

MONTHLY PERFORMANCE REPORT

January 2017

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Published by the Policy, Engagement & Communication Team

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Key to Columns and symbols used in report

Column Heading	Description
Minimise or Maximise	Indicates whether higher or lower number is better: Minimise = lower is better, maximise = higher is better
Latest Month	The latest month for which performance information is available
Month's Value	Performance to date for the latest month
Month's Target	Target to date for the latest month
Annual Target 2016/17	Annual target for 2016/17
<u>Outcome</u>	<p>Symbol based on a traffic light system; Red, Amber, Green indicating whether an indicator's performance is on track to achieve the annual target. Symbols used and their meaning are:</p> <p> = at risk of missing target</p> <p> = some slippage against target, but still expected to meet year-end target (31/03/2017)</p> <p> = on course to achieve target</p>
Comment	Commentary for indicators not on track providing reasons for low performance and identifying initiatives planned to bring performance back on track
Better or worse than last year	<p>Symbol indicating whether performance for the Latest Month is better or worse than the same month in the previous year. Symbols and their meanings are:</p> <p> = Latest Month's performance is 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>

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Section 1: 2016-2017 Exceptions - Current Month Performance



Comments on Indicators rated Red or Amber



Generated on: 28 February 2017 09:47

Expected Outcome At risk of missing target
Responsible OUs Department of the Chief Executive



MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative]	Aim to Minimise	January 2017	6.15	5.82	7.20			While the Council has met its targets for the months of November and December it is not meeting the required cumulative target for the year to date. HR continue to provide managers with information regarding key areas of sickness to ensure sickness absence is appropriately managed, and to help departments identify trends. The Council still compares favourably with other local authorities and other sectors (latest Local Government Association Workforce Survey shows councils reporting an average of 8.5 days lost per FTE employee).	Policy & Resources Scrutiny



Expected Outcome At risk of missing target
Responsible OUs People

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.4	Rate of children subject to a Child Protection Plan per 10,000 (not including temps) [Monthly Snapshot]	Goldilocks	January 2017	59.9	45.7-52.3	45.7-52.3			The rate of children reduced this month. This is due to an increase in the number of children whose plans were discontinued, while the number of children becoming subject of a CP Plan was slightly below last month. However this indicator remains at risk of missing target, this indicator is being monitored by managers and work is in place to reduce the rate of CP	People Scrutiny





MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
									plans.	
CP 3.2	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]	Aim to Minimise	January 2017	1.93	1.43	1.43			Whilst the average level of delayed transfers of care is above target, performance on this measure has improved this month. We remain well below the regional average of 3.22. It is expected that performance will continue to track towards target for the rest of the financial year.	People Scrutiny



Expected Outcome At risk of missing target
Responsible OUs Place

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, wounding's, robbery. [Cumulative]	Aim to Minimise	January 2017	7054	6235	7389			<p>Southend Community Safety Partnership have progressed a number of key recommendations from the 16/17 Strategic Intelligence Assessment. This includes a multiagency focus on certain key high crime areas such as York Road (Operation Stonegate), a review of crimes that are causing concern (violent crime), and improved strategic and operational links between the key partnership boards. Members will have the opportunity to meet with Senior Police officers to review crime statistics on a quarterly basis from 2017. In addition, the in-depth scrutiny review on enforcement is progressing and has considered evidence from the Police and Crime Commissioner and wider stakeholders both from within the Council and external.</p> <p><u>The BCS Crime breakdown for December 2016:</u> Theft of a Vehicle - 4%; Theft from a vehicle - 10%; Vehicle interference- 2%; Burglary in a dwelling - 8%; Bicycle theft - 6 %; Theft from the Person - 3%; Criminal Damage - 19%; HMIC Violence Without Injury - 29%; Wounding (Serious and Other) - 17%; Robbery (Personal Property) - 2%.</p>	Policy & Resources Scrutiny





MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	December 2016	47.79%	54.00%	54.00%			<p>Reported Quarterly</p> <p>This figure is the latest position and will be validated by the end of March 2017.</p> <p>Veolia completed their new waste collection service roll out which included a new blue box recycling service stream, which will take time to embed across the borough. There is also a national downturn in recycling rates in the Essex region, which has seen a decrease in recycling rates. Performance is likely to increase in the new financial year with the roll out of further recycling services to flats.</p>	Place Scrutiny

Expected Outcome Some slippage against target
Responsible OUs People

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.3	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 2017	79.3%	85%	85%			The Police carry out safe and well checks following a missing episode, which establishes the safety of the child. Return to home interviews (RHI) are voluntary. At the time of the Ofsted inspection the percentages of RHIs were at 35%, since then improvements in practice have increased this to 79.3%.	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 2017	80.2%	86%	86%			For the period August - October which is reported 3 months later in January 2017, 101 people started reablement, of which 81 were at home 91 days later, which is 80.2%. Unfortunately, during this period of reablement 10 clients passed away, which had an impact on this outcome. Whilst this remains below target we are continuing investigations at a client and supplier level to analyse the context of the clients that do not meet the criteria of this indicator.	People Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.3	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [Year to date Snapshot]	Aim to Maximise	January 2017	29.5%	30%	30%			The performance of this indicator is very slightly below target. We are ensuring that direct payments are offered to clients when appropriate. Performance remains above the national benchmark and also above our comparative neighbours.	People Scrutiny

Expected Outcome Some slippage against target
Responsible OUs Public Health

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.8	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	January 2017	665	1,000	1,300			Final quit data January is unlikely to be available until the end of March 2017. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set.	People Scrutiny
CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	January 2017	3,562	4,482	5,673			Work continues with GP practices following the migration of their computer systems from EMIS to SystemOne. Work is also on going to invite patients in for their NHS Health Check to ensure the target is met. The outreach work which has been planned over the next three months has commenced.	People Scrutiny

Section 2: 2016-2017 Corporate Performance Indicators

Information for all 2013-2014 Corporate Priority Indicators

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Performance Data Expected Outcome: At risk of missing target 5 On course to achieve target 18 Some slippage against target 5

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]	Aim to Minimise	January 2017	7054	6235	7389			Dipti Patel	Policy & Resources Scrutiny
CP 1.2	Adults in contact with secondary mental health services who are in stable accommodation, with or without support. (ASCOF 1H) [Year to date Snapshot]	Aim to Maximise	January 2017	79.1%	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 2017	79.3%	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 2017	59.9	45.7-52.3	45.7-52.3			John O'Loughlin	People Scrutiny
CP 1.5	Rate of Looked After Children (LAC) per 10,000 [Monthly Snapshot]	Goldilocks	January 2017	66.9	57.3-68.3	57.3-68.3			John O'Loughlin	People Scrutiny

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 2.1	Number of reported missed collections per 100,000 [Monthly Snapshot]	Aim to Minimise	January 2017	43	45	45			Dipti Patel	Place Scrutiny
CP 2.2	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	January 2017	95%	92%	92%			Dipti Patel	Place Scrutiny
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	December 2016	47.79%	54.00%	54.00%			Dipti Patel	Place Scrutiny

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









MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Rolling Quarter]	Aim to Maximise	January 2017	80.2%	86%	86%			Sharon Houlden	People Scrutiny
CP 3.2	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]	Aim to Minimise	January 2017	1.93	1.43	1.43			Sharon Houlden	People Scrutiny
CP 3.3	The proportion of people who use services who receive direct payments (ASCOF 1C (2A)) [Year to date Snapshot]	Aim to Maximise	January 2017	29.5%	30%	30%			Sharon Houlden	People Scrutiny
CP 3.4	Proportion of adults with learning disabilities in paid employment [Monthly Snapshot]	Aim to Maximise	January 2017	10.2%	10%	10%			Sharon Houlden	People Scrutiny
CP 3.5	Number of Children Involved with Early Help Assessments (cumulative)	Aim to Maximise	January 2017	1,688	1,670	2,000			John O'Loughlin	People Scrutiny
CP 3.6	Participation and attendance at	Aim to	January	3,706,068	3,333,333	4,000,000			Scott Dolling	Place Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
	council owned / affiliated cultural and sporting activities and events [Cumulative]	Maximise	2017							
CP 3.7	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	January 2017	48	33	40	✔	↑	James Williams	People Scrutiny
CP 3.8	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	January 2017	665	1,000	1,300	⚠	↑	Liesel Park	People Scrutiny
CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	January 2017	3,562	4,482	5,673	⚠	↑	Margaret Gray	People Scrutiny

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 4.3	% of Council Tax for 2016/17 collected in year [Cumulative]	Aim to Maximise	January 2017	86.80%	86.80%	97.20%	✔	↑	Joe Chesterton	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2016/17 collected in year [Cumulative]	Aim to Maximise	January 2017	85.50%	85.50%	97.80%	✔	↓	Joe Chesterton	Policy & Resources Scrutiny
CP 4.5	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	January 2017	92.59%	79.00%	79.00%	✔	↑	Peter Geraghty	Place Scrutiny
CP 4.6	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	January 2017	90.39%	84.00%	84.00%	✔	↑	Peter Geraghty	Place Scrutiny
CP 4.7	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	January 2017	94.56%	90.00%	90.00%	✔	↓	Peter Geraghty	Place Scrutiny
CP 4.8	Current Rent Arrears as % of rent due [Monthly Snapshot]	Aim to Minimise	January 2017	1.47%	1.7%	1.7%	✔	↓	Sharon Houlden	Policy and Resources Scrutiny
CP 4.9	The % of children in good or outstanding Schools [Monthly Snapshot]	Aim to Maximise	January 2017	84.71%	75%	75%	✔	↓	Brin Martin	People Scrutiny

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

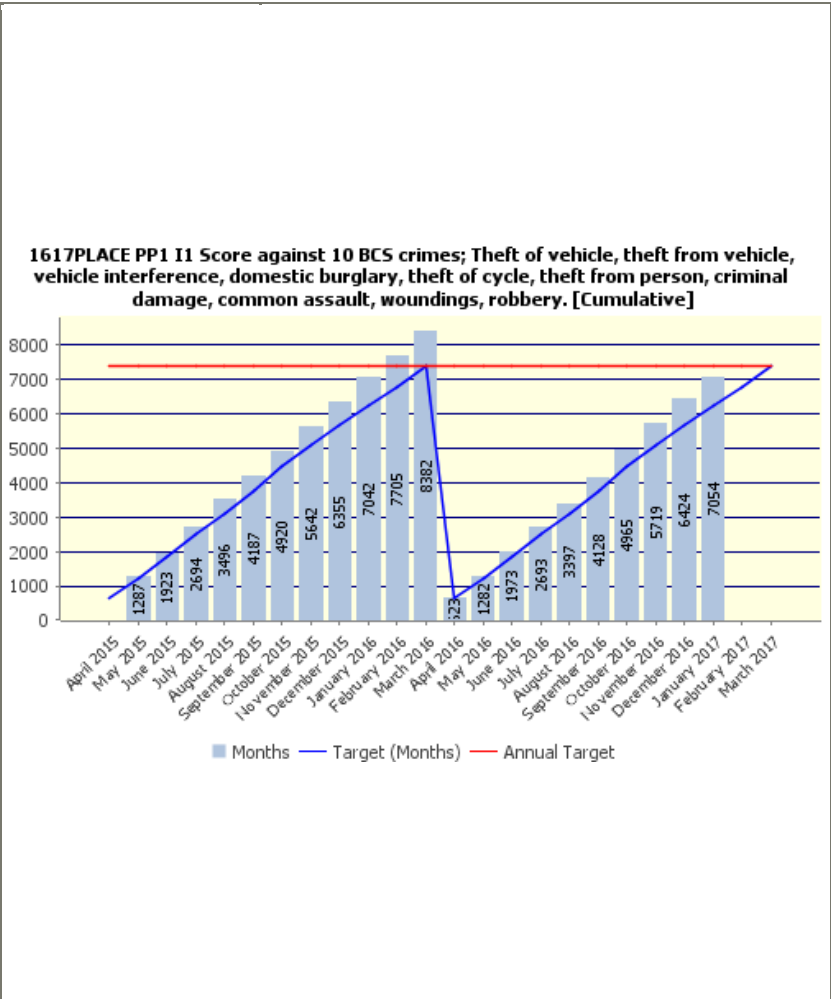
MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2016/17	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 5.1	Number of hours delivered through volunteering in Culture Services [Cumulative]	Aim to Maximise	January 2017	14,379	10,833	13,000			Scott Dolling	Place Scrutiny
CP 5.2	Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	January 2017	86.65%	80.00%	80.00%			Nick Corrigan; Joanna Ruffle	Policy & Resources Scrutiny
CP 5.3	Number of payments made online [Cumulative]	Aim to Maximise	January 2017	54,474	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 2017	6.15	5.82	7.20			Joanna Ruffle	Policy & Resources Scrutiny

Section 3: Detail of indicators rated Red or Amber

AIM: SAFE: Priorities • Create a safe environment across the town for residents, workers and visitors. • Work in partnership with Essex Police and other agencies to tackle crime. • Look after and safeguard our children and vulnerable adults.
 Expected Outcome: At risk of missing target 2 Some slippage against target 1

CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, wounding's, robbery. [Cumulative]			<p>January 2017 result</p>
Expected Outcome		Format	Aim to Minimise	
Managed By	Dipti Patel			
Year Introduced	2007			

Date Range 1		
	Value	Target
April 2015	N/A	626
May 2015	1287	1231
June 2015	1923	1857
July 2015	2694	2532
August 2015	3496	3102
September 2015	4187	3773
October 2015	4920	4478
November 2015	5642	5078
December 2015	6355	5665
January 2016	7042	6235
February 2016	7705	6754
March 2016	8382	7389
April 2016	623	626
May 2016	1282	1231
June 2016	1973	1857
July 2016	2693	2532
August 2016	3397	3102
September 2016	4128	3773
October 2016	4965	4478
November 2016	5719	5078
December 2016	6424	5665
January 2017	7054	6235
February 2017		6754
March 2017		7389




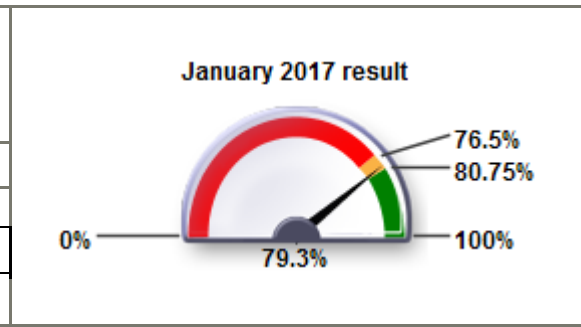
Southend Community Safety Partnership have progressed a number of key recommendations from the 16/17 Strategic Intelligence Assessment. This includes a multiagency focus on certain key high crime areas such as York Road (Operation Stonegate), a review of crimes that are

causing concern (violent crime), and improved strategic and operational links between the key partnership boards. Members will have the opportunity to meet with Senior Police officers to review crime statistics on a quarterly basis from 2017. In addition, the in-depth scrutiny review on enforcement is progressing and has considered evidence from the Police and Crime Commissioner and wider stakeholders both from within the Council and external.

