

# MONTHLY PERFORMANCE REPORT

## November 2015

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Published by the Policy & Partnerships Team

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## Key to Columns and symbols used in report

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

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# Section 1: 2015-2016 Exceptions - Current Month Performance







Comments on Indicators rated Red or Amber



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





MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.3	The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]	Aim to Maximise	November 2015	69.7%	85%	85%			From April to Nov there have been 267 reported incidents of YP going missing, these relate to 121 YP. 186 successful return home interviews, some covering multiple episodes. There has been 43 occasions where return home visits have not succeeded, some of these relate to YP placed by other LA, others who refuse to be seen and YP placed out of area. All high risk Southend children have been seen either by their social worker or by an independent worker. Essex Police have very recently changed their policy on classification of missing which will increase the number of young people requiring visits and we will monitor this to review impact. We are currently reviewing our practice to deal with this increase and are implementing further actions to improve this target.	People Scrutiny

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



MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]	Aim to Minimise	November 2015	5642	5078	7389			Southend Community Safety Partnership continues to monitor closely the current performance on crime figures. The majority of the increase in reported crime is within the category 'violence without injury' – typically common assault, harassment and threat offences. A large proportion of these offences have been reported following domestic abuse incidents, which is encouraging as we know that this is traditionally a crime type that is under-reported. Also within this crime category is a change in national crime recording rules which means that Malicious Communications is now recorded as a crime. About 70 such offences have been recorded this year that would not have been recorded last year. The CSP has commissioned a detailed crime strategic intelligence assessment for the Borough, which should provide a broader picture and assist in addressing the priorities for crime and disorder over the coming year	Policy & Resources Scrutiny
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	November 2015	50.72%	54.00%	54.00%			Data for November is estimated as not all of the data has been received.	Place Scrutiny

**Expected Outcome** Some slippage against target  
**Responsible OUs** Corporate Services



MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 4.3	% of Council Tax for 2015/16 collected in year [Cumulative]	Aim to Maximise	November 2015	69.70%	69.80%	97.00%			A fluctuation of 0.1% is not unusual in any given month and at the current time; we remain on course to meet our year-end target.	Policy & Resources Scrutiny

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 4.4	% of Non-Domestic Rates for 2015/16 collected in year [Cumulative]	Aim to Maximise	November 2015	71.60%	71.70%	97.60%			A fluctuation of 0.1% is not unusual in any given month and at the current time; we remain on course to meet our year-end target.	Policy & Resources Scrutiny
CP 5.4	Working days lost per FTE due to sickness - excluding school staff [Cumulative]	Aim to Minimise	November 2015	4.40	4.25	7.20			The Council is under target for the month of November, and the cumulative result remains on target. HR is continuing to work with our Occupational Health service and DMT's to ensure any unmet targets are being managed appropriately. As well as continuing to implement the sickness absence action plan HR is working with Public health to raise Wellbeing awareness.	Policy & Resources Scrutiny

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Snapshot]	Aim to Maximise	November 2015	80.5%	86%	86%			For November 169 people started reablement, of which 136 were at home 91 days later, this is 80.5%. Year to date 217 people have started reablement of which 178 were at home 91 days later, which is 82.0%.	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 2015/16	Expected Outcome	Better or worse than last year	Comment - explanation of current performance, actions to improve performance and anticipated future performance	Scrutiny Committee
CP 3.5	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	November 2015	559	750	1,300			Final quit data for November is unlikely to be available until the end of January 2016. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set. A recovery plan has been put in place to deliver the required final target. This plan includes an audit of the performance of all primary care stop smoking providers, which is currently underway. A local media and marketing campaign to increase recruitment of quitters is being initiated in January 2016. As at 23 <sup>rd</sup> December confirmed quits – 664.	People Scrutiny

## Section 2: 2015-2016 Corporate Performance Indicators

Information for all 2013-2014 Corporate Priority Indicators

Generated on: 18 December 2015 14:35



**Performance Data Expected Outcome: At risk of missing target 3 On course to achieve target 19 Some slippage against target 6**

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 1.1	Score against 10 BCS crimes; Theft of vehicle, theft from vehicle, vehicle interference, domestic burglary, theft of cycle, theft from person, criminal damage, common assault, woundings, robbery. [Cumulative]	Aim to Minimise	November 2015	5642	5078	7389			Dipti Patel	Policy & Resources Scrutiny
CP 1.2	Adults in contact with secondary mental health services who are in stable accommodation (ASCOF 1H)	Aim to Maximise	November 2015	67.5%	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	November 2015	69.7%	85%	85%			John O'Loughlin	People Scrutiny
CP 1.4	Rate of children subject to a Child Protection Plan per 10,000 (not including temps) [Monthly Snapshot]	Goldilocks	November 2015	42.5	37.8-45.2	37.8-45.2			John O'Loughlin	People Scrutiny
CP 1.5	Rate of Looked After Children per 10,000 [Monthly Snapshot]	Goldilocks	November 2015	69.1	54.4-65	54.4-65			John O'Loughlin	People Scrutiny

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



















MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 2.1	Number of reported missed collections per 100,000 [Monthly Snapshot]	Aim to Minimise	November 2015	40	45	45			Dipti Patel	Place Scrutiny
CP 2.2	% acceptable standard of cleanliness: litter [Cumulative]	Aim to Maximise	November 2015	100%	90%	90%			Dipti Patel	Place Scrutiny
CP 2.3	Percentage of household waste sent for reuse, recycling and composting [Cumulative]	Aim to Maximise	November 2015	50.72%	54.00%	54.00%			Dipti Patel	Place Scrutiny

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 3.1	Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Cumulative]	Aim to Maximise	November 2015	80.5%	86%	86%			Sharon Houlden	People Scrutiny
CP 3.2	Delayed transfers of care from hospital (social care) [Cumulative]	Aim to Minimise	November 2015	8	16	24			Sharon Houlden	People Scrutiny
CP 3.3	Number of attendances at council run or affiliated arts and sports events and facilities [Cumulative]	Aim to Maximise	November 2015	2,452,783	2,286,000	3,429,000			Nick Harris	Place Scrutiny
CP 3.4	Public Health Responsibility Deal [Cumulative]	Aim to Maximise	November 2015	26	26	40			James Williams	People Scrutiny
CP 3.5	Number of people successfully completing 4 week stop smoking course [Cumulative]	Aim to Maximise	November 2015	559	750	1,300			Liesel Park	People Scrutiny
CP 3.6	Take up of the NHS Health Check programme - by those eligible [Cumulative]	Aim to Maximise	November 2015	5,046	3,443	5,673			Margaret Gray	People Scrutiny
CP 3.7	Number of new affordable homes acquired	Aim to Maximise	November 2015	0	0	70			Sharon Houlden	People Scrutiny



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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 4.1	Proportion of appropriate people using social care who receive direct payments [Monthly Snapshot]	Aim to Maximise	November 2015	Not currently available	21%	21%			Sharon Houlden	People Scrutiny
CP 4.2	Proportion of adults with learning disabilities in paid employment [Monthly Snapshot]	Aim to Maximise	November 2015	10.3%	10%	10%			Sharon Houlden	People Scrutiny
CP 4.3	% of Council Tax for 2015/16 collected in year [Cumulative]	Aim to Maximise	November 2015	69.70%	69.80%	97.00%			Joe Chesterton	Policy & Resources Scrutiny
CP 4.4	% of Non-Domestic Rates for 2015/16 collected in year [Cumulative]	Aim to Maximise	November 2015	71.60%	71.70%	97.60%			Joe Chesterton	Policy & Resources Scrutiny
CP 4.5	Major planning applications determined in 13 weeks [Cumulative]	Aim to Maximise	November 2015	87.09%	79.00%	79.00%			Peter Geraghty	Place Scrutiny
CP 4.6	Minor planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	November 2015	89.31%	84.00%	84.00%			Peter Geraghty	Place Scrutiny
CP 4.7	Other planning applications determined in 8 weeks [Cumulative]	Aim to Maximise	November 2015	94.87%	90.00%	90.00%			Peter Geraghty	Place Scrutiny
CP 4.8	Current Rent Arrears as % of rent due	Aim to Minimise	November 2015	1.4%	1.77%	1.77%			Sharon Houlden	Policy and Resources Scrutiny
CP 4.9	The % of children in good or outstanding Schools [Monthly Snapshot]	Aim to Maximise	November 2015	81.62%	75%	75%			Heather Tomlinson	People Scrutiny

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

MPR Code	Short Name	Minimise or Maximise	Latest Month	Month's Value	Month's Target	Annual Target 2015/16	Expected Outcome	Better or worse than last year	Managed By	Scrutiny Committee
CP 5.1	Number of volunteers hours delivered within cultural services [Cumulative]	Aim to Maximise	November 2015	11,539	9,500	12,000	✔	↑	Nick Harris	Place Scrutiny
CP 5.2	Govmetric Measurement of Satisfaction (3 Channels - Phones, Face 2 Face & Web) [Cumulative]	Aim to Maximise	November 2015	92.33%	80.00%	80.00%	✔	↓	Nick Corrigan	Policy & Resources Scrutiny
CP 5.3	Number of payments made online [Cumulative]	Aim to Maximise	November 2015	40,138	33,328	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	November 2015	4.40	4.25	7.20	⚠	↑	Joanna Ruffle	Policy & Resources Scrutiny

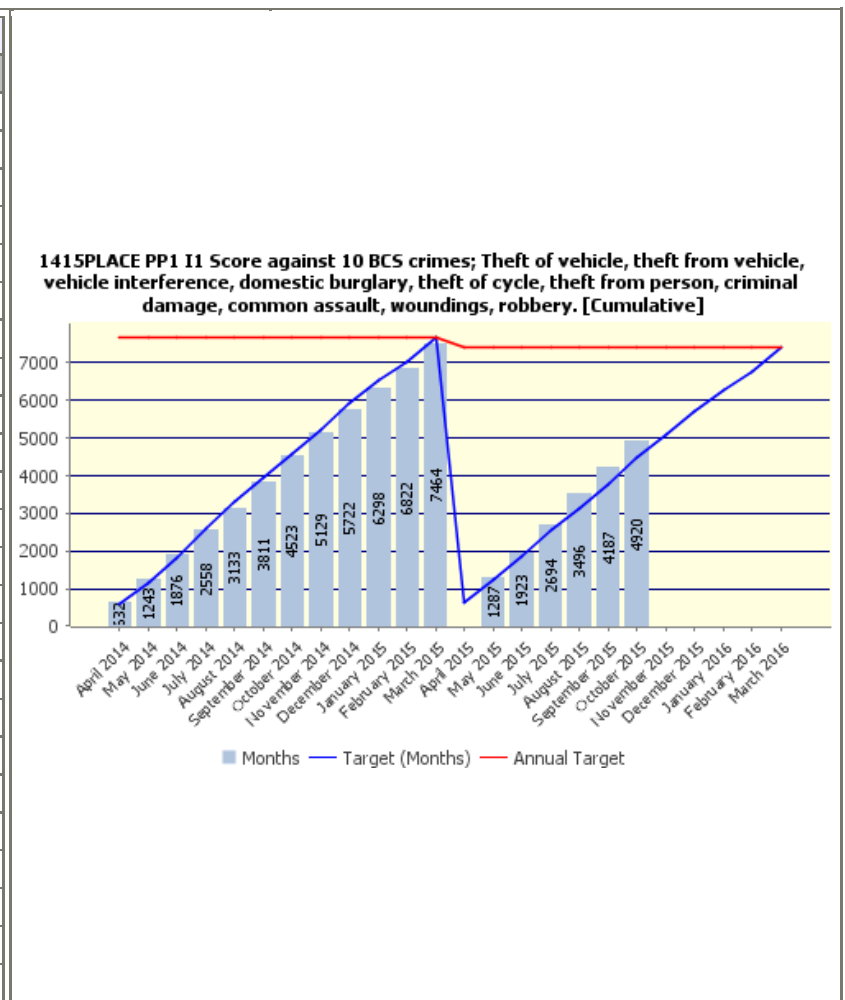
### Section 3: Detail of indicators rated Red or Amber

