

# Public Document Pack

## Southend-on-Sea Borough Council

Department for Corporate Services

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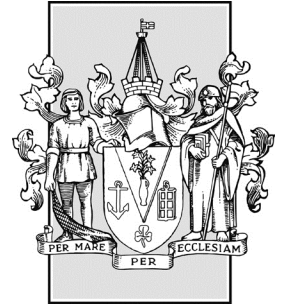
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### PEOPLE SCRUTINY COMMITTEE - TUESDAY, 11TH OCTOBER, 2016

Please find enclosed, for consideration at the next meeting of the People Scrutiny Committee taking place on Tuesday, 11th October, 2016, the following report(s) that were unavailable when the agenda was printed.

#### Agenda No Item

6. Monthly Performance Report (Pages 1 - 68)

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# MONTHLY PERFORMANCE REPORT

## August 2016

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<b>Section 3</b> Pages 9-20	<b>Detail of Indicators Rated Red or Amber</b>  Performance detail for indicators rated Red or Amber
<b>Section 4</b> Pages 21-50	<b>Budget Management Statements</b>  Budget monitor and forecast by Portfolio
<b>Section 5</b> Pages 51-65	<b>Capital Expenditure</b>  Summary of Capital Expenditure

Version: **V1.0**

Published by the Policy, Engagement & Communication Team

Further information: [timmacgregor@southend.gov.uk](mailto:timmacgregor@southend.gov.uk) or (01702) 534025

## 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 2016/17	Annual target for 2016/17
<u>Outcome</u>	<p>Symbol based on a traffic light system; Red, Amber, Green indicating whether an indicator's performance is on track to achieve the annual target. Symbols used and their meaning are:</p> <p> = at risk of missing target</p> <p> = some slippage against target, but still expected to meet year-end target (31/03/2017)</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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Further information: [timmacgregor@southend.gov.uk](mailto:timmacgregor@southend.gov.uk) or (01702) 534025

# Section 1: 2016-2017 Exceptions - Current Month Performance

Comments on Indicators rated Red or Amber

Generated on: 22 September 2016 09:46



**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 2016/17	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 2016	65.1%	85%	85%			For August 2016 the figure of 65.1% is made up of 216 successful visits, 81 unsuccessful visits (visits refused by the child/young person or the young person wasn't seen during the visit) and 35 outstanding visits. Currently the percentage of successful visits for missing children living in the local area is 70.2%, while 93.9% have been offered a visit. The percentage of successful visits for children looked after by Southend but placed out of borough is 63.0%, with 79.6% offered a visit. The percentage of successful visits for children looked after by other local authorities placed in Southend is 30.3%, with 72.7% offered a visit.	People Scrutiny
CP 1.5	Rate of Looked After Children (LAC) per 10,000 [Monthly Snapshot]	Goldilocks	August 2016	71.4	57.7-68.3	57.7-68.3			The number of looked after children remain above target at 71.4 per 10,000 population against a target of 63. The Children's Service Improvement plan will address some of this as it is anticipated that more children will be supported to remain with their family. In addition work is being undertaken to design a service to support the parent's of adolescents to give appropriate parenting to their children during times of crisis preventing them from becoming looked after. A panel to decide whether children should become looked after is in development and this should also lead to a reduction in numbers of looked after children. These changes will take some time to implement. The changes will begin to take effect during quarter 4.	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 2016/17	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 2016/17 collected in year [Cumulative]	Aim to Maximise	August 2016	44.10%	44.30%	97.20%			Although collection is slightly down in Council Tax it is still relatively early in the financial year and at present targeted recovery is now underway to increase collection over the remaining months to reach the end of year target. Since 1st April 2016 the net collectable position has increased due to new properties and the removal of single person discounts from the review that is currently taking place.	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2016/17 collected in year [Cumulative]	Aim to Maximise	August 2016	45.00%	45.50%	97.80%			For NDR we have identified a few ratepayers who last year paid in full at the beginning of the year and now have changed to monthly instalments, therefore collection will increase over the remaining months. Other targeted recovery measures are in place to ensure the end of year target is met.	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 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.2	Adults in contact with secondary mental health services who are in stable accommodation (ASCOF 1H) [Year to date Snapshot]	Aim to Maximise	August 2016	63.7%	66%	66%			The measure is just below target with 328 clients in contact with SEPT (South Essex Partnership Trust) in stable accommodation, out of 515 in contact with SEPT.	People Scrutiny
CP 3.2	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]	Aim to Minimise	August 2016	1.72	1.43	1.43			There have been 12 delays attributed to Social Care so far this year. This is made up of 9 delays from the acute side (Southend Hospital) and 3 from the Non-Acute (SEPT/Rochford). Our current performance remains above the regional average.	People Scrutiny
CP 3.3	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [Year to date Snapshot]	Aim to Maximise	August 2016	27.06%	30%	30%			August 2016- Calculation is 591 Direct Payments divided by 2184 clients = 27.06%. We are continuing to encourage the use of direct payments when appropriate for the client.	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 2016/17	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 2016	3397	3102	7389			Southend Community Safety Partnership have progressed a number of key recommendations from the 16/17 Strategic Intelligence Assessment. This includes a multiagency focus on certain key high crime areas such as York Road (Operation Stonegate), a review of crimes that are causing concern ( violent crime), and improved strategic and operational links between the key partnership boards. The development of the Community Safety Hub will enhance partnership approaches to tackling crime and ASB within Southend.	Policy & Resources Scrutiny
CP 2.1	Number of reported missed collections per 100,000 [Monthly Snapshot]	Aim to Minimise	August 2016	80	45	45			High return of missed collections which was inevitable during a Borough wide roll out. The number of scheduled collections have also increased by approximately 240,000 per month that will make this a challenging target but one that we still aim to meet by end of year	Place Scrutiny
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	June 2016	48.56%	54.00%	54.00%			<b>Reported Quarterly.</b> Veolia commenced their new waste collection service roll out which included a new recycling service, which will take time to embed across the borough. On-going Mechanical, Biological Treatment (MBT) Plant issues are producing less tonnage to contribute to our performance. There is also a national downturn in recycling rates in the Essex region, particularly South of the County, which has also seen a significant decrease in recycling rates.	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 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.8	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	August 2016	296	450	1,300			Final quit data for August is unlikely to be available until the end of October 2016. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set.	People Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	August 2016	1,744	2,064	5,673			We are awaiting data from the outreach provider this is anticipated to be available next month. The health check trajectory is still on track to hit target by the end of the year.	People Scrutiny



## Section 2: 2016-2017 Corporate Performance Indicators

Information for all 2013-2014 Corporate Priority Indicators

Generated on: 22 September 2016 09:46



**Performance Data Expected Outcome: At risk of missing target 3 On course to achieve target 16 Some slippage against target 9**

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	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 2016	3397	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) [Year to date Snapshot]	Aim to Maximise	August 2016	63.7%	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 2016	65.1%	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 2016	52.3	45.7-52.3	45.7-52.3			John O'Loughlin	People Scrutiny
CP 1.5	Rate of Looked After Children (LAC) per 10,000 [Monthly Snapshot]	Goldilocks	August 2016	71.4	57.7-68.3	57.7-68.3			John O'Loughlin	People Scrutiny

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	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 2016	80	45	45			Dipti Patel	Place Scrutiny
CP 2.2	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	August 2016	97%	92%	92%			Dipti Patel	Place Scrutiny
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	August 2016	N/A	54.00%	54.00%			Dipti Patel	Place Scrutiny

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









MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	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 [Rolling Quarter]	Aim to Maximise	August 2016	86.4%	86%	86%			Sharon Houlden	People Scrutiny
CP 3.2	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]	Aim to Minimise	August 2016	1.72	1.43	1.43			Sharon Houlden	People Scrutiny
CP 3.3	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [Year to date Snapshot]	Aim to Maximise	August 2016	27.06%	30%	30%			Sharon Houlden	People Scrutiny
CP 3.4	Proportion of adults with learning disabilities in paid employment [Monthly Snapshot]	Aim to Maximise	August 2016	10%	10%	10%			Sharon Houlden	People Scrutiny
CP 3.5	Number of Children Involved with Early Help Assessments (cumulative)	Aim to Maximise	August 2016	874	835	2,000			John O'Loughlin	People Scrutiny
CP 3.6	Participation and attendance at council owned / affiliated cultural and sporting activities and events [Cumulative]	Aim to Maximise	August 2016	1,754,827	1,666,667	4,000,000			Nick Harris	Place Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 3.7	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	August 2016	35	16	40	✔	↑	James Williams	People Scrutiny
CP 3.8	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	August 2016	296	450	1,300	⚠	↓	Liesel Park	People Scrutiny
CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	August 2016	1,744	2,064	5,673	⚠	↓	Margaret Gray	People Scrutiny

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 4.3	% of Council Tax for 2016/17 collected in year [Cumulative]	Aim to Maximise	August 2016	44.10%	44.30%	97.20%	⚠	↓	Joe Chesterton	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2016/17 collected in year [Cumulative]	Aim to Maximise	August 2016	45.00%	45.50%	97.80%	⚠	↓	Joe Chesterton	Policy & Resources Scrutiny
CP 4.5	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	August 2016	95.23%	79.00%	79.00%	✔	↑	Peter Geraghty	Place Scrutiny
CP 4.6	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	August 2016	93.01%	84.00%	84.00%	✔	↑	Peter Geraghty	Place Scrutiny
CP 4.7	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	August 2016	95.53%	90.00%	90.00%	✔	↓	Peter Geraghty	Place Scrutiny
CP 4.8	Current Rent Arrears as % of rent due [Monthly Snapshot]	Aim to Minimise	August 2016	1.55%	1.7%	1.7%	✔	↓	Sharon Houlden	Policy and Resources Scrutiny
CP 4.9	The % of children in good or outstanding Schools [Monthly Snapshot]	Aim to Maximise	August 2016	88.6%	75%	75%	✔	↑	Brin Martin	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 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 5.1	Number of hours delivered through volunteering in Culture Services [Cumulative]	Aim to Maximise	August 2016	7,210	5,417	13,000			Nick Harris	Place Scrutiny
CP 5.2	Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	August 2016	87.74%	80.00%	80.00%			Nick Corrigan	Policy & Resources Scrutiny
CP 5.3	Number of payments made online [Cumulative]	Aim to Maximise	August 2016	27,319	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 2016	2.70	2.61	7.20			Joanna Ruffle	Policy & Resources Scrutiny

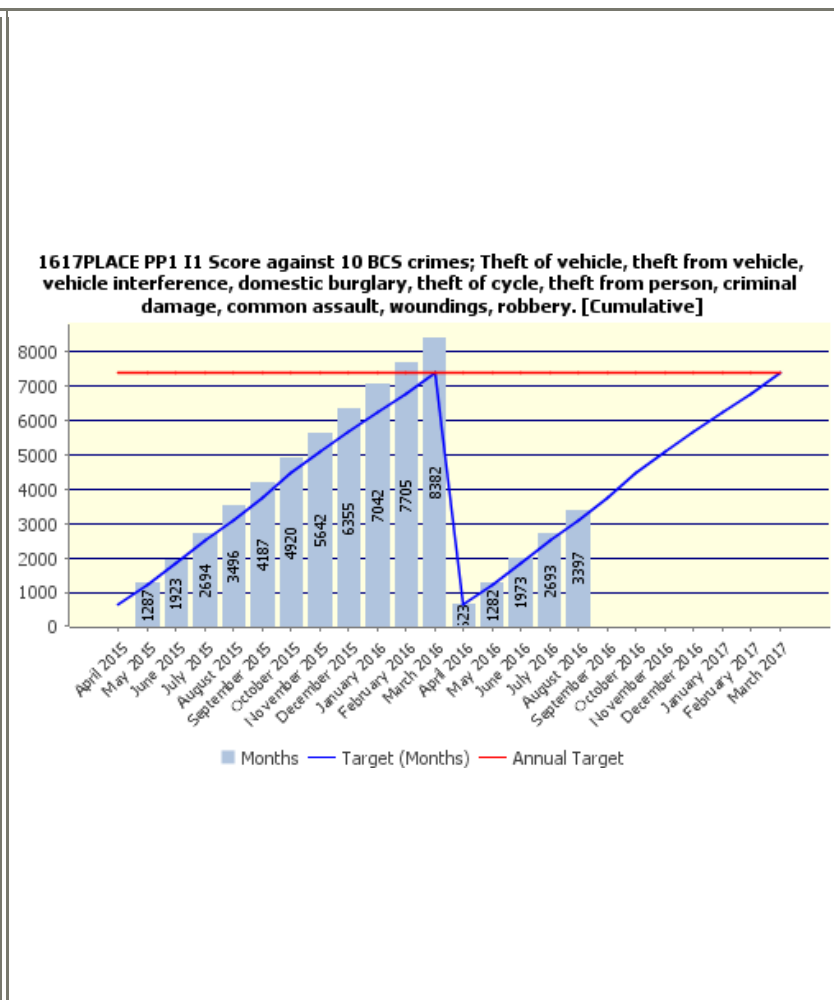
### Section 3: Detail of indicators rated Red or Amber

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


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

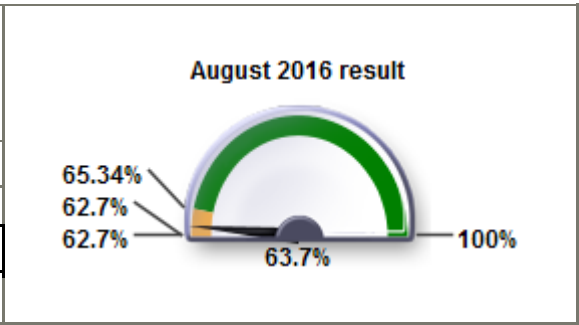
CP 1.1	<b>Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]</b>			
<b>Expected Outcome</b>		<b>Format</b>	Aim to Minimise	
<b>Managed By</b>	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

Date Range 1		
	Value	Target
April 2015	N/A	626
May 2015	1287	1231
June 2015	1923	1857
July 2015	2694	2532
August 2015	3496	3102
September 2015	4187	3773
October 2015	4920	4478
November 2015	5642	5078
December 2015	6355	5665
January 2016	7042	6235
February 2016	7705	6754
March 2016	8382	7389
April 2016	623	626
May 2016	1282	1232
June 2016	1973	1847
July 2016	2693	2463
August 2016	3397	3102
September 2016		3773
October 2016		4478
November 2016		5078
December 2016		5665
January 2017		6235
February 2017		6754
March 2017		7389