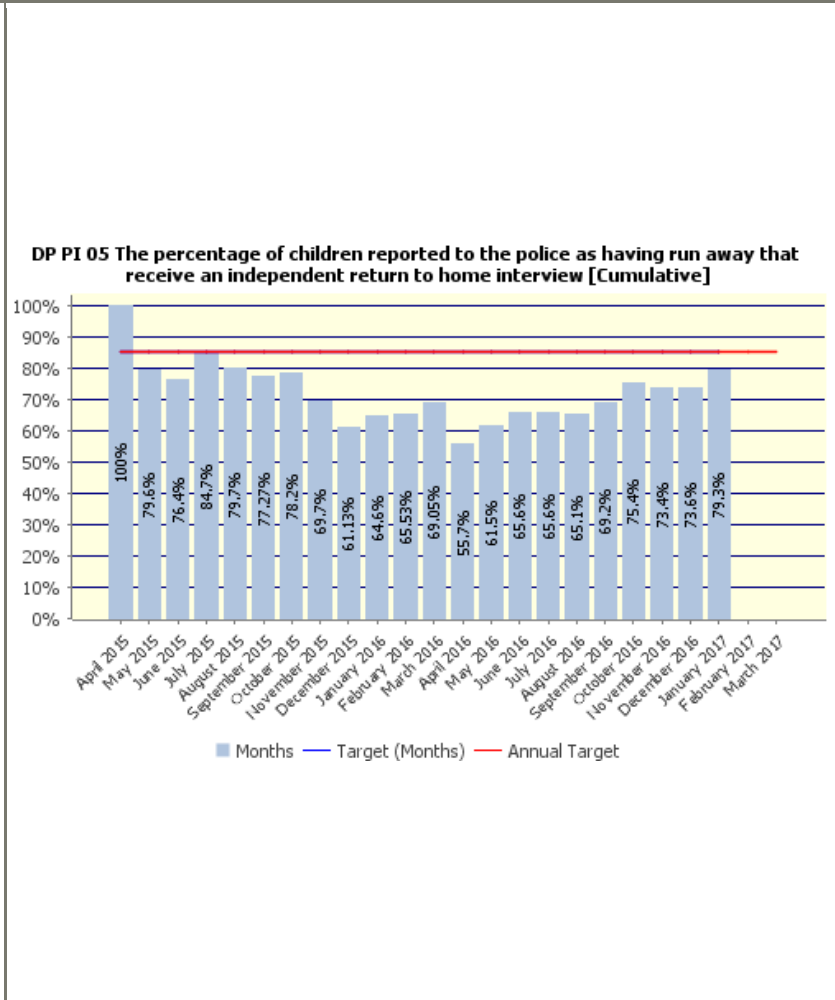
The BCS Crime breakdown for December 2016:

Theft of a Vehicle - **4%**; Theft from a vehicle - **10%**; Vehicle interference- **2%**; Burglary in a dwelling - **8%**; Bicycle theft - **6 %**; Theft from the Person - **3%**; Criminal Damage - **19%**; HMIC Violence Without Injury - **29%**; Wounding (Serious and Other) - **17%**; Robbery (Personal Property) - **2%**.

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		



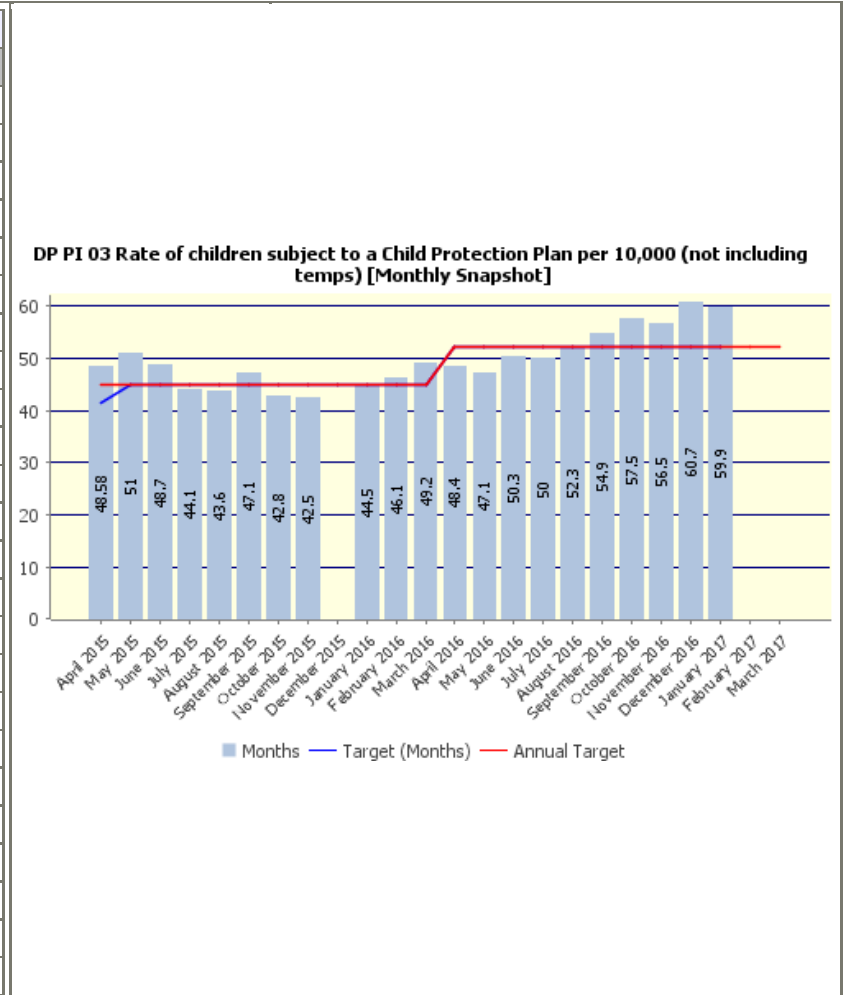
Date Range 1		
	Value	Target
April 2015	100%	85%
May 2015	79.6%	85%
June 2015	76.4%	85%
July 2015	84.7%	85%
August 2015	79.7%	85%
September 2015	77.27%	85%
October 2015	78.2%	85%
November 2015	69.7%	85%
December 2015	61.13%	85%
January 2016	64.6%	85%
February 2016	65.53%	85%
March 2016	69.05%	85%
April 2016	55.7%	85%
May 2016	61.5%	85%
June 2016	65.6%	85%
July 2016	65.6%	85%
August 2016	65.1%	85%
September 2016	69.2%	85%
October 2016	75.4%	85%
November 2016	73.4%	85%
December 2016	73.6%	85%
January 2017	79.3%	85%
February 2017		
March 2017		



The Police carry out safe and well checks following a missing episode, which establishes the safety of the child. Return to home interviews (RHI) are voluntary. At the time of the Ofsted inspection the percentages of RHIs were at 35%, since then improvements in practice have increased this to 79.3%.

CP 1.4	Rate of children subject to a Child Protection Plan per 10,000 (not including temps) [Monthly Snapshot]		<p>January 2017 result</p>
Expected Outcome		Format Goldilocks	
Managed By	John O'Loughlin		
Year Introduced			

Date Range 1		
	Value	Target
April 2015	48.58	41.5
May 2015	51	45.1
June 2015	48.7	45.1
July 2015	44.1	45.1
August 2015	43.6	45.1
September 2015	47.1	45.1
October 2015	42.8	45.1
November 2015	42.5	45.1
December 2015		45.1
January 2016	44.5	45.1
February 2016	46.1	45.1
March 2016	49.2	45.1
April 2016	48.4	45.7 - 52.3
May 2016	47.1	45.7 - 52.3
June 2016	50.3	45.7 - 52.3
July 2016	50	45.7 - 52.3
August 2016	52.3	45.7 - 52.3
September 2016	54.9	45.7 - 52.3
October 2016	57.5	45.7 - 52.3
November 2016	56.5	45.7 - 52.3
December 2016	60.7	45.7 - 52.3
January 2017	59.9	45.7 - 52.3
February 2017		
March 2017		



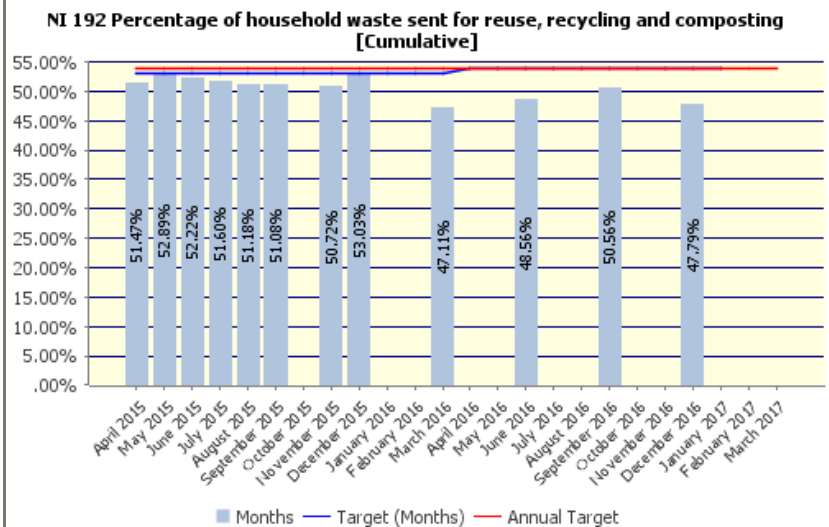
The rate of children reduced this month. This is due to an increase in the number of children whose plans were discontinued, while the number of children becoming subject of a CP Plan was slightly below last month. However this indicator remains at risk of missing target, this indicator is being monitored by managers and work is in place to reduce the rate of CP plans.

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

Expected Outcome: At risk of missing target 1

CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]			<p>December 2016 result</p>
Expected Outcome		Format	Aim to Maximise	
Managed By	Dipti Patel			
Year Introduced	2008			

Date Range 1		
	Value	Target
April 2015	51.47%	53.00%
May 2015	52.89%	53.00%
June 2015	52.22%	53.00%
Q1 2015/16		
July 2015	51.60%	53.00%
August 2015	51.18%	53.00%
September 2015	51.08%	53.00%
Q2 2015/16		
October 2015		53.00%
November 2015	50.72%	53.00%
December 2015	53.03%	53.00%
Q3 2015/16		
January 2016	N/A	53.00%
February 2016	N/A	53.00%
March 2016	47.11%	53.00%
Q4 2015/16		
April 2016	N/A	54.00%
May 2016	N/A	54.00%
June 2016	48.56%	54.00%
Q1 2016/17		
July 2016	N/A	54.00%
August 2016	N/A	54.00%
September 2016	50.56%	54.00%
Q2 2016/17		
October 2016	N/A	54.00%
November 2016	N/A	54.00%
December 2016	47.79%	54.00%
Q3 2016/17		
January 2017	N/A	54.00%
February 2017		
March 2017		
Q4 2016/17		



Reported Quarterly

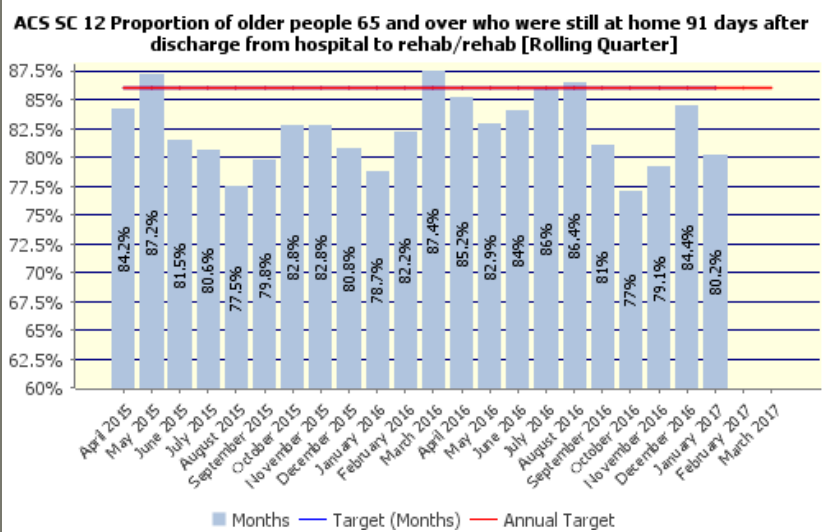
This figure is the latest position and will be validated by the end of March 2017. Veolia completed their new waste collection service roll out which included a new blue box recycling service stream, which will take time to embed across the borough. There is also a national downturn in recycling rates in the Essex region, which has seen a decrease in recycling rates. Performance is likely to increase in the new financial year with the roll out of further recycling services to flats.