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

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

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

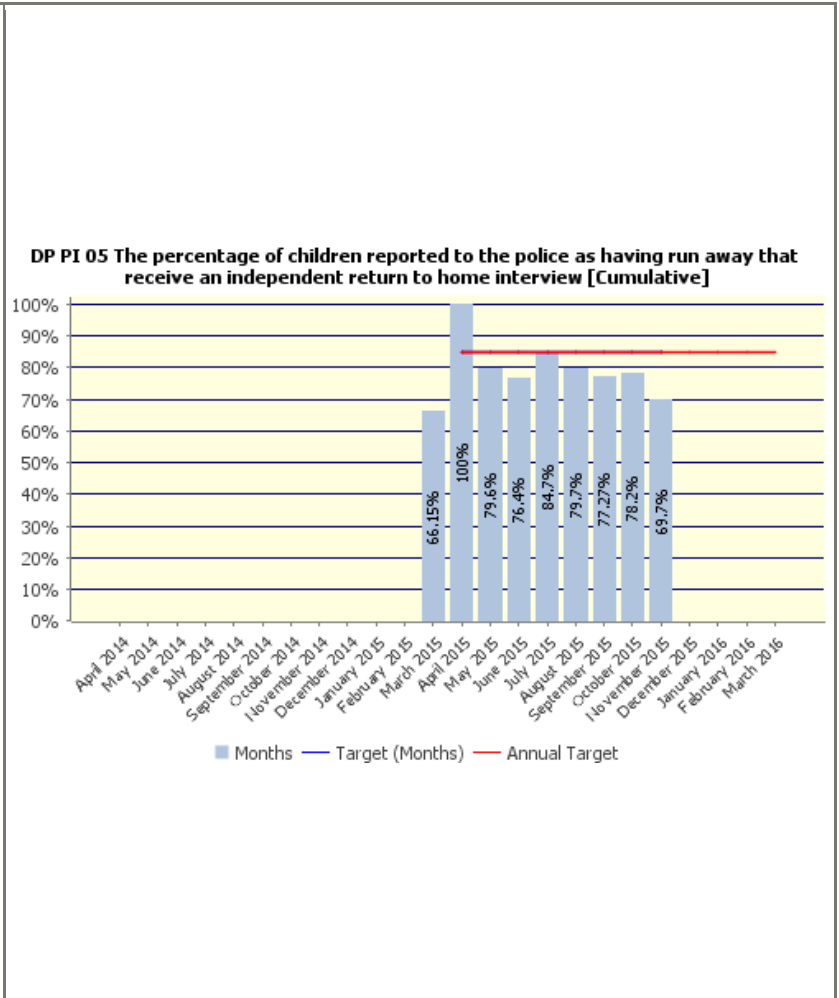
Date Range 1		
	Value	Target
April 2014	632	570
May 2014	1243	1149
June 2014	1876	1821
July 2014	2558	2602
August 2014	3133	3301
September 2014	3811	3942
October 2014	4523	4552
November 2014	5129	5201
December 2014	5722	5926
January 2015	6298	6531
February 2015	6822	7006
March 2015	7464	7629
April 2015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



Southend Community Safety Partnership continues to monitor closely the current performance on crime figures. The majority of the increase in reported crime is within the category 'violence without injury' – typically common assault, harassment and threat offences. A large proportion of these offences have been reported following domestic abuse incidents, which is encouraging as we know that this is traditionally a crime type that is under-reported. Also within this crime category is a change in national crime recording rules which means that Malicious Communications is now recorded as a crime. About 70 such offences have been recorded this year that would not have been recorded last year. The CSP has commissioned a detailed crime strategic intelligence assessment for the Borough, which should provide a broader picture and assist in addressing the priorities for crime and disorder over the coming year.

CP 1.3	<b>The percentage of children reported to the police as having run away that receive an independent return to home interview [Cumulative]</b>			<p>November 2015 result</p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise	
<b>Managed By</b>	<b>John O'Loughlin</b>			
<b>Year Introduced</b>	2013			

Date Range 1		
	Value	Target
April 2014		
May 2014		
June 2014		
July 2014		
August 2014		
September 2014		
October 2014		
November 2014		
December 2014		
January 2015		
February 2015		
March 2015	66.15%	
April 2015	100%	85%
May 2015	79.6%	85%
June 2015	76.4%	85%
July 2015	84.7%	85%
August 2015	79.7%	85%
September 2015	77.27%	85%
October 2015	78.2%	85%
November 2015	69.7%	85%
December 2015		
January 2016		
February 2016		
March 2016		



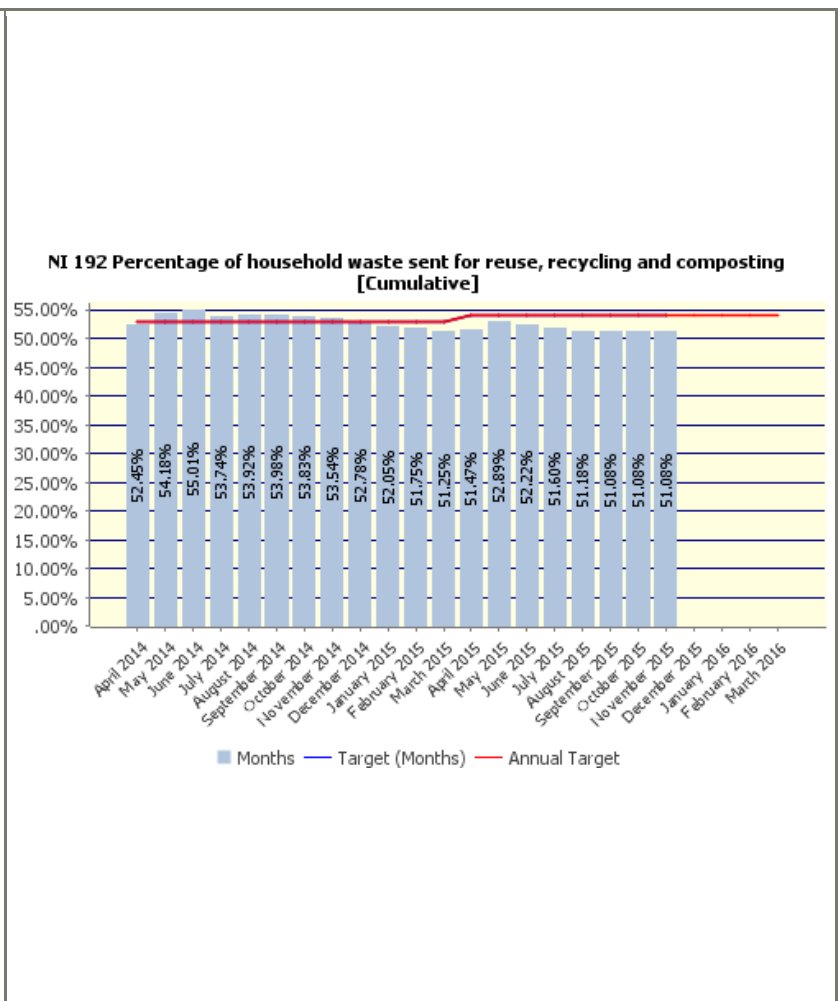
From April to Nov there has been 267 reported incidents of YP going missing, these relate to 121 YP. 186 successful return home interviews, some covering multiple episodes. There has been 43 occasions where return home visits have not succeeded, some of these relate to YP placed by other LA, others who refuse to be seen and YP placed out of area. All high risk Southend children have been seen either by their social worker or by an independent worker. Essex Police have very recently changed their policy on classification of missing which will increase the number of young people requiring visits and we will monitor this to review impact. We are currently reviewing our practice to deal with this increase and are implementing further actions to improve this target.

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

Expected Outcome: At risk of missing target 1

CP 2.3	<b>Percentage of household waste sent for reuse, recycling and composting [Cumulative]</b>			<p>November 2015 result</p> <p>51.30% 54.00% 100.00% 51.08% .00%</p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise	
<b>Managed By</b>	<b>Dipti Patel</b>			
<b>Year Introduced</b>	2008			

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



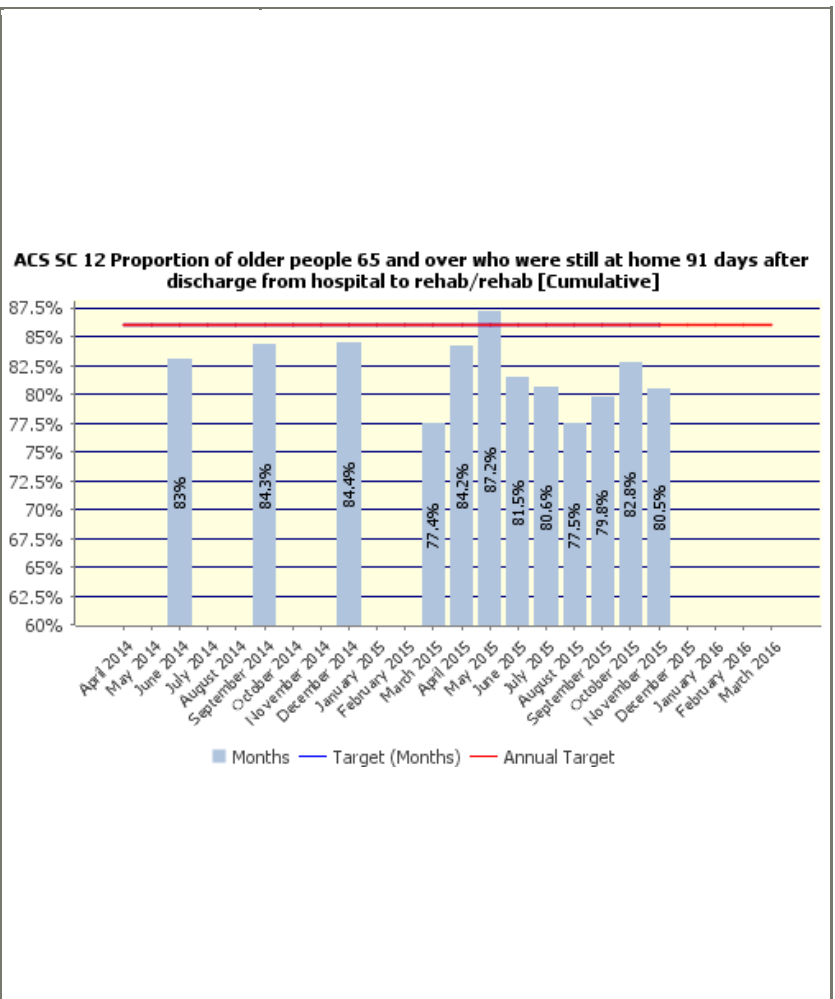
Data for November is estimated as not all of the data has been received.

