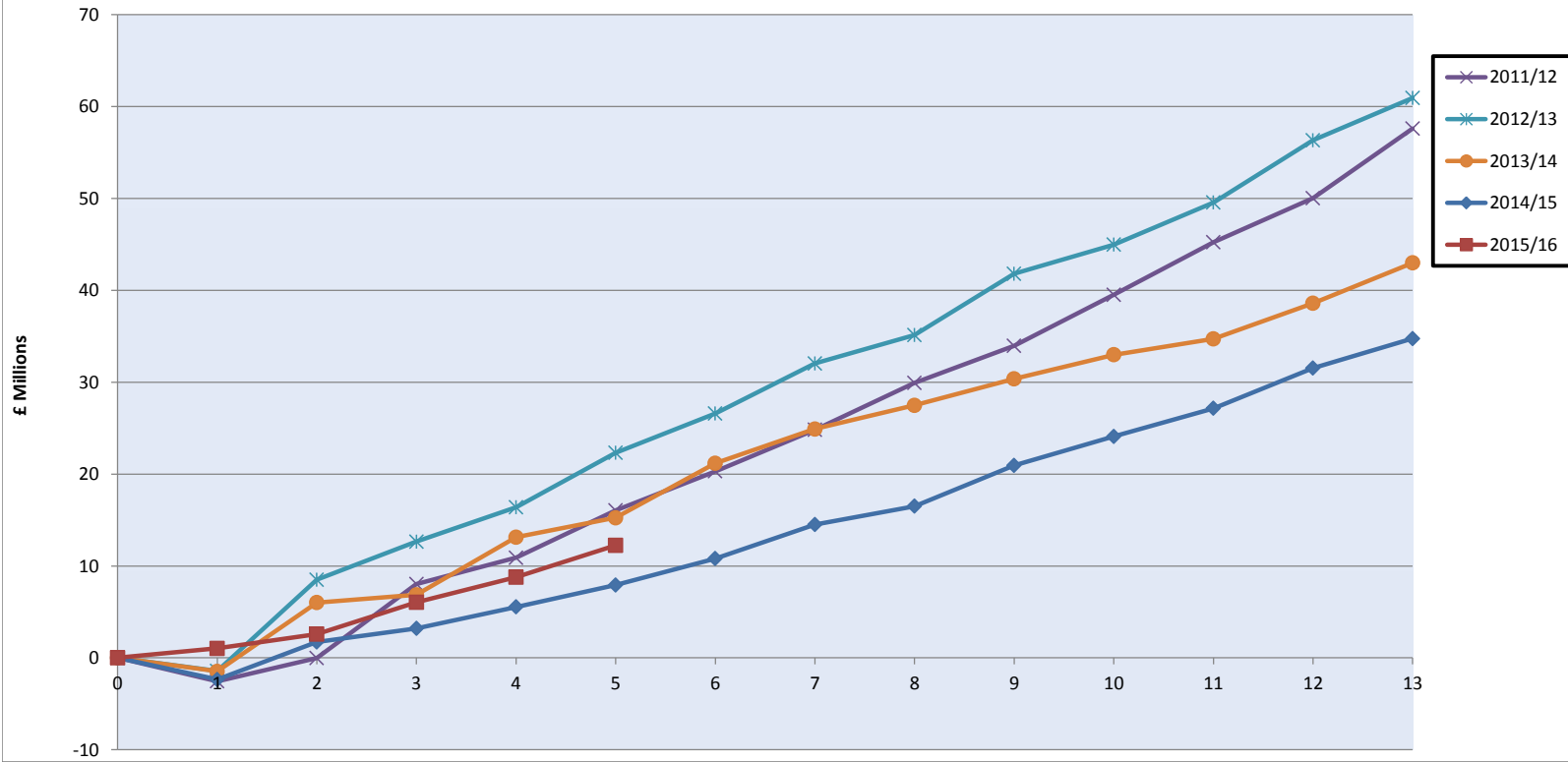
Appendix 1

	Original Budget 2015/16 £000	Revisions £000	Revised Budget 2015/16 £000	Actual 2015/16 £000	Forecast outturn 2015/16 £000	Forecast Variance to Year End 2015/16 £000	% Variance
Corporate Services	10,252	(81)	10,171	1,266	5,458	(4,713)	12%
People	15,392	488	15,880	4,534	15,816	(64)	29%
Place	17,859	7,519	25,378	3,527	24,026	(1,352)	14%
Housing Revenue Account	10,002	344	10,346	2,909	10,346	-	28%
	<u>53,505</u>	<u>8,270</u>	<u>61,775</u>	<u>12,236</u>	<u>55,646</u>	<u>(6,129)</u>	<u>20%</u>
<b>Council Approved Original Budget - February 2015</b>	<b>53,505</b>						
Corporate Services amendments	(64)						
People amendments	(684)						
Place amendments	3,458						
Carry Forward requests	7,587						
Accelerated Delivery requests to 2014/15	(582)						
Budget re-profiles (July, November and February Cabinet)	(1,872)						
New external funding	427						
<b>Council Approved Revised Budget - June 2015</b>	<b><u>61,775</u></b>						

**Actual compared to Revised Budget spent is £12.236M or 20%**

Appendix 2

Capital programme Delivery  
Cummulative Capital Expenditure 2011/12 to 2015/16



Year	Outturn £m	Outturn %
2011/12	57.6	97.3
2012/13	61.0	97.9
2013/14	43.3	93.8
2014/15	34.8	83.8