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

Expected Outcome: At risk of missing target 1 Some slippage against target 4

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 2017 result</p>
Expected Outcome		Format	Aim to Maximise	
Managed By	Sharon Houlden			
Year Introduced				

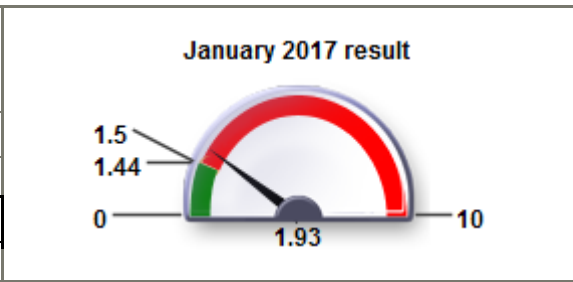
Date Range 1		
	Value	Target
April 2015	84.2%	86%
May 2015	87.2%	86%
June 2015	81.5%	86%
Q1 2015/16		
July 2015	80.6%	86%
August 2015	77.5%	86%
September 2015	79.8%	86%
Q2 2015/16		
October 2015	82.8%	86%
November 2015	82.8%	86%
December 2015	80.8%	86%
Q3 2015/16		
January 2016	78.7%	86%
February 2016	82.2%	86%
March 2016	87.4%	86%
Q4 2015/16		
April 2016	85.2%	86%
May 2016	82.9%	86%
June 2016	84%	86%
Q1 2016/17		
July 2016	86%	86%
August 2016	86.4%	86%
September 2016	81%	86%
Q2 2016/17		
October 2016	77%	86%
November 2016	79.1%	86%
December 2016	84.4%	86%
Q3 2016/17		
January 2017	80.2%	86%
February 2017		
March 2017		
Q4 2016/17		



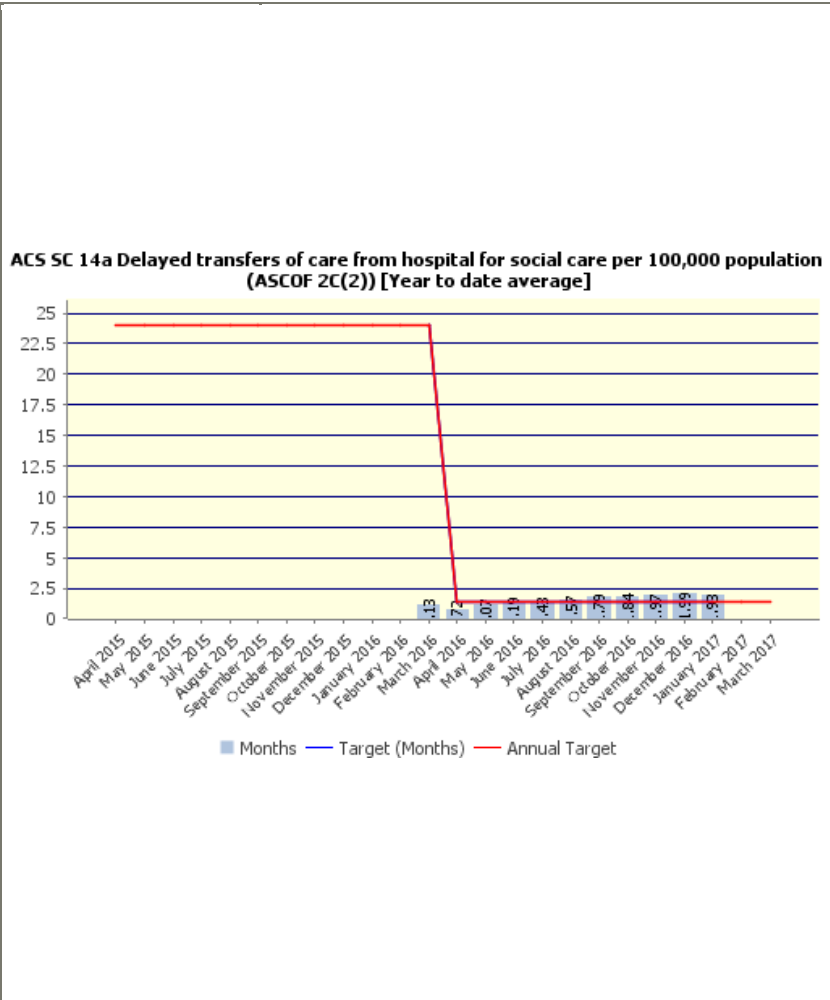
For the period August - October which is reported 3 months later in January 2017, 101 people started reablement, of which 81 were at home 91 days later, which is 80.2%. Unfortunately, during this period of reablement 10 clients passed away, which had an impact on this outcome. Whilst this remains below target we are continuing investigations at a client and supplier level to analyse the context of the clients that do not meet the criteria of this indicator.

CP 3.2	Delayed transfers of care from hospital for social care per 100,000 population (ASCOF 2C(2)) [Year to date average]		
Expected Outcome		Format	Aim to Minimise


Managed By	Sharon Houlden
Year Introduced	

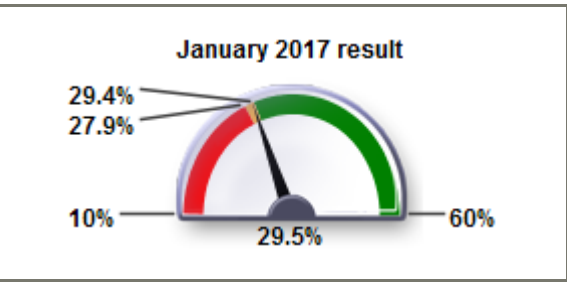


Date Range 1		
	Value	Target
April 2015		
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016	1.13	24
April 2016	0.72	1.43
May 2016	1.07	1.43
June 2016	1.19	1.43
July 2016	1.43	1.43
August 2016	1.57	1.43
September 2016	1.79	1.43
October 2016	1.84	1.43
November 2016	1.97	1.43
December 2016	1.99	1.43
January 2017	1.93	1.43
February 2017		
March 2017		

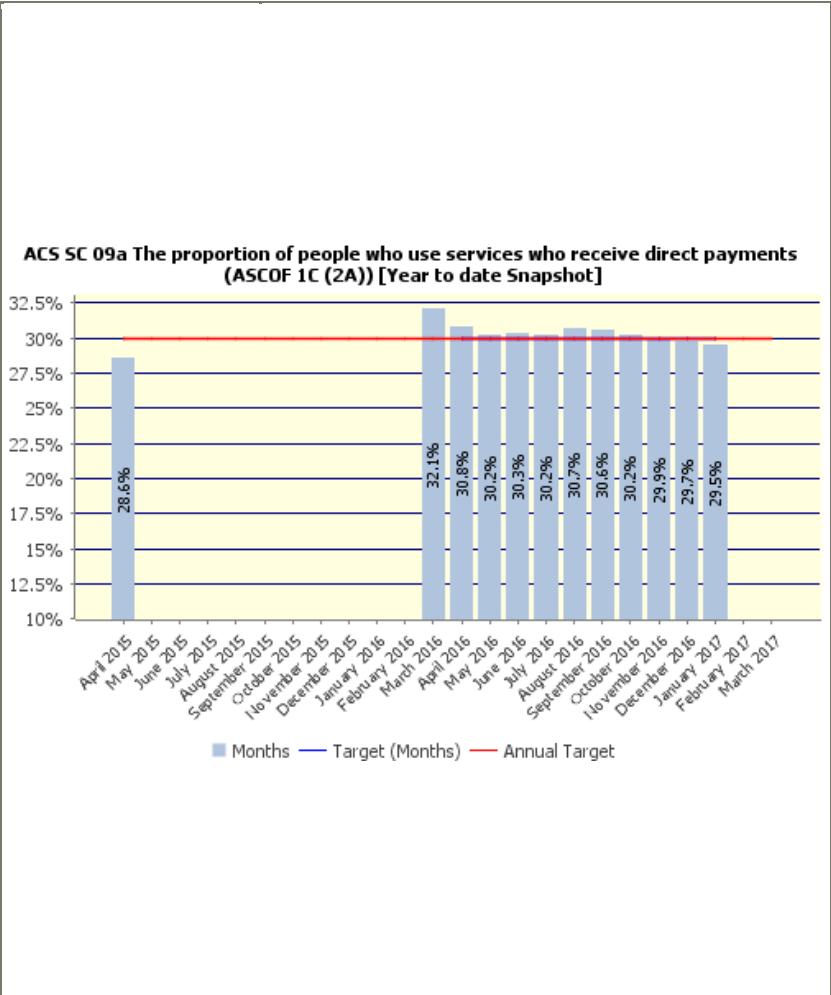


Whilst the average level of delayed transfers of care is above target, performance on this measure has improved this month. We remain well below the regional average of 3.22. It is expected that performance will continue to track towards target for the rest of the financial year.


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



Date Range 1		
	Value	Target
April 2015	28.6%	30%
May 2015		
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016	N/A	
March 2016	32.1%	
April 2016	30.8%	30%
May 2016	30.2%	30%
June 2016	30.3%	30%
July 2016	30.2%	30%
August 2016	30.7%	30%
September 2016	30.6%	30%
October 2016	30.2%	30%
November 2016	29.9%	30%
December 2016	29.7%	30%
January 2017	29.5%	30%
February 2017		
March 2017		



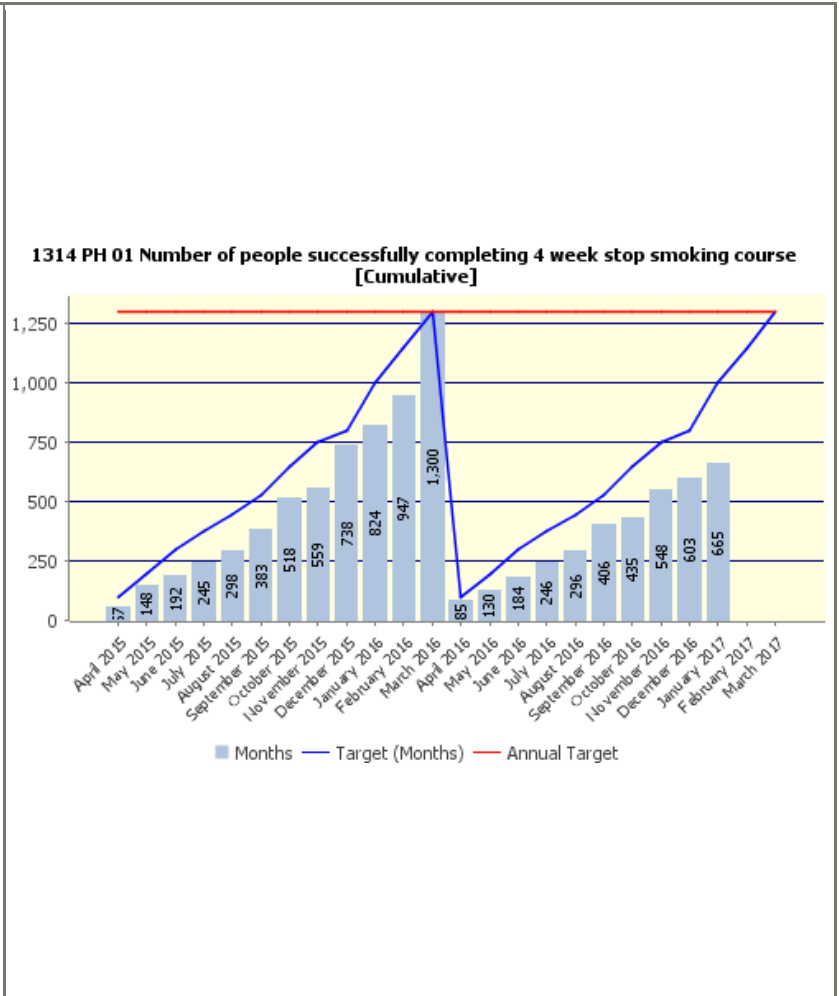
The performance of this indicator is very slightly below target. We are ensuring that direct payments are offered to clients when appropriate. Performance remains above the national benchmark and also above our comparative neighbours.