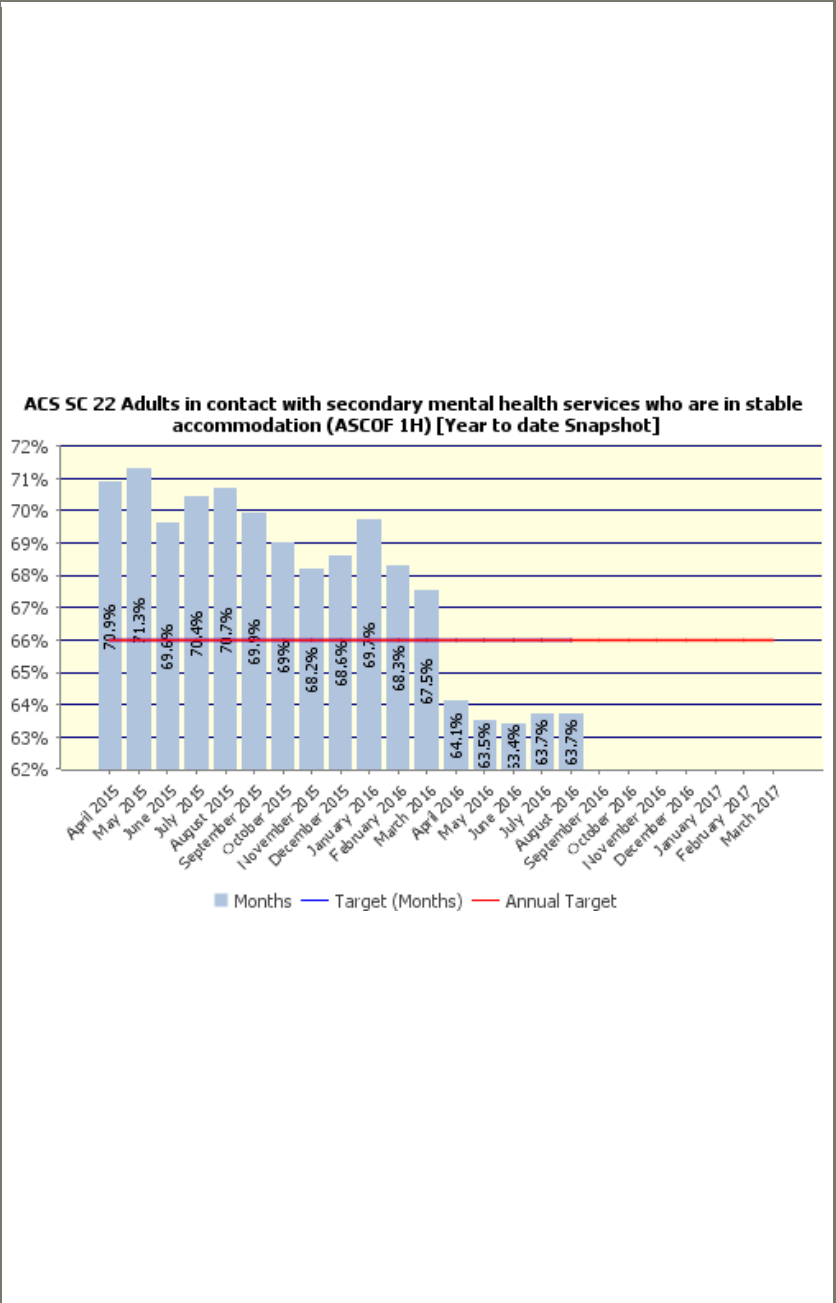


Southend Community Safety Partnership have progressed a number of key recommendations from the 16/17 Strategic Intelligence Assessment. This includes a multiagency focus on certain key high crime areas such as York Road (Operation Stonegate), a review of crimes that are causing concern ( violent crime), and improved strategic and operational links between the key partnership boards. The development of the Community Safety Hub will enhance partnership approaches to tackling crime and ASB within Southend.

CP 1.2	<b>Adults in contact with secondary mental health services who are in stable accommodation (ASCOF 1H) [Year to date Snapshot]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	<b>Sharon Houlden</b>		
<b>Year Introduced</b>	2013		



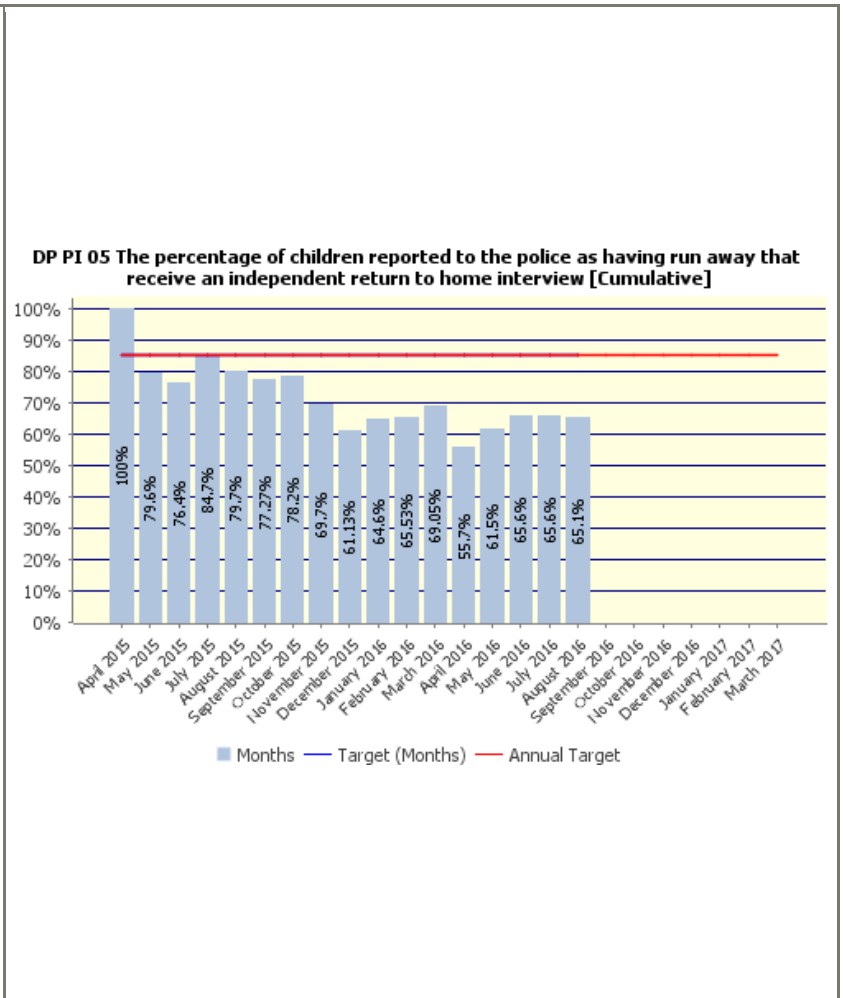
Date Range 1		
	Value	Target
April 2015	70.9%	66%
May 2015	71.3%	66%
June 2015	69.6%	66%
Q1 2015/16		
July 2015	70.4%	66%
August 2015	70.7%	66%
September 2015	69.9%	66%
Q2 2015/16		
October 2015	69%	66%
November 2015	68.2%	66%
December 2015	68.6%	66%
Q3 2015/16		
January 2016	69.7%	66%
February 2016	68.3%	66%
March 2016	67.5%	66%
Q4 2015/16		
April 2016	64.1%	66%
May 2016	63.5%	66%
June 2016	63.4%	66%
Q1 2016/17		
July 2016	63.7%	66%
August 2016	63.7%	66%
September 2016		
Q2 2016/17		
October 2016		
November 2016		
December 2016		
Q3 2016/17		
January 2017		
February 2017		
March 2017		
Q4 2016/17		



The measure is just below target with 328 clients in contact with SEPT (South Essex Partnership Trust) in stable accommodation, out of 515 in contact with SEPT.

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>			<p><b>August 2016 result</b></p>
<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 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	77.27%	85%
October 2015	78.2%	85%
November 2015	69.7%	85%
December 2015	61.13%	85%
January 2016	64.6%	85%
February 2016	65.53%	85%
March 2016	69.05%	85%
April 2016	55.7%	85%
May 2016	61.5%	85%
June 2016	65.6%	85%
July 2016	65.6%	85%
August 2016	65.1%	85%
September 2016		
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		




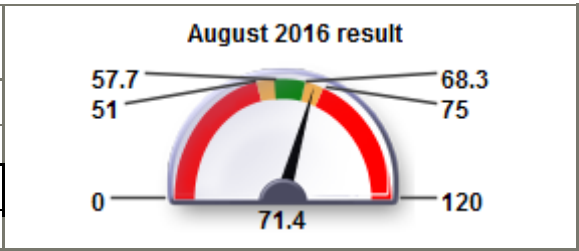
For August 2016 the figure of 65.1% is made up of 216 successful visits, 81 unsuccessful visits (visits refused by the child/young person or the young person wasn't seen during the visit) and 35 outstanding visits.

Currently the percentage of successful visits for missing children living in the local area is 70.2%, while 93.9% have been offered a visit.

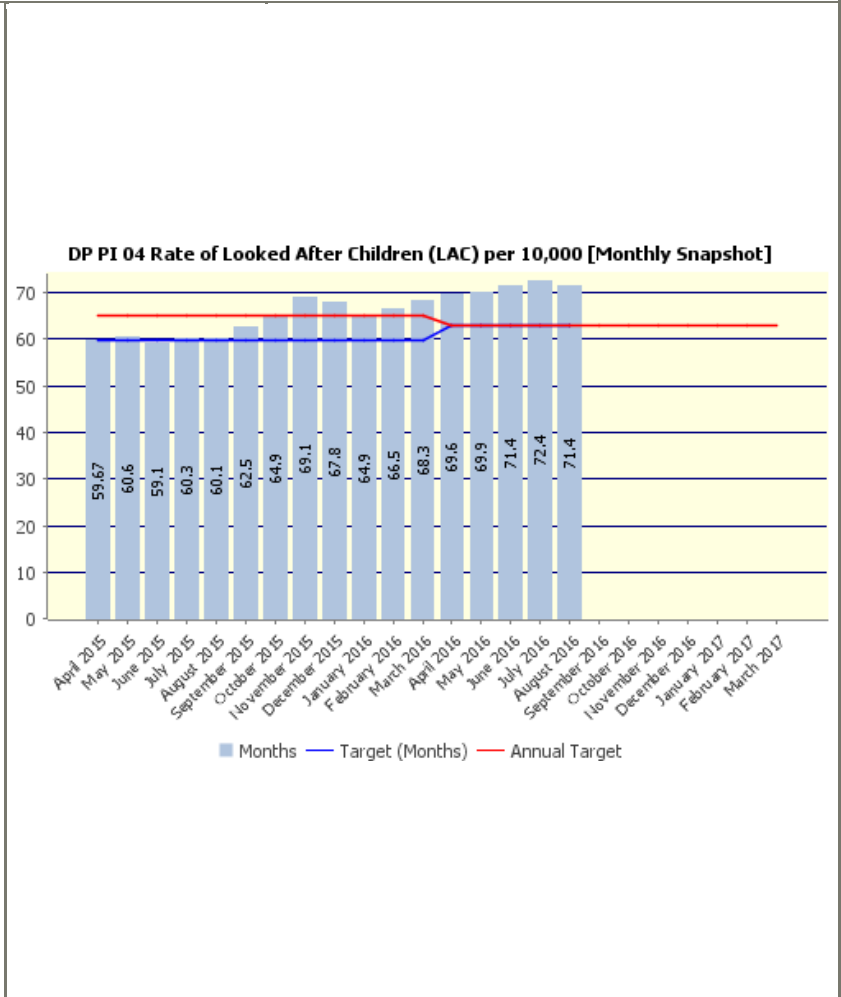
The percentage of successful visits for children looked after by Southend but placed out of borough is 63.0%, with 79.6% offered a visit.

The percentage of successful visits for children looked after by other local authorities placed in Southend is 30.3%, with 72.7% offered a visit.

CP 1.5	<b>Rate of Looked After Children (LAC) per 10,000 [Monthly Snapshot]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Goldilocks
<b>Managed By</b>	<b>John O'Loughlin</b>		
<b>Year Introduced</b>			




Date Range 1		
	Value	Target
April 2015	59.67	59.7
May 2015	60.6	59.7
June 2015	59.1	59.7
July 2015	60.3	59.7
August 2015	60.1	59.7
September 2015	62.5	59.7
October 2015	64.9	59.7
November 2015	69.1	59.7
December 2015	67.8	59.7
January 2016	64.9	59.7
February 2016	66.5	59.7
March 2016	68.3	59.7
April 2016	69.6	63
May 2016	69.9	63
June 2016	71.4	63
July 2016	72.4	63
August 2016	71.4	63
September 2016		
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		

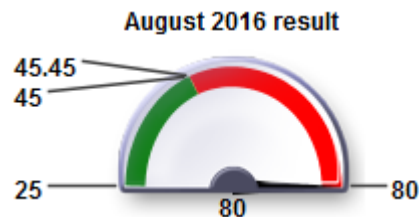


The number of looked after children remain above target at 71.4 per 10,000 population against a target of 63. The Children's Service Improvement plan will address some of this as it is anticipated that more children will be supported to remain with their family. In addition work is being undertaken to design a service to support the parent's of adolescents to give appropriate parenting to their children during times of crisis preventing them from becoming looked after. A panel to decide whether children should become looked after is in development and this should also lead to a reduction in numbers of looked after children. These changes will take some time to implement. The changes will begin to take effect during quarter 4.

