

**Public Document Pack
SOUTHEND-ON-SEA BOROUGH COUNCIL**

Place Scrutiny Committee

Date: Monday, 11th April, 2016

Time: 6.30 pm

Place: Committee Room 1 - Civic Suite

Contact: Tim Row

Email: committeesection@southend.gov.uk

AGENDA

- 1 Apologies for Absence**
- 2 Declarations of Interest**
- 3 Questions from Members of the Public**
- 4 Minutes of the Meeting held on Monday 25th January 2016 (Pages 1 - 8)**
- **** ITEMS CALLED-IN/REFERRED DIRECT FROM CABINET - Tuesday 15th March 2016**
- 5 Monthly Performance Report (Pages 9 - 130)**
Members are reminded to bring with them the most recent MPR for end February 2016, circulated recently.

Comments/questions should be made at the appropriate Scrutiny Committee relevant to the subject matter.
- 6 PVX Review (Pages 131 - 136)**
(Minute 723 – Cabinet Book 2, item 18 refers)
Called-in by Councillors Nevin, Robinson, Mulroney and Crystall
- **** ITEMS CALLED-IN/REFERRED DIRECT FROM CABINET COMMITTEE - Thursday 10th March 2016 - None**
- **** PRE-CABINET SCRUTINY ITEMS**
- 7 Southend Physical Activity Strategy**
Report of Director for Public Health
Note: This is also to be considered by the People Scrutiny Committee at its meeting on Tuesday 12th April 2015
- **** ITEMS CALLED-IN FROM THE FORWARD PLAN - None**
- **** OTHER SCRUTINY MATTERS**
- 8 In-depth Scrutiny Project - 20mph in Residential Streets - Update**

Members:

Cllr Habermel (Chair), Cllr Evans (Vice-Chair), Cllr M Assenheim, Cllr Callaghan, Cllr Courtenay, Cllr Cox, Cllr A Crystall, Cllr J Garston, Cllr Jarvis, Cllr Kenyon, Cllr McMahon, Cllr Mulroney, Cllr Phillips, Cllr I Robertson, Cllr Ward, Cllr Ware-Lane, Cllr Willis and Cllr C Endersby

SOUTHEND-ON-SEA BOROUGH COUNCIL

Meeting of Place Scrutiny Committee

Date: Monday, 25th January, 2016
Place: Committee Room 1 - Civic Suite

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Present: Councillor Habermel (Chair)
Councillors Evans (Vice-Chair), Assenheim, Callaghan,
Courtenay, Cox, J Garston, Jarvis, Kenyon, McMahon, Mulrone, Ward, Ware-Lane, Willis, Endersby and Davidson*

*Substitute in accordance with Council Procedure Rule 31.

In Attendance: Councillors Betson, Norman MBE, Terry and Woodley (Executive Councillors), Flewitt and Nevin
T Row, J Chesterton, S Crowther, P Geraghty, N Harris, D Hermitage, A Lewis, R Tinlin and J K Williams

Start/End Time: 6.30 - 8.50 pm

575 Apologies for Absence

Apologies for absence were received from Councillors G A F Phillips (substitute: Councillor Davidson), A Crystall and I T Robertson.

576 Declarations of Interest

(a) Councillors Betson, Norman MBE, Terry and Woodley (Executive Councillors) – interests in the referred/called-in items; attended pursuant to the dispensation agreed at Council on 19th July 2012, under S.33 of the Localism Act 2011.

(b) Councillor Assenheim – Agenda item No. 12 (Members' Request Ref No. 15/11) – Non-pecuniary interest: The Doctor's Surgery where he is registered is in the road;

(c) Councillor Flewitt – Agenda Item No. 7 (Draft Fees & Charges 2016/17) – Non-pecuniary interest: Has a discounted permit for green waste;

(d) Councillor Flewitt – Agenda Item No. 10 (Essex and Southend Replacement Waste Local Plan) – Non-pecuniary interest: Knows some of the consultees who are cited and named;

(e) Councillor Flewitt – Agenda Item No. 12 (Members' Request Ref No. 15/37) – Non-pecuniary interest: Lobbied for investigations and speed reduction measures at the school entrance in Hornby Avenue;

(f) Councillor Woodley – Agenda Item No. 7 (Draft Fees & Charges 2016/17) – Non-pecuniary interest: Has a discounted permit for green waste;

(g) Councillor Woodley – Agenda item No. 12 (Members' Request Ref No. 15/11) – Non-pecuniary interest: Lives in Tyrone Road.

577 Questions from Members of the Public

There were no questions from members of the public.

578 Minutes of the Meeting held on Monday, 30th November 2015

Resolved:-

That the Minutes of the Meeting held on Monday, 30th November 2015 be received, confirmed as a correct record and signed.

579 Corporate Performance Management 2016/17

The Committee considered Minute 557 of Cabinet held on 19th January 2016, which had been referred direct by Cabinet, together with a report of the Chief Executive on the Council's corporate approach to performance management for 2016/17.

Resolved:-

That the following decisions of Cabinet be noted:

“(i) That the corporate performance measures to be monitored via the Monthly Performance Report (MPR) for 2016/17, as set out at Appendix 1 to the submitted report, be approved.

(ii) That the corporate priority actions, to support implementation of the Council's 2016/17 Corporate Priorities, as set out at Appendix 2 to the report, be approved.”

Note:- This is an Executive Function.

Executive Councillor:- Woodley

580 Draft Capital Programme 2016/17 to 2019/20

The Committee considered Minute 560 of Cabinet held on 19th January 2016, which had been referred direct by Cabinet, together with a report of the Corporate management Team setting out the draft programme of capital projects for the period 2016/17 to 2019/20.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the current approved Programme for 2016/17 to 2018/19 of £129.6m, as set out in Appendix 1 to the submitted report, be noted.

2. That the changes to the approved Programme as set out in Appendix 2 to the report, be noted.

3. That the proposed new schemes and additions to the Capital Programme for the period 2016/17 to 2019/20 totalling £52.7m of which £44.7m is for the

General Fund and £8.0m for the Housing Revenue Account, as set out in Appendices 6 and 7 to the report, be endorsed.

4. That it be noted that the proposed new schemes and additions, as set out in Appendices 6 and 7 to the report, and other adjustments, as set out in Appendix 2 to the report, will result in a proposed capital programme of £177.6m for 2016/17 to 2019/20.

5. That it be noted that, of the total programme of £177.6m for the period 2016/17 to 2019/20, the level of external funding supporting this programme is £59.9m.

6. That it be noted that a final review is being undertaken on the 2015/16 projected outturn and that the results will be included in the report to Cabinet on 11 February 2016.”

Note:- This is an Executive Function, save the approval of the final budget following Cabinet on 11th February 2016 is a Council Function.

Executive Councillor:- Woodley

581 Draft Fees and Charges 2016/17

The Committee considered Minute 561 of Cabinet held on 19th January 2016, which had been referred direct by Cabinet, together with a report of the Corporate Management Team detailing the fees and charges for services in 2016/17 included in the budget proposals for 2016/17.

In response to questions regarding the tariff for the carers/health care special comprehensive (named car park) season ticket, the Corporate Director for Place confirmed that the current tariff was £90 not £80 as shown. It was proposed that the tariff would remain at £90.

In response to questions regarding the proposed changes to the charges for the collection of green waste, the Corporate Director for Place undertook to include these proposals in the papers for Cabinet. He also undertook to provide a breakdown of the numbers who had purchased a 39 week collection permit and those who had purchased a 52 week collection permit.

Resolved:-

That the following decision of Cabinet be noted:

“That the proposed fees and charges for each Department as set out in the submitted report and appendices, be endorsed.”

Note:- This is an Executive Function, save the approval of the final budget following Cabinet on 11th February 2016 is a Council Function.

Executive Councillor:- Woodley

582 Draft General Fund Revenue Budget

The Committee considered Minute 562 of Cabinet held on 19th January 2016, which had been referred direct by Cabinet, together with a report of the Corporate Management Team presenting the draft revenue budget for 2016/17.

Resolved:-

That the following decisions of Cabinet be noted:

“1. That the 2016/17 draft revenue budget and any required commencement of consultation, statutory or otherwise, be endorsed.

2. That it be noted that the 2016/17 draft revenue budget has been prepared on the basis of a Council Tax increase of 1.99% and a new Adult Social Care precept of 2%.

3. That it be noted that the 2016/17 draft revenue budget has been prepared using the provisional local government finance settlement and that the outcome from the final settlement will need to be factored into the final budget proposals for the Cabinet and Council.

4. That the 2016/17 draft revenue budget, as endorsed, be referred to all Scrutiny Committees, Business sector and Voluntary sector to inform Cabinet, which will then recommend the budget and Council Tax to Council.

5. That the Schools budget position and the recommendations from the Schools Forum on 13th January 2016, as set out in Appendix 13 and 13(i) to the submitted report, be noted and referred to People Scrutiny Committee and then to Cabinet and Council.

6. That the direction of travel for 2017/18 and beyond, as set out in section 15 of the report, be endorsed.”

Note:- This is an Executive Function, save the approval of the final budget following Cabinet on 11th February 2016 is a Council Function.

Executive Councillor:- Woodley.

583 Monthly Performance Report (MPR)

The Committee considered Minute 528 of Cabinet held on 5th January 2016, together with the Monthly Performance Report (MPR) covering the period to end November 2015, which had been circulated recently. The Committee additionally had before it an Exceptions Report which had been circulated on 22nd January 2016.

Resolved:

That the report be noted.

Note:- This is an Executive Function.

Executive Councillor:- As appropriate to the item.

584 Essex and Southend Replacement Waste Local Plan

The Committee considered Minute 538 of Cabinet held on 5th January 2016, together with a report of the Corporate Director for Place seeking endorsement of the Essex and Southend-on-Sea Replacement Waste Local Plan Proposed Submission Document (RWLP). The RWLP would replace the existing Essex and Southend Waste Local Plan 2001 and provide planning policies to guide and enable waste and related developments until 2032 within the administrative boundaries of Essex and Southend-on-Sea.

Resolved:

That the following recommendations of Cabinet be noted:

“1. That the RWLP, as set out in Appendix 1 to the submitted report, be published for public consultation under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

2. That the RWLP be submitted to the Secretary of State, prior to Examination in Public, under Regulation 22 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

3. That the Corporate Director for Place, in consultation with the Executive Councillor for Housing, Planning and Regulatory Services, be authorised to:

(i) approve amendments to the RWLP that may result from inter alia analysis of the representations made following public consultation, recommendations of the Sustainability Appraisal and any additional evidence considered, and then consult on these changes, if required, before they are submitted to the Secretary of State;

(ii) agree and approve amendments that may be proposed by the Inspector during the Examination in Public process and to any further consultation that may be required as a result of this; and

(iii) take all necessary steps to ensure compliance with the relevant statutory processes and procedures necessary for preparation and participation of the Council at the Examination in Public.

4. That the consultation summary regarding the previous version of the RWLP, as set out in Appendix 2 to the submitted report, be noted.”

Note:- This is a Council Function.

Executive Councillor:- Cllr Terry

585 Shoebury Garrison Land Transfers

The Committee considered Minute 540 of Cabinet held on 5th January 2016, together with a report of the Corporate Director for Place setting out the current position in respect of the Section 106 Agreement dated 6th February 2004 (as subsequently modified) relating to land transfers at Shoebury Garrison.

Resolved:

That the following decisions of Cabinet be noted:

“1. That it be noted that the land shown on the plan at Appendix 1 to the submitted report comprising the sea walls and associated structures will be transferred to the Council by Avant Homes (“the developer”) in accordance with the terms of the S106, once all repair works required by the S106 have been completed to the Council’s reasonable satisfaction.

2. That the additional land shown in Appendix 2a and 2b to the submitted report be transferred to the Council by the developer, and the additional land shown in Appendix 2c be transferred to the Council by the Ministry of Defence (“MoD”).

3. That all areas of foreshore comprised within the land referred to in 1 above be transferred to the MoD as soon as possible and until such transfer that the foreshore at Shoebury Garrison remain closed to the public.

4. That the allocation of departmental duties and responsibilities for future management of the land to be transferred to the Council, be noted.

5. That the Corporate Director for Place be authorised to determine the best possible solutions in relation to other minor related issues including (but not limited to) a procedure for works in the park and foreshore, a media / communications strategy, the surface water outfall, positioning / ownership of navigation aids, drainage ditches / scrapes / swales etc.”

Note:- This is an Executive Function

Executive Councillor:- Councillor Norman

586 Member's Requests List

The Committee considered Minute 514 of Cabinet Committee held on 5th January 2016, together with the relevant excerpts from the report of the Corporate Director for Place regarding Member's Request ref no.15/11 regarding amendments to the operational hours of existing waiting restriction in Tyrone Road and Fermoy Road and Member's Request ref no.15/37 regarding the removal of school keep clear markings in Hornby Avenue.

Resolved:-

1. That Minute 514, in respect of Members’ Request Ref no. 15/11 regarding amendments to the operational hours of existing waiting restriction in Tyrone Road and Fermoy Road be referred back to Cabinet Committee for reconsideration.

2. That Minute 514, in respect of Members’ Request Ref no. 15/37, regarding the removal of school keep clear markings in Hornby Avenue, be noted.

Note:- This is an Executive Function

Executive Councillor:- Terry

587 Traffic & Parking Working Group Recommendations

The Committee considered Minute 516 of Cabinet Committee held on 5th January 2016, together with a report of the Corporate Director for Place that presented the outcome of the meetings of the Working Group to review the existing policies, processes and practices. The purpose of the review was to ensure that all requests for traffic and parking matters were undertaken in the most effective and efficient manner and to ensure that the terms of reference of the Traffic & Parking Working Party and Cabinet Committee were up to date.

The report also sought Members approval to the revised policies and processes set out in Appendix 1 to the report of the Corporate Director, together with the amended terms of reference for the Traffic & Parking Working Party and Cabinet Committee, the introduction of a Protocol for Public Participation in respect of traffic regulation orders as set out in Appendix 2 of the report and the extension of proviso (b) under Council Procedure Rule 37.2 so that it would also apply to Working Parties.

Resolved:

That the following recommendations of Cabinet Committee be noted:

“1. That, subject to the following amendment, the revised policies, processes and procedures for traffic & parking investigations as set out in Appendix 1 to the report of the Corporate Director for Place be approved:

Section 1, item 4 is deleted.

Section 1, items 2 and 6 relate to members of the public only.

Section 3, item 2 – should now read: Any proposals in this regard should have the agreement of at least two Councillors, one of which must be the relevant Ward Councillor.

2. That the Executive Councillor for Public Protection, Waste & Transport in consultation with the Corporate Director for Place be authorised to make any minor amendments to the revised policies, processes and procedures prior to adoption.

3. That the amended terms of reference for the Traffic & Parking Working Party and Cabinet Committee as set out in Appendix 2 of the report be approved.

4. That the Protocol for Public Participation at meetings of the Traffic & Parking Working Party and Cabinet Committee in respect of traffic regulation orders be approved.

5. That proviso (b) under Council Procedure Rule 37.2 be extended so as to also apply to Working Parties.”

Note:- This is an Council Function
Executive Councillor: Councillor Terry

588 Introduction of a Policy in respect of the Installation of Bollards

(This is a pre-Cabinet Scrutiny item.)

The Committee received a presentation by way of pre-Cabinet scrutiny. This sought Members' views on the introduction of a policy in respect of the installation of bollards and the protection of the public realm/environment.

The Committee discussed the matter in some detail and requested that copies of the slides used in the presentation be circulated to members of the Committee.

Resolved:-

That the existing Environmental Enforcement Policy be updated to include a comprehensive range of measures to protect grass verges, paving and other public realm from damage caused by overriding vehicles, including the use of bollards, the content of which be submitted to the a future meeting of the Committee, prior to consideration by Cabinet.

Note:- This is an Executive Function
Executive Councillor:- Terry

589 In-depth Scrutiny Project - 20 mph in Residential Streets

The Committee received an update on the in-depth Scrutiny project regarding 20mph in residential streets.

Resolved:-

That the report be noted

Note:- This is a Scrutiny Function

Chairman: _____

MONTHLY PERFORMANCE REPORT

January 2016

Contents







Section 1 Pages 1-4	2015-16 Exceptions – Current Month’s Performance Current Month’s performance information for indicators rated Red or Amber
Section 2 Pages 5-8	2015-16 Corporate Performance Indicators Performance Information for all Corporate Priority Indicators
Section 3 Pages 9-16	Detail of Indicators Rated Red or Amber Performance detail for indicators rated Red or Amber
Section 4 Pages 17-44	Budget Management Statements Budget monitor and forecast by Portfolio
Section 5 Pages 45-59	Capital Expenditure Summary of Capital Expenditure

Version: **V1.0**

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Key to Columns and symbols used in report

Column Heading	Description
Minimise, Maximise or Goldilocks	Indicates whether a higher or lower number is better: Minimise = lower is better, maximise = higher is better, Goldilocks = just right (neither too high or too low)
Latest Month	The latest month for which performance information is available
Month's Value	Performance to date for the latest month
Month's Target	Target to date for the latest month
Annual Target 2015/16	Annual target for 2015/16
<u>Outcome</u>	<p>Symbol based on a traffic light system; Red, Amber, Green indicating whether an indicator's performance has achieved the annual target. Symbols used and their meaning are:</p> <p> = at risk of missing target</p> <p> = some slippage against target, but still expected to meet year-end target (31/03/2016)</p> <p> = on course to achieve target</p>
Comment	Commentary for indicators not on track providing reasons for low performance and identifying initiatives planned to bring performance back on track
Better or worse than last year	<p>Symbol indicating whether performance for the Latest Month is better or worse than the same month in the previous year. Symbols and their meanings are:</p> <p> = Latest Month's performance is better than the same month last year</p> <p> = Latest Month's performance is worse than the same month last year</p> <p> = Data not available for current or previous year</p>

Version: **V1.0**

Published by the Policy & Partnerships Team

Further information: leolord@southend.gov.uk or (01702) 215685

Section 1: 2015-2016 Exceptions - Current Month Performance

Comments on Indicators rated Red or Amber

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Expected Outcome At risk of missing target
Responsible OUs People

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 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	January 2016	64.6%	85%	85%			From the 1st April 2015 to 31st January 2016, 150 children have gone missing on 367 occasions. There have been 237 successful return to home (RTH) visits. There are currently 73 RTH interviews outstanding which relate to 33 children, 7 of which are Southend LAC placed out of borough. Of the 73 outstanding, 25 are assigned to Southend Social Workers and 48 are assigned to Street's Ahead. Of the 48 assigned to Street's Ahead, 13 were delayed due to an admin issue which has now been resolved. There have been 27 children, with 57 missing episodes, where the RHI was not successful; either the child was not seen, the child refused the visit or the visit was unable to take place. Of these episodes, 22 are Essex LAC, 3 are other LA LAC's, 8 are Southend LAC and 24 are other Southend Children. As at 8th February there are no children currently missing.	People Scrutiny
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	January 2016	81.5%	86%	86%			For the period August - October which is reported 3 months later in January 2016, 108 people started reablement, of which 85 were at home 91 days later, which is 78.7%. Year to date 286 people have started reablement of which 233 were at home 91 days later, which is 81.5%.	People Scrutiny

Expected Outcome At risk of missing target
Responsible OUs Place

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]	Aim to Minimise	January 2016	7042	6235	7389			Southend Community Safety Partnership continues to monitor closely the current performance on crime figures. The majority of the increase in reported crime is within the category 'violence without injury' – typically common assault, harassment and threat offences. A large proportion of these offences have been reported following domestic abuse incidents, which is encouraging as we know that this is traditionally a crime type that is under-reported. Also within this crime category is a change in national crime recording rules which means that Malicious Communications is now recorded as a crime. The CSP has commissioned a detailed crime strategic intelligence assessment for the Borough, which should provide a broader picture and assist in addressing the priorities for crime and disorder over the coming year.	Policy & Resources Scrutiny

Expected Outcome Some slippage against target
Responsible OUs Corporate Services

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 4.3	% of Council Tax for 2015/16 collected in year [Cumulative]	Aim to Maximise	January 2016	86.60%	86.80%	97.00%			Council Tax collection is 0.2% down against the target. Collection does fluctuate and we are currently on track to reach year-end target.	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2015/16 collected in year [Cumulative]	Aim to Maximise	January 2016	85.80%	88.00%	97.60%			A number of ratepayers now pay over 12 instalments and a review of expected instalments to end of year indicates that the targeted amount is still achievable. A number of large refunds have also been issued in January, which is also affecting the lower collection rate. In the meantime, extra recovery runs have also been scheduled to try and increase collection before the year end.	Policy & Resources Scrutiny

Expected Outcome Some slippage against target
Responsible OUs People

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 4.2	Proportion of adults with learning disabilities in paid employment [Monthly Snapshot]	Aim to Maximise	January 2016	9.6%	10%	10%			From 449 appropriate LD people, there are 43 in paid employment. The reduction from previous months is because 2 people ended their employment in early January.	People Scrutiny

Expected Outcome Some slippage against target
Responsible OUs Place

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	January 2016	Not currently available	54.00%	54.00%			Data Currently Unavailable Awaiting confirmation from Veolia updated data information for January 2015. A validation of the data for both waste collection and waste disposal is underway as a result of the changes in both the waste collection contract and the residual waste treated at the MBT facility since October 2015 and through the commissioning period.	Place Scrutiny

Expected Outcome Some slippage against target
Responsible OUs Public Health

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.5	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	January 2016	824	1,000	1,300			Final quit data for January is unlikely to be available until the end of March 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 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
									A recovery plan has been put in place to deliver the required final target. This plan includes an audit of the performance of all primary care stop smoking providers, which is currently underway. A local media and marketing campaign to increase recruitment of quitters commenced in January 2016 and is continuing to run. As at 10th February, confirmed quits - 824.	

Section 2: 2015-2016 Corporate Performance Indicators

Information for all 2013-2014 Corporate Priority Indicators

Generated on: 29 February 2016 13:46



Performance Data Expected Outcome: At risk of missing target 3 On course to achieve target 20 Some slippage against target 5

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
15 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	January 2016	7042	6235	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	January 2016	69.7%	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	January 2016	64.6%	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	January 2016	44.5	37.8-45.2	37.8-45.2			John O'Loughlin	People Scrutiny
CP 1.5	Rate of Looked After Children per 10,000 [Monthly Snapshot]	Goldilocks	January 2016	64.9	54.4-65	54.4-65			John O'Loughlin	People Scrutiny



















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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 2.1	Number of reported missed collections per 100,000 [Monthly Snapshot]	Aim to Minimise	January 2016	41	45	45			Dipti Patel	Place Scrutiny
CP 2.2	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	January 2016	97%	90%	90%			Dipti Patel	Place Scrutiny
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	January 2016	Not currently available	54.00%	54.00%			Dipti Patel	Place Scrutiny









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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]	Aim to Maximise	January 2016	81.5%	86%	86%			Sharon Houlden	People Scrutiny
CP 3.2	Delayed transfers of care from hospital (social care) [Cumulative]	Aim to Minimise	January 2016	10	20	24			Sharon Houlden	People Scrutiny
CP 3.3	Number of attendances at council run or affiliated arts and sports events and facilities [Cumulative]	Aim to Maximise	January 2016	3,175,207	2,857,500	3,429,000			Nick Harris	Place Scrutiny
CP 3.4	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	January 2016	41	33	40			James Williams	People Scrutiny
CP 3.5	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	January 2016	824	1,000	1,300			Liesel Park	People Scrutiny
CP 3.6	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	January 2016	5,849	4,482	5,673			Margaret Gray	People Scrutiny
CP 3.7	Number of new affordable homes acquired [Cumulative]	Aim to Maximise	January 2016	0	0	45-72			Sharon Houlden	People Scrutiny

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 4.1	Proportion of appropriate people using social care who receive direct payments [Monthly snapshot]	Aim to Maximise	January 2016	25.3%	21%	21%			Sharon Houlden	People Scrutiny
CP 4.2	Proportion of adults with learning disabilities in paid employment [Monthly Snapshot]	Aim to Maximise	January 2016	9.6%	10%	10%			Sharon Houlden	People Scrutiny
CP 4.3	% of Council Tax for 2015/16 collected in year [Cumulative]	Aim to Maximise	January 2016	86.60%	86.80%	97.00%			Joe Chesterton	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2015/16 collected in year [Cumulative]	Aim to Maximise	January 2016	85.80%	88.00%	97.60%			Joe Chesterton	Policy & Resources Scrutiny
CP 4.5	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	January 2016	90.24%	79.00%	79.00%			Peter Geraghty	Place Scrutiny
CP 4.6	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	January 2016	89.88%	84.00%	84.00%			Peter Geraghty	Place Scrutiny
CP 4.7	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	January 2016	95.20%	90.00%	90.00%			Peter Geraghty	Place Scrutiny
CP 4.8	Current Rent Arrears as % of rent due [Monthly Snapshot]	Aim to Minimise	January 2016	1.37%	1.77%	1.77%			Sharon Houlden	Policy and Resources Scrutiny
CP 4.9	The % of children in good or outstanding Schools [Monthly Snapshot]	Aim to Maximise	January 2016	80.87%	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 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 5.1	Number of volunteers hours delivered within cultural services [Cumulative]	Aim to Maximise	January 2016	16,041.5	11,000	12,000			Nick Harris	Place Scrutiny
CP 5.2	Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	January 2016	92.45%	80.00%	80.00%			Nick Corrigan	Policy & Resources Scrutiny
CP 5.3	Number of payments made online [Cumulative]	Aim to Maximise	January 2016	49,993	41,660	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	January 2016	5.73	5.80	7.20			Joanna Ruffle	Policy & Resources Scrutiny

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Section 3: Detail of indicators rated Red or Amber

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

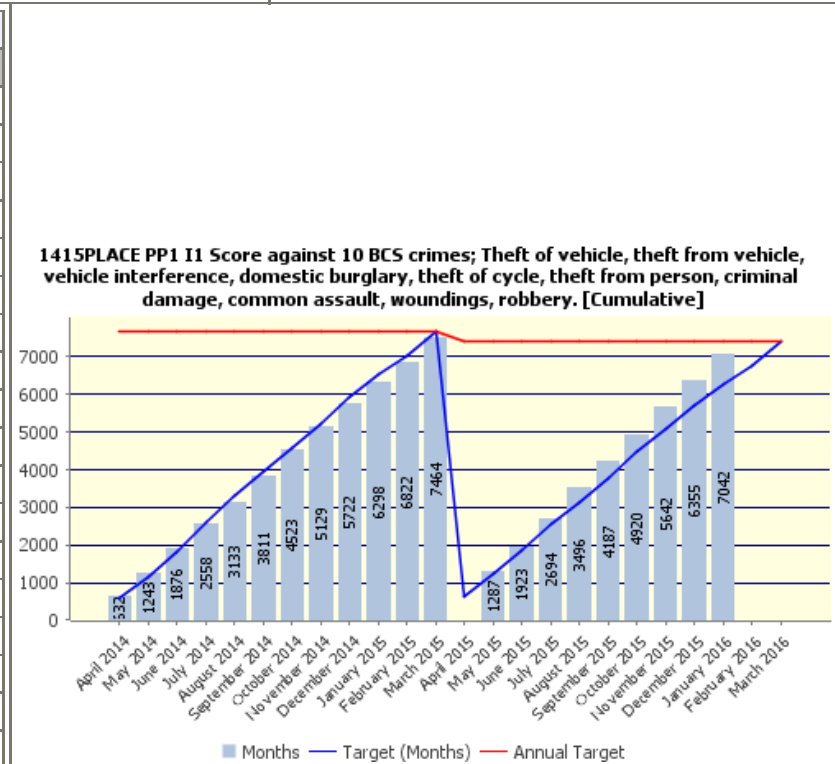
Expected Outcome: At risk of missing target 2