CP 3.8	Number of people successfully completing 4 week stop smoking course [Cumulative]		
Expected Outcome		Format	Aim to Maximise
Managed By	Liesel Park		
Year Introduced			

January 2017 result

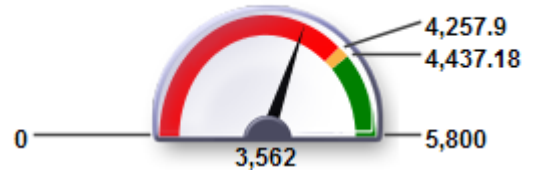


Date Range 1		
	Value	Target
April 2015	57	100
May 2015	148	200
June 2015	192	300
July 2015	245	380
August 2015	298	450
September 2015	383	530
October 2015	518	650
November 2015	559	750
December 2015	738	800
January 2016	824	1,000
February 2016	947	1,150
March 2016	1,300	1,300
April 2016	85	100
May 2016	130	200
June 2016	184	300
July 2016	246	380
August 2016	296	450
September 2016	406	530
October 2016	435	650
November 2016	548	750
December 2016	603	800
January 2017	665	1,000
February 2017		1,150
March 2017		1,300

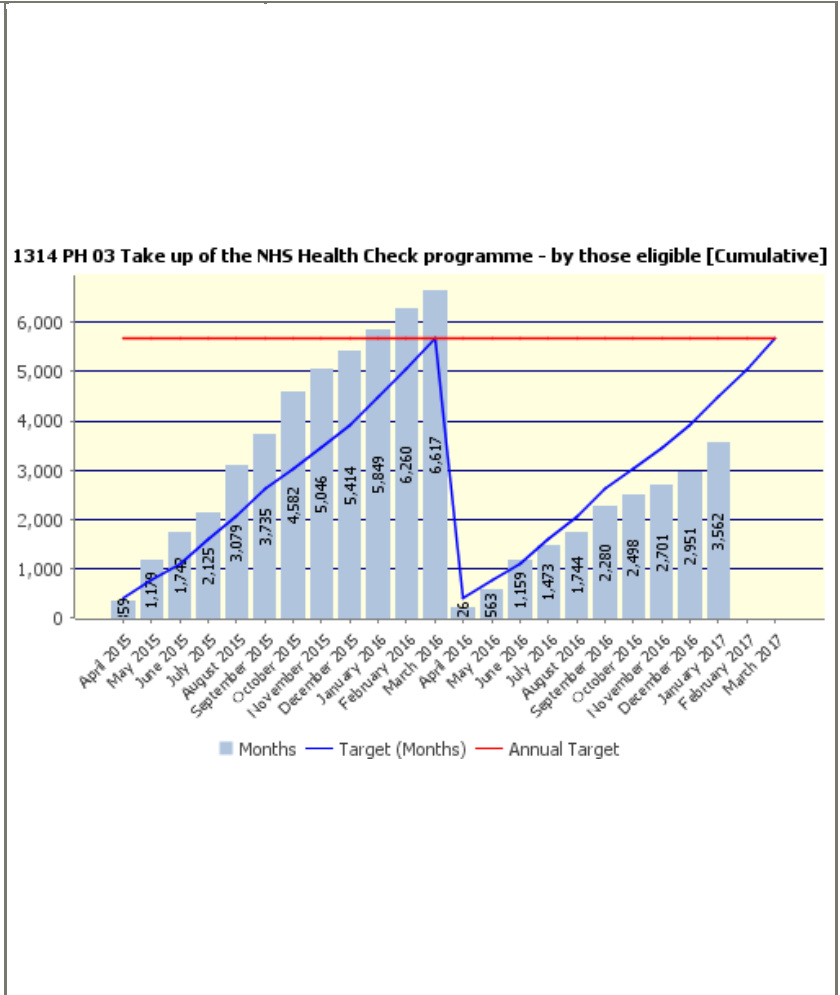


Final quit data January is unlikely to be available until the end of March 2017. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set.

CP 3.9	Take up of the NHS Health Check programme - by those eligible [Cumulative]		January 2017 result	
Expected Outcome	▲	Format	Aim to Maximise	
Managed By	Margaret Gray			
Year Introduced				



Date Range 1		
	Value	Target
April 2015	359	406
May 2015	1,179	763
June 2015	1,742	1,120
July 2015	2,125	1,592
August 2015	3,079	2,064
September 2015	3,735	2,632
October 2015	4,582	3,038
November 2015	5,046	3,443
December 2015	5,414	3,914
January 2016	5,849	4,482
February 2016	6,260	5,050
March 2016	6,617	5,673
April 2016	226	406
May 2016	563	763
June 2016	1,159	1,120
July 2016	1,473	1,592
August 2016	1,744	2,064
September 2016	2,280	2,632
October 2016	2,498	3,038
November 2016	2,701	3,443
December 2016	2,951	3,914
January 2017	3,562	4,482
February 2017		5,050
March 2017		5,673



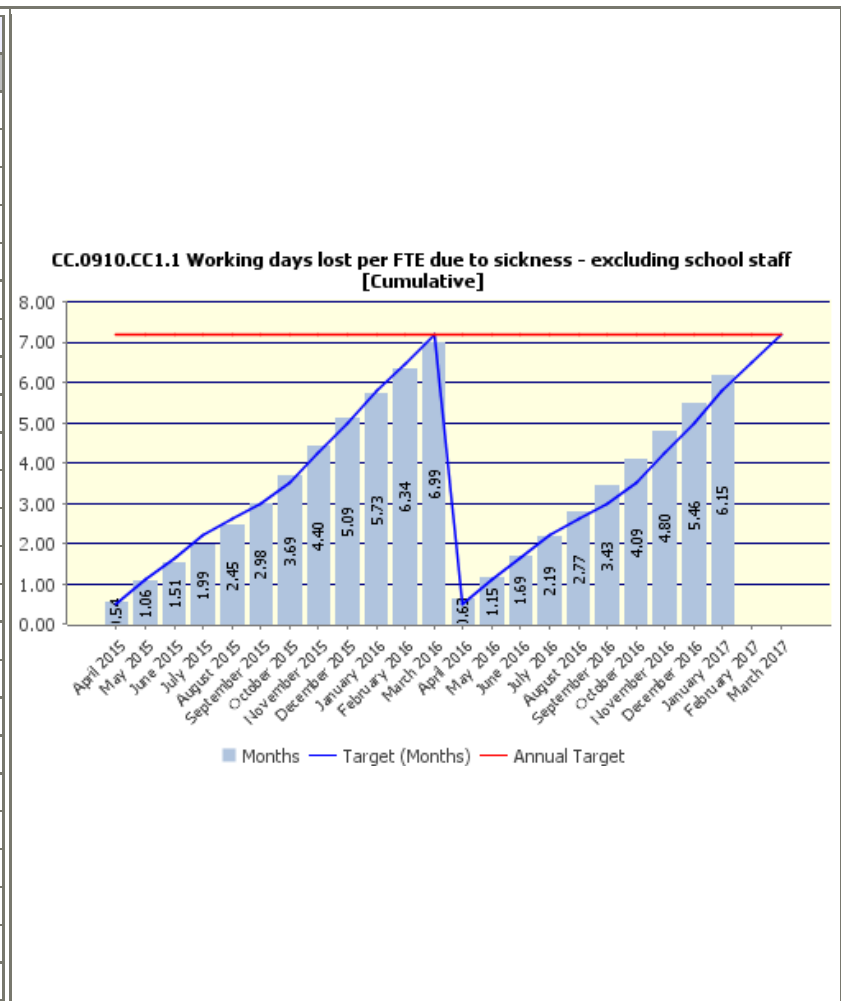
Work continues with GP practices following the migration of their computer systems from EMIS to SystemOne. Work is also on going to invite patients in for their NHS Health Check to ensure the target is met. The outreach work which has been planned over the next three months has commenced.

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

Expected Outcome: At risk of missing target 1

CP 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative]			<p>January 2017 result</p>
Expected Outcome		Format	Aim to Minimise	
Managed By	Joanna Ruffle			
Year Introduced	2009			

Date Range 1		
	Value	Target
April 2015	0.54	0.51
May 2015	1.06	1.10
June 2015	1.51	1.65
July 2015	1.99	2.21
August 2015	2.45	2.61
September 2015	2.98	3.01
October 2015	3.69	3.51
November 2015	4.40	4.25
December 2015	5.09	4.97
January 2016	5.73	5.80
February 2016	6.34	6.47
March 2016	6.99	7.20
April 2016	0.63	0.51
May 2016	1.15	1.10
June 2016	1.69	1.65
July 2016	2.19	2.21
August 2016	2.77	2.61
September 2016	3.43	3.01
October 2016	4.09	3.51
November 2016	4.80	4.27
December 2016	5.46	4.99
January 2017	6.15	5.82
February 2017		6.49
March 2017		7.20



While the Council has met its targets for the months of November and December it is not meeting the required cumulative target for the year to date. HR continue to provide managers with information regarding key areas of sickness to ensure sickness absence is appropriately managed, and to help departments identify trends. The Council still compares favourably with other local authorities and other sectors (latest Local Government Association Workforce Survey shows councils reporting an average of 8.5 days lost per FTE employee).



Revenue Budget Monitoring 2016/17

Period 10

as at 31 January 2017
Portfolio Summary

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1. Commentary

This report outlines the budget monitoring position for the General Fund and Housing Revenue Account for 2016/17, based on the views of the Directors and their Management Teams, in light of expenditure and income to 31 January 2017.

The starting point for the budget monitoring is the original budget as agreed by Council in February 2016. Therefore, the full cost budget is being monitored, including fully allocated Management, Administrative and Technical Services (MATS) and capital financing costs. As at the end of October 2016 all corporate savings had been allocated.

2. Overall Budget Performance – General Fund

As at the end of January, an overspend to the overall Council budget of £24,000 is currently being forecast for the year-end. This position reflects a projected overspend of £350,000 in Council departmental spending and a £326,000 underspend on financing costs and levies. The budget pressures which services are reporting are detailed in section 3. The minor forecast net overspend of £24,000 is currently estimated to be met from earmarked reserves.

General Fund Portfolio Forecast Comparison 2016/17 at 31 January 2017 - Period 10

Portfolio	Latest Budget 2016/17 £000	Projected Outturn 2016/17 £000	January Forecast Variance £000	December Forecast Variance £000
Leader	2,934	2,909	(25)	10
Culture, Tourism and the Economy	16,599	16,909	310	288
Corporate and Community Support Services	5,102	4,820	(282)	(180)
Housing, Planning & Public Protection Services	10,788	10,760	(28)	17
Children & Learning	31,857	32,408	551	493
Health & Adult Social Care	43,008	43,229	221	191
Transport, Waste & Cleansing	26,063	25,666	(397)	(325)
Technology	46	46	-	-
Total Portfolio	136,397	136,747	350	494
Non-Service Areas	(11,994)	(12,320)	(326)	(205)
Earmarked Reserves	(1,197)	(1,221)	(24)	(289)
Net Expenditure / (Income)	123,206	123,206	0	0

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

3. Service Variances - £350,000 forecast overspend

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

Portfolio	Unfavourable £(000)	Favourable £(000)	Net £(000)	Previous period £(000)
<u>Leader</u>				
Treasury Management Costs				10
Vacancies in the Policy and Communications team		(25)		
	0	(25)	(25)	10
<u>Culture, Tourism and the Economy</u>				
Southend Pier - Loss of income due to repair of pile caps and associated repair costs due to buggy usage for certain users	200			200
Grounds Maintenance - Additional peak relief staff due to weather conditions	60			60
Grounds Maintenance - One off additional materials and maintenance costs in relation to the new Southend contract	60			60
Grounds Maintenance - shortfall in income	40			0
Golf course - reduced income due to lower user numbers	50			50
The Forum - Facilities Management contract	100			100
Leisure Management - Newly tendered contract saving & part year vacant post		(182)		(182)
Tourism & Events - Vacant post		(18)		0
	510	(200)	310	288
<u>Corporate and Community Support</u>				
Income from Cremations		(50)		
Vacancies in the Customer Service team		(8)		
Income from the Customer Service support for the Veolia		(30)		
Benefits Admin Team Staffing	100			100
Vacancies in the Partnership team and Grants to Voluntary Organisation teams		(50)		
Corporate Training Income		(14)		
Vacancies in the Accounts Payable team		(20)		
Vacancies in the Financial Management and Planning & Control Teams		(150)		(150)
Vacancy in the Asset Management Team		(50)		(50)
Additional security costs for Civic Campus	25			
Lettings Income not achieved at Civic Centre	23			
Council Tax Court Income		(90)		(80)
Vacancies in the Chief Executive Support team		(35)		(20)
Printing and Postage for Local Elections and Referendum	12			
Vacancy Factor in the Legal Team	5			10
Legal Services Court Costs and Barristers' Fees	65			25
Legal Services Income	20			20
Staffing costs in the Business Rates team		(15)		(15)
Vacancies in Corporate Procurement		(20)		(20)
	250	(532)	(282)	(180)

...Continued**Housing, Planning & Public Protection Services**

Building Control - staffing pressures	57			75
Development Control - staffing & court cost underspends		(64)		(63)
Development Control - CIL monitoring income		(42)		(42)
CCTV - Consultants costs and equipment maintenance	27			27
Vacancies in Private Sector Housing		(27)		(15)
Vacancies in Community Housing		(35)		
Regulatory Services - Legal advice	13			13
Licensing - Tables and chairs income shortfall	27			27
Licensing - Gambling Act income shortfall	21			0
Minor variances		(5)		(5)
	145	(173)	(28)	17

Children and Learning

Children's Placements - high cost children with disabilities, and cost of direct payments	56			57
Children's Placements - forecast for current cohort of looked after children	46			28
Unaccompanied asylum younger people - legacy scheme	54			60
Unaccompanied asylum younger people - 16/17 National transfer scheme	17			0
Pressure on Leaving Care accommodation placements	102			122
Staffing pressure costs in children services due to high levels of agency staff and MARAT team	321			304
Children under Sect 17 and Sect 20 support costs		(62)		(72)
Funding pressures at the Marigold Assessment centre mostly attributable to transport costs	143			145
Legal charges for children in care - high case load	86			87
Forecast on current in-house fostering placements and impact of adoption referral income	38			12
Home to School Education Transport - lower demand and contract management		(150)		(150)
School Improvement staff vacancies		(100)		(100)
	863	(312)	551	493

Health and Adult Social Care

People with a Learning Disability - Lower than estimated residential care placements and direct payments		(249)		(250)
People with Mental Health Needs - Higher than estimated residential care placements, direct payments and supported living	532			582
Older People - Reduced residential care packages		(108)		(146)
Physical and Sensory Impairment - Higher than estimated residential care placements	71			70
Pressure against budgeted vacancy levels	77			25
Health contribution towards Integrated commissioning		(24)		(53)
Underspend on service contracts		(78)		(37)
	680	(459)	221	191

...Continued			
Transport, Waste & Cleansing			
Street lighting - full year benefits not expected to be achieved	355		337
Traffic Signals - reduction in contractor costs due to LED upgrade		(24)	(32)
Street works Common Permit Scheme - S.74 penalties		(467)	(549)
Highways Maintenance - rechargeable works not being recovered	152		154
Structural maintenance - footway repairs	184		218
Projects Implementation - transport & online resource costs	21		22
Environmental Maintenance - reduced contract costs		(23)	(19)
Bridge Maintenance - reactive repairs		(32)	(30)
Decriminalised parking - delay in new contract implementation	139		114
Decriminalised parking - increased estimated bad debt provision at year end	133		164
Decriminalised parking - reduction in income	649		251
Parking management - income from on- and off-street provision		(262)	(330)
Concessionary fares - based on consultant estimate	73		73
Strategic Transport Policy	11		0
Travel Centre - additional security required for site	60		68
Traffic Management - reduction in contractor costs		(72)	(77)
Traffic Management - fall in capitalisation	116		110
Road Safety - changes to service delivery		(47)	0
Public Conveniences - Reduced electricity consumption		(30)	(30)
Waste Collection - Vacant post within the team		(16)	(41)
Waste Disposal - Reduced gate fee at the MBT		(780)	(171)
Cleansing - Service Licences no longer required		(19)	(19)
Environmental Care - Vacant post and associated staffing costs		(65)	(64)
Environmental Care - Revised vehicle hire contract		(32)	(32)
Waste Management - Income from ECC in relation to the JWA		(531)	(550)
Flood Defences - vacant posts		(42)	(42)
Flood Defences - legionnaires testing & land licence	76		76
Flood Defences - maintenance	36		34
Business Support - Low staff turnover resulting in vacancy factor pressure	40		40
	2,045	(2,442)	(397)
Technology			
	0	0	0
Total	4,493	(4,143)	350
			494

Non Service Variances (£326,000 forecast underspend)

Financing Costs – (£320K)

This provision is forecast to be underspent against budget at the year-end as; PWLB interest (£377K) due to reduced borrowing; reduced interest from in-house investments due to reduced interest rates £122K; interest on short term borrowing (£49K); interest on Bonds £19K; interest property funds (£85K); Schools and trust balances interest £80K; finance lease costs £5K; payment to Minimum Reserve Provision (£37K); other £2K.

