

# Finance and Audit Scrutiny Panel

Grand Jury Room, Town Hall  
17 August 2010 at 6.00pm

The Finance and Audit Scrutiny Panel deals with the review of service areas and associated budgets, and monitors the financial performance of the Council. The panel scrutinises the Council's audit arrangements and risk management arrangements, including the annual audit letter and audit plans, and Portfolio Holder 'Service' decisions reviewed under the Call in procedure.

# Information for Members of the Public

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# Terms of Reference

## Finance and Audit Scrutiny Panel

- To review all existing service plans and associated budget provisions against options for alternative levels of service provision and the corporate policies of the Council, and make recommendations to the Cabinet
- To have an overview of the Council's internal and external audit arrangements and risk management arrangements, in particular with regard to the annual audit plan, the audit work programme and progress reports, and to make recommendations to the Cabinet
- To monitor the financial performance of the Council, and to make recommendations to the Cabinet in relation to financial outturns, revenue and capital expenditure monitors
- To scrutinise the Audit Commission's annual audit letter
- To scrutinise executive 'service' decisions made by Portfolio Holders and officers taking key decisions which have been made but not implemented referred to the Panel through the call-in procedure

*The panel may a) confirm the decision, which may then be implemented immediately, b) refer the decision back to the decision taker for further consideration setting out in writing the nature of its concerns, or c) refer the matter to full Council in the event that the Panel considers the decision to be contrary to the Policy Framework of the Council or contrary to, or not wholly in accordance with the Budget.*

**COLCHESTER BOROUGH COUNCIL  
FINANCE AND AUDIT SCRUTINY PANEL  
17 August 2010 at 6:00pm**

**Members**

Chairman : Councillor Dennis Willetts.  
Deputy Chairman : Councillor Christopher Arnold.  
Councillors Jon Manning, Kim Naish, Gerard Oxford,  
Nick Cope, Scott Greenhill, Sue Lissimore, Colin Mudie and  
Colin Sykes.

**Substitute Members** : All members of the Council who are not Cabinet members or members of this Panel.

**Agenda - Part A**

(open to the public including the media)

**Members of the public may wish to note that Agenda items 1 to 5 are normally brief and items 6 to 9 are standard items for which there may be no business to consider.**

**Pages**

**1. Welcome and Announcements**

(a) The Chairman to welcome members of the public and Councillors and to remind all speakers of the requirement for microphones to be used at all times.

(b) At the Chairman's discretion, to announce information on:

- action in the event of an emergency;
- mobile phones switched off or to silent;
- location of toilets;
- introduction of members of the meeting.

**2. Substitutions**

Members may arrange for a substitute councillor to attend a meeting on their behalf, subject to prior notice being given. The attendance of substitute councillors must be recorded.

**3. Urgent Items**

To announce any items not on the agenda which the Chairman has agreed to consider because they are urgent and to give reasons for the urgency.

**4. Declarations of Interest**

The Chairman to invite Councillors to declare individually any personal interests they may have in the items on the agenda.

If the personal interest arises because of a Councillor's membership of or position of control or management on:

- any body to which the Councillor has been appointed or nominated by the Council; or
- another public body

then the interest need only be declared if the Councillor intends to speak on that item.

If a Councillor declares a personal interest they must also consider whether they have a prejudicial interest. If they have a prejudicial interest they must leave the room for that item.

If a Councillor wishes to make representations on an item on which they have a prejudicial interest they may do so if members of the public are allowed to make representations. In such circumstances a Councillor must leave the room immediately once they have finished speaking.

An interest is considered to be prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice the Councillor's judgement of the public interest.

Councillors should consult paragraph 7 of the Meetings General Procedure Rules for further guidance.

## **5. Minutes**

**1 - 3**

To confirm as a correct record the minutes of the meeting held on 27 July 2010.

## **6. Have Your Say!**

(a) The Chairman to invite members of the public to indicate if they wish to speak or present a petition at this meeting – either on an item on the agenda or on a general matter not on this agenda. You should indicate your wish to speak at this point if your name has not been noted by Council staff.

(b) The Chairman to invite contributions from members of the public who wish to Have Your Say! on a general matter not on this agenda.

## **7. Items requested by members of the Panel and other Members**

(a) To evaluate requests by members of the Panel for an item relevant to the Panel's functions to be considered.

(b) To evaluate requests by other members of the Council for an item relevant to the Panel's functions to be considered.

***Members of the panel may use agenda item 'a' (all other members will use agenda item 'b') as the appropriate route for referring a 'local government matter' in the context of the Councillor Call for Action to the panel. Please refer to the panel's terms of reference for further procedural arrangements.***

## **8. Referred items under the Call in Procedure**

To consider any Portfolio Holder decisions, taken under the Call in Procedure.

*The panel may a) confirm the decision, which may then be implemented immediately, b) confirm the decision back to the decision taker for further consideration setting out in writing the nature of its concerns, or c) refer the matter to full Council in the event that the panel considers the decision to be contrary to the Policy Framework of the Council or contrary to, or not wholly in accordance with the Budget.*

## **9. Decisions taken under special urgency provisions**

To consider any Portfolio Holder decisions taken under the special urgency provisions.

## **10. Progress report on the Capital Improvement Programme (Decent Homes) 4 - 15**

See report from the Head of Strategic Policy and Regeneration.

## **11. 2010-11 Capital Monitor 16 - 34**

See report from the Head of Resource Management.

## **12. 2010-11 Financial Monitor April - June 35 - 52**

See report from the Head of Resource Management.

## **13. Work Programme 53 - 54**

See report from the Scrutiny Officer.

#### **14. Exclusion of the public**

In accordance with Section 100A(4) of the Local Government Act 1972 and in accordance with The Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended) to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).





# FINANCE AND AUDIT SCRUTINY PANEL

## 27 JULY 2010

*Present :-* Councillor Dennis Willetts (Chairman)  
Councillors Nick Cope, Scott Greenhill, Sue Lissimore,  
Jon Manning, Gerard Oxford and Colin Sykes

*Substitute Member :-* Councillor Terry Sutton  
for Councillor Christopher Arnold

*Also in Attendance :-* Councillor Paul Smith

### 8. Minutes

The minutes of the meeting held on 29 June 2010 was confirmed as a correct record.

### 9. Freedom of Information Case Management

Mr. Phil Pettit, ICT Programme Manager, attended the meeting for this item. Mr. Pettit presented the report on Freedom of Information Case Management.

In response to Councillor Manning, Mr. Pettit said the Information Commissioner had found in favour of the person making the request, in respect of the one decision taken by the Council to withhold information in the period since 1 January 2009.

Mr. Pettit, in response to Councillor Cope said there was not a mechanism or procedure in place for determining the financial cost of providing information under the Freedom of Information requests. Ms. Ann Wain, Executive Director said it was possible using a simple formula of the average hourly rate, times the average time to process a request, to determine an approximation of cost, and agreed to provide this information to members of the panel.

In response to Councillor C. Sykes, Mr. Pettit said if the person requesting information does not have on-line access, then officers will make the information available in other forms. Ms. Wain said she would expect officers to use common sense and as an example send a hard copy of the information if appropriate. Whilst Mr. Pettit said it was not a requirement to generate information in another language, Ms. Wain said the Council's translation service where appropriate could be used.

*RESOLVED* that the Panel considered and noted the authority's performance against requests for information under the Freedom of Information Act 2001.

### 10. 2009-10 Risk Management Summary

Ms. Hayley McGrath, Risk and Resilience Manager, attended the meeting for this item. Ms. McGrath presented the report on the 2009/10 Year End Review of Risk Management.

In response to Councillor Manning concerned about the risk of the decline in staff motivation and morale due to the impact of fundamental service reviews (FSR) and other budget implications, Ms. Wain said senior management are very conscious of staff morale. A consequence of the budget situation is a reduction in staffing, and it is unlikely that further redundancies will be avoidable. The staff morale is being constantly monitored, with group sessions between the Executive Directors and staff within services undertaking a FSR.

The Chief Executive is to provide messages and updates to staff via intranet video, and staff will shortly receive an email that it was hoped would provide the impetus for greater staff involvement and ownership of the process.

In regards to risks 4d and 6c and the potential impact of future Government decisions to reduce public funding and the inability to deliver the budget strategy in the current economic climate, Ms. Wain said the FSR and other budget changes are to some extent starting to address these risks, and budget changes are already happening, for example, gaps in the budget due to the loss of grants. There will also inevitably be an impact on those partners funded by the Council and partnership projects.

Councillor Smith, Portfolio Holder for Resources and Diversity said Colchester was recognised as a leading Council in preparing for this type of eventuality, and contact by other local authorities was now common place in respect of learning from the Colchester model. The Council was facing up to the inevitable changes shortly to occur.

*RESOLVED* that the Panel considered and noted the risk management work undertaken during 2009/10, considered the current strategic risk register and proposed risk management strategy for 2010/11, and endorsed the submission of the report to Cabinet.

## **11. Annual Report on Treasury Management**

Mr. Steve Heath, Finance Manager, attended the meeting for this item. Mr. Heath presented the report on Treasury Management Annual Report 2009/10.

Mr. Heath told Councillor C. Sykes that he believed the asterisked investments, reference 1043 and 1050 was almost certainly a software formatting quirk, but would investigate and provide feedback to the panel.

In response to Councillor Lissimore, Mr. Heath said the average rate of debt was up slightly from 5.72% in 2008/09 to 5.79%, and was in part due to a particular LOBO (Lender Option Borrower Option) loan.

*RESOLVED* that the Panel noted the activities relating to treasury management performance in 2009/10.

## **12. Work Programme**

*RESOLVED* that members noted the current 2010/11 Work Programme.



## Finance and Audit Scrutiny Panel

Item  
**10**

17 August 2010

<b>Report of</b>	<b>Head of Strategic Policy and Regeneration</b>	<b>Author</b>	<b>Lindsay Barker 282253 John Rock 282762</b>
<b>Title</b>	<b>Progress report on the Capital Improvement Programme (Decent Homes)</b>		
<b>Wards affected</b>	All Wards		

**This report sets out to provide a progress report on the Capital Improvement Programme (Decent Homes)**

### 1. Action required

- 1.1 Members of the Panel are asked to note and comment on the report which provides progress on the Capital Improvement Programme (Decent Homes) since the Cabinet report dated 21 October 2009. The Cabinet report is also included as background information to note the progress made.

### 2. Reason for scrutiny

- 2.1 The panel at its meeting on 20 October 2009 agreed to review the detail of the Cabinet decision taken on the 21 October 2009, regarding the Capital Improvement Programme (Decent Homes)

### 3. Background information

- 3.1 It was agreed by Cabinet on 21 May 2008 that the Decent Homes work would be postponed to enable a number of key pieces of work to be carried out before the programme could be recommenced. These were identified as;
- i. Validation of the declared numbers of Decent Homes by Inspace.
  - ii. Assessment of the cost to complete the Decent Homes Programme
  - iii. Identifying the most appropriate robust controls and monitoring arrangements for any future work
  - iv. Identifying the preferred procurement route to complete the outstanding work.
- 3.2 Given that the original Government deadline of 2010 to complete the decent homes programme, would not be met, the government office for the Eastern Region (Go East) (who have responsibility for monitoring delivery) were kept informed of Colchester's position and were informed of progress.
- 3.3 Progress update

#### i. Validation of the declared numbers of Decent Homes by Inspace.

The Council via Colchester Borough Homes instructed Ridge and Partners LLP to complete this piece of work by the end of November 2008.

To put the future delivery of Decent Homes into context, it is important to recognise that this is not an isolated programme of work. The programme exists as part of a continuing programme of capital improvements to maintain our housing assets. To illustrate this and as an example, a kitchen assessed in 2000 to have a forecasted replacement date of 2012 will not be included in a 2010 assessment of statistical decency but the requirement to replace still exists. Ridge identified there were 1394 properties as at 2008 which required works to bring them up to the Decent Homes standard. Codeman, an Asset Management database is now being used and enables planning of future programmes of work. This approach will enable the Council to achieve the decent homes standard to all properties where works have not been refused or access denied by 2012. Codeman continues to be updated where works have been carried out during the year. It is important to note that the number of properties not meeting the decency standard will vary year on year as different component parts require replacing.

## **ii Level of works to be carried out against the standard**

To ensure consistency, the Government set a national standard for local authorities to bring their housing stock up to a level referred to as decent. The standard is very complex. When assessing each property against the standard four key components are considered. They are:

- The Fitness Standard (now replaced by HHSRS), Housing Health and Safety Rating System
- Reasonable State of Repair,
- Reasonably Modern Facilities, and
- Reasonable Degree of Thermal Comfort.

In recommencing the Decent Homes programme, each property is being assessed against the national standard.

## **iii Assessment of the cost to complete the Decent Homes Programme**

As mentioned in the above paragraph the Council will be using Codeman (Asset Management database) to forecast future programmes of work which will be continually updated. The elemental costs in Codeman will be continually reviewed and are set at a level that reflects the current market conditions. This approach was recommended and validated through Ridge & Partners. Therefore, the Codeman system has produced an annual forecast of expenditure required in future years. However this needs to be balanced against affordability.

## **iv Identifying the most appropriate robust controls and monitoring arrangements for any future work**

As part of the interim arrangements with Colchester Borough Homes to provide the repairs & maintenance service, the Council have already implemented a range of robust controls and monitoring arrangements to ensure services continue to improve and offer value for money for both the Council and its tenants & leaseholders.

Current controls and monitoring arrangements in place are:

- A signed contract known as the “Deed of Variation” is in place between the Council and Colchester Borough Homes to provide the contractual framework for the defined maintenance service
- The Council provide Colchester Borough Homes with a High Level Delivery Plan which confirms the priorities of the Council and the available funding/budget for repairs/capital works for the year

- The Service Manager role now sits with the Council. The Service Manager is a key role within any programme to deliver both repairs and decent homes/capital works. The role ensures that CBH work within the agreed programme of works, agrees any variations to these programme, instructs additional works where appropriate and notifies CBH where costs may be disallowed
- An Operational Site Meeting (OSM) is held monthly to discuss day to day issues. A formal OSM is chaired by an officer from the Council. The formal meeting reviews spend against budget, performance against agreed Key Performance indicators, pressure points and new services that need to be considered etc
- The Council/Colchester Borough Homes officer liaison (CBH Director level and Head of Service from CBC) meeting reviews the work of CBH Property services
- There is a standing agenda item at each Portfolio Holder meeting which includes the repairs & maintenance service
- The repairs service is discussed at the Partnership meeting between both Organisations. This meeting is attended by the Portfolio Holder for Housing and Community Safety & the Head of Strategic Policy and Regeneration (CBC) and the Chief Executive & Chair of CBH

With the future Decent Homes Programme the above arrangements will continue as a minimum requirement. Further controls may be considered and implemented. Appropriate building contracts have been entered into with the successful contractors carrying out the decent homes work.

## **V Identifying the preferred procurement route to complete the outstanding work.**

Following on from the Cabinet report dated 21 May 2008, officers sought legal advice on the most appropriate procurement route to complete the outstanding Decent Homes programme. The advice received was that the Council should be the awarding authority and that Colchester Borough Homes act as employer's agent. The Council was required to follow the full EC Procurement Regulations (OJEU) given the size and value of works to be tendered. In consultation with Colchester Borough Homes, a project plan was drawn up which met the statutory requirements. The timescales were challenging, but officers worked towards recommencing the Decent Homes Programme in Autumn 2009.