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]		
Expected Outcome		Format	Aim to Minimise




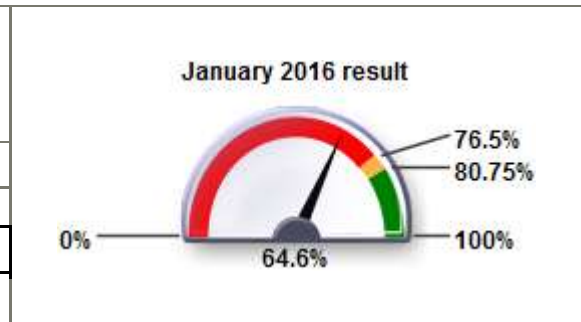
Managed By	Dipti Patel
Year Introduced	2007

Date Range 1		
	Value	Target
April 2014	632	570
May 2014	1243	1149
June 2014	1876	1821
July 2014	2558	2602
August 2014	3133	3301
September 2014	3811	3942
October 2014	4523	4552
November 2014	5129	5201
December 2014	5722	5926
January 2015	6298	6531
February 2015	6822	7006
March 2015	7464	7629
April 2015	N/A	626
May 2015	1287	1231
June 2015	1923	1857
July 2015	2694	2532
August 2015	3496	3102
September 2015	4187	3773
October 2015	4920	4478
November 2015	5642	5078
December 2015	6355	5665
January 2016	7042	6235
February 2016		6754
March 2016		7389

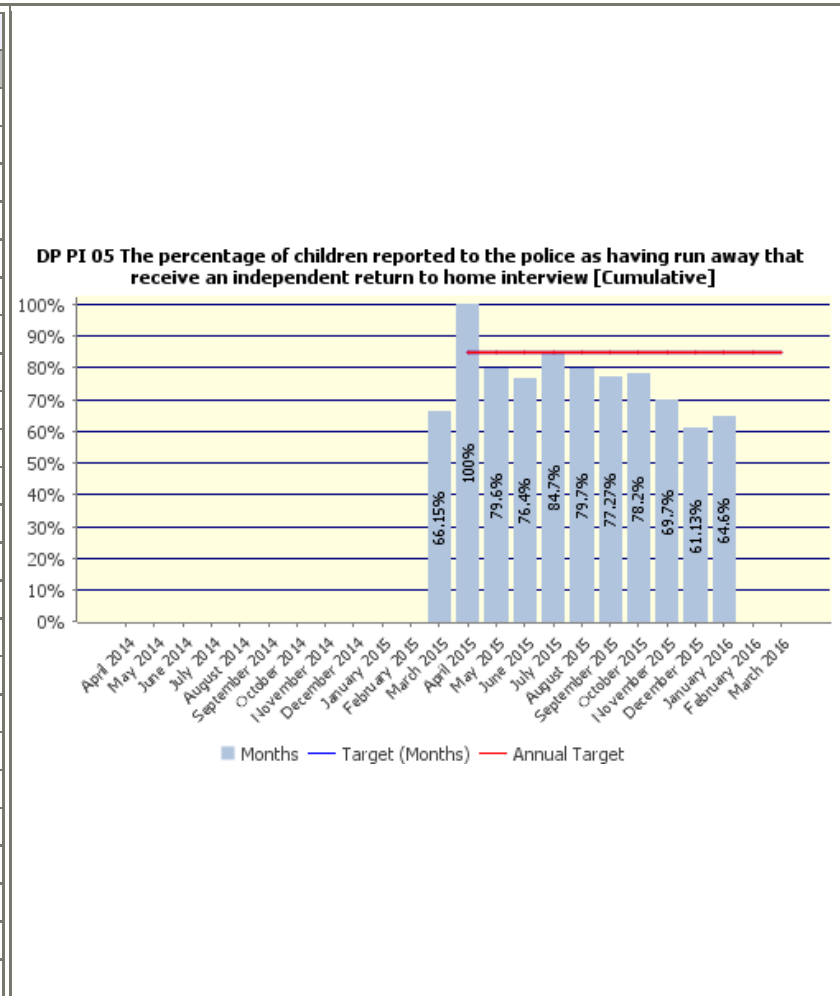


Southend Community Safety Partnership continues to monitor closely the current performance on crime figures. The majority of the increase in reported crime is within the category ‘violence without injury’ – typically common assault, harassment and threat offences. A large proportion of these offences have been reported following domestic abuse incidents, which is encouraging as we know that this is traditionally a crime type that is under-reported. Also within this crime category is a change in national crime recording rules which means that Malicious Communications is now recorded as a crime. The CSP has commissioned a detailed crime strategic intelligence assessment for the Borough, which should provide a broader picture and assist in addressing the priorities for crime and disorder over the coming year.

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




Date Range 1		
	Value	Target
April 2014		
May 2014		
June 2014		
July 2014		
August 2014		
September 2014		
October 2014		
November 2014		
December 2014		
January 2015		
February 2015		
March 2015	66.15%	
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		85%
March 2016		85%



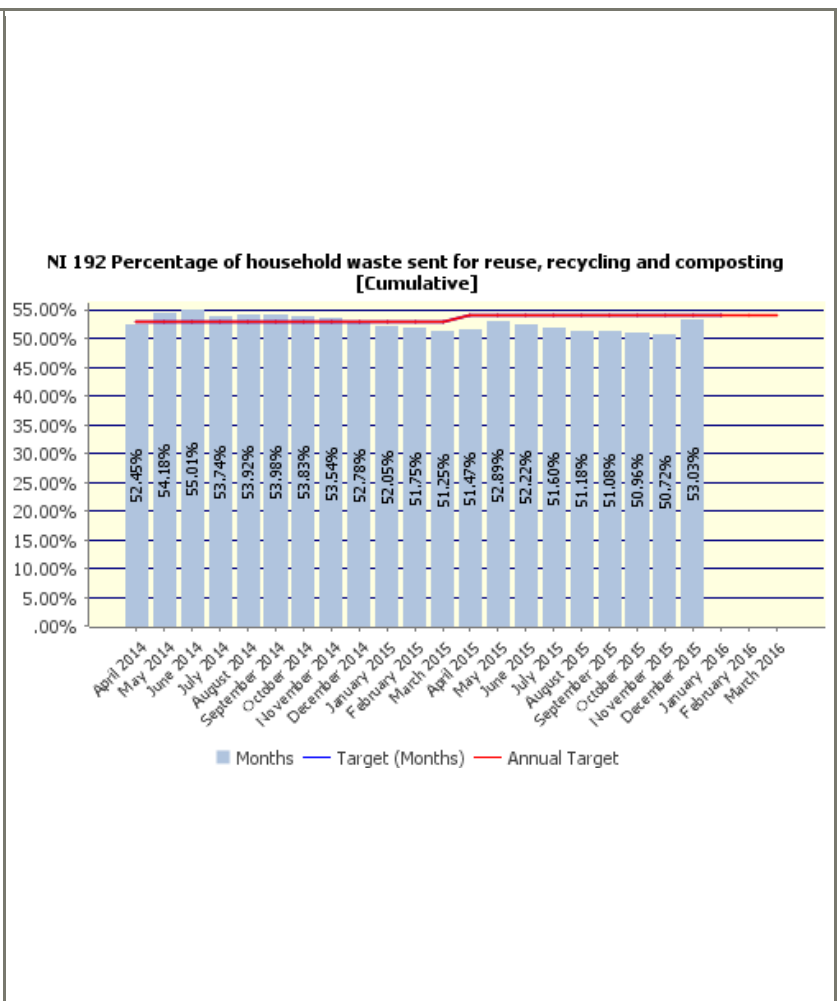
From the 1st April 2015 to 31st January 2016, 150 children have gone missing on 367 occasions. There have been 237 successful return to home (RTH) visits. There are currently 73 RTH interviews outstanding which relate to 33 children, 7 of which are Southend LAC placed out of borough. Of the 73 outstanding, 25 are assigned to Southend Social Workers and 48 are assigned to Street's Ahead. Of the 48 assigned to Street's Ahead, 13 were delayed due to an admin issue which has now been resolved. There have been 27 children, with 57 missing episodes, where the RHI was not successful; either the child was not seen, the child refused the visit or the visit was unable to take place. Of these episodes, 22 are Essex LAC, 3 are other LA LAC's, 8 are Southend LAC and 24 are other Southend Children. As at 8th February there are no children currently missing.

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

Expected Outcome: Some slippage against target 1

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

Date Range 1		
	Value	Target
April 2014	52.45%	53.00%
May 2014	54.18%	53.00%
June 2014	55.01%	53.00%
July 2014	53.74%	53.00%
August 2014	53.92%	53.00%
September 2014	53.98%	53.00%
October 2014	53.83%	53.00%
November 2014	53.54%	53.00%
December 2014	52.78%	53.00%
January 2015	52.05%	53.00%
February 2015	51.75%	53.00%
March 2015	51.25%	53.00%
April 2015	51.47%	54.00%
May 2015	52.89%	54.00%
June 2015	52.22%	54.00%
July 2015	51.60%	54.00%
August 2015	51.18%	54.00%
September 2015	51.08%	54.00%
October 2015	50.96%	54.00%
November 2015	50.72%	54.00%
December 2015	53.03%	54.00%
January 2016	N/A	54.00%
February 2016		
March 2016		



Data Currently Unavailable

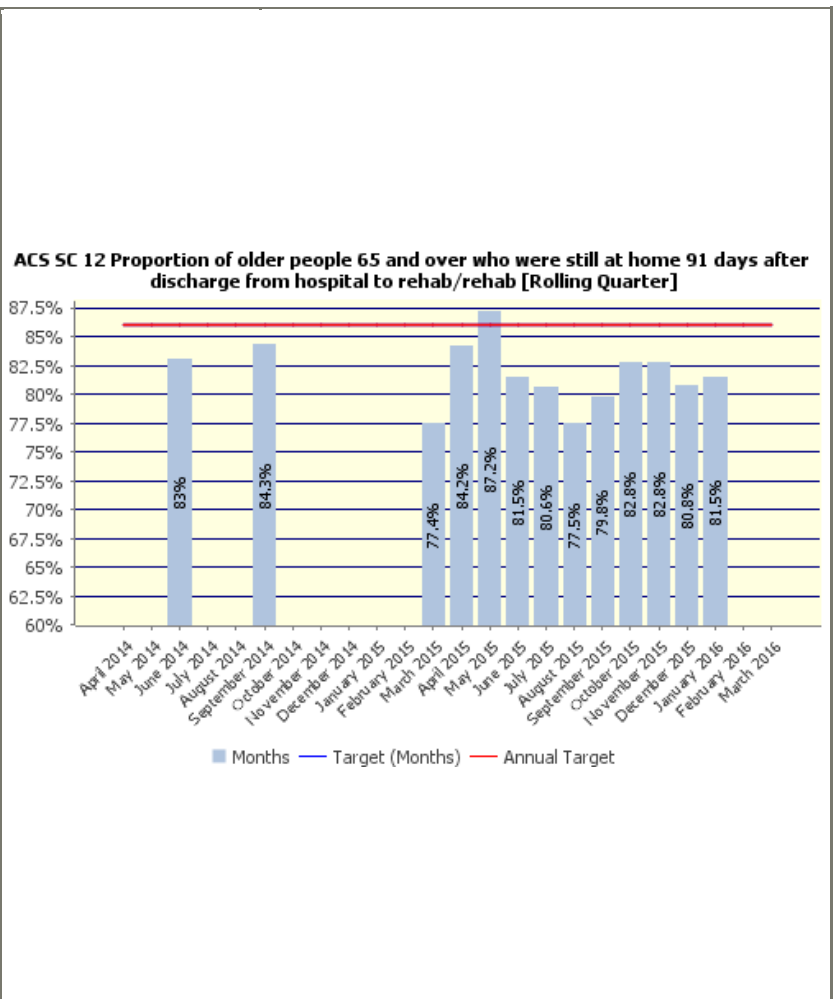
Awaiting confirmation from Veolia updated data information for January 2015. A validation of the data for both waste collection and waste disposal is underway as a result of the changes in both the waste collection contract and the residual waste treated at the MBT facility since October 2015 and through the commissioning period.

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


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

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]			<p>January 2016 result</p>
Expected Outcome		Format	Aim to Maximise	
Managed By	Sharon Houlden			
Year Introduced				

Date Range 1		
	Value	Target
April 2014		86%
May 2014	N/A	86%
June 2014	83%	86%
July 2014	N/A	86%
August 2014	N/A	86%
September 2014	84.3%	86%
October 2014	N/A	86%
November 2014	N/A	86%
December 2014		86%
January 2015	N/A	86%
February 2015	N/A	86%
March 2015	77.4%	86%
April 2015	84.2%	86%
May 2015	87.2%	86%
June 2015	81.5%	86%
July 2015	80.6%	86%
August 2015	77.5%	86%
September 2015	79.8%	86%
October 2015	82.8%	86%
November 2015	82.8%	86%
December 2015	80.8%	86%
January 2016	81.5%	86%
February 2016		86%
March 2016		86%

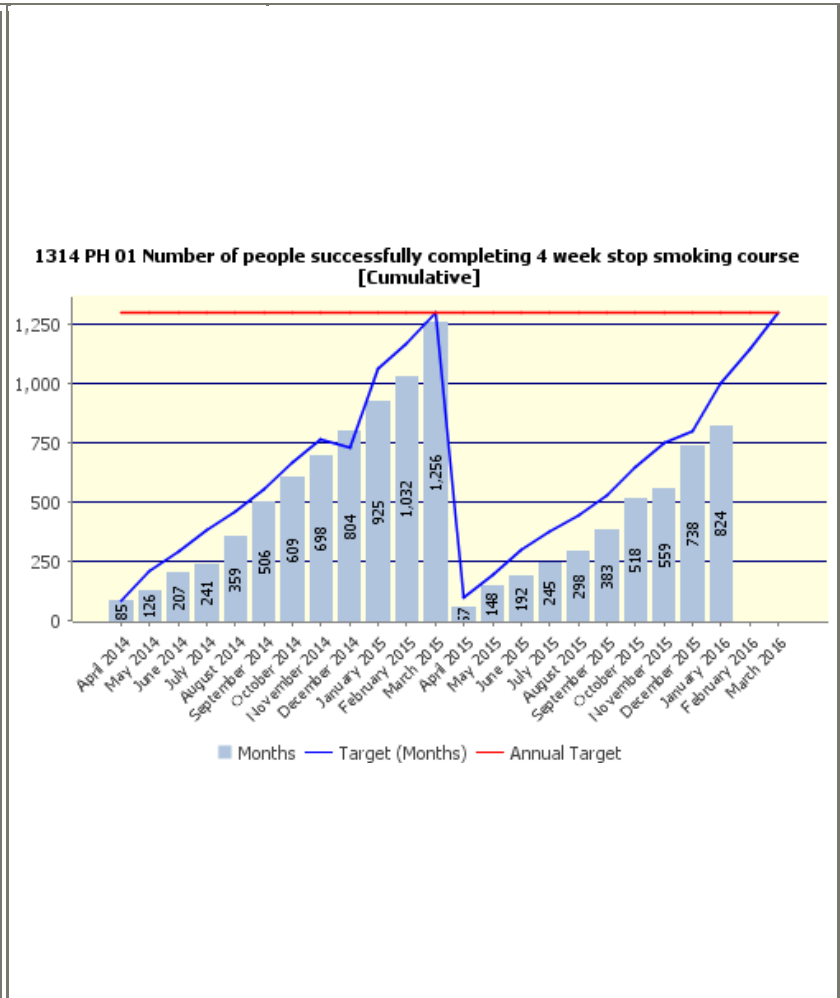


For the period August - October which is reported 3 months later in January 2016, 108 people started reablement, of which 85 were at home 91 days later, which is 78.7%. Year to date 286 people have started reablement of which 233 were at home 91 days later, which is 81.5%.

CP 3.5	Number of people successfully completing 4 week stop smoking course [Cumulative]		
Expected Outcome		Format	Aim to Maximise
Managed By	Liesel Park		
Year Introduced			



Date Range 1		
	Value	Target
April 2014	85	89
May 2014	126	208
June 2014	207	297
July 2014	241	383
August 2014	359	464
September 2014	506	558
October 2014	609	672
November 2014	698	769
December 2014	804	729
January 2015	925	1,068
February 2015	1,032	1,171
March 2015	1,256	1,300
April 2015	57	100
May 2015	148	200
June 2015	192	300
July 2015	245	380
August 2015	298	450
September 2015	383	530
October 2015	518	650
November 2015	559	750
December 2015	738	800
January 2016	824	1,000
February 2016		1,150
March 2016		1,300



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

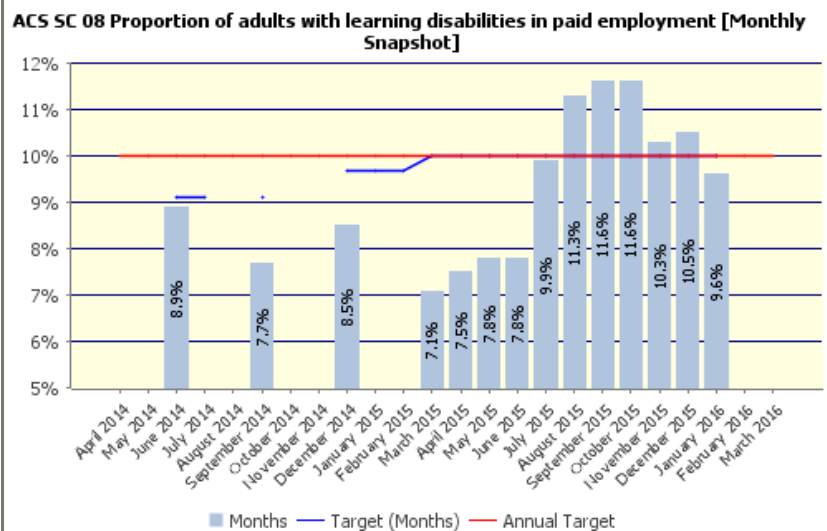
A recovery plan has been put in place to deliver the required final target. This plan includes an audit of the performance of all primary care stop smoking providers, which is currently underway. A local media and marketing campaign to increase recruitment of quitters commenced in January 2016 and is continuing to run. As at 10th February, confirmed quits - 824.

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Expected Outcome: Some slippage against target 3

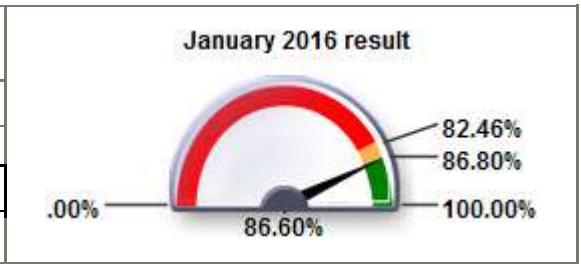
CP 4.2	Proportion of adults with learning disabilities in paid employment [Monthly Snapshot]			<p>January 2016 result</p> <p>9.8% 9.5% 5% 9.6% 15%</p>
Expected Outcome		Format	Aim to Maximise	
Managed By	Sharon Houlden			
Year Introduced				

Date Range 1		
	Value	Target
April 2014		
May 2014	N/A	
June 2014	8.9%	9.1%
July 2014	N/A	9.1%
August 2014	N/A	
September 2014	7.7%	9.1%
October 2014	N/A	
November 2014	N/A	
December 2014	8.5%	9.7%
January 2015	N/A	9.7%
February 2015	N/A	9.7%
March 2015	7.1%	10%
April 2015	7.5%	10%
May 2015	7.8%	10%
June 2015	7.8%	10%
July 2015	9.9%	10%
August 2015	11.3%	10%
September 2015	11.6%	10%
October 2015	11.6%	10%
November 2015	10.3%	10%
December 2015	10.5%	10%
January 2016	9.6%	10%
February 2016		
March 2016		

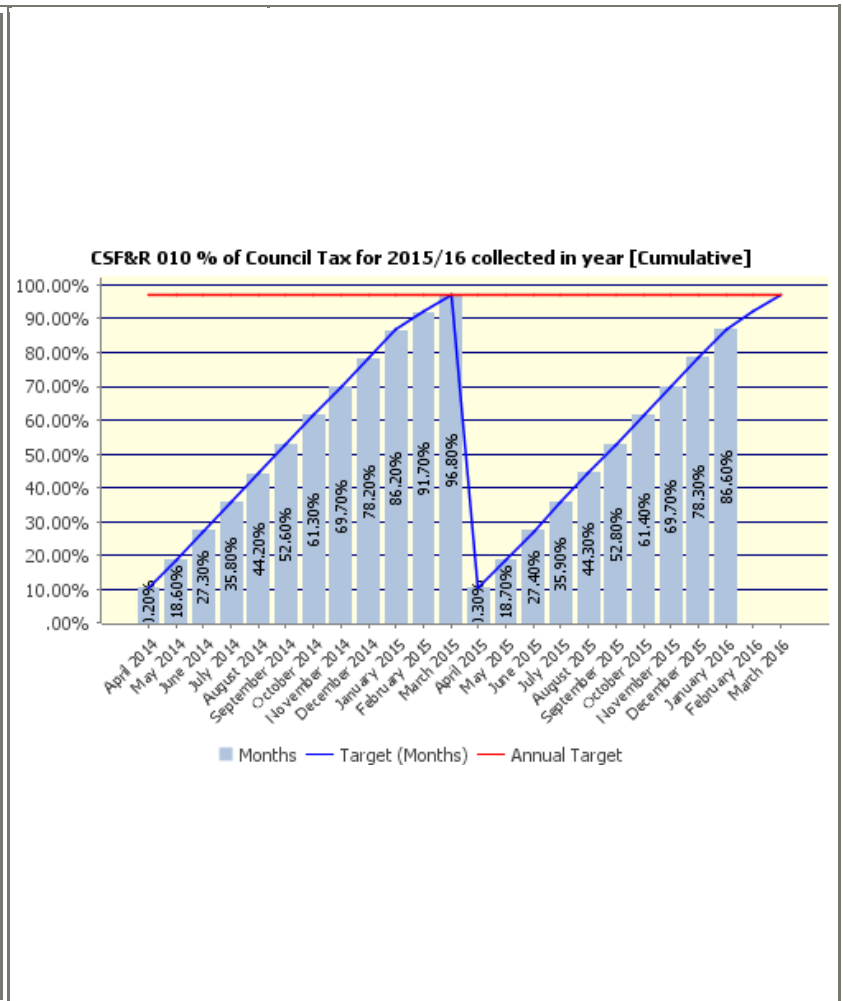


From 449 appropriate LD people, there are 43 in paid employment. The reduction from previous months is because 2 people ended their employment in early January.


CP 4.3	% of Council Tax for 2015/16 collected in year [Cumulative]		
Expected Outcome		Format	Aim to Maximise
Managed By	Joe Chesterton		
Year Introduced	2000		

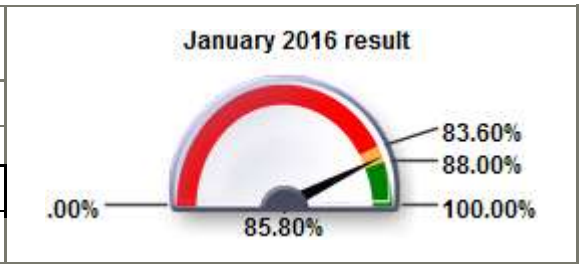


Date Range 1		
	Value	Target
April 2014	10.20%	10.20%
May 2014	18.60%	18.50%
June 2014	27.30%	27.20%
July 2014	35.80%	35.80%
August 2014	44.20%	44.40%
September 2014	52.60%	52.60%
October 2014	61.30%	61.40%
November 2014	69.70%	69.80%
December 2014	78.20%	78.40%
January 2015	86.20%	86.80%
February 2015	91.70%	92.40%
March 2015	96.80%	97.00%
April 2015	10.30%	10.20%
May 2015	18.70%	18.50%
June 2015	27.40%	27.20%
July 2015	35.90%	35.80%
August 2015	44.30%	44.40%
September 2015	52.80%	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		92.40%
March 2016		97.00%

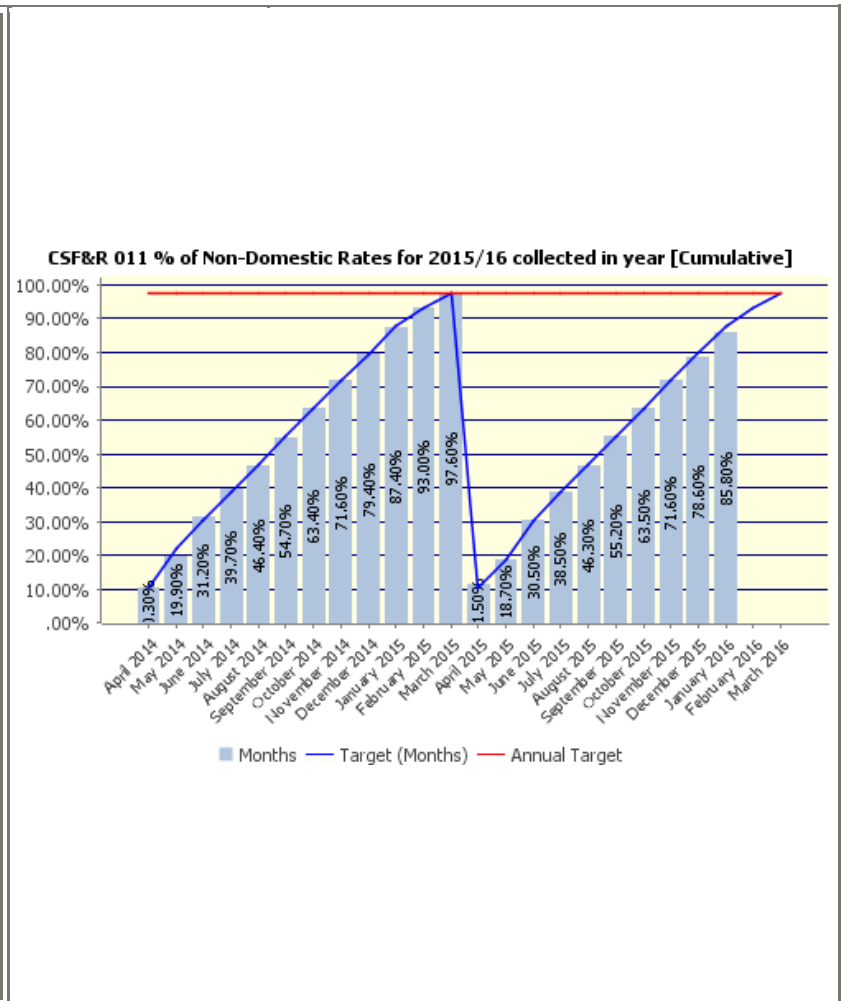


Council Tax collection is 0.2% down against the target. Collection does fluctuate and we are currently on track to reach year-end target.