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


Expected Outcome: Some slippage against target 3

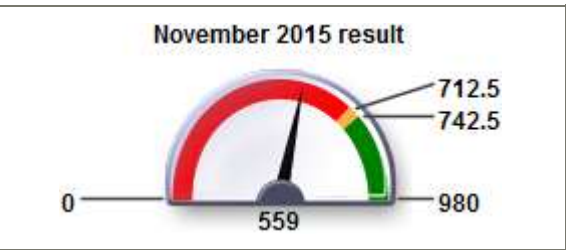
CP 3.1	<b>Proportion of older people 65 and over who were still at home 91 days after discharge from hospital to rehab/rehab [Cumulative]</b>			<p>November 2015 result</p> <p>81.7%</p> <p>84.3%</p> <p>60%</p> <p>80.5%</p> <p>95%</p>
<b>Expected Outcome</b>		<b>Format</b>	Aim to Maximise	
<b>Managed By</b>	<b>Sharon Houlden</b>			
<b>Year Introduced</b>				

Date Range 1		
	Value	Target
April 2014		86%
May 2014	N/A	86%
June 2014	83%	86%
July 2014	N/A	86%
August 2014	N/A	86%
September 2014	84.3%	86%
October 2014	N/A	86%
November 2014	N/A	86%
December 2014	84.4%	86%
January 2015	N/A	86%
February 2015	N/A	86%
March 2015	77.4%	86%
April 2015	84.2%	86%
May 2015	87.2%	86%
June 2015	81.5%	86%
July 2015	80.6%	86%
August 2015	77.5%	86%
September 2015	79.8%	86%
October 2015	82.8%	86%
November 2015	80.5%	86%
December 2015		
January 2016		
February 2016		
March 2016		

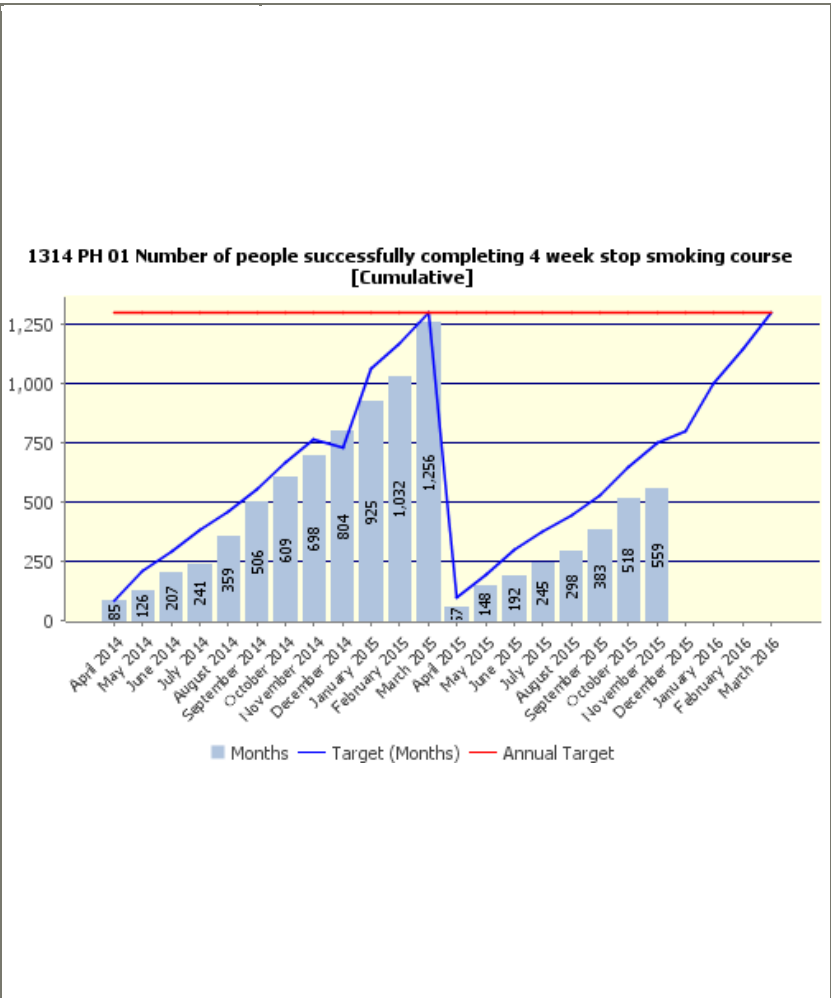


For November 169 people started reablement, of which 136 were at home 91 days later, this is 80.5%. Year to date 217 people have started reablement of which 178 were at home 91 days later, which is 82.0%.

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




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



Final quit data for November is unlikely to be available until the end of January 2016. Department of Health guidelines state that successful quits can be registered up to 42 days after a quit date is set. A recovery plan has been put in place to deliver the required final target. This plan includes an audit of the performance of all primary care stop smoking providers, which is currently underway. A local media and marketing campaign to increase recruitment of quitters is being initiated in January 2016. As at 23rd December confirmed quits – 664.

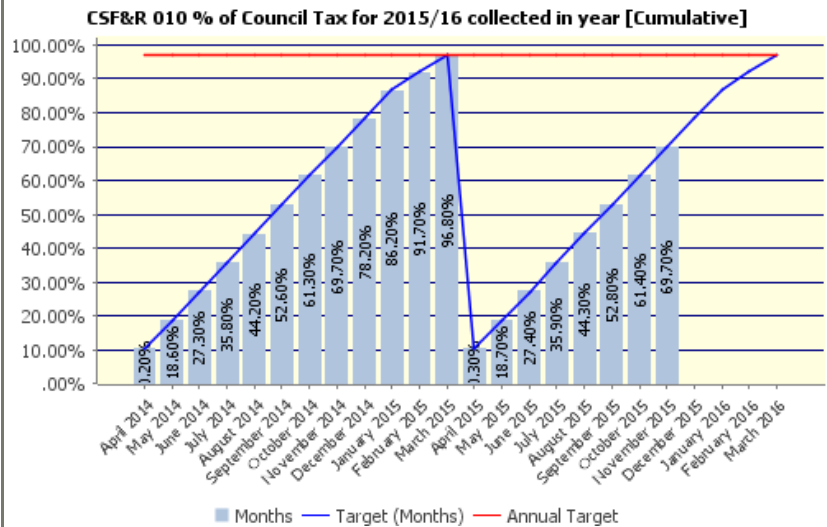
**Priority** • Ensure residents have access to high quality education to enable them to be lifelong learners and have fulfilling employment. • Improve the life chances of our residents, especially our vulnerable children & adults, by working to reduce inequalities and social deprivation across our communities.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

Expected Outcome: Some slippage against target 2

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




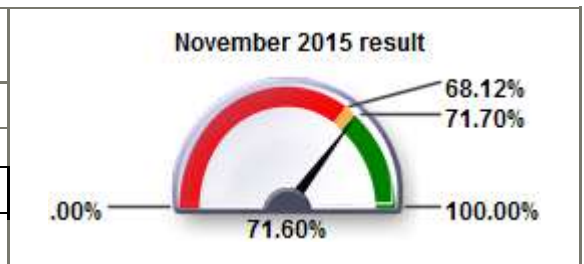
Date Range 1		
	Value	Target
April 2014	10.20%	10.20%
May 2014	18.60%	18.50%
June 2014	27.30%	27.20%
July 2014	35.80%	35.80%
August 2014	44.20%	44.40%
September 2014	52.60%	52.60%
October 2014	61.30%	61.40%
November 2014	69.70%	69.80%
December 2014	78.20%	78.40%
January 2015	86.20%	86.80%
February 2015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



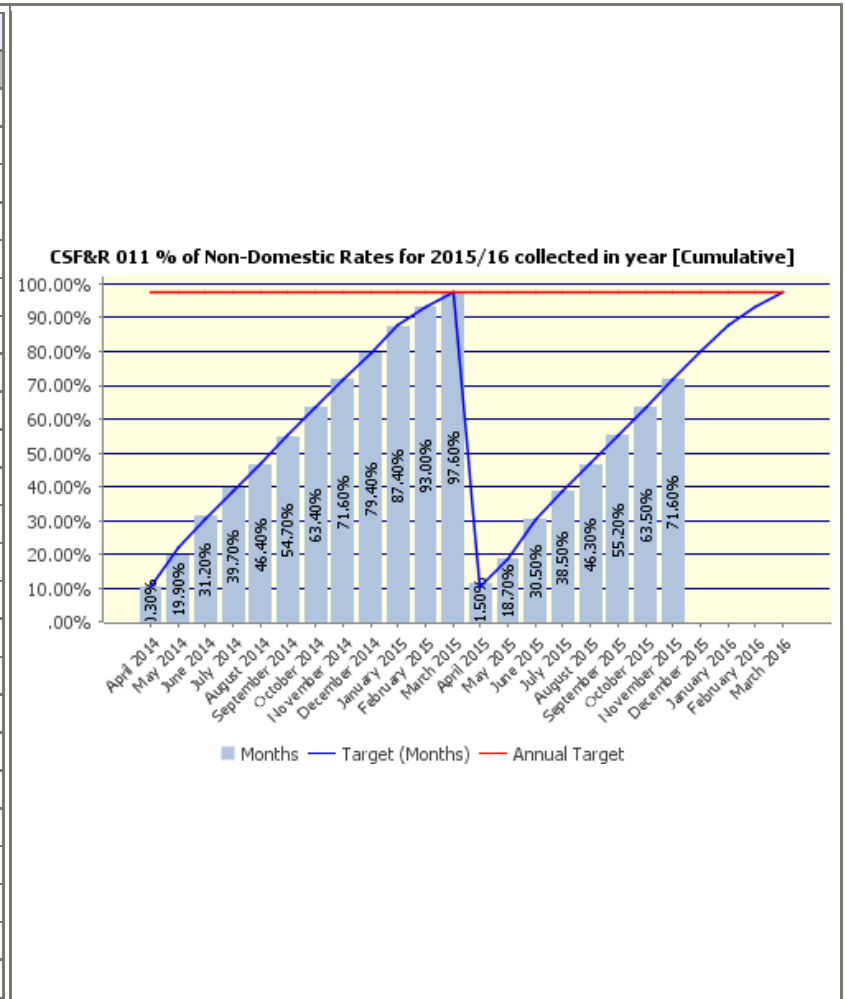
A fluctuation of 0.1% is not unusual in any given month and at the current time; we remain on course to meet our year-end target.



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




Date Range 1		
	Value	Target
April 2014	10.30%	10.30%
May 2014	19.90%	21.90%
June 2014	31.20%	30.40%
July 2014	39.70%	38.70%
August 2014	46.40%	46.80%
September 2014	54.70%	55.00%
October 2014	63.40%	63.40%
November 2014	71.60%	71.60%
December 2014	79.40%	79.70%
January 2015	87.40%	87.90%
February 2015	93.00%	92.90%
March 2015	97.60%	97.50%
April 2015	11.50%	10.30%
May 2015	18.70%	18.70%
June 2015	30.50%	30.40%
July 2015	38.50%	38.70%
August 2015	46.30%	46.80%
September 2015	55.20%	55.10%
October 2015	63.50%	63.50%
November 2015	71.60%	71.70%
December 2015		79.80%
January 2016		88.00%
February 2016		93.00%
March 2016		97.60%



A fluctuation of 0.1% is not unusual in any given month and at the current time; we remain on course to meet our year-end target.

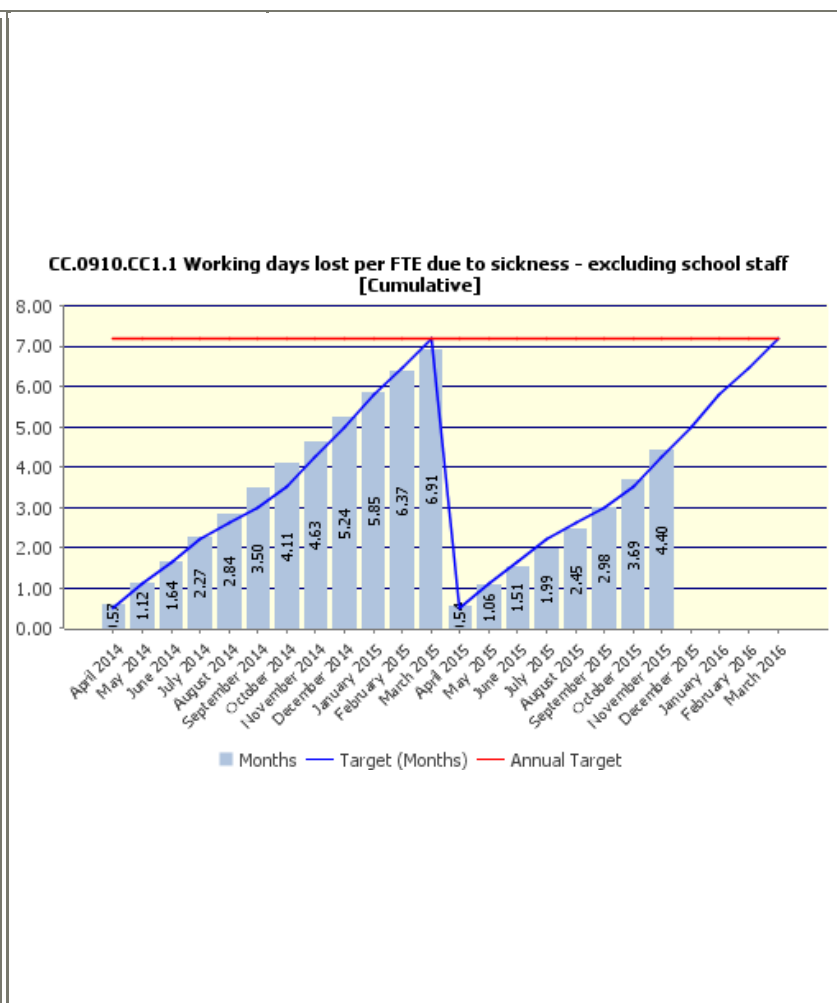
**Priority** • Work with & listen to our communities & partners to achieve better outcomes for all • Enable communities to be self-sufficient & foster pride in the town • Promote & lead an entrepreneurial, creative & innovative approach to the development of our town

Expected Outcome: Some slippage against target 1

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



Date Range 1		
	Value	Target
April 2014	0.57	0.51
May 2014	1.12	1.10
June 2014	1.64	1.65
July 2014	2.27	2.21
August 2014	2.84	2.61
September 2014	3.50	3.01
October 2014	4.11	3.51
November 2014	4.63	4.25
December 2014	5.24	4.97
January 2015	5.85	5.80
February 2015	6.37	6.47
March 2015	6.91	7.20
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		4.97
January 2016		5.80
February 2016		6.47
March 2016		7.20



The Council is under target for the month of November, and the cumulative result remains on target. HR is continuing to work with our Occupational Health service and DMT's to ensure any unmet targets are being managed appropriately. As well as continuing to implement the sickness absence action plan HR is working with Public health to raise Wellbeing awareness.