### **4. Supporting Information**

- 4.1 As part of the procurement process a robust tender specification was developed by CBC, CBH and Ridge & Partners to ensure the Council and its tenants receive best value for money on the evaluation criteria of price and quality as agreed and set out in the Tender Document, for volumes and level's of service set out therein. The documentation included a comprehensive performance framework with KPI's, the need for high quality services and strong support for tenants whilst work is being carried out to their homes. The specification also includes the introduction of a different form of contract to the one used under the previous arrangement.
- 4.2 The Form of Contract recommended by Ridge & Partners to deliver both the decent homes programme and the continuing Capital Works programme will be the JCT Standard Form of Measured Term Contract 2006 Edition incorporating Amendment 1 (April 2007), further amended as set out in the Tender Document. Two contracts were awarded to Apollo (Internal & Windows and Doors) and a further contract was awarded to Mears (Internals) Both parties have formally signed the Contracts and Bonds are in place to protect the delivery of the service. The successful contractors have been

awarded a 4 year contract with an option to extend by agreement with the Council for a further period of 2 years, depending on their performance over the contract period.

- 4.3 The order of work to complete the programme was established following debate about how this should be determined. One option was to use the previous programme and continue where this had stopped, another was to base it on returning to the previous programme and completing work which was outstanding, yet another was based on the remaining life cycles of the elements to be replaced based on density of need. Eventually Cabinet agreed to accept a programme based on volume of need based on failure rates within individual Wards.
- 4.4 To complete the programme will involve work being carried out to approx 2015 properties with an estimated total cost of £12,825,000. This level of expenditure can be accommodated within the existing and predicted future Major Repairs Allowance (MRA) resources and is reflected in the Housing Investment Programme report. CBH will continue to complete surveys on failing properties as determined by Codeman ahead of work being allocated to the new contractors. In recommencing the decent homes programme, each defined property will have been assessed against the national standard which is consistent with the standard applied on decent homes work in Colchester from 2005.
- 4.5 As set out in the January 2009 Cabinet report, the current robust controls and monitoring arrangements continue as a minimum standard. The formal monthly Operational Site Meeting (OSM) attended by both CBC and CBH have put in place arrangements to capture the performance monitoring of the decent homes contract.
- 4.6 CBH's role as the Contract Administrator (CA) is key to the success of these contracts and the completion of the decent homes programme. CBH now manage the contract on behalf of the Council which includes managing day to day issues/arrangements of the contract and acting as the main point of contact for all parties through the nominated representative. The nomination of the Contract Administrator has been with the approval of the Service Manager and any changes will need to have the same approval. The CA through the nominated representative attends the monthly OSM to report on the contractor's performance. The role and responsibilities of the CA is also clearly defined within the JCT form of contract.
- 4.7 The Council in partnership with CBH prepared a comprehensive implementation plan in readiness to meet with the successful contractors to ensure they could mobilise their workforce swiftly and commence work on site with tenants as soon as practically possible.
- 4.8 Surveys for the first year's programme have been completed and under the scrutiny of the CA pilot programmes were conducted by both contractors. The programmes were conducted in Christchurch and St Johns Wards.
- 4.9 A number of local drop in sessions were arranged by each contractor to introduce themselves to our customers. Unfortunately these were not well attended but each contractor was well prepared and where possible presented a professional approach. A "Meet the Contractor" event was also held at Gosbecks Road on 11<sup>th</sup> March attended by Members.
- 4.10 These are major contracts which necessitate a bedding in period to set up and agree sub-contractors, systems for opening and closing properties being worked upon, valuations and general management controls. It is pleasing to report that our Contract Administrator at the meeting of the OSM on 21<sup>st</sup> July 2010 reported that work has been issued to 190 properties across all contracts valued at £700k which is below the original

budget by £90k. The total amount paid across all contracts is currently £110,666.13 and stock condition surveys are progressing to programme.

4.11 The Apollo “Windows and Doors” contract has commenced with doors being installed and windows being surveyed.

4.12 Customer satisfaction Performance Indicators are written into each contract and these are currently running at:

Apollo.	Target Set	95%	Performance achieved	100%
Mears	Target Set	95%	Performance achieved	100%

4.13 The CA has confirmed that the December 2012 deadline is not compromised and the funds set aside to deliver the programme were still considered to be adequate.

## **5. Strategic Plan references**

5.1 These contracts and the programme form part of the delivery against the Homes for All priority in the Councils Strategic Priorities 2009 – 12 by ensuring the decency and upkeep of the Councils housing stock. It is also a key action in the Housing Strategy adopted by Cabinet in 2008.

## **6. Consultation**

6.1 Although this report has not had wide consultation it is important to note that Tenants and Leaseholders have taken an active part within the overall procurement process in various ways which include, attending the presentation/consultation by Ridge & Partners on the outcome and recommendations of the Pre Qualification Questionnaires, scoring of the contractor’s method statements and taking part in the final interviews for selection.

6.2 CBH have carried out a series of road shows to tenants and leaseholders as part of the consultation with regard to the decent homes programme

6.3 There will need to be further consultation with tenants where there is any choice to be made over the type of replacement component they would prefer and as the programmes progress.

6.4 The Council will also be consulting with its leaseholders in respect of any qualifying works in accordance with its statutory obligations.

## **7. Publicity considerations**

7.1 Good communication with tenants is vital and the Council, working closely with CBH, have issued information to its customers to advise them of the restart of the programme and how it will affect them with ongoing updates as the programme progresses.

7.2 A press release was issued to inform the public of the progress made since the cessation of the previous service, covering the main issues outlined in this report.

## **8. Financial implications**

8.1 The financial implications are contained within the main body of the report.

## **9. Equality, Diversity and Human Rights implications**

9.1 Following the contractor’s tender submissions, Equality and Diversity was a key element of the evaluation process. Contractors were both evaluated and questioned at interview



stage with regard to how they would deliver services to tenants from BME origins, with disabilities and other support needs. Contractors are aware of the need to tailor the service they provide to meet individual needs of tenants. This may include support, information in various languages and temporary provision of alternative accommodation whilst work is being carried out etc.

## **10. Community Safety implications**

10.1 There are none directly arising from this report

## **11. Health and Safety implications**

11.1 NPS South East Ltd have been appointed by the Council to provide the role of CDM Co-ordinator, they will also have responsibility for the Site Waste Management plan for this programme. Through the role of Contract Administrator CBH will be responsible for ensuring Health and Safety requirements are fully complied with.

## **12. Risk Management implications**

12.1 By following an EU compliant tender process and by implementing the controls set out in this report, the Council is seeking to mitigate against any potential risks.

## **Background Papers**

Cabinet report dated 21 October 2009



## Cabinet

21 October 2009

Item

<b>Report of</b>	<b>Head of Strategic Policy and Regeneration</b>	<b>Author</b>	<b>Lindsay Barker/Mike Scarlett</b>
<b>Title</b>	<b>Capital Improvement Programme (Decent Homes)</b>		<b>☎ 282253/2681</b>
<b>Wards affected</b>	All wards		

**This report sets out the procurement process for the re-tendering of the Capital Improvement Programme (Decent Homes)**

### 1. Decision(s) Required

- 1.1 To agree to re-commence the Capital Improvements Programme in the autumn of 2009 with the aim to complete the decent homes programme by December 2012 and within the resources available to the Council.
- 1.2 To award two contracts for the Internal Works elements, one to Apollo Property Services Group and the second to Mears Limited
- 1.3 To award the Windows and Doors Contract to Apollo Property Services Group

### 2. Reasons for Decision(s)

- 2.1 The Council remains committed to reaching the 'decent homes standard' for its housing stock and has received Government funding of £35m towards this programme.
- 2.2 The Council needs to achieve the Decent Homes standard to its Housing stock by December 2012 and within the available resources as agreed by Cabinet on 28 January 2009. This approach was also accepted by Communities and Local Government and the Housing and Communities Agency in February 2009.
- 2.3 The procurement approach agreed by Cabinet on 28 January 2009 was one of a full European (EU) compliant process (OJEU) with the Council acting as the awarding body for any contracts placed and Colchester Borough Homes (CBH) acting as the employer's agent (Contract Administrator).

### 3. Alternative Options

- 3.1 The Decent Homes Programme being part of the overall Capital Improvement Programme is a national programme with agreed targets for completion and therefore the Council has no alternative but to recommence the Capital Improvement Programme.

### 4. Supporting Information

- 4.1 Following the January Cabinet decision, the Council engaged the support of Ridge & Partners (property consultants) to assist with managing the EU procurement process (OJEU).

- 4.2. EU regulations require contracts of this nature and scale to be advertised across the EU. A two-stage contractor selection process consisting of a Pre-Qualification Stage which is open to all interested parties, followed by a Tender Stage which is restricted to contractor's selected by analysis of the first stage responses was followed. The Pre-Qualification Stage invites interested contractors to submit information concerning their Financial Capacity, Technical Capability, Relevant Experience and References. Information is requested in a Pre-Qualification Questionnaire from all interested contractors.
- 4.3 In March a joint planning meeting took place with representatives from the Council, CBH and Ridge & Partners to formulate a detailed project plan and timeline to complete the procurement process. As part of the planning process reference was made to the previous Inspace contract and the "lessons learnt" report provided by an Independent Consultant (Peter Nourse) and presented to FASP, to ensure his recommendations were built into any future contract arrangement. In particular, given the size and value of the Capital Improvement Programme, both Peter Nourse and Ridge & Partners recommended that the future contract should be split into two work elements. This would give the Council greater security and flexibility over the previous contract.

The work elements recommended consist of:

- Internal Works
- Windows and Doors

Also in line with recommendations from Ridge and Peter Nourse, two contractors will be awarded work for the Internal Works contract and a further specialist contractor will be awarded the Windows & Doors contract. This approach would also provide greater competition from the contractors delivering the services.

- 4.4 In March, Ridge & Partners placed the OJEU notices within the European Journal inviting contractors to submit an interest in tendering for the Capital Improvement Programme by 24 April 2009.
- 64 contractors responded to the advertisement for the internal works contract with 37 submitting completed Pre-Qualifying Questionnaires (PQQ).
  - 60 contractors registered their interest for the windows & doors contract with 28 submitting a completed PQQ.
  - Ridge & Partners carried out a robust analysis of the completed PQQ's which resulted in a presentation to a joint meeting attended by officers from CBC & CBH, The Portfolio Holders Councillor Oxford & Councillor Smith, CBH board members, Chief Executive, Directors and both tenant and leaseholder representatives. Ridge presented their recommendations to the meeting on the contractors who should be short listed to continue and complete the full tender documentation
  - 14 contractors (8 for the internal works contract and 6 for windows & doors) were short listed and invited to complete the full tender documentation. The closing date for the return of tenders was 28 July.
  - On the 28 July, 8 tenders were received for the internal works contract and 3 out of 6 were received for windows & doors.
  - Ridge & Partners carried out a full evaluation of the returned tenders. In addition and as part of the evaluation process, an independent evaluation of some of the contractors delivery Method Statements took place in Colchester on 18 August.

The independent group consisted of representatives from CBC & CBH (officers), CBH board member representation and tenant & leaseholders. The scores from the evaluation event were included in the overall scoring mechanism to assess the suitability of the contractors in delivering the service to Colchester.

- Following the outcome of the evaluation for the internal works contract, 3 contractors were invited to attend an interview on 11 September. The contractors selected for interview were Apollo, Frank Haslam Milan & Mears.

The interview panel consisted of the following representatives:

Ridge & Partners – Peter Frank

CBC – Councillor Beverley Oxford, Mike Scarlett, John Rock Julian Wilkins (Legal Services)

Tenant representative – Gordon Seymour

Leaseholder representative – Geoff Foster

CBH – Board Representative John Newton, Matt Armstrong (Asset Manager), Chris Morris (Operations Manager)

- With regard to the Windows & Doors contract, following the evaluation process the lead tender was in a position where interviews were somewhat academic from a scoring position as no other contractor could achieve a higher score. Therefore, Apollo Property Services Group is being recommended for this contract.

- 4.5 For information, a copy of the full tender evaluation report prepared by Ridge & Partners is available.
- 4.6 As part of the procurement process a robust tender specification was developed by CBC, CBH and Ridge & Partners to ensure the Council and its tenants receive best value on the evaluation criteria of price and quality. The documentation included a comprehensive performance framework with Key Performance Indicator's and strong support for tenants whilst work is being carried out to their homes. The specification also includes the introduction of a different form of contract to the one used under the previous arrangement.
- 4.7 The Form of Contract recommended by Ridge & Partners to deliver the continuing Capital Improvements Programme is the Joint Contracts Tribunal (JCT) Standard Form of Measured Term Contract 2006 Edition incorporating Amendment 1 (April 2007), further amended as set out in the Tender Document. The successful contractors will be awarded a 4 year contract with an option to extend by agreement with the Council for a further period of 2 years, depending on their performance over the contract period.
- 4.8 A programme developed by CBH to complete the decent homes programme by December 2012, using Codeman (the Council's Asset Management database) has been approved by Cabinet. To complete the programme will consist of work being carried out to approx 2015 properties at an estimated cost of £11.6m. It is anticipated that this level of expenditure can be met from existing and future MRA resources. This will be reflected in the HRA Capital Medium Term Financial Forecast which will be submitted to Cabinet in January 2010 as part of the 2010/11 Housing Investment Programme report.
- 4.9 As set out in the January 2009 Cabinet report, the current robust controls and monitoring arrangements will continue as a minimum standard. The formal monthly Operational Site Meeting (OSM) attended by both CBC and CBH have put in place arrangements to capture the performance monitoring of the Capital Improvements contracts which will include progress against the agreed programme, monitoring of expenditure against agreed budgets, analysis of performance against KPI's, the quality and standard of the services provided to tenants by reviewing customer satisfaction reports and direct liaison

with tenants. In addition, a progress report on the performance of the contractors and their progress against the decent homes programme will be presented to the Portfolio for Neighbourhoods on a monthly basis at each Portfolio Holder meeting

- 4.10 CBH's role as the Contract Administrator (CA) is key to the success of these contracts and the completion of the decent homes programme. CBH will manage the contracts on behalf of the Council which will include managing day to day issues/arrangements of the contract and act as the main point of contact for all parties through the nominated representative. The CA through the nominated representative will attend the monthly OSM to report on the contractor's performance. The role of CA is also clearly defined within the JCT form of contract.
- 4.11 The Council in partnership with CBH have prepared a comprehensive implementation plan in readiness to meet with the successful contractors to ensure they can mobilise their workforce swiftly and commence work on site with tenants as soon as practically possible.
- 4.12 The Cabinet will however be aware of the media coverage being given to the Office of Fair Trading (OFT) findings following their investigations into the widespread practice of "cover pricing" back in the early part of 2000. One of the many companies found to be involved at that time was Apollo and a fine has been imposed on them as a result.

This company, following the full rigours of the EU procurement process are being recommended as one of the contractors to deliver our future Capital Improvements Contracts including Internal Works and Windows and Doors.

As stated in the OFT findings, Apollo have been found liable under their investigation, as published on 22 September 2009. The Portfolio Holders for Neighbourhoods and Culture & Diversity were fully briefed on the position, which included the OFT/OGC (Office of Government Commerce) guidance issued with their investigation report. In line with the OFT/OGC guidance, the Council have sought further legal clarification from the Council's legal team as to their application and have asked for the opinion of Ridge & Partners.