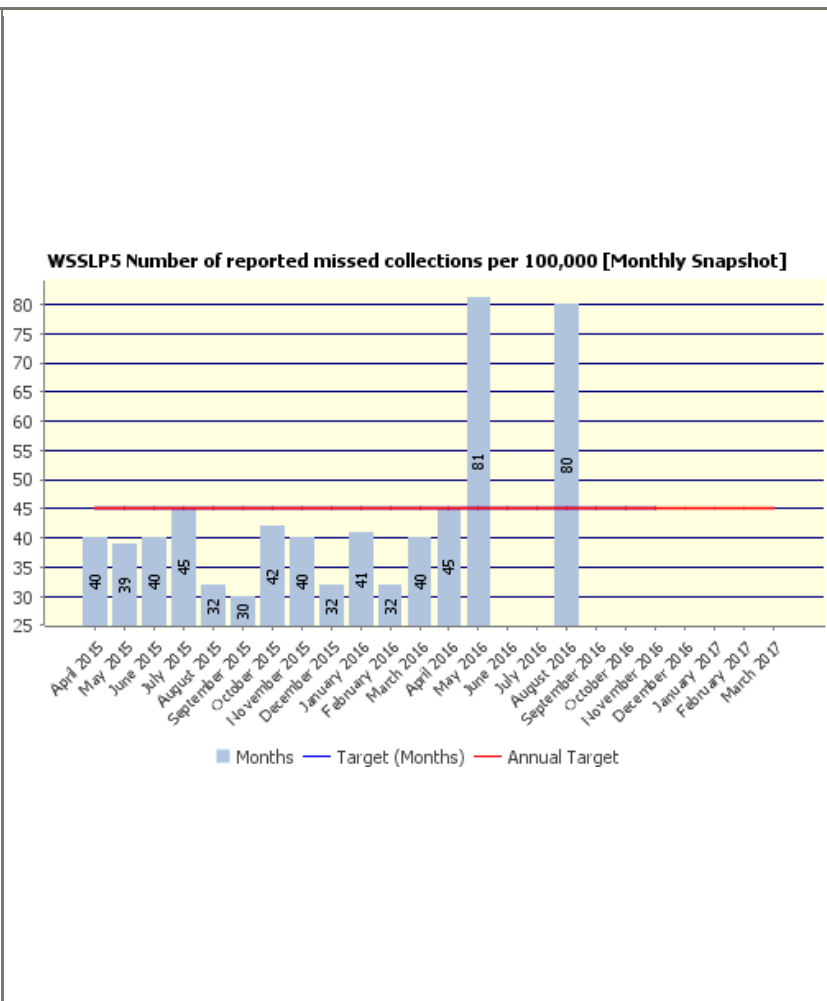


**Priority.** • Continue to promote the use of green technology and initiatives to benefit the local economy and environment. • Encourage and enforce high standards of environmental stewardship.  
 Expected Outcome: At risk of missing target 1 Some slippage against target 1

CP 2.1	<b>Number of reported missed collections per 100,000 [Monthly Snapshot]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Minimise
<b>Managed By</b>	<b>Dipti Patel</b>		
<b>Year Introduced</b>			



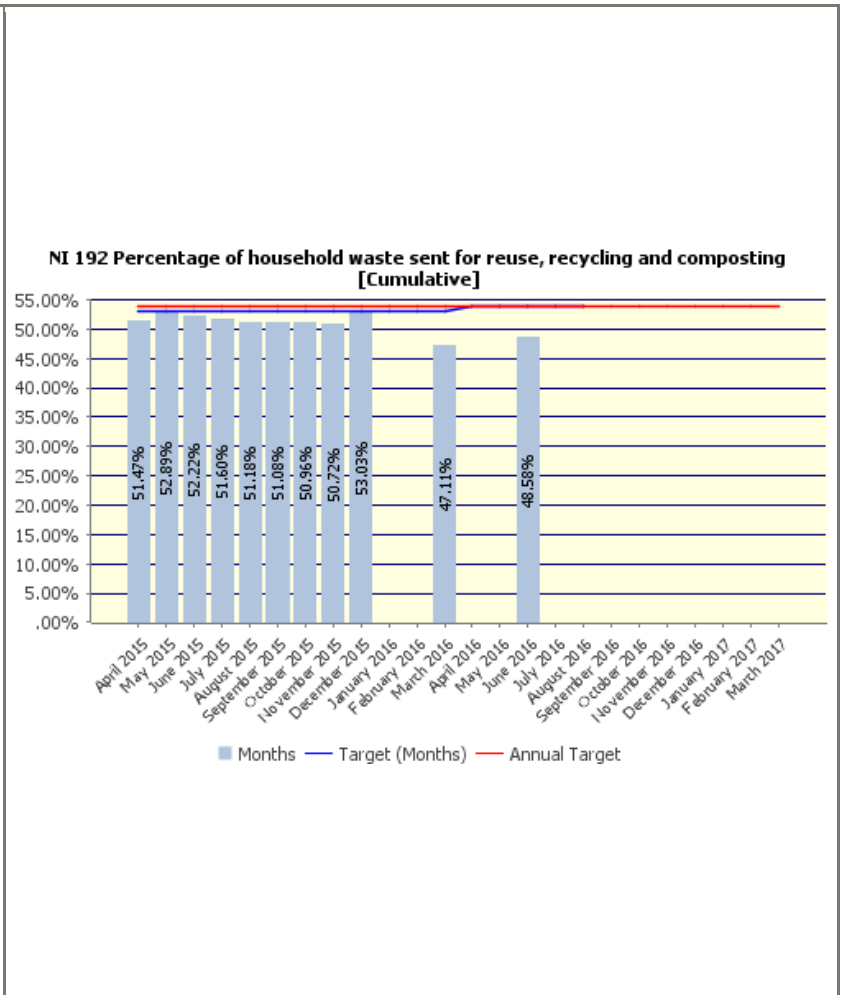
Date Range 1		
	Value	Target
April 2015	40	45
May 2015	39	45
June 2015	40	45
July 2015	45	45
August 2015	32	45
September 2015	30	45
October 2015	42	45
November 2015	40	45
December 2015	32	45
January 2016	41	45
February 2016	32	45
March 2016	40	45
April 2016	45	45
May 2016	81	45
June 2016	N/A	45
July 2016	N/A	45
August 2016	80	45
September 2016		
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		



High return of missed collections which was inevitable during a Borough wide roll out. The number of scheduled collections have also increased by approximately 240,000 per month that will make this a challenging target but one that we still aim to meet by end of year

CP 2.3	<b>Percentage of household waste sent for reuse, recycling and composting [Cumulative]</b>			<b>August 2016 result</b> N/A
<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 2015	51.47%	53.00%
May 2015	52.89%	53.00%
June 2015	52.22%	53.00%
July 2015	51.60%	53.00%
August 2015	51.18%	53.00%
September 2015	51.08%	53.00%
October 2015	50.96%	53.00%
November 2015	50.72%	53.00%
December 2015	53.03%	53.00%
January 2016		53.00%
February 2016		53.00%
March 2016	47.11%	53.00%
April 2016	N/A	54.00%
May 2016	N/A	54.00%
June 2016	N/A	54.00%
July 2016	N/A	54.00%
August 2016	N/A	54.00%
September 2016		
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		



Reported quarterly. Veolia commenced their new waste collection service roll out which included a new recycling service, which will take time to embed across the borough. On-going Mechanical, Biological Treatment (MBT) Plant issues are producing less tonnage to contribute to our performance. There is also a national downturn in recycling rates in the Essex region, particularly South of the County, which has also seen a significant decrease in recycling rates.

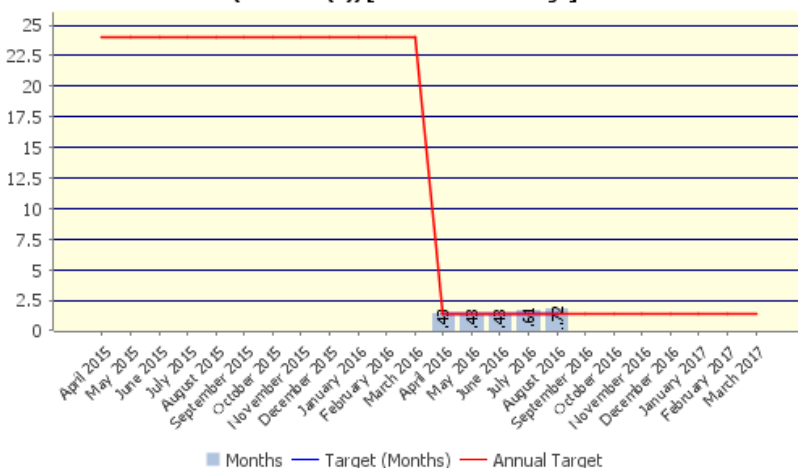
**Priority.** • Actively promote healthy and active lifestyles for all. • Work with the public and private rented sectors to provide good quality housing. • Improve the life chances of our residents, especially our vulnerable children & adults, by working to reduce inequalities and social deprivation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

Expected Outcome: Some slippage against target 4


CP 3.2	<b>Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]</b>			<p style="text-align: center;"><b>August 2016 result</b></p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Minimise	
<b>Managed By</b>	<b>Sharon Houlden</b>			
<b>Year Introduced</b>				

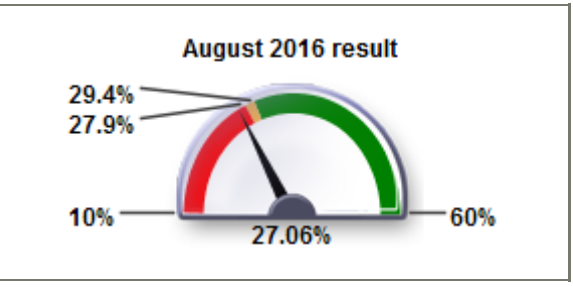
Date Range 1		
	Value	Target
April 2015		
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016		
April 2016	1.43	1.43
May 2016	1.43	1.43
June 2016	1.43	1.43
July 2016	1.61	1.43
August 2016	1.72	1.43
September 2016		
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		

**ACS SC 14a Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]**

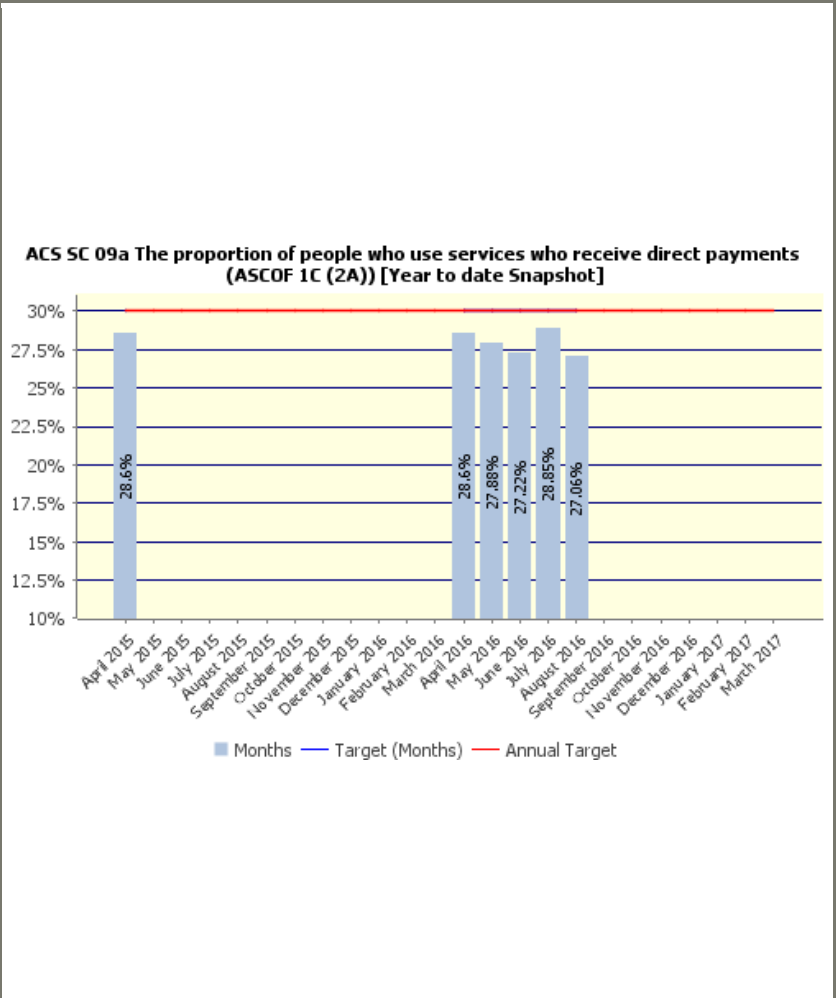


There have been 12 delays attributed to Social Care so far this year. This is made up of 9 delays from the acute side (Southend Hospital) and 3 from the Non-Acute (SEPT/Rochford). Our current performance remains above the regional average.


CP 3.3	<b>The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [Year to date Snapshot]</b>		
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise
<b>Managed By</b>	<b>Sharon Houlden</b>		
<b>Year Introduced</b>			

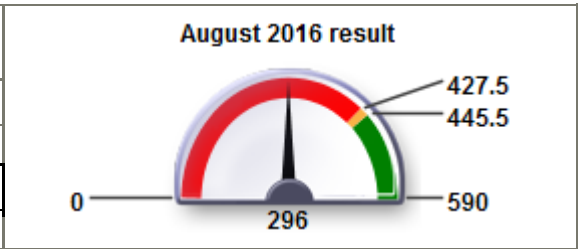


Date Range 1		
	Value	Target
April 2015	28.6%	30%
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016	N/A	
March 2016	N/A	
April 2016	28.6%	30%
May 2016	27.88%	30%
June 2016	27.22%	30%
July 2016	28.85%	30%
August 2016	27.06%	30%
September 2016		
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		

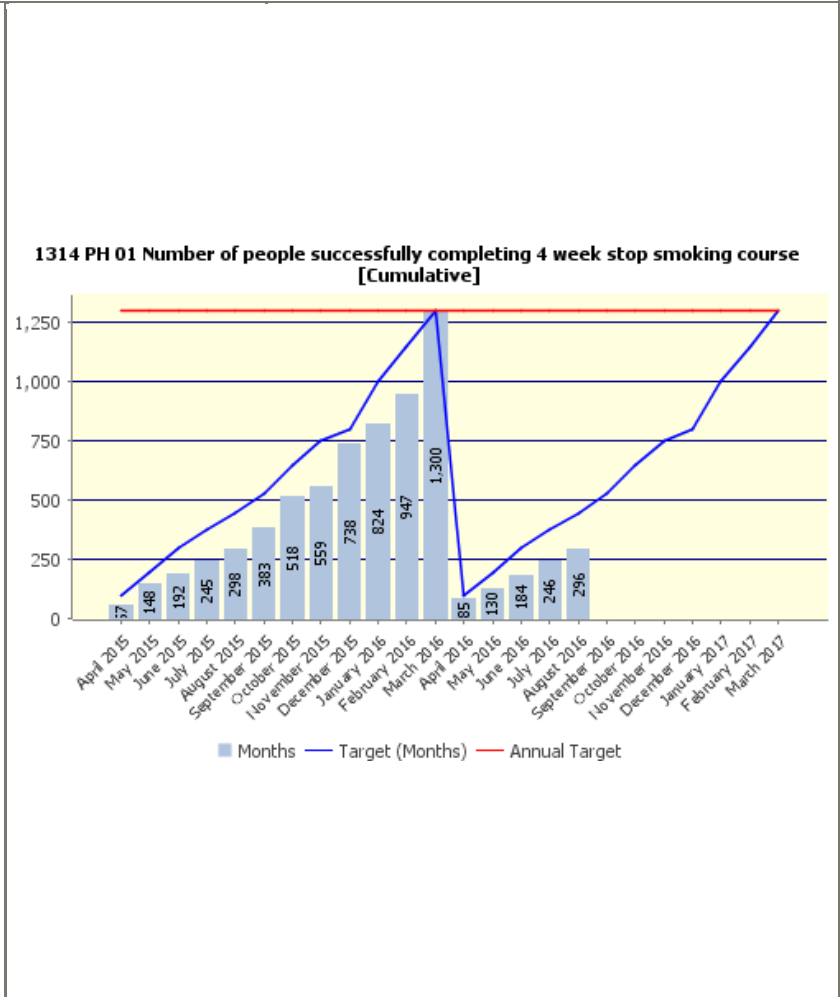


August 2016-  
 Calculation is 591 Direct Payments divided by 2184 clients = 27.06%.  
 We are continuing to encourage the use of direct payments when appropriate for the client.