# **Revenue Budget Monitoring 2015/16**

## **Period 8**

### **as at 30 November 2015 Portfolio Summary**

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## 1. Commentary

This report outlines the budget monitoring position for the General Fund and Housing Revenue Account for 2015/16, based on the views of the Directors and their Management Teams, in light of expenditure and income to 30 November 2015.

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

## 2. Overall Budget Performance – General Fund

No variation to budget is being forecast for the Council overall as measured against the latest budget. Within this position there is a projected overspend of £253,000 in Council departmental spending. This position reflects the budget pressures some services are reporting, offset by some significant one-off underspends as shown in the detail in section 3 on service variances. Without these one-off underspends, pressures would still exist in the Council base budget. The departmental position is then offset by £253,000 in non-service areas.

### General Fund Portfolio Forecast Comparison 2015/16 at 30 November 2015 - Period 8

Portfolio	Latest Budget 2015/16 £000	Projected Outturn 2015/16 £000	November Forecast Variance £000	October Forecast Variance £000
Health & Adult Social Care	41,763	42,143	380	458
Children & Learning	34,159	34,544	385	320
Leader	5,574	5,694	120	134
Enterprise, Tourism & Economic Development	14,267	13,993	(274)	(277)
Community & Organisational Development	2,817	2,448	(369)	(228)
Public Protection, Waste & Transport	25,610	25,635	25	(50)
Housing, Planning & Regulatory Services	13,001	12,987	(14)	(14)
Total Portfolio	137,191	137,444	253	343
Non-Service Areas	(11,047)	(11,300)	(253)	(875)
<b>Net Expenditure / (Income)</b>	<b>126,144</b>	<b>126,144</b>	<b>0</b>	<b>(532)</b>

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

### 3. Service Variances - £253,000 forecast overspend

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

<b>Portfolio</b>	<b>Unfavourable £(000)</b>	<b>Favourable £(000)</b>	<b>Net £(000)</b>
<b><u>Health and Adult Social care</u></b>			
Additional income from court of protection		(44)	
People with a Learning Disability - Lower than estimated homecare and residential care placements		(361)	
People with Mental Health Needs - Higher than estimated residential care placements, direct payment packages and supported living	876		
Physical and Sensory Impairment - Higher than estimated residential care placements.	240		
Older People - Reduced residential care packages partly offset by higher than estimated homecare and direct payment packages		(335)	
Minor Variances		4	
	<b>1,116</b>	<b>(736)</b>	<b>380</b>
<b><u>Children &amp; Learning</u></b>			
Connexions Service - income shortfall	10		
Legal charges for children in care - high case load	95		
Children's Placements -high cost children with disabilities	175		
Children's Placements - current cohort of LAC		(175)	
Additional spend on qualified social workers	295		
Forecast overspend on in-house foster care placements due	5		
Agency spend on Independent Reviewing Officers	80		
Staffing synergies in Early Years teams		(20)	
School Access and Development new management		(20)	
Secure Youth Remand	25		
On-going restructure of Early Help Team		(10)	
Home to School Education Transport		(80)	
Minor Variances	5		
	<b>690</b>	<b>(305)</b>	<b>385</b>
<b><u>Leader</u></b>			
Overspend on cleaning costs and Civic Campus	40		
Treasury Management cost in relation to LED street lighting project	82		
Council Tax Court Costs raised		(100)	
Member Expenses		(23)	
Overtime and Agency cover for Business Support	30		
Vacant hours in the Programme Office		(5)	
Business Rates Court Costs raised			
Reduction in Property and Regeneration contract income	100		
Minor Variances		(4)	
	<b>252</b>	<b>(132)</b>	<b>120</b>

<b>Portfolio (Cont.)</b>			
<b><u>Enterprise, Tourism &amp; Economic Development</u></b>			
Leisure contract saving		(320)	
Lower than expected Arts Grants	10		
Allotment income		(20)	
Economic development funded by grant		(40)	
Golf course income	40		
Cliff lift maintenance	10		
Museums staffing	20		
Outdoor sports income	50		
Cost of exhibitions	10		
Grounds maintenance income		(20)	
Prior year electricity charges at Porters	6		
High Street market income		(15)	
Advertising and marketing		(20)	
SMAC income and instructor recruitment issues	15		
	<b>161</b>	<b>(435)</b>	<b>(274)</b>
<b><u>Community Development</u></b>			
Bereavement Services Income		(210)	
Staff Vacancies in Customer Service team		(90)	
Additional overtime and agency costs in Benefits team	107		
Change to the Collection Fund Accounting Treatment of Discretionary Relief in the Voluntary Sector		(126)	
Vacant hours in the Voluntary Sector Support Team		(10)	
HR Agency, Overtime and additional pension costs	50		
Staff Vacancies in Information, Comms & Technology		(90)	
	<b>157</b>	<b>(526)</b>	<b>(369)</b>
<b><u>Public Protection, Waste &amp; Transport</u></b>			
Car parking income		(100)	
Traffic signal maintenance		(25)	
Timing delay in the achievement of the street lighting energy s	100		
Structural maintenance contractor costs	200		
Street works permit income		(150)	
	<b>300</b>	<b>(275)</b>	<b>25</b>
<b><u>Housing, Planning &amp; Regulatory Services</u></b>			
Development control income		(50)	
Regulatory Services legal fees	10		
Animal Warden contractors	26		
	<b>36</b>	<b>(50)</b>	<b>(14)</b>
<b>Total</b>	<b>2,712</b>	<b>(2,459)</b>	<b>253</b>

#### **4. Non Service Variances (£253,000) forecast underspend**

##### **Financing Costs - (£520K)**

This provision is forecast to be underspent against budget at the year-end as; the principal repayment financing charges for 2015/16 are affected by the financing of the 2014/15 capital programme (£85K); no PWLB borrowing taken out (£350k); interest receivable on the HRA's internal borrowing is expected to be higher than estimated in the budget (£145K) and a revised estimate of interest payable on the HRA cashflow of £60k.

### Appropriations to Reserves - £267K

At year-end, there is forecast to be an appropriation of £300,000 from earmarked reserves to meet in-year expenditure from the Adults Social Care reserve and £567,000 to the Business Transformation Reserve.

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

Net appropriations from Earmarked Reserves totalling £1,889,000 were agreed by Council when setting the 2015/16 budget in February 2015. The current outturn position allows for further in-year appropriations from/(to) reserves, totalling £1,473,840. Total net appropriations from reserves for 2015/16 will therefore equal £3,362,840.

- £ 415,100 from the Business Transformation Reserve to enable the progression of various projects,
- £ 257,900 of Social Work Training grants and the Practice Learning Fund,
- £ 145,600 from the Adoption Reform grant reserve,
- £1,401,090 from the Public Health Grant
- (£ 275,350) to the Supporting People reserve
- £ 293,000 from the Rough Sleeper Grant Reserve
- £ 3,500 from the Committee Management Reserve
- (£ 500,000) to the Interest Equalisation Reserve
- £1,740,840

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

- £300,000 from the Adult Social Care Reserve
- (£567,000) to the Business Transformation Reserve
- (£267,000)

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

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

## **7. Performance against Budget savings targets for 2015/16**

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

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

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

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



	Red £000	Amber £000	Green £000	Original Savings Total £000	Projected Outturn £000	Forecast Variance £000
<b>Department</b>						
Corporate Services	35	495	937	1,467	1,437	(30)
People	0	1,935	4,530	6,465	6,360	(105)
Place	40	830	1,698	2,568	2,523	(45)
<b>Total</b>	<b>75</b>	<b>3,260</b>	<b>7,165</b>	<b>10,500</b>	<b>10,320</b>	<b>(180)</b>

Although the current forecast is showing a shortfall of £180,000 against the required savings total of £10.5 million, it is currently expected that the total savings will be delivered in full as part of each Department's overall budget total by the end of the financial year either by finding alternative savings or ensuring amber and red savings are delivered in full.

## 8. Budget Virements

In line with the new financial procedure rules approved by Council on 23<sup>rd</sup> July, all virements over £50,000 between portfolio services or between pay and non-pay budgets are to be approved by Cabinet.

Below is a table showing the virements which fall within these parameters from 1<sup>st</sup> August 2015.

	DR £	CR £
Virements up to 31/07/2015	950	(950)
Virements over £50,000 in reported period	-	-
Virements over £50,000 in previous periods	169	(169)
<b>Total in period virements over £50,000</b>	<b>1,119</b>	<b>(1,119)</b>
Virements approved under delegated authority	1,133	(1,133)
<b>Total virements</b>	<b>2,252</b>	<b>(2,252)</b>

There are no virements for Cabinet approval this period.

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

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

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

The current forecast is projecting an overspend on capital financing charges of £145,000 because the interest payable on the HRA's internal borrowing is higher than estimated in the budget, and a pressure of £60,000 relating to the residential security patrol services at Victoria ward. There is also a projected higher than expected rental income of £300,000 and £160,000 fees and charges due to a lower number of void properties than estimated in the budget. It is proposed that the net underspend of £330,000 be transferred to the HRA Capital Investment Reserve, therefore leaving the main revenue reserve unchanged.

**General Fund Forecast 2015/16**  
**at 30 November 2015 - Period 8**  
**Portfolio Holder Summary**

<b>Portfolio</b>	<b>Gross Expend £000</b>	<b>Gross Income £000</b>	<b>Original Budget £000</b>	<b>Virement £000</b>	<b>Latest Budget £000</b>	<b>Expected Outturn £000</b>	<b>Forecast Variance £000</b>	<b>Budget to Date £000</b>	<b>Spend to Date £000</b>	<b>To Date Variance £000</b>
Health & Adult Social Care	73,831	(33,702)	40,129	1,634	41,763	42,143	380	26,527	26,942	415
Children & Learning	141,833	(108,356)	33,477	682	34,159	34,544	385	24,009	24,338	329
Leader	20,753	(16,655)	4,098	1,476	5,574	5,694	120	463	(53)	(516)
Enterprise, Tourism & Economic Development	18,953	(5,009)	13,944	323	14,267	13,993	(274)	9,783	9,272	(511)
Community & Organisational Development	116,541	(113,928)	2,613	204	2,817	2,448	(369)	2,004	1,727	(277)
Public Protection, Waste & Transport	37,593	(12,357)	25,236	374	25,610	25,635	25	15,096	14,544	(552)
Housing, Planning & Regulatory Services	14,968	(2,222)	12,746	255	13,001	12,987	(14)	8,682	8,644	(38)
<b>Portfolio Net Expenditure</b>	<b>424,472</b>	<b>(292,229)</b>	<b>132,243</b>	<b>4,948</b>	<b>137,191</b>	<b>137,444</b>	<b>253</b>	<b>86,564</b>	<b>85,414</b>	<b>(1,150)</b>
Reversal of Depreciation	(26,976)	6,994	(19,982)	(904)	(20,886)	(20,886)	0	(13,923)	(13,923)	0
Levies	550	0	550	0	550	550	0	339	333	(6)
Financing Costs	20,050	(3,988)	16,062	(516)	15,546	15,026	(520)	8,512	8,296	(216)
Contingency	4,825	0	4,825	(1,837)	3,038	3,038	0	2,513	0	(2,513)
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	353	353
<b>Sub Total</b>	<b>(6,333)</b>	<b>3,006</b>	<b>(3,327)</b>	<b>(3,257)</b>	<b>(6,534)</b>	<b>(7,054)</b>	<b>(520)</b>	<b>(2,559)</b>	<b>(4,941)</b>	<b>(2,382)</b>
<b>Net Operating Expenditure</b>	<b>418,139</b>	<b>(289,223)</b>	<b>128,916</b>	<b>1,691</b>	<b>130,657</b>	<b>130,390</b>	<b>(267)</b>	<b>84,005</b>	<b>80,473</b>	<b>(3,532)</b>
General Grants	0	(3,973)	(3,973)	0	(3,973)	(3,973)	0	(2,342)	(2,458)	(116)
Corporate Savings	(50)	0	(50)	50	0	0	0	0	0	0
Revenue Contribution to Capital	3,090	0	3,090	0	3,090	3,090	0	2,060	0	(2,060)
Contribution to / (from) Earmarked	(1,889)	0	(1,889)	(1,741)	(3,630)	(3,363)	267	(2,458)	(2,559)	(101)
Contribution to / (from) General Reserves	0	0	0	0	0	0	0	0	0	0
<b>Net Expenditure / (Income)</b>	<b>419,290</b>	<b>(293,196)</b>	<b>126,094</b>	<b>0</b>	<b>126,144</b>	<b>126,144</b>	<b>0</b>	<b>81,265</b>	<b>75,456</b>	<b>(5,809)</b>