To summarise, some of the relevant points were that:

1. The Council should consider the joint advice provided by the OFT and OGC that cautions procurers against excluding infringing firms. The main reason given is that the practice of "cover pricing" was found to be widespread and it was known that companies not named in the decision were also involved, although not investigated.
2. Legal advice should be taken in respect of whether the findings were sufficient to withstand challenge, given the OFT/OGC advice, and that the infringements occurred in 2003 and 2004, and all were in conjunction with one other construction company, Mansell, who were not involved in the current tenders.

The legal advice is unless the Council is aware of any price fixing in respect of the Capital Improvement tenders the balance of risk would support the conclusion that Apollo's bid should still be considered for the reasons referred to above.

Also the Council has required all parties to sign an anti collusive tendering certificate, so that if it subsequently came to light that there was price fixing the Council could potentially void any contract for misrepresentation or terminate the contract for breach because the Council's Contract Procedure Rule requires every contract where the value is over £50,000 to have a cancellation for corruption clause

3. Apollo's prices were the lowest overall in both of the current tenders and there is no evidence that bid rigging has occurred. Apollo have completed a Certificate of Non-Collusion in respect of both tenders, and as the basis of pricing was on unquantified Schedules of Rates, it would not have been possible for tenderers to compare overall tender sums with other parties.
  4. If collusion were suspected on the current tenders, it would have necessarily involved other tenderers, and the process would need to be recommenced to ensure that contracts were not awarded to a company involved in such activity. If this course of action were followed, the decision to exclude infringing firms would still have to be taken in a reprocurement, and legally supported, in shortlisting for the tender list.
  5. The tender evaluation has not been concluded on price alone, as 40% of marks have been awarded for qualitative aspects.
- 4.13 Apollo have written to the Council confirming they have made it clear that the allegations against them were wholly unfounded and will be appealing to the Competition Appeal Tribunal. Following the allegations made by the OFT, Apollo instigated its own investigation, led by a leading external law firm. No internal evidence substantiating the allegations was found, nor any hint of wrongdoing. To provide further assurance to their customers, Apollo has taken additional steps to strengthen their competition compliance procedures. A copy of the letter received from Apollo is available.
  - 4.14 In considering the guidance provided by the OFT & Ridge and legal advice, the Portfolio Holders for Neighbourhoods and Culture & Diversity agreed that Apollo's bid should still be considered for the future Capital Improvements Contract which includes Internal Works and Windows & Doors, as set out in item 5 of this report.

## **5. Proposals**

- 5.1 To accept the recommendations of Ridge & Partners and officers following the completion of a robust EU compliant tender process (OJEU) and recommence the Capital Improvement Programme in the autumn of 2009 by:
  - 5.2 Awarding two contracts to deliver the Internal Works elements of the programme to Apollo Property Services Group and Mears Ltd
  - 5.3 Awarding the Windows and Doors contract to Apollo Property Services Group
  - 5.4 To enter with the successful contractors into a 4 + 2 year JCT Standard Form of Measured Term Contract 2006 Edition incorporating Amendment 1 (April 2007), further amended as set out in the Tender Document.
  - 5.5 To proceed with the programme of works prepared by CBH and agreed by Cabinet to complete the decent homes element of the contracts by December 2012 and within the resources available to the Council.

## **6. Strategic Plan References**

- 6.1 This decision is part of delivering against the Homes for All priority in the Council's Strategic Priorities 2009 – 12 by ensuring the decency and upkeep of the Council's housing stock. It is also a key action in the Housing Strategy adopted by Cabinet in 2008.

## **7. Consultation**

- 7.1 Tenants and Leaseholders have taken an active part within the overall procurement process in various ways which include, attending the presentation/consultation by Ridge & Partners on the outcome and recommendations of the PQQ's, scoring of the contractor's method statements and taking part in the final interviews for selection.
- 7.2 CBH have carried out a series of road shows to tenants and leaseholders as part of the consultation with regard to the decent homes elements of the overall programme
- 7.3 There will need to be further consultation with tenants where there is any choice to be made over the type of replacement component they would prefer once the procurement is complete and the contracts are in place.
- 7.4 The Council will also be consulting with its leaseholders in respect of any qualifying works in accordance with its statutory obligations.

## **8. Publicity Considerations**

- 8.1 Good communication with tenants is vital and the Council working closely with CBH will need to issue information to its tenants to advise them of the restart of the programme, how it will affect them with ongoing updates as the programme progresses. Again this information will follow once the contracts are let and more detail discussions have taken place with the 3 successful contractors.
- 8.2 A press release will be issued to inform the public of the progress made since the cessation of the previous service, covering the main issues outlined in this report.

## **9. Financial implications**

- 9.1 The financial implications are contained within the main body of the report.

## **10. Equality, Diversity and Human Rights implications**

- 10.1 As part of the contractor's tender submissions, Equality and Diversity was a key element of the evaluation process. Contractors were both evaluated and questioned at interview stage with regard to how they will deliver services to tenants from BME origins, with disabilities and other support needs. Contractors are aware of the need to tailor the service they provide to meet individual needs of tenants. This may include support, information in various languages and the temporary provision of alternative accommodation whilst work is being carried out etc.

## **11. Community Safety Implications**

- 11.1 There are none directly arising from this report.

## **12. Health and Safety Implications**

- 12.1 Colchester Borough Council has appointed NPS South East Ltd to provide the role of CDM Co-ordinator; they will also have responsibility for the Site Waste Management Plan for this programme. Through the role of Contract Administrator CBH will be responsible for ensuring Health and Safety requirements are fully complied with.

## **13. Risk Management Implications**

- 13.1 By following an EU compliant tender process and by implementing the controls and recommendations as set out in this report, the Council is seeking to mitigate against any potential risks or challenges.



# Finance and Audit Scrutiny Panel

Item  
**11**

17 August 2010

<b>Report of</b>	<b>Head of Resource Management</b>	<b>Author</b>	<b>Graham Coleman</b> ☎ 282741
<b>Title</b>	<b>Capital Expenditure Monitor 2010/11</b>		
<b>Wards affected</b>	Not applicable		

**The Panel is invited to review the progress against all capital schemes during 2010/11**

## 1. Action Required

1.1 To note the level of capital spending during 2010/11 and forecasts for future years.

## 2. Reason for scrutiny

2.1 Monitoring capital spending is important to ensure:

- Spending on projects is within agreed scheme budgets.
- The overall programme is delivered within budget.

2.2 This report also gives the Panel the opportunity to hold Service Managers and Portfolio Holders accountable for their budgets.

## 3. Background

3.1 This report sets out details of spending for the financial year 2010/11 (April 2010 to June 2010) and revised forecasts for future years.

3.2 The report includes new capital funding and changes to the capital programme as revised by Council on 19 May 2010.

3.3 The report includes capital expenditure in respect of the Housing Investment Programme, including expenditure on the Council's housing stock.

## 4. 2010/11 position to 30 June 2010

4.1 In the first 3 months of this year capital spending totalled £2.0 million. This represents 7.8% of the total programme, and 8.8% of the projected spend for 2009-10. New funding has been added to the capital programme including £1.1 million agreed by Council on 19 May 2010 for the VAF together with some smaller contributions from external parties and Section 106 monies. It should be noted that the programme includes a number of major schemes where spending is planned across more than one year and that spending to date is broadly in line with expectations.

4.2 In total, forecast spending for this year is £22.9 million, with the remainder of the programme currently planned for 2011/12. The table below sets this out by service area:



Summary	Current Total Programme £'000	2010/11 Expenditure for year £'000	Expected Expenditure 2010/11 £'000	Expected Expenditure 2011/12 £'000
Corporate Management	934.7	86.9	934.7	0.0
EMT	174.2	4.5	174.2	0.0
Resource Management	310.5	2.3	310.5	0.0
Street Services	115.7	25.2	115.7	0.0
Environmental & Protective Services	1,237.8	36.6	1,237.8	0.0
Strategic Policy & Regeneration	11,871.4	1,564.3	11,871.4	0.0
Life Opportunities	2,708.3	144.2	2,833.8	0.0
Completed Schemes	54.3	0.0	15.1	0.0
<b>Total – General Fund Services</b>	<b>17,406.9</b>	<b>1,864.0</b>	<b>17,493.2</b>	<b>0.0</b>
Housing Revenue Account	8,441.2	145.1	5,423.7	3,017.5
<b>Total Capital Programme</b>	<b>25,848.1</b>	<b>2,009.1</b>	<b>22,916.9</b>	<b>3,017.5</b>

4.3 **Appendix A** sets out details of spending and forecasts on all schemes. Comments are provided on the schemes' progress and future forecasts. The schedule includes budgets for all approved and funded schemes and some existing projects that, whilst approved, are not yet available to spend until resources are secured to enable funding to be released. These amounts are shown in the unfunded columns and reflect the Capital Programme approved by Council on 17 February 2010, and revised on 19 May 2010.

4.4 The scheme for Colchester Leisure World Fitness Pool LACM and Modernisation is currently forecast to be overspent by a maximum of £125.5k. It is hoped that the final figure will prove to be less than this. Contract retention payments on the St Anne's Community Centre were less than expected, resulting in an underspend. Additionally, there are some minor under/overspends on other completed schemes.

Scheme	Over/ (Under) £'000
Colchester Leisure World – Fitness Pool LACM & Modernisation	125.5
St Annes Community Centre	(38.4)
Other minor (under)/overspends	(0.8)
<b>Total Net Overspend</b>	<b>86.3</b>

4.5 This sum will be referred to Cabinet for consideration when the final position is known. Cabinet will also consider a revised forecast of capital receipts.

## 5. Strategic Plan references

5.1 The Council's Capital Programme is aligned to the Strategic Plan.

## 6. Financial implications

6.1 As set out above.

## 7. Risk management implications

7.1 Risk management issues are considered as part of all capital projects.

**8. Other Standard References**

Having considered consultation, publicity, equality, diversity and human rights, community safety, and health and safety implications, there are none that are significant to the matters in this report.

**Background Papers**

None

Service / Scheme	New monies				Funded				Unfunded			
	Funded Prog. B/fwd £'000	CBC £'000	Ext. Funding £'000	Total Prog. £'000	Status	Total Funded Prog. £'000	Spend Apr-Jun 2010/11 £'000	10/11 £'000	11/12 £'000	Total £'000	10/11 £'000	11/12 £'000
<b>SUMMARY</b>												
Corporate Management	934.7	0.0	0.0	934.7		934.7	86.9	934.7	0.0	0.0	0.0	0.0
EMT	174.2	0.0	0.0	174.2		174.2	4.5	174.2	0.0	0.0	0.0	0.0
Resource Management	310.5	0.0	0.0	310.5		310.5	2.3	310.5	0.0	0.0	0.0	0.0
Street Services	115.7	0.0	0.0	211.7		115.7	25.2	115.7	0.0	96.0	96.0	0.0
Environmental & Protective Serv.	1,237.8	0.0	0.0	1,537.8		1,237.8	36.6	1,237.8	0.0	300.0	300.0	0.0
Strategic Policy & Regeneration	10,771.4	1,100.0	0.0	12,416.4		11,871.4	1,564.3	11,871.4	0.0	545.0	545.0	0.0
Life Opportunities	2,619.3	0.0	89.0	2,763.3		2,708.3	144.2	2,833.8	0.0	55.0	55.0	0.0
Completed Schemes	54.3	0.0	0.0	54.3		54.3	0.0	15.1	0.0	0.0	0.0	0.0
<b>Total (General Fund)</b>	<b>16,217.9</b>	<b>1,100.0</b>	<b>89.0</b>	<b>18,402.9</b>		<b>17,406.9</b>	<b>1,864.0</b>	<b>17,493.2</b>	<b>0.0</b>	<b>86.3</b>	<b>996.0</b>	<b>0.0</b>
Housing Revenue Account	8,871.0	(429.8)	0.0	8,441.2		8,441.2	145.1	5,423.7	3,017.5	0.0	0.0	0.0
<b>Total Capital Programme</b>	<b>25,088.9</b>	<b>670.2</b>	<b>89.0</b>	<b>26,844.1</b>		<b>25,848.1</b>	<b>2,009.1</b>	<b>22,916.9</b>	<b>3,017.5</b>	<b>86.3</b>	<b>996.0</b>	<b>0.0</b>

Key to Status column:

Fully Funded	FF
Partly Funded	PF
Unfunded	U

N.B. Summary does not include cost of accommodation from reserve

**Reconciliation to previous FASP report**

Programme reported to FASP 29 June 2010

Less:

Expenditure in 2009/2010

Opening Programme for 2010-2011

Add:

S106 release - contribution to refurbishment of public tennis courts

Adjustment to HRA funding (digital tv and SAMS) - no requirement to borrow (see January 2010 HIP report)