Levies – (£6K)

The annual levy from the Coroners Court is less than advised by the organisation when setting the budget.

4. Appropriations to / from Earmarked Reserves

Net appropriations from Earmarked Reserves totalling £3,874,000 were agreed by Council when setting the 2016/17 budget in February 2016. The current outturn position allows for further in-year net appropriations to reserves, totalling (£2,652,479). Total net appropriations from / (to) reserves for 2016/17 will therefore equal £1,221,521.

- £139,500 from the Business Transformation Reserve to enable the progression of various projects.
- £1,306,021 from the Earmarked Reserves for Grants carried forward from previous years
- £37,000 from the Specific Projects Reserve to cover costs relating to the Phase 3 Printing Review
- £250,000 from the Queensway Reserve to cover on-going revenue costs of the project
- £30,000 from SEN Reserve to support school music
- (£75,000) to the Waste Reserve due to the MBT commissioning phase
- (£4,364,000) reduction in the contribution to RCCO from original budget
- £24,000 appropriation from reserves at the year end to offset project overspend

(£2,652,479)

5. Revenue Contributions to Capital Outlay (RCCO)

The original budget for 2016/17 included planned revenue contributions for capital investments, via the use of Earmarked Reserves, of £6,472,000. Due to slippage in the capital programme, this budget is now £2,164,000 with the unused budget being returned to the Capital, Agresso and Social Care Reserves respectively. A net change of £4,308,000 has occurred, part of which relates to £56,000 which has been allocated from contingency to fund the purchase of Bronze Cannons salvaged from The London.

6. Performance against Budget savings targets for 2016/17

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

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

	Red £000	Amber £000	Green £000	Original Savings Total £000	Projected Outturn £000	Forecast Variance £000
Department						
Chief Executive	0	262	1,146	1,408	1,408	0
People	260	3,547	1,504	5,311	5,015	(296)
Place	0	1,380	1,987	3,367	2,833	(534)
Total	260	5,189	4,637	10,086	9,256	(830)

Although the current forecast is showing a shortfall of £830,000 against the required savings total of £10.086 million, it is currently expected that the total savings will be delivered in full as part of each Department's overall budget total by the end of the financial year either by finding alternative savings or ensuring amber and red savings are delivered in full.

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

The HRA budget was approved by Council on 25th February 2016 and anticipated that £2,287,000 would be appropriated to earmarked reserves in 2016/17.

The closing HRA balance as at 31st March 2016 was £3,502,000

8. Budget Virements

In line with the approved financial procedure rules all virements over £50,000 between portfolio services or between pay and non-pay budgets are to be approved by Cabinet. Below is a table showing the virements which fall within these parameters.

	DR	CR
	£	£
Virements over £50,000 in reported period	51	(51)
Virements over £50,000 previously reported	6,967	(6,967)
Virements approved under delegated authority	5,072	(5,072)
Total virements	12,090	(12,090)

The virements for Cabinet approval this period are:

- £51,000 Transfer part of the Environmental Care Team to the Highways Inspection Team
- £51,000 Total

General Fund Forecast 2016/17
at 31 January 2017 - 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
Leader	4,765	(1,062)	3,703	(769)	2,934	2,909	(25)	(1,395)	(1,554)	(159)
Culture, Tourism and the Economy	17,439	(3,178)	14,261	2,338	16,599	16,909	310	12,751	13,454	703
Corporate and Community Support Services	127,435	(124,772)	2,663	2,439	5,102	4,820	(282)	3,372	2,727	(645)
Housing, Planning & Public Protection Services	13,689	(2,942)	10,747	41	10,788	10,760	(28)	8,833	8,784	(49)
Children & Learning	116,234	(85,464)	30,770	1,087	31,857	32,408	551	26,027	26,666	639
Health & Adult Social Care	76,004	(35,092)	40,912	2,096	43,008	43,229	221	35,430	35,734	304
Transport, Waste & Cleansing	35,073	(11,943)	23,130	2,933	26,063	25,666	(397)	19,158	19,426	268
Technology	5,858	(5,748)	110	(64)	46	46	0	55	10	(45)
Portfolio Net Expenditure	396,497	(270,201)	126,296	10,101	136,397	136,747	350	104,231	105,247	1,016
Reversal of Depreciation	(21,711)	3,069	(18,642)	(6,113)	(24,755)	(24,755)	0	(15,481)	(15,483)	(2)
Levies	585	0	585	0	585	579	(6)	446	441	(5)
Financing Costs	20,408	(4,621)	15,787	0	15,787	15,467	(320)	10,829	10,567	(262)
Contingency	5,816	0	5,816	(2,557)	3,259	3,259	0	1,330	0	(1,330)
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	1,126	1,126
Sub Total	316	(1,552)	(1,236)	(8,670)	(9,906)	(10,232)	(326)	(2,876)	(3,349)	(473)
Net Operating Expenditure	396,813	(271,753)	125,060	1,431	126,491	126,515	24	101,355	101,898	543
General Grants	0	(4,252)	(4,252)	0	(4,252)	(4,252)	0	(3,380)	(3,689)	(309)
Corporate Savings	(200)	0	(200)	200	0	0	0	0	0	0
Revenue Contribution to Capital	6,472	0	6,472	(4,308)	2,164	2,164	0	5,394	0	(5,394)
Contribution to / (from) Earmarked Reserves	(3,874)	0	(3,874)	2,677	(1,197)	(1,221)	(24)	(3,530)	(4,696)	(1,166)
Contribution to / (from) General Reserves	0	0	0	0	0	0	0	0	0	0
Net Expenditure / (Income)	399,211	(276,005)	123,206	0	123,206	123,206	0	99,839	93,513	(6,326)

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

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Leader
Portfolio Holder - Cllr J Lamb**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Corporate and Non Distributable Costs	3,760	(177)	3,583	(812)	2,771	2,771	0	(1,533)	(1,673)	(140)
b Corporate Subscriptions	73	0	73	0	73	73	0	61	60	(1)
c Emergency Planning	99	0	99	43	142	142	0	126	128	2
d Strategy & Performance	833	(885)	(52)	0	(52)	(77)	(25)	(49)	(69)	(20)
Total Net Budget for Portfolio	4,765	(1,062)	3,703	(769)	2,934	2,909	(25)	(1,395)	(1,554)	(159)

Virements

£000

Transfer from earmarked reserves	(300)
Allocation from Contingency	0
In year virements	(469)
	<u>(769)</u>

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Leader
Portfolio Holder - Cllr J Lamb**

Forecast Outturn Variance	Year to Date Variance
a.	Budgets for Salaries, Corporate Initiatives, Printing (one off credits) and Audit costs are currently underspent. Due to the ad-hoc and high value nature of some corporate core costs it is not possible to profile the budgets for Pensions Backfunding and Corporate Initiatives more accurately.
b.	
c.	
d.	Vacancies in the Policy Team

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Culture, Tourism and the Economy
Portfolio Holder - Cllr A Holland**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Arts Development	706	(364)	342	4	346	346	0	286	284	(2)
b Amenity Services Organisation	2,964	(386)	2,578	782	3,360	3,520	160	2,830	3,192	362
c Culture Management	104	(6)	98	0	98	98	0	82	84	2
d Library Service	3,789	(390)	3,399	574	3,973	4,073	100	3,010	3,104	94
e Museums And Art Gallery	1,303	(67)	1,236	61	1,297	1,297	0	1,024	1,057	33
f Parks And Amenities Management	2,736	(667)	2,069	(577)	1,492	1,542	50	1,151	1,149	(2)
g Sports Development	179	(45)	134	0	134	134	0	113	117	4
h Sport and Leisure Facilities	627	(144)	483	1,007	1,490	1,308	(182)	457	328	(129)
i Southend Theatres	575	(17)	558	143	701	701	0	584	577	(7)
j Resort Services Pier and Foreshore and Southend Marine Activity Centre	3,410	(999)	2,411	(49)	2,362	2,562	200	1,987	2,283	296
k Tourism	267	(11)	256	50	306	288	(18)	258	244	(14)
l Economic Development	363	0	363	(42)	321	321	0	331	475	144
m Town Centre	211	(58)	153	(4)	149	149	0	129	77	(52)
n Climate Change	205	(24)	181	139	320	320	0	326	309	(17)
o Queensway Regeneration Project	0	0	0	250	250	250	0	183	174	(9)
Total Net Budget for Portfolio	17,439	(3,178)	14,261	2,338	16,599	16,909	310	12,751	13,454	703

Virements

£000

Transfer from earmarked reserves

334

Allocation from Contingency

138

In year virements

1,866

2,338

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Culture, Tourism and the Economy
Portfolio Holder - Cllr A Holland**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Additional peak relief requirement to meet service needs during the wet Spring/Summer. Reduced staff to meet saving requirements didn't take effect until part way through the year causing an in-year pressure. Additional materials and maintenance costs have been incurred as a result of setting up the new Southend contract and there is an expected shortfall in income generation during the first full year of revised service delivery.	A wet Spring/Summer has required higher levels of relief staff and overtime. Staffing pressure expected to reduce due to a recent reduction in seasonal staff. Bulk material has been purchased and stockpiled in advance of its intended use whilst vehicle and machinery hire and maintenance costs peaked during the Summer whilst additional seasonal staff were working
c.	
d. The facilities management contract at the Forum has been let for longer than anticipated by the Forum Management Company resulting in a 2 year delay to renegotiate the costs. This matter is being dealt with by the Forum Management Company.	The facilities management contract at the Forum has been let for longer than anticipated by the Forum Management Company resulting in a 2 year delay to renegotiate the costs. This matter is being dealt with by the Forum Management Company.
e.	Internal funding is due to be received.
f. A reduction in visitor numbers to the golf course has resulted in a reduction in income.	
g.	
h. Saving due to the tendered leisure management contract	Saving due to the tendered leisure management contract
i.	
j. Loss of income as a result of the Pier train being out of service due to repairs of the pile caps during the busiest season of the year. There are also associated repairs and maintenance costs due to deckboard replacements as a result of the use of a buggy to transport some customers.	Loss of income as a result of the Pier train being out of service due to repairs of the pile caps during the busiest season of the year. There are also associated repairs and maintenance costs due to deckboard replacements as a result of the use of a buggy to transport some customers.
k. Vacancy within the team.	
l.	Contingency funding to be allocated to fund a one-off service cost.
m.	
n.	
o.	