CP 3.8	<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>			

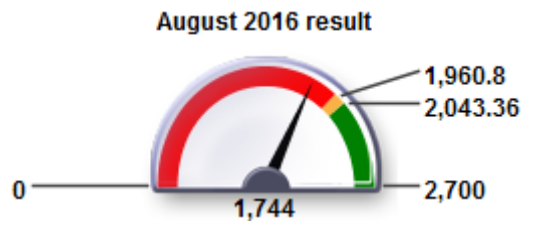


Date Range 1		
	Value	Target
April 2015	57	100
May 2015	148	200
June 2015	192	300
July 2015	245	380
August 2015	298	450
September 2015	383	530
October 2015	518	650
November 2015	559	750
December 2015	738	800
January 2016	824	1,000
February 2016	947	1,150
March 2016	1,300	1,300
April 2016	85	100
May 2016	130	200
June 2016	184	300
July 2016	246	380
August 2016	296	450
September 2016		530
October 2016		650
November 2016		750
December 2016		800
January 2017		1,000
February 2017		1,150
March 2017		1,300

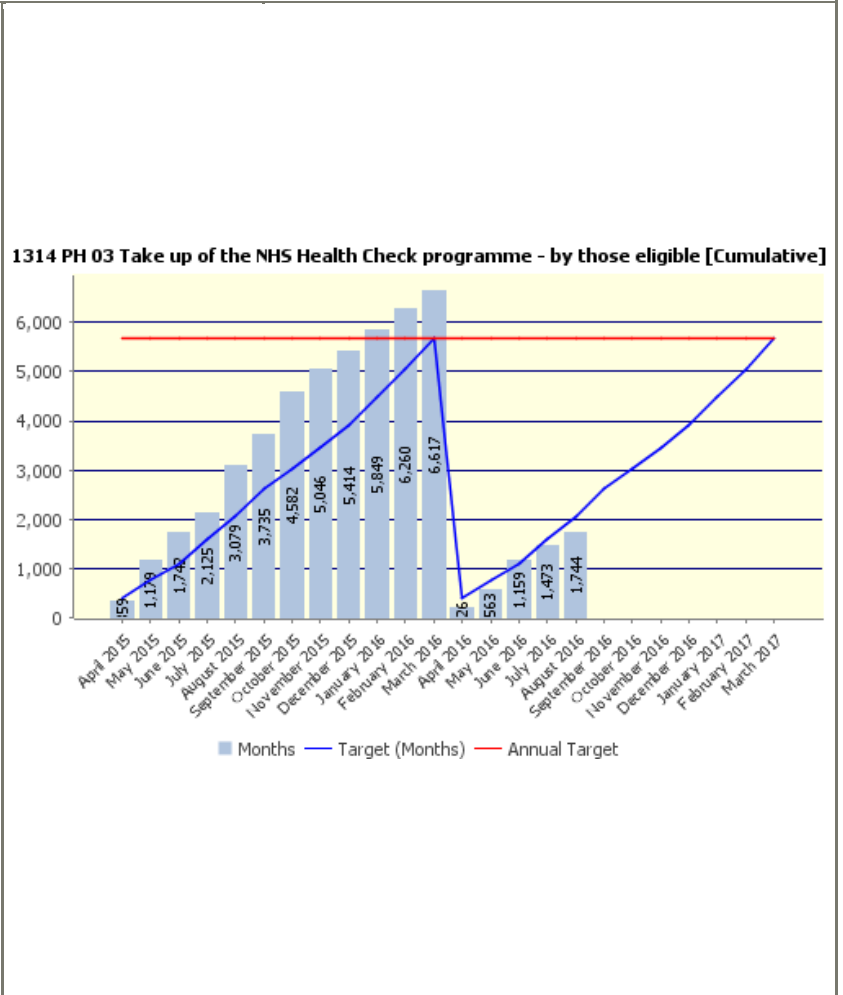


Final quit data for August is unlikely to be available until the end of October 2016. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set.

CP 3.9	<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 2015	359	406
May 2015	1,179	763
June 2015	1,742	1,120
July 2015	2,125	1,592
August 2015	3,079	2,064
September 2015	3,735	2,632
October 2015	4,582	3,038
November 2015	5,046	3,443
December 2015	5,414	3,914
January 2016	5,849	4,482
February 2016	6,260	5,050
March 2016	6,617	5,673
April 2016	226	406
May 2016	563	763
June 2016	1,159	1,120
July 2016	1,473	1,592
August 2016	1,744	2,064
September 2016		2,632
October 2016		3,038
November 2016		3,443
December 2016		3,914
January 2017		4,482
February 2017		5,050
March 2017		5,673



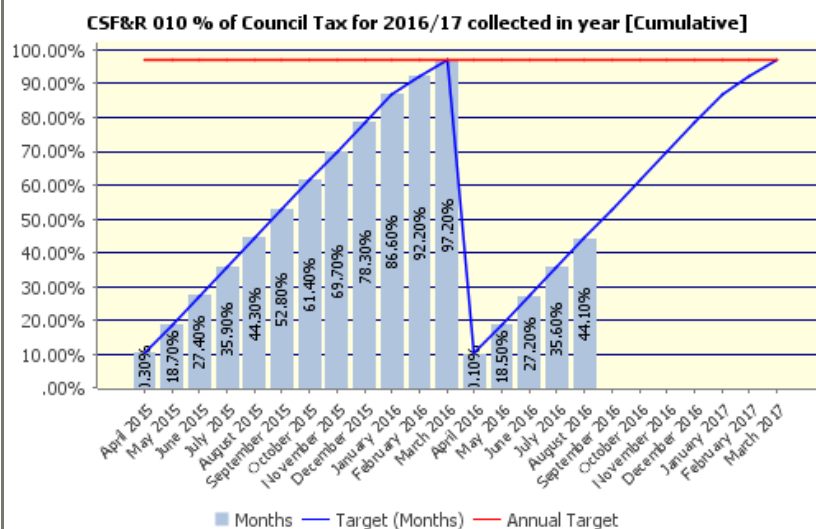
We are awaiting data from the outreach provider this is anticipated to be available next month. The health check trajectory is still on track to hit target by the end of the year.

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


Expected Outcome: Some slippage against target 2

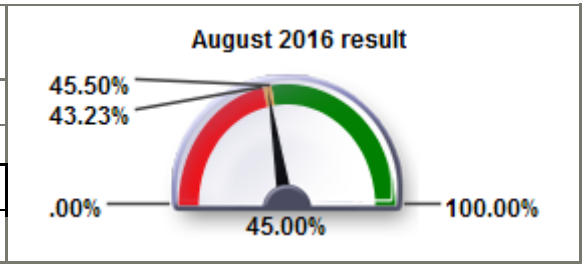
CP 4.3	% of Council Tax for 2016/17 collected in year [Cumulative]			<p>August 2016 result</p> <p>44.30% 42.09% .00% 44.10% 100.00%</p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise	
<b>Managed By</b>	<b>Joe Chesterton</b>			
<b>Year Introduced</b>	2000			

Date Range 1		
	Value	Target
April 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	52.80%	52.60%
October 2015	61.40%	61.40%
November 2015	69.70%	69.80%
December 2015	78.30%	78.40%
January 2016	86.60%	86.80%
February 2016	92.20%	92.40%
March 2016	97.20%	97.00%
April 2016	10.10%	10.30%
May 2016	18.50%	18.70%
June 2016	27.20%	27.40%
July 2016	35.60%	35.90%
August 2016	44.10%	44.30%
September 2016		52.80%
October 2016		61.40%
November 2016		69.70%
December 2016		78.30%
January 2017		86.80%
February 2017		92.20%
March 2017		97.20%

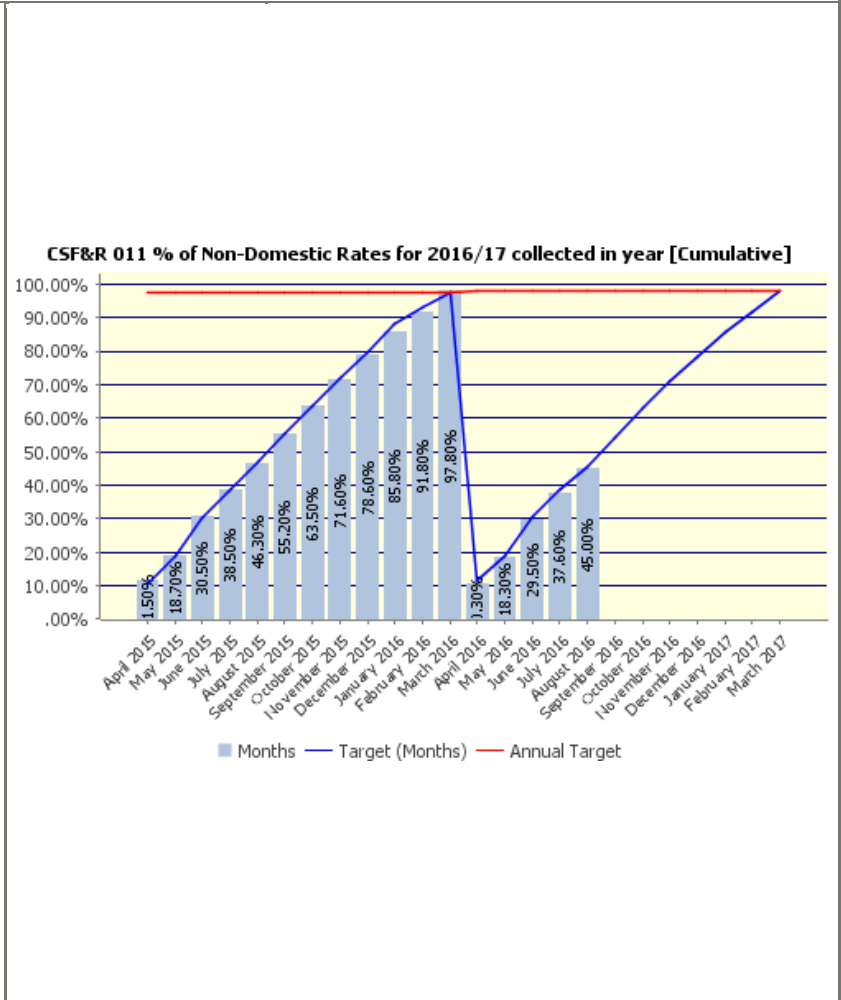


Although collection is slightly down in Council Tax it is still relatively early in the financial year and at present targeted recovery is now underway to increase collection over the remaining months to reach the end of year target. Since 1st April 2016 the net collectable position has increased due to new properties and the removal of single person discounts from the review that is currently taking place.

CP 4.4	<b>% of Non-Domestic Rates for 2016/17 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 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	55.20%	55.10%
October 2015	63.50%	63.50%
November 2015	71.60%	71.70%
December 2015	78.60%	79.80%
January 2016	85.80%	88.00%
February 2016	91.80%	93.00%
March 2016	97.80%	97.60%
April 2016	10.30%	11.30%
May 2016	18.30%	18.70%
June 2016	29.50%	30.50%
July 2016	37.60%	38.50%
August 2016	45.00%	45.50%
September 2016		54.50%
October 2016		62.90%
November 2016		71.10%
December 2016		78.20%
January 2017		85.50%
February 2017		91.60%
March 2017		97.80%



For NDR we have identified a few ratepayers who last year paid in full at the beginning of the year and now have changed to monthly instalments, therefore collection will increase over the remaining months. Other targeted recovery measures are in place to ensure the end of year target is met.





# **Revenue Budget Monitoring 2016/17**

## **Period 5**

**as at 31 August 2016  
Portfolio Summary**

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## 1. Commentary

This report outlines the budget monitoring position for the General Fund and Housing Revenue Account for 2016/17, based on the views of the Directors and their Management Teams, in light of expenditure and income to 31 August 2016.

The starting point for the budget monitoring is the original budget as agreed by Council in February 2016. 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 June, corporate savings of £200,000 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

An overspend to the overall Council budget of £1,154,000 is currently being forecast for the year-end. This position reflects a projected overspend of £1,154,000 in Council departmental spending with no non-service area variations except for a transfer from earmarked reserves to offset the projected overspend. The budget pressures services are reporting are detailed in section 3 below.