Council - 19 May 2010 - approval of borrowing for VAF

Castle Park Playground - external funding

**£'000**  
37,842.0

(12,753.1)  
25,088.9

14.0  
(429.8)  
1,100.0  
75.0

**Current Funded Programme**

**25,848.1**

Service / Scheme	New monies					Funded			Unfunded			
	Funded Prog. B/fwd	CBC	Ext. Funding	Total Prog.	Status	Total Funded Prog.	Spend Apr-Jun 2010/11	10/11	11/12	Total	10/11	11/12
	£'000	£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>CORPORATE MANAGEMENT</b>												
<b>Town Hall</b>	36.2	0.0	0.0	36.2	FF	36.2	16.8	36.2	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>												
Works to the Town Hall associated with the Business Plan. Access work to the Old Library/works to the Moot Hall Kitchen.												
<i>Comments:</i>												
Works now complete and the confirmation of the final account for the project is imminent. It is anticipated that despite some variations, works have been delivered within budget. The overall budget for the project was previously bolstered by £20k from the balance remaining on DDA Measures Project.												
<b>E-Government</b>	9.8	0.0	0.0	9.8	FF	9.8	0.0	9.8	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>												
Works to comply with Government's E-Gov agenda												
<i>Comments:</i>												
Budget committed - waiting on supplier to invoice. Final Invoices expected end of Q1, following completion of last project.												
<b>Electronic Service Delivery</b>	120.1	0.0	0.0	120.1	FF	120.1	47.8	120.1	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>												
Customer Service Centre. Furtherance of electronic service facilities includes areas identified in business case for CSC												
<i>Comments:</i>												
Balance of monies now committed to Government Connect issues in Q4 2009/10 and Q1 2010/11 and changes required to CRM solutions and integrations as part of the Customer excellence programme. Invoices expected by end Q2 2010/11.												
<b>Customer Service Centre Redesign</b>	100.0	0.0	0.0	100.0	FF	100.0	0.0	100.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>												
Work required following the completion of the flexible working project and sale of Angel Court, and development of infopoint@colchester.												
<i>Comments:</i>												
New scheme added by Cabinet on 27 January 2010.												
<b>ICT Strategy Development</b>	668.6	0.0	0.0	668.6	FF	668.6	22.3	668.6	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>												
New capital investment												
<i>Comments:</i>												
Corporate remote working project now rolled out, including home working and mobile solutions. Project now in post-implementation phase and being closed, with final Invoices expected in 2010/11. £100k underspend likely across the project, in addition to the £200k from unfunded programme removed by Cabinet on 27-01-10. Remaining budget committed for technology enhancement in 2010/11 Q1 and Q2.												
<b>TOTAL - CORPORATE MANAGEMENT</b>	<b>934.7</b>	<b>0.0</b>	<b>0.0</b>	<b>934.7</b>		<b>934.7</b>	<b>86.9</b>	<b>934.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Service / Scheme	New monies			Funded			Unfunded						
	Funded Prog. B/fwd £'000	CBC Funding £'000	Ext. Funding £'000	Total Prog. £'000	Status	Total Funded Prog. £'000	Spend Apr-Jun 2010/11 £'000	10/11 £'000	11/12 £'000	Additional Funding Required £'000	Total £'000	10/11 £'000	11/12 £'000
<b>EIMT</b>													
<b>Support for Parish Councils and Community Groups</b>	174.2	0.0	0.0	174.2	FF	174.2	4.5	174.2	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Grants scheme to provide funding to Parishes in delivering projects in their areas													
<i>Comments:</i> All funds are fully committed to previous year projects. However, spending depends on organisations completing schemes then claiming funds, so most expenditure will inevitably slip into the following years. £50k of funds for last financial year 2009/10 was allocated at a meeting in March 2010. There is currently no further funding for this scheme.													
<b>TOTAL - EIMT</b>	<b>174.2</b>	<b>0.0</b>	<b>0.0</b>	<b>174.2</b>		<b>174.2</b>	<b>4.5</b>	<b>174.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>RESOURCE MANAGEMENT</b>													
<b>Financial Systems Migration</b>	3.1	0.0	0.0	3.1	FF	3.1	0.0	3.1	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Upgrade of Financial Systems													
<i>Comments:</i> Final phase is to integrate CLW & CBH Debtors. This will be delayed until the eProcurement upgrade is completed.													
<b>DDA Measures</b>	256.6	0.0	0.0	256.6	FF	256.6	0.0	256.6	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Works to civic buildings to comply with requirements of the Disability Discrimination Act (incl. Town Hall lift and sensory access)													
<i>Comments:</i> The Town Hall lift project was completed well within existing budget and it is expected that there will be a balance of around £150k once the final account has been settled. Final retention release of approximately £20k is now due. DDA works to all other operational buildings were completed in 2007/08. £20k has been transferred from this budget to the Town Hall project to meet the shortfall on that scheme. £75k added by Cabinet for Town Hall DDA Sensory Access project - this may be reported as a separate scheme in future reports.													
<b>Site Disposal Costs</b>	9.4	0.0	0.0	9.4	FF	9.4	2.3	9.4	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Costs of securing capital receipts													
<i>Comments:</i> Angel Court sale completed March 2010. On-going security costs for the Layer Road football ground are still being incurred - site to be re-marketed for sale for residential development. Plot 700 at Colchester Business Park is for sale in 2010/11. Further funding will be required for marketing expenses and fees (estimated £20k).													
<b>Moler Works Site</b>	41.4	0.0	0.0	41.4	FF	41.4	0.0	41.4	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Costs associated with provision of three commercial shop units.													
<i>Comments:</i> Development of this site is delayed pending a redesign and planning approval. Revised scheme will include 3 shop units for transfer to CBC. Fitting out expenditure expected 2010/11 or later.													
<b>TOTAL - RESOURCE MANAGEMENT</b>	<b>310.5</b>	<b>0.0</b>	<b>0.0</b>	<b>310.5</b>		<b>310.5</b>	<b>2.3</b>	<b>310.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Service / Scheme	New monies				Funded			Unfunded			
	Funded Prog. B/fwd	CBC	Ext. Funding	Total Prog.	Total Funded Prog.	Spend Apr-Jun 2010/11	10/11	11/12	Total	10/11	11/12
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>STREET SERVICES</b>											
<b>PowerPerfor Voltage Optimisation Equipment</b>	18.6	0.0	0.0	18.6	18.6	14.8	18.6	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>											
Installation of equipment at top ten electricity usage sites											
<i>Comments:</i>											
Project now complete and awaiting final invoice from supplier. Equipment installed at Crematorium, St Marys and St John's MSCP, Colchester Castle, Museum Resource Centre, Mile End Sports Pavilion, CLW and Colchester Town Hall.											
<b>Flat Recycling Extension</b>	10.3	0.0	0.0	10.3	10.3	0.0	10.3	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>											
New phase delivering recycling facilities for residents living in flats											
<i>Comments:</i>											
This was being used to support the expansion of recycling services to residents living in flats in financial year 09/10 and continuing into 2010/11. The spend so far has been on recycling sacks, bins, frames and the fitting costs at the various sites. New build flats will also benefit from the scheme and stocks of equipment will be in place to reflect this. The remaining funding of £26.5k under the Waste Diversion/Green Waste scheme has now been added to this scheme, and there is still £10k left to commit on this work.											
<b>Surface Water Early Actions</b>	72.0	0.0	0.0	72.0	72.0	1.4	72.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>											
Funding received from the Environment Agency for remedial flood prevention works.											
<i>Comments:</i>											
Capital works to be carried out this year and before November will be: (1) London Road Copford flooding roads and properties, (2) Bergholt Rd flooding properties and golf course, (3) School Rd Langham flooding to schools and highway access.											
Planning for Copford complete, contractors engaged and all funding will be used. Planning for Braiswick complete and will be fully spent. Slight delay on Langham scheme due to land ownership rights. Update will be provided at next meeting.											
<b>Upgrade of CCTV Equipment</b>	14.8	0.0	0.0	110.8	14.8	9.0	14.8	0.0	0.0	96.0	0.0
<i>Description of Scheme:</i>											
Upgrade of equipment to digital format											
<i>Comments:</i>											
1st phase of CCTV upgrade completed March 07. Matrix upgrade now fully completed - final invoice in 2010/11.											
<b>TOTAL- STREET SERVICES</b>	<b>115.7</b>	<b>0.0</b>	<b>0.0</b>	<b>211.7</b>	<b>115.7</b>	<b>25.2</b>	<b>115.7</b>	<b>0.0</b>	<b>0.0</b>	<b>96.0</b>	<b>0.0</b>

Service / Scheme	New monies				Funded			Unfunded			
	Funded Prog. B/fwd	CBC Funding	Ext. Funding	Total Prog.	Total Funded Prog.	Spend Apr-Jun 2010/11	10/11	11/12	Total	10/11	11/12
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>ENVIRONMENTAL &amp; PROTECTIVE SERVICES</b>											
<b>Heritage Fund - incl. Roman Walls</b>	54.0	0.0	0.0	254.0	54.0	5.9	54.0	0.0	0.0	200.0	0.0
<i>Description of Scheme:</i>	Heritage Fund used to enhance public spaces and historic sites, and protect key buildings										
<i>Comments:</i>	Work on the Roman Road stretch is largely completed with only one small area still outstanding. Attention has now moved to an area of emergency repairs at Priory Street. Assessments of three other areas (Middleborough/Balkerne Way, East Hill and Priory Street East) have demonstrated that around £550,000 of further repair will be required over the next few years.										
<b>Heritage Fund - Castle Park Interpretation</b>	43.3	0.0	0.0	43.3	43.3	0.0	43.3	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Heritage Fund used to enhance public spaces and historic sites, and protect key buildings										
<i>Comments:</i>	This scheme is not progressing as fast as hoped and subject to progress this summer the scheme may need to be reviewed and consideration given to reallocation the funding.										
<b>Contaminated Land</b>	9.2	0.0	0.0	9.2	9.2	0.0	9.2	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Defra Grant received to undertake intrusive soil investigation to establish the source of hydrocarbons at West Mersea										
<i>Comments:</i>	DEFRA has advised that the grant funding must be spent in 2010/11 and not the 1st quarter of this year as originally reported. The freeholder of the land has indicated a willingness to undertake the works at their own										
<b>Cemetery Extension</b>	125.0	0.0	0.0	125.0	125.0	0.0	125.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Acquisition of land and provision of infrastructure to enable continuation of burial services										
<i>Comments:</i>	MOD have indicated that they will gift 5 acres of the cemetery extension land in return for residential planning permission for the remaining 1 acre. Estates are in negotiations with MOD and Development Control to establish each party's interests and requirements and these discussions are still ongoing. Once concluded, it is anticipated that a proposal will be put to the Development Team in the foreseeable future. The capital funding identified here would be required to undertake works to the land including site survey, mapping, levelling, landscaping and fencing, along with any access roads that may need to be built.										
<b>Replacement of Cremators</b>	350.0	0.0	0.0	350.0	350.0	0.0	350.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Replacement of Cremators at Colchester Crematorium to deliver mercury abatement in compliance with environmental legislation.										
<i>Comments:</i>	The decision was made at Council on 14 October 2009 to proceed with the replacement of the two cremators at the Crematorium. The report advised that outright purchase of the equipment represented the best value for money, but recommended that the Council should only borrow for one cremator and lease the second due to the forecast partial VAT exemption position. Discussions with HMRC have now resolved the potential breach of the partial exemption limit in 2010/11 for the purchase of the cremators. A further report is currently being drafted for Cabinet to recommend that the capital programme is amended to reflect the cost of both cremators.										
<b>Roman Circus</b>	76.0	0.0	0.0	76.0	76.0	0.0	76.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Interpretation/Visitor Centre for Roman Remains										
<i>Comments:</i>	This is now firmly linked to the larger Castle redevelopment project which will include interpretation of the Roman Circus. In advance of this an initial interpretation panel will be on site in the summer of 2011.										

Service / Scheme	New monies				Funded				Unfunded				
	Funded Prog. B/fwd £'000	CBC £'000	Ext. Funding £'000	Total Prog. £'000	Status	Total Funded Prog. £'000	Spend Apr-Jun 2010/11 £'000	10/11 £'000	11/12 £'000	Additional Funding Required £'000	Total £'000	10/11 £'000	11/12 £'000
<b>Redevelopment of Castle Museum</b>	580.3	0.0	0.0	680.3	PF	580.3	30.7	580.3	0.0	0.0	100.0	100.0	0.0
<i>Description of Scheme:</i> Provision of match funding towards Lottery bid													
<i>Comments:</i> The National HLF board, at its meeting in November 2009, gave a Stage 1 pass to the project and have awarded £265,000 to enable the Stage 2 bid to be developed. A project assistant has been being appointed, a design firm has been selected, and a range of work is progressing. The intention is to have the Stage 2 bid ready for submission by November 2010. There would then be a three month period while the bid is considered and, subject to approval, it is hoped that the work could then commence in mid 2011.													
<b>TOTAL - ENV &amp; PROT SERVICES</b>	<b>1,237.8</b>	<b>0.0</b>	<b>0.0</b>	<b>1,537.8</b>		<b>1,237.8</b>	<b>36.6</b>	<b>1,237.8</b>	<b>0.0</b>	<b>0.0</b>	<b>300.0</b>	<b>300.0</b>	<b>0.0</b>



Service / Scheme	New monies				Funded			Unfunded			
	Funded Prog. B/fwd	CBC	Ext. Funding	Total Prog.	Total Funded Prog.	Spend Apr-Jun 2010/11	10/11	11/12	Total	10/11	11/12
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>STRATEGIC POLICY &amp; REGENERATION</b>											
<b>Park &amp; Ride</b>	124.4	0.0	0.0	124.4	124.4	0.0	124.4	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Costs of achieving a Colchester Park & Ride.										
<i>Comments:</i>	Funding of £10.2m has been granted through CIF2 for the delivery of a new junction onto the A12 which would mean completion of these infrastructure works by 2011 and works already underway. This provides the ability to concentrate on delivery of the 1000 space permanent park and ride site at North Colchester and ECC have commenced work on a planning application and carried out consultation for the scheme, although it is currently unfunded. A Feasibility Study for the East Colchester Rapid Transit link is now complete, funded through Haven Gateway Partnership, and which identifies options for future infrastructure improvements.										
<b>Community Stadium Pre-development</b>	65.2	0.0	0.0	65.2	65.2	0.0	65.2	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Preliminary work on construction details, costs and business planning to progress the project.										
<i>Comments:</i>	A final reconciliation of invoices has yet to take place, but current underspend has already been committed.										
<b>Community Stadium - Build</b>	45.1	0.0	0.0	45.1	45.1	0.0	45.1	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Construction of new Community Stadium										
<i>Comments:</i>	Now 1 year post Practical Completion but retention still being held until final snagging items cleared and discharge of final planning conditions such as lighting. Although underspend showing, this is already committed.										
<b>Cuckoo Farm</b>	(3.0)	0.0	0.0	(3.0)	(3.0)	0.0	(3.0)	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Predevelopment activity (such as specialist input on legal, highway and environmental issues) to facilitate the commencement of the development of Cuckoo Farm.										
<i>Comments:</i>	All funding now committed and small overspend which possibly can be reduced through other related projects. There is still a need to review Severalls Landowners Agreement following CIF grant funding and to prepare for the sale of the enabling land, but no funding currently exists for this.										
<b>B I C North</b>	1,681.9	0.0	0.0	1,681.9	1,681.9	420.6	1,681.9	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Business Incubator Units in North Colchester										
<i>Comments:</i>	Construction on target for December 2010 completion.										
<b>Hythe Station Environmental Improvements</b>	65.1	0.0	0.0	65.1	65.1	0.0	65.1	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Improvements around Hythe Station										
<i>Comments:</i>	Main construction works now complete. Funds retained to cover retention and snags including ponding on Hythe Station Rd. Any surplus may be transferred to the King Edward Quay scheme (below).										

Service / Scheme	New monies				Funded			Unfunded			
	Funded Prog. B/fwd	CBC	Ext. Funding	Total Prog.	Total Funded Prog.	Spend Apr-Jun 2010/11	10/11	11/12	Total	10/11	11/12
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>King Edward Quay</b>	44.8	0.0	0.0	44.8	44.8	30.0	44.8	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Transformation of Quay											
<i>Comments:</i> Work on site has been delayed and will be completed in 2010/11. If funding is spare after the service bollards have been connected then remaining work may be carried out before the end of 2010/11. Any surplus from the Hythe Station scheme may also be used.											
<b>St Botolphs Regeneration</b>	809.3	(50.0)	0.0	1,304.3	759.3	24.8	759.3	0.0	0.0	545.0	545.0
<i>Description of Scheme:</i> Fund to progress elements within the St Botolphs regeneration area.											
<i>Comments:</i> Funding allocated to specific projects as follows: £170k Temporary Bus Station, £125k Vineyard Gate, £96k Cultural Qtr, £75k MSCP, £100k public realm. Work continues on key projects: Cultural Quarter Heads of Terms approved by Cabinet in September 2009 and work ongoing to complete the development agreement and agreed design for planning application. Developers for Vineyard Gate remain in place but the scheme has been affected by the economic conditions and as a result spend is delayed. Options being explored to move scheme forward.											
<b>St Botolphs Public Realm Phase 1</b>	208.5	0.0	0.0	208.5	208.5	48.2	208.5	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Public Realm Improvements											
<i>Comments:</i> Works to Priority complete. Discussions ongoing with the school and ECC in respect of Berryfield. Final aspect of Phase 1 relates to land around VAF and scheme now at stage D design, but need to fit works into VAF logistics programme, so earliest spend not until September 2010. Haven Gateway Partnership are aware of this delay.											
<b>St Botolphs Public Realm Phase 2</b>	343.7	0.0	0.0	343.7	343.7	5.7	343.7	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Public Realm Improvements											
<i>Comments:</i> See above comments relating to VAF landscaping.											
<b>Historic Town Centre Improvements</b>	160.0	0.0	0.0	160.0	160.0	0.0	160.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Works to Historic Core Zone.											
<i>Comments:</i> This scheme now jointly led by CBC/ECC as project outputs will be social, economic rather than just transportation related. Most of the current work is being funded through HGP monies match funding under the Town Centre improvements project which includes transport improvements and the Public Realm Strategy work. Work is ongoing in respect of the wider Town Centre objectives and short, medium and longer term projects are being identified which work towards the delivery of these. Initial projects funded from Growth Point monies (scheme below).											
<b>Town Centre Improvements Phase 2</b>	37.7	0.0	0.0	37.7	37.7	0.0	37.7	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Improvement works to Town Centre, including removal of unnecessary traffic and improved public realm											
<i>Comments:</i> This is the second phase of match funding from CLG Growth Point with specific elements to reduce traffic flows through the town centre core, improve the pedestrian environment in the High Street and create an agreed phasing for the future evolution of the bus station. This is the second phase of match funding from CLG Growth Point with specific elements to reduce traffic flows through the town centre core, improve the pedestrian environment in the High Street and create an agreed phasing for the future evolution of the bus station.											