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



Date Range 1		
	Value	Target
April 2014	10.30%	10.30%
May 2014	19.90%	21.90%
June 2014	31.20%	30.40%
July 2014	39.70%	38.70%
August 2014	46.40%	46.80%
September 2014	54.70%	55.00%
October 2014	63.40%	63.40%
November 2014	71.60%	71.60%
December 2014	79.40%	79.70%
January 2015	87.40%	87.90%
February 2015	93.00%	92.90%
March 2015	97.60%	97.50%
April 2015	11.50%	10.30%
May 2015	18.70%	18.70%
June 2015	30.50%	30.40%
July 2015	38.50%	38.70%
August 2015	46.30%	46.80%
September 2015	55.20%	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		93.00%
March 2016		97.60%



A number of ratepayers now pay over 12 instalments and a review of expected instalments to end of year indicates that the targeted amount is still achievable. A number of large refunds have also been issued in January, which is also affecting the lower collection rate. In the meantime, extra recovery runs have also been scheduled to try and increase collection before the year end.



Revenue Budget Monitoring 2015/16

Period 10

as at 31 January 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 2015/16, based on the views of the Directors and their Management Teams, in light of expenditure and income to 31 January 2016.

The starting point for the budget monitoring is the original budget as agreed by Council in February 2015. Therefore, the full cost budget is being monitored, including fully allocated Management, Administrative and Technical Services (MATS) and capital financing costs. As at the end of November, all 2015-16 corporate savings had been allocated.

2. Overall Budget Performance – General Fund

No variation to budget is being forecast for the Council overall as measured against the latest budget. Within this position there is a projected overspend of £157,000 in Council departmental spending. This position includes the budget pressures some services are reporting, offset by some significant one-off underspends as shown in the detail in section 3 on service variances. Without these one-off underspends, pressures would still exist in the Council base budget. In addition to the departmental position there is a £157,000 underspend in non-service areas.

General Fund Portfolio Forecast Comparison 2015/16 at 31 January 2016 - Period 10

Portfolio	Latest Budget 2015/16 £000	Projected Outturn 2015/16 £000	January Forecast Variance £000	December Forecast Variance £000
Health & Adult Social Care	41,706	42,001	295	352
Children & Learning	32,555	32,904	349	305
Leader	5,944	6,032	88	(18)
Enterprise, Tourism & Economic Development	15,546	15,433	(113)	(221)
Community & Organisational Development	2,754	2,461	(293)	(389)
Public Protection, Waste & Transport	24,922	24,817	(105)	(75)
Housing, Planning & Regulatory Services	13,021	12,957	(64)	(14)
Total Portfolio	136,448	136,605	157	(60)
Non-Service Areas	(10,354)	(10,511)	(157)	(249)
Net Expenditure / (Income)	126,094	126,094	0	(309)

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

3. Service Variances - £157,000 forecast Overspend

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

Portfolio	Unfavourable £(000)	Favourable £(000)	Net £(000)
Health and Adult Social care			
Additional income from court of protection		(55)	
People with a Learning Disability - Lower than estimated homecare and residential care placements		(468)	
People with Mental Health Needs - Higher than estimated residential care placements, direct payment packages and supported living	927		
Physical and Sensory Impairment - Higher than estimated residential care placements.	212		
Older People - Reduced residential care packages partly offset by higher than estimated homecare and direct payment packages		(322)	
Minor Variances		1	
	1,139	(844)	295
Children & Learning			
External carers support contract taken back in-house		(20)	
Legal charges for children in care - high case load	130		
Children's Placements -high cost children with disabilities	180		
Children's Placements - current cohort of LAC		(186)	
Additional spend on qualified social workers	345		
Forecast on current fostering placements and impact of adoption		(60)	
Agency spend on Independent Reviewing Officers	100		
Staffing synergies in Early Years teams		(20)	
School Access and Development new management		(20)	
Secure Youth Remand	10		
On-going restructure of Early Help Team ahead of 16/17 savings		(20)	
Home to School Education Transport		(90)	
Minor Variances			
	765	(416)	349
Leader			
Asset Management EPAM Income		(6)	
Overspend on cleaning costs and Civic Campus	65		
Overspend on water services	15		
Overtime and Agency cover for Business Support	37		
Emergency Planning Standby Pay		(4)	
Treasury Management costs		(4)	
Council Tax Court Costs raised		(54)	
Member Expenses		(20)	
Vacant hours in the Programme Office		(8)	
Reduction in Property and Regeneration contract income	90		
Minor Variances		(23)	
	207	(119)	88

Portfolio (Cont.)			
Enterprise, Tourism & Economic Development			
Leisure contract saving		(320)	
Lower than expected Arts Grants	10		
Art Gallery utilities		(50)	
Forum ICT costs and facilities management contract	50		
Allotment income		(20)	
SLA costs reduced		(10)	
Golf course income	20		
Cliff lift maintenance	10		
Museums staffing, equipment and income shortfall	55		
Library seasonal staff and income shortfall	75		
Outdoor sports income	85		
Cost of exhibitions	20		
Grounds maintenance income		(65)	
Grounds maintenance staffing & materials/maintenance costs	155		
Parks Contractor costs		(65)	
Grounds maintenance Southend contract start up costs	30		
High Street market income		(20)	
Advertising and marketing		(25)	
Pier admission and café income		(135)	
Pier repairs and maintenance	30		
SMAC income and instructor recruitment issues	55		
Minor Variances	2		
	597	(710)	(113)
Community Development			
Bereavement Services Income		(140)	
Staff Vacancies in Customer Service team		(60)	
Additional overtime and agency costs in Benefits team	107		
Change to the Collection Fund Accounting Treatment of Discretionary Relief in the Voluntary Sector		(76)	
Vacant hours in the Voluntary Sector Support Team		(10)	
HR Agency and Overtime costs	45		
Staff Vacancies in Information, Comms & Technology		(130)	
Staff Vacancies in Transport Management		(29)	
	152	(445)	(293)
Public Protection, Waste & Transport			
Car parking income		(100)	
Traffic signal maintenance		(25)	
Decriminalised parking income	100		
Structural maintenance contractor costs	330		
Business support team printing and subscriptions	20		
Concessionary Fares underspend due to using calculator method		(150)	
Street works permit income		(280)	
	450	(555)	(105)
Housing, Planning & Regulatory Services			
Development control income and vacant posts		(100)	
Regulatory Services legal fees	10		
Animal Warden contractors	26		
	36	(100)	(64)
Total	3,346	(3,189)	157

4. Non Service Variances (£157,000) forecast underspend

Financing Costs - (£536K)

This provision is forecast to be underspent against budget at the year-end as; the principal repayment financing charges for 2015/16 are affected by the financing of the 2014/15 capital programme (£83K); no PWLB borrowing taken out (£368k); interest

receivable on the HRA's internal borrowing is expected to be higher than estimated in the budget (£145K) and a revised estimate of interest payable on the HRA cashflow of £60k.

Appropriations to Reserves - £379K

At year-end, there is forecast to be an appropriation of £300,000 from earmarked reserves to meet in-year expenditure from the Adults Social Care reserve and £679,000 to the Business Transformation Reserve.

5. Appropriations to / from Earmarked Reserves

Net appropriations from Earmarked Reserves totalling £1,889,000 were agreed by Council when setting the 2015/16 budget in February 2015. The current outturn position allows for further in-year appropriations from/(to) reserves, totalling (£1,056,360). Total net appropriations from reserves for 2015/16 will therefore equal £832,640.

- £498,300 from the Business Transformation Reserve to enable the progression of various projects,
- £257,900 of Social Work Training grants and the Practice Learning Fund,
- £145,600 from the Adoption Reform grant reserve,
- £1,401,090 from the Public Health Grant
- (£275,350) to the Supporting People reserve
- £293,000 from the Rough Sleeper Grant reserve
- £3,500 from Committee Management reserve
- £273,600 from the Queensway reserve
- (£500,000) to the Interest Equalisation reserve
- (£400,000) to the Public Health Reserve
- (£2,235,000) to RCCO
- (£ 90,000) to Capital Reserve for Cremated Remains
- (£ 50,000) to the Repairs and Renewals Reserve
- (£677,360)

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

- £300,000 from the Adult Social Care Reserve
- (£679,000) to the Business Transformation Reserve
- (£379,000)

6. Revenue Contributions to Capital Outlay (RCCO)

The original budget for 2015/16 included planned revenue contributions for capital investments, via the use of Earmarked Reserves, of £3,090,000. Due to slippage in the capital programme, this budget is now £855,000, balanced by the use of the Capital Reserve.

7. Performance against Budget savings targets for 2015/16

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

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

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

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

	Red £000	Amber £000	Green £000	Original Savings Total £000	Projected Outturn £000	Forecast Variance £000
Department						
Corporate Services	35	35	1,397	1,467	1,437	(30)
People	0	1,935	4,530	6,465	6,395	(70)
Place	40	830	1,698	2,568	2,523	(45)
Total	75	2,800	7,625	10,500	10,355	(145)

Although the current forecast is showing a shortfall of £145,000 against the required savings total of £10.5 million, it is currently expected that the total savings will be delivered in full as part of each Department's overall budget total by the end of the financial year either by finding alternative savings or ensuring amber and red savings are delivered in full.

8. Budget Virements

In line with the new financial procedure rules approved by Council on 23rd July, 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 from 1st August 2015.

	DR £	CR £
Virements up to 31/07/2015	950	(950)
Virements over £50,000 in reported period	808	(808)
Virements over £50,000 in previous periods	676	(676)
Virements approved under delegated authority	6,227	(6,227)
Total virements	8,661	(8,661)

The virements for Cabinet approval this period are for;

- £250,000 Revenue virement from Learning Disabilities to Mental Health Supported Living.
- £127,000 Revenue virement to realign Better Care Fund budgets
- £266,000 Revenue virement for ASO works previously managed by ISS now brought in house
- £100,000 Revenue virement for drainage and footways in the Repairs and Maintenance budgets
- £65,000 Revenue virement to offset some of the pressure on the footways repairs and maintenance budget

9. Overall Budget Performance – Housing Revenue Account (HRA)

The HRA budget was approved by Council on 26th February 2015 and anticipated that £2,721,000 would be appropriated to earmarked reserves in 2015/16.

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

The current forecast is projecting an overspend on capital financing charges of £58,000. This is because the interest payable on the HRA's internal borrowing is higher than estimated in the budget, partly offset by a reduced depreciation charge as a result of the revaluation of HRA dwellings. There is also a pressure of £60,000 relating to the residential security patrol services at Victoria ward, a projected higher than expected rental income of £300,000 and £160,000 fees and charges due to a lower number of void properties than estimated in the budget. It is proposed that the net underspend of £417,000 be transferred to the HRA Capital Investment Reserve, therefore leaving the main revenue reserve unchanged.

General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Portfolio Holder Summary

Portfolio	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
Health & Adult Social Care	73,613	(33,702)	39,911	1,795	41,706	42,001	295	33,451	33,339	(112)
Children & Learning	141,833	(108,356)	33,477	(922)	32,555	32,904	349	26,999	27,453	454
Leader	20,753	(16,655)	4,098	1,846	5,944	6,032	88	655	(500)	(1,155)
Enterprise, Tourism & Economic Development	18,953	(5,009)	13,944	1,602	15,546	15,433	(113)	13,135	12,907	(228)
Community & Organisational Development	116,541	(113,928)	2,613	141	2,754	2,461	(293)	2,233	2,124	(109)
Public Protection, Waste & Transport	37,593	(12,357)	25,236	(314)	24,922	24,817	(105)	18,848	19,184	336
Housing, Planning & Regulatory Services	15,186	(2,222)	12,964	57	13,021	12,957	(64)	10,773	10,651	(122)
Portfolio Net Expenditure	424,472	(292,229)	132,243	4,205	136,448	136,605	157	106,094	105,158	(936)
Reversal of Depreciation	(26,976)	6,994	(19,982)	(279)	(20,261)	(20,261)	0	(16,715)	(16,712)	3
Levies	550	0	550	(1)	549	549	0	424	412	(12)
Financing Costs	20,050	(3,988)	16,062	(517)	15,545	15,009	(536)	11,049	10,503	(546)
Contingency	4,825	0	4,825	(1,900)	2,925	2,925	0	3,023	0	(3,023)
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	483	483
Sub Total	(6,333)	3,006	(3,327)	(2,697)	(6,024)	(6,560)	(536)	(2,219)	(5,314)	(3,095)
Net Operating Expenditure	418,139	(289,223)	128,916	1,508	130,424	130,045	(379)	103,875	99,844	(4,031)
General Grants	0	(3,973)	(3,973)	0	(3,973)	(3,973)	0	(3,158)	(3,374)	(216)
Corporate Savings	(50)	0	(50)	50	0	0	0	0	0	0
Revenue Contribution to Capital	3,090	0	3,090	(2,235)	855	855	0	2,575	0	(2,575)
Contribution to / (from) Earmarked	(1,889)	0	(1,889)	677	(1,212)	(833)	379	(3,345)	(2,581)	764
Contribution to / (from) General Reserves	0	0	0	0	0	0	0	0	0	0
Net Expenditure / (Income)	419,290	(293,196)	126,094	0	126,094	126,094	0	99,947	93,889	(6,058)

Use of General Reserves					
Balance as at 1 April 2015		11,000		11,000	0
Use in Year		0	0	0	0
Balance as at 31 March 2016		11,000	0	11,000	0

**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Health and Adult Social Care
Portfolio Holder - Cllr J Moyies**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Adult Support Services and Management	498	(507)	(9)	45	36	36	0	35	43	8
b Commissioning Team	2,063	(2,062)	1	55	56	1	(55)	36	(2)	(38)
c Strategy & Development	1,660	(1,934)	(274)	247	(27)	(18)	9	(9)	2	11
d People with a Learning Disability	16,712	(1,734)	14,978	(246)	14,732	14,264	(468)	12,282	11,831	(451)
e People with Mental Health Needs	3,105	(165)	2,940	328	3,268	4,195	927	2,714	3,681	967
f Older People	31,999	(14,581)	17,418	831	18,249	17,927	(322)	13,916	13,576	(340)
g Other Community Services	3,226	(2,880)	346	(234)	112	112	0	1,465	1,513	48
h People with a Physical or Sensory Impairment	4,595	(552)	4,043	(8)	4,035	4,247	212	3,427	3,698	271
i Service Strategy & Regulation	328	(107)	221	(94)	127	119	(8)	89	105	16
j Drug and Alcohol Action Team	2,717	(2,548)	169	369	538	538	0	25	17	(8)
k Young Persons Drug and Alcohol Team	301	(263)	38	3	41	41	0	(9)	(15)	(6)
l Public Health	6,409	(6,369)	40	499	539	539	0	(520)	(1,110)	(590)
Total Net Budget for Portfolio	73,613	(33,702)	39,911	1,795	41,706	42,001	295	33,451	33,339	(112)

Virements

£000

Transfer from earmarked reserves
Allocation from Contingency
In year virements

1,325
296
174

1,795

**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Health and Adult Social Care
Portfolio Holder - Cllr J Moyies**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Underspend mainly due to additional court of protection income.	
c.	
d. Forecast underspend because of lower than estimated residential care placements and direct payments.	Forecast underspend because of lower than estimated residential care placements and direct payments.
e. Overspending because of higher than estimated residential care placements, direct payments and supported living.	Overspending because of higher than estimated residential care placements, direct payments and supported living
f. Reduced residential care placements offset by higher homecare and direct payment packages. Because of the volatility of this budget, the forecast variance may suddenly change over the year.	Reduced residential care placements offset by higher homecare and direct payment packages.
g.	
h. Higher than estimated residential care placements and supported living.	Higher than estimated residential care placements and supported living.
i.	
j.	
k.	
l.	

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**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Children and Learning
Portfolio Holder - Cllr A P Jones**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Childrens Commissioning	1,093	(558)	535	(178)	357	337	(20)	321	325	4
b Children with Special Needs	2,171	(777)	1,394	197	1,591	1,901	310	1,318	1,554	236
c Early Years Development and Child Care Partnership	11,089	(9,623)	1,466	97	1,563	1,543	(20)	1,367	1,428	61
d Children Fieldwork Services	4,887	0	4,887	(469)	4,418	4,763	345	3,684	3,886	202
e Children Fostering and Adoption	7,182	(208)	6,974	(312)	6,662	6,602	(60)	5,552	5,492	(60)
f Youth Service	1,813	(390)	1,423	(184)	1,239	1,219	(20)	975	957	(18)
g Age 14 to 19 Learning and Development	0	0	0	0	0	0	0	0	1	1
h Other Education	577	(524)	53	114	167	167	0	177	141	(36)
i Schools Retained Budgets	0	0	0	0	0	0	0	0	0	0
j Private Voluntary Independent	4,465	(160)	4,305	0	4,305	4,119	(186)	3,588	3,481	(107)
k Schools Delegated Budgets	71,093	(71,093)	0	0	0	0	0	(1)	(20)	(19)
l Children Specialist Commissioning	1,201	(59)	1,142	(100)	1,042	1,142	100	868	951	83
m Children Specialist Projects	219	(216)	3	112	115	115	0	92	174	82
n School Support and Preventative Services	32,969	(23,616)	9,353	(173)	9,180	9,070	(110)	7,467	7,485	18
o Youth Offending Service	3,074	(1,132)	1,942	(26)	1,916	1,926	10	1,591	1,598	7
Total Net Budget for Portfolio	141,833	(108,356)	33,477	(922)	32,555	32,904	349	26,999	27,453	454

Virements

£000

Transfer from earmarked reserves
Allocation from Contingency
In year virements

374
97
(1,393)

(922)

**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Children and Learning
Portfolio Holder - Cllr A P Jones**

Forecast Outturn Variance	Year to Date Variance
a. Probable underspend on the School Admissions service with changing management arrangements.	
b. Current cohort includes 3 high cost LDD placements, Direct Payments also overspent. Total £180K overspent. £130K overspend due to costs of legal representation in child protection cases	
c. Some underspend on staffing due to synergies with 'A Better Start' project will offset the pressure in 2015/16	Children's Centre savings not yet enacted, plans are progressing, but this leaves a Cost pressure of £100K which will be contained by drawing down on reserves earmarked for this purpose.
d. Overspend due to cost of Social Workers in frontline child protection roles in Care Management and First Contact teams.	
e. Forecast for current cohort of fostering places. Position has reverted to a small underspend with adoption referral income exceeding the budget set. However fostering demand remains high as there has been a net increase of 46 fostering placements from September to December (this includes a number of sibling groups). New internal foster carers have been recruited as part of a longer term strategy to reduce external placements.	
f. Cessation of external carers support contract with duties taken in-house; early impact of saving for next financial year.	
g.	
h.	
i.	
j. Current cohort of PVI placements is forecast to underspend but this budget remains volatile and susceptible to sudden changes in demand from high cost placements such as secure accommodation placements.	
k.	
l. Agency spending on Independent Reviewing Officers.	
m. .	
n. Home to School Transport forecast indicates an underspend in line with last year following a review of procedures and contracts.	

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On-going restructure of the Child and Family Early Intervention Service should result in savings targets for 2015/16 being surpassed - £20k under.

- o. 5 Young people currently in remand so costs are likely to exceed the grant and reserves available by. £50k. Vacant post in the Youth Offending Service offsets this overspend.
-

**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Leader
Portfolio Holder - Cllr R Woodley**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Accounts Payable	194	(154)	40	(39)	1	1	0	5	(7)	(12)
b Accounts Receivable	274	(282)	(8)	11	3	(4)	(7)	4	(8)	(12)
c Accountancy	2,616	(2,834)	(218)	222	4	4	0	9	(70)	(79)
d Asset Management	429	(428)	1	(15)	(14)	(20)	(6)	(11)	(24)	(13)
e Internal Audit & Corporate Fraud	855	(907)	(52)	52	0	0	0	2	1	(1)
f Buildings Management	2,843	(2,873)	(30)	(72)	(102)	(22)	80	74	99	25
g Administration & Support	549	(550)	(1)	2	1	1	0	(1)	(39)	(38)
h Community Centres and Club 60	63	(1)	62	(10)	52	52	0	46	48	2
i Corporate and Industrial Estates	921	(2,350)	(1,429)	0	(1,429)	(1,429)	0	(1,516)	(1,757)	(241)
j Corporate and Non Distributable Costs	3,354	(172)	3,182	1,609	4,791	4,787	(4)	(579)	(1,057)	(478)
k Corporate Subscriptions	73	0	73	5	78	78	0	66	66	0
l Council Tax Admin	1,413	(471)	942	6	948	894	(54)	835	610	(225)
m Emergency Planning	102	0	102	2	104	100	(4)	87	83	(4)
n Democratic Services Support	458	0	458	(27)	431	417	(14)	362	333	(29)
o Media And Communication	0	0	0	0	0	0	0	0	0	0
p Member Expenses	732	0	732	0	732	718	(14)	611	602	(9)
q Department of Corporate Services	1,053	(1,053)	0	8	8	45	37	17	53	36
r Elections and Electoral Registration	394	0	394	55	449	457	8	382	391	9
s Strategy & Performance	895	(966)	(71)	72	1	1	0	(4)	(24)	(20)
t Programme Office	340	(341)	(1)	7	6	(7)	(13)	5	(11)	(16)
u Information and Governance	0	0	0	0	0	0	0	0	0	0
v Insurance	195	(241)	(46)	(8)	(54)	(54)	0	77	74	(3)
w Local Land Charges	255	(319)	(64)	26	(38)	(38)	0	(22)	(13)	9
x Legal Services	1,105	(1,131)	(26)	28	2	2	0	4	8	4
y Non Domestic Rates Collection	360	(302)	58	13	71	60	(11)	59	26	(33)
z Payroll	0	0	0	0	0	0	0	0	(6)	(6)
aa Corporate Procurement	705	(705)	0	(2)	(2)	(2)	0	3	(33)	(36)
ab Property Management & Maintenance	575	(575)	0	(99)	(99)	(9)	90	140	155	15
Total Net Budget for Portfolio	20,753	(16,655)	4,098	1,846	5,944	6,032	88	655	(500)	(1,155)

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**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Leader
Portfolio Holder - Cllr R Woodley**

Virements	£000
Transfer from earmarked reserves	327
Allocation from Contingency	116
In year virements	1,403
	1,846

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Forecast Outturn Variance	Year to Date Variance
a.	Staff Vacancies
b. Minor underspends across supplies and services budgets	
c.	Underspend due to staff vacancies
d. Excess income for EPAM system	
e.	
f. Insufficient budget for cleaning, following the Civic Centre refurbishment is causing a pressure which is being partially offset by staffing vacancies	An overspend on cleaning costs is being offset by underspends on employee and furniture costs
g.	Vacancies and vacant hours
h.	
i.	Underspend on the Repairs and Maintenance and Refuse Collection budgets for Op/Non-op Properties. Higher income received to date than profiled in the budget
j. Treasury Management Fees	Current underspend on Salary costs, Corporate Initiatives, Pension Backfunding, and Treasury Management costs. Due to the ad-hoc and high value nature of expenditure for Corporate Initiatives and Pension Backfunding, it is not possible to accurately profile the budget
k.	
l. More court costs relating to Council Tax have been raised to date than anticipated in the budget	More court costs relating to Council Tax have been raised than anticipated although this is likely to result in a high provision for Bad Debt at the end of the year

Forecast Outturn Variance	Year to Date Variance
m. Saving on employee's budget due only one person claiming stand by payment	
n. Expected underspend on the Members' scrutiny and conference budgets	
o.	
p. Members are underspending on conference and catering budgets	
q. Agency costs and overtime due to P.A. support. Costs associated with the staff induction video and advertising audit	
r. Individual Electoral Registration is creating a pressure on the printing budget	
s.	A current underspend on employee budget in the PEC team is being partially offset by Agency costs. There is a general underspend across the service
t. Underspend on employee costs due to vacant hours and reduced printing costs	
u.	
v.	
w.	
x.	
y. Underspends expected against Supplies and Services	
z.	
aa.	
ab. Income shortfall due to termination of a contract with Seevic.	

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**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Enterprise, Tourism & Economic Development
Portfolio Holder - Cllr G Longley**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Arts Development	516	(205)	311	17	328	328	0	245	302	57
b Amenity Services Organisation	3,005	(2,389)	616	1,888	2,504	2,624	120	2,178	2,412	234
c Economic Development	483	(112)	371	232	603	603	0	531	230	(301)
d Culture Management	135	(6)	129	(38)	91	91	0	77	84	7
e Library Service	3,509	(387)	3,122	203	3,325	3,450	125	2,868	3,064	196
f Museums And Art Gallery	1,168	(92)	1,076	216	1,292	1,327	35	1,092	1,112	20
g Parks And Amenities Management	4,458	(663)	3,795	(1,049)	2,746	2,766	20	2,188	2,166	(22)
h Climate Change	218	0	218	78	296	296	0	258	269	11
i Resort Services Pier and Foreshore and Southend Marine Activity Centre	3,130	(947)	2,183	117	2,300	2,250	(50)	1,929	1,889	(40)
j Sports Development	277	(134)	143	25	168	168	0	137	141	4
k Sport and Leisure Facilities	836	0	836	(66)	770	450	(320)	642	349	(293)
l Southend Theatres	582	(16)	566	(13)	553	553	0	507	492	(15)
m Support to Mayor	211	0	211	5	216	218	2	184	176	(8)
n Town Centre	124	(48)	76	22	98	78	(20)	85	53	(32)
o Tourism	301	(10)	291	(35)	256	231	(25)	214	168	(46)
Total Net Budget for Portfolio	18,953	(5,009)	13,944	1,602	15,546	15,433	(113)	13,135	12,907	(228)

Virements

Transfer from earmarked reserves	£000
Allocation from Contingency	32
In year virements	126
	1,444
	1,602

**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Enterprise, Tourism & Economic Development
Portfolio Holder - Cllr G Longley**

Forecast Outturn Variance	Year to date Variance
a.	Full year exhibition budget spent.
b. New Southend contract start-up costs. High supplies and services costs and machinery hire costs.	Bulk expenditure/orders in advance of need.
c.	Grant funding received in advance of spend.
d.	
e. ICT costs previously charged to capital. Income shortfall across most libraries. Facilities management costs to be reviewed.	ICT costs previously charged to capital. Income shortfall across most libraries. Facilities management costs to be reviewed.
f. Peak relief staff costs and expenditure on exhibitions.	Peak relief staff costs and expenditure on exhibitions.
g. Income from outdoor sports low, partially offset by allotment income exceeding target.	Year to date underspend on contract work.
45 h.	
i. Pier entrance and train fees achieving above target.	Pier entrance and train fees achieving above target.
j.	
k. Saving achieved from the new leisure management contract.	Saving achieved from the new leisure management contract.
l.	
m.	
n. Income generated by the Town Centre market.	Income generated by the Town Centre market.
o. Full Tourism budget not committed for the year.	Full Tourism budget not committed for the year.