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

**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Health and Adult Social Care  
Portfolio Holder - Cllr J Moyies**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Adult Support Services and Management	498	(507)	(9)	22	13	13	0	17	30	13
b Commissioning Team	2,063	(2,062)	1	(21)	(20)	(64)	(44)	(4)	17	21
c Strategy & Development	1,878	(1,934)	(56)	(14)	(70)	(66)	4	(148)	(150)	(2)
d People with a Learning Disability	16,712	(1,734)	14,978	(247)	14,731	14,370	(361)	9,832	9,560	(272)
e People with Mental Health Needs	3,105	(165)	2,940	45	2,985	3,861	876	2,003	2,763	760
f Older People	31,999	(14,581)	17,418	625	18,043	17,708	(335)	11,014	10,831	(183)
g Other Community Services	3,226	(2,880)	346	(7)	339	339	0	1,294	1,255	(39)
h People with a Physical or Sensory Impairment	4,595	(552)	4,043	(10)	4,033	4,273	240	2,623	3,145	522
i Service Strategy & Regulation	328	(107)	221	0	221	221	0	149	151	2
j Drug and Alcohol Action Team	2,717	(2,548)	169	323	492	492	0	117	122	5
k Young Persons Drug and Alcohol Team	301	(263)	38	5	43	43	0	(59)	(73)	(14)
l Public Health	6,409	(6,369)	40	913	953	953	0	(311)	(709)	(398)
<b>Total Net Budget for Portfolio</b>	<b>73,831</b>	<b>(33,702)</b>	<b>40,129</b>	<b>1,634</b>	<b>41,763</b>	<b>42,143</b>	<b>380</b>	<b>26,527</b>	<b>26,942</b>	<b>415</b>

Transfer from earmarked reserves	1,325
Allocation from Contingency	296
In year virements	13
	<b>1,634</b>

**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Health and Adult Social Care  
Portfolio Holder - Cllr J Moyies**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Additional Income from court of protection.	
c.	
d. Forecast underspend because of lower than estimated residential care placements and direct payments.	Forecast underspend because of lower than estimated residential care placements and direct payments.
e. Over spend as a result of higher than estimated residential care placements, direct payments and supported living.	Over spend as a result of higher than estimated residential care placements, direct payments and supported living.
f. Reduced residential care placements offset by higher homecare and direct payment packages. Because of the volatility of this budget, the forecast variance may suddenly change over the year.	Reduced residential care placements offset by higher homecare and direct payment packages. Because of the volatility of this budget, the forecast variance may suddenly change over the year.
g.	
h. Higher than estimated residential care placements and supported living.	Higher than estimated residential care placements and supported living.
i.	
j.	
k.	
l.	Underspend to date due to vacancies in the Public Health team and some delays in starting a number of projects.

**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Children and Learning  
Portfolio Holder - Cllr A P Jones**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Childrens Commissioning	1,093	(558)	535	(34)	501	481	(20)	353	360	7
b Children with Special Needs	2,171	(777)	1,394	231	1,625	1,800	175	1,066	1,243	177
c Early Years Development and Child Care Partnership	11,089	(9,623)	1,466	(8)	1,458	1,438	(20)	1,041	1,334	293
d Children Fieldwork Services	4,887	0	4,887	128	5,015	5,310	295	3,346	3,516	170
e Children Fostering and Adoption	7,182	(208)	6,974	169	7,143	7,148	5	4,761	4,719	(42)
f Youth Service	1,813	(390)	1,423	(7)	1,416	1,426	10	928	880	(48)
g Age 14 to 19 Learning and Development	0	0	0	0	0	0	0	0	1	1
h Other Education	577	(524)	53	0	53	53	0	113	22	(91)
i Schools Retained Budgets	0	0	0	0	0	0	0	0	0	0
j Private Voluntary Independent	4,465	(160)	4,305	0	4,305	4,130	(175)	2,870	2,737	(133)
k Schools Delegated Budgets	71,093	(71,093)	0	0	0	0	0	846	720	(126)
l Children Specialist Commissioning	1,201	(59)	1,142	76	1,218	1,298	80	812	864	52
m Children Specialist Projects	219	(216)	3	65	68	163	95	36	120	84
n School Support and Preventative Services	32,969	(23,616)	9,353	62	9,415	9,330	(85)	6,411	6,454	43
o Youth Offending Service	3,074	(1,132)	1,942	0	1,942	1,967	25	1,426	1,368	(58)
<b>Total Net Budget for Portfolio</b>	<b>141,833</b>	<b>(108,356)</b>	<b>33,477</b>	<b>682</b>	<b>34,159</b>	<b>34,544</b>	<b>385</b>	<b>24,009</b>	<b>24,338</b>	<b>329</b>

**Virements**

**£000**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

374  
97  
211

**682**

**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Children and Learning  
Portfolio Holder - Cllr A P Jones**

Forecast Outturn Variance	Year to Date Variance
a. Probable underspend on the School Admissions service with changing management arrangements.	
b. Current cohort includes 3 high cost LDD placements, Direct Payments also overspent.	
c. Some underspend on staffing due to synergies with 'A Better Start' project will offset the pressure in 2015/16	Children's Centre savings not yet enacted, plans are progressing, but this leaves a Cost pressure of £100K which will be contained by drawing down on reserves earmarked for this purpose.
d. Overspend due to cost of Social Workers in frontline child protection roles in Care Management and First Contact teams.	
e. Forecast for current cohort of fostering places, previously indicated a £200K underspend, but there has been a net increase of 45 fostering placements from September to November (this includes a number of sibling groups). In addition new internal foster carers have been recruited as part of longer term strategy to reduce external placements.	
f. Projected shortfall on traded service income and staffing restructure as service adapts to meet current year savings target.	
g.	
h.	
i.	
j. Current cohort of PVI placements is forecast to underspend but this budget remains volatile and susceptible to sudden changes in demand from high cost placements such as secure accommodation placements.	
k.	
l. Agency spending on Independent Reviewing Officers.	
m. Overspend due to costs of legal representation in child protection cases.	
n. Home to School Transport forecast indicates an underspend in line with last year following review of procedures and contracts. £5k Overspend due to high cost Ed Pysch agency worker – post has now been recruited to. SEN and SEND grants will continue to be used to support the work required following the ECHP reforms.	

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On-going restructure of the Child and Family Early Intervention Service should result in savings targets for 2015/16 being surpassed - £10k under.

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

**General Fund Forecast 2015/16**  
**at 30 November 2015 - Period 8**  
**Leader**  
**Portfolio Holder - Cllr R Woodley**

<b>Service</b>	<b>Gross Expend £000</b>	<b>Gross Income £000</b>	<b>Original Budget £000</b>	<b>Virement £000</b>	<b>Latest Budget £000</b>	<b>Expected Outturn £000</b>	<b>Forecast Variance £000</b>	<b>Budget to Date £000</b>	<b>Spend to Date £000</b>	<b>To Date Variance £000</b>
a Accounts Payable	194	(154)	40	0	40	40	0	30	21	(9)
b Accounts Receivable	274	(282)	(8)	0	(8)	(12)	(4)	(4)	(7)	(3)
c Accountancy	2,616	(2,834)	(218)	0	(218)	(218)	0	(136)	(184)	(48)
d Asset Management	429	(428)	1	15	16	16	0	16	(2)	(18)
e Internal Audit & Corporate Fraud	855	(907)	(52)	0	(52)	(52)	0	(33)	(34)	(1)
f Buildings Management	2,843	(2,873)	(30)	(36)	(66)	(26)	40	140	159	19
g Administration & Support	549	(550)	(1)	(15)	(16)	(16)	0	(15)	(47)	(32)
h Community Centres and Club 60	63	(1)	62	0	62	62	0	47	47	0
i Corporate and Industrial Estates	921	(2,350)	(1,429)	103	(1,326)	(1,326)	0	(1,017)	(1,017)	0
j Corporate and Non Distributable Costs	3,354	(172)	3,182	1,058	4,240	4,322	82	(883)	(998)	(115)
k Corporate Subscriptions	73	0	73	0	73	73	0	49	56	7
l Council Tax Admin	1,413	(471)	942	50	992	892	(100)	667	472	(195)
m Emergency Planning	102	0	102	0	102	102	0	68	67	(1)
n Democratic Services Support	458	0	458	3	461	452	(9)	310	292	(18)
o Media And Communication	0	0	0	0	0	0	0	0	0	0
p Member Expenses	732	0	732	0	732	718	(14)	489	468	(21)
q Department of Corporate Services	1,053	(1,053)	0	10	10	40	30	13	57	44
r Elections and Electoral Registration	394	0	394	50	444	444	0	313	320	7
s Strategy & Performance	895	(966)	(71)	9	(62)	(62)	0	(49)	(76)	(27)
t Programme Office	340	(341)	(1)	0	(1)	(6)	(5)	0	(13)	(13)
u Information and Governance	0	0	0	0	0	0	0	0	0	0
v Insurance	195	(241)	(46)	0	(46)	(46)	0	51	45	(6)
w Local Land Charges	255	(319)	(64)	1	(63)	(63)	0	(23)	(51)	(28)
x Legal Services	1,105	(1,131)	(26)	16	(10)	(10)	0	(2)	(7)	(5)
y Non Domestic Rates Collection	360	(302)	58	0	58	58	0	40	26	(14)
z Payroll	0	0	0	0	0	0	0	0	(5)	(5)
aa Corporate Procurement	705	(705)	0	82	82	82	0	64	21	(43)
ab Property Management & Maintenance	575	(575)	0	130	130	230	100	328	337	9
<b>Total Net Budget for Portfolio</b>	<b>20,753</b>	<b>(16,655)</b>	<b>4,098</b>	<b>1,476</b>	<b>5,574</b>	<b>5,694</b>	<b>120</b>	<b>463</b>	<b>(53)</b>	<b>(516)</b>



**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Leader  
Portfolio Holder - Cllr R Woodley**

Allocation from Contingency	926
In year virements	407
	<b>1,476</b>

Forecast Outturn Variance	Year to Date Variance
a.	
b. Expenditure forecast to be less than budget	
c.	Underspend due to staff vacancies
d.	Excess of income over expenditure for the EPAM (Essex Property Asset Management) System
e.	
f. Insufficient budget for cleaning, following the Civic Centre refurbishment is causing a pressure which is being partially offset by staffing vacancies	An overspend on cleaning costs is being offset by underspends on employee and furniture costs
g.	Vacancies and vacant hours
h.	
i.	
j. One-off Treasury Management Fees	Treasury Management costs are being offset by an underspend against Salaries, Corporate Initiatives and Pension Backfunding. Due to the nature of the expenditure, these costs are difficult to profile accurately
k.	
l. More court costs relating to Council Tax have been raised to date than anticipated in the budget	More court costs relating to Council Tax have been raised than anticipated although this is likely to result in a high provision for Bad Debt at the end of the year. The higher income is offsetting a pressure on Council Tax employee costs due to agency staffing

Forecast Outturn Variance	Year to Date Variance
m.	
n. Expected underspend on the Members' scrutiny and conference budget	Lower than budgeted national insurance & transport expenses and a general underspend across Supplies and Services
o.	
p. Based on an analysis of expenditure in previous years, there is expected to be an underspend on the budget for conferences and hospitality	Current underspend on Members' national insurance, hospitality and conference budgets
q. Final employee settlement following long term sickness, overtime and agency expenditure for P.A. support and costs associated with the staff induction video	Employee costs, staff induction video, advertising audit, auction and training are all contributing to a budget pressure
r.	
s.	A current underspend on employee budget in the PEC team is being partially offset by Agency costs. There is an underspend across Supplies and Services compared to the profiled budgets
t. Underspend on employee costs	An underspend in salary budgets due to vacant hours is being partially offset by agency costs in the Programme Office. Printing costs have reduced since the completion of the New Ways of Working project
u.	
v.	
w.	Income is currently exceeding the profiled budget but due to the unpredictable nature of the income/expenditure it is likely to level out by year-end
x.	
y.	General underspends against the budget to date
z.	
aa.	
ab. Income shortfall due to the termination of a contract with Seevic.	