Service / Scheme	New monies				Funded			Unfunded		
	Funded Prog. B/fwd £'000	CBC £'000	Ext. Funding £'000	Total Prog. £'000	Status	Total Funded Prog. £'000	Spend Apr-Jun 2010/11 £'000	10/11 £'000	11/12 £'000	Total £'000
<b>Town Centre Improvements Phase 3</b>	0.0	0.0	0.0	0.0	FF	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Improvement works to Town Centre, including removal of unnecessary traffic and improved public realm										
<i>Comments:</i> Phase three of the above mentioned project, to be delivered during year 2010/11 - £550k provisional funding from HGP to be confirmed in September.										
<b>Creative Engagement Programme</b>	43.0	0.0	0.0	43.0	FF	43.0	0.2	43.0	0.0	0.0
<i>Description of Scheme:</i> Area of spend within St Botolphs Regeneration scheme										
<i>Comments:</i> Part of a two year programme initially focussed on activity in the Cultural Quarter to support physical development. Temporary creative uses of buildings e.g. slack space, kiosks and creation of hoardings to screen development sites.										
<b>Public Realm</b>	0.0	50.0	0.0	50.0	FF	50.0	0.0	50.0	0.0	0.0
<i>Description of Scheme:</i> To support public realm improvements in the St Botolphs area										
<i>Comments:</i> £50k has been moved from the main St Botolphs regeneration scheme in order to support some of the Haven Gateway funded public realm improvements currently underway in this regeneration area. Including Berryfield and through the Cultural Quarter scheme.										
<b>Town Square S106</b>	219.9	0.0	0.0	219.9	FF	219.9	5.1	219.9	0.0	0.0
<i>Description of Scheme:</i> Development of Public Open Space between railway station and new Court Building										
<i>Comments:</i> Development of landscape and art feature for Town Station Square. Artist appointed and design process underway. Liaison with Courts Service to ensure use compatibility. Completion December 2011.										
<b>A12 Junction Facilitation</b>	(3.0)	0.0	0.0	(3.0)	FF	(3.0)	0.2	(3.0)	0.0	0.0
<i>Description of Scheme:</i> Contribution towards A12 Junction Facilitation costs										
<i>Comments:</i> This phase of the scheme is complete and funded from Haven Gateway. Awaiting confirmation of 2010/11 Haven Gateway funding at which point £3k overspend will be reclaimed. BP have exercised the Option to move to the new site. Awaiting HGP funding confirmation to plan the move.										
<b>Creative Business Hub</b>	54.7	0.0	0.0	54.7	FF	54.7	0.0	54.7	0.0	0.0
<i>Description of Scheme:</i> Contribution to Creative Business Centre										
<i>Comments:</i> This Haven Gateway Growth Area funding is a contribution to the creative Business Centre to be formed in the Cultural Quarter. Delays in securing the hotel operator have led to delays in respect of the creative hub building and most spend is now likely to occur in 2010/11.										

Service / Scheme	New monies				Funded			Unfunded			
	Funded Prog. B/fwd £'000	CBC £'000	Ext. Funding £'000	Total Prog. £'000	Total Funded Prog. £'000	Spend Apr-Jun 2010/11 £'000	10/11 £'000	11/12 £'000	Total £'000	10/11 £'000	11/12 £'000
<b>Visual Arts Facility (VAF) Main Scheme</b>	17.8	1,100.0	0.0	1,117.8	1,117.8	977.3	1,117.8	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>											
New Visual Arts Facility											
<i>Comments:</i>											
Work started again in November 2009 on this mainly building phase and was completed in July 2010. Council has agreed to allow a further £1.1m borrowing if required in advance of bond payment.											
<b>Visual Arts Facility (VAF) Fit-out</b>	6,659.4	0.0	0.0	6,659.4	6,659.4	52.2	6,659.4	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>											
New Visual Arts Facility											
<i>Comments:</i>											
Currently funding in capital programme for fit-out works (£2m from CBC, and £4.75m from funding partners). Some of this funding is being used for pre-fit-out and procurement works. Works to be subject to a tendering exercise under overall Construction Management. Funding partners are considering a further £3m contribution to the project. Completion of project due summer 2011.											
<b>Assistance to Registered Social Landlords</b>	196.9	0.0	0.0	196.9	196.9	0.0	196.9	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>											
Support to affordable housing schemes											
<i>Comments:</i>											
The use of this funding is being considered as part of our discussions with the Homes and Communities Agency regarding the Single Conversation and future investment in affordable housing in Colchester.											
<b>TOTAL - STRAT POLICY &amp; REGEN</b>	<b>10,771.4</b>	<b>1,100.0</b>	<b>0.0</b>	<b>12,416.4</b>	<b>11,871.4</b>	<b>1,564.3</b>	<b>11,871.4</b>	<b>0.0</b>	<b>0.0</b>	<b>545.0</b>	<b>0.0</b>

Service / Scheme	New monies				Funded				Unfunded		
	Funded Prog. B/fwd	CBC	Ext. Funding	Total Prog.	Total Funded Prog.	Spend Apr-Jun 2010/11	10/11	11/12	Total	10/11	11/12
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>LIFE OPPORTUNITIES</b>											
<b>Improving Life Opportunities</b>	26.4	0.0	0.0	81.4	26.4	0.0	26.4	0.0	55.0	55.0	0.0
<i>Description of Scheme:</i>	A general provision to enable the Council to support work in improving life chances such as the provision of new community facilities.										
<i>Comments:</i>	Total commitment for loop systems of £5K has now been spent. Of the £21k allocated for works to improve pathways in Monkwick, £9,082.90 has been spent and there is £11,917.10 which will be spent in 2010/11.										
<b>Hythe Community Centre</b>	0.2	0.0	0.0	0.2	0.2	0.0	0.2	0.0	0.0	(0.0)	0.0
<i>Description of Scheme:</i>	S106. Improvements incl. conversion of garage to storage, works to windows and doors and boiler replacement.										
<i>Comments:</i>	S106 funds released in first phase = £3,960.32. S106 funds released in 2nd phase = £2,026.87. A third release of £1,821.25 was made in January 2008. Remaining unreleased S106 funds total £13,852.56.										
<b>Prory Street Community Hall</b>	20.0	0.0	0.0	20.0	20.0	0.0	20.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	S106 scheme - contribution towards the refurbishment of the Community Hall										
<i>Comments:</i>	Work started at the Cardinal Bourne Hall in July and expected to take two weeks to complete. Payment from the S106 agreement will be made on completion of the works.										
<b>Mandatory Disabled Facilities Grants</b>	1,241.2	0.0	0.0	1,241.2	1,241.2	109.4	1,241.2	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Disabled Facility Grants										
<i>Comments:</i>	We are obliged to approve any grant requests for this budget that meet the criteria. There is, however, a time lag between approving grants and paying monies as we pay after adaptations work is complete.										
<b>Private Sector Renewals - Loans and Grants</b>	914.8	0.0	0.0	914.8	914.8	24.9	914.8	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>	Loans and grants to private householders										
<i>Comments:</i>	A prioritised approach to this grant scheme has recently been approved by the Portfolio Holder, which ensures this capital allocation contributes to our life opportunities targets.										
<b>Colchester Leisure World - Fitness Pool LACM and Modernisation</b>	(78.6)	0.0	0.0	(78.6)	(78.6)	9.9	46.9	0.0	125.5	0.0	0.0
<i>Description of Scheme:</i>	Refurbishment of Fitness Pool building										
<i>Comments:</i>	Works now complete save ongoing snagging and defects. Draft final account is presently being discussed with the Contractor. Draft final account suggests overspend of circa £125k although final figure is expected to be less than this. Never-the-less the project will still be significantly overspent due to unforeseen works such as the discovery of asbestos within the existing roof structure.										

Service / Scheme	New monies				Funded			Unfunded			
	Funded Prog. B/fwd	CBC	Ext. Funding	Total Prog.	Total Funded Prog.	Spend Apr-Jun 2010/11	10/11	11/12	Total	10/11	11/12
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Old Heath MUGA Installation &amp; Landscape Improvements</b>	75.0	0.0	0.0	75.0	75.0	0.0	75.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Works to recreation ground											
<i>Comments:</i> Designs and layout has been discussed with local resident representatives. Scheme agreed, order placed. Work has been completed and site is open for use. Summer holiday activity programme has been arranged by Sports Development team. Line marking is to take place in September.											
<b>Castle Park - Playground Refurbishment</b>	118.7	0.0	75.0	193.7	193.7	0.0	193.7	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Refurbishment of Playground											
<i>Comments:</i> Refurbishment of existing play area has been delayed by English Heritage concerns over the possible disturbance of archaeological remains on the current play area site if new play equipment is to be installed. Designs are being obtained for public consultation in August subject to English Heritage Consent. The £48k from DCFS Play builder programme for play provision for 8 - 13s has been withdrawn. £75k Aiming High money has been allocated to Colchester from EC for play provision suitable for children with disabilities. £45k Section 106 funding from the Ward and Borough funds will be required to fund the overall shortfall infrastructure changes required for the new play area location. Planning application being prepared. Intention to commence works on site Nov 2010.											
<b>Messing Village Hall Refurbishment S106</b>	28.2	0.0	0.0	28.2	28.2	0.0	28.2	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Parish Council proposes to refurbish village hall from section 106 agreement from local development.											
<i>Comments:</i> S106 funds to be released to Messing Parish Council on receipt of invoices associated with the refurbishment work.											
<b>St Leonard's Church Wall</b>	43.6	0.0	0.0	43.6	43.6	0.0	43.6	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Repair & rebuild boundary walls to a closed churchyard											
<i>Comments:</i> Phase 1 and 2 completed. £239.7k funding not now required has been returned for reallocation in the capital programme.											
<b>Repairs to walls of closed churchyards</b>	75.0	0.0	0.0	75.0	75.0	0.0	75.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Health & safety works to walls of closed churchyards.											
<i>Comments:</i> New scheme added by Cabinet on 27 January 2010. Tender process for first churchyard is complete and work is due to start on site on Monday 9 August 2010 and be completed by 17 September 2010. We will then move onto the next highest priority work in terms of health and safety.											
<b>S106 Layer de la Haye tennis courts</b>	0.0	0.0	14.0	14.0	14.0	0.0	14.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> S106 contribution to refurbishment of public tennis courts.											
<i>Comments:</i> Project being part funded by Ward contribution. Project is to refurbish public tennis courts at total cost of £34,300 part funded from ECC CIF £17.5k and Layer de la Haye Sports Assoc £2.9k.											

Service / Scheme	New monies				Funded			Unfunded				
	Funded Prog. B/fwd £'000	CBC £'000	Ext. Funding £'000	Total Prog. £'000	Status	Total Funded Prog. £'000	Spend Apr-Jun 2010/11 £'000	10/11 £'000	11/12 £'000	Total £'000	10/11 £'000	11/12 £'000
<b>Resource Centre - Highwoods Country Park</b>	154.8	0.0	0.0	154.8	FF	154.8	0.0	154.8	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>												
S106. Provision of Resource Centre.												
<i>Comments:</i>												
Project on hold pending the securing of additional grant funding. Tenders were returned December 2009. However, despite undertaking an extensive value engineering exercise it was not possible to scale the project back to suit the existing budget.												
<b>Castle Park Improvements</b>	0.0	0.0	0.0	0.0	FF	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>												
Section 106. Design work to create plans showing overall improvements to the park in a coordinated approach.												
<i>Comments:</i>												
Money released from Section 106 to produce outline drawings for integral approach to Castle Park improvements.												
<b>TOTAL - LIFE OPPORTUNITIES</b>	<b>2,619.3</b>	<b>0.0</b>	<b>89.0</b>	<b>2,763.3</b>		<b>2,708.3</b>	<b>144.2</b>	<b>2,833.8</b>	<b>0.0</b>	<b>125.5</b>	<b>55.0</b>	<b>0.0</b>

Service / Scheme	New monies					Funded			Unfunded			
	Funded Prog. B/fwd	CBC	Ext. Funding	Total Prog.	Status	Total Funded Prog.	Spend Apr-Jun 2010/11	10/11	11/12	Total	10/11	11/12
	£'000	£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>COMPLETED SCHEMES (OR WHERE RETENTION ONLY OUTSTANDING)</b>												
<b>Public Conveniences</b>	2.1	0.0	0.0	2.1	FF	2.1	0.0	2.1	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Toilet refurbishment works.												
<i>Comments:</i> Refurbishment complete at Lion Walk, including the creative convenience design, and final valuation certificate was received in March and has been paid. Dedham toilets have also been completed with retention only outstanding until 2010/11. The rest of the public conveniences programme has now been reviewed by the Portfolio Holder in line with the cabinets wishes and no further refurbishments are planned. £139k funding removed from scheme by Cabinet on 27 January 2010.												
<b>Community Development - St Annes</b>	38.4	0.0	0.0	38.4	FF	38.4	0.0	0.0	0.0	(38.4)	0.0	0.0
<i>Description of Scheme:</i> Contribution towards community centre in Harwich Road												
<i>Comments:</i> This building is now completed. The remaining money in this budget will be used for the final payments once the defects period is over. Final invoice has been paid, final account checked and any surplus funding can be re-allocated within the capital programme.												
<b>Public Art - Section 106</b>	(0.2)	0.0	0.0	(0.2)	FF	(0.2)	0.0	0.0	0.0	0.2	0.0	0.0
<i>Description of Scheme:</i> Provision of public artworks funded from Section 106 contributions												
<i>Comments:</i> Relates to two schemes: Distillery Lane and Lordswood Road [Fortuna Park] - both complete.												
<b>Highwoods Community Facilities</b>	0.5	0.0	0.0	0.5	FF	0.5	0.0	0.5	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Social Meeting Place												
<i>Comments:</i> This scheme is linked to a United Solutions initiative to create a social meeting place on the Highwoods estate - the identified site on Brinkley Grove Road had some difficulties and it was considered preferable to find an alternative site. Further funding is required in addition to the capital allocation to enable this project to proceed at an agreed location. At the end of October 2009 the Cabinet agreed for the money to be moved to Rawlings Crescent Open space for a basket ball area and bench seating. Design has been drawn up and prices obtained within budget. Confirmed that Planning Approval is not required. Scheme was completed by the end March 2010.												
<b>Mersea Pontoon</b>	1.5	0.0	0.0	1.5	FF	1.5	0.0	1.5	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Safety works to quay + replacement of Pontoon												
<i>Comments:</i> Complete.												
<b>West Mersea</b>	1.8	0.0	0.0	1.8	FF	1.8	0.0	1.8	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> S106 works. Construction of disabled viewing platform, extension to groynes, and reclamation of grass area.												
<i>Comments:</i> Works completed.												