### General Fund Portfolio Forecast Comparison 2016/17 at 31 August 2016 - Period 5

Portfolio	Latest Budget 2016/17 £000	Projected Outturn 2016/17 £000	August Forecast Variance £000	July Forecast Variance £000
Leader	3,703	3,703	-	-
Culture, Tourism and the Economy	14,464	14,564	100	60
Corporate and Community Support Services	2,836	2,871	35	100
Housing, Planning & Public Protection Services	11,004	11,033	29	13
Children & Learning	31,210	31,865	655	640
Health & Adult Social Care	40,902	41,102	200	339
Transport, Waste & Cleansing	22,962	23,097	135	349
Technology	147	147	-	-
Total Portfolio	127,228	128,382	1,154	1,501
Non-Service Areas	(4,022)	(4,022)	(1,154)	(1,501)
<b>Net Expenditure / (Income)</b>	<b>123,206</b>	<b>124,360</b>	<b>0</b>	<b>0</b>

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

### 3. Service Variances - £1,154,000 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>Leader</u></b>			
	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Culture, Tourism and the Economy</u></b>			
Southend Pier - Loss of income due to repair of pile caps	100		
Grounds Maintenance - Additional peak relief staff due to weather conditions	60		
The Forum - Facilities Management contract can't be renegotiated yet	100		
Leisure Management - Newly tendered contract saving		(160)	
	<b>260</b>	<b>(160)</b>	<b>100</b>
<b><u>Corporate and Community Support</u></b>			
Democratic Services Maternity Cover	15		
Benefits Admin Team Staffing	90		
Council Tax Court Proceedings		(50)	
Vacancies in Corporate Procurement		(20)	
	<b>105</b>	<b>(70)</b>	<b>35</b>
<b><u>Housing, Planning &amp; Public Protection Services</u></b>			
Regulatory Services - Legal advice	13		
Tables and chairs income	21		
Minor variances		(5)	
	<b>21</b>	<b>-5</b>	<b>16</b>
<b><u>Children and Learning</u></b>			
Children's Placements - high cost children with disabilities, and cost of direct payments	30		
Children's Placements - forecast for current cohort of looked after children	330		
Staffing costs on qualified social workers	175		
Legal charges for children in care - high case load	90		
Forecast on current in-house fostering placements and impact of Troubled Families programme	200		
Home to School Education Transport - lower demand and contract management		(10)	
		(60)	
School Improvement staff vacancies		(100)	
	<b>825</b>	<b>(170)</b>	<b>655</b>
<b><u>Health and Adult Social Care</u></b>			
People with a Learning Disability - Lower than estimated residential care placements and direct payments		(226)	
People with Mental Health Needs - Higher than estimated residential care placements, direct payments and supported living	583		
Older People - Reduced residential care packages		(212)	
Physical and Sensory Impairment - Higher than estimated residential care placements	86		
Pressure against budgeted vacancy levels	29		
Health contribution towards Integrated commissioning		(48)	
Underspend on service contracts		(12)	
	<b>698</b>	<b>(498)</b>	<b>200</b>

<b>...Continued</b>		
<b>Transport, Waste &amp; Cleansing</b>		
Concessionary fares - based on consultant estimate	80	
Travel Centre - additional security required for site	60	
Street lighting - full year benefits not expected to be achieved	279	
Traffic Signals - reduced repairs and maintenance costs		(88)
Street works Common Permit Scheme - S.74 penalties		(443)
Highways maintenance - rechargeable works	140	
Structural maintenance - footway repairs	160	
Traffic Management - reduction in contractor costs		(80)
Decriminalised parking - delay in new contract implementation	114	
Decriminalised parking - increased estimated bad debt provision at year end	143	
Decriminalised parking - reduction in income	100	
Parking management - income from on- and off-street provision		(300)
Flood Defences - vacant posts		(70)
Business Support - Low staff turnover resulting in vacancy factor pressure	40	
	<b>1,116</b>	<b>(981)</b>
		<b>135</b>
<b>Technology</b>		
	<b>0</b>	<b>0</b>
		<b>0</b>
<b>Total</b>	<b>3,038</b>	<b>(1,884)</b>
		<b>1,154</b>

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

Net appropriations from Earmarked Reserves totalling £3,874,000 were agreed by Council when setting the 2016/17 budget in February 2016. The current outturn position allows for further in-year net appropriations from reserves, totalling £1,816,700. Total net appropriations from / (to) reserves for 2016/17 will therefore equal £5,690,700.

- £209,000 from the Business Transformation Reserve to enable the progression of various projects.
- £166,700 from the Earmarked Reserves relating to Social Work Training grants and the Practice Learning Fund
- £37,000 from the Specific Projects Reserve to cover advisory costs relating to the Phase 3 Printing Review
- £250,000 from the Queensway Reserve to cover on-going revenue costs of the project
- £1,154,000 appropriation from reserves at the year end to offset projected overspend

**£1,816,700**

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

The original budget for 2016/17 included planned revenue contributions for capital investments, via the use of Earmarked Reserves, of £6,472,000.

## 6. Performance against Budget savings targets for 2016/17

As part of setting the Council budget for 2016/17, a schedule of Departmental and Corporate savings was approved totalling £10.086 million. These are required to achieve a balanced budget.

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

	Red £000	Amber £000	Green £000	Original Savings Total £000	Projected Outturn £000	Forecast Variance £000
<b>Department</b>						
Corporate Services	0	375	1,033	1,408	1,408	0
People	260	3,547	1,504	5,311	5,015	(296)
Place	250	1,090	2,027	3,367	2,827	(540)
<b>Total</b>	<b>510</b>	<b>5,012</b>	<b>4,564</b>	<b>10,086</b>	<b>9,250</b>	<b>(836)</b>

Although the current forecast is showing a shortfall of £836,000 against the required savings total of £10.086 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 25<sup>th</sup> February 2016 and anticipated that £2,287,000 would be appropriated to earmarked reserves in 2016/17.

The closing HRA balance as at 31<sup>st</sup> March 2016 was £3,502,000.

## 8. Budget Virements

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

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

	DR £	CR £
Virements over £50,000 in reported period	144	(144)
Virements over £50,000 previously reported	2,154	(2,154)
Virements approved under delegated authority	3,259	(3,259)
<b>Total virements</b>	<b>5,557</b>	<b>(5,557)</b>

The virements for Cabinet approval this period are:

- £144,000 Re-allocate part of the waste and cleansing saving to parking management

**General Fund Forecast 2016/17**  
**at 31 August 2016 - 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>
Leader	4,765	(1,062)	3,703	0	3,703	3,703	0	(468)	(622)	(154)
Culture, Tourism and the Economy	17,439	(3,178)	14,261	203	14,464	14,564	100	5,786	6,279	493
Corporate and Community Support Services	127,626	(124,960)	2,666	170	2,836	2,871	35	2,040	1,741	(299)
Housing, Planning & Public Protection Services	13,689	(2,942)	10,747	257	11,004	11,033	29	4,477	4,439	(38)
Children & Learning	116,234	(85,464)	30,770	440	31,210	31,865	655	12,259	12,528	269
Health & Adult Social Care	76,004	(35,092)	40,912	(10)	40,902	41,102	200	17,005	17,287	282
Transport, Waste & Cleansing	34,882	(11,755)	23,127	(165)	22,962	23,097	135	9,220	9,803	583
Technology	5,858	(5,748)	110	37	147	147	0	82	51	(31)
<b>Portfolio Net Expenditure</b>	<b>396,497</b>	<b>(270,201)</b>	<b>126,296</b>	<b>932</b>	<b>127,228</b>	<b>128,382</b>	<b>1,154</b>	<b>50,401</b>	<b>51,506</b>	<b>1,105</b>
Reversal of Depreciation	(21,711)	3,069	(18,642)	0	(18,642)	(18,642)	0	(7,768)	(7,768)	0
Levies	585	0	585	0	585	585	0	223	220	(3)
Financing Costs	20,408	(4,621)	15,787	0	15,787	15,787	0	4,062	4,061	(1)
Contingency	5,816	0	5,816	(269)	5,547	5,547	0	1,445	0	(1,445)
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	615	615
<b>Sub Total</b>	<b>316</b>	<b>(1,552)</b>	<b>(1,236)</b>	<b>(269)</b>	<b>(1,505)</b>	<b>(1,505)</b>	<b>0</b>	<b>(2,038)</b>	<b>(2,872)</b>	<b>(834)</b>
<b>Net Operating Expenditure</b>	<b>396,813</b>	<b>(271,753)</b>	<b>125,060</b>	<b>663</b>	<b>125,723</b>	<b>126,877</b>	<b>1,154</b>	<b>48,363</b>	<b>48,634</b>	<b>271</b>
General Grants	0	(4,252)	(4,252)	0	(4,252)	(4,252)	0	(1,456)	(1,704)	(248)
Corporate Savings	(200)	0	(200)	0	(200)	(200)	0	0	0	0
Revenue Contribution to Capital	6,472	0	6,472	0	6,472	6,472	0	2,697	0	(2,697)
Contribution to / (from) Earmarked Reserves	(3,874)	0	(3,874)	(663)	(4,537)	(4,537)	0	(1,614)	(3,874)	(2,260)
Contribution to / (from) General Reserves	0	0	0	0	0	(1,154)	(1,154)	0	0	0
<b>Net Expenditure / (Income)</b>	<b>399,211</b>	<b>(276,005)</b>	<b>123,206</b>	<b>0</b>	<b>123,206</b>	<b>123,206</b>	<b>0</b>	<b>47,990</b>	<b>43,056</b>	<b>(4,934)</b>

<b>Use of General Reserves</b>							
Balance as at 1 April 2015			11,000		11,000	11,000	0
Use in Year			0	0	0	(1,154)	(1,154)
<b>Balance as at 31 March 2016</b>			<b>11,000</b>	<b>0</b>	<b>11,000</b>	<b>9,846</b>	<b>(1,154)</b>

**General Fund Forecast 2016/17**  
**at 31 August 2016 - Period 5**  
**Leader**  
**Portfolio Holder - Cllr J 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 Corporate and Non Distributable Costs	3,760	(177)	3,583	0	3,583	3,583	0	(500)	(621)	(121)
b Corporate Subscriptions	73	0	73	0	73	73	0	30	25	(5)
c Emergency Planning	99	0	99	0	99	99	0	42	40	(2)
d Strategy & Performance	833	(885)	(52)	0	(52)	(52)	0	(40)	(66)	(26)
e Programme Office	0	0	0	0	0	0	0	0	0	0
<b>Total Net Budget for Portfolio</b>	<b>4,765</b>	<b>(1,062)</b>	<b>3,703</b>	<b>0</b>	<b>3,703</b>	<b>3,703</b>	<b>0</b>	<b>(468)</b>	<b>(622)</b>	<b>(154)</b>

**Virements**

**£000**

30	Transfer from earmarked reserves	0
	Allocation from Contingency	0
	In year virements	0
		<u>0</u>
		<u>0</u>



**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Leader  
Portfolio Holder - Cllr J Lamb**

Forecast Outturn Variance	Year to Date Variance
a.	The budgets for Salaries, Corporate Initiatives and Audit costs are currently underspent. Due to the ad-hoc and high value nature of some corporate core costs it is not possible to profile the budgets for Pensions Backfunding and Corporate Initiatives more accurately
b.	
c.	
d.	Vacancies
e.	

**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Culture, Tourism and the Economy  
Portfolio Holder - Cllr A Holland**

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	706	(364)	342	0	342	342	0	158	178	20
b Amenity Services Organisation	2,964	(386)	2,578	778	3,356	3,416	60	1,394	1,692	298
c Culture Management	104	(6)	98	0	98	98	0	41	36	(5)
d Library Service	3,789	(390)	3,399	0	3,399	3,499	100	1,588	1,618	30
e Museums And Art Gallery	1,303	(67)	1,236	10	1,246	1,246	0	536	570	34
f Parks And Amenities Management	2,736	(667)	2,069	(612)	1,457	1,457	0	495	551	56
g Sports Development	179	(45)	134	0	134	134	0	57	60	3
h Sport and Leisure Facilities	627	(144)	483	0	483	323	(160)	189	87	(102)
i Southend Theatres	575	(17)	558	0	558	558	0	251	245	(6)
j Resort Services Pier and Foreshore and Southend Marine Activity Centre	3,410	(999)	2,411	0	2,411	2,511	100	670	789	119
k Tourism	267	(11)	256	50	306	306	0	129	174	45
l Economic Development	363	0	363	(50)	313	313	0	101	100	(1)
m Town Centre	211	(58)	153	0	153	153	0	91	77	(14)
n Climate Change	205	(24)	181	27	208	208	0	86	102	16
<b>Total Net Budget for Portfolio</b>	<b>17,439</b>	<b>(3,178)</b>	<b>14,261</b>	<b>203</b>	<b>14,464</b>	<b>14,564</b>	<b>100</b>	<b>5,786</b>	<b>6,279</b>	<b>493</b>

**Virements**

**£000**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

0  
10  
193  

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**203**

**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Culture, Tourism and the Economy  
Portfolio Holder - Cllr A Holland**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Additional peak relief requirement to meet service needs during the wet Spring/Summer. Reduced staff to meet saving requirements didn't take effect until part way through the year causing an in-year pressure.	A wet Spring/Summer has required higher levels of relief staff and overtime. Staffing pressure expected to reduce due to upcoming vacancies/reduction in seasonal staff. Bulk material has been purchased and stockpiled in advance of its intended use for the Summer whilst vehicle and machinery hire and maintenance costs peak this time of year, pressure expected to fall periodically.
c.	
d. The facilities management contract at the Forum has been let for longer than anticipated by the Forum Management Company resulting in a 2 year delay to renegotiate and reduce the costs. This matter is being dealt with by the Forum Management Company	The facilities management contract at the Forum has been let for longer than anticipated by the Forum Management Company resulting in a 2 year delay to renegotiate and reduce the costs. This matter is being dealt with by the Forum Management Company.
e.	
f.	There has been a delay in outdoor sports income being received from the Contractor.
g.	
h. Savings due to the tendered Leisure Management Contract.	Savings due to the tendered Leisure Management Contract.
i.	
j. Loss of income as a result of the Pier train being out of service due to repairs of the pile caps on the pier during the busiest season of the year.	Loss of income as a result of the Pier train being out of service due to repairs of the pile caps on the pier during the busiest season of the year.
k.	Tourism advertising costs incurred early in the year.
l.	
m.	
n.	