**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Enterprise, Tourism & Economic Development  
Portfolio Holder - Cllr G Longley**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Arts Development	516	(205)	311	3	314	324	10	197	238	41
b Amenity Services Organisation	3,005	(2,389)	616	32	648	628	(20)	460	601	141
c Economic Development	483	(112)	371	190	561	521	(40)	429	52	(377)
d Culture Management	135	(6)	129	0	129	129	0	87	91	4
e Library Service	3,509	(387)	3,122	20	3,142	3,142	0	2,268	2,269	1
f Museums And Art Gallery	1,168	(92)	1,076	48	1,124	1,164	40	781	783	2
g Parks And Amenities Management	4,458	(663)	3,795	(28)	3,767	3,837	70	2,437	2,368	(69)
h Climate Change	218	0	218	0	218	218	0	145	148	3
i Resort Services Pier and Foreshore and Southend Marine Activity Centre	3,130	(947)	2,183	14	2,197	2,212	15	1,482	1,469	(13)
j Sports Development	277	(134)	143	30	173	173	0	110	116	6
k Sport and Leisure Facilities	836	0	836	0	836	516	(320)	557	343	(214)
l Southend Theatres	582	(16)	566	0	566	566	0	407	377	(30)
m Support to Mayor	211	0	211	1	212	218	6	147	142	(5)
n Town Centre	124	(48)	76	13	89	74	(15)	81	84	3
o Tourism	301	(10)	291	0	291	271	(20)	195	191	(4)
<b>Total Net Budget for Portfolio</b>	<b>18,953</b>	<b>(5,009)</b>	<b>13,944</b>	<b>323</b>	<b>14,267</b>	<b>13,993</b>	<b>(274)</b>	<b>9,783</b>	<b>9,272</b>	<b>(511)</b>

Transfer from earmarked reserves	32
Allocation from Contingency	126
In year virements	165
	<u>323</u>

**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Enterprise, Tourism & Economic Development  
Portfolio Holder - Cllr G Longley**

<b>Forecast Outturn Variance</b>	<b>Year to date Variance</b>
a. Focal Point Gallery Grant less than anticipated.	Exhibition Expenditure.
b. Underspend in leasing costs due to the delay in renewing contracts that have come to an end.	Supplies and Service costs have reached a peak and should begin to level out.
c. Some service functions are being funded by grant this year.	Grant funding received in advance of spend.
d.	
e.	
f. Peak Relief staff, annual servicing of the Cliff lift and exhibition expenditure.	
g. Income shortfall due to a decline in footfall at the Golf Course, income pressures from outdoor sports in general.	To date underspend on private contractors.
h.	
i. Spend on SMAC staffing compounded with a shortfall in SMAC income.	
j.	
k. Saving achieved from the new Leisure Management Contract.	Saving achieved from the new Leisure Management Contract.
l.	
m. There is a pressure on the electricity budget at Porters due to outstanding invoices relating to last year	An underspend on Members' conference and hospitality budgets is offsetting a pressure on electricity costs for Porters
n. Market income expected to be greater than target.	
o. Full budget not committed for the year.	

**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Community & Organisational Development  
Portfolio Holder - Cllr I Gilbert**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Closed Circuit Television	403	(18)	385	92	477	477	0	314	329	15
b Cemeteries and Crematorium	1,437	(2,044)	(607)	25	(582)	(792)	(210)	(351)	(599)	(248)
c Community Safety	356	(41)	315	(93)	222	222	0	139	119	(20)
d Customer Services Centre	1,922	(1,968)	(46)	88	42	(48)	(90)	32	(84)	(116)
e Council Tax Benefit	0	0	0	0	0	0	0	0	(34)	(34)
f Dial A Ride	103	(17)	86	(1)	85	85	0	56	55	(1)
Housing Benefit and Council Tax Benefit Admin	2,830	(1,285)	1,545	(300)	1,245	1,352	107	819	915	96
g Rent Benefit Payments	98,947	(99,050)	(103)	300	197	197	0	132	301	169
i Partnership Team	327	0	327	10	337	337	0	227	194	(33)
j Registration of Births Deaths and Marriages	470	(323)	147	(34)	113	113	0	76	83	7
k Support To Voluntary Sector	913	0	913	0	913	777	(136)	524	514	(10)
l Human Resources	1,936	(1,946)	(10)	39	29	79	50	211	230	19
m Information Comms & Technology	5,064	(5,450)	(386)	61	(325)	(415)	(90)	(232)	(327)	(95)
n People & Organisational Development	449	(455)	(6)	11	5	5	0	6	7	1
o Transport Management	209	(209)	0	29	29	29	0	19	(4)	(23)
p Tickfield Training Centre	366	(349)	17	4	21	21	0	26	29	3
q Vehicle Fleet	809	(773)	36	(27)	9	9	0	6	(1)	(7)
<b>Total Net Budget for Portfolio</b>	<b>116,541</b>	<b>(113,928)</b>	<b>2,613</b>	<b>204</b>	<b>2,817</b>	<b>2,448</b>	<b>(369)</b>	<b>2,004</b>	<b>1,727</b>	<b>(277)</b>

**Virements**

**£000**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

190  
118  
(104)  
**204**

**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Community & Organisational Development  
Portfolio Holder - Cllr I Gilbert**

Forecast Outturn Variance	Year to Date Variance
a.	
b. Income for burials and cremations is expected to exceed budget	Net income for burials and cremations is exceeding the profiled budget
c.	
d. In year vacancies	Staff vacancies
e.	Overpayments repaid relating to prior years
f.	
g. Pressure on employees' budget due to over-time and agency costs. ICT maintenance support costs higher than budget	Pressure on Agency, Overtime, Vacancy Factor and IT Support budgets
h.	Period 8 Monitored position
i.	The supplies and services budget is not currently being spent in line with the profiling
j.	
k. There is an expected underspend in the Voluntary Sector premises costs due to a change in the accounting treatment of business rates. Additionally there should be a saving on employee budgets due to a member of staff now working part-time	Underspend on Employee costs
l. Staff have joined the pension scheme since the budget was set. Agency costs are adding to the forecast overspend and the Vacancy Factor is not currently being met	On-going pressure on employee expenses due to Agency and Pension costs
m. Vacancies	Staffing vacancies and higher than profiled income are offsetting an overspend on Consultancy Services
n.	
o.	Vacancies
p.	
q.	

**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Public Protection, Waste & Transport  
Portfolio Holder - Cllr M Terry**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Bridges and Structural Engineering	392	0	392	0	392	392	0	262	240	(22)
b Concessionary Fares	3,489	0	3,489	0	3,489	3,489	0	1,759	1,684	(75)
c Decriminalised Parking	1,965	(1,601)	364	50	414	414	0	242	126	(116)
d Enterprise Tourism and Environment Central Pool	1,858	(1,925)	(67)	(135)	(202)	(202)	0	(123)	(91)	32
e Flood and Sea Defence	874	(63)	811	0	811	811	0	469	280	(189)
f Highways Maintenance	10,296	(2,232)	8,064	195	8,259	8,409	150	5,617	5,804	187
g Car Parking Management	1,437	(5,647)	(4,210)	(5)	(4,215)	(4,315)	(100)	(3,070)	(3,136)	(66)
h Passenger Transport	389	(61)	328	9	337	337	0	229	232	3
i Public Conveniences	661	0	661	89	750	750	0	546	537	(9)
j Road Safety and School Crossing	365	(60)	305	0	305	305	0	185	198	13
k Regional And Local Town Plan	1,669	(752)	917	0	917	892	(25)	489	498	9
l Traffic and Parking Management	786	(5)	781	(3)	778	778	0	482	501	19
m Waste Collection	3,860	0	3,860	40	3,900	3,900	0	2,707	3,250	543
n Waste Disposal	4,019	0	4,019	96	4,115	4,115	0	2,736	1,865	(871)
o Environmental Care	652	(4)	648	1	649	649	0	433	413	(20)
p Civic Amenity Sites	654	0	654	14	668	668	0	441	412	(29)
q Waste Management	2,034	0	2,034	0	2,034	2,034	0	227	314	87
r Cleansing	2,193	(7)	2,186	23	2,209	2,209	0	1,465	1,417	(48)
<b>Total Net Budget for Portfolio</b>	<b>37,593</b>	<b>(12,357)</b>	<b>25,236</b>	<b>374</b>	<b>25,610</b>	<b>25,635</b>	<b>25</b>	<b>15,096</b>	<b>14,544</b>	<b>(552)</b>

**Virements**

Transfer from earmarked reserves  
Allocation from Contingency  
In year virements

**£000**

50  
141  
183

**374**

**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Public Protection, Waste & Transport  
Portfolio Holder - Cllr M Terry**

Forecast Outturn Variance	Year to Date Variance
a.	
b.	
c.	
d.	
e.	Contractor costs to be incurred later in the year.
f. Maintenance contractors overspend and delay in street lighting energy saving is being partially offset by streetwork permit income.	Maintenance contractors overspend and delay in street lighting energy saving is being partially offset by streetwork permit income.
g. Car park income is exceeding expectations.	Car park income is exceeding expectations.
h.	
i.	
j.	
k. Traffic signal maintenance contractors costs will underspend against the budget.	
l.	
m.	Savings for new contract to be reprofiled into the 2 <sup>nd</sup> half of the year
n.	Penalty costs received from contractor due to not achieving contracted recycling rates.
o.	
p.	
q.	
r.	



**General Fund Forecast 2015/16  
at 30 November 2015 - Period 8  
Housing, Planning & Regulatory Services  
Portfolio Holder - Cllr D Norman**

Service	Gross Expend £000	Gross Income £000	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Building Control	593	(389)	204	135	339	339	0	200	194	(6)
b Development Control	1,022	(509)	513	0	513	463	(50)	362	280	(82)
c Regulatory Business	661	(11)	650	121	771	781	10	498	500	2
d Regulatory Licensing	632	(474)	158	20	178	204	26	(6)	51	57
e Regulatory Management	239	0	239	(155)	84	84	0	55	5	(50)
f Regulatory Protection	335	(62)	273	46	319	319	0	192	185	(7)
g Strategic Planning	398	0	398	0	398	398	0	315	318	3
h Strategy & Planning for Housing	0	0	0	0	0	0	0	132	142	10
i Private Sector Housing	5,866	(338)	5,528	79	5,607	5,607	0	3,737	3,715	(22)
j Housing Needs & Homelessness	1,449	(439)	1,010	289	1,299	1,299	0	868	855	(13)
k Supporting People	3,773	0	3,773	(280)	3,493	3,493	0	2,329	2,309	(20)
l Queensway Regeneration Project	0	0	0	0	0	0	0	0	90	90
<b>Total Net Budget for Portfolio</b>	<b>14,968</b>	<b>(2,222)</b>	<b>12,746</b>	<b>255</b>	<b>13,001</b>	<b>12,987</b>	<b>(14)</b>	<b>8,682</b>	<b>8,644</b>	<b>(38)</b>

**Virements**

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

**£000**

129  
0  
126

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**255**

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Forecast Outturn Variance	Year to date Variance
a.	
b. Income generated by Development Control is higher than expected.	Vacant posts within Development Control.
c. Legal costs re National Trading Standards case	
d. Saving not achieved regarding contractor costs	
e.	
f.	
g.	
h.	
i.	
j.	
k.	
l.	