**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Community & Organisational Development
Portfolio Holder - Cllr I Gilbert**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Closed Circuit Television	403	(18)	385	94	479	479	0	393	401	8
b Cemeteries and Crematorium	1,437	(2,044)	(607)	(88)	(695)	(835)	(140)	(487)	(729)	(242)
c Community Safety	356	(41)	315	(102)	213	213	0	171	155	(16)
d Customer Services Centre	1,922	(1,968)	(46)	138	92	32	(60)	80	(40)	(120)
e Council Tax Benefit	0	0	0	0	0	0	0	0	(41)	(41)
f Dial A Ride	103	(17)	86	7	93	93	0	77	76	(1)
Housing Benefit and Council Tax Benefit Admin	2,830	(1,285)	1,545	(407)	1,138	1,245	107	943	1,009	66
g Rent Benefit Payments	98,947	(99,050)	(103)	300	197	197	0	165	641	476
i Partnership Team	327	0	327	7	334	334	0	278	245	(33)
j Registration of Births Deaths and Marriages	470	(323)	147	(19)	128	128	0	107	94	(13)
k Support To Voluntary Sector	913	0	913	(43)	870	784	(86)	661	639	(22)
l Human Resources	1,936	(1,946)	(10)	(37)	(47)	(2)	45	(116)	(73)	43
m Information Comms & Technology	5,064	(5,450)	(386)	351	(35)	(165)	(130)	(35)	(191)	(156)
n People & Organisational Development	449	(455)	(6)	8	2	2	0	2	(22)	(24)
o Transport Management	209	(209)	0	1	1	(28)	(29)	1	(28)	(29)
p Tickfield Training Centre	366	(349)	17	(20)	(3)	(3)	0	4	1	(3)
q Vehicle Fleet	809	(773)	36	(49)	(13)	(13)	0	(11)	(13)	(2)
Total Net Budget for Portfolio	116,541	(113,928)	2,613	141	2,754	2,461	(293)	2,233	2,124	(109)

Virements

£000

Transfer from earmarked reserves
Allocation from Contingency
In year virements

324
153
(336)
141

**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Community & Organisational Development
Portfolio Holder - Cllr I Gilbert**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Income for burials and cremations is expected to exceed budget	
c.	
d. In year vacancies	The underspend due to staff vacancies is likely to be partially offset by additional costs at year-end
e.	Overpayments repaid relating to prior years
f.	
g. Pressure on employees' budget due to overtime and agency costs. ICT maintenance support costs are higher than budget.	The year to date overspend on Benefits Administration is being partially offset by an underspend on the Social Fund and Community Hub. This is a result of budget profiling
h.	Period 10 Monitored position
i.	The supplies and services budget is not currently being spent in line with the profiling
j.	Lower demand in the winter period will reduce the underspend by year-end
k. There is an expected underspend in the Voluntary Sector premises costs due to a change in the accounting treatment of business rates. Additionally there should be a saving on employee budgets due to a member of staff now working part-time	Due to profiling, the underspend in business rates is not reflected in the year to date variance
l. An on-going pressure due to agency staff and overtime costs is being partially offset by an underspend on salaries	
m. Vacancies and internet costs	
n.	Work is being undertaken to understand the nature of the underspend
o. Staff vacancies	
p.	
q.	

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**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Public Protection, Waste & Transport
Portfolio Holder - Cllr M Terry**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Bridges and Structural Engineering	392	0	392	18	410	410	0	341	311	(30)
b Concessionary Fares	3,489	0	3,489	7	3,496	3,346	(150)	2,915	2,748	(167)
c Decriminalised Parking	1,965	(1,601)	364	14	378	478	100	282	407	125
d Enterprise Tourism and Environment Central Pool	1,858	(1,925)	(67)	70	3	23	20	8	47	39
e Flood and Sea Defence	874	(63)	811	(243)	568	568	0	337	332	(5)
f Highways Maintenance	10,296	(2,232)	8,064	(366)	7,698	7,748	50	6,408	6,661	253
g Car Parking Management	1,437	(5,647)	(4,210)	1	(4,209)	(4,309)	(100)	(3,693)	(3,818)	(125)
h Passenger Transport	389	(61)	328	18	346	346	0	290	291	1
i Public Conveniences	661	0	661	60	721	721	0	622	612	(10)
j Road Safety and School Crossing	365	(60)	305	32	337	337	0	272	251	(21)
k Regional And Local Town Plan	1,669	(752)	917	34	951	926	(25)	857	772	(85)
l Traffic and Parking Management	786	(5)	781	(165)	616	616	0	516	471	(45)
m Waste Collection	3,860	0	3,860	65	3,925	3,925	0	3,124	4,363	1,239
n Waste Disposal	4,019	0	4,019	105	4,124	4,124	0	3,428	2,749	(679)
o Environmental Care	652	(4)	648	(23)	625	625	0	518	462	(56)
p Civic Amenity Sites	654	0	654	(5)	649	649	0	533	449	(84)
q Waste Management	2,034	0	2,034	32	2,066	2,066	0	258	401	143
r Cleansing	2,193	(7)	2,186	32	2,218	2,218	0	1,832	1,675	(157)
Total Net Budget for Portfolio	37,593	(12,357)	25,236	(314)	24,922	24,817	(105)	18,848	19,184	336

Virements

Transfer from earmarked reserves
Allocation from Contingency
In year virements

£000

50
271
(635)

(314)

**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Public Protection, Waste & Transport
Portfolio Holder - Cllr M Terry**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Estimated invoices for Concessionary Fares using the new calculator method have been received for the full year. Allowing for adjustments an underspend is probable.	Estimated invoices are at 95% of expected usage.
c. Estimated year-end provisions in relation to decriminalised parking are expected to exceed the budgetary provision.	Estimated year-end provisions in relation to decriminalised parking are expected to exceed the budgetary provision.
d. Costs of printing and memberships.	Costs of printing and memberships.
e.	
49 f. Structural maintenance costs are exceeding the budgetary provision. This is being largely offset by additional income from Streetwork permits.	Highest expenditure incurred during the earlier months of the year.
g. Income from car parking above budgeted level .	Income from car parking above budgeted level.
h.	
i.	
j.	
k. Underspend on Traffic Signal Maintenance.	Underspend on Traffic Signal Maintenance.
l.	
m.	Smoothing of full contract saving to be met by the waste reserve this year.
n.	Penalty costs received from contractor due to not achieving contracted recycling rates.
o.	
p.	
q.	
r.	

**General Fund Forecast 2015/16
at 31 January 2016 - Period 10
Housing, Planning & Regulatory Services
Portfolio Holder - Cllr D Norman**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Building Control	593	(389)	204	92	296	296	0	236	238	2
b Development Control	1,022	(509)	513	(218)	295	195	(100)	263	167	(96)
c Regulatory Business	661	(11)	650	(86)	564	574	10	614	631	17
d Regulatory Licensing	632	(474)	158	(164)	(6)	20	26	45	110	65
e Regulatory Management	239	0	239	283	522	522	0	68	4	(64)
f Regulatory Protection	335	(62)	273	(92)	181	181	0	205	199	(6)
g Strategic Planning	398	0	398	14	412	412	0	378	381	3
h Strategy & Planning for Housing	218	0	218	(218)	0	0	0	0	13	13
i Private Sector Housing	5,866	(338)	5,528	135	5,663	5,663	0	4,718	4,722	4
j Housing Needs & Homelessness	1,449	(439)	1,010	230	1,240	1,240	0	1,035	1,087	52
k Supporting People	3,773	0	3,773	(193)	3,580	3,580	0	2,983	2,942	(41)
l Queensway Regeneration Project	0	0	0	274	274	274	0	228	157	(71)
Total Net Budget for Portfolio	15,186	(2,222)	12,964	57	13,021	12,957	(64)	10,773	10,651	(122)

Virements

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

£000

129

0

(72)

57

Forecast Outturn Variance	Year to date Variance
a.	
b. Income generated by Development Control is higher than expected. Vacant posts for the first ¼ of the year have generated a one-off underspend.	Income generated and vacant posts within Development Control.
c. Legal costs re National Trading Standards case.	
d. Saving not achieved regarding contractor costs.	
e.	
f.	
g.	
h.	
i.	
j.	
k.	
l.	

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Housing Revenue Account Forecast 2015/16
at 31 January 2016 - Period 10
Corporate Director - Simon Leftley

Description	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Employees	279	0	279	279	0	279	284	5
b Premises (Excluding Repairs)	673	0	673	733	60	673	707	34
c Repairs	5,236	0	5,236	5,236	0	4,430	4,430	0
d Supplies & Services	66	0	66	66	0	55	37	(18)
e Management Fee	9,264	0	9,264	9,264	0	7,839	7,839	0
f MATS	956	0	956	956	0	797	797	0
g Provision for Bad Debts	361	0	361	361	0	0	0	0
h Capital Financing Charges	13,770	(3,053)	10,717	10,775	58	8,907	8,935	28
Expenditure	30,605	(3,053)	27,552	27,670	118	22,980	23,029	49
i Fees & Charges	(3,789)	0	(3,789)	(3,949)	(160)	(3,157)	(3,424)	(267)
j Rents	(26,877)	0	(26,877)	(27,177)	(300)	(22,431)	(23,048)	(467)
k Other	(227)	0	(227)	(242)	(15)	(227)	(242)	(15)
l Interest	(90)	0	(90)	(150)	(60)	(75)	(125)	(50)
m Recharges	(530)	0	(530)	(530)	0	(442)	(341)	101
Income	(31,513)	0	(31,513)	(32,048)	(535)	(26,332)	(27,180)	(698)
n Appropriation to Earmarked reserves	2,721	1,240	3,961	4,378	417	0	0	0
o Statutory Mitigation on Capital Financing	(1,813)	1,813	0	0	0	0	0	0
Net Expenditure / (Income)	0	0	0	0	0	(3,352)	(4,151)	(649)
Use of Reserves								
Balance as at 1 April 2014	3,502	0	3,502	3,502	0			
Use in Year	(0)	0	(0)	(0)	0			
Balance as at 31 March 2015	3,502	0	3,502	3,502	0			

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**Housing Revenue Account Forecast 2015/16
at 31 January 2016 - Period 10
Corporate Director - Simon Leftley**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Overspend due to the cost of patrol services on Victoria Ward partly offset by an underspend on void sheltered properties council tax bills.	Overspend due to the cost of patrol services on Victoria Ward partly offset by an underspend on void sheltered properties council tax bills.
c.	
d.	
e.	
f.	
g.	
h. Interest payable on the HRA's internal borrowing is higher than estimated in the budget, slightly reduced by an underspend on depreciation charges due to the revaluation of HRA dwellings.	Interest payable on the HRA's internal borrowing is higher than estimated in the budget, slightly reduced by an underspend on depreciation charges due to the revaluation of HRA dwellings.
i. Higher than estimated service charges income because of a lower number of void properties than estimated in the budget.	Higher than estimated service charges income because of a lower number of void properties than estimated in the budget.
j. Higher than estimated rental income because of a lower number of void properties than estimated in the budget. There is also a higher rental income because of all new and transferring tenancies are being let at formula rent.	Higher than estimated rental income because of a lower number of void properties than estimated in the budget. There is also a higher rental income because of all new and transferring tenancies are being let at formula rent.
k.	
l. Interest received on the HRA's cash flow is higher than estimated in the budget.	
m.	
n.	

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**Capital Programme Budget
Monitoring 2015/16**

Period 10

**as at 31st January 2016
Departmental Summary**

Capital Programme Monitoring Report – January 2016

1. Overall Budget Performance

The revised Capital budget for the 2015/16 financial year is £39.137million which includes all changes agreed at February Cabinet. Actual capital spend at 31st January is £27.859million representing approximately 71% of the revised budget. This is shown in Appendix 1. (Outstanding creditors totalling £0.634million have been removed from this figure).

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

Department	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Revised Budget 2015/16 £'000
Corporate Services	4,858	2,389	4,708	(150)
People	10,633	8,729	10,633	-
Place	15,801	11,552	15,940	139
Housing Revenue Account (HRA)	7,845	5,189	7,845	-
Total	39,137	27,859	39,126	(11)

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	4,791	67	-	4,858
People	268	10,365	-	10,633
Place	8,203	7,008	590	15,801
Housing Revenue Account (HRA)	7,767	-	78	7,845
Total	21,029	17,440	668	39,137

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 31st January is as follows:

Department	Grant Budget £'000	Developer & Other Contributions Budget £'000	Total external funding budget £'000	External funding received £'000	External funding outstanding £'000
Corporate Services	67	-	67	67	-
People	10,365	-	10,365	10,360	5
Place	7,008	590	7,598	6,520	1,078
Housing Revenue Account (HRA)	-	78	78	78	-
Total	17,440	668	18,108	17,025	1,083

2. Department Budget Performance

Department for Corporate Services

The revised capital budget for the Department for Corporate Services is £4.858million. The budget is distributed across various scheme areas as follows

Department for Corporate Services	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Forecast Variance to Year End 2015/16 £'000
Accommodation Strategy - Main	189	212	214	25
Accommodation strategy - CCTV	1	1	1	-
Queensway	200	-	25	(175)
Tickfield	84	79	84	-
Asset Management (Property)	1,436	1,053	1,436	-
Cemeteries & Crematorium	151	76	151	-
ICT Programme	2,714	968	2,714	-
Subtotal	4,775	2,389	4,625	
Priority Works (see table)	83	-	83	-
Total	4,858	2,389	4,708	(150)

Priority Works	£'000
Budget available	1,000
Less budget allocated to agreed schemes	(917)
Remaining budget	83

Actual spend at 31st January stands at £2.389million. This represents 49% of the total available budget.

Accommodation Strategy - Main

All works to the toilets and first aid room have now been completed. Some additional costs have occurred with the Civic 2 refurbishment resulting in an overspend of £25k which will be funded from a revenue contribution from Corporate Services.

Queensway

The Ground Penetrating Radar scheme 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. The carriageway works are taking place during February and will cost £25k. The remaining footway works are more labour intensive and will not take place until 2016/17. The remaining budget of £175k will be included as an adjustment to the approved capital programme in the report to June Cabinet.

Tickfield

All building works have now been completed at Tickfield.

Asset Management (Property)

The Focus House scheme is progressing on time and budget with only the car park laying out works to be completed.

The Pier North End Roof repairs scheme is anticipated to complete before year end with access now arranged for the remaining internal works.

The toilet refurbishment at Thorpe Hall is progressing with the demolition almost complete and internal works to follow.

Cemeteries and Crematorium

The Essential Crematorium Equipment budget has been allocated for a replacement fire alarm system in the Crematorium. The contractors are currently on site with completion expected before year end.

The project to acquire land for the new burial ground is currently on hold however the contingency plan to develop a small plot of existing land identified in Sutton Road Cemetery is being progressed. Most of the overgrowth has now been cleared on site and although there has been a slight delay due to the weather, the scheme remains on target.

ICT

Phase two of the Citizen Account scheme went live on 3rd February.

The Digital Strategy Programme Board agreed the Early Years and Transport modules for the Capita One developments in December. The Transport module is now complete with the Early Years module currently in progress.

The Hybrid Cloud Data Centre tender has been published on Contracts Finder as part of the ICT Core Infrastructure scheme. The closing date for the tender was at the end of January and they are currently in the process of being evaluated.

Priority Works

The Priority works provision budget currently has £83k remaining unallocated.

Summary

A carry forward request of £175k for the Queensway Ground Penetrating Radar scheme will be included in the report to June Cabinet.

An over-spend of £25k is reported on the Accommodation Strategy scheme and this will be funded from a revenue contribution from Corporate Services.

Department for People

The revised Department for People budget totals £10.633million.

Department for People	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Year End 2015/16 £'000
Adult Social Care	268	222	268	-
General Fund Housing	1,207	1,045	1,207	-
Children & Learning Other	41	20	41	-
Condition Schemes	1,233	980	1,233	-
Devolved Formula Capital	310	310	310	-
Primary School Places	7,574	6,152	7,574	-
Total	10,633	8,729	10,633	-

Actual spend at 31st January stands at £8.729million. This represents 82% of the total available budget.

Adult Social Care

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

The Dementia Friendly Environments budget has been allocated to enhance Delaware House and the dementia garden. These works are progressing well and will continue into 2016/17.

General Fund Housing

The Private Sector Renewal scheme is in place to ensure that the private sector stock is kept in a good condition. 15 new cases are currently on hold pending review and they are expected to restart in 2016/17.

The Empty Dwellings Management scheme is currently concentrating on bringing more empty homes back into use. Several empty homes projects are on-going however it is likely that they will not complete until 2016/17.

The Private Sector Housing Works in Default scheme has further works in the pipeline before the end of the financial year worth approximately £2k.

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. The Hinguar Primary School project is now signed off and a final retention of £6k will be paid before the end of the financial year.

Condition Schemes

A budget of £1.233m has been allocated to address larger conditions in schools where the cost is over the schools capabilities to fund. Most of these works are either complete or in the final stages. Retentions of £28k are being held for works completed in 2014/15 at eight primary schools. This figure is included in the creditors shown above.

Devolved Formula Capital

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

Primary School Places

Capital expansions, both permanent and temporary are on-going to supply primary places to meet significant increased demands. In 2015/16, spend of £7.574m is programmed. This covers large, multi-year projects at St Helen's Catholic Primary, Sacred Heart Catholic Primary, Hamstel Infant and Juniors, The Federation of Greenways Schools and St Mary's Prittlewell C of E Primary. Works at Darlinghurst Primary School and Porters Grange Primary Schools have now been completed.

A further £52k is also being held as retention payments against works completed in 2014/15 on smaller expansion projects. This figure is included in the creditors shown above.

Department for Place

The revised capital budget for the Department for Place is £15.801million. This includes all changes approved at February Cabinet. The budget is distributed across various scheme areas as follows:

Department for Place	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Year End 2015/16 £'000
Culture	2,908	2,619	2,908	-
Enterprise, Tourism & Regeneration	625	422	625	-
Coastal Defence & Foreshore	1,713	1,559	1,875	162
Highways and Infrastructure	2,904	1,820	2,904	-
Parking Management	400	327	400	-
Section 38 & 106 Agreements	225	170	225	-
Local Transport Plan	2,597	1,954	2,435	(162)
Local Growth Fund	1,885	749	1,885	-
Transport	454	449	454	-
Waste	597	627	736	139
Energy Saving Projects	1,493	856	1,493	-
Total	15,801	11,552	15,940	139

Actual spend at 31st January stands at £11.552million. This represents 73% of the total available budget.

Culture

The drainage works are now complete at Chalkwell Park Tennis Courts and the resurfacing works are scheduled to be completed as soon as the weather permits.

External works above the Maritime Room at the Cliffs Pavilion are on-going with a scheduled completion date of March 2016 but this is dependent on the weather conditions as some of the works are external. A specification for tender for the under-croft piping replacement is currently with Property Services for specification. As the works will impact on the heating in the auditorium, some of the works will not be completed until 2016/17.

Various works are taking place at the Palace Theatre with the installation of the fire exit currently out to tender. These works are unlikely to commence until the new financial year due to the complexity of gaining planning consent for a historic listed building. Planning and listed building consent is also required for the replacement of the windows which is currently causing some delays to the project.

Delays are currently occurring on the refurbishment of the war memorials within the Borough due to the availability of specialist contractors. There is currently great demand for this kind of work given the focus on the 100 year commemorative anniversary.

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.

A scheme for additional offices in the Hive as part of the City Deal Incubation Centre scheme has been drawn up and is awaiting approval.

A sub-structural works contractor has now been appointed for the structural repairs on Southend Pier. Orders have been placed although works are not expected to complete until September.

The concrete works on the Prince George Extension works on the Pier have come in over tender which has caused some delays to the project. Some localised repairs are being carried out.

Coastal Defence and Foreshore

Works for the Cliff Stabilisation at Clifton Drive commenced on 12th April. £25k has been transferred from Asset Management to part fund the equipment trench. The works on the trench have come in £25k over this budget along with £137k additional works due to unexpected ground conditions therefore a total pressure of £162k is currently reported. This will be financed by an under-spend reported on the LTP schemes.

Highways and Infrastructure

All approved programmed works have now completed under the planned maintenance scheme. The remaining funds are to be spent on a collapsing section of the junction at Prittlewell Chase and Highfield Gardens.

Further discussions have taken place with Network Rail about moving the fence separating the Cinder Path from Essex Thameside Rail Link. Once the estimate has been received from the contractor, works can be programmed to coincide with the next appropriate rail possession. Resurfacing of the widened Cinder Path can then commence. It is anticipated that works will commence in the new financial year.

The revised Street Lighting budget is a multi-million pound, multi-year scheme to be part funded by the Challenge fund from the Department for Transport. Luminary replacements are currently a month ahead of programme and the column replacements are two months ahead of programme. The lanterns for the A127 are now in stock and the installation commenced on 8th February. Bollard work is continuing and work has now progressed to the A13.

Parking Management

Works to the Civic Centre North car park are now complete. Remaining funding will be utilised for works to improve the other Borough car parks.

Section 38 and Section 106 Schemes

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

Local Transport Plans (LTP Schemes)

Various schemes are now underway for Better Networks and Better Sustainable Transport. Works to the Better Operations of Traffic Control Systems are now complete.

Programmed resurfacing works under the maintenance scheme have been completed and further works are scheduled for resurfacing and kerb works at Western Road to utilise the remainder of the budget.

Underspend of £162k will be used to fund the works on Clifton Drive Stabilisation Works.

Local Growth Fund

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

The business cases for A127 Kent Elms and Bridge and Highway Maintenance have been approved by South East Local Enterprise Partnership to draw down 2015/16 funding. Further work is underway to support the business cases for 2016/17 onwards. 2015/16 works for Kent Elms will be focussing on the design and construction of the advance surface crossing works and design and survey work for the main junction improvement works. A defect was identified in the westbound carriageway with remedial works undertaken on 5th January. Further drainage surveys are required and will be undertaken in February. A bridge survey has taken place and the highways team are currently awaiting the report. Works on the Bell junction will be focussing on survey work to inform the design for the main junction improvement works. Once Kent Elms survey works have been received and reviewed, similar surveys will be commissioned for the Bell. Bridge and Highway Maintenance will be focussing on investigation works for the improvement to the A127 corridor. Surfacing works are complete to the eastbound section of the A127 from the boundary to just prior to the Progress Road improvement works. The estimate for pavement surveys is currently being reviewed and a quotation for drainage, lighting and safety barrier surveys is being prepared.

The Asbestos survey has been completed for the Southend Central Area Action Plan (SCAAP) Growth Point for non-transport schemes with the report pending. The ventilation specification is to be completed to fit spatial requirements and the boilers have been sized and drawn with the specification still to be completed.

Transport

Main works on the A127 Tesco junction improvements are complete. Traffic signal monitoring will continue to be adjusted as necessary. UK Power Network trench defects are still to be rectified by the contractor.

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.

Waste

There are commitments for the year in relation to the Commercial Waste and Recycling Centre which will involve ground works, a salt dome and refurbishment of the toilets. Some

disused buried structures and contaminated soil have been discovered on site and this has slightly delayed the project. Works are on-going with an expected completion date before the end of the year. Final snagging works are to be carried out and the final accounts are to be reviewed. An over-spend of £139k is currently reported and an investigation into this is currently being carried out and the resultant figure will be funded from within the Place Department budget by a relevant virement.

Energy Saving Projects

The biomass boilers are currently awaiting planning permission as part of the energy project at Southend Adult Community College.

A resolution is currently being progressed at Temple Sutton School with regards to the asbestos issue which is currently delaying heating controls. The pool building and ground source heat pump is currently in design with the build going out to tender during February. The rest of the project is expected to be completed by year end.

The energy scheme at Eastwood Schools will involve the installation of solar panels and the works are current seeking agreement at the Board of Governors which will delay the majority of the project until 2016/17.

Summary

There is currently an over-spend of £139k on the Short Street Depot scheme which is being investigated and a relevant virement will be identified from the Place Department budget.

A pressure of £162k has been identified on the Cliffs Stabilisation scheme which will be financed by an under-spend on LTP schemes.

Housing Revenue Account

The revised budget for the Housing Revenue Account capital programme for 2015/16 is £7.845million. The latest budget and spend position is as follows:

Housing Revenue Account	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Forecast Variance to Year End 2015/16 £'000
Decent Homes Programme	6,994	4,542	6,994	-
Council House Adaptations	500	452	500	-
32 Byron Avenue	16	-	16	-
Other HRA	335	195	335	-
Total	7,845	5,189	7,845	-

The actual spend at 31st January of £5.189million represents 66% of the HRA capital budget.

Decent Homes Programme

The on-going Decent Homes schemes are continuing in 2015/16. Kitchens, bathrooms and electrical works have now completed. A contract to renew adhoc boilers is underway and is scheduled to complete by the end of March. Fire safety works are underway at Malvern and Mornington House. The LED lighting works at Riverstone and Mornington House are on site. Block upgrade works have begun at Saxon Gardens.

Council House Adaptions

This budget relates to minor and major adaptations in council dwellings. Spend depends on the demand for these adaptations and works are currently in progress for 2015/16.

32 Byron Avenue

The build at 32 Byron Avenue is now complete and settlement of the final accounts is expected by the end of the financial year.

Other HRA

The plan for the HRA Land Review scheme is to construct 18 housing units within the Shoeburyness ward. The contractor has now been appointed and they are currently making the necessary appointments and finalising the design development. They will commence hoarding the sites in late February and demolition will begin in March. The build time has been scheduled for 50 weeks.

