

Finance and Audit Scrutiny Panel

Grand Jury Room, Town Hall
22 February 2011 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

Access to information and meetings

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Have Your Say!

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Private Sessions

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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
22 February 2011 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

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To confirm as a correct record the minutes of the meeting held on 25 January 2011.

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. Capital Improvement Programme (Decent Homes) progress report 9 - 14

See report from the Head of Strategic Housing and Regeneration.

11. Risk Management, period April to December 2010 15 - 29

See report from the Head of Resource Management.

12. Capital Expenditure Monitoring report 30 - 46

See report from the Head of Resource Management.

13. Revenue Expenditure Monitoring report - April to December 2010 47 - 61

See report from the Head of Resource Management.

14. Work Programme

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See report from the Scrutiny Officer.

15. 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

25 JANUARY 2011

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

Also in Attendance :- Councillor Tina Dopson
Councillor Beverley Oxford
Councillor Paul Smith

50. Minutes

The minutes of the meeting held on the 15 December 2010 were confirmed as a correct record, subject to the inclusion of an additional paragraph to read "Councillor Mudie asked the Portfolio Holder for Communities, if as part of the verge cutting programme, she would consider the removal of obstructions such as those in Berechurch Hall Road to be moved to enable a higher standard of maintenance at a lower cost to the Council".

Councillor Colin Sykes (in respect of his membership of Stanway Parish Council) declared a personal interest in the following item pursuant to the provisions of Meetings General Procedure Rule 7(3)

51. 2011-12 Budget and Medium Term Financial Forecast

Councillor Paul Smith, Portfolio Holder for Resources and Diversity, Councillor Tina Dopson, Portfolio Holder for Communities, Mr. Charles Warboys, Head of Resource Management and Mr. Sean Plummer, Finance Manager attended the meeting for this item.

Have Your Say

Mr. Nicholas Chilvers addressed the Panel, saying whilst he had no great issue with the Budget papers, he did have two areas of concern which he wished to discuss. Firstly, was his concern that one of the budget item savings was that of the loss of Anti-Social Behaviour / Street Care officers, that with the neighbourhood watch trimmed what impact would this have on the neighbourhoods in Colchester and what additional strain would it put on Street Wardens. In regards to enforcement, Mr. Chilvers asked that enforcement stopped being everybody's friend, and in his ward especially, he would like to see more fixed penalty noticed issued.

In respect of Leisure Services, Mr. Chilvers said as a result of increased charges for leisure activities, he would have to pay an additional ten pence, and asked that if the Council was to be vigorous in raising additional revenue then more realistic increases for leisure activities had to be made. Mr. Chilvers concluded by saying he was happy

that Cemetery and Crematorium Services would remain with Colchester Borough Council.

Councillor Smith said he would pass on the comments of Mr. Chilvers to the relevant Portfolio Holder(s), though adding that he believed a lot of the issues raised would be dealt with through the Street Services Fundamental Service Review and the introduction of zonal working. Councillor Smith also referred members to the anticipated increased savings through increased income by targeting enforcement activity, as mentioned in appendix C of the Budget report.

Presentation - 2011/12 Revenue Budget and Medium Term Financial Forecast

Mr. Sean Plummer presented the report 2011/12 Revenue Budget and Medium Term Financial Forecast.

Mr. Plummer initially spoke about the current year's financial position, with an expected forecast outturn to be a small overspend of less than £200,000, and the 2011/12 revenue cost pressures as mentioned in section 4 of the Budget report and detailed in appendix B.

Mr. Plummer spoke about the savings and increased income, totalling £3.6m, detailed in appendix C and including savings identified through the fundamental service reviews.