**Housing Revenue Account Forecast 2015/16**  
**at 30 November 2015 - Period 8**  
**Corporate Director - Simon Leftley**

Description	Original Budget £000	Virement £000	Latest Budget £000	Expected Outturn £000	Forecast Variance £000	Budget to Date £000	Spend to Date £000	To Date Variance £000
a Employees	279	0	279	279	0	186	190	4
b Premises (Excluding Repairs)	673	0	673	733	60	673	699	26
c Repairs	5,236	0	5,236	5,236	0	3,625	3,625	0
d Supplies & Services	66	0	66	66	0	44	12	(32)
e Management Fee	9,264	0	9,264	9,264	0	6,414	6,414	0
f MATS	956	0	956	956	0	637	637	0
g Provision for Bad Debts	361	0	361	361	0	0	0	0
h Capital Financing Charges	13,770	29	13,799	13,944	145	8,403	8,516	113
<b>Expenditure</b>	<b>30,605</b>	<b>29</b>	<b>30,634</b>	<b>30,839</b>	<b>205</b>	<b>19,982</b>	<b>20,093</b>	<b>111</b>
i Fees & Charges	(3,789)	0	(3,789)	(3,949)	(160)	(2,487)	(2,758)	(271)
j Rents	(26,877)	0	(26,877)	(27,177)	(300)	(17,637)	(18,070)	(433)
k Other	(227)	0	(227)	(242)	(15)	(220)	(242)	(22)
l Interest	(90)	0	(90)	(150)	(60)	(60)	(147)	(87)
m Recharges	(530)	0	(530)	(530)	0	(353)	(276)	77
<b>Income</b>	<b>(31,513)</b>	<b>0</b>	<b>(31,513)</b>	<b>(32,048)</b>	<b>(535)</b>	<b>(20,757)</b>	<b>(21,493)</b>	<b>(736)</b>
n Appropriation to Earmarked reserves	2,721	0	2,721	3,051	330	0	0	0
o Statutory Mitigation on Capital Financing	(1,813)	(29)	(1,842)	(1,842)	0	(1,382)	(1,382)	0
<b>Net Expenditure / (Income)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,157)</b>	<b>(2,782)</b>	<b>(625)</b>
<b>Use of Reserves</b>								
Balance as at 1 April 2014	3,502	0	3,502	3,502	0			
Use in Year	(0)	0	(0)	(0)	0			
<b>Balance as at 31 March 2015</b>	<b>3,502</b>	<b>0</b>	<b>3,502</b>	<b>3,502</b>	<b>0</b>			

**Housing Revenue Account Forecast 2015/16  
at 30 November 2015 - Period 8  
Corporate Director - Simon Leftley**

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



**Capital Programme Budget  
Monitoring 2015/16**

**Period 8**

**as at 30<sup>th</sup> November 2015  
Departmental Summary**

## Capital Programme Monitoring Report – November 2015

### 1. Overall Budget Performance

The revised Capital budget for the 2015/16 financial year is £49.739million which includes all changes agreed at November Cabinet. Actual capital spend at 30<sup>th</sup> November is £22.404million representing approximately 45% of the revised budget. This is shown in Appendix 1. (Outstanding creditors totalling £0.687million have been removed from this figure).

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

Department	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Revised Budget 2015/16 £'000	Previous Expected Variance to Revised Budget 2015/16 £'000
Corporate Services	5,188	1,708	5,181	(7)	-
People	12,243	7,544	11,863	(380)	-
Place	24,463	8,966	24,463	-	-
Housing Revenue Account (HRA)	7,845	4,186	7,845	-	-
<b>Total</b>	<b>49,739</b>	<b>22,404</b>	<b>49,352</b>	<b>(387)</b>	<b>-</b>

The capital programme is expected to be financed as follows:

Department	External Funding			Total Budget £'000
	Council Budget £'000	Grant Budget £'000	Developer & Other Contributions £'000	
Corporate Services	5,121	67	-	<b>5,188</b>
People	796	11,447	-	<b>12,243</b>
Place	14,786	8,429	1,248	<b>24,463</b>
Housing Revenue Account (HRA)	7,767	-	78	<b>7,845</b>
<b>Total</b>	<b>28,470</b>	<b>19,943</b>	<b>1,326</b>	<b>49,739</b>

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

The grants and external contributions position to 30<sup>th</sup> November is as follows:

Department	Grant Budget £'000	Developer & Other Contributions Budget £'000	Total external funding budget £'000	External funding received £'000	External funding outstanding £'000
Corporate Services	67	-	67	67	-
People	11,447	-	11,447	10,498	<b>949</b>
Place	8,429	1,248	9,677	9,640	<b>37</b>
Housing Revenue Account (HRA)	-	78	78	78	-
<b>Total</b>	<b>19,943</b>	<b>1,326</b>	<b>21,269</b>	<b>20,283</b>	<b>986</b>

## 2. Department Budget Performance

### Department for Corporate Services

The revised capital budget for the Department for Corporate Services is £5.388million. The budget is distributed across various scheme areas as follows

Department for Corporate Services	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Forecast Variance to Year End 2015/16 £'000	Previous Forecast Variance to Year End 2015/16 £'000
Accommodation Strategy - Main	189	205	214	25	-
Accommodation strategy - CCTV	1	1	1	-	-
Tickfield	84	63	84	-	-
Asset Management (Property)	1,510	556	1,478	(32)	-
Cemeteries & Crematorium	360	73	360	-	-
ICT Programme	2,945	810	2,945	-	-
<b>Subtotal</b>	<b>5,089</b>	<b>1,708</b>	<b>5,082</b>	<b>(7)</b>	-
Priority Works (see table)	99	-	99	-	-
<b>Total</b>	<b>5,188</b>	<b>1,708</b>	<b>5,181</b>	<b>(7)</b>	-

Priority Works	£'000
Budget available	1,000
Less budget allocated to agreed schemes	(901)
Remaining budget	99

Actual spend at 30<sup>th</sup> November stands at £1.708million. This represents 33% of the total available budget.

### Accommodation Strategy - Main

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



ground floor of Civic 1. The works to the first aid room and main toilets have now been completed and works to the disabled toilets have now commenced.

Some additional invoices have come in against the Civic 2 refurbishment resulting in an over-spend on £25k.

## **Tickfield**

All building works have now been completed at Tickfield and the furniture has been delivered.

## **Asset Management (Property)**

The works at 38 Satanita Road have now been completed and the project has underspent by £2k. This budget will be removed from the capital programme in the report to January Cabinet.

The lease on 93-99 Southchurch Road was surrendered in August 2015. The project has now completed with only one final gas bill outstanding. There is an under-spend of £10k which will be removed from the capital programme in the report to January Cabinet.

The cottages in East Street are to be sold to Essex County Preservation Trust. The terms have now been agreed for sale and the solicitors have been instructed. Contracts are expected to be exchanged in the new financial year therefore a budget of £20k will be carried forward in the report to January Cabinet.

The tenders have now been returned for the refurbishment of Thorpe Hall Avenue toilets and they are currently in the process of being assessed. The works are expected to be completed by the end of the financial year.

## **Cemeteries and Crematorium**

The £10k budget for essential Crematorium equipment has been allocated for a replacement fire alarm system in the Crematorium. This is currently with the Property Services team who are in the process of obtaining quotes.

The project to acquire land for the new burial ground is currently on hold however the contingency plan to develop a small plot of existing land identified in Sutton Road Cemetery is being progressed.

## **ICT**

The Digital Strategy Programme Board agreed the Early Years and Transport modules for the Capita One developments and Capita are scheduled to deliver these modules in January 2016.

The preferred supplier for the Carefirst system has been selected and procurement have now begun detailed contract negotiations.

Research is currently underway on the potential use of Agresso and Lagan for the new Human Resources Case Management System. A decision on whether either of these systems are suitable is currently under consideration.

## **Priority Works**

The Priority works provision budget currently has £99k remaining unallocated.

## **Summary**

A carry forward request of £20k for the East Street Cottages scheme is expected to be carried forward in the report to January Cabinet.

Underspends on 38 Satanita Road for £2k and 93-99 Southchurch Road for £10k will be removed from the capital programme in the report to January Cabinet.

## Department for People

The revised Department for People budget totals £12.243million.

Department for People	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Year End 2015/16 £'000	Previous Expected Variance to Year End 2015/16 £'000
Adult Social Care	1,029	204	1,029	-	-
General Fund Housing	1,606	883	1,226	(380)	-
Children & Learning Other	41	20	41	-	-
Condition Schemes	1,233	845	1,233	-	-
Devolved Formula Capital	310	311	310	-	-
Primary School Places	8,024	5,281	8,024	-	-
<b>Total</b>	<b>12,243</b>	<b>7,544</b>	<b>11,863</b>	<b>(380)</b>	<b>-</b>

Actual spend at 30<sup>th</sup> November stands at £7.544million. This represents 62% of the total available budget.

### Adult Social Care

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

The budget for Mental Health has now been allocated to be spent on crisis provision, enabling mental wellbeing and a community recovery college in 2015/16.

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

### General Fund Housing

The Private Sector Renewal scheme is in place to ensure that the private sector stock is kept in a good condition. 15 new cases are currently on hold pending review and they are expected to restart in 2016/17. Because of this, a carry forward request of £380k is expected in the report to January Cabinet.

The Empty Dwellings Management scheme is currently concentrating on bringing more empty homes back into use. Action is currently underway on various properties which will involve enforcement action against landlords and repairs to properties to ensure security of tenure for occupiers.

## **Children & Learning Other Schemes**

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

## **Condition Schemes**

A budget of £1.233m has been allocated to address larger conditions in schools where the cost is over the schools capabilities to fund. Of this amount, £229k is for projects started in 2014/15. Most of these works have been undertaken over the summer holidays to minimise disruption to the schools.

Retentions of £28k are being held for works completed in 2014/15 at eight primary schools. This figure is included in the creditors shown above.

## **Devolved Formula Capital**

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

## **Primary School Places**

Capital expansions, both permanent and temporary are on-going to supply primary places to meet significant increased demands. In 2015/16, spend of £8.024m is programmed. This covers large, multi-year projects at St Helen's Catholic Primary, Sacred Heart Catholic Primary, Hamstel Infant and Juniors, The Federation of Greenways Schools, Darlington Primary, St Mary's Prittlewell C of E Primary and Porters Grange Primary Schools.

A further £78k is also being held as retention payments against works completed in 2014/15 on smaller expansion projects. This figure is included in the creditors shown above.

## **Summary**

A carry forward request of £380k on the Private Renewal Scheme is expected to be included in the report to January Cabinet.

## Department for Place

The revised capital budget for the Department for Place is £24.263million. This includes all changes approved at November Cabinet. The budget is distributed across various scheme areas as follows:

Department for Place	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Latest Expected Variance to Year End 2015/16 £'000	Previous Expected Variance to Year End 2015/16 £'000
Culture	3,655	1,908	3,655	-	-
Enterprise, Tourism & Regeneration	2,993	332	2,993	-	-
Coastal Defence	1,733	1,156	1,733	-	-
Highways and Infrastructure	5,047	1,115	5,047	-	-
Parking Management	550	231	550	-	-
Section 38 & 106 Agreements	1,023	159	1,023	-	-
Local Transport Plan	2,794	1,661	2,794	-	-
Local Growth Fund	2,435	665	2,435	-	-
Transport	784	408	784	-	-
Waste	597	594	597	-	-
Energy Saving Projects	2,852	737	2,852	-	-
<b>Total</b>	<b>24,463</b>	<b>8,966</b>	<b>24,463</b>	-	-

Actual spend at 30<sup>th</sup> November stands at £8.966million. This represents 37% of the total available budget.

### Culture

The drainage works at Belfairs Golf Course are now complete. The main drainage works at Belfairs Park, Blenheim Park and Southchurch Park are now complete with only remedial works outstanding.

Works to replace the floor in the auditorium at the Cliffs Pavilion are complete. External works above the Maritime Room are on-going with a scheduled completion date of March 2016. A specification for tender for the under-croft piping replacement is currently with Property Services for specification.