Summary of Capital Expenditure at 31st January 2016

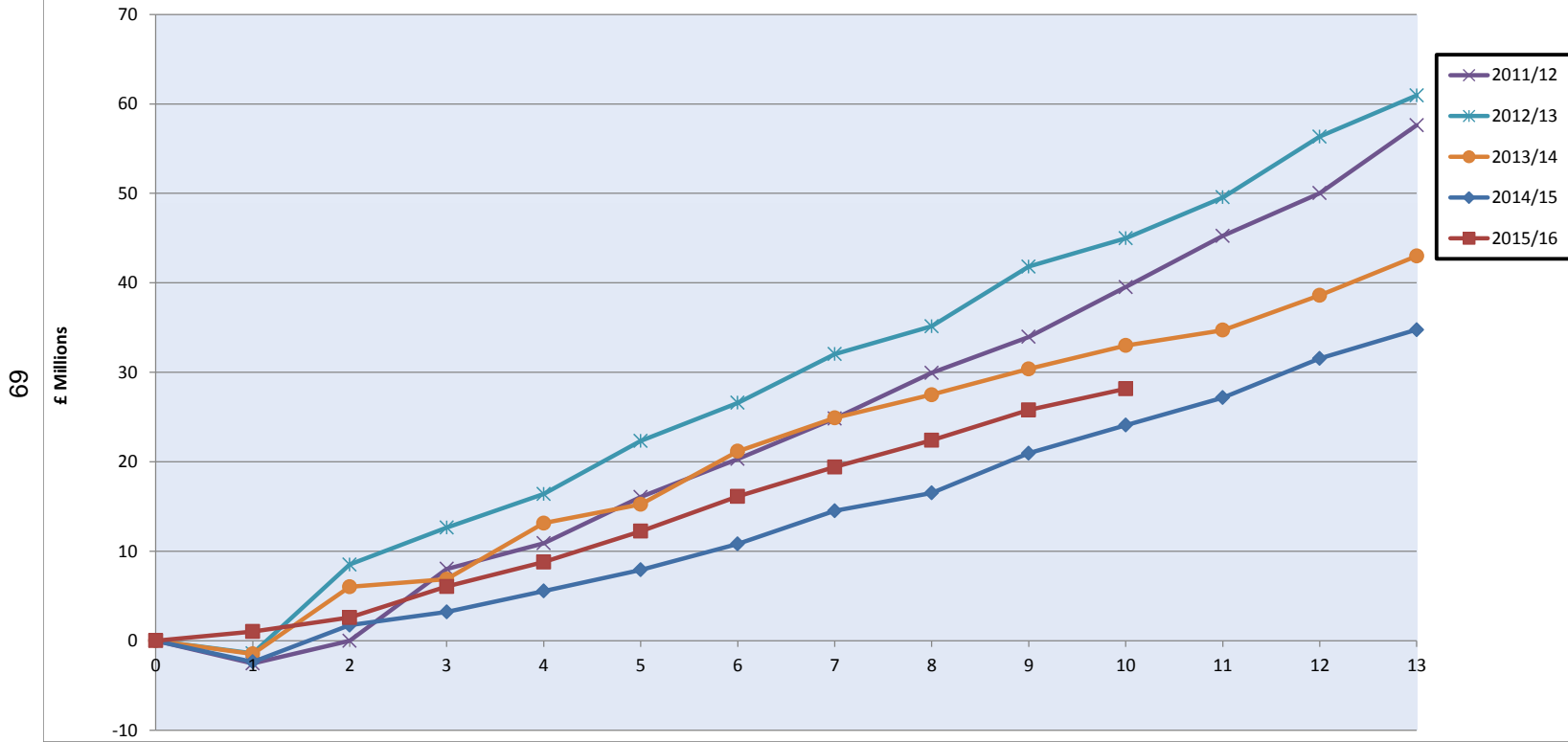
Appendix 1

	Original Budget 2015/16 £000	Revisions £000	Revised Budget 2015/16 £000	Actual 2015/16 £000	Forecast outturn 2015/16 £000	Forecast Variance to Year End 2015/16 £000	% Variance
Corporate Services	10,252	(5,394)	4,858	2,389	4,708	(150)	49%
People	15,392	(4,759)	10,633	8,729	10,633	0	82%
Place	17,859	(2,058)	15,801	11,552	15,940	139	73%
Housing Revenue Account	10,002	(2,157)	7,845	5,189	7,845	0	66%
	<u>53,505</u>	<u>(14,368)</u>	<u>39,137</u>	<u>27,859</u>	<u>39,126</u>	<u>(11)</u>	<u>71%</u>
Council Approved Original Budget - February 2015	53,505						
Corporate Services amendments	245						
People amendments	(927)						
Place amendments	2,376						
HRA amendments	(1,801)						
Carry Forward requests	7,587						
Accelerated Delivery requests to 2014/15	(582)						
Budget re-profiles (July, November and February Cabinet)	(23,794)						
New external funding	2,528						
Council Approved Revised Budget - February 2016	<u>39,137</u>						

Actual compared to Revised Budget spent is £27.859M or 71%

Appendix 2

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



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

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MONTHLY PERFORMANCE REPORT

February 2016

Contents







Section 1 Pages 1-3	2015-16 Exceptions – Current Month’s Performance Current Month’s performance information for indicators rated Red or Amber
Section 2 Pages 4-7	2015-16 Corporate Performance Indicators Performance Information for all Corporate Priority Indicators
Section 3 Pages 8-14	Detail of Indicators Rated Red or Amber Performance detail for indicators rated Red or Amber
Section 4 Pages 15-42	Budget Management Statements Budget monitor and forecast by Portfolio
Section 5 Pages 43-58	Capital Expenditure Summary of Capital Expenditure

Version: **V1.0**

Published by the Policy & Partnerships Team

Further information: leolord@southend.gov.uk or (01702) 215685

Key to Columns and symbols used in report

Column Heading	Description
Minimise, Maximise or Goldilocks	Indicates whether a higher or lower number is better: Minimise = lower is better, maximise = higher is better, Goldilocks = just right (neither too high or too low)
Latest Month	The latest month for which performance information is available
Month's Value	Performance to date for the latest month
Month's Target	Target to date for the latest month
Annual Target 2014/15	Annual target for 2015/16
<u>Outcome</u>	<p>Symbol based on a traffic light system; Red, Amber, Green indicating whether an indicator's performance has achieved the annual target. Symbols used and their meaning are:</p> <p> = at risk of missing target</p> <p> = some slippage against target, but still expected to meet year-end target (31/03/2016)</p> <p> = on course to achieve target</p>
Comment	Commentary for indicators not on track providing reasons for low performance and identifying initiatives planned to bring performance back on track
Better or worse than last year	<p>Symbol indicating whether performance for the Latest Month is better or worse than the same month in the previous year. Symbols and their meanings are:</p> <p> = Latest Month's performance is better than the same month last year</p> <p> = Latest Month's performance is worse than the same month last year</p> <p> = Data not available for current or previous year</p>

Version: **V1.0**

Published by the Policy & Partnerships Team

Further information: leolord@southend.gov.uk or (01702) 215685

Section 1: 2015-2016 Exceptions - Current Month Performance

Comments on Indicators rated Red or Amber



Generated on: 24 March 2016 16:48







Expected Outcome At risk of missing target
Responsible OUs People

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
73 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	February 2016	65.53%	85%	85%			<p>From the 1st April 2015 to 29st February 2016, 153 children have gone missing on 412 occasions. There have been 270 successful return to home interviews (RHI).</p> <p>There are currently 70 RHI outstanding which relate to 28 children, 8 of which are Southend LAC placed out of borough. Of the 70 outstanding, 30 are assigned to Southend Social Workers and 40 are assigned to Street's Ahead.</p> <p>There have been 30 children, with 72 missing episodes, where the RHI was not successful; either the child was not seen (12 occasions), the child refused the visit (25 occasions), or the visit was unable to take place (35 occasions, 14 of which relate to children who are in prison or who moved out of borough). 16/67 relate to those carried out by Essex social Care for Essex LAC placed in Southend, and 7/67 were assigned to Southend social workers for Southend LAC placed out of borough.</p>	People Scrutiny
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	February 2016	82%	86%	86%			<p>For the period September – November which is reported 3 months later in February 2016, 107 people started reablement, of which 88 were at home 91 days later, which is 82.2%. Year to date 323 people have started reablement of which 265 were at home 91 days later, which is 82.0%."</p>	People Scrutiny

Expected Outcome At risk of missing target
Responsible OUs Place



MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]	Aim to Minimise	February 2016	7705	6754	7389			Southend Community Safety Partnership continues to monitor closely the current performance on crime figures. The majority of the increase in reported crime is within the category 'violence without injury' – typically common assault, harassment and threat offences. A large proportion of these offences have been reported following domestic abuse incidents, which is encouraging as we know that this is traditionally a crime type that is under-reported. Also within this crime category is a change in national crime recording rules which means that Malicious Communications is now recorded as a crime. The CSP has commissioned a detailed crime strategic intelligence assessment for the Borough, which should provide a broader picture and assist in addressing the priorities for crime and disorder over the coming year.	Policy & Resources Scrutiny

Expected Outcome Some slippage against target
Responsible OUs Corporate Services



MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 4.3	% of Council Tax for 2015/16 collected in year [Cumulative]	Aim to Maximise	February 2016	92.20%	92.40%	97.00%			Council Tax collection is currently 0.2% down against the end of February target. Collection of the remaining sum to at least meet the year-end target is progressing well and at the 23rd March the collection rate is now 96.9% against the year-end target of 97%.	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2015/16 collected in year [Cumulative]	Aim to Maximise	February 2016	91.80%	93.00%	97.60%			Business Rates collection is currently 1.2% down against the end of February target. A number of ratepayers now pay over 12 instalments and a review of expected instalments to end of year indicates that the targeted amount is still achievable. A number	Policy & Resources Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
									of large refunds have also been issued which is unfortunately affecting the current lower collection rate. In the meantime, extra recovery runs have also been scheduled to try and increase collection before the year end. The latest position at the 23rd March is that the collection rate is 97.2% against the year-end target of 97.6%.	

Expected Outcome Some slippage against target
Responsible OUs Place

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	February 2016	Not currently available	54.00%	54.00%			Work on-going with Veolia to validate data for both waste collection and waste disposal following changes to the waste contract and residual waste treatment at the MBT facility since October.	Place Scrutiny

Expected Outcome Some slippage against target
Responsible OUs Public Health

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.5	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	February 2016	947	1,150	1,300			Final quit data for February is unlikely to be available until the end of April 2016. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set. A recovery plan has been put in place to deliver the required final target. This plan includes an audit of the performance of all primary care stop smoking providers, which is currently underway. A local media and marketing campaign to increase recruitment of quitters commenced in January 2016 and is continuing to run. As at 16th March, confirmed quits - 947.	People Scrutiny

Section 2: 2015-2016 Corporate Performance Indicators

Information for all 2013-2014 Corporate Priority Indicators

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Performance Data Expected Outcome: At risk of missing target 3 On course to achieve target 21 Some slippage against target 4

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 1.1 76	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	February 2016	7705	6754	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	February 2016	68.3%	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	February 2016	65.53%	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	February 2016	46.1	37.8-45.2	37.8-45.2			John O'Loughlin	People Scrutiny
CP 1.5	Rate of Looked After Children per 10,000 [Monthly Snapshot]	Goldilocks	February 2016	66.5	54.4-65	54.4-65			John O'Loughlin	People Scrutiny



















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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 2.1	Number of reported missed collections per 100,000 [Monthly Snapshot]	Aim to Minimise	February 2016	32	45	45			Dipti Patel	Place Scrutiny
CP 2.2	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	February 2016	97%	90%	90%			Dipti Patel	Place Scrutiny
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	February 2016	Not currently available	54.00%	54.00%			Dipti Patel	Place Scrutiny




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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]	Aim to Maximise	February 2016	82%	86%	86%			Sharon Houlden	People Scrutiny
CP 3.2	Delayed transfers of care from hospital (social care) [Cumulative]	Aim to Minimise	February 2016	15	22	24			Sharon Houlden	People Scrutiny
CP 3.3	Number of attendances at council run or affiliated arts and sports events and facilities [Cumulative]	Aim to Maximise	February 2016	3,420,495	3,143,250	3,429,000			Nick Harris	Place Scrutiny
CP 3.4	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	February 2016	43	36	40			James Williams	People Scrutiny
CP 3.5	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	February 2016	947	1,150	1,300			Liesel Park	People Scrutiny
CP 3.6	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	February 2016	6,260	5,050	5,673			Margaret Gray	People Scrutiny
CP 3.7	Number of new affordable homes acquired [Cumulative]	Aim to Maximise	February 2016	27	27	45-72			Sharon Houlden	People Scrutiny

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 4.1	Proportion of appropriate people using social care who receive direct payments [monthly snapshot]	Aim to Maximise	February 2016	29.3%	21%	21%			Sharon Houlden	People Scrutiny
CP 4.2	Proportion of adults with learning disabilities in paid employment [Monthly Snapshot]	Aim to Maximise	February 2016	10.1%	10%	10%			Sharon Houlden	People Scrutiny
CP 4.3	% of Council Tax for 2015/16 collected in year [Cumulative]	Aim to Maximise	February 2016	92.20%	92.40%	97.00%			Joe Chesterton	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2015/16 collected in year [Cumulative]	Aim to Maximise	February 2016	91.80%	93.00%	97.60%			Joe Chesterton	Policy & Resources Scrutiny
CP 4.5	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	February 2016	90.69%	79.00%	79.00%			Peter Geraghty	Place Scrutiny
CP 4.6	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	February 2016	90.30%	84.00%	84.00%			Peter Geraghty	Place Scrutiny
CP 4.7	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	February 2016	95.23%	90.00%	90.00%			Peter Geraghty	Place Scrutiny
CP 4.8	Current Rent Arrears as % of rent due [Monthly Snapshot]	Aim to Minimise	February 2016	1.36%	1.77%	1.77%			Sharon Houlden	Policy and Resources Scrutiny
CP 4.9	The % of children in good or outstanding Schools [Monthly Snapshot]	Aim to Maximise	February 2016	83.08%	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

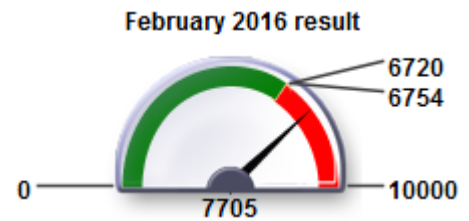
MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 5.1	Number of volunteers hours delivered within cultural services [Cumulative]	Aim to Maximise	February 2016	17,057.5	11,500	12,000			Nick Harris	Place Scrutiny
CP 5.2	Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	February 2016	92.28%	80.00%	80.00%			Nick Corrigan	Policy & Resources Scrutiny
CP 5.3	Number of payments made online [Cumulative]	Aim to Maximise	February 2016	53,806	45,826	50,000			Joanna Ruffle	Policy & Resources Scrutiny
 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative]	Aim to Minimise	February 2016	6.34	6.47	7.20			Joanna Ruffle	Policy & Resources Scrutiny

Section 3: Detail of indicators rated Red or Amber

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

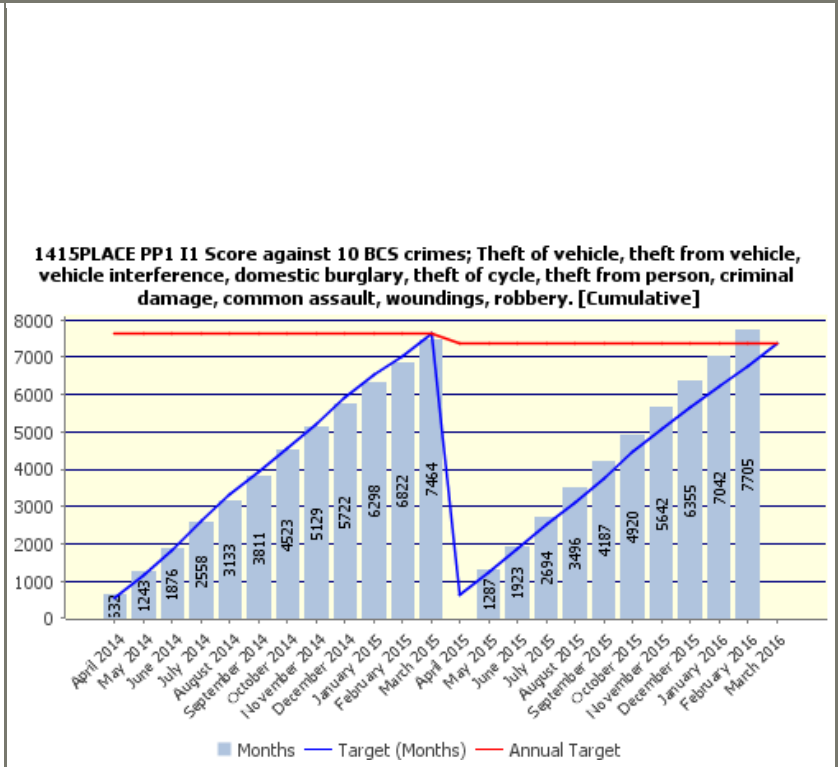
Expected Outcome: At risk of missing target 2

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]		
Expected Outcome		Format	Aim to Minimise



Managed By	Dipti Patel
Year Introduced	2007

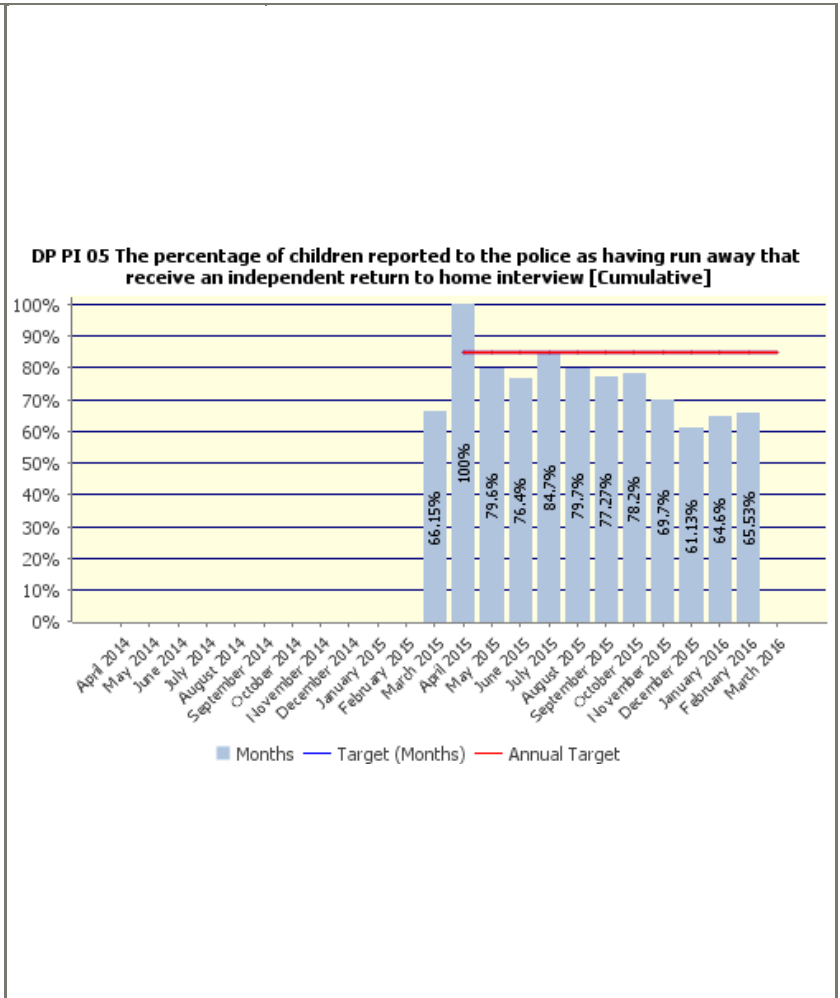
Date Range 1		
	Value	Target
April 2014	632	570
May 2014	1243	1149
June 2014	1876	1821
July 2014	2558	2602
August 2014	3133	3301
September 2014	3811	3942
October 2014	4523	4552
November 2014	5129	5201
December 2014	5722	5926
January 2015	6298	6531
February 2015	6822	7006
March 2015	7464	7629
April 2015	N/A	626
May 2015	1287	1231
June 2015	1923	1857
July 2015	2694	2532
August 2015	3496	3102
September 2015	4187	3773
October 2015	4920	4478
November 2015	5642	5078
December 2015	6355	5665
January 2016	7042	6235
February 2016	7705	6754
March 2016		7389



Southend Community Safety Partnership continues to monitor closely the current performance on crime figures. The majority of the increase in reported crime is within the category 'violence without injury' – typically common assault, harassment and threat offences. A large proportion of these offences have been reported following domestic abuse incidents, which is encouraging as we know that this is traditionally a crime type that is under-reported. Also within this crime category is a change in national crime recording rules which means that Malicious Communications is now recorded as a crime. The CSP has commissioned a detailed crime strategic intelligence assessment for the Borough, which should provide a broader picture and assist in addressing the priorities for crime and disorder over the coming year.

CP 1.3	The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]			<p>February 2016 result</p>
Expected Outcome		Format	Aim to Maximise	
Managed By	John O'Loughlin			
Year Introduced	2013			


Date Range 1		
	Value	Target
April 2014		
May 2014		
June 2014		
July 2014		
August 2014		
September 2014		
October 2014		
November 2014		
December 2014		
January 2015		
February 2015		
March 2015	66.15%	
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		85%



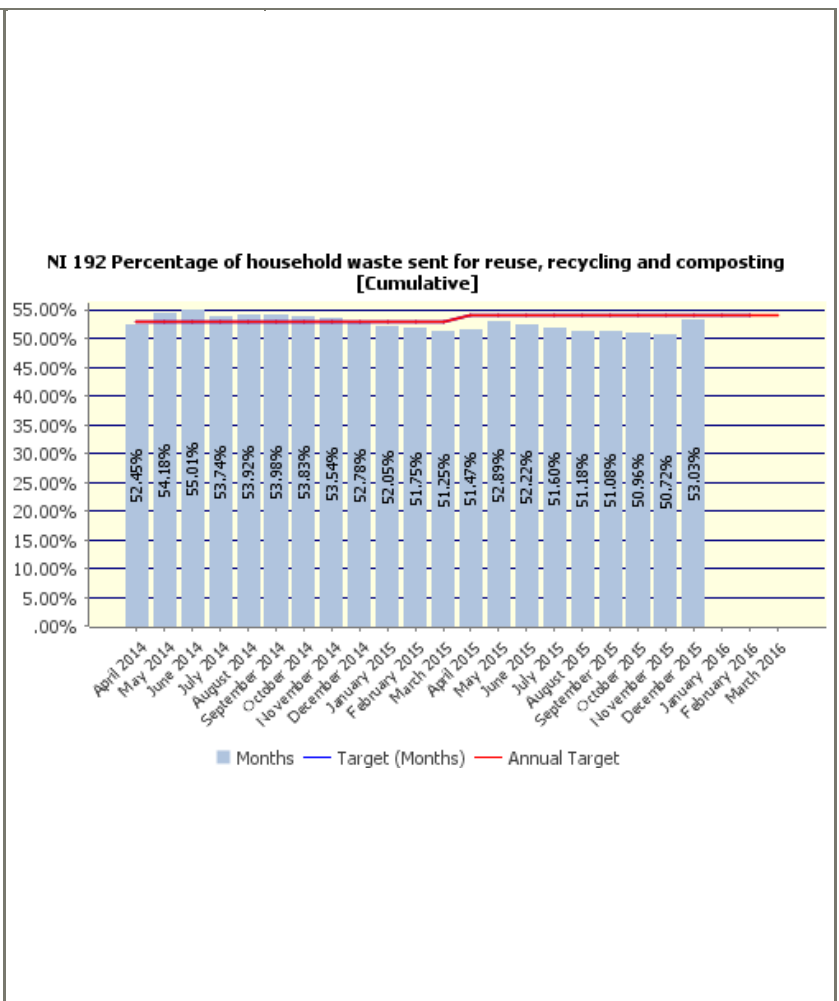
From the 1st April 2015 to 29st February 2016, 153 children have gone missing on 412 occasions. There have been 270 successful return to home interviews (RHI). There are currently 70 RHI outstanding which relate to 28 children, 8 of which are Southend LAC placed out of borough. Of the 70 outstanding, 30 are assigned to Southend Social Workers and 40 are assigned to Street's Ahead. There have been 30 children, with 72 missing episodes, where the RHI was not successful; either the child was not seen (12 occasions), the child refused the visit (25 occasions), or the visit was unable to take place (35 occasions, 14 of which relate to children who are in prison or who moved out of borough). 16/67 relate to those carried out by Essex social Care for Essex LAC placed in Southend, and 7/67 were assigned to Southend social workers for Southend LAC placed out of borough.

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

Expected Outcome: Some slippage against target 1

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

Date Range 1		
	Value	Target
April 2014	52.45%	53.00%
May 2014	54.18%	53.00%
June 2014	55.01%	53.00%
July 2014	53.74%	53.00%
August 2014	53.92%	53.00%
September 2014	53.98%	53.00%
October 2014	53.83%	53.00%
November 2014	53.54%	53.00%
December 2014	52.78%	53.00%
January 2015	52.05%	53.00%
February 2015	51.75%	53.00%
March 2015	51.25%	53.00%
April 2015	51.47%	54.00%
May 2015	52.89%	54.00%
June 2015	52.22%	54.00%
July 2015	51.60%	54.00%
August 2015	51.18%	54.00%
September 2015	51.08%	54.00%
October 2015	50.96%	54.00%
November 2015	50.72%	54.00%
December 2015	53.03%	54.00%
January 2016		54.00%
February 2016		54.00%
March 2016		



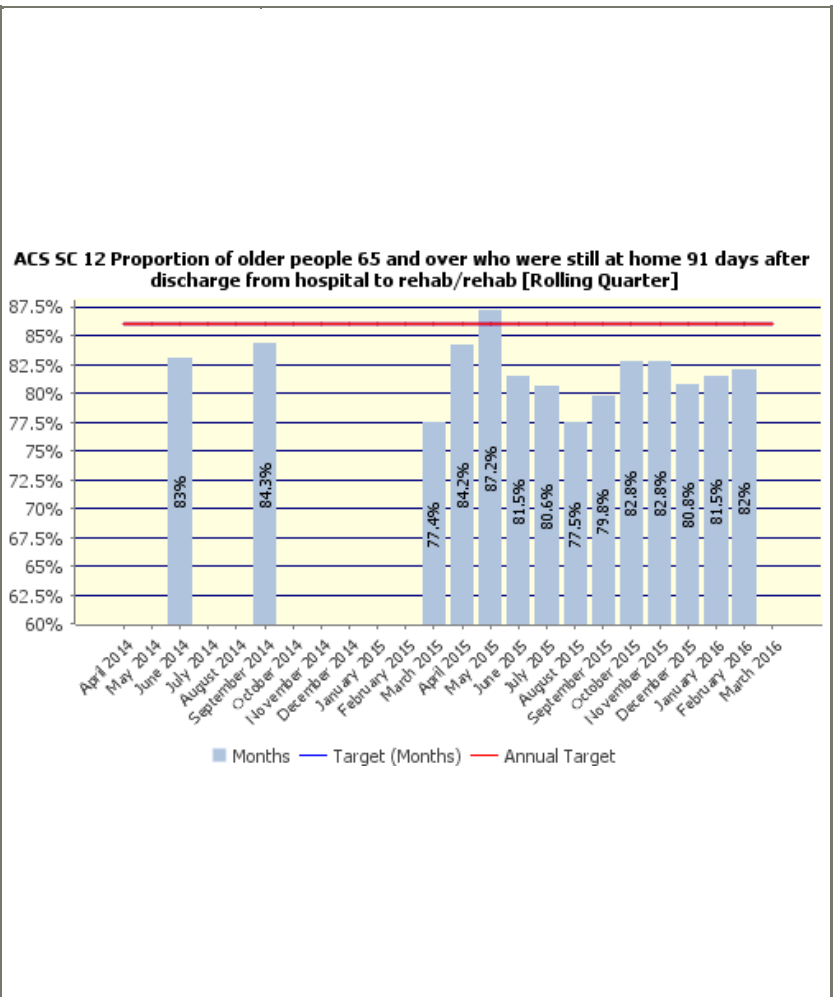
Work on-going with Veolia to validate data for both waste collection and waste disposal following changes to the waste contract and residual waste treatment at the MBT facility since October.