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Corporate and Community Support
Portfolio Holder - Cllr A Moring**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Cemeteries and Crematorium	1,436	(2,198)	(762)	(112)	(874)	(924)	(50)	(711)	(825)	(114)
b Customer Services Centre	2,902	(2,836)	66	72	138	100	(38)	118	57	(61)
c Council Tax Benefit	0	0	0	0	0	0	0	0	(23)	(23)
d Dial A Ride	117	(19)	98	18	116	116	0	94	98	4
e Support to Mayor	218	0	218	0	218	225	7	185	192	7
Housing Benefit and Council Tax Benefit	2,677	(1,195)	1,482	21	1,503	1,603	100	1,260	1,396	136
f Admin										
g Rent Benefit Payments	98,947	(99,050)	(103)	0	(103)	(103)	0	(77)	111	188
h Partnership Team	317	0	317	14	331	296	(35)	278	226	(52)
i Support To Voluntary Sector	802	0	802	0	802	787	(15)	668	690	22
j Human Resources	2,208	(2,239)	(31)	48	17	17	0	18	(8)	(26)
k People & Organisational Development	532	(527)	5	0	5	(9)	(14)	4	(21)	(25)
l Tickfield Training Centre	386	(383)	3	8	11	11	0	15	(4)	(19)
m Transport Management	227	(240)	(13)	(118)	(131)	(131)	0	(110)	(136)	(26)
n Vehicle Fleet	720	(741)	(21)	(65)	(86)	(86)	0	(72)	(70)	2
o Accounts Payable	257	(256)	1	0	1	(19)	(20)	5	(20)	(25)
p Accounts Receivable	340	(351)	(11)	55	44	44	0	37	29	(8)
q Accountancy	2,727	(2,742)	(15)	0	(15)	(165)	(150)	(7)	(302)	(295)
r Asset Management	438	(434)	4	30	34	(16)	(50)	34	(10)	(44)
s Internal Audit & Corporate Fraud	948	(940)	8	0	8	8	0	9	(58)	(67)
t Buildings Management	2,909	(2,843)	66	154	220	268	48	298	350	52
u Community Centres and Club 60	54	(1)	53	1,394	1,447	1,447	0	87	89	2
v Corporate and Industrial Estates	794	(2,539)	(1,745)	688	(1,057)	(1,057)	0	(1,176)	(1,283)	(107)
w Council Tax Admin	1,355	(481)	874	0	874	784	(90)	729	593	(136)
x Democratic Services Support	430	0	430	0	430	430	0	360	362	2
y Department of Corporate Services	1,084	(1,272)	(188)	(56)	(244)	(279)	(35)	(211)	(244)	(33)
z Elections and Electoral Registration	409	0	409	25	434	446	12	394	403	9
aa Insurance	185	(243)	(58)	0	(58)	(58)	0	138	122	(16)
ab Local Land Charges	279	(318)	(39)	0	(39)	(39)	0	(24)	(46)	(22)
ac Legal Services	1,173	(1,237)	(64)	22	(42)	48	90	(46)	63	109

ad Non Domestic Rates Collection	347	(304)	43	0	43	28	(15)	(5)	(33)	(28)
ae Corporate Procurement	756	(748)	8	241	249	229	(20)	230	206	(24)
af Property Management & Maintenance	749	(635)	114	0	114	114	0	253	231	(22)
ag Member Expenses	712	0	712	0	712	705	(7)	597	592	(5)
Total Net Budget for Portfolio	127,435	(124,772)	2,663	2,439	5,102	4,820	(282)	3,372	2,727	(645)

Virements

£000

Transfer from earmarked reserves	281
Allocation from Contingency	40
In year virements	2,118
	<u>2,439</u>

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Corporate and Community Support
Portfolio Holder - Cllr A Moring**

Forecast Outturn Variance	Year to Date Variance
a. During December and January income from cremations has increased significantly compared to earlier in the year. Analysis will be done through Period 11 which may result in the outturn forecast being increased further	Salary and Public Health Act Funeral costs are lower than anticipated in the budget. Repairs to the boiler are causing a pressure on the budget however higher Cremation figures in January have contributed towards a substantial increase in income.
b. Additional income from the support for the Veolia contract and staff vacancies	A pressure due to unbudgeted IT costs in the Customer Service team is being offset by vacancies and higher income than predicted.
c.	Overpayments repaid relating to prior years
d.	
e.	
f. Forecast overspends on agency costs	A pressure on employees' budget due to overtime, agency costs and Vacancy Factor
g.	Period 10 monitored position
h. Vacancies in the Policy team	
i. Vacant hours in the Grants to Voluntary sector team	Expenditure relating to the Community Hub project is causing a year to date pressure although funding will be drawn down from Reserves to offset these project costs
j.	Additional income has been received from Suffolk CC to fund project work and funding has been drawn down from the Business Transformation Reserve to support the HR administration of the Talent Pool.
k. Income for Corporate Training exceeding budget	Income is currently higher than profiled in the budget. It is expected that more costs will be incurred by the end of the year which will partially offset the surplus
l.	Income from the Tickfield Centre is currently higher than budget but it is expected to be offset by further costs
m.	Vacancy in the Transport Management team
n.	
o. Staff vacancy	
p.	

Forecast Outturn Variance	Year to Date Variance
q. Staff Vacancies	
r. Staff Vacancies	
s.	An underspend due to staff vacancies is being partially offset by an overspend relating to the purchase of professional expertise in the form of contractors. Income received to date is lower than anticipated when setting the budget
t. Additional security for the Civic buildings was required earlier in the year which has led to a pressure on the budget. Income raised is lower than budgeted	In line with previous years, the furniture budget is currently underspent but is being offset by pressures on Contract Cleaning, Security and Repairs & Maintenance costs.
u.	
v.	Rental income is higher than current budget partly due to rent increases and back payments
w. More income relating to court proceedings has been raised than anticipated	More court proceedings relating to Council Tax have been initiated than expected when the budget was set although this will be partially offset by a higher provision for Bad Debt at the end of the year. This is mitigating an overspend on Agency Staff and Vacancy Factor
x.	
y. Staff vacancies	
z. Pressure on the postage and printing budgets due to local elections and referendum in year	
aa.	Vacancies during year which have now been filled
ab.	Higher income to date than forecast in the budget. This is expected to be offset by the end of the year
ac. Court Costs and Barristers Fees in relation to Children's cases are higher than expected at this time of the year. It is currently unlikely that the Vacancy Factor or the income budget will be achieved which is adding to the pressure	
ad. Vacant hours in the Business Rates team	
ae. Underspend on a vacant post.	
af.	
ag.	

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Housing, Planning & Public Protection Services
Portfolio Holder - Cllr M Flewitt**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Strategy & Planning for Housing	256	(255)	1	0	1	1	0	0	0	0
b Private Sector Housing	4,139	(587)	3,552	43	3,595	3,568	(27)	2,966	2,916	(50)
c Housing Needs & Homelessness	1,276	(514)	762	103	865	830	(35)	636	637	1
d Supporting People	3,456	0	3,456	(262)	3,194	3,189	(5)	2,754	2,753	(1)
e Closed Circuit Television	517	(32)	485	10	495	522	27	408	422	14
f Community Safety	251	(32)	219	25	244	244	0	162	161	(1)
g Building Control	732	(397)	335	0	335	392	57	270	329	59
h Development Control	829	(569)	260	0	260	154	(106)	213	118	(95)
i Strategic Planning	412	0	412	0	412	412	0	480	480	0
j Regulatory Business	707	(11)	696	35	731	744	13	609	615	6
k Regulatory Licensing	570	(483)	87	283	370	418	48	40	129	89
l Regulatory Management	236	0	236	(209)	27	27	0	88	32	(56)
m Regulatory Protection	308	(62)	246	13	259	259	0	207	192	(15)
Total Net Budget for Portfolio	13,689	(2,942)	10,747	41	10,788	10,760	(28)	8,833	8,784	(49)

Virements

Transfer from earmarked reserves	£000
Allocation from Contingency	234
In year virements	28
	(221)
	<u>41</u>

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Housing, Planning & Public Protection Services
Portfolio Holder - Cllr M Flewitt**

Forecast Outturn Variance	Year to date Variance
a.	
b. Vacancies during the year within Private Sector Housing.	
c. Vacancies during the year within Community Housing	
d.	
e. CCTV equipment maintenance costs are higher than anticipated and a consultant has been brought in to work on special projects.	
f.	
g. Pressure resulting from increased staffing costs	Current variances are in line with the forecast outturn
h. Development control has underspends on budgeted staffing costs and court costs/legal fees which are expected to total £64k. Income has also been received in respect of monitoring work related to the Community Infrastructure Levy (CIL) creating an additional surplus of £42k.	Current variances are in line with the forecast outturn
i.	
j. Legal advice is required as part of a national court case against a company.	Legal advice is required as part of a national court case against a company.
k. Income from Tables & Chairs Licensing and Gambling Act Licensing are below budget.	Income from Tables & Chairs Licensing and Gambling Act Licensing are below budget.
l.	Current Vacancies
m.	

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Children and Learning
Portfolio Holder - Cllr J Courtenay**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Childrens Commissioning	2,549	(2,166)	383	80	463	414	(49)	396	291	(105)
b Children with Special Needs	2,047	(739)	1,308	303	1,611	1,752	141	1,370	1,480	110
c Early Years Development and Child Care Partnership	10,993	(9,562)	1,431	0	1,431	1,431	0	1,193	1,117	(76)
d Children Fieldwork Services	4,311	0	4,311	50	4,361	4,446	85	3,639	3,879	240
e Children Fostering and Adoption	6,796	(252)	6,544	248	6,792	7,153	361	5,675	6,022	347
f Youth Service	1,444	(397)	1,047	(88)	959	959	0	754	803	49
g Other Education	728	(580)	148	30	178	178	0	178	143	(35)
h Private Voluntary Independent	4,211	(156)	4,055	200	4,255	4,301	46	3,546	3,653	107
i Children Specialist Commissioning	1,016	(59)	957	207	1,164	1,361	197	971	1,099	128
j Children Specialist Projects	304	(189)	115	(22)	93	158	65	105	140	35
k School Support and Preventative Services	20,279	(12,302)	7,977	59	8,036	7,786	(250)	6,120	6,029	(91)
l Youth Offending Service	4,205	(1,711)	2,494	20	2,514	2,469	(45)	2,080	2,010	(70)
m Schools Delegated Budgets	57,351	(57,351)	0	0	0	0	0	0	0	0
n Age 14-19 Learning and	0	0	0	0	0	0	0	0	0	0
Total Net Budget for Portfolio	116,234	(85,464)	30,770	1,087	31,857	32,408	551	26,027	26,666	639

Virements

£000

Transfer from earmarked reserves
Allocation from Contingency
In year virements

475
804
(192)
1,087

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Children and Learning
Portfolio Holder - Cllr J Courtenay**

Forecast Outturn Variance	Year to Date Variance
a. Underspend due to a vacancy during the year	
b. Current cohort of LDD placements and direct payments budgets are overspending.	
c.	
d. Overspend due to cost of Agency Social Workers in frontline child protection roles in Care Management and First Contact teams. Teams are unable to run with Vacancies due to caseloads.	Overspend due to cost of Agency Social Workers in frontline child protection roles in Care Management and First Contact teams. Teams are unable to run with Vacancies due to caseloads.
e. Forecast for current cohort of fostering places overspend of £80k. This reflects success in increasing the number of available in-house carers, but it is also driven by overall higher numbers of children in care, with PVI placements also remaining high. The pressure is also attributable to a forecast overspend on accommodation payments for leaving care of £100k, and the Marigold Assessment centre of £140k mostly attributable to transport costs.	Forecast for current cohort of fostering places. This reflects success in increasing the number of available in-house carers, but it is also driven by overall higher numbers of children in care, with PVI placements also remaining high. The pressure is also attributable to a overspend on accommodation payments for leaving care, and the Marigold Assessment centre mostly attributable to transport costs.
f.	
g.	
h. Current cohort of 53 children and young people in PVI placements is forecast to overspend, making the £250k saving a significant challenge. Within this there are 22 residential placements compared to 13 a year ago. This budget remain volatile and susceptible to sudden changes in demand from high cost placements such as secure accommodation placements.	Current cohort of 53 children and young people in PVI placements is forecast to overspend, making the £250k saving a significant challenge. Within this there are 22 residential placements compared to 13 a year ago. This budget remain volatile and susceptible to sudden changes in demand from high cost placements such as secure accommodation placements.
i. £160k overspend attributable to the newly formed MARAT team. A budget pressure has been put forward to Cabinet to fund this team from 2017/18. A further £29k pressure against budget vacancy factor is also present in the plans and review team are they are running at full establishment.	
j. Continuing overspend due to the costs of legal representation in child protection cases, linked to high numbers of children in care. There is a risk this overspend could increase as in the previous financial year the overspend was £200k and related to approximately 120 cases.	
k. As last year, there is forecast underspend of £150k for home to school transport costs, however costs may start to rise once the growth in pupil	

numbers reaches the secondary school phase. A £100k underspend is also forecast in the School improvement service due to vacancies during the year.

l. Underspend due to a vacant post

m.

n.