33

**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Corporate and Community Support  
Portfolio Holder - Cllr A 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 Cemeteries and Crematorium	1,436	(2,198)	(762)	(100)	(862)	(862)	0	(298)	(260)	38
b Customer Services Centre	1,913	(1,946)	(33)	768	735	735	0	305	264	(41)
c Council Tax Benefit	0	0	0	0	0	0	0	0	(15)	(15)
d Dial A Ride	117	(19)	98	31	129	129	0	53	42	(11)
e Support to Mayor	218	0	218	0	218	218	0	102	99	(3)
Housing Benefit and Council Tax Benefit	2,677	(1,195)	1,482	0	1,482	1,572	90	637	685	48
f Admin										
g Rent Benefit Payments	98,947	(99,050)	(103)	0	(103)	(103)	0	(12)	36	48
h Registration of Births Deaths and Marriage	459	(364)	95	(326)	(231)	(231)	0	(96)	(119)	(23)
i Partnership Team	317	0	317	14	331	331	0	146	137	(9)
j Support To Voluntary Sector	802	0	802	0	802	802	0	334	357	23
k Human Resources	2,208	(2,239)	(31)	0	(31)	(31)	0	(13)	(25)	(12)
l People & Organisational Development	532	(527)	5	0	5	5	0	2	(16)	(18)
m Tickfield Training Centre	386	(383)	3	0	3	3	0	19	1	(18)
n Transport Management	227	(240)	(13)	(118)	(131)	(131)	0	(55)	(56)	(1)
o Vehicle Fleet	720	(741)	(21)	(36)	(57)	(57)	0	(27)	(32)	(5)
p Accounts Payable	257	(256)	1	0	1	1	0	2	(11)	(13)
q Accounts Receivable	340	(351)	(11)	27	16	16	0	18	16	(2)
r Accountancy	2,727	(2,742)	(15)	0	(15)	(15)	0	11	(128)	(139)
s Asset Management	438	(434)	4	0	4	4	0	3	(31)	(34)
t Internal Audit & Corporate Fraud	948	(940)	8	0	8	8	0	5	(40)	(45)
u Buildings Management	2,909	(2,843)	66	153	219	219	0	346	317	(29)
v Administration & Support	530	(526)	4	(371)	(367)	(367)	0	(152)	(155)	(3)
w Community Centres and Club 60	54	(1)	53	0	53	53	0	18	19	1
x Corporate and Industrial Estates	794	(2,539)	(1,745)	0	(1,745)	(1,745)	0	(721)	(723)	(2)
y Council Tax Admin	1,355	(481)	874	0	874	824	(50)	364	204	(160)
z Democratic Services Support	430	0	430	0	430	445	15	180	180	0
aa Department of Corporate Services	1,275	(1,460)	(185)	(28)	(213)	(213)	0	(94)	(89)	5
ab Elections and Electoral Registration	409	0	409	25	434	434	0	206	251	45
ac Insurance	185	(243)	(58)	0	(58)	(58)	0	77	69	(8)
ad Local Land Charges	279	(318)	(39)	0	(39)	(39)	0	13	4	(9)
ae Legal Services	1,173	(1,237)	(64)	0	(64)	(64)	0	(28)	(23)	5

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af Non Domestic Rates Collection	347	(304)	43	0	43	43	0	117	110	(7)
ag Corporate Procurement	756	(748)	8	131	139	119	(20)	71	65	(6)
ah Property Management & Maintenance	749	(635)	114	0	114	114	0	218	324	106
ai Member Expenses	712	0	712	0	712	712	0	289	284	(5)
<b>Total Net Budget for Portfolio</b>	<b>127,626</b>	<b>(124,960)</b>	<b>2,666</b>	<b>170</b>	<b>2,836</b>	<b>2,871</b>	<b>35</b>	<b>2,040</b>	<b>1,741</b>	<b>(299)</b>

**Virements**

**£000**

Transfer from earmarked reserves	131
Allocation from Contingency	39
In year virements	0
	<u>170</u>

**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Corporate and Community Support  
Portfolio Holder - Cllr A Moring**

Forecast Outturn Variance	Year to Date Variance
a.	The number of cremations is lower than the equivalent period last year resulting in lower income than is assumed in the budget. Following a restructure earlier in the year, some salary costs need to be transferred to Facilities Management and Central Transport
b.	Vacancies
c.	One-off income from Council Tax Benefits overpayments
d.	
e.	
f. Forecast overspends on agency costs	A pressure on employees' budget due to overtime and agency costs is being partially offset by an underspend against the profiled budget of the Social Fund
g.	The Period 5 monitored position of £96,088 is being offset with a current underspend against profile of Discretionary Housing Payments
h.	Higher income than the profiled budget due to a greater number of weddings in the summer period
i.	
j.	Expenditure relating to the Community Hub project. Income will be drawn down within the coming months to offset these project costs
k.	Income is higher than profiled budgets.
l.	Corporate Training Income higher than profiled budget although analysis suggests this is due to budget profiling
m.	Tickfield Income higher than profiled budget although analysis suggests this is due to budget profiling
n.	
o.	
p.	Vacancy
q.	
r.	Vacancies in the Financial Management and Planning & Control teams.

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Forecast Outturn Variance	Year to Date Variance
s.	Staff vacancies and professional fees for valuations not commissioned yet
t.	An underspend due to staff vacancies is being partially offset by an overspend relating to the purchase of professional expertise in the form of contractors
u.	Furniture purchase budget is currently underspent. Following a restructure earlier in the year, some salary costs need to be transferred from Bereavement Services to Facilities Management
v.	
w.	
x.	
y. More income has been raised than anticipated relating to court proceedings	More court proceedings relating to Council Tax have been initiated than expected when the budget was set although this will be partially offset by a higher provision for Bad Debt at the end of the year
z. Pressure on employees' budget due cost of Maternity leave and cover	
aa.	
ab.	Election costs budget needs to be re-profiled to reflect spend
ac.	
ad.	
ae.	
af.	
ag.	
ah.	Costs for Legionella testing to be allocated out to various services.
ai.	

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**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Housing, Planning & Public Protection Services  
Portfolio Holder - Cllr M Flewitt**

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 Strategy & Planning for Housing	256	(255)	1	0	1	1	0	0	0	0
b Private Sector Housing	4,139	(587)	3,552	10	3,562	3,562	0	1,490	1,437	(53)
c Housing Needs & Homelessness	1,276	(514)	762	0	762	762	0	317	339	22
d Supporting People	3,456	0	3,456	0	3,456	3,451	(5)	1,438	1,434	(4)
e Queensway Regeneration Project	0	0	0	250	250	250	0	75	74	(1)
f Closed Circuit Television	517	(32)	485	0	485	485	0	199	205	6
g Community Safety	251	(32)	219	25	244	244	0	142	148	6
h Building Control	732	(397)	335	0	335	335	0	126	141	15
i Development Control	829	(569)	260	0	260	260	0	94	62	(32)
j Strategic Planning	412	0	412	0	412	412	0	270	275	5
k Regulatory Business	707	(11)	696	19	715	728	13	298	321	23
l Regulatory Licensing	570	(483)	87	172	259	280	21	(24)	(37)	(13)
m Regulatory Management	236	0	236	(236)	0	0	0	0	0	0
n Regulatory Protection	308	(62)	246	17	263	263	0	52	40	(12)
<b>Total Net Budget for Portfolio</b>	<b>13,689</b>	<b>(2,942)</b>	<b>10,747</b>	<b>257</b>	<b>11,004</b>	<b>11,033</b>	<b>29</b>	<b>4,477</b>	<b>4,439</b>	<b>(38)</b>

**Virements**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

**£000**

260

25

(28)

257



**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Housing, Planning & Public Protection Services  
Portfolio Holder - Cllr M Flewitt**

Forecast Outturn Variance	Year to date Variance
a.	
b.	
c.	
d.	
e.	
f.	
g.	
h.	
i.	
j.	
k. Legal advice is required as part of a national court case against a company.	Legal advice is required as part of a national court case against a company.
l. Income from Tables & Chairs Licensing is below budget.	
m.	
n.	

39

**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Children and Learning  
Portfolio Holder - Cllr J Courtenay**

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	2,549	(2,166)	383	0	383	383	0	158	117	(41)
b Children with Special Needs	2,047	(738)	1,309	188	1,497	1,527	30	720	750	30
c Early Years Development and Child Care Partnership	10,993	(9,562)	1,431	0	1,431	1,431	0	593	580	(13)
d Children Fieldwork Services	4,311	0	4,311	0	4,311	4,446	135	1,799	1,939	140
e Children Fostering and Adoption	6,796	(252)	6,544	50	6,594	6,834	240	2,749	2,791	42
f Youth Service	1,444	(397)	1,047	0	1,047	1,047	0	423	459	36
g Other Education	728	(580)	148	0	148	148	0	83	79	(4)
h Private Voluntary Independent	4,211	(156)	4,055	0	4,055	4,385	330	1,690	1,890	200
i Children Specialist Commissioning	1,016	(59)	957	207	1,164	1,164	0	486	462	(24)
j Children Specialist Projects	304	(189)	115	0	115	205	90	41	71	30
k School Support and Preventative Services	21,341	(12,628)	8,713	(5)	8,708	8,548	(160)	2,786	2,884	98
l Youth Offending Service	3,143	(1,386)	1,757	0	1,757	1,747	(10)	731	524	(207)
m Schools Delegated Budgets	57,351	(57,351)	0	0	0	0	0	0	(18)	(18)
<b>Total Net Budget for Portfolio</b>	<b>116,234</b>	<b>(85,464)</b>	<b>30,770</b>	<b>440</b>	<b>31,210</b>	<b>31,865</b>	<b>655</b>	<b>12,259</b>	<b>12,528</b>	<b>269</b>

40

**Virements**

**£000**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

235  
190  
15  

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**440**

**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Children and Learning  
Portfolio Holder - Cllr J Courtenay**

Forecast Outturn Variance	Year to Date Variance
a.	
b.	
c.	Current cohort of LDD placements and Direct Payments budgets are overspending.
d.	Overspend due to cost of Agency Social Workers in frontline child protection roles in Care Management and First Contact teams. Teams are unable to run with Vacancies due to caseloads.
e.	Forecast for current cohort of fostering places. The number of children with in-house foster carers or kinship placements is now 185. This compares to 134 a year ago, an increase of 40%. Partly this reflects success in increasing the number of available in-house carers, but it is also driven by overall higher numbers of children in care, with PVI placements also remaining high. In June 2016, there were 274 Looked After Children. The comparative number for 2015 is 225.
f.	
g.	
h.	Current cohort of 53 children and young people in PVI placements is forecast to overspend, making the £250k saving a significant challenge. Within this there are 22 Residential placements compared to 13 a year ago. This budget remains volatile and susceptible to sudden changes in demand from high cost placements such as secure accommodation placements.
i.	
j.	Continuing overspend due to the costs of legal representation in child protection cases, linked to high numbers of children in care. There is a risk this overspend could increase as in the previous financial year the overspend was £200K and related to approximately 120 cases. So far this year the current case load is 49.

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k. As in last year this service is likely to underspend, however costs may start to rise once the growth in pupil numbers reaches the Secondary School Phase.

An underspend is anticipated due to staffing vacancies against establishment in the School Improvement service.

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l.

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m.

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**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Health and Adult Social Care  
Portfolio Holder - Cllr L 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	600	(593)	7	0	7	(41)	(48)	3	(11)	(14)
b Commissioning Team	2,628	(2,685)	(57)	0	(57)	(69)	(12)	(26)	(44)	(18)
c Strategy & Development	2,298	(2,328)	(30)	(9)	(39)	(39)	0	(18)	(6)	12
d People with a Learning Disability	15,878	(1,629)	14,249	0	14,249	14,023	(226)	5,928	5,933	5
e People with Mental Health Needs	3,627	(165)	3,462	0	3,462	4,045	583	1,440	1,718	278
f Older People	32,269	(14,940)	17,329	(1,559)	15,770	15,559	(211)	6,552	6,622	70
g Other Community Services	2,021	(665)	1,356	1,745	3,101	3,130	29	1,292	1,296	4
h People with a Physical or Sensory Impairment	5,182	(1,003)	4,179	(187)	3,992	4,078	86	1,661	1,726	65
i Service Strategy & Regulation	149	(69)	80	0	80	80	0	33	32	(1)
j Public Health	8,516	(8,379)	137	0	137	137	0	58	(25)	(83)
k Drug and Alcohol Action Team	2,529	(2,373)	156	0	156	156	0	64	60	(4)
l Young Persons Drug and Alcohol Team	307	(263)	44	0	44	44	0	18	(14)	(32)
<b>Total Net Budget for Portfolio</b>	<b>76,004</b>	<b>(35,092)</b>	<b>40,912</b>	<b>(10)</b>	<b>40,902</b>	<b>41,103</b>	<b>201</b>	<b>17,005</b>	<b>17,287</b>	<b>282</b>

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**Virements**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

**£000**

0

0

(10)

(10)

**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Health and Adult Social Care  
Portfolio Holder - Cllr L Salter**

Forecast Outturn Variance	Year to Date Variance
a. Health contribution towards integrated commissioning	
b.	
c.	
d. Forecast underspend on residential care placements and daycare services	
e. Forecast overspend on residential care, supported living and direct payments	Forecast overspend on residential care, supported living and direct payments
f. Forecast underspend on residential care placements	
g. Teams are running at full staffing levels which is therefore causing a pressure against budgeted vacancy levels,	
h. Forecast overspend on residential care placements	
i.	
j.	
k.	
l.	