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

The Library Review project was partly used to fund the new Shoeburyness Library which opened on 14<sup>th</sup> September. Improvement works to the car park at this site are now being

planned. A programme of works is currently being developed for improvements at Leigh, Westcliff and Kent Elms Libraries to utilise the remainder of the budget.

Various works are taking place at the Palace Theatre with the installation of the fire exit currently with Property Services for the service specification and tender. The works to replace the roof over the smoke hood are now complete with only retentions outstanding. A meeting is required with the listed buildings officer with regards to replacement windows. The specification and tender can then be drawn up following these discussions.

Scheduled Ancient Monument Consent has now been received for the works to Priory Park Water Main. The contractors commenced on site on 26<sup>th</sup> October and works are expected to be completed by the end of March 2016.

Works are progressing on the refurbishment of the war memorials within the Borough. The works on the Cenotaph have been completed and the refurbishment of the Victory Sports Ground gates commenced on 31<sup>st</sup> August. Future works are scheduled for the St Erkenwalds Memorial at Sutton Road Cemetery and the Priory Park War Memorial. An order has also been placed for the Raven Gates at Chalkwell Park. The timing of these works will depend on the availability of specialist contractors due to the high level of national demand in the centenary commemorative period.

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

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

A sub-structural works contractor has now been appointed for the structural repairs on Southend Pier. Orders have been placed and works are expected to begin shortly.

A technical issue with the repair of the Prince George Extension on the pier has caused delays and it is likely that a carry forward request will be required once more detail is known for the costs involved in 2015/16.

The timeframe for spend on the Coastal Communities Fund has been extended by the Big Lottery and CLG. The Yacht Club objections have been removed subject to conditions which will now enable plans to progress.

The scheme to replace the Pier Hill lifts is currently out to tender. The cost of works will be confirmed in January 2016 and works will be on site until September 2016. A Carry forward request will be required once the full costs are known.

### **Coastal Defence**

Works for the cliff stabilisation at Clifton Drive commenced on 12<sup>th</sup> April and are progressing well. The scheme remains on target financially although the programme may now extend slightly beyond December to allow for complications with the restaurant development.

A grant from DeFRA is in the process of being claimed for improving resilience to private properties. The final claim is expected to be around £480k although additional budget has been included in case of unforeseen costs. This budget will be adjusted at February Cabinet once the final figure is known.

### **Highways and Infrastructure**

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

Further discussions have taken place with Network Rail about moving the fence separating the Cinder Path from Essex Thameside Rail Link. Once the estimate has been received from the contractor, works can be programmed to coincide with the next appropriate rail possession. Resurfacing of the widened Cinder Path can then commence. It is anticipated that works will commence after Christmas with the associated resurfacing works planned before the end of the financial year. The programme is dependent on a suitable quote being received from the contractor.

The revised Street Lighting budget is a multi-million pound, multi-year scheme to be part funded by the Challenge fund from the Department for Transport. Luminaires are now being installed ahead of the proposed January start date. It is estimated that 500 will be installed by the end of December 2015. Various columns and column shafts have also been installed and are awaiting topping once the shafts have settled. Concrete sleeving works are continuing across the borough.

### **Parking Management**

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

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

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

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

Various schemes are now underway for Better Networks and Better Sustainable Transport. A few delays are currently being experienced in the works for Better Operations of Traffic Control Systems and the Highways team are currently working to resolve this.

Programmed resurfacing works have now commenced and are set to continue.

### **Local Growth Fund**

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

The business cases for A127 Kent Elms and Bridge and Highway Maintenance have been approved by South East Local Enterprise Partnership Individual Technical Evaluator to draw down 2015/16 funding. Further work is underway to support the business cases for 2016/17 onwards. 2015/16 works for Kent Elms will be focussing on the design and construction of the advance surface crossing works and design and survey work for the main junction improvement works. Advance utility diversion works for the new surface crossing are now complete. Ground penetration radar and drainage surveys are complete and being reviewed. A bridge survey has taken place and the highways team are currently awaiting the report. Works on the Bell junction will be focussing on survey work to inform the design for the main junction improvement works. Once Kent Elms survey works have been received and reviewed, similar surveys will be commissioned for the Bell. Bridge and Highway Maintenance will be focussing on investigation works for the improvement to the A127 corridor. Surfacing works to the east bound section of the A127 from the boundary to just before Progress Road are now complete with the procurement of pavement surveys underway.

## **Transport**

Main works on the A127 Tesco junction improvements were completed on 29<sup>th</sup> March 2015 with the switching on of the traffic signals. Traffic signal monitoring will continue to be adjusted as necessary. Repairs to the defects are underway.

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

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

## **Waste**

There are commitments for the year in relation to the Commercial Waste and Recycling Centre which will involve ground works, a salt dome and refurbishment of the toilets. Some disused buried structures and contaminated soil have been discovered on site and this has slightly delayed the project. Works are on-going with an expected completion date before the end of the year. Final snagging works are to be carried out and the final accounts are to be reviewed.

## **Energy Saving Projects**

Solar panels have now been installed at Southend Adult Community College and Temple Sutton Primary School. The gas boilers have now been installed at Southend Adult Community College and the biomass works are now awaiting installation. The biomass boiler installation started on 3<sup>rd</sup> October at Temple Sutton with a completion date expected in December. The windows installation is to be completed by February 2016 based on weekend and holiday working. The solar panels are now live at both locations and awaiting registration of Feed in Tariffs.

Underspends of £29k at Southend Adult Community College and £190k at Temple Sutton have been approved via a S046 to be used for an energy project at Eastwood Schools. This scheme will involve the installation of solar panels.

A new burner has been ordered for the Civic Centre heating scheme and is expected to be installed during December 2015. Quotes are now being sought for the removal of the loss header.



## Housing Revenue Account

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

Housing Revenue Account	Revised Budget 2015/16 £'000	Actual 2015/16 £'000	Expected outturn 2015/16 £'000	Forecast Variance to Year End 2015/16 £'000	Previous Forecast Variance to Year End 2015/16 £'000
Decent Homes Programme	6,994	3,649	6,994	-	-
Council House Adaptations	500	350	500	-	-
32 Byron Avenue	16	-	16	-	-
Other HRA	335	187	335	-	-
<b>Total</b>	<b>7,845</b>	<b>4,186</b>	<b>7,845</b>	-	-

The actual spend at 30<sup>th</sup> November of £4.186million represents 53% of the HRA capital budget.

### Decent Homes Programme

The on-going Decent Homes schemes are continuing in 2015/16. Kitchens, bathrooms and electrical works are programmed to be complete by December 2015. The Barringtons lift upgrade, contract for heating renewal and UPVC cladding schemes have all been completed. Lift renewal works at Bewley Court and Pennine are on site. The DDA contract has been awarded and works are expected to begin in January 2016.

### Council House Adaptions

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

### 32 Byron Avenue

The build at 32 Byron Avenue is now complete and settlement of the final accounts is expected by the end of 2015.

### Other HRA

A scheme to review HRA land is currently underway and planning permission was received on 15<sup>th</sup> April for the proposed sites. The plan is to construct 18 housing units within the Shoeburyness ward. The tender for construction is currently out for approval with an anticipated start date on site in early 2016.

Summary of Capital Expenditure at 30th November 2015

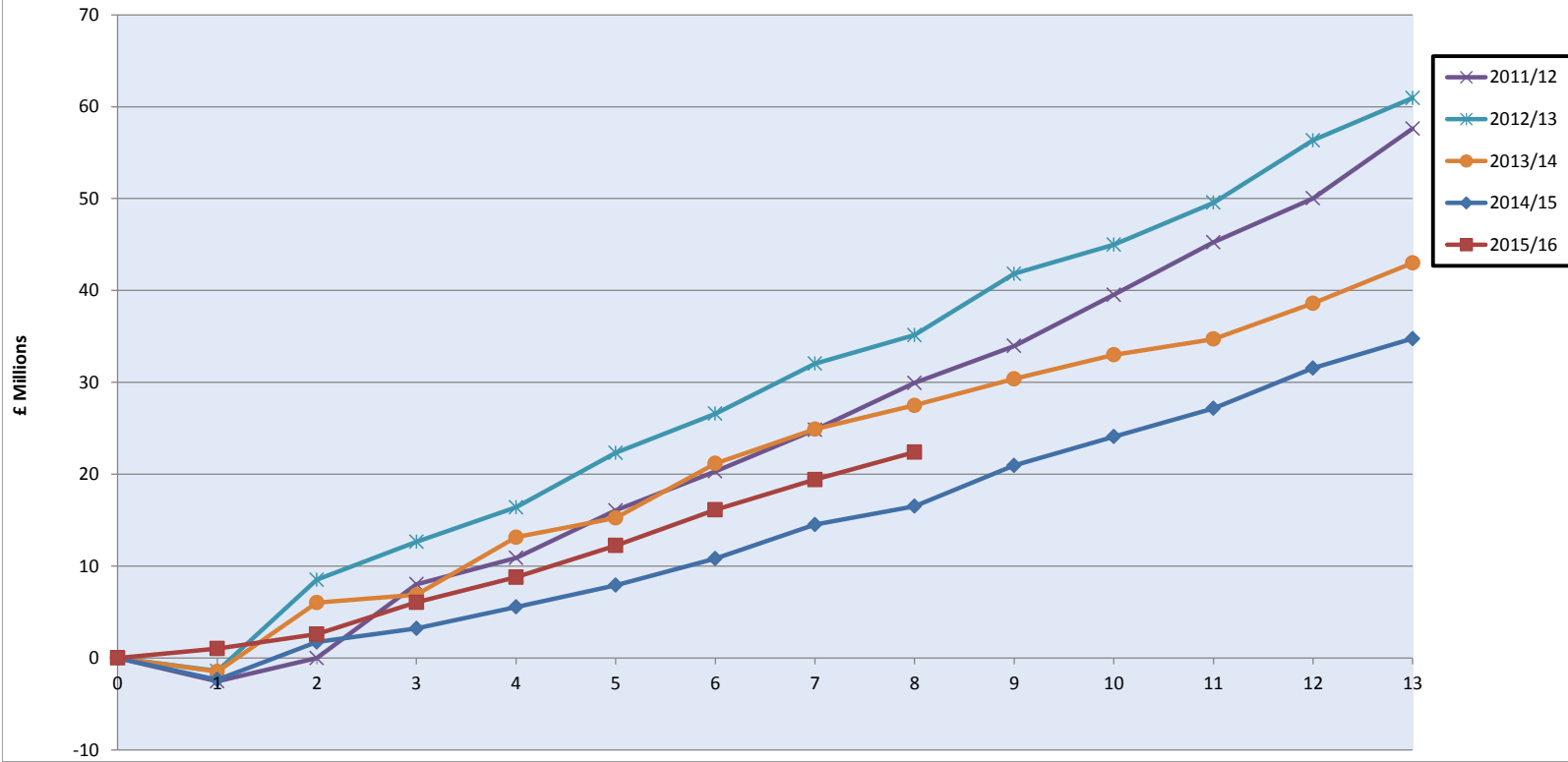
Appendix 1

	Original Budget 2015/16 £000	Revisions £000	Revised Budget 2015/16 £000	Actual 2015/16 £000	Forecast outturn 2015/16 £000	Forecast Variance to Year End 2015/16 £000	% Variance
Corporate Services	10,252	(5,064)	5,188	1,708	5,181	(7)	33%
People	15,392	(3,149)	12,243	7,544	11,863	(380)	62%
Place	17,859	6,604	24,463	8,966	24,463	-	37%
Housing Revenue Account	10,002	(2,157)	7,845	4,186	7,845	-	53%
	<u>53,505</u>	<u>(3,766)</u>	<u>49,739</u>	<u>22,404</u>	<u>49,352</u>	<u>(387)</u>	<u>45%</u>
<b>Council Approved Original Budget - February 2015</b>	<b>53,505</b>						
Corporate Services amendments	115						
People amendments	(927)						
Place amendments	2,690						
HRA amendments	(1,801)						
Carry Forward requests for 2014/15	7,587						
Accelerated Delivery requests to 2014/15	(582)						
Budget re-profiles	(13,221)						
New external funding	2,373						
<b>Council Approved Revised Budget - November 2015</b>	<u><b>49,739</b></u>						

**Actual compared to Revised Budget spent is £22.404M or 45%**

Appendix 2

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



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