Service / Scheme	New monies					Funded			Unfunded			
	Funded Prog. B/fwd £'000	CBC £'000	Ext. Funding £'000	Total Prog. £'000	Status	Total Funded Prog. £'000	Spend Apr-Jun 2010/11 £'000	10/11 £'000	11/12 £'000	Total £'000	10/11 £'000	11/12 £'000
<b>adiZone</b>	0.6	0.0	0.0	0.6	FF	0.6	0.0	0.6	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>												
Provision of an outdoor games area with Olympic branding												
<i>Comments:</i>												
Works Completed. Retention fee only outstanding. Total cost is £153,500 including an Activation Package of £3,500 (£15,000 50/50 split between CBC and DCSF). £47,800 of CBC & partners funding received and the remainder secured - £25,000 from LO Capital funding, £1,200 from S106 (originally requested £1,800) and £1,000 from CDRP. The remaining £78,500 (including an Activation Package of £3,500) is a grant from DCSF which was made to Essex County Council first, then transferred to CBC.												
<b>GIS/Gazetteer</b>	0.2	0.0	0.0	0.2	FF	0.2	0.0	0.0	0.0	(0.2)	0.0	0.0
<i>Description of Scheme:</i>												
Cleansing of LLPG database												
<i>Comments:</i>												
Now completed.												
<b>Computer Upgrade</b>	0.8	0.0	0.0	0.8	FF	0.8	0.0	0.0	0.0	(0.8)	0.0	0.0
<i>Description of Scheme:</i>												
Personal Computer Upgrade (including Councillors Computers) To keep personal computer stock updated												
<i>Comments:</i>												
Scheme removed from capital programme by Cabinet on 27 January 2010.												
<b>Boada Skatebowl</b>	8.6	0.0	0.0	8.6	FF	8.6	0.0	8.6	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>												
Provision of new activity area targeted at young people												
<i>Comments:</i>												
The skate park has been constructed and now open.												
<b>TOTAL - COMPLETED SCHEMES</b>	<b>54.3</b>	<b>0.0</b>	<b>0.0</b>	<b>54.3</b>		<b>54.3</b>	<b>0.0</b>	<b>15.1</b>	<b>0.0</b>	<b>(39.2)</b>	<b>0.0</b>	<b>0.0</b>

Service / Scheme	New monies				Funded			Unfunded		
	Funded Prog. B/fwd £'000	CBC £'000	Ext. Funding £'000	Total Prog. £'000	Status	Total Funded Prog. £'000	Spend Apr-Jun 2010/11 £'000	10/11 £'000	11/12 £'000	Total £'000
<b>HOUSING REVENUE ACCOUNT</b>										
<b>Decent Homes &amp; Upgrades</b>	7,930.6	(429.7)	0.0	7,500.9	FF	7,500.9	111.4	4,665.7	2,835.2	0.0
<i>Description of Scheme:</i>										
Scheme to bring council housing stock up to Decent Homes standard together with other upgrade works										
<i>Comments:</i>										
The full Decent Homes programme recommenced in May 2010. As agreed by Cabinet, the HCA and CLG the Decent Homes programme will be completed by December 2012. Digital TV works are drawing to a conclusion.										
<b>Adaptations</b>	583.0	0.0	0.0	583.0	FF	583.0	20.2	583.0	0.0	0.0
<i>Description of Scheme:</i>										
Improvements made to Council housing stock to meet specific tenants needs										
<i>Comments:</i>										
The remainder of the 2009-10 allocation has been carried forward to this year to cover spending commitments. The 2010-11 allocation is being apportioned month by month and should be used within year.										
<b>Housing ICT</b>	357.4	(0.1)	0.0	357.3	FF	357.3	13.5	175.0	182.3	0.0
<i>Description of Scheme:</i>										
Improvements to Housing IT systems										
<i>Comments:</i>										
There were two main reasons why actual outturn for 2009-10 was less than forecast. Firstly a major cost element projected as being £100k for the implementation of VDI has run over as a project into 2010-11. Secondly the TCHS fundamental review of the housing service resulted in some projected implementations being postponed. As the new structure for housing services commences in June it will become clearer on projected outturn for 2010-11. At this stage based on last years expenditure and the cost of the implementation of VDI estimated expenditure would be £175k.										
<b>TOTAL - HRA</b>	<b>8,871.0</b>	<b>(429.8)</b>	<b>0.0</b>	<b>8,441.2</b>		<b>8,441.2</b>	<b>145.1</b>	<b>5,423.7</b>	<b>3,017.5</b>	<b>0.0</b>
<b>Note: The schemes above are funded from HRA resources only and therefore do not form part of the General Fund Capital Programme</b>										



## Finance and Audit Scrutiny Panel

Item  
**12**

17 August 2010

<b>Report of</b>	<b>Head of Resource Management</b>	<b>Author</b>	<b>Sean Plummer</b> ☎ 282347
<b>Title</b>	<b>Financial Monitoring Report – April to June 2010</b>		
<b>Wards affected</b>	Not applicable		

**The Panel is invited to review the financial performance of all General Fund services and the Housing Revenue Account for the first three months of 2010/11**

### 1. Action required

- 1.1 The panel is asked to note the financial performance of General Fund Services and the Housing Revenue Account (HRA) in the first three months of 2010/11.

### 2. Reason for scrutiny

- 2.1 Monitoring of financial performance is important to ensure that:
- Service expenditure remains within cash-limited budgets.
  - Potential variances at year-end are identified early so that remedial action can be taken to recover the position or 'recycle' any surplus budgets.
  - Performance targets are being met.
- 2.2 This report also gives the panel the opportunity to hold Service Managers and Portfolio Holders accountable for their budgets.

### 3. Background and Summary Position

- 3.1 This report reviews the Council's overall position based on profiled income and expenditure for the three months to 30 June 2010, and also shows a projection of the outturn figures for the full year. All the information presented in respect of General Fund Services shows the position based on net 'direct costs'. The review of the Housing Revenue Account is different in that it shows all costs, both direct and indirect.
- 3.2 The projected outturn for the General Fund is currently a net overspend of £1.14m. The Housing Revenue Account forecast outturn position is an underspend of £64k.
- 3.3 The General Fund position, set out in more detail in the following paragraphs, is primarily due to the unexpected and significant reduction Government grant funding. As explained later in the report action to mitigate this sudden loss of revenue is in progress and will be reported later in the year.

### 4. General Fund – Position to 30 June 2010

#### *Service Budgets*

- 4.1 Appendix A summarises the Council position by expenditure group and by Service Group. The net position shows a variance against profiled budget for General Fund Services (excluding benefits) of £30k (adverse). This comprises total expenditure being £630k lower than expected and less income than expected totalling £660k. Appendix B

provides a more detailed view, breaking this information down by individual Service Groups.

4.2. Both Appendices A & B to the report include traffic light indicators. The thresholds are as follows:

- Green – Variance less than £50k and 5% of budget
- Amber – Variance greater than £50k **OR** 5% of budget
- Red – Variance greater than £50k **AND** 5% of budget

4.3. Benefits payments are not shown in Appendix A to avoid distorting the reported position for Service Groups. It is currently projected that this area will be on budget at year end, when the final subsidy claim is paid.

## 5. **Outturn Forecast / Risk Areas**

5.1 This is the first review this year of the 10/11 budget position and the current forecast outturn is net overspend of £1.14m as summarised in the following table:-

	£'000	
Service budgets	411	See paras. 5.2 – 5.3 and Appendix C
Technical Items / Mitigating action	725	See paras. 5.4 – 5.9
Potential net overspend	1,136	

### *Service Budgets*

5.2 The following table sets out the forecast outturn for all service areas with outturn variances. This shows a net forecast overspend of £411k

<b>Service</b>	<b>Forecast outturn £'000</b>
Corporate Management	22 under budget
Environmental and Protective Services	100 over budget
Life Opportunities	108 over budget
Resource Management	44 under budget
Strategic Policy and Regeneration	50 under budget
Street Services	319 over budget
<b>Total all services</b>	<b>411 over budget</b>

5.3 Appendix C sets out details of all forecast variances against service budgets at the year-end totalling £411k.

### *Corporate / Technical Items*

5.4. The budget includes a number of corporate and technical budget areas such as net interest earnings, the provision to repay debt, pension costs and some non service specific grants. The most significant issue reflected in the budget forecast is the reduction in Government grant funding.

5.5. The 2010/11 budget includes assumptions regarding two Government grants as follows:

- Housing Planning and Delivery Grant (HPDG) - £648k
- Local Authority Business Growth Incentives (LABGI) - £77k

5.6. The Government announced in June that all funding for these grants was being removed as part of the deficit reduction plan.

- 5.7. This reduction in funding has therefore resulted in a cost pressure of £725k this year. The following points should be noted to provide some further context around this issue:-
- The budget report agreed by Cabinet and Council includes the assessment that one of the key risk areas was the actual levels of grants received from Government, specifically Housing and Planning Delivery Grant (HPDG) and LABGI (Local Authority Business Growth Incentive Scheme)
  - The actual level of HPDG received in 09/10 was £1.46m. The budget assumption of £648k therefore represented 44% of the grant we had received.
  - In April 2010 the Government issued a consultation paper on the 2010/11 HPDG allocation methodology which indicated an overall funding allocation of £146m (compared to the £135m for 09/10). Therefore the assumption was reasonable at the time and complete withdrawal of the funding has been totally unexpected.
  - In respect of LABGI the provisional allocation of £71k grant for 10/11 was announced in March 2010 and its cancellation had not been indicated prior to the announcement.
  - The funding periods for both HPDG and LABGI were due to end in 2011/12 and the Council's Medium Term Financial Forecast had reflected this reduction.
- 5.8. The Panel received a report at the last meeting detailing treasury management activities for the last year. This report set out a review of the economic background showing that interest rates remain at historically low levels. This continues to impact on investment returns and whilst this was considered when the budget was set the current situation is remains a risk. The position will be monitored during the next 3 – 6 months and consideration will be given to any necessary revision to the outturn forecast.
- 5.9. The budget includes a corporate target of £315k in respect of salary savings. This reflects reduced spend arising from in year staff turnover or temporary vacant posts. To date £15k has been delivered against this target, however, this position is not uncommon at this stage in the financial year. It should also be noted that some savings already reflected in the outturn forecast are in respect of staff savings and could have been allocated against the salary target. At this stage it is expected that the salary savings target will be achieved.

*Main Risks to current forecast*

- 5.10. The 2010/11 Revenue Budget report that was approved by Council in February 2010 detailed potentially significant risk areas that had been identified during the budget process. In addition, Heads of Service have identified a number of both positive and negative risk areas. At this stage in the year the main risks to the forecast are likely to be
- Meeting income levels in particular in respect of leisure, car parking and crematorium.
  - The combined impact of low interest rates and negative cashflow factors such as reduced levels or delays to securing capital receipts on the net interest budget.
  - The ability to deliver all savings included within the budget.
- 5.11. The next report to the Panel will include a full assessment of key risk areas.

*Summary position and action proposed*

- 5.12. The net forecast outturn shows a potential net overspend of £1.14m. This level of forecast overspend is more significant than might be expected at this stage in the financial year, with the main factor being the reduction in Government grant funding.
- 5.13. Senior Management Team (SMT) is currently in the process of reviewing all budgets to identify steps that might be taken to reduce the current budget gap. This work is being carried out alongside development of options for budget savings for 2011/12 as part of the budget strategy.

- 5.14. It should be noted that the Council general fund balances are currently forecast to be £0.5m above our current assessed minimum level. This therefore provides a level of contingency that could be used to support the current year's budget shortfall.
- 5.15. SMT continues to monitor the budget position on a monthly basis. The next report to the Panel will consider position after 6 months. This will provide a better opportunity to assess progress against budget targets and income levels and the extent to which cost pressures are being contained. It is expected that at this stage some steps will have been taken to mitigate the current in year forecast.

## **6. Housing Revenue Account**

- 6.1 The Housing Revenue Account (HRA) is a complex account which is ring-fenced and affected by a number of variable factors. **Appendix D** shows that at the end of June 2010, the HRA is underspent by £229k compared to the budget for the same period. This is primarily due to lower expenditure on Employee costs (£29k) and Premises costs (£89k), and more income than anticipated (£49k). However, it should be noted that it is anticipated the year to date underspend will reduce as the financial year progresses. The current projected outturn for the HRA is that it will be under budget by £64k. The main factors contributing to the variance to date are detailed in the following paragraphs.
- 6.2 The underspend on Employee costs has primarily arisen due to the timing of one-off severance costs resulting from the Housing Fundamental Service Review.
- 6.3 Premises related costs are showing an underspend of £89k as at the end of June 2010. Overall, there is an underspend of £34k on Repairs and Maintenance. Colchester Borough Homes are regularly producing a re-profile of expenditure for the remainder of the financial year, and as a result there are no significant variances in this area. Therefore, the majority of this underspend relates to repairs and maintenance of pumping stations, Homeless Persons Units and other delegated budgets.
- 6.4 There is a £49k over-recovery of income at the end of June 2010. This has primarily arisen due to the combination of less rental income being lost through void dwellings and garages, and more Service Charge income from Tenants and Leaseholders than budgeted. It is currently predicted that there will be an over-recovery of income of £64k at the year-end, but this will mainly be influenced by the level of void properties and garages for the remainder of the financial year.
- 6.5 Any expenditure on the Housing Capital Programme (HIP) that exceeds the total resources available from the Major Repairs Allowance (MRA) for the year has to be met from the HRA in the form of a revenue contribution to capital (RCCO). As the actual financing requirement of the outturn capital programme is not known until the end of year position is established, it can have an impact on the HRA outturn that is difficult to forecast at this stage of the year.

## **7. Strategic Plan references**

- 7.1 The priorities within the Strategic Plan are reflected in the Medium Term Financial Forecast. This makes assumptions regarding government grant and Council Tax income, and identifies where necessary savings will be found in order to achieve a balanced budget. The 2010/11 revenue budget was prepared in accordance with the Strategic Plan's priorities, in the context of the Council facing growing financial pressures. Budget monitoring enables the financial performance against these priorities to be assessed.

## **8. Financial implications**

8.1 As set out above.

## **9. Risk management implications**

9.1 Risk management is used throughout the budget cycle, and this is reflected in the strategic risk register. The 2010/110 revenue budget report that was approved by Council in February 2010 detailed a number of potentially significant risk areas that had been identified during the budget process. In addition, Heads of Service identify a number of both positive and negative risk areas during the year.

## **10. Other Standard References**

10.1 Having considered consultation, publicity, equality, diversity and human rights, community safety, and health and safety implications, there are none that are significant to the matters in this report.