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Health and Adult Social Care
Portfolio Holder - Cllr L Salter**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Adult Support Services and Management	600	(593)	7	0	7	(17)	(24)	7	6	(1)
b Commissioning Team	2,628	(2,685)	(57)	(19)	(76)	(153)	(77)	(63)	(81)	(18)
c Strategy & Development	2,298	(2,328)	(30)	124	94	94	0	(4)	(10)	(6)
d People with a Learning Disability	15,878	(1,629)	14,249	272	14,521	14,272	(249)	12,113	11,915	(198)
e People with Mental Health Needs	3,627	(165)	3,462	41	3,503	4,035	532	2,920	3,447	527
f Older People	32,269	(14,940)	17,329	(559)	16,770	16,662	(108)	13,983	13,934	(49)
g Other Community Services	2,021	(665)	1,356	2,176	3,532	3,609	77	2,502	2,501	(1)
h People with a Physical or Sensory Impairment	5,182	(1,003)	4,179	(37)	4,142	4,213	71	3,455	3,514	59
i Service Strategy & Regulation	149	(69)	80	0	80	79	(1)	67	66	(1)
j Public Health	8,516	(8,379)	137	(1)	136	136	0	282	282	0
k Drug and Alcohol Action Team	2,529	(2,373)	156	99	255	255	0	131	130	(1)
l Young Persons Drug and Alcohol Team	307	(263)	44	0	44	44	0	37	30	(7)
Total Net Budget for Portfolio	76,004	(35,092)	40,912	2,096	43,008	43,229	221	35,430	35,734	304

Virements

Transfer from earmarked reserves
Allocation from Contingency
In year virements

£000

638

1,217

241

2,096

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Health and Adult Social Care
Portfolio Holder - Cllr L Salter**

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

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Transport, Waste & Cleansing
Portfolio Holder - Cllr T Cox**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Highways Maintenance	9,611	(2,229)	7,382	34	7,416	7,617	201	6,197	6,342	145
b Bridges and Structural Engineering	432	0	432	(11)	421	389	(32)	351	325	(26)
c Decriminalised Parking	1,306	(1,633)	(327)	0	(327)	594	921	(249)	240	489
d Car Parking Management	1,443	(5,959)	(4,516)	1,534	(2,982)	(3,244)	(262)	(4,042)	(4,214)	(172)
e Concessionary Fares	3,246	0	3,246	0	3,246	3,319	73	3,205	3,238	33
f Passenger Transport	405	(62)	343	521	864	924	60	353	403	50
g Road Safety and School Crossing	403	(60)	343	0	343	296	(47)	277	248	(29)
h Transport Planning	1,077	(57)	1,020	6	1,026	1,034	8	861	1,001	140
i Traffic and Parking Management	683	(5)	678	(56)	622	666	44	518	550	32
j Public Conveniences	604	0	604	223	827	797	(30)	477	449	(28)
k Waste Collection	3,850	0	3,850	935	4,785	4,769	(16)	3,966	3,947	(19)
l Waste Disposal	4,120	0	4,120	1,396	5,516	4,736	(780)	4,306	3,853	(453)
m Cleansing	1,916	(7)	1,909	(334)	1,575	1,556	(19)	1,137	1,112	(25)
n Civic Amenity Sites	570	0	570	(70)	500	500	0	416	415	(1)
o Environmental Care	644	(4)	640	(166)	474	377	(97)	421	328	(93)
p Waste Management	2,078	0	2,078	(1,051)	1,027	496	(531)	318	407	89
q Flood and Sea Defence	860	(64)	796	(28)	768	838	70	677	739	62
r Enterprise Tourism and Environment Central Pool	1,825	(1,863)	(38)	0	(38)	2	40	(31)	43	74
Total Net Budget for Portfolio	35,073	(11,943)	23,130	2,933	26,063	25,666	(397)	19,158	19,426	268

Virements

Transfer from/(to) earmarked reserves	£000
Allocation from Contingency	(69)
In year virements	130
	2,872
	2,933

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Transport, Waste & Cleansing
Portfolio Holder - Cllr T Cox**

Forecast Outturn Variance	Year to date Variance
<p>a. Street lighting energy costs are reducing due to the LED replacement project, however delays at the outset mean the full benefit is yet to be achieved. The saving in the 2016/17 budget was based on the projects original timetable which has resulted in a potential in-year pressure circa £340k which will be temporarily funded from reserves. Structural maintenance repair works, particularly on footways, is likely to result in a budget pressure of around £175-200k based on current expenditure levels. Proactive action is being taken in partnership with the contractor to reduce costs. The value of works recharged to the public for damage caused to the highway is below the targeted level creating a potential pressure circa £150k. Income from the street works common permit scheme is above the expected level. A significant proportion of this is due to penalties levied in relation to S.74 overruns. At current rates an income surplus of between £0.4-0.5m seems likely.</p>	Overspend to date is in line with the forecast outturn
<p>b. An underspend of £30k on reactive maintenance is expected.</p>	The underspend to date is in line with the forecast outturn
<p>c. Delays in the implementation of the new Compliance Management contract for decriminalised parking mean expected savings in the first half of the year have not been achieved. The budget pressure as a result of this is approximately £139k. There is also £612k pressure created due to a shortfall in the income; this is due to a range of factors relating to the new compliance and systems contracts. The main issue has been an inability to register debt with bailiffs and generally lower numbers of PCNs being issued. In addition to this the bad debt provision required at the end of the year is currently projected at £133k for which there is no budget provision.</p>	Overspend to date is in line with the forecast outturn
<p>d. The surplus of £330k reported in the previous month has been reduced to £262k due to the income in January being below the expected level, this is likely due to poor weather.</p>	Underspend to date is in line with the forecast outturn
<p>e. Concessionary fares costs for the first & second quarter have been confirmed and our consultants have updated their estimated costs for the year. Based on these updated figures the projection has reduced to £3.24m against a budget of £3.17m. Fluctuations in the number of journeys made mean this pressure could increase again or decrease further but this will not</p>	

be known until later in the year.	
f. Additional security levels required at the Travel Centre will cost approximately £70k for a full year which will cause a budget pressure of £60-70k.	
g. Due to a change in service delivery whilst maintaining the same level of service, an underspend is expected within Road Safety.	
h. Traffic signal maintenance costs have reduced since the upgrade to LED leading to a potential underspend circa. £30k. This is now being offset by overspends on staff travel and online database costs.	The Year to date variance shows an overspend due to government grants and EU funding for which claims are made in arrears.
i. Traffic Management expenditure is consistent with that of the previous year which showed a significant drop in contractor costs, this results in a potential underspend of £72k. This is being offset by a pressure of £116k from lower levels of staff time being attributed to capital projects due to service requirements.	
j. There has been a reduction in the electricity consumption at convenience sites.	There has been a reduction in the electricity consumption at convenience sites.
k. There is a vacant post within the waste team.	There is a vacant post within the waste team.
l. Due to the MBT still being in its commissioning phase, there is a reduced gate fee for the disposal of waste.	Costs for MBT Plant are estimated pending actual charges from Essex CC.
m. Service licences are no longer required as a result of the new Street Cleansing contract.	Service licences are no longer required as a result of the new Street Cleansing contract.
n.	
o. There is a vacant post in the Environmental Care team along with an associated reduction in additional employee costs.	There is a vacant post in the Environmental Care team along with an associated reduction in additional employee costs.
p. Joint Working Agreement with Essex County Council Waste Infrastructure Credit less costs, less legal advice re new waste contract	Legal advice re New Waste Contract.
q. The underspend on staffing vacancies, reported previously, remains and is forecast at £39k. Unexpected costs relating to legionnaires testing, license fees for spoil storage from the Cliff Stabilisation works and higher than forecast costs for flood defence maintenance have created a combined pressure of £109k.	Overspend to date is in line with the forecast outturn.
r. Due to the high levels of staff retention, the vacancy factor within the team is unlikely to be met and additional reductions in expenditure will need to be found.	Due to the high levels of staff retention, the vacancy factor within the team is unlikely to be met and additional reductions in expenditure will need to be found.

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Technology
Portfolio Holder - Cllr T Byford**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Information Comms & Technology	5,858	(5,748)	110	(64)	46	46	0	55	10	(45)
Total Net Budget for Portfolio	5,858	(5,748)	110	(64)	46	46	0	55	10	(45)

Virements

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

	£000
	95
	0
	(159)
	<u>(64)</u>

**General Fund Forecast 2016/17
at 31 January 2017 - Period 10
Technology
Portfolio Holder - Cllr T Byford**

Forecast Outturn Variance	Year to date Variance
a.	A pressure on Employee costs mainly due to Agency Costs, Standby & Protected Pay, Recruitment costs and the Vacancy Factor is being offset by an underspend against IT and Communication budgets and surplus income over profiled budget.

Housing Revenue Account Forecast 2016/17
at 31 January 2017 - Period 10
Deputy Chief Executive - Simon Leftley

Description	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Employees	276	0	276	276	0	276	276	0
b Premises (Excluding Repairs)	702	0	702	762	60	585	625	40
c Repairs	4,736	0	4,736	4,736	0	3,643	3,643	0
d Supplies & Services	67	0	67	67	0	56	56	0
e Management Fee	5,618	0	5,618	5,618	0	4,322	4,322	0
f MATS	1,048	0	1,048	1,048	0	873	873	0
g Provision for Bad Debts	372	0	372	372	0	310	310	0
h Capital Financing Charges	13,045	0	13,045	13,045	0	10,871	10,871	0
Expenditure	25,864	0	25,864	25,924	60	20,936	20,976	40
i Fees & Charges	(503)	0	(503)	(503)	0	(419)	(419)	0
j Rents	(26,645)	0	(26,645)	(26,945)	(300)	(22,204)	(22,354)	(150)
k Other	(263)	0	(263)	(263)	0	(219)	(219)	0
l Interest	(210)	0	(210)	(210)	0	(175)	(175)	0
m Recharges	(530)	0	(530)	(390)	140	(442)	(362)	80
Income	(28,151)	0	(28,151)	(28,311)	(160)	(23,459)	(23,529)	(70)
n Appropriation to Earmarked reserves	2,287	0	2,287	2,387	100	0	0	0
o Statutory Mitigation on Capital Financing	0	0	0	0	0	0	0	0
Net Expenditure / (Income)	0	0	0	0	0	(2,523)	(2,553)	(30)
Use of Reserves								
Balance as at 1 April 2016	3,502	0	3,502	3,502	0			
Use in Year	(0)	0	(0)	(0)	0			
Balance as at 31 March 2017	3,502	0	3,502	3,502	0			

**Housing Revenue Account Forecast 2016/17
at 31 January 2017 - Period 10
Deputy Chief Executive - Simon Leftley**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Forecast Overspend due to the cost of security patrol services on the Victoria Ward	
c.	
d.	
e.	
f.	
g.	
h.	
i.	
j. Higher than estimated rental income because of a lower number of void properties than expected in the budget, and further conversion of new tenancies being let at formula rent.	
k.	
l.	
m. Due to a reduction in the forecast spend on the capital programme, this has reduced the 8% fee income re-imbursed to the HRA.	
n. Any underspend at year end, will be transferred to the HRA Reserve.	
o.	



**Capital Programme Budget
Monitoring 2016/17**

Period 10

**as at 31st January 2017
Departmental Summary**

Capital Programme Monitoring Report – January 2017

1. Overall Budget Performance

The revised Capital budget for the 2016/17 financial year is £55.114million which includes all changes agreed at February Cabinet. Actual capital spend at 31st January is £35.396million representing approximately 64% of the revised budget. This is shown in Appendix 1. (Outstanding creditors totalling £0.465million have been removed from this figure).

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

Department	Revised Budget 2016/17 £'000	Outturn to 31 January 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Revised Budget 2016/17 £'000
Chief Executive	2,031	791	2,031	-
People	14,185	9,821	14,185	-
Place	31,457	19,571	31,457	-
Housing Revenue Account (HRA)	7,441	5,213	7,441	-
Total	55,114	35,396	55,114	-

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	
Chief Executive	2,027	-	4	2,031
People	6,806	7,378	1	14,185
Place	15,532	15,206	719	31,457
Housing Revenue Account (HRA)	7,285	109	47	7,441
Total	31,650	22,693	771	55,114
As a percentage of total budget	57.4%	41.2%	1.4%	

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

The grants and external contributions position to 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
Chief Executive	-	4	4	-	4
People	7,378	1	7,379	3,813	3,566
Place	15,206	719	15,925	10,986	4,939
Housing Revenue Account (HRA)	109	47	156	25	131
Total	22,693	771	23,464	14,824	8,640

2. Department Budget Performance

Department of the Chief Executive

The revised capital budget for the Department of the Chief Executive is £2.031million. The budget is distributed across various scheme areas as follows

Department of the Chief Executive	Revised Budget 2016/17 £'000	Outturn to 31 January 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Forecast Variance to Year End 2016/17 £'000
Queensway	742	392	742	-
Council Buildings	9	8	9	-
Asset Management (Property)	334	96	334	-
Cemeteries & Crematorium	785	295	785	-
Subtotal	1,870	791	1,870	-
Priority Works (see table)	161	-	161	-
Total	2,031	791	2,031	-

Priority Works	£'000
Budget available	500
Less budget allocated to agreed schemes	(339)
Remaining budget	161

Actual spend at 31st January stands at £0.791million. This represents 39% of the total available budget.

Queensway

The Ground Penetrating Radar scheme of £142k is focused on determining the location of gas pipes, electricity cables and drainage around the Queensway site. The survey has now been completed and both the 2D and 3D models have been delivered. The works are now complete on this scheme. The remaining budget relates to the costs of the project team and external advisors. It is fully committed and will be spent by the year end.

Council Buildings

All building works at Tickfield and the Perimeter Security Improvements are now complete.

Asset Management (Property)

A scheme to demolish the existing Southend Library car park and construct a new one is in progress with utility mapping, topographical surveys and laser scanning have already taken place. The new building will increase capacity for parking spaces and earn additional income. Planning submission will be submitted during February.

The scheme to demolish the public toilets at Leigh Cliffs is now underway and works are expected to complete before the end of the financial year.

Cemeteries and Crematorium

A scheme to improve the crematorium grounds and replace the aged Pergola Walk is taking place in 2016/17 to include memorials and interment units within the supporting structure. All existing paving has been removed and the area has been shut off ready for the concrete base to be laid.

The scheme to install pre-made mini graves for cremated remains commenced on 25th November. The mini graves have all been installed and the paving is expected to be complete by the end of February.

Priority Works

The Priority works provision budget currently has £161k remaining unallocated.

Department for People

The revised Department for People budget totals £14.185million.

Department for People	Revised Budget 2016/17 £'000	Outturn to 31 January 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Year End 2016/17 £'000
Adult Social Care	489	106	489	-
General Fund Housing	1,323	930	1,323	-
Children & Learning Other	64	-	64	-
Condition Schemes	992	637	992	-
Devolved Formula Capital	288	288	288	-
Primary and Secondary School Places	11,029	7,860	11,021	-
Total	14,185	9,821	14,185	-

Actual spend at 31st January stands at £9.821million. This represents 69% of the total available budget.

Adult Social Care

The Community Capacity grant is used to enable vulnerable individuals to remain in their own homes and to assist in avoiding delayed discharges from hospital. A review has been carried out and the costs of recommendations as a result of a sheltered housing review are expected to be £50k with service transformation costs expected to be £165k.

The Local Authority Trading (LATC) Company Delaware and Priory scheme has allocated £18k to the implementation project manager.

General Fund Housing

The Private Sector Renewal scheme is in place to ensure that the private sector stock is kept in a good condition.