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


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

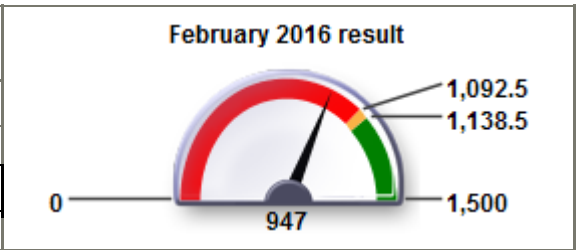
CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]			<p>February 2016 result</p>
Expected Outcome		Format	Aim to Maximise	
Managed By	Sharon Houlden			
Year Introduced				

Date Range 1		
	Value	Target
April 2014		86%
May 2014	N/A	86%
June 2014	83%	86%
July 2014	N/A	86%
August 2014	N/A	86%
September 2014	84.3%	86%
October 2014	N/A	86%
November 2014	N/A	86%
December 2014		86%
January 2015	N/A	86%
February 2015	N/A	86%
March 2015	77.4%	86%
April 2015	84.2%	86%
May 2015	87.2%	86%
June 2015	81.5%	86%
July 2015	80.6%	86%
August 2015	77.5%	86%
September 2015	79.8%	86%
October 2015	82.8%	86%
November 2015	82.8%	86%
December 2015	80.8%	86%
January 2016	81.5%	86%
February 2016	82%	86%
March 2016		86%

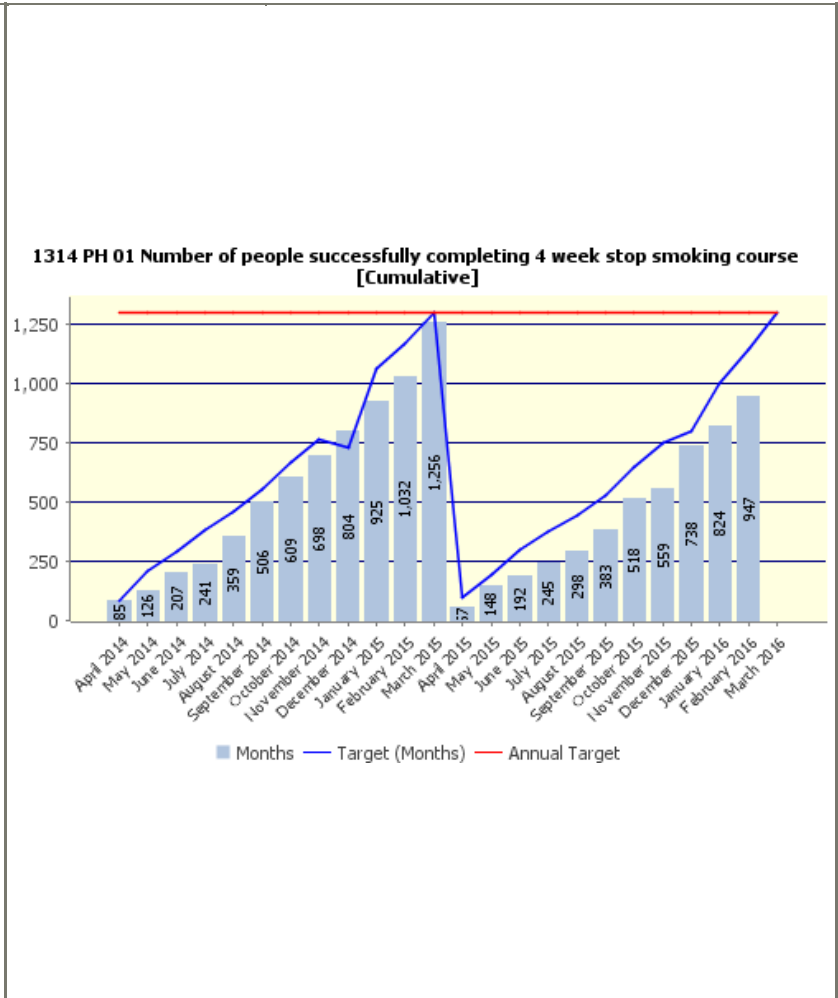


For the period September – November which is reported 3 months later in February 2016, 107 people started reablement, of which 88 were at home 91 days later, which is 82.2%. Year to date 323 people have started reablement of which 265 were at home 91 days later, which is 82.0%.”

CP 3.5	Number of people successfully completing 4 week stop smoking course [Cumulative]		
Expected Outcome		Format	Aim to Maximise
Managed By	Liesel Park		
Year Introduced			



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



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

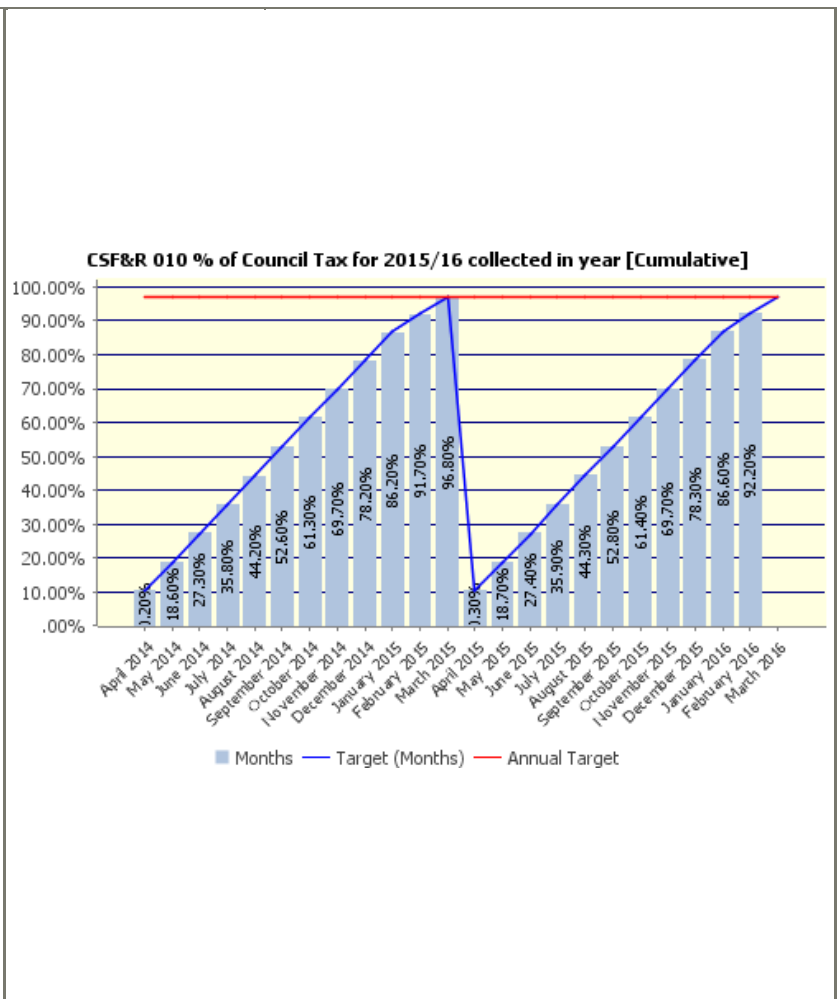
A recovery plan has been put in place to deliver the required final target. This plan includes an audit of the performance of all primary care stop smoking providers, which is currently underway. A local media and marketing campaign to increase recruitment of quitters commenced in January 2016 and is continuing to run. As at 16th March, confirmed quits - 947.

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


Expected Outcome: Some slippage against target 2

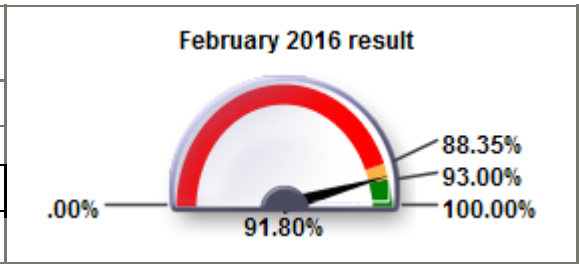
CP 4.3	% of Council Tax for 2015/16 collected in year [Cumulative]			<p>February 2016 result</p>
Expected Outcome		Format	Aim to Maximise	
Managed By	Joe Chesterton			
Year Introduced	2000			

Date Range 1		
	Value	Target
April 2014	10.20%	10.20%
May 2014	18.60%	18.50%
June 2014	27.30%	27.20%
July 2014	35.80%	35.80%
August 2014	44.20%	44.40%
September 2014	52.60%	52.60%
October 2014	61.30%	61.40%
November 2014	69.70%	69.80%
December 2014	78.20%	78.40%
January 2015	86.20%	86.80%
February 2015	91.70%	92.40%
March 2015	96.80%	97.00%
April 2015	10.30%	10.20%
May 2015	18.70%	18.50%
June 2015	27.40%	27.20%
July 2015	35.90%	35.80%
August 2015	44.30%	44.40%
September 2015	52.80%	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		97.00%

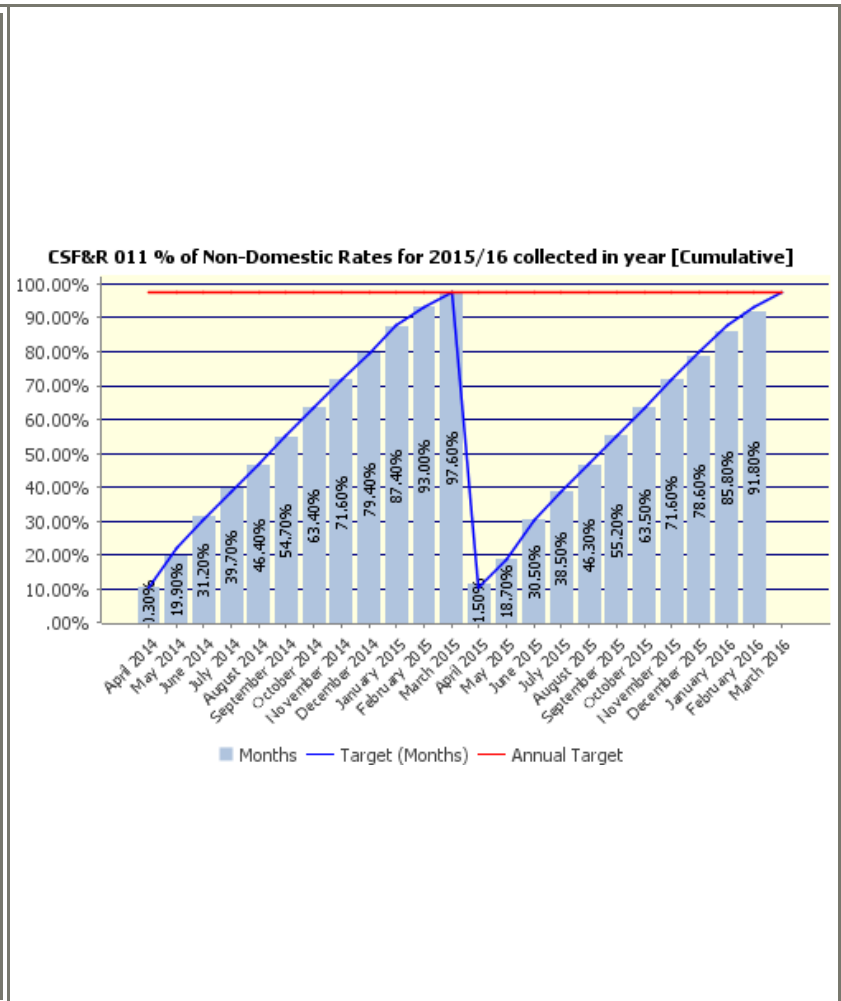


Council Tax collection is currently 0.2% down against the end of February target. Collection of the remaining sum to at least meet the year-end target is progressing well and at the 23rd March the collection rate is now 96.9% against the year-end target of 97%.

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



Date Range 1		
	Value	Target
April 2014	10.30%	10.30%
May 2014	19.90%	21.90%
June 2014	31.20%	30.40%
July 2014	39.70%	38.70%
August 2014	46.40%	46.80%
September 2014	54.70%	55.00%
October 2014	63.40%	63.40%
November 2014	71.60%	71.60%
December 2014	79.40%	79.70%
January 2015	87.40%	87.90%
February 2015	93.00%	92.90%
March 2015	97.60%	97.50%
April 2015	11.50%	10.30%
May 2015	18.70%	18.70%
June 2015	30.50%	30.40%
July 2015	38.50%	38.70%
August 2015	46.30%	46.80%
September 2015	55.20%	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		97.60%



Business Rates collection is currently 1.2% down against the end of February target. A number of ratepayers now pay over 12 instalments and a review of expected instalments to end of year indicates that the targeted amount is still achievable. A number of large refunds have also been issued which is unfortunately affecting the current lower collection rate. In the meantime, extra recovery runs have also been scheduled to try and increase collection before the year end. The latest position at the 23rd March is that the collection rate is 97.2% against the year-end target of 97.6%.



Revenue Budget Monitoring 2015/16

Period 11

as at 29 February 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 2015/16, based on the views of the Directors and their Management Teams, in light of expenditure and income to 29 February 2016.

The starting point for the budget monitoring is the original budget as agreed by Council in February 2015. Therefore, the full cost budget is being monitored, including fully allocated Management, Administrative and Technical Services (MATS) and capital financing costs. As at the end of November, all 2015-16 corporate savings had been allocated.

2. Overall Budget Performance – General Fund

No variation to budget is being forecast for the Council overall as measured against the latest budget. Within this position there is a projected overspend of £248,000 in Council departmental spending. This position includes the budget pressures some services are reporting, offset by some significant one-off underspends as shown in the detail in section 3 on service variances. Without these one-off underspends, pressures would still exist in the Council base budget. In addition to the departmental position there is a £248,000 underspend in non-service areas.

General Fund Portfolio Forecast Comparison 2015/16 at 29 February 2016 - Period 11

Portfolio	Latest Budget 2015/16 £000	Projected Outturn 2015/16 £000	February Forecast Variance £000	January Forecast Variance £000
Health & Adult Social Care	41,750	42,010	260	352
Children & Learning	32,555	32,915	360	305
Leader	3,883	3,689	(194)	(18)
Enterprise, Tourism & Economic Development	15,561	15,436	(125)	(221)
Community & Organisational Development	2,108	2,139	31	(389)
Public Protection, Waste & Transport	25,180	25,160	(20)	(75)
Housing, Planning & Regulatory Services	13,006	12,942	(64)	(14)
Total Portfolio	134,043	134,291	248	(60)
Non-Service Areas	(7,949)	(8,197)	(248)	(249)
Net Expenditure / (Income)	126,094	126,094	0	(309)

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

3. Service Variances - £248,000 forecast overspend

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

Portfolio	Unfavourable £(000)	Favourable £(000)	Net £(000)
Health and Adult Social care			
Additional income from court of protection		(60)	
Underspend on Workforce training budgets		(15)	
People with a Learning Disability - Lower than estimated homecare and residential care placements		(530)	
People with Mental Health Needs - Higher than estimated residential care placements, direct payment packages and	943		
Physical and Sensory Impairment - Higher than estimated residential care placements.	224		
Older People - Reduced residential care packages partly offset by higher than estimated homecare and direct payment		(288)	
Savings achieved on the Healthwatch contract		(8)	
Minor Variances		(6)	
	1,167	(907)	260
Children & Learning			
External carers support contract taken back in-house		(12)	
Legal charges for children in care - high case load	140		
Children's Placements -high cost children with disabilities	180		
Children's Placements - current cohort of LAC		(180)	
Additional spend on qualified social workers	345		
Forecast on current fostering placements and impact of adoption		(55)	
Agency spend on Independent Reviewing Officers	100		
Staffing synergies in Early Years teams		(20)	
School Access and Development new management		(20)	
Secure Youth Remand	12		
On-going restructure of Early Help Team ahead of 16/17 savings		(20)	
Agency cost of Ed Pyschologist - post now filled	20		
Home to School Education Transport		(120)	
Minor Variances		(10)	
	797	(437)	360
Leader			
Vacancies in the Financial Management and Controls Teams		(90)	
Asset Management EPAM Income		(6)	
Overspend on cleaning costs and Civic Campus	60		
Vacancies in the Admin and Support Team		(10)	
Salary Costs in Corporate Core		(60)	
Treasury Management costs		(21)	
Council Tax Court Costs income		(84)	
Emergency Planning Standby Pay		(4)	
Member Expenses		(41)	
Overtime and Agency cover for Business Support	36		
Vacant hours in the Programme Office		(18)	
Income for Legal Services		(10)	
Salaries in the NNDR Team		(20)	
Reduction in Property and Regeneration contract income	90		
Minor Variances		(16)	
	186	(380)	(194)

Portfolio (Cont.)			
Enterprise, Tourism & Economic Development			
Leisure contract saving		(330)	
Lower than expected Arts Grants	30		
Art Gallery utilities		(50)	
Culture Management staffing costs	10		
Allotment income		(20)	
SLA costs reduced		(10)	
Golf course income	20		
Cliff lift maintenance	10		
Museums Staffing, equipment and income shortfall	50		
Cost of exhibitions	20		
Library seasonal staff and income shortfall	80		
Forum ICT costs and facilities management contract	50		
Outdoor sports income	90		
Exhibition costs	20		
Grounds maintenance income		(65)	
Grounds maintenance Staffing and materials / maintenance costs	175		
Parks Contractor costs		(65)	
Closure of Parks holding codes		(80)	
Grounds maintenance Southend contract start up costs	30		
High Street market income		(20)	
Advertising and marketing		(25)	
Pier admission and café income		(135)	
Pier repairs and maintenance	30		
SMAC income and instructor recruitment issues	55		
Minor Variances	5		
	675	(800)	(125)
Community Development			
Bereavement Services Income		(45)	
Staff Vacancies in Customer Service team		(25)	
Additional overtime and agency costs in Benefits team	138		
Registrations - Digitisation of Records	25		
Change to the Collection Fund Accounting Treatment of Discretionary Relief in the Voluntary Sector		(54)	
HR Agency and Overtime costs	72		
Staff Vacancies in Information, Comms & Technology		(51)	
Staff Vacancies in Transport Management		(29)	
	235	(204)	31
Public Protection, Waste & Transport			
Car parking income		(150)	
Traffic signal maintenance		(40)	
Decriminalised parking income	155		
Highways maintenance contractor costs	80		
Structural maintenance contractor costs	330		
Business support team printing and subscriptions	35		
Concessionary Fares underspend due to using calculator method		(150)	
Street works permit income		(280)	
	600	(620)	(20)
Housing, Planning & Regulatory Services			
Development control income and vacant posts		(100)	
Regulatory Services legal fees	10		
Animal Warden contractors	26		
	36	(100)	(64)
Total	3,696	(3,448)	248

4. Non Service Variances (£248,000) forecast underspend

Financing Costs - (£539K)

This provision is forecast to be underspent against budget at the year-end as; the principal repayment financing charges for 2015/16 are affected by the financing of the 2014/15 capital programme (£83K); no PWLB borrowing taken out (£368k); interest receivable on the HRA's internal borrowing is expected to be higher than estimated in the budget (£145K) and a revised estimate of interest payable on the HRA cashflow of £60k.

Appropriations to Reserves - £291K

At year-end, there is forecast to be an appropriation of £300,000 from earmarked reserves to meet in-year expenditure from the Adults Social Care reserve and £591,000 to the Business Transformation Reserve.

5. Appropriations to / from Earmarked Reserves

Net appropriations from Earmarked Reserves totalling £1,889,000 were agreed by Council when setting the 2015/16 budget in February 2015. The current outturn position allows for further in-year appropriations from/ (to) reserves, totalling (£1,278,510). Total net appropriations from reserves for 2015/16 will therefore equal £610,490.

- £173,300 from the Business Transformation Reserve to enable the progression of various projects,
- £257,900 of Social Work Training grants and the Practice Learning Fund,
- £145,600 from the Adoption Reform grant reserve,
- £1,401,090 from the Public Health Grant
- (£275,350) to the Supporting People reserve
- £293,000 from the Rough Sleeper Grant reserve
- £3,500 from Committee Management reserve
- £273,600 from the Queensway reserve
- (£500,000) to the Interest Equalisation reserve
- (£400,000) to the Public Health Reserve
- (£2,235,000) to RCCO
- (£ 90,000) to Capital Reserve for Cremated Remains
- (£ 50,000) to the Repairs and Renewals Reserve
- (£175,000) to the Social Fund Reserve
- (£ 80,000) to the Voluntary Organisations Reserve
- (£65,000) to Flood Defences
- £ 14,250 from the Pioneer Grant
- £ 11,050 from the Zero Based Reporting Grant Reserve
- £ 18,550 from Warm Homes Healthy People Grant
(£1,278,510)

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

- £300,000 from the Adult Social Care Reserve
- (£591,000) to the Business Transformation Reserve
- (£291,000)

6. Revenue Contributions to Capital Outlay (RCCO)

The original budget for 2015/16 included planned revenue contributions for capital investments, via the use of Earmarked Reserves, of £3,090,000. Due to slippage in the capital programme, this budget is now £855,000, balanced by the use of the Capital Reserve.

7. Performance against Budget savings targets for 2015/16

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

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

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

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

	Red £000	Amber £000	Green £000	Original Savings Total £000	Projected Outturn £000	Forecast Variance £000
Department						
Corporate Services	35	35	1,397	1,467	1,437	(30)
People	0	1,935	4,530	6,465	6,395	(70)
Place	40	214	2,314	2,568	2,523	(45)
Total	75	2,184	8,241	10,500	10,355	(145)

Although the current forecast is showing a shortfall of £145,000 against the required savings total of £10.5 million, it is currently expected that the total savings will be delivered in full as part of each Department's overall budget total by the end of the financial year either by finding alternative savings or ensuring amber and red savings are delivered in full.

8. Budget Virements

In line with the new financial procedure rules approved by Council on 23rd July, 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 from 1st August 2015.

	DR £	CR £
Virements up to 31/07/2015	950	(950)
Virements over £50,000 in reported period	808	(808)
Virements over £50,000 in previous periods	676	(676)
Virements approved under delegated authority	6,245	(6,245)
Total virements	8,679	(8,679)

There are no virements for Cabinet approval for period 11.

9. Overall Budget Performance – Housing Revenue Account (HRA)

The HRA budget was approved by Council on 26th February 2015 and anticipated that £2,721,000 would be appropriated to earmarked reserves in 2015/16.

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

The current forecast is projecting an overspend on capital financing charges of £58,000. This is because the interest payable on the HRA's internal borrowing is higher than estimated in the budget, partly offset by a reduced depreciation charge as a result of the revaluation of HRA dwellings. There is also a pressure of £60,000 relating to the residential security patrol services at Victoria ward, a projected higher than expected rental income of £340,000 and £200,000 fees and charges due to a lower number of void properties than estimated in the budget. It is proposed that the net underspend of £497,000 be transferred to the HRA Capital Investment Reserve, therefore leaving the main revenue reserve unchanged.