## **Background Papers**

None

### Budget Monitoring Summary - Period 3 2010/11

Account Description	Budget to		Actual to		Variance (fav) /		Full Year Position				
	Period 3 £'000	Period 3 £'000	Period 3 £'000	Period 3 £'000	adv £'000	adv £'000	Annual Budget £'000	Projected Outturn £'000	Variance (fav) / adv £'000	Variance %	
<b>By Subjective Group</b>											
Employees	7,241		7,100		(141)	amber	28,851	28,809	(42)	(0.15%)	
Premises Related	1,514		1,271		(243)	red	7,570	7,551	(19)	(0.25%)	
Transport Related	778		747		(31)	green	1,649	1,647	(2)	(0.12%)	
Supplies & Services	3,491		3,320		(171)	amber	10,227	10,107	(120)	(1.17%)	
Third Party Payments	363		318		(45)	amber	1,734	1,794	60	3.46%	
Transfer Payments	640		640		-	green	2,590	2,590	-	-	
Capital Financing Costs	-		1		1	amber	100	100	-	-	
<b>Subtotal Expenditure</b>	<b>14,027</b>		<b>13,397</b>		<b>(630)</b>	amber	<b>52,721</b>	<b>52,598</b>	<b>(123)</b>	<b>(0.23%)</b>	
Government Grant	(564)		(599)		(35)	amber	(2,010)	(1,919)	91	(4.53%)	
Other Grants & Reimbursements	(1,326)		(1,303)		23	green	(4,235)	(4,221)	14	(0.33%)	
Customer & Client Receipts	(5,519)		(4,847)		672	red	(20,018)	(19,589)	429	(2.14%)	
Income-Interest	-		-		-	green	(22)	(22)	-	-	
Inter Account Transfers	(1)		(1)		-	green	(5)	(5)	-	-	
<b>Subtotal Income</b>	<b>(7,410)</b>		<b>(6,750)</b>		<b>660</b>	red	<b>(26,290)</b>	<b>(25,756)</b>	<b>534</b>	<b>(2.03%)</b>	
<b>Total General Fund Services</b>	<b>6,617</b>		<b>6,647</b>		<b>30</b>	green	<b>26,431</b>	<b>26,842</b>	<b>411</b>	<b>1.55%</b>	
<b>By Service Group</b>											
Corporate & Democratic Core	90		24		(66)	red	356	356	-	-	
Executive Management Team	(299)		(307)		(8)	green	451	451	-	-	
Corporate Management	1,643		1,715		72	amber	6,641	6,619	(22)	(0.33%)	
Customer Service Centre	270		254		(16)	amber	1,177	1,177	-	-	
Environmental & Protective Services	1,062		1,187		125	red	2,669	2,769	100	3.75%	
Life Opportunities	1,106		1,043		(63)	red	5,783	5,891	108	1.87%	
Resource Management	509		610		101	red	3,525	3,481	(44)	(1.25%)	
Strategic Policy & Regeneration	1,036		821		(215)	red	3,222	3,172	(50)	(1.55%)	
Street Services	1,200		1,300		100	red	2,607	2,926	319	12.24%	
<b>Subtotal General Fund Services</b>	<b>6,617</b>		<b>6,647</b>		<b>30</b>	green	<b>26,431</b>	<b>26,842</b>	<b>411</b>	<b>1.55%</b>	
<b>Housing Revenue Account</b>											
	(2,443)		(2,672)		(229)	red	(267)	(331)	(64)	23.97%	



### Budget Monitoring Report for All Services - Period 3 2010/11

Account Description	Corp & Democratic Core £'000	EMT £'000	Corporate Mgt £'000	CSC £'000	Env. & Protective £'000	Life Opps £'000	Resource Mgt. £'000	Strategic Policy and Regen £'000	Street £'000	£'000
<b>EXPENDITURE</b>										
<b>EMPLOYEES</b>										
Profiled Budget to Date	-	179	718	300	1,480	1,454	857	421	1,832	7,241
Actual to Date	-	179	728	287	1,465	1,428	857	399	1,757	7,100
Variance to Date	green	-	10	(13)	(15)	(26)	-	amber	(75)	(141)
Annual Budget	-	716	2,731	1,198	5,926	5,855	3,432	1,686	7,307	28,851
Projected Outturn	-	716	2,719	1,198	5,926	5,825	3,432	1,686	7,307	28,809
Variance	-	-	(12)	-	-	(30)	-	-	-	(42)
<b>PREMISES</b>										
Profiled Budget to Date	-	-	298	-	214	762	60	18	162	1,514
Actual to Date	-	-	247	-	190	650	53	19	112	1,271
Variance to Date	green	-	(51)	-	(24)	(112)	(7)	1	(50)	(243)
Annual Budget	-	-	1,386	-	774	3,847	272	83	1,208	7,570
Projected Outturn	-	-	1,371	-	774	3,847	268	83	1,208	7,551
Variance	-	-	(15)	-	-	-	(4)	-	-	(19)
<b>TRANSPORT</b>										
Profiled Budget to Date	-	2	9	-	22	6	2	38	699	778
Actual to Date	-	1	7	-	16	6	3	5	709	747
Variance to Date	green	(1)	(2)	-	(6)	-	1	(33)	10	(31)
Annual Budget	-	7	35	-	91	28	13	60	1,415	1,649
Projected Outturn	-	7	33	-	91	28	13	60	1,415	1,647
Variance	-	-	(2)	-	-	-	-	-	-	(2)
<b>SUPPLIES &amp; SERVICES</b>										
Profiled Budget to Date	90	159	832	27	297	503	493	722	368	3,491
Actual to Date	24	145	928	25	263	407	523	558	447	3,320
Variance to Date	(66)	(14)	96	(2)	(34)	(96)	30	(164)	79	(171)
Annual Budget	356	257	3,321	107	982	1,771	1,313	1,124	996	10,227
Projected Outturn	356	257	3,294	107	982	1,758	1,293	1,074	986	10,107
Variance	-	-	(27)	-	-	(13)	(20)	(50)	(10)	(120)

### Budget Monitoring Report for All Services - Period 3 2010/11

Account Description	Corp & Democratic Core £'000	EMT £'000	Corporate Mgt £'000	CSC £'000	Env. & Protective £'000	Life Opps £'000	Resource Mgt. £'000	Strategic Policy and Regen £'000	Street £'000	£'000
<b>THIRD PARTY</b>										
Profiled Budget to Date	-	-	-	-	15	205	-	33	110	363
Actual to Date	-	-	(7)	-	12	175	-	20	118	318
Variance to Date	-	-	(7)	-	(3)	(30)	-	(13)	8	(45)
	green	green	amber	green	amber	amber	green	amber	amber	amber
Annual Budget	-	-	78	-	63	251	74	740	528	1,734
Projected Outturn	-	-	78	-	63	251	74	740	588	1,794
Variance	-	-	-	-	-	-	-	-	60	60
<b>TRANSFER PAYMENTS</b>										
Profiled Budget to Date	-	-	-	-	-	25	615	-	-	640
Actual to Date	-	-	-	-	-	25	615	-	-	640
Variance to Date	-	-	-	-	-	-	-	-	-	-
	green	green	green	green	green	green	green	green	green	green
Annual Budget	-	-	-	-	-	100	2,490	-	-	2,590
Projected Outturn	-	-	-	-	-	100	2,490	-	-	2,590
Variance	-	-	-	-	-	-	-	-	-	-
<b>CAPITAL FINANCING</b>										
Profiled Budget to Date	-	-	-	-	-	-	-	-	-	-
Actual to Date	-	-	1	-	-	-	-	-	-	1
Variance to Date	-	-	1	-	-	-	-	-	-	1
	green	green	amber	green	green	green	green	green	green	amber
Annual Budget	-	-	-	-	-	-	100	-	-	100
Projected Outturn	-	-	-	-	-	-	100	-	-	100
Variance	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURE</b>										
Profiled Budget to Date	90	340	1,857	327	2,028	2,955	2,027	1,232	3,171	14,027
Actual to Date	24	325	1,904	312	1,946	2,691	2,051	1,001	3,143	13,397
Variance to Date	(66)	(15)	47	(15)	(82)	(264)	24	(231)	(28)	(630)
	red	green	green	green	amber	red	green	red	green	amber
Annual Budget	356	980	7,551	1,305	7,836	11,852	7,694	3,693	11,454	52,721
Projected Outturn	356	980	7,495	1,305	7,836	11,809	7,670	3,643	11,504	52,598
Variance	-	-	(56)	-	-	(43)	(24)	(50)	50	(123)

### Budget Monitoring Report for All Services - Period 3 2010/11

Account Description	Corp & Democraftic Core £'000	EMT £'000	Corporate Mgt £'000	CSC £'000	Env. & Protective £'000	Life Opps £'000	Resource Mgt. £'000	Strategic Policy and Regen £'000	Street £'000
<b>INCOME</b>									
<b>GOVERNMENT GRANT</b>									
Profiled Budget to Date	-	-	-	-	(41)	(191)	(215)	(117)	-
Actual to Date	-	-	-	-	(78)	(191)	(213)	(117)	-
Variance to Date	green	green	green	green	amber	green	green	green	amber
Annual Budget	-	-	-	-	(781)	(284)	(828)	(117)	-
Projected Outturn	-	-	-	-	(781)	(193)	(828)	(117)	-
Variance	-	-	-	-	-	91	-	-	91
<b>OTHER GRANTS</b>									
Profiled Budget to Date	-	(639)	(2)	(51)	(73)	(306)	-	(28)	(227)
Actual to Date	-	(633)	(11)	(54)	(84)	(301)	-	(26)	(194)
Variance to Date	green	green	amber	amber	amber	green	green	amber	amber
Annual Budget	-	(529)	(15)	(105)	(983)	(576)	(5)	(64)	(1,958)
Projected Outturn	-	(529)	(15)	(105)	(983)	(576)	(5)	(64)	(1,944)
Variance	-	-	-	-	-	-	-	-	14
<b>CUST &amp; CLIENT RECPTS</b>									
Profiled Budget to Date	-	-	(212)	(6)	(852)	(1,352)	(1,303)	(51)	(1,743)
Actual to Date	-	1	(178)	(4)	(597)	(1,156)	(1,228)	(37)	(1,648)
Variance to Date	green	amber	amber	amber	red	red	red	amber	red
Annual Budget	-	-	(875)	(23)	(3,403)	(5,209)	(3,336)	(288)	(6,884)
Projected Outturn	-	-	(841)	(23)	(3,303)	(5,149)	(3,356)	(288)	(6,629)
Variance	-	-	34	-	100	60	(20)	-	255
<b>INCOME-INTEREST</b>									
Profiled Budget to Date	-	-	-	-	-	-	-	-	-
Actual to Date	-	-	-	-	-	-	-	-	-
Variance to Date	green	green	green	green	green	green	green	green	green
Annual Budget	-	-	(20)	-	-	-	-	(2)	-
Projected Outturn	-	-	(20)	-	-	-	-	(2)	-
Variance	-	-	-	-	-	-	-	-	-

### Budget Monitoring Report for All Services - Period 3 2010/11

Account Description	Corp & Demographic Core £'000	EMT £'000	Corporate Mgt £'000	CSC £'000	Env. & Protective £'000	Life Opps £'000	Resource Mgt. £'000	Strategic Policy and Regen £'000	Street £'000	£'000
<b>INTER ACCOUNT TRANS</b>										
Profiled Budget to Date	-	-	-	-	-	-	-	-	(1)	(1)
Actual to Date	-	-	-	-	-	-	-	-	(1)	(1)
Variance to Date	green	green	green	green	green	green	green	green	-	green
Annual Budget	-	-	-	-	-	-	-	-	(5)	(5)
Projected Outturn	-	-	-	-	-	-	-	-	(5)	(5)
Variance	-	-	-	-	-	-	-	-	-	-
<b>TOTAL INCOME</b>										
Profiled Budget to Date	-	(639)	(214)	(57)	(966)	(1,849)	(1,518)	(196)	(1,971)	(7,410)
Actual to Date	-	(632)	(189)	(58)	(759)	(1,648)	(1,441)	(180)	(1,843)	(6,750)
Variance to Date	green	green	amber	green	red	red	red	amber	red	red
Annual Budget	-	(529)	(910)	(128)	(5,167)	(6,069)	(4,169)	(471)	(8,847)	(26,290)
Projected Outturn	-	(529)	(876)	(128)	(5,067)	(5,918)	(4,189)	(471)	(8,578)	(25,756)
Variance	green	green	amber	green	red	red	red	amber	red	red
<b>TOTAL NET</b>										
Profiled Budget to Date	90	(299)	1,643	270	1,062	1,106	509	1,036	1,200	6,617
Actual to Date	24	(307)	1,715	254	1,187	1,043	610	821	1,300	6,647
Variance to Date	(66)	(8)	72	(16)	125	(63)	101	(215)	100	30
Annual Budget	356	451	6,641	1,177	2,669	5,783	3,525	3,222	2,607	26,431
Projected Outturn	356	451	6,619	1,177	2,769	5,891	3,481	3,172	2,926	26,842
Variance	-	-	(22)	-	100	108	(44)	(50)	319	411

### Budget Monitoring Summary - Period 3 2010/11

Account Description	Budget to		Actual to		Variance (fav) /		Full Year Position			
	Period 3 £'000	Period 3 £'000	Period 3 £'000	Period 3 £'000	adv £'000	adv £'000	Annual Budget £'000	Projected Outturn £'000	Variance (fav) / adv £'000	Variance %
<b>By Subjective Group</b>										
Employees	7,241		7,100		(141)		28,851	28,809	(42)	(0.15%)
Premises Related	1,514		1,271		(243)	red	7,570	7,551	(19)	(0.25%)
Transport Related	778		747		(31)	green	1,649	1,647	(2)	(0.12%)
Supplies & Services	3,491		3,320		(171)	amber	10,227	10,107	(120)	(1.17%)
Third Party Payments	363		318		(45)	amber	1,734	1,794	60	3.46%
Transfer Payments	640		640		-	green	2,590	2,590	-	-
Capital Financing Costs	-		1		1	amber	100	100	-	-
<b>Subtotal Expenditure</b>	<b>14,027</b>		<b>13,397</b>		<b>(630)</b>	amber	<b>52,721</b>	<b>52,598</b>	<b>(123)</b>	<b>(0.23%)</b>
Government Grant	(564)		(599)		(35)	amber	(2,010)	(1,919)	91	(4.53%)
Other Grants & Reimbursements	(1,326)		(1,303)		23	green	(4,235)	(4,221)	14	(0.33%)
Customer & Client Receipts	(5,519)		(4,847)		672	red	(20,018)	(19,589)	429	(2.14%)
Income-Interest	-		-		-	green	(22)	(22)	-	-
Inter Account Transfers	(1)		(1)		-	green	(5)	(5)	-	-
<b>Subtotal Income</b>	<b>(7,410)</b>		<b>(6,750)</b>		<b>660</b>	red	<b>(26,290)</b>	<b>(25,756)</b>	<b>534</b>	<b>(2.03%)</b>
<b>Total General Fund Services</b>	<b>6,617</b>		<b>6,647</b>		<b>30</b>	green	<b>26,431</b>	<b>26,842</b>	<b>411</b>	<b>1.55%</b>
<b>By Service Group</b>										
Corporate & Democratic Core	90		24		(66)	red	356	356	-	-
Executive Management Team	(299)		(307)		(8)	green	451	451	-	-
Corporate Management	1,643		1,715		72	amber	6,641	6,619	(22)	(0.33%)
Customer Service Centre	270		254		(16)	amber	1,177	1,177	-	-
Environmental & Protective Services	1,062		1,187		125	red	2,669	2,769	100	3.75%
Life Opportunities	1,106		1,043		(63)	red	5,783	5,891	108	1.87%
Resource Management	509		610		101	red	3,525	3,481	(44)	(1.25%)
Strategic Policy & Regeneration	1,036		821		(215)	red	3,222	3,172	(50)	(1.55%)
Street Services	1,200		1,300		100	red	2,607	2,926	319	12.24%
<b>Subtotal General Fund Services</b>	<b>6,617</b>		<b>6,647</b>		<b>30</b>	green	<b>26,431</b>	<b>26,842</b>	<b>411</b>	<b>1.55%</b>
<b>Housing Revenue Account</b>										
	(2,443)		(2,672)		(229)	red	(267)	(331)	(64)	23.97%