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

The adaptations team are on target to spend the budgeted £800k in 2016/17. The team will be moving to stage two of the service redesign over the next few months and the new four year framework agreement to deliver adaptations for the joint service is planned for July 2017.

Children & Learning Other Schemes

Retentions of £57k are being held for Kingsdown Special School roof works and will be paid once outstanding snagging and defects works are completed and fully signed off. This figure is included in the creditors shown above.

Condition Schemes

A budget of £0.992m has been allocated to address larger conditions in schools where the cost is over the schools capabilities to fund. Most of these works have been undertaken over the school summer holidays to minimise disruption to the schools. Retentions of £17k are being held for works completed last year at seven primary schools.

Devolved Formula Capital

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

Primary and Secondary School Places

The primary expansion programme is now complete. A review of places available against forecast demand will be done on an annual basis. If a need is identified, a further expansion of primary places will be explored to ensure that the Council's statutory duty to provide a good school place for all those that request it can be met.

A secondary expansion programme is now in the beginning stages to ensure that the extra places supplied in primary are matched in secondary as they are needed. As part of this expansion programme, the PROCAT building in Southchurch Boulevard has now been purchased. Improvements to Special Education Needs and Pupil Referral Unit accommodation are also in the planning stages. A further £78k is also being held as retention payments against works completed in the previous financial year on primary expansion projects.

Department for Place

The revised capital budget for the Department for Place is £31.457million. This includes all changes approved at February Cabinet. The budget is distributed across various scheme areas as follows:

Department for Place	Revised Budget 2016/17 £'000	Outturn to 31 January 2016/17 £'000	Expected outturn 2016/17 £'000	Latest Expected Variance to Year End 2016/17 £'000
Culture	1,277	621	1,277	-
ICT Programme	4,633	3,328	4,633	-
Enterprise, Tourism & Regeneration	6,024	3,544	6,024	-
Southend Pier	866	304	866	-
Coastal Defence & Foreshore	611	381	611	-
Highways and Infrastructure	8,123	6,156	8,123	-
Parking Management	134	63	134	-
Section 38 & 106 Agreements	643	527	643	-
Local Transport Plan	2,818	1,756	2,818	-
Local Growth Fund	4,914	2,299	4,914	-
Transport	6	39	6	-
Energy Saving Projects	1,408	553	1,408	-
Total	31,457	19,571	29,082	-

Actual spend at 31st January stands at £19.571million. This represents 62% of the total available budget.

Culture

The works have now commenced on Westcliff Library with Leigh Library development works currently in progress.

Final works have begun on the Belfairs Golf Course Drainage Works and are expected to complete by 31st March.

The design works are underway on the Palace Theatre Air Handling Units. There is a possibility that this will identify additional works to the roof area. This will be assessed once more information is known.

All first floor windows have now been installed on the Palace Theatre with the additional windows for the toilets in the process of being installed.

The contract has now been awarded for the Air Handling Units at Southend Leisure and Tennis Centre. These works commenced at the end of January and are expected to complete by the end of the financial year.

ICT

The final drafts of the low level designs have been completed for the Datacentre works and they are currently being reviewed for sign off. Both Southend and Thurrock Datacentres are cabled and ready for work to begin.

The scheme to deliver a robust Social Care case management system is well underway with a full suite of test systems now available for use. The budget for 2016/17 is £1.4million but this will be reviewed at year end once a revised timetable of works has been defined.

CallSecure testing has been carried out by staff on the Cash Receipting system with a number of queries raised with Capita. Department representatives are to be invited to a further testing session to gain their feedback.

Enterprise, Tourism & Regeneration

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

All works on the Three Shells Lagoon are now complete and it was officially opened on 21st July.

Several projects are planned for 2016/17 under the Property Refurbishment Programme including works at Priory Park yard, Campfield Road toilets, Belfairs Park drainage investigations and Central Museum windows. Orders for the shelters have now been placed and will be installed once they have been received.

Southend Pier

Additional works have been carried out on the pile caps on Southend Pier and works are on-going. It is anticipated that this full budget will be spend during 2016/17.

The Prince George extension works involve concrete trials which are scheduled to go ahead in 2016/17 at a cost of approximately £200k. The tenders went out in October and due to the specialist nature of the works, the tenders are still awaiting evaluation.

Coastal Defence and Foreshore

The cliff stabilisation scheme on Clifton Drive is working to remediate the cliff slip and reinforce it against further slippage. The final works of fixing anti-slip strips to the step edges took place in early November which completes the main project. The final account is in the process of being prepared.

Funding totalling £160k from the Environment Agency has been received as part of the Southend Shoreline Strategy and development of the strategy is currently underway.

Highways and Infrastructure

A scheme to invest in the highways infrastructure to reduce long term structural maintenance and improve public safety has been approved for 2016/17. The works are

based on priorities identified by the outcome of the asset management condition survey. Schemes have been put forward for approval with regards to verge hardening and works commenced during February 2017.

A grant of £65k has been received from the Department for Transport for the repair of potholes throughout the Borough and there is a requirement to spend this in year. This grant has been secured for the next 5 years.

The Street Lighting budget is a multi-million pound, multi-year scheme to be part funded by the Challenge fund from the Department for Transport. The total number of lanterns converted is now over 10,500 and works are continuing to complete the outstanding lights.

Parking Management

A new scheme to improve car park surfacing, structures and signage and to replace pay and display machines in order to maximise capacity and usage is taking place in 2016/17. The scheme will aim to rationalise and upgrade pay and display equipment across all car parks, surface improvements at East Beach, lighting upgrades at Belton Gardens and layout alterations to improve accessibility and security at University Square. Some works are now underway in Elm Road to demolish an old store and convert into parking bays. Tylers Avenue works have been delayed due to power issues with equipment. These works are due to recommence on 3rd March.

Section 38 and Section 106 Schemes

There are a number of S38 and S106 schemes all at various stages. The larger schemes include works to Shoebury Park enhancement and Fossetts Farm bridleway works.

Local Transport Plans (LTP Schemes)

The Local Transport Plan schemes cover various areas including better networks, traffic management, better operation of traffic control systems and bridge strengthening. Schemes are well underway and works on Carnarvon Road commenced on 9th January.

Local Growth Fund

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

The final business case for A127 Kent Elms junction improvements has been approved by the South East Local Enterprise Partnership to draw down the 2016/17 funding.

Work commenced at Kent Elms on 21st November 2016 and the existing footbridge was removed to allow for the construction of the additional lane inbound and outbound. Works are focussing on the inbound carriageway laying the new kerbline and drainage up to the new toucan crossing. New drainage is being laid for the new outbound carriageway at the west of the junction. School crossing patrol is in place for the duration of the works.

The works to the Bell junction will be focusing on options to put forward for the business case. Pedestrian surveys have been undertaken and a review will commence shortly.

Bridge and Highway Maintenance works will be focusing on investigation works for improvements to the A127 corridor and supporting Kent Elms works.

Transport

The final account is still being negotiated with the contractor for the main works on the A127 Tesco junction improvements. The Road Safety Audit report has been reviewed with minor adjustments being carried out on traffic signals as necessary. Works to steps at Strawberry Fields are yet to be completed.

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

Energy Saving Projects

Temple Sutton Primary School are still to make a decision on the pool works therefore the scheme is on hold until then.

The lift works are now complete at Beecroft and the contractor for the ventilation works is now on site.

Housing Revenue Account

The revised budget for the Housing Revenue Account capital programme for 2016/17 is £7.441million. The latest budget and spend position is as follows:

Housing Revenue Account	Revised Budget 2016/17 £'000	Outturn to 31 January 2016/17 £'000	Expected outturn 2016/17 £'000	Forecast Variance to Year End 2016/17 £'000
Decent Homes Programme	4,324	2,771	4,324	-
Council House Adaptations	500	331	500	-
Other HRA	2,617	2,111	2,617	-
Total	7,441	5,213	7,441	-

The actual spend at 31st January of £5.213million represents 70% of the HRA capital budget.

Decent Homes Programme

Decent Homes works have recently been reviewed to reflect life expired component replacements. The lift refurbishment works at Malvern and the Tower Block plant room rendering works are now onsite. Works on the uPVC cladding will be commencing shortly. Renewal of the roof at Nicholson House has been completed and the works to the windows at Cecil Court have now commenced. All other schemes are programmed to be completed by 31st March.

Council House Adaptions

This budget relates to minor and major adaptations in council dwellings. Spend depends on the demand for these adaptations and works are currently in progress for 2016/17.

Other HRA

The plan for the HRA Land Review scheme is to construct 18 housing units within the Shoeburyness ward. The contractor is nearing the final phase of the construction process. The six houses at Ashanti sites A and C were handed over at the start of January and they are now occupied. The two houses as Ashanti site D were handed over on 6th February. The remaining flats at Ashanti site F are due to be completed and handed over by the end of February.

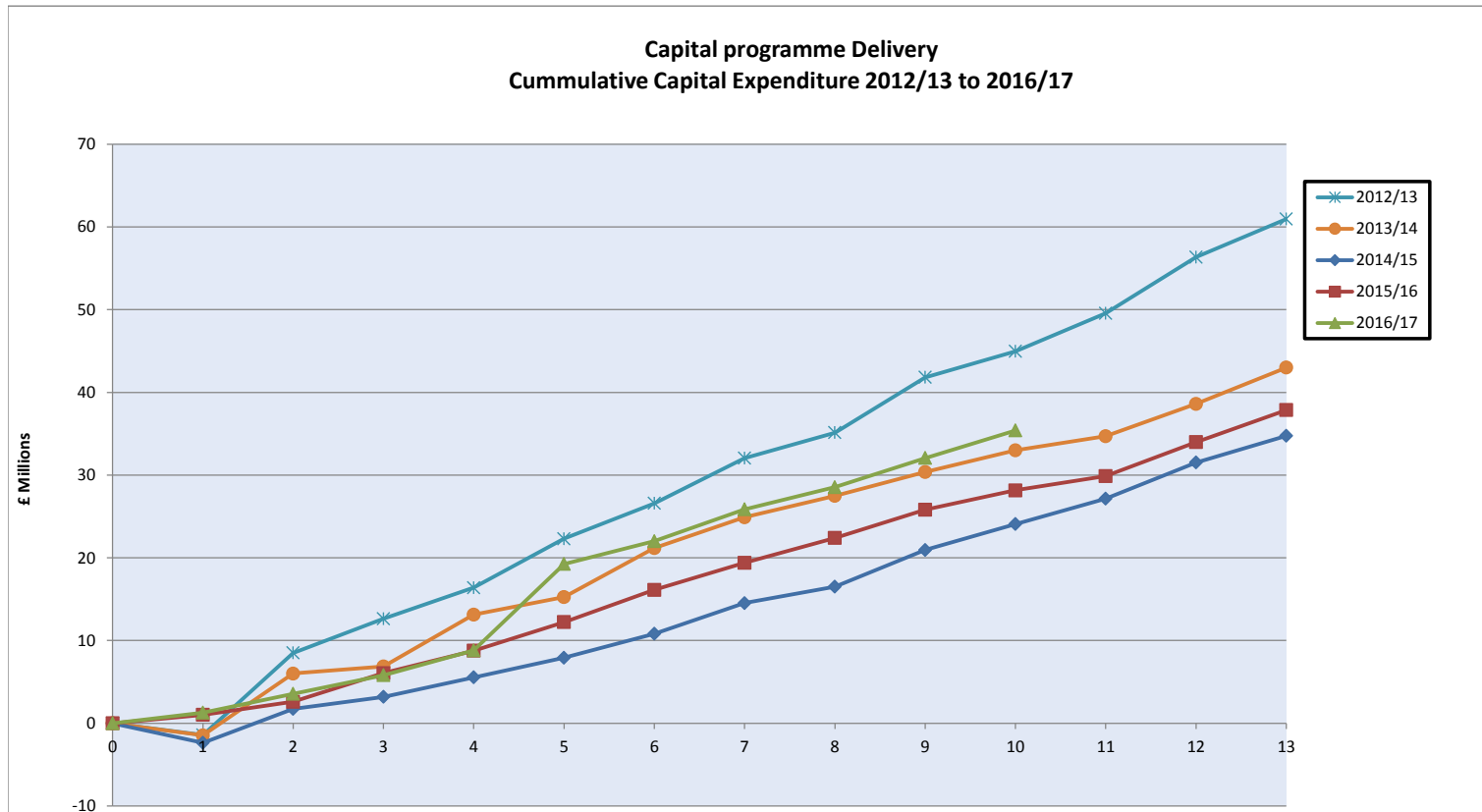
Summary of Capital Expenditure at 31st January 2017

Appendix 1

	Original Budget 2016/17 £000	Revisions £000	Revised Budget 2016/17 £000	Actual 2016/17 £000	Forecast outturn 2016/17 £000	Forecast Variance to Year End 2016/17 £000	% Variance
Chief Executive	15,229	(13,198)	2,031	791	2,031	-	39%
People	13,365	820	14,185	9,821	14,185	-	69%
Place	34,083	(2,626)	31,457	19,571	31,457	-	62%
Housing Revenue Account	10,773	(3,332)	7,441	5,213	7,441	-	70%
	<u>73,450</u>	<u>(18,336)</u>	<u>55,114</u>	<u>35,396</u>	<u>55,114</u>	<u>-</u>	<u>64%</u>
Council Approved Original Budget - February 2016	73,450						
Chief Executive amendments	(15,104)						
People amendments	(144)						
Place amendments	(2,787)						
HRA amendments	(3,489)						
Carry Forward requests from 2015/16	4,218						
Accelerated Delivery requests to 2015/16	(2,807)						
Budget re-profiles (June Cabinet)	(134)						
New external funding	1,911						
Council Approved Revised Budget - November 2016	<u>55,114</u>						

Actual compared to Revised Budget spent is £35.396M or 64%

Appendix 2



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