General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Portfolio Holder Summary

Portfolio	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
Health & Adult Social Care	73,613	(33,702)	39,911	1,839	41,750	42,010	260	37,830	37,326	(504)
Children & Learning	141,833	(108,356)	33,477	(922)	32,555	32,915	360	33,993	34,214	221
Leader	20,753	(16,655)	4,098	(215)	3,883	3,689	(194)	(1,306)	(2,569)	(1,263)
Enterprise, Tourism & Economic Development	18,953	(5,009)	13,944	1,617	15,561	15,436	(125)	14,415	14,021	(394)
Community & Organisational Development	116,541	(113,928)	2,613	(505)	2,108	2,139	31	1,831	2,227	396
Public Protection, Waste & Transport	37,593	(12,357)	25,236	(56)	25,180	25,160	(20)	21,115	21,550	435
Housing, Planning & Regulatory Services	15,186	(2,222)	12,964	42	13,006	12,942	(64)	11,923	11,800	(123)
Portfolio Net Expenditure	424,472	(292,229)	132,243	1,800	134,043	134,291	248	119,801	118,569	(1,232)
Reversal of Depreciation	(26,976)	6,994	(19,982)	1,550	(18,432)	(18,432)	0	(16,173)	(16,170)	3
Levies	550	0	550	0	550	550	0	466	457	(9)
Financing Costs	20,050	(3,988)	16,062	(517)	15,545	15,006	(539)	11,990	11,440	(550)
Contingency	4,825	0	4,825	(1,927)	2,898	2,898	0	3,347	0	(3,347)
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	611	611
Sub Total	(6,333)	3,006	(3,327)	(894)	(4,221)	(4,760)	(539)	(370)	(3,662)	(3,292)
Net Operating Expenditure	418,139	(289,223)	128,916	906	129,822	129,531	(291)	119,431	114,907	(4,524)
General Grants	0	(3,973)	(3,973)	0	(3,973)	(3,973)	0	(3,323)	(3,388)	(65)
Corporate Savings	(50)	0	(50)	50	0	0	0	0	0	0
Revenue Contribution to Capital	3,090	0	3,090	(2,235)	855	855	0	2,833	0	(2,833)
Contribution to / (from) Earmarked	(1,889)	0	(1,889)	1,279	(610)	(319)	291	(3,455)	(2,581)	874
Contribution to / (from) General Reserves	0	0	0	0	0	0	0	0	0	0
Net Expenditure / (Income)	419,290	(293,196)	126,094	0	126,094	126,094	0	115,486	108,938	(6,548)

Use of General Reserves					
Balance as at 1 April 2015		11,000		11,000	11,000
Use in Year		0	0	0	0
Balance as at 31 March 2016		11,000	0	11,000	11,000

**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Health and Adult Social Care
Portfolio Holder - Cllr J Moyies**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Adult Support Services and Management	498	(507)	(9)	45	36	36	0	36	38	2
b Commissioning Team	2,063	(2,062)	1	49	50	(10)	(60)	54	(22)	(76)
c Strategy & Development	1,660	(1,934)	(274)	291	17	2	(15)	44	(7)	(51)
d People with a Learning Disability	16,712	(1,734)	14,978	(246)	14,732	14,202	(530)	13,507	12,973	(534)
e People with Mental Health Needs	3,105	(165)	2,940	328	3,268	4,211	943	3,007	4,043	1,036
f Older People	31,999	(14,581)	17,418	831	18,249	17,961	(288)	15,298	14,784	(514)
g Other Community Services	3,226	(2,880)	346	(228)	118	118	0	1,620	1,661	41
h People with a Physical or Sensory Impairment	4,595	(552)	4,043	(8)	4,035	4,259	224	3,753	4,116	363
i Service Strategy & Regulation	328	(107)	221	(94)	127	119	(8)	125	88	(37)
j Drug and Alcohol Action Team	2,717	(2,548)	169	369	538	538	0	282	254	(28)
k Young Persons Drug and Alcohol Team	301	(263)	38	3	41	35	(6)	16	1	(15)
l Public Health	6,409	(6,369)	40	499	539	539	0	88	(603)	(691)
Total Net Budget for Portfolio	73,613	(33,702)	39,911	1,839	41,750	42,010	260	37,830	37,326	(504)

Transfer from earmarked reserves	1,350
Allocation from Contingency	296
In year virements	193
	1,839

**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Health and Adult Social Care
Portfolio Holder - Cllr J Moyies**

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

**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Children and Learning
Portfolio Holder - Cllr A P Jones**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Childrens Commissioning	1,093	(558)	535	(178)	357	337	(20)	411	396	(15)
b Children with Special Needs	2,171	(777)	1,394	197	1,591	1,911	320	1,442	1,635	193
c Early Years Development and Child Care Partnership	11,089	(9,623)	1,466	97	1,563	1,543	(20)	562	548	(14)
d Children Fieldwork Services	4,887	0	4,887	(469)	4,418	4,763	345	4,053	4,382	329
e Children Fostering and Adoption	7,182	(208)	6,974	(312)	6,662	6,607	(55)	6,108	6,081	(27)
f Youth Service	1,813	(390)	1,423	(184)	1,239	1,227	(12)	1,108	1,099	(9)
g Age 14 to 19 Learning and Development	0	0	0	0	0	0	0	0	1	1
h Other Education	577	(524)	53	114	167	167	0	230	218	(12)
i Schools Retained Budgets	0	0	0	0	0	0	0	0	0	0
j Private Voluntary Independent	4,465	(160)	4,305	0	4,305	4,125	(180)	3,946	3,781	(165)
k Schools Delegated Budgets	71,093	(71,093)	0	0	0	0	0	4,747	4,747	0
l Children Specialist Commissioning	1,201	(59)	1,142	(100)	1,042	1,142	100	956	1,043	87
m Children Specialist Projects	219	(216)	3	112	115	115	0	104	102	(2)
n School Support and Preventative Services	32,969	(23,616)	9,353	(173)	9,180	9,050	(130)	8,510	8,355	(155)
o Youth Offending Service	3,074	(1,132)	1,942	(26)	1,916	1,928	12	1,816	1,826	10
Total Net Budget for Portfolio	141,833	(108,356)	33,477	(922)	32,555	32,915	360	33,993	34,214	221

Virements

£000

Transfer from earmarked reserves
Allocation from Contingency
In year virements

374
97
(1,393)

(922)

**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Children and Learning
Portfolio Holder - Cllr A P Jones**

Forecast Outturn Variance	Year to Date Variance
a. Probable underspend on the School Admissions service with changing management arrangements.	
b. Current cohort includes 3 high cost LDD placements, Direct Payments also overspent. Total £180K overspent. £140K overspend due to costs of legal representation in child protection cases	
c. Some underspend on staffing due to synergies with 'A Better Start' project will offset the pressure in 2015/16	Children's Centre savings not yet enacted, plans are progressing, but this leaves a Cost pressure of £100K which will be contained by drawing down on reserves earmarked for this purpose.
d. Overspend due to cost of Social Workers in frontline child protection roles in Care Management and First Contact teams.	
e. Forecast for current cohort of fostering places. Position has reverted to a small underspend with adoption referral income exceeding the budget set. However fostering demand remains high as there has been a net increase of 46 fostering placements from September to December (this includes a number of sibling groups). New internal foster carers have been recruited as part of a longer term strategy to reduce external placements.	
f. Cessation of external carers support contract with duties taken in-house; early impact of saving for next financial year.	
g.	
h.	
i.	
j. Current cohort of PVI placements is forecast to underspend.	
k.	
l. Agency spending on Independent Reviewing Officers.	
m. .	
n. Home to School Transport forecast indicates an underspend in line with last year following a review of procedures and contracts. On-going restructure of the Child and Family Early Intervention Service	

66

should result in savings targets for 2015/16 being surpassed - £20k under.

- o. 5 Young people currently in remand so costs are likely to exceed the grant and reserves available by. £50k. Vacant post in the Youth Offending Service offsets this overspend.
-

General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Leader
Portfolio Holder - Cllr R Woodley

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Accounts Payable	194	(154)	40	(39)	1	(9)	(10)	6	(8)	(14)
b Accounts Receivable	274	(282)	(8)	11	3	(4)	(7)	4	(10)	(14)
c Accountancy	2,616	(2,834)	(218)	222	4	(76)	(80)	7	(90)	(97)
d Asset Management	429	(428)	1	(15)	(14)	(20)	(6)	(13)	(24)	(11)
e Internal Audit & Corporate Fraud	855	(907)	(52)	52	0	0	0	2	3	1
f Buildings Management	2,843	(2,873)	(30)	(71)	(101)	(41)	60	(14)	18	32
g Administration & Support	549	(550)	(1)	2	1	(9)	(10)	1	(47)	(48)
h Community Centres and Club 60	63	(1)	62	17	79	79	0	77	79	2
i Corporate and Industrial Estates	921	(2,350)	(1,429)	(2,089)	(3,518)	(3,518)	0	(3,562)	(3,862)	(300)
j Corporate and Non Distributable Costs	3,354	(172)	3,182	1,609	4,791	4,710	(81)	(682)	(1,205)	(523)
k Corporate Subscriptions	73	0	73	5	78	78	0	72	66	(6)
l Council Tax Admin	1,413	(471)	942	6	948	864	(84)	867	710	(157)
m Emergency Planning	102	0	102	2	104	100	(4)	96	90	(6)
n Democratic Services Support	458	0	458	(27)	431	414	(17)	398	374	(24)
o Media And Communication	0	0	0	0	0	0	0	0	0	0
p Member Expenses	732	0	732	0	732	708	(24)	672	634	(38)
q Department of Corporate Services	1,053	(1,053)	0	8	8	44	36	14	47	33
r Elections and Electoral Registration	394	0	394	55	449	451	2	415	421	6
s Strategy & Performance	895	(966)	(71)	72	1	1	0	(2)	(25)	(23)
t Programme Office	340	(341)	(1)	7	6	(12)	(18)	5	(13)	(18)
u Information and Governance	0	0	0	0	0	0	0	0	0	0
v Insurance	195	(241)	(46)	(8)	(54)	(54)	0	93	87	(6)
w Local Land Charges	255	(319)	(64)	26	(38)	(38)	0	(30)	(36)	(6)
x Legal Services	1,105	(1,131)	(26)	28	2	(8)	(10)	3	(9)	(12)
y Non Domestic Rates Collection	360	(302)	58	13	71	40	(31)	64	25	(39)
z Payroll	0	0	0	0	0	0	0	0	(6)	(6)
aa Corporate Procurement	705	(705)	0	(2)	(2)	(2)	0	0	(34)	(34)
ab Property Management & Maintenance	575	(575)	0	(99)	(99)	(9)	90	201	246	45
Total Net Budget for Portfolio	20,753	(16,655)	4,098	(215)	3,883	3,689	(194)	(1,306)	(2,569)	(1,263)

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**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Leader
Portfolio Holder - Cllr R Woodley**

Virements	£000
Transfer from earmarked reserves	328
Allocation from Contingency	143
In year virements	(686)
	(215)

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Forecast Outturn Variance	Year to Date Variance
a. Staff Vacancies	
b. Minor underspends across supplies and services budgets	
c. Staff Vacancies	
d. Excess income for EPAM system	
e.	
f. Insufficient budget for cleaning, following the Civic Centre refurbishment is causing a pressure which is being partially offset by staffing vacancies	
g. Vacancies and vacant hours	It is expected that some costs, currently held in the postage holding code, will reduce the underspend by year-end
h.	
i.	Underspend on the Repairs and Maintenance and Refuse Collection budgets for Op/Non-op Properties. Higher income received to date than profiled in the budget
j. Treasury Management Fees	Current underspend on Salary costs, Corporate Initiatives, Pension Backfunding, and Treasury Management costs. Due to the ad-hoc and high value nature of expenditure for Corporate Initiatives and Pension Backfunding, it is not possible to accurately profile the budget.
k.	
l. More court costs relating to Council Tax have been raised to date than anticipated in the budget.	More court costs relating to Council Tax have been raised than anticipated although this is likely to result in a high provision for Bad Debt at the end of the year.

Forecast Outturn Variance	Year to Date Variance
m. Saving on employee's budget due to only one person claiming stay by pay	
n. Expected underspend on the Members' scrutiny, conference and travel budgets	
o.	
p. Forecast underspend on the Members National Insurance, conference and catering budgets	
q. Agency costs and overtime due to P.A. support. Costs associated with the staff induction video and advertising audit	
r.	
s.	Underspends across supplies and services budgets
t. Underspend on employee costs due to vacant hours and reduced printing costs	
u.	
v.	
w.	
x. Income is expected to be higher than budgeted	
y. Underspends expected against Supplies and Services	
z.	
aa.	
ab. Income shortfall due to the termination of a contract with Seevic.	Bulk R&M costs to be recharged out.

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**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Enterprise, Tourism & Economic Development
Portfolio Holder - Cllr G Longley**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Arts Development	516	(205)	311	17	328	368	40	288	349	61
b Amenity Services Organisation	3,005	(2,389)	616	1,888	2,504	2,644	140	2,326	2,510	184
c Economic Development	483	(112)	371	232	603	603	0	568	277	(291)
d Culture Management	135	(6)	129	(38)	91	101	10	84	93	9
e Library Service	3,509	(387)	3,122	203	3,325	3,455	130	3,197	3,428	231
f Museums And Art Gallery	1,168	(92)	1,076	216	1,292	1,322	30	1,192	1,154	(38)
g Parks And Amenities Management	4,458	(663)	3,795	(1,049)	2,746	2,691	(55)	2,449	2,297	(152)
h Climate Change	218	0	218	93	311	311	0	283	299	16
i Resort Services Pier and Foreshore and Southend Marine Activity Centre	3,130	(947)	2,183	117	2,300	2,250	(50)	2,120	2,063	(57)
j Sports Development	277	(134)	143	25	168	168	0	153	153	0
k Sport and Leisure Facilities	836	0	836	(66)	770	440	(330)	706	425	(281)
l Southend Theatres	582	(16)	566	(13)	553	553	0	521	522	1
m Support to Mayor	211	0	211	5	216	221	5	201	203	2
n Town Centre	124	(48)	76	22	98	78	(20)	91	61	(30)
o Tourism	301	(10)	291	(35)	256	231	(25)	236	187	(49)
Total Net Budget for Portfolio	18,953	(5,009)	13,944	1,617	15,561	15,436	(125)	14,415	14,021	(394)

Virements

Transfer from earmarked reserves	£000
Allocation from Contingency	32
In year virements	126
	1,459
	1,617

**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Enterprise, Tourism & Economic Development
Portfolio Holder - Cllr G Longley**

Forecast Outturn Variance	Year to date Variance
a. Excess Exhibition expenditure and a shortfall in income at the Focal Point Gallery.	Excess Exhibition expenditure and a shortfall in income at the Focal Point Gallery.
b. New Southend contract start-up costs. High supplies and services and machinery hire costs.	Bulk expenditure/orders in advance of need. More income expected.
c.	Grant received in advance of spend.
d. Pressure within staff budget and a shortfall in advantage card income.	Pressure within staff budget and a shortfall in advantage card income.
e. ICT costs which were previously charged to Capital. Income shortfall across most Libraries and Forum facilities management costs.	Majority of staffing pressure to be offset with transformation fund.
f. Peak relief staff costs and expenditure on exhibitions.	Grant funding received in advance of spend.
g. Release of donated seat and showground funds to offset pressures within Parks and grounds maintenance.	Grant funding received in advance of spend.
h.	
i. Pier entrance and train fees achieving above target, Pier head café and Royal Pavilion are making a net income.	Pier entrance and train fees achieving above target, Pier head café and Royal Pavilion are making a net income.
j.	
k. New Leisure Management contract.	New Leisure Management contract.
l.	
m. Energy costs for Porters which should have been charged to prior year	
n. Town centre market income.	Town centre market income.
o. Full Tourism budget not committed for the year.	Spend on events equipment yet to be committed.

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**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Community & Organisational Development
Portfolio Holder - Cllr I Gilbert**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Closed Circuit Television	403	(18)	385	94	479	479	0	434	442	8
b Cemeteries and Crematorium	1,437	(2,044)	(607)	(243)	(850)	(895)	(45)	(792)	(844)	(52)
c Community Safety	356	(41)	315	(102)	213	213	0	184	167	(17)
d Customer Services Centre	1,922	(1,968)	(46)	13	(33)	(58)	(25)	(39)	(77)	(38)
e Council Tax Benefit	0	0	0	0	0	0	0	0	(40)	(40)
f Dial A Ride	103	(17)	86	7	93	93	0	85	83	(2)
Housing Benefit and Council Tax Benefit Admin	2,830	(1,285)	1,545	(582)	963	1,101	138	866	1,036	170
g Rent Benefit Payments	98,947	(99,050)	(103)	300	197	197	0	181	613	432
i Partnership Team	327	0	327	7	334	334	0	305	279	(26)
j Registration of Births Deaths and Marriages	470	(323)	147	(19)	128	153	25	117	139	22
k Support To Voluntary Sector	913	0	913	(123)	790	736	(54)	723	714	(9)
l Human Resources	1,936	(1,946)	(10)	(37)	(47)	25	72	(81)	(25)	56
m Information Comms & Technology	5,064	(5,450)	(386)	241	(145)	(196)	(51)	(144)	(188)	(44)
n People & Organisational Development	449	(455)	(6)	8	2	2	0	2	(28)	(30)
o Transport Management	209	(209)	0	0	0	(29)	(29)	1	(31)	(32)
p Tickfield Training Centre	366	(349)	17	(20)	(3)	(3)	0	1	5	4
q Vehicle Fleet	809	(773)	36	(49)	(13)	(13)	0	(12)	(18)	(6)
Total Net Budget for Portfolio	116,541	(113,928)	2,613	(505)	2,108	2,139	31	1,831	2,227	396

Virements

£000

Transfer from earmarked reserves
Allocation from Contingency
In year virements

324
153
(982)
(505)

**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Community & Organisational Development
Portfolio Holder - Cllr I Gilbert**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Income for burials and cremations is expected to exceed budget	
c.	
d. In year vacancies	
e.	Overpayments repaid relating to prior years
f.	
g. Pressure on employee's budget due to overtime and agency costs. ICT maintenance support costs higher than budget	
h.	
i.	Underspends across Supplies and Services budgets
j. Project to digitise records has resulted in an overspend	
k. There is an expected underspend in the Voluntary Sector premises costs due to a change in the accounting treatment of business rates. Additionally there should be a saving on employee budgets due to a member of staff now working part-time	Due to profiling, the underspend in business rates is not reflected in the year to date variance
l. An on-going pressure due to agency staff and overtime costs is being partially offset by an underspend on salaries	An on-going pressure due to agency staff and overtime costs is being partially offset by an underspend on salaries
m. Staff vacancies	
n.	Work is being undertaken to understand the nature of the underspend
o. Staff vacancies in the Transport Management team	
p.	
q.	

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**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Public Protection, Waste & Transport
Portfolio Holder - Cllr M Terry**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Bridges and Structural Engineering	392	0	392	18	410	410	0	376	342	(34)
b Concessionary Fares	3,489	0	3,489	7	3,496	3,346	(150)	3,205	3,013	(192)
c Decriminalised Parking	1,965	(1,601)	364	14	378	533	155	341	507	166
d Enterprise Tourism and Environment Central Pool	1,858	(1,925)	(67)	70	3	38	35	5	47	42
e Flood and Sea Defence	874	(63)	811	(243)	568	568	0	490	476	(14)
f Highways Maintenance	10,296	(2,232)	8,064	(166)	7,898	8,028	130	7,030	7,287	257
g Car Parking Management	1,437	(5,647)	(4,210)	0	(4,210)	(4,360)	(150)	(3,952)	(4,102)	(150)
h Passenger Transport	389	(61)	328	18	346	346	0	318	326	8
i Public Conveniences	661	0	661	60	721	721	0	671	652	(19)
j Road Safety and School Crossing	365	(60)	305	32	337	337	0	304	283	(21)
k Regional And Local Town Plan	1,669	(752)	917	34	951	911	(40)	998	868	(130)
l Traffic and Parking Management	786	(5)	781	(106)	675	675	0	566	597	31
m Waste Collection	3,860	0	3,860	90	3,950	3,950	0	3,473	4,918	1,445
n Waste Disposal	4,019	0	4,019	105	4,124	4,124	0	3,770	3,130	(640)
o Environmental Care	652	(4)	648	(23)	625	625	0	569	490	(79)
p Civic Amenity Sites	654	0	654	(40)	614	614	0	553	491	(62)
q Waste Management	2,034	0	2,034	32	2,066	2,066	0	377	436	59
r Cleansing	2,193	(7)	2,186	42	2,228	2,228	0	2,021	1,789	(232)
Total Net Budget for Portfolio	37,593	(12,357)	25,236	(56)	25,180	25,160	(20)	21,115	21,550	435

Virements

Transfer from earmarked reserves
Allocation from Contingency
In year virements

£000

13
309
(378)

(56)

**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Public Protection, Waste & Transport
Portfolio Holder - Cllr M Terry**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Estimated invoices for Concessionary Fares have now been received for the full year. Allowing for adjustments an underspend is probable.	Estimated invoices are at 95% of expected usage.
c. Estimated year-end provisions in relation to decriminalised parking are expected to exceed the budgetary provision.	Estimated year-end provisions in relation to decriminalised parking are expected to exceed the budgetary provision.
d. Costs of printing and memberships.	Costs of printing and memberships.
e.	
f. Structural maintenance costs are exceeding the budgetary provision. This is being largely offset by additional income from Streetwork permits.	Highest expenditure incurred during the earlier months of the year.
g. Income from car parking above the budgeted level.	Income from car parking above the budgeted level.
h.	
i.	
j.	
k. Underspend on Traffic Signal maintenance.	Underspend on Traffic Signal maintenance.
l.	
m.	Smoothing of full contract saving to be met by the waste reserve this year.
n.	Penalty costs received from contractor due to not achieving contracted recycling rates.
o.	
p.	
q.	
r.	

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**General Fund Forecast 2015/16
at 29 February 2016 - Period 11
Housing, Planning & Regulatory Services
Portfolio Holder - Cllr D Norman**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Building Control	593	(389)	204	92	296	296	0	271	263	(8)
b Development Control	1,022	(509)	513	(218)	295	195	(100)	284	196	(88)
c Regulatory Business	661	(11)	650	134	784	794	10	694	695	1
d Regulatory Licensing	632	(474)	158	(13)	145	171	26	100	165	65
e Regulatory Management	239	0	239	(188)	51	51	0	43	4	(39)
f Regulatory Protection	335	(62)	273	(7)	266	266	0	238	225	(13)
g Strategic Planning	398	0	398	14	412	412	0	413	414	1
h Strategy & Planning for Housing	218	0	218	(218)	0	0	0	19	30	11
i Private Sector Housing	5,866	(338)	5,528	135	5,663	5,663	0	5,190	5,190	0
j Housing Needs & Homelessness	1,449	(439)	1,010	230	1,240	1,285	45	1,139	1,192	53
k Supporting People	3,773	0	3,773	(193)	3,580	3,535	(45)	3,281	3,236	(45)
l Queensway Regeneration Project	0	0	0	274	274	274	0	251	190	(61)
Total Net Budget for Portfolio	15,186	(2,222)	12,964	42	13,006	12,942	(64)	11,923	11,800	(123)

Virements

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

£000

147

0

(105)

42

Forecast Outturn Variance	Year to date Variance
a.	
b. Income generated by Development Control is higher than expected. Vacant posts for the first ¼ of the year have generated a one-off underspend, the posts were filled from January.	Income generated and vacant posts within Development Control.
c. Legal costs re National Trading Standards case.	
d. Saving not achieved regarding contractor costs.	
e.	
f.	
g.	
h.	
i.	
j. Unachieved savings on hostels.	Unachieved savings on hostels.
k. Vacant post in the Supporting People team.	Vacant post in the Supporting People team.
l.	Drawdown from Reserves does not match the profiled spend

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Housing Revenue Account Forecast 2015/16
at 29 February 2016 - Period 11
Corporate Director - Simon Leftley

Description	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Employees	279	0	279	279	0	279	284	5
b Premises (Excluding Repairs)	673	0	673	733	60	673	715	42
c Repairs	5,236	0	5,236	5,236	0	4,833	4,833	0
d Supplies & Services	66	0	66	66	0	60	40	(20)
e Management Fee	9,264	0	9,264	9,264	0	8,551	8,551	0
f MATS	956	0	956	956	0	876	876	0
g Provision for Bad Debts	361	0	361	361	0	0	0	0
h Capital Financing Charges	13,770	(3,053)	10,717	10,775	58	9,712	9,772	60
Expenditure	30,605	(3,053)	27,552	27,670	118	24,984	25,071	87
i Fees & Charges	(3,789)	0	(3,789)	(3,989)	(200)	(3,473)	(3,745)	(272)
j Rents	(26,877)	0	(26,877)	(27,217)	(340)	(24,654)	(25,221)	(417)
k Other	(227)	0	(227)	(242)	(15)	(227)	(242)	(15)
l Interest	(90)	0	(90)	(150)	(60)	(83)	(137)	(55)
m Recharges	(530)	0	(530)	(530)	0	(486)	(486)	(0)
Income	(31,513)	0	(31,513)	(32,128)	(615)	(28,922)	(29,831)	(759)
n Appropriation to Earmarked reserves	2,721	1,240	3,961	4,458	497	0	0	0
o Statutory Mitigation on Capital Financing	(1,813)	1,813	0	0	0	0	0	0
Net Expenditure / (Income)	0	0	0	0	0	(3,938)	(4,760)	(672)
Use of Reserves								
Balance as at 1 April 2014	3,502	0	3,502	3,502	0			
Use in Year	(0)	0	(0)	(0)	0			
Balance as at 31 March 2015	3,502	0	3,502	3,502	0			

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Housing Revenue Account Forecast 2015/16
at 29 February 2016 - Period 11
Corporate Director - Simon Leftley

Forecast Outturn Variance	Year to Date Variance
a.	
b. Overspend due to the cost of patrol services on Victoria Ward partly offset by an underspend on void properties council tax bills.	Overspend due to the cost of patrol services on Victoria Ward partly offset by an underspend on void sheltered properties council tax bills.
c.	
d.	
e.	
f.	
g.	
h. Interest payable on the HRA's internal borrowing is higher than estimated in the budget, slightly reduced by an underspend on depreciation charges due to the revaluation of HRA dwellings.	Interest payable on the HRA's internal borrowing is higher than estimated in the budget, slightly reduced by an underspend on depreciation charges due to the revaluation of HRA dwellings.
i. Higher than estimated service charges income because of a lower number of void properties than estimated in the budget.	Higher than estimated service charges income because of a lower number of void properties than estimated in the budget
j. Higher than estimated rental income because of a lower number of void properties than estimated in the budget. There is also a higher rental income because all new and transferring tenancies are being let at formula rent.	Higher than estimated rental income because of a lower number of void properties than estimated in the budget. There is also a higher rental income because all new and transferring tenancies are being let at formula rent.
k.	
l. Interest received on the HRA's cash flow is higher than estimated in the budget.	
m.	
n.	

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**Capital Programme Budget
Monitoring 2015/16**

Period 11

**as at 29th February 2016
Departmental Summary**

Capital Programme Monitoring Report – February 2016

1. Overall Budget Performance

The revised Capital budget for the 2015/16 financial year is £39.137million which includes all changes agreed at February Cabinet. Actual capital spend at 29th February is £30.060million representing approximately 77% of the revised budget. This is shown in Appendix 1. (Outstanding creditors totalling £0.376million have been removed from this figure).

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

Department	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Revised Budget 2015/16 £'000	Previous Expected Variance to Revised Budget 2015/16 £'000
Corporate Services	4,858	2,527	3,429	(1,429)	(150)
People	10,633	8,808	10,633	-	-
Place	15,801	12,437	15,333	(468)	139
Housing Revenue Account (HRA)	7,845	6,288	7,845	-	-
Total	39,137	30,060	37,240	(1,897)	(11)

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	4,791	67	-	4,858
People	268	10,365	-	10,633
Place	8,193	7,018	590	15,801
Housing Revenue Account (HRA)	7,767	-	78	7,845
Total	21,019	17,450	668	39,137

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 29th February is as follows:

Department	Grant Budget	Developer & Other Contributions Budget	Total external funding budget	External funding received	External funding outstanding
	£'000	£'000	£'000	£'000	£'000
Corporate Services	67	-	67	67	-
People	10,365	-	10,365	10,360	5
Place	7,018	590	7,608	7,121	487
Housing Revenue Account (HRA)	-	78	78	78	-
Total	17,450	668	18,118	17,626	492

2. Department Budget Performance

Department for Corporate Services

The revised capital budget for the Department for Corporate Services is £4.858million. The budget is distributed across various scheme areas as follows

Department for Corporate Services	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Forecast Variance to Year End 2015/16 £'000	Previous Forecast Variance to Year End 2015/16 £'000
Accommodation Strategy - Main	189	210	214	25	25
Accommodation strategy - CCTV	1	1	1	-	-
Queensway	200	-	68	(132)	(175)
Tickfield	84	79	84	-	-
Asset Management (Property)	1,436	1,096	1,424	(12)	-
Cemeteries & Crematorium	196	85	196	-	-
ICT Programme	2,714	1,056	1,404	(1,310)	-
Subtotal	4,820	2,527	3,391	(1,429)	(150)
Priority Works (see table)	38	-	38	-	-
Total	4,858	2,527	3,429	(1,429)	(150)

Priority Works	£'000
Budget available	1,000
Less budget allocated to agreed schemes	(962)
Remaining budget	38

Actual spend at 29th February stands at £2.527million. This represents 52% of the total available budget.

Accommodation Strategy - Main

All works to the toilets and first aid room have now been completed. Some additional costs have occurred with the Civic 2 refurbishment resulting in an overspend of £25k which will be funded from a revenue contribution from Corporate Services.

Queensway

The Ground Penetrating Radar scheme 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. The carriageway works took place during February but the remaining footway works are more labour intensive and will not take place until 2016/17. The remaining budget of £132k will be included as an adjustment to the approved capital programme in the report to June Cabinet.

Tickfield

All building works have now been completed at Tickfield.

Asset Management (Property)

The toilet refurbishment at Thorpe Hall is progressing and the demolition is now complete. Services and refurbishment works are now being tendered.

The East Street cottages have now been sold and no further expenditure is expected. The remaining budget of £3k is therefore not required and will be removed from the capital programme in the report to June Cabinet.

The repairs to the Pier north end roof have been completed and the scheme has come in £4k under budget. This will be removed from the capital programme in the report to June Cabinet.