**Budget Monitoring Report for All Services - Period 3 2010/11**

Account Description	Corp & Democratic Core £'000	EMT £'000	Corporate Mgt £'000	CSC £'000	Env. & Protective £'000	Life Opps £'000	Resource Mgt. £'000	Strategic Policy and Regen £'000	Street £'000	£'000
<b>EXPENDITURE</b>										
<b>EMPLOYEES</b>										
Profiled Budget to Date	-	179	718	300	1,480	1,454	857	421	1,832	7,241
Actual to Date	-	179	728	287	1,465	1,428	857	399	1,757	7,100
Variance to Date	green	-	10	(13)	(15)	(26)	-	(22)	(75)	(141)
Annual Budget	-	716	2,731	1,198	5,926	5,855	3,432	1,686	7,307	28,851
Projected Outturn	-	716	2,719	1,198	5,926	5,825	3,432	1,686	7,307	28,809
Variance	-	-	(12)	-	-	(30)	-	-	-	(42)
<b>PREMISES</b>										
Profiled Budget to Date	-	-	298	-	214	762	60	18	162	1,514
Actual to Date	-	-	247	-	190	650	53	19	112	1,271
Variance to Date	green	-	(51)	-	(24)	(112)	(7)	1	(50)	(243)
Annual Budget	-	-	1,386	-	774	3,847	272	83	1,208	7,570
Projected Outturn	-	-	1,371	-	774	3,847	268	83	1,208	7,551
Variance	-	-	(15)	-	-	-	(4)	-	-	(19)
<b>TRANSPORT</b>										
Profiled Budget to Date	-	2	9	-	22	6	2	38	699	778
Actual to Date	-	1	7	-	16	6	3	5	709	747
Variance to Date	green	(1)	(2)	-	(6)	-	1	(33)	10	(31)
Annual Budget	-	7	35	-	91	28	13	60	1,415	1,649
Projected Outturn	-	7	33	-	91	28	13	60	1,415	1,647
Variance	-	-	(2)	-	-	-	-	-	-	(2)
<b>SUPPLIES &amp; SERVICES</b>										
Profiled Budget to Date	90	159	832	27	297	503	493	722	368	3,491
Actual to Date	24	145	928	25	263	407	523	558	447	3,320
Variance to Date	(66)	(14)	96	(2)	(34)	(96)	30	(164)	79	(171)
Annual Budget	356	257	3,321	107	982	1,771	1,313	1,124	996	10,227
Projected Outturn	356	257	3,294	107	982	1,758	1,293	1,074	986	10,107
Variance	-	-	(27)	-	-	(13)	(20)	(50)	(10)	(120)

### Budget Monitoring Report for All Services - Period 3 2010/11

Account Description	Corp & Democratic Core £'000	EMT £'000	Corporate Mgt £'000	CSC £'000	Env. & Protective £'000	Life Opps £'000	Resource Mgt. £'000	Strategic Policy and Regen £'000	Street £'000	£'000
<b>THIRD PARTY</b>										
Profiled Budget to Date	-	-	-	-	15	205	-	33	110	363
Actual to Date	-	-	(7)	-	12	175	-	20	118	318
Variance to Date	green	green	amber	green	amber	(30)	green	(13)	amber	(45)
Annual Budget	-	-	78	-	63	251	74	740	528	1,734
Projected Outturn	-	-	78	-	63	251	74	740	588	1,794
Variance	-	-	-	-	-	-	-	-	60	60
<b>TRANSFER PAYMENTS</b>										
Profiled Budget to Date	-	-	-	-	-	25	615	-	-	640
Actual to Date	-	-	-	-	-	25	615	-	-	640
Variance to Date	green	green	green	green	green	green	green	green	green	green
Annual Budget	-	-	-	-	-	100	2,490	-	-	2,590
Projected Outturn	-	-	-	-	-	100	2,490	-	-	2,590
Variance	-	-	-	-	-	-	-	-	-	-
<b>CAPITAL FINANCING</b>										
Profiled Budget to Date	-	-	-	-	-	-	-	-	-	-
Actual to Date	-	-	1	-	-	-	-	-	-	1
Variance to Date	green	green	amber	green	green	green	green	green	green	amber
Annual Budget	-	-	-	-	-	-	100	-	-	100
Projected Outturn	-	-	-	-	-	-	100	-	-	100
Variance	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURE</b>										
Profiled Budget to Date	90	340	1,857	327	2,028	2,955	2,027	1,232	3,171	14,027
Actual to Date	24	325	1,904	312	1,946	2,691	2,051	1,001	3,143	13,397
Variance to Date	(66)	(15)	47	(15)	(82)	(264)	24	(231)	(28)	(630)
Annual Budget	356	980	7,551	1,305	7,836	11,852	7,694	3,693	11,454	52,721
Projected Outturn	356	980	7,495	1,305	7,836	11,809	7,670	3,643	11,504	52,598
Variance	-	-	(56)	-	-	(43)	(24)	(50)	50	(123)

**Budget Monitoring Report for All Services - Period 3 2010/11**

Account Description	Democractic Core £'000	EMT £'000	Corporate Mgt £'000	CSC £'000	Env. & Protective £'000	Life Opps £'000	Resource Mgt. £'000	Strategic Policy and Regen £'000	Street £'000
<b>INCOME</b>									
<b>GOVERNMENT GRANT</b>									
Profiled Budget to Date	-	-	-	-	(41)	(191)	(215)	(117)	-
Actual to Date	-	-	-	-	(78)	(191)	(213)	(117)	-
Variance to Date	green	green	green	green	amber	green	green	green	amber
Annual Budget	-	-	-	-	(781)	(284)	(828)	(117)	-
Projected Outturn	-	-	-	-	(781)	(193)	(828)	(117)	-
Variance	-	-	-	-	-	91	-	-	91
<b>OTHER GRANTS</b>									
Profiled Budget to Date	-	(639)	(2)	(51)	(73)	(306)	-	(28)	(227)
Actual to Date	-	(633)	(11)	(54)	(84)	(301)	-	(26)	(194)
Variance to Date	green	green	amber	amber	amber	green	green	amber	amber
Annual Budget	-	(529)	(15)	(105)	(983)	(576)	(5)	(64)	(1,958)
Projected Outturn	-	(529)	(15)	(105)	(983)	(576)	(5)	(64)	(1,944)
Variance	-	-	-	-	-	-	-	-	14
<b>CUST &amp; CLIENT RECPTS</b>									
Profiled Budget to Date	-	-	(212)	(6)	(852)	(1,352)	(1,303)	(51)	(1,743)
Actual to Date	-	1	(178)	(4)	(597)	(1,156)	(1,228)	(37)	(1,648)
Variance to Date	green	amber	amber	amber	red	red	red	amber	red
Annual Budget	-	-	(875)	(23)	(3,403)	(5,209)	(3,336)	(288)	(6,884)
Projected Outturn	-	-	(841)	(23)	(3,303)	(5,149)	(3,356)	(288)	(6,629)
Variance	-	-	34	-	100	60	(20)	-	255
<b>INCOME-INTEREST</b>									
Profiled Budget to Date	-	-	-	-	-	-	-	-	-
Actual to Date	-	-	-	-	-	-	-	-	-
Variance to Date	green	green	green	green	green	green	green	green	green
Annual Budget	-	-	(20)	-	-	-	-	(2)	-
Projected Outturn	-	-	(20)	-	-	-	-	(2)	-
Variance	-	-	-	-	-	-	-	-	-



**Budget Monitoring Report for All Services - Period 3 2010/11**

Account Description	Corp & Demographic Core £'000	EMT £'000	Corporate Mgt £'000	CSC £'000	Env. & Protective £'000	Life Opps £'000	Resource Mgt. £'000	Strategic Policy and Regen £'000	Street £'000	£'000
<b>INTER ACCOUNT TRANS</b>										
Profiled Budget to Date	-	-	-	-	-	-	-	-	(1)	(1)
Actual to Date	-	-	-	-	-	-	-	-	(1)	(1)
Variance to Date	green	green	green	green	green	green	green	green	-	green
Annual Budget	-	-	-	-	-	-	-	-	(5)	(5)
Projected Outturn	-	-	-	-	-	-	-	-	(5)	(5)
Variance	-	-	-	-	-	-	-	-	-	-
<b>TOTAL INCOME</b>										
Profiled Budget to Date	-	(639)	(214)	(57)	(966)	(1,849)	(1,518)	(196)	(1,971)	(7,410)
Actual to Date	-	(632)	(189)	(58)	(759)	(1,648)	(1,441)	(180)	(1,843)	(6,750)
Variance to Date	green	green	amber	green	red	red	red	amber	128	660
Annual Budget	-	(529)	(910)	(128)	(5,167)	(6,069)	(4,169)	(471)	(8,847)	(26,290)
Projected Outturn	-	(529)	(876)	(128)	(5,067)	(5,918)	(4,189)	(471)	(8,578)	(25,756)
Variance	green	green	amber	green	red	red	red	amber	269	534
<b>TOTAL NET</b>										
Profiled Budget to Date	90	(299)	1,643	270	1,062	1,106	509	1,036	1,200	6,617
Actual to Date	24	(307)	1,715	254	1,187	1,043	610	821	1,300	6,647
Variance to Date	(66)	(8)	72	(16)	125	(63)	101	(215)	100	30
Annual Budget	356	451	6,641	1,177	2,669	5,783	3,525	3,222	2,607	26,431
Projected Outturn	356	451	6,619	1,177	2,769	5,891	3,481	3,172	2,926	26,842
Variance	-	-	(22)	-	100	108	(44)	(50)	319	411

## Forecast Outturn Variances

Service Area	Variance			Comment
	Spend £'000	Income £'000	Net £'000	
<b>Corporate Management</b>				
Legal & Land Charges		30	30	Under-recovery of Land Charges income reflects continuing trend.
Democratic Services	(6)		(6)	General savings across various budgets.
Facilities	(45)	4	(41)	Saving on renegotiated cleaning contract and salary saving on Hallkeeper post
Communications	(5)		(5)	Saving on cancelling Newsflash subscription
<b>Life Opportunities</b>				
HoS (Children & Young People)	(13)	0	(13)	Saving to be made on research budget identified as no longer needed.
Community Partnerships	(29)	0	(29)	Salary savings on ex-Community Partnerships manager post – saving shared with Housing. The forecast reflects the continuing under-recovery of income in most areas of Sport & Leisure. This loss includes the early cessation of Free Swimming Grant in July 2010 although this has been partially offset by the re-introduction of these charges.
Sport & Leisure	0	150	150	
<b>Resource Management</b>				
Financial Management		(20)	(20)	Procurement Hub income through rebates more than budgeted.
Revenue Holding Accounts – Internal Audit	(15)		(15)	Retender of contract resulting in reduced Audit fees
Benefits Management	(4)		(4)	Reduced spend on printing within Assessment Team
Estates	(5)		(5)	Saving on grounds mowing, repair & maintenance and publicity

Service Area	Variance		Comment
<b>Environmental &amp; Protective</b>			
Cemetery & Crematorium	0	100	100
<b>Strategic Policy &amp; Regeneration</b>			
Spatial Policy (HPDG)	(50)	0	(50)
<b>Street Services</b>			
Waste Policy	(14)	14	0
Car Parking		270	270
Community Operations	63	(14)	49
<b>Total</b>	<b>(123)</b>	<b>534</b>	<b>411</b>

## Housing Revenue Account – Period 3

June 2010	Current Period - June 2010			Forecast Year-End Position		
	Profiled Budget to Period 3 £'000	Actual to Period 3 £'000	Variance (under) / over £'000	Annual Budget £'000	Projected Outturn £'000	Variance (under) / over £'000
<b>Account Description</b>						
<b>HRA - Direct &amp; Non-Direct</b>						
<b>EXPENDITURE</b>						
Employees	90	61	(29)	Amber	360	360
Premises Related	1,136	1,047	(89)	Red	6,489	6,489
Transport Related	1	-	(1)	Amber	3	3
Supplies & Services	148	122	(26)	Amber	726	726
Third Party Payments	2,070	2,050	(20)	Green	6,335	6,335
Transfer Payments	15	7	(8)	Amber	62	62
Support Services	727	720	(7)	Green	3,074	3,074
Capital Financing Costs	-	-	-	Green	9,612	9,612
<b>TOTAL EXPENDITURE</b>	<b>4,187</b>	<b>4,007</b>	<b>(180)</b>	<b>Amber</b>	<b>26,661</b>	<b>26,661</b>
<b>INCOME</b>						
Government Grant	(10)	(9)	1	Amber	(10)	(10)
Other Grants &						
Reimbursements	(33)	(45)	(12)	Amber	(144)	(144)
Customer & Client Receipts	(6,586)	(6,624)	(38)	Green	(24,606)	(24,670)
Income-Interest	(1)	(1)	-	Green	(15)	(15)
Inter Account Transfers	-	-	-	Green	(2,153)	(2,153)
<b>TOTAL INCOME</b>	<b>(6,630)</b>	<b>(6,679)</b>	<b>(49)</b>	<b>Green</b>	<b>(26,928)</b>	<b>(26,992)</b>
<b>TOTAL NET - HRA</b>	<b>(2,443)</b>	<b>(2,672)</b>	<b>(229)</b>	<b>Red</b>	<b>(267)</b>	<b>(331)</b>



## Finance and Audit Scrutiny Panel

Item  
**13**

17 August 2010

Report of	Scrutiny Officer	Author	Robert Judd Tel. 282274
Title	Work Programme 2010-11		
Wards affected	Not applicable		

**This report sets out the rolling 2010/11 Work Programme for the Finance and Audit Scrutiny Panel and Accounts and Regulatory Committee**

### 1. Action Required

- 1.1 The Panel is asked to consider and comment on the rolling 2010-11 work programme.

### 2. Reason for Action

- 2.1 This function forms part of the Panel's Terms of Reference in the Constitution.

### 3. Outstanding items

- 3.1 Colchester Park and Ride / Update on Northern Approach Road.

### 4. Work Programme

#### 29 June 2010

1. Audit Opinion Plan and 2010-11 Audit and Inspection Fee Letter (A&R)
2. Annual review of the Governance Framework and 2009-10 Statement (A&R)
3. Draft Annual Statement of Accounts (A&R)
  
4. 2009-10 Financial Monitor (FASP)
5. 2009-10 Capital Expenditure Monitor
6. 2009-10 Internal Audit Report

#### 27 July 2010

1. Community Governance Review – Wivenhoe Town Council (A&R)  
(merging of two parish wards / increase of councillors to 13 (+2))
2. Community Governance Review – Fordham (A&R)  
(increase of councillors to 9 (+2))
  
3. Freedom of Information Update (Head of Corporate Management)
4. Annual Report on Treasury Management
5. 2009-10 Risk Management Summary

#### 17 August 2010

1. Capital Improvement Programme (DHP update to incl. outcomes of pilot scheme)
2. 2010-11 Financial Monitor, period April to June
3. 2010-11 Capital Monitor

**28 September 2010**

1. 2010-11 Internal Audit Monitor, period April to June
2. Annual Statement of Accounts – Annual Governance Report (A&R)
3. International Financial Reporting Standards

**19 October 2010**

1. Report Publication of Audited Statement of Accounts (A&R)
2. Risk Management period April to September
3. Annual Business Continuity Progress report

**23 November 2010**

1. 2010-11 Internal Audit Monitor, period April to September
2. 2010-11 Financial Monitor, period April to September
3. 2010-11 Capital Monitor
4. 2010-11 Treasury Management Monitor

**25 January 2011**

1. Annual Audit Letter (District Auditor)
2. 2011-12 Budget Strategy
3. Treasury Management - Investment Strategy

**22 February 2011**

1. Risk Management, period April to December
2. 2010-11 Financial Monitor, period April to December
3. 2010-11 Capital Monitor

**29 March 2011**

1. 2010-11 Internal Audit Monitor, period April to December
2. Annual Governance Statement briefing paper
3. Audit Opinion Plan