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**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Transport, Waste & Cleansing  
Portfolio Holder - Cllr T Cox**

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 Highways Maintenance	9,611	(2,229)	7,382	(158)	7,224	7,360	136	2,941	3,177	236
b Bridges and Structural Engineering	432	0	432	0	432	432	0	180	205	25
c Decriminalised Parking	1,306	(1,633)	(327)	0	(327)	30	357	(110)	294	404
d Car Parking Management	1,443	(5,959)	(4,516)	(145)	(4,661)	(4,961)	(300)	(1,786)	(2,183)	(397)
e Concessionary Fares	3,246	0	3,246	0	3,246	3,326	80	1,542	1,622	80
f Passenger Transport	405	(62)	343	0	343	403	60	187	202	15
g Road Safety and School Crossing	403	(60)	343	0	343	343	0	108	128	20
h Transport Planning	1,077	(57)	1,020	0	1,020	932	(88)	434	439	5
i Traffic and Parking Management	683	(5)	678	0	678	598	(80)	277	294	17
j Public Conveniences	604	0	604	16	620	620	0	257	250	(7)
k Waste Collection	3,850	0	3,850	25	3,875	3,875	0	1,610	1,967	357
l Waste Disposal	4,120	0	4,120	0	4,120	4,120	0	1,712	1,945	233
m Cleansing	1,916	(7)	1,909	148	2,057	2,057	0	881	599	(282)
n Civic Amenity Sites	570	0	570	(51)	519	519	0	223	209	(14)
o Environmental Care	644	(4)	640	0	640	640	0	270	177	(93)
p Waste Management	2,078	0	2,078	0	2,078	2,078	0	162	189	27
q Flood and Sea Defence	860	(64)	796	0	796	726	(70)	349	255	(94)
r Enterprise Tourism and Environment Central Pool	1,634	(1,675)	(41)	0	(41)	(1)	40	(17)	34	51
<b>Total Net Budget for Portfolio</b>	<b>34,882</b>	<b>(11,755)</b>	<b>23,127</b>	<b>(165)</b>	<b>22,962</b>	<b>23,097</b>	<b>135</b>	<b>9,220</b>	<b>9,803</b>	<b>583</b>

**Virements**

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

**£000**

0

0

(165)

(165)

**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Transport, Waste & Cleansing  
Portfolio Holder - Cllr T Cox**

Forecast Outturn Variance	Year to date Variance
<p>a. The value of works recharged to the public for damage caused to the highway is below the targeted level creating a potential pressure of £140k.</p> <p>Structural maintenance repair works, particularly on footways, is likely to result in a budget pressure of around £160k based on current expenditure levels due to the number of identified category 1 defects.</p> <p>Street lighting energy costs are reducing due to the LED replacement project, however delays at the outset mean the full benefit is yet to be achieved. The saving in the 2016/17 budget was based on the projects original timetable which has resulted in a potential in-year pressure circa £279k which will be temporarily funded from reserves.</p> <p>Income from the street works common permit scheme is above the expected level. A significant proportion of this is due to penalties levied in relation to S.74 overruns. At current rates an income surplus of between £0.4-0.5m seems likely.</p>	<p>Overspends in street lighting energy costs, structural maintenance and rechargeable works are being offset by the income from the street works common permit scheme. All are in line with the annual projections.</p>
<p>b.</p>	
<p>c. Delays in the implementation of the new Compliance Management contract for decriminalised parking mean expected savings in the first half of the year have not been achieved. The budget pressure as a result of this is approximately £114k. There is also £100k pressure from a shortfall in the income which is due to lower numbers of PCNs being issued as new staff are trained and 'buddy' up on patrols for a period of time. In addition to this the bad debt provision required at the end of the year is projected at £143k for which there is no budget.</p>	<p>The variance to date is due to the purchase of up-to-date equipment with regard to the new Compliance Management contract ahead of the 'go-live' date.</p>
<p>d. A surplus on the income from on- and off-street parking provision of £300k is expected, based on levels achieved to August.</p>	<p>The variance to date is due to income exceeding the expected levels and accrued season ticket income from 2015/16 payments in advance.</p>
<p>e. Confirmed costs for the first quarter were lower than estimated and this has been reflected in a reduction in the estimated invoice for the third quarter. Based on these updated figures the projection for concessionary fares has reduced to £3.25m against a budget of £3.17m. The forecast overspend has been adjusted accordingly but fluctuations in the number of journeys made</p>	<p>Concessionary fares is overspent in line with the annual projection.</p>

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mean this pressure could increase again or decrease further but this will not be known until later in the year.

f. Additional security levels required at the Travel Centre will cost approximately £70k for a full year which will cause a budget pressure of £60k.

g.

h. Traffic signal maintenance costs have reduced significantly since the upgrade to LED leading to a potential underspend of £88k.

i. Traffic Management expenditure is consistent with that of the previous year which showed a significant drop in contractor costs, this results in a potential underspend of £80k.

j.

k. The savings made from the new waste collection contract need to be re-allocated out across the various elements of collection and cleansing.

l. The savings made from the new waste collection contract need to be re-allocated out across the various elements of collection and cleansing.

m. The savings made from the new waste collection contract need to be re-allocated out across the various elements of collection and cleansing.

n.

o. The savings made from the new waste collection contract need to be re-allocated out across the various elements of collection and cleansing.

p.

q. Underspend on vacant posts. Flooding Business Support Scheme funding to be allocated to eligible businesses.

r. Due to high levels of staff retention, the vacancy factor within the team is unlikely to be met and additional reductions in expenditure will need to be found. Due to high levels of staff retention, the vacancy factor within the team is unlikely to be met and additional reductions in expenditure will need to be found.

**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Technology  
Portfolio Holder - Cllr T Byford**

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 Information Comms & Technology	5,858	(5,748)	110	37	147	147	0	82	51	(31)
<b>Total Net Budget for Portfolio</b>	<b>5,858</b>	<b>(5,748)</b>	<b>110</b>	<b>37</b>	<b>147</b>	<b>147</b>	<b>0</b>	<b>82</b>	<b>51</b>	<b>(31)</b>

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<b>Virements</b>	<b>£000</b>
Transfer from/(to) earmarked reserves	0
Allocation from Contingency	0
In year virements	37
	<u>37</u>

**General Fund Forecast 2016/17  
at 31 August 2016 - Period 5  
Technology  
Portfolio Holder - Cllr T Byford**

<b>Forecast Outturn Variance</b>	<b>Year to date Variance</b>
a.	There is a pressure on Employee costs mainly due to Standby and Protected Pay, Recruitment costs and the Vacancy Factor although this is being offset by an underspend against IT and Communication budgets

**Housing Revenue Account Forecast 2016/17**  
**at 31 August 2016 - 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	276	0	276	276	0	276	276	0
b Premises (Excluding Repairs)	702	0	702	702	0	293	293	0
c Repairs	4,736	0	4,736	4,736	0	2,186	2,186	0
d Supplies & Services	67	0	67	67	0	28	28	0
e Management Fee	5,618	0	5,618	5,618	0	2,593	2,593	0
f MATS	1,048	0	1,048	1,048	0	437	437	0
g Provision for Bad Debts	372	0	372	372	0	155	155	0
h Capital Financing Charges	13,045	0	13,045	13,045	0	5,435	5,435	0
<b>Expenditure</b>	<b>25,864</b>	<b>0</b>	<b>25,864</b>	<b>25,864</b>	<b>0</b>	<b>11,403</b>	<b>11,403</b>	<b>0</b>
i Fees & Charges	(503)	0	(503)	(503)	0	(210)	(210)	0
j Rents	(26,645)	0	(26,645)	(26,645)	0	(11,102)	(11,152)	(50)
k Other	(263)	0	(263)	(263)	0	(110)	(110)	0
l Interest	(210)	0	(210)	(210)	0	(88)	(88)	0
m Recharges	(530)	0	(530)	(530)	0	(221)	(221)	0
<b>Income</b>	<b>(28,151)</b>	<b>0</b>	<b>(28,151)</b>	<b>(28,151)</b>	<b>0</b>	<b>(11,730)</b>	<b>(11,780)</b>	<b>(50)</b>
n Appropriation to Earmarked reserves	2,287	0	2,287	2,287	0	0	0	0
o Statutory Mitigation on Capital Financing	0	0	0	0	0	0	0	0
<b>Net Expenditure / (Income)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(327)</b>	<b>(377)</b>	<b>(50)</b>
<b>Use of Reserves</b>								
Balance as at 1 April 2016	3,502	0	3,502	3,502	0			
Use in Year	(0)	0	(0)	(0)	0			
<b>Balance as at 31 March 2017</b>	<b>3,502</b>	<b>0</b>	<b>3,502</b>	<b>3,502</b>	<b>0</b>			

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**Housing Revenue Account Forecast 2016/17**  
**at 31 August 2016 - Period 5**  
**Corporate Director - Simon Leftley**

Forecast Outturn Variance	Year to Date Variance
a.	
b.	
c.	
d.	
e.	
f.	
g.	
h.	
i.	
j.	
k.	
l.	
m.	
n.	
o.	

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**Capital Programme Budget  
Monitoring 2016/17**

**Period 5**

**as at 31<sup>st</sup> August 2016  
Departmental Summary**

## Capital Programme Monitoring Report – August 2016

### 1. Overall Budget Performance

The revised Capital budget for the 2016/17 financial year is £76.576million which includes all changes agreed at June Cabinet. Actual capital spend at 31<sup>st</sup> August is £19.517million representing approximately 25% of the revised budget. This is shown in Appendix 1. (Outstanding creditors totalling £0.899million 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 2016/17 £'000	Actual 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Revised Budget 2016/17 £'000	Previous Expected Variance to Revised Budget 2016/17 £'000
Corporate Services	17,235	1,438	16,871	(364)	(314)
People	14,329	8,293	13,779	(550)	(550)
Place	34,082	7,363	33,206	(876)	(876)
Housing Revenue Account (HRA)	10,930	2,423	10,930	-	-
<b>Total</b>	<b>76,576</b>	<b>19,517</b>	<b>74,786</b>	<b>(1,790)</b>	<b>(1,740)</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	17,037	4	194	<b>17,235</b>
People	7,696	6,633	-	<b>14,329</b>
Place	18,754	13,117	2,211	<b>34,082</b>
Housing Revenue Account (HRA)	10,768	109	53	<b>10,930</b>
<b>Total</b>	<b>54,255</b>	<b>19,863</b>	<b>2,458</b>	<b>76,576</b>
As a percentage of total budget	70.9%	25.9%	3.2%	

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	4	194	198	4	<b>194</b>
People	6,633	-	6,633	5,226	<b>1,407</b>
Place	13,117	2,211	15,328	7,357	<b>7,971</b>
Housing Revenue Account (HRA)	109	53	162	31	<b>131</b>
<b>Total</b>	<b>19,863</b>	<b>2,458</b>	<b>22,321</b>	<b>12,618</b>	<b>9,703</b>

## 2. Department Budget Performance

### Department for Corporate Services

The revised capital budget for the Department for Corporate Services is £17.235million. The budget is distributed across various scheme areas as follows

Department for Corporate Services	Revised Budget 2016/17 £'000	Actual 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Forecast Variance to Year End 2016/17 £'000	Previous Forecast Variance to Year End 2016/17 £'000
Queensway	1,142	29	1,142	-	-
Tickfield	2	-	2	-	-
Asset Management (Property)	9,361	63	8,997	(364)	(314)
Cemeteries & Crematorium	928	3	928	-	-
ICT Programme	5,374	1,343	5,374	-	-
<b>Subtotal</b>	<b>16,807</b>	<b>1,438</b>	<b>16,443</b>	<b>(364)</b>	<b>(314)</b>
Priority Works (see table)	428	-	428	-	-
<b>Total</b>	<b>17,235</b>	<b>1,438</b>	<b>16,871</b>	<b>(364)</b>	<b>(314)</b>

Priority Works	£'000
Budget available	500
Less budget allocated to agreed schemes	(72)
Remaining budget	428

Actual spend at 31<sup>st</sup> August stands at £1.438million. This represents 8% of the total available budget.

### Queensway

The Ground Penetrating Radar scheme of £142k is focused on determining the location of gas pipes, electricity cables and drainage around the Queensway site. The radar is able to give accurate location information within 100mm. Cat surveys have completed the footway element and moved onto the verification stage of the carriageway element along with the underground car park adjacent to the tower blocks. The remaining budget of £1million relates to commercial property buy back and a project budget for the continuance of the scheme.

## **Tickfield**

All building works have now been completed at Tickfield and the final account is the only outstanding cost.

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

A scheme to demolish the existing Southend Library car park and construct a new one is taking place in 2016/17 and utility mapping, topographical surveys and laser scanning has already taken place. The new building will increase capacity for parking spaces and earn additional income.

The scheme to redevelop the Civic East car park will take place following the Library car park reconstruction. £75k of this budget will be included as a carry forward request in the report to November Cabinet to take account of the scheme continuation into 2017/18.

Planning has not yet been submitted for the scheme to discharge the East of England Development Agency agreement and it is unlikely this will progress during 2016/17. The full budget of £164k will be included as a carry forward request in the report to November Cabinet.

The progress of the Seaways Development Enabling works is currently subject to quotes and planning therefore £75k of the £1.950million budget will be included as a carry forward request in the report to November Cabinet.

Various options have been explored for the development of the land at 16 Brunel Road however nothing commercially viable is yet developed to progress. Work continues with PSP Southend LLP and via other routes but no expenditure is planned for 2016/17. The full budget of £50k will be included as a carry forward request in the report to November Cabinet.

£850k has now been committed on the Airport Business Park scheme for pitch construction and archaeology. A commitment for road and services infrastructure is also expected during November with the full 2016/17 budget to be spent by March 2017.

### **Cemeteries and Crematorium**

A scheme to improve the crematorium grounds and replace the aged Pergola Walk is taking place in 2016/17 to include memorials and interment units within the supporting structure. Tender evaluations have now taken place and they have been returned to procurement to award the contract.

Screening and removal of surplus soil on the new burial site is 90% complete. Once this phase has been completed, landscaping and setting out the new extension can commence.

The Perimeter Security Improvements scheme is progressing well. The five additional CCTV cameras have been installed in the lower ground floor of the Civic Centre and are now operational. Works to be completed are the installation of access swipe panels around the new barriers and the re-sighting of the original CCTV cameras.

### **ICT**

The scheme to deliver a robust Social Care case management system is well underway with a full suite of test systems now available for use. The budget for 2016/17 is £1.4million and projected spend is currently on target. The Children's finance configuration work shop has now been completed and form design continues within the service area. Test plans and

scenarios have now been produced for user acceptance testing and preparation for data migration continues.

A project to review the end to end process for reports and requests received by the Council in respect of waste, public protection, highways and parking related matters is now underway which has commenced with waste during August. This scheme has a view for self-serve automation and the removal of manual intervention from the process. This element of the project is scheduled to complete in December at which time the additional elements will commence.

### **Priority Works**

The Priority works provision budget currently has £428k remaining unallocated.

### **Summary**

Carry forward requests to be included in the report to November Cabinet are the Capital Allocation to Discharge the EEDA Agreement for £164k, Civic East Car Park Redevelopment for £75k, 16 Brunel Road for £50k and Seaways Development Enabling Works for £75k.

## Department for People

The revised Department for People budget totals £14.329million.

Department for People	Revised Budget 2016/17 £'000	Actual 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Year End 2016/17 £'000	Previous Expected Variance to Year End 2016/17 £'000
Adult Social Care	1,166	9	1,166	-	-
General Fund Housing	2,037	314	1,487	(550)	(550)
Children & Learning Other	86	-	86	-	-
Condition Schemes	1,215	161	1,215	-	-
Devolved Formula Capital	288	269	288	-	-
Primary and Secondary School Places	9,537	7,540	9,537	-	-
<b>Total</b>	<b>14,329</b>	<b>8,293</b>	<b>13,779</b>	<b>(550)</b>	<b>(550)</b>

Actual spend at 31<sup>st</sup> August stands at £8.293million. This represents 58% of the total available budget.

### Adult Social Care

The Community Capacity grant is used to enable vulnerable individuals to remain in their own homes and to assist in avoiding delayed discharges from hospital. Plans for 2016/17 include the development of an independent living centre, investment in technology and extra care provision.

### General Fund Housing

The Private Sector Renewal scheme is in place to ensure that the private sector stock is kept in a good condition. A carry forward request of £300k is to be included in the report to November Cabinet in line with expected spend for 2016/17.