A Government grant of £267,000 announced as part of the Comprehensive Spending Review (CSR), and equivalent to 2.5% of Council Tax Revenue would be paid to those Councils, including Colchester, who do not increase their Council Tax rate during 2011/12. It is anticipated that the Government will continue to pay this grant through the period of the CSR, and was not dependent on a "no increase" in the Council Tax Rate during the subsequent years of the CSR period. Later in the discussions, Mr. Plummer confirmed to Councillor Sykes that the grant of £267,000 relates to a no-increase in Council Tax for the year 2011/12 only, and that Colchester would receive the grant for the subsequent three years of the CSR irrespective of decisions made on Council Tax rates in these years.

Mr. Plummer explained that the forecast total expenditure requirement for 2011/12 was £20.26m, by comparison, far less than the 2010/11 figure of £25.67m.

In terms of Formula Grant, the finance settlement announced on December 13 2010 represented a decrease on the adjusted 2010/11 grant of 15.5%, with the Revenue Spending Power showing the same year on year decrease of 6%.

In respect of Grant Damping – Floors, it was explained that this scheme was designed to ensure no local authority receives a cut greater than a given level, and was a self financing system. Mr. Plummer said the cost to Colchester was £1.328m,

Following discussions on the Formula Grant (Revenue Support Grant) later in the debate, and in an effort for Panel Members to get a better understanding of the Formula Grant as reported in paragraph seven of the Budget report, Mr. Plummer was asked to circulate details of Colchester's grant settlement and how this compared to other authorities, specifically the issue of the impact of damping (grant floors), the table

showing Essex authorities and the ranking of authorities which has determined the floor banding.

Mr. Plummer concluded by saying the report was requesting the Cabinet to approve that the Revenue Balances for the financial year 2011/12 be maintained at £1.5m.

General discussions

In response to Councillor Naish, Councillor Smith acknowledged that with staff not going to receive a wage increase during 2011/12, coupled with a reduction in overtime payments, there was a risk of staff unrest. The Chief Executive had communicated to all staff that there would not be a wage increase in 2011//12, that any increase in wages would have a further impact on jobs. UNISON had agreed to a no-increase in wages for 2011/12, but had not commented on future years.

Ms. Ann Wain, Executive Director, said Management are not happy with measures that erode real pay, and whilst UNISON was not happy with this situation, are content with the action taken. Staff had accepted the situation without too much debate, being exceptionally understanding of the circumstances. Ms. Wain said staff had been fully involved in the process to find savings, suggesting many different ways of working, and should be thanked for this, comments endorsed by Councillor Smith. It was confirmed that the Medium Term Financial Forecast included an assumption of a 2% pay award for 2012/13 and 2013/14.

In response to Councillor G.Oxford, Councillor Smith said it had been extremely difficult to forecast car parking income, for example allowing for the impact of the recent bad winter weather. Mr. Warboys said the forecast showed a reduction of £200,000 and therefore was lowering the risk.

Councillor Smith acknowledged the comments of Councillor Arnold, who spoke of the impact on income due to the permanent closure of certain car parks and the introduction of Park and Ride, and the likelihood that this scheme would not come about within the next eighteen months. Councillor Smith said once the modelling and subsequent analysis data from the Park and Ride Scheme are known, an exercise being undertaken by Essex County Council, this information could be made available for scrutiny by the Finance and Audit Scrutiny Panel.

In response to Councillor Willetts who asked whether staff would be effected by the reduction in the training budget and whether this would have an impact on the overall staffing strategy, Councillor Smith said clearly this was an issue that would become more apparent with time. That said, the Council was looking to do training in a variety of different ways, facilitating more in-house training and working in partnership with other neighbouring authorities to share facilitation and costs, that overall would reduce expenditure and provide value for money. Councillor Smith said there could be an impact, but the Cabinet believed the decrease was a fair amount.

Councillor Willetts asked whether the reduction in the Civic Offices and Facilities Management budget would affect the future running of the civic buildings. Councillor Willetts said he was recently unable to enter the Rowan House building to attend a

meeting due to there being no hallkeeping presence, and was it a sign of what will happen in the future. Councillor Smith said again, there will be some impact through this budget reduction, and Councillor Willett's experience, though unfortunate, was a very valid point. Arrangements would however be