Various schemes are on-going to carry out urgent works to properties within the asset management portfolio. A carry forward request of £5k will be required in the report to June Cabinet to continue the works in 2016/17.

Cemeteries and Crematorium

The Essential Crematorium Equipment budget has been allocated for a replacement fire alarm system in the Crematorium. These works were completed on 8th March.

The project to acquire land for the new burial ground is currently on hold however the contingency plan to develop a small plot of existing land identified in Sutton Road Cemetery is being progressed. Most of the overgrowth has now been cleared on site and although there has been a slight delay due to the weather, the scheme remains on target.

ICT

The contracts have now been signed for the reprovision of Carefirst and the system is expected to go live during October 2016.

The Digital Strategy Programme Board agreed the Early Years and Transport modules for the Capita One developments in December. The Transport module is now complete with the Early Years module currently in progress.

The Hybrid Cloud Data Centre tender has been published on Contracts Finder as part of the ICT Core Infrastructure scheme. The purchase order has been placed in March and the delivery is scheduled for April 2016. A carry forward request of £1.310million will be in the report to June Cabinet.

Priority Works

The Priority works provision budget currently has £38k remaining unallocated.

Summary

Carry forward requests to be included in the report to June Cabinet are £132k for the Queensway Ground Penetrating Radar, £5k for Urgent Works to Properties and £1.310million for the ICT Core Infrastructure scheme.

An over-spend of £25k is reported on the Accommodation Strategy scheme and this will be funded from a revenue contribution from Corporate Services.

Budgets to be removed from the capital programme include £4k for the Pier North End repairs scheme and £3k for East Street Cottages.

Department for People

The revised Department for People budget totals £10.633million.

Department for People	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Year End 2015/16 £'000	Previous Expected Variance to Year End 2015/16 £'000
Adult Social Care	268	220	268	-	-
General Fund Housing	1,207	1,108	1,207	-	-
Children & Learning Other	41	6	41	-	-
Condition Schemes	1,233	984	1,233	-	-
Devolved Formula Capital	310	310	310	-	-
Primary School Places	7,574	6,180	7,574	-	-
Total	10,633	8,808	10,633	-	-

Actual spend at 29th February stands at £8.808million. This represents 83% of the total available budget.

Adult Social Care

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

The Dementia Friendly Environments budget has been allocated to enhance Delaware House and the dementia garden. These works are progressing well and will continue into 2016/17.

General Fund Housing

The Private Sector Renewal scheme is in place to ensure that the private sector stock is kept in a good condition. 15 new cases are currently on hold pending review and they are expected to restart in 2016/17.

The Empty Dwellings Management scheme is currently concentrating on bringing more empty homes back into use. Several empty homes projects are on-going however it is likely that they will not complete until 2016/17.

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. The Hinguar Primary School project is now signed off and a final retention of £6k will be paid before the end of the financial year.

Condition Schemes

A budget of £1.233m has been allocated to address larger conditions in schools where the cost is over the schools capabilities to fund. Most of these works are either complete or in the final stages. Retentions of £27k are being held for works completed in 2014/15 at eight primary schools. This figure is included in the creditors shown above.

Devolved Formula Capital

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

Primary School Places

Capital expansions, both permanent and temporary are on-going to supply primary places to meet significant increased demands. In 2015/16, spend of £7.574m is programmed. This covers large, multi-year projects at St Helen's Catholic Primary, Sacred Heart Catholic Primary, Hamstel Infant and Juniors, The Federation of Greenways Schools and St Mary's Prittlewell C of E Primary. Works at Darlinghurst Primary School and Porters Grange Primary Schools have now been completed.

A further £51k is also being held as retention payments against works completed in 2014/15 on smaller expansion projects. This figure is included in the creditors shown above.

Department for Place

The revised capital budget for the Department for Place is £15.801million. This includes all changes approved at February Cabinet. The budget is distributed across various scheme areas as follows:

Department for Place	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Year End 2015/16 £'000	Previous Expected Variance to Year End 2015/16 £'000
Culture	2,908	2,609	2,908	-	-
Enterprise, Tourism & Regeneration	625	524	625	-	-
Coastal Defence & Foreshore	1,713	1,598	1,875	162	162
Highways and Infrastructure	2,904	2,294	2,904	-	-
Parking Management	400	329	400	-	-
Section 38 & 106 Agreements	225	185	225	-	-
Local Transport Plan	2,597	1,898	2,435	(162)	(162)
Local Growth Fund	1,885	943	1,830	(55)	-
Transport	454	479	454	-	-
Waste	597	695	736	139	139
Energy Saving Projects	1,493	883	941	(552)	-
Total	15,801	12,437	15,333	(468)	139

Actual spend at 29th February stands at £12.437million. This represents 79% of the total available budget.

Culture

The resurfacing works are now complete at Chalkwell Park Tennis Courts with only minor repairs and re-lining of the courts outstanding.

Tender evaluations for the Prittlewell Prince storage showcase contract have been completed and the successful bidder has been notified. Initial meetings have been set up and display cases are scheduled for delivery in May.

External works above the Maritime Room at the Cliffs Pavilion are on-going with a scheduled completion date of March 2016. A specification for tender for the under-croft piping replacement is currently with Property Services for specification. As the works will impact on the heating in the auditorium, some of the works will not be completed until 2016/17.

Various works are taking place at the Palace Theatre with the installation of the fire exit currently out to tender. These works are unlikely to commence until the new financial year due to the complexity of gaining planning consent for a historic listed building. Planning and

listed building consent is also required for the replacement of the windows which is currently causing some delays to the project.

Delays are currently occurring on the refurbishment of the war memorials within the Borough due to the availability of specialist contractors. There is currently great demand for this kind of work given the focus on the 100 year commemorative anniversary. Orders have been raised for railings at Priory park and delivery is scheduled before the end of the financial year.

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.

A scheme for additional offices in the Hive as part of the City Deal Incubation Centre scheme has been drawn up and some low level changes have been identified to the proposed scheme. These are now being reworked for agreement.

A sub-structural works contractor has now been appointed for the structural repairs on Southend Pier. Orders have been placed although works are not expected to complete until September.

The concrete works on the Prince George Extension works on the Pier have come in over tender which has caused some delays to the project. Some localised repairs are being carried out.

Coastal Defence and Foreshore

Works for the Cliff Stabilisation at Clifton Drive commenced on 12th April. £25k has been transferred from Asset Management to part fund the equipment trench. The works on the trench have come in £25k over this budget along with £137k additional works due to unexpected ground conditions therefore a total pressure of £162k is currently reported. This will be financed by an under-spend reported on the LTP schemes.

Highways and Infrastructure

All approved programmed works have now completed under the planned maintenance scheme. The remaining funds are to be spent on a collapsing section of the junction at Prittlewell Chase and Highfield Gardens.

Further discussions have taken place with Network Rail about moving the fence separating the Cinder Path from Essex Thameside Rail Link. Once the estimate has been received from the contractor, works can be programmed to coincide with the next appropriate rail possession. Resurfacing of the widened Cinder Path can then commence. It is anticipated that works will commence in the new financial year.

The revised Street Lighting budget is a multi-million pound, multi-year scheme to be part funded by the Challenge fund from the Department for Transport. The A127 from Kent Elms to Cuckoo Corner is complete and from Kent Elms to the borough boundary is scheduled for completion by the end of March. The contract for the Central Management System (CMS) has been signed off by procurement and legal and a presentation on the system will be made at the next project board meeting.

Parking Management

Works to the Civic Centre North car park are now complete. Remaining funding will be utilised for works to improve the other Borough car parks.

Section 38 and Section 106 Schemes

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

Local Transport Plans (LTP Schemes)

Various schemes are now underway for Better Networks and Better Sustainable Transport. Works to the Better Operations of Traffic Control Systems are now complete.

Programmed resurfacing works under the maintenance scheme have been completed and further works are scheduled for resurfacing and kerb works at Western Road to utilise the remainder of the budget.

Underspend of £162k will be used to fund the works on Clifton Drive Stabilisation Works.

Local Growth Fund

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

The business cases for A127 Kent Elms and Bridge and Highway Maintenance have been approved by South East Local Enterprise Partnership to draw down 2015/16 funding. Further work is underway to support the business cases for 2016/17 onwards. 2015/16 works for Kent Elms will be focussing on the design and construction of the advance surface crossing works and design and survey work for the main junction improvement works. The final account is still being negotiated with the contractor with the view to be agreed by the end of March. Further drainage surveys are required and will be undertaken in February. A bridge survey has taken place and the highways team are currently awaiting the report. Works on the Bell junction will be focussing on survey work to inform the design for the main junction improvement works. Once Kent Elms survey works have been received and reviewed, similar surveys will be commissioned for the Bell. Bridge and Highway Maintenance will be focussing on investigation works for the improvement to the A127 corridor. Surfacing works are complete to the eastbound section of the A127 from the boundary to just prior to the Progress Road improvement works. The estimate for pavement surveys is currently being reviewed and a quotation for drainage, lighting and safety barrier surveys is being prepared.

The Clean Air Act independent analysis report has been received for the Southend Central Area Action Plan (SCAAP) Growth Point for non-transport schemes and the scheme is being finalised taking that into account. The lift works are out to tender and works are scheduled to begin in the new financial year. A carry forward request of £55k will be included in the report to June Cabinet.

Transport

Main works on the A127 Tesco junction improvements are complete. Traffic signal monitoring will continue to be adjusted as necessary. UK Power Network trench defects are still to be rectified by the contractor.

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.

Waste

There are commitments for the year in relation to the Commercial Waste and Recycling Centre which will involve ground works, a salt dome and refurbishment of the toilets. Some disused buried structures and contaminated soil have been discovered on site and this has slightly delayed the project. Works are on-going with an expected completion date before the end of the year. Final snagging works are to be carried out and the final accounts are to be reviewed. An over-spend of £139k is currently reported and an investigation into this is currently being carried out and the resultant figure will be funded from within the Place Department budget by a relevant virement.

Energy Saving Projects

The biomass boilers are currently awaiting planning permission as part of the energy project at Southend Adult Community College. The tender has been issued for the lighting and heating controls which will take place in 2016/17. A carry forward request of £146k will be included in the report to June Cabinet.

The biomass boiler is complete at Temple Sutton School apart from a few final issues. The tender has been issued for lighting, insulation and heating controls and this work will take place in 2016/17. A carry forward request of £134k will be included in the report to June cabinet.

The energy scheme at Eastwood Schools will involve the installation of solar panels and the works have now received approval at the Board of Governors. Only £5k is expected to be spent in 2015/16 therefore the remaining budget of £155k will be included in the report to June Cabinet as a carry forward request.

The removal of the low loss header at the Civic Centre is scheduled for after the winter season once the heating is no longer required. A carry forward request of £12k will be included in the report to June Cabinet to carry out these works in 2016/17.

The Biomass boiler is ready to go to planning for the Beecroft and Central Museum energy project following the flue design review. Tenders have been issued for the lift works and the ventilation and heating upgrade designs are progressing. A carry forward request of £86k will be included in the report to June Cabinet.

The LED lighting for the Civic Centre underground car park is being integrated as part of the resurfacing works programme. This is scheduled for 2016/17 and therefore the full budget of £19k will be included in the report to June Cabinet.

Summary

Carry forward requests to be included in the report to June Cabinet are Civic Centre boilers for £12k, Beecroft and Central Museum energy project for £86k, Eastwood Schools energy project for £155k, LED lighting in Civic Centre car park for £19k, Southend Adult Community College energy project for £146k, Temple Sutton School energy project for £134k and Local Growth fund Non-Transport for £55k.

There is currently an over-spend of £139k on the Short Street Depot scheme which is being investigated and a relevant virement will be identified from the Place Department budget.

A pressure of £162k has been identified on the Cliffs Stabilisation scheme which will be financed by an under-spend on LTP schemes.

Housing Revenue Account

The revised budget for the Housing Revenue Account capital programme for 2015/16 is £7.845million. The latest budget and spend position is as follows:

Housing Revenue Account	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Forecast Variance to Year End 2015/16 £'000	Previous Forecast Variance to Year End 2015/16 £'000
Decent Homes Programme	6,994	5,616	6,994	-	-
Council House Adaptations	500	477	500	-	-
32 Byron Avenue	16	-	16	-	-
Other HRA	335	195	335	-	-
Total	7,845	6,288	7,845	-	-

The actual spend at 29th February of £6.288million represents 80% of the HRA capital budget.

Decent Homes Programme

The on-going Decent Homes schemes are continuing in 2015/16. Kitchens, bathrooms and electrical works have now completed. The lift upgrade works at Pennine have been completed and the final account is being prepared. A two week cavity wall insulation project at Shelley Square is scheduled to be carried out in March and contractors are on site at Temple Court for the roof replacement project.

Council House Adaptions

This budget relates to minor and major adaptations in council dwellings. Spend depends on the demand for these adaptations and works are currently in progress for 2015/16.

32 Byron Avenue

The build at 32 Byron Avenue is now complete and settlement of the final accounts is expected by the end of the financial year.

Other HRA

The plan for the HRA Land Review scheme is to construct 18 housing units within the Shoeburyness ward. The contractor has now been appointed and detailed design drawings are being finalised. The sites have been handed over to the contractor and they have constructed their site set up. Demolition of the garages commenced on 14th March and will last four weeks.

Summary of Capital Expenditure at 29th February 2016

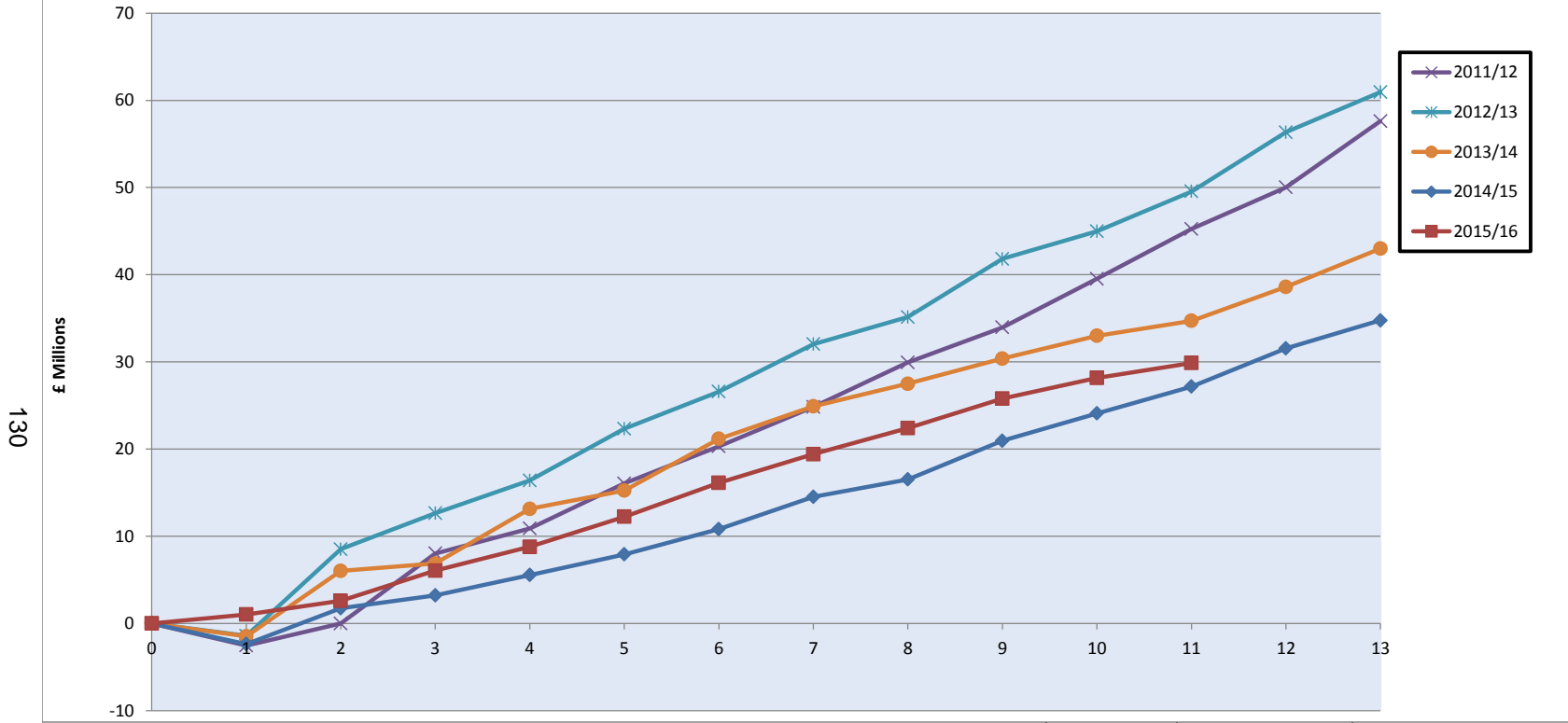
Appendix 1

	Original Budget 2015/16 £000	Revisions £000	Revised Budget 2015/16 £000	Actual 2015/16 £000	Forecast outturn 2015/16 £000	Forecast Variance to Year End 2015/16 £000	% Variance
Corporate Services	10,252	(5,394)	4,858	2,527	3,429	(1,429)	52%
People	15,392	(4,759)	10,633	8,808	10,633	0	83%
Place	17,859	(2,058)	15,801	12,437	15,333	(468)	79%
Housing Revenue Account	10,002	(2,157)	7,845	6,288	7,845	0	80%
	<u>53,505</u>	<u>(14,368)</u>	<u>39,137</u>	<u>30,060</u>	<u>37,240</u>	<u>(1,897)</u>	<u>77%</u>
Council Approved Original Budget - February 2015	53,505						
Corporate Services amendments	245						
People amendments	(927)						
Place amendments	2,376						
HRA amendments	(1,801)						
Carry Forward requests	7,587						
Accelerated Delivery requests to 2014/15	(582)						
Budget re-profiles (July, November and February Cabinet)	(23,794)						
New external funding	2,528						
Council Approved Revised Budget - February 2016	<u>39,137</u>						

Actual compared to Revised Budget spent is £30.060M or 77%

Appendix 2

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



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

Southend-on-Sea Borough Council

Report of Corporate Director for Place

To

Cabinet

On

15th March 2016

Report prepared by Peter Geraghty
Head of Planning & Transport.

Agenda
Item No

6

Proposed Revisions to the Permanent Vehicular Crossings Policy (PVXs)

Executive Councillor: Councillor Martin Terry

A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 To seek Cabinet approval to amend the existing Permanent Vehicular Crossing (PVX) Policy, following the outcome of its review in light of feedback from residents and members.

2. Recommendation

That the proposed changes to the PVX Policy, process and procedures as outlined in Section 5 of this report be agreed.

3. Background

- 3.1 The Council agreed a new policy for approving Permanent Vehicular Crossings (PVXs) in March 2013 which was subsequently reviewed in October 2014. As part of our on-going commitment to improving customer service provision, its operational effectiveness has been reviewed through customer and Members' feedback.
- 3.2 It needs to be noted that the existing policy has been under close monitoring for its effectiveness in meeting residents' needs. Since June 2013, 86% of applications for PVXs were approved; 50% of which have been constructed and the remaining 50% are with the applicants to decide whether they wish to progress these works. Furthermore, 4% of the refused applications went through the exceptional circumstances policy and all were approved by Members (as at 12/12/2015).
- 3.3 This report therefore sets out further revisions to the policy and the processes for dealing with applications for vehicular crossings and details a set of updated criteria for assessing applications.

4. Legal Requirements

4.1 The Council as the Highway Authority has a responsibility to consider applications from the residents to construct a crossover which it may approve with or without modifications. The Authority may propose alternative works, or may reject the request. In determining whether to use its powers in respect of a request, the Council, as the Highway Authority, must under Section 184 of the Highways Act 1980, have regard to the need to prevent damage to the footway or verge and in respect of Section 184 (1)(a) or (3) have regard to:

- a) The need to ensure, so far as practicable, safe entry to and exit from premises.
- b) The need to facilitate, so far as practicable, the passage of vehicular traffic on the highway network.

5. Proposed Changes to the Policy

5.1 A Members' Workshop was held on 14th December 2015 to discuss the existing PVX policy, its operational effectiveness and to enable Members' to suggest any changes that may need to be considered by the Cabinet in its current review of the policy. This workshop was open to all Members of the Council. A written submission was also received from Councillor Flewitt. Following the workshop all Members of the Council were sent notes of the workshop meeting and asked for any further comments contributing to the changes to the policy and procedures before revised proposals are put forward for consideration by the Cabinet. No written comments were received.

5.2 The recommendations for the proposed changes in this report have been developed based on constructive feedback from Members and customers on the operation and effectiveness of the policy. The Cabinet is recommended to consider and approve the following revisions to the existing PVX policy:-

- a) Instruct Officers to make necessary contractual arrangements with the existing term contractors to facilitate construction of all future PVX upon approval. As the existing contracts have been awarded through competitive process, this will enable better value for money, reducing heavy construction costs that have been incurred by the residents who sought quotations through independent contractors on the approved list. It is expected that the change in these arrangements will enable the Council to negotiate a better price for customers, alleviating a serious concern of residents and Members. It needs to be noted that the Director of Place is considering feasibility of undertaking PVX construction works, as part of an in-house trading company and will change construction arrangements as needed in due course.
- b) Exceptional Circumstances Members Panel - To set up a Member Level Independent Panel to deal with all exceptional circumstances applications where there are substantial reasons to deviate from the policy due to exceptional needs of the residents. It is proposed that this Panel is fully trained in terms of the policy, the legislation and the responsibilities in this regard. In particular Members' responsibilities under the Construction Design and Management Regulations (CDM). It is proposed that the Panel comprises of three Councillors who would neither be the Ward Councillors nor residents of the Ward relating to the application under consideration and a decision will be

based on simple majority. Panel Members will complete necessary decision paperwork, detailing reasons for their decision.

- c) Allow PVX to cover full width of properties unless there are justifiable safety concerns.
- d) Tree and Root Protection – To use of the National Joint Utilities Code of Practice - This requires measuring the circumference at 1.5m height of the tree and multiplying this by a factor of 4 to enable effective area for tree root protection. This proposal follows the same principle as the British Standard, but the multiplying factor is 4 rather than 12. This is proposed on the basis of hand digging for exploratory investigations to assess the presence of the roots and whether the tree can be safely retained through root protection measures. It is proposed that the cost associated with such works is borne by the applicant.
- e) If a proposed PVX application necessitates the need to amend an existing Traffic Regulation Order (TRO), the application would have to be accompanied by a legal undertaking by the applicant to agree to pay the cost associated with amending or removing the TRO including advertisements, contractor's costs and administration time. TRO's are subject to a separate statutory process and there is no guarantee that having followed this process, the alteration or changes would be approved.
- f) PVX on Classified Roads – There are different types of classified roads in the Borough and it is proposed to retain the existing policy requirements for such roads. However, where policy criterion is not met, such applications may be considered under exceptional circumstances and assessment is made based on the characteristics of the road, traffic volume, speed, safety and visibility.
- g) Enforcement – Officers to develop enforcement approach to proactively deal with highway encroachment by overhanging vehicles and vehicles parked in forecourts without any PVX. This will help to encourage more residents to apply for legitimate PVXs, avoiding substantial damage to our footways and dangers to pedestrians.

5.3 It is proposed that no changes are made to the remaining policy or the criteria which is to ensure safety, free flow of traffic and protection of the local environment.

5.4 The proposed changes are being recommended to deal with the issues raised by Members and residents during the review process. If agreed, these will be incorporated into the PVX policy. Explanatory and guidance material for future applicants will also be amended to reflect the proposed changes.

5.5 The application fee level for PVX applications under highways legislation will be reviewed on an annual basis as part of the fees and charges.

6. Other Options

6.1 If the proposed changes are not agreed by the Council, only option is to continue with the system that currently exists.

7. Reason for Recommendation

7.1 The changes proposed are in response to feedback from Members and the customers.

8. Corporate Implications

8.1 The revised policy and procedures will meet the aims of the Council's vision including:

- Clean, ensuring a well maintained and attractive street scene, parks and open spaces
- Prosperous, enable well planned quality developments that meet the needs of the Southend residents and businesses
- Excellent, deliver cost effective, targeted services that meet the identified needs of our community
- Safe, ensure that works are carried out safely and are safe for highway users.

8.2 Financial Implications

8.2.1 The cost of administering and processing an application and the construction costs are to be funded by the applicant. The changes to the policy will result in additional work for officers in managing the process and this will be absorbed by the Department for Place.

8.2.2 Charges for applications and administration are reviewed annually and agreed by the Council. The cost of construction is dependent on the works required and will cover future maintenance costs.

8.3 Legal Implications

8.3.1 The proposed policy and approach will enable the Council to comply with its statutory duty under Section 184 of the Highways Act 1980 in a more effective and efficient manner. There will be liabilities for those agreeing the design of PVXs arising from the CDM Regulations.

8.4. People Implications

8.4.1 There will be additional impact on staff and resources arising from managing the contractors and this will be undertaken using in-house staff.

8.5 Property Implications

8.5.1 The proposals will ensure that the highway is better protected against damage caused by unauthorised access across the footpath.

8.6 Consultation

8.6.1 During the review, consultation has taken place with various teams within the Council and the policy has also been discussed at Special Members' Workshop.

All Council Members were sent a copy of the issues raised at the Workshop meeting and invited to provide any additional feedback.

8.7 Equalities and Diversity Implications

- 8.7.1 During the re-design both equality and diversity issues were considered and the proposed service is believed to accommodate both.
- 8.7.2 Everyone is provided with equal access and opportunity to make an application. The service is primarily available via the Council's Website, an online application can be made or relevant paper copies are available to download and/or print. Where access to our online service is unavailable, paper copies can be posted upon request.
- 8.7.3 Where an application is to create access for a disabled person living or intending to live in the premises it is proposed that the application fee is exempt, (all other costs relating to construction will remain the responsibility of the applicant). This is to ensure consistency with existing planning procedures (and evidence of disability will be required to qualify for this discount).
- 8.7.4 The revised policy and criterion also aims to ensure both the Planning Service and Highways Service assessment are consistent specifically in respect of the minimum parking area required.

8.8 Risk Assessment

- 8.8.1 There are no relevant risk issues arising from the changes to the policy other than those set out in the report.

8.9 Value for Money

- 8.9.1 The proposed new process will provide better value for money as the works will be undertaken by term contractors which have gone through a competitive tendering process.

8.10 Community Safety Implications

- 8.10.1 It is important that any procedure provides an outcome that does not lend to situations detrimental to pedestrians or highway safety. The new process will lend to better outcomes and decisions.

8.11 Environmental Impact

- 8.11.1 The proposed process and criteria aim to strike a balance between a request for a permanent vehicular crossing and the need to clearly and decisively protect the environment specifically having regard to the protection of all existing highway and the general street scene and amenity including grass verges.

9. Background Papers

Southend Design & Townscape Guide

Southend Streetscape Manual

Highways Act 1980

Cabinet report June 2013 and September 2014

10. Appendices

None