The Empty Dwellings Management scheme is currently concentrating on bringing more empty homes back into use. £120k spend is forecast on three current properties with a carry forward request of £200k to be included in the report to November Cabinet.

Minimal works are in the pipeline for the Works in Default enforcement scheme therefore a carry forward request of £50k will be included in the report to November Cabinet.

### Children & Learning Other Schemes

Retentions of £57k are being held for Kingsdown Special School roof works 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 £1.215m has been allocated to address larger conditions in schools where the cost is over the schools capabilities to fund. Most of these works have been undertaken over the school summer holidays to minimise disruption to the schools. Retentions of £23k are being held for works completed last year at seven primary schools.

## **Devolved Formula Capital**

This is an annual devolution of dedicated capital grant to all maintained schools. The grant for 2016/17 is £288k. This grant amount will reduce as further maintained schools convert to academy status.

## **Primary and Secondary School Places**

The primary expansion programme is now complete with the final two projects at St Helen's Catholic and St Mary's Primary Schools handed over. A review of places available against forecast demand will be done on an annual basis. If a need is identified, a further expansion of primary places will be explored to ensure that the Council's statutory duty to provide a good school place for all those that request it can be met. A secondary expansion programme is now in the beginning stages to ensure that the extra places supplied in primary are matched in secondary as they are needed. As part of this expansion programme, the PROCAT building in Southchurch Boulevard has now been purchased. Improvements to Special Education Needs and Pupil Referral Unit accommodation are also in the planning stages. A further £128k is also being held as retention payments against works completed in the previous financial year on primary expansion projects.

## **Summary**

Carry forward requests will be included in the report to November Cabinet for Empty Dwellings Management for £200k, Private Sector Renewal for £300k and Works in Default Enforcement for £50k.

## Department for Place

The revised capital budget for the Department for Place is £34.082million. This includes all changes approved at June Cabinet. The budget is distributed across various scheme areas as follows:

Department for Place	Revised Budget 2016/17 £'000	Actual 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Year End 2016/17 £'000	Previous Expected Variance to Year End 2016/17 £'000
Culture	2,878	376	2,878	-	-
Enterprise, Tourism & Regeneration	4,355	1,268	3,479	(876)	(876)
Coastal Defence & Foreshore	721	286	721	-	-
Highways and Infrastructure	10,585	2,562	10,585	-	-
Parking Management	334	19	334	-	-
Section 38 & 106 Agreements	2,050	285	2,050	-	-
Local Transport Plan	3,013	990	3,013	-	-
Local Growth Fund	6,511	1,429	6,511	-	-
Transport	510	22	510	-	-
Energy Saving Projects	3,125	126	3,125	-	-
<b>Total</b>	<b>34,082</b>	<b>7,363</b>	<b>33,206</b>	<b>(876)</b>	<b>(876)</b>

Actual spend at 31<sup>st</sup> August stands at £7.363million. This represents 22% of the total available budget.

### Culture

Works to undertake the reinstatement and stabilisation of Belton Hill steps are now underway. Procurement is now underway for the appointment of a geo-technical engineer although due to pressures this is taking longer than expected. This project will be reviewed before November Cabinet with the potential of the budget being carried forward into 2017/18.

The display cases for the Prittlewell Prince collection have now been delivered. The bespoke display mounts are currently on order and awaiting delivery.

### 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.

Work is on-going for the design to maximise opportunity of additional office space at the Incubation Centre. These works are subject to funding confirmation from the environment for Growth (E4G).

The Three Shells Lagoon is complete and was officially opened on 21<sup>st</sup> July. The only outstanding works relate to a toilet block which is scheduled for completion in October 2016.

An order has been placed with the contractor for the Pier Hill lift replacement scheme. Works are expected to complete by the end of September 2016.

Several projects are planned for 2016/17 under the Property Refurbishment Programme including works at Priory Park yard, Campfield Road toilets, Belfairs Park external repairs and Central Museum windows. Some of these works require listed building approval therefore they are likely to take place later in the year.

Emergency works orders have been placed under the Southend Pier condition scheme totalling £165k. This relates to work on the pile caps.

The Prince George extension works involve concrete trials which will be going ahead in 2016/17 at a cost of approximately £300k. The remaining budget will be required once the trial is completed which is likely to be in 2017/18 therefore a carry forward request of £876k will be included in the report to November Cabinet.

### **Coastal Defence and Foreshore**

The cliff stabilisation scheme on Clifton Drive is working to remediate the cliff slip and reinforce it against further slippage. The project has progressed substantially and is approaching completion. An error by the concrete pre-casting company, who have provided the concrete units for the cascade steps at the east end of the site, has led to a delay in the completion of that detail. This will take an estimated two weeks to correct and will prevent use of those steps. With this exception, full public access is programmed to be restored by 16<sup>th</sup> September. All footpaths to the western half of the site are now open. Final landscaping works will proceed in the autumn.

### **Highways and Infrastructure**

A scheme to invest in the highways infrastructure to reduce long term structural maintenance and improve public safety has been approved for 2016/17. The works are based on priorities identified by the outcome of the asset management condition survey. Footway renewal works have now commenced and are set to continue throughout the rest of the year.

A grant of £65k has been received from the Department for Transport for the repair of potholes throughout the Borough. This grant has been secured for the next 5 years.

The Street Lighting budget is a multi-million pound, multi-year scheme to be part funded by the Challenge fund from the Department for Transport. The luminaires installation is currently 5 months ahead of schedule and is expected to complete by Christmas. Works to replace concrete columns on the seafront have commenced. 1,000 additional concrete five metre columns at various sites are to be replaced and this work is programmed to commence in January 2017. De-illumination of street signs and replacement of LEDs has also commenced. Trails of smart city applications are programmed for November.

### **Parking Management**

A new scheme to improve car park surfacing, structures and signage and to replace pay and display machines in order to maximise capacity and usage is taking place in 2016/17. The scheme will aim to rationalise and upgrade pay and display equipment across all car parks, surface improvements at East Beach, lighting upgrades at Belton Gardens and



layout alterations to improve accessibility and security at University Square. A new contract is in place and detailed plans for car park improvements are underway.

### **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 Shoebury Park enhancement and Fossetts Farm bridleway works.

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

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

### **Local Growth Fund**

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

The final business case for A127 Kent Elms junction improvements has been approved by the South East Local Enterprise Partnership to draw down the 2016/17 funding. Further work is underway for the final bridge and highways maintenance business cases for 2016/17 onwards.

The 2016/17 works on Kent Elms are focusing on the design and construction of the main works. The final design has now been agreed. Highways works are now out to tender and consultations with land owners are underway.

The works to the Bell junction will be focusing on options to put forward for the business case.

Bridge and Highway Maintenance works will be focusing on investigation works for improvements to the A127 corridor. Surfacing is now complete to the east bound section of the A127 from boundary to just prior to the Progress Road improvement works and in the vicinity of Bellhouse Lane. Further surveys for drainage, traffic data, lighting and safety barriers are yet to be undertaken.

### **Transport**

The final account is still being negotiated with the contractor for the main works on the A127 Tesco junction improvements. The Road Safety Audit report has been reviewed with minor adjustments being carried out on traffic signals as necessary.

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

Southend Transport Model is an on-going scheme to support various multi modal transport projects.

### **Energy Saving Projects**

The tender for the solar panels at Eastwood Schools is currently being prepared and is due to be issued by the end of September.

The solar panels at Southend Adult Community College and Temple Sutton School are now live and the efficiency elements works took place over the summer. Planning permission

has been received for the biomass boiler at Southend Adult Community College and the works will take place during October 2016. The pool cover and heat pump for Temple Sutton Primary School has been designed and agreed with the school. The tender for the works is due to be issued by the end of September 2016.

### **Summary**

A carry forward request will be included in the report to November Cabinet for the Prince George extension works for £876k.

## Housing Revenue Account

The revised budget for the Housing Revenue Account capital programme for 2016/17 is £10.930million. The latest budget and spend position is as follows:

Housing Revenue Account	Revised Budget 2016/17 £'000	Actual 2016/17 £'000	Expected outturn 2016/17 £'000	Forecast Variance to Year End 2016/17 £'000	Previous Forecast Variance to Year End 2016/17 £'000
Decent Homes Programme	6,958	1,131	6,958	-	-
Council House Adaptations	500	173	500	-	-
Sheltered Housing Remodelling	345	-	345	-	-
Other HRA	3,127	1,119	3,127	-	-
<b>Total</b>	<b>10,930</b>	<b>2,423</b>	<b>10,930</b>	-	-

The actual spend at 31<sup>st</sup> August of £2.423million represents 22% of the HRA capital budget.

### Decent Homes Programme

The Decent Homes programme for 2016/17 is currently on schedule. The contract for structural survey works at Longbow, Bewley Court and Temple Court has been awarded and these works began in September. All other capital schemes for 2016/17 have been programmed to be completed by 31<sup>st</sup> March 2017.

### 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 2016/17.

### Sheltered Housing Remodelling

A proposal for the use of this budget will go forward to November Cabinet and more details will be known if these works are approved.

### Other HRA

The plan for the HRA Land Review scheme is to construct 18 housing units within the Shoeburyness ward. Building works are progressing well. Brickwork is nearing completion on five housing sites with internals including plastering now moving forward. Works are on schedule for completion by spring 2017 and a phased delivery for handover of sites is expected.

Summary of Capital Expenditure at 31st August 2016

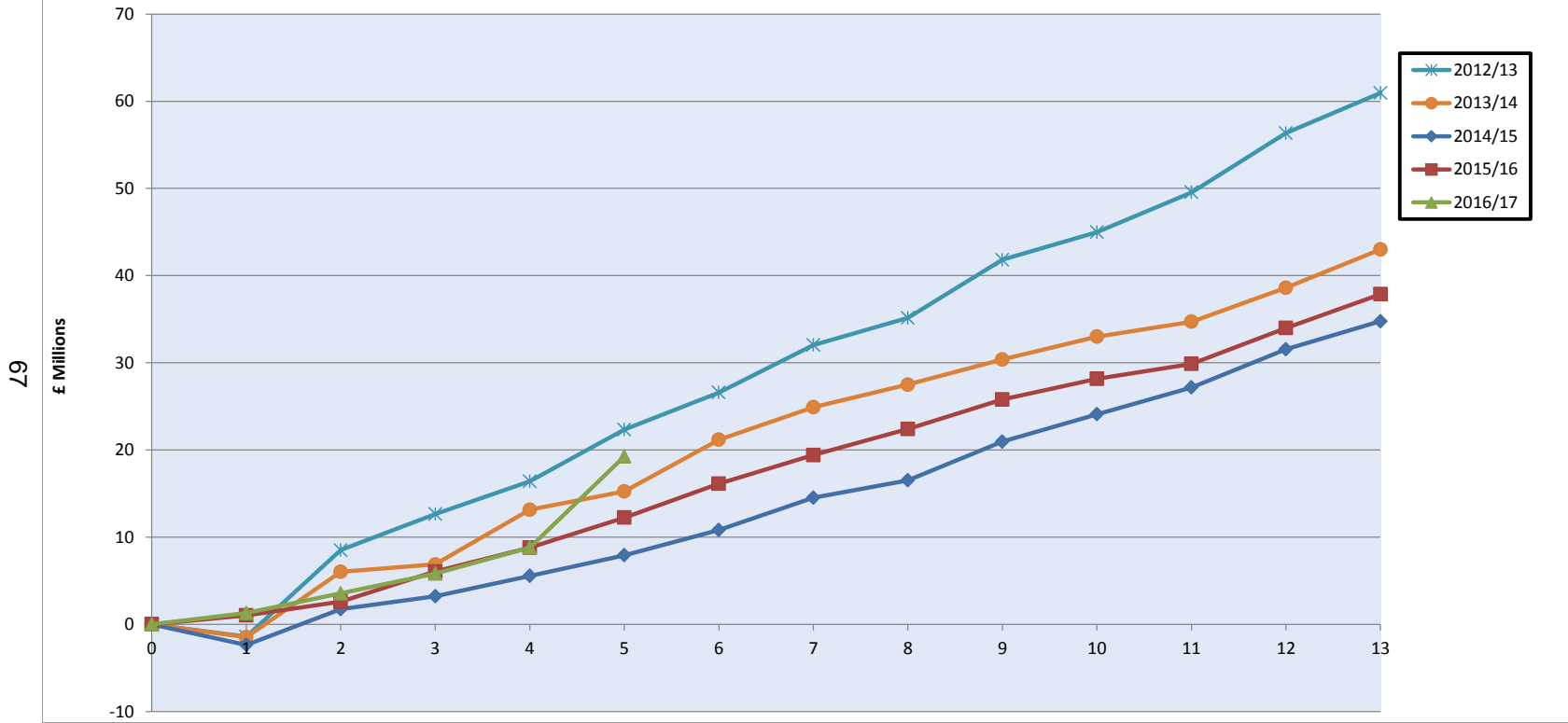
Appendix 1

	Original Budget 2016/17 £000	Revisions £000	Revised Budget 2016/17 £000	Actual 2016/17 £000	Forecast outturn 2016/17 £000	Forecast Variance to Year End 2016/17 £000	% Variance
Corporate Services	15,229	2,006	17,235	1,438	16,871	(364)	8%
People	13,365	964	14,329	8,293	13,779	(550)	58%
Place	34,083	(1)	34,082	7,363	33,206	(876)	22%
Housing Revenue Account	10,773	157	10,930	2,423	10,930	-	22%
	<u>73,450</u>	<u>3,126</u>	<u>76,576</u>	<u>19,517</u>	<u>74,786</u>	<u>(1,790)</u>	<u>25%</u>
<b>Council Approved Original Budget - February 2016</b>	<b>73,450</b>						
Corporate Services amendments	100						
People amendments	-						
Place amendments	(162)						
HRA amendments	-						
Carry Forward requests from 2015/16	4,218						
Accelerated Delivery requests to 2015/16	(2,807)						
Budget re-profiles (June Cabinet)	(134)						
New external funding	1,911						
<b>Council Approved Revised Budget - June 2016</b>	<b><u>76,576</u></b>						

Actual compared to Revised Budget spent is £19.517M or 25%

Appendix 2

Capital programme Delivery  
Cummulative Capital Expenditure 2012/13 to 2016/17



Year	Outturn £m	Outturn %
2012/13	61.0	97.9
2013/14	43.3	93.8
2014/15	34.8	83.8
2015/16	37.9	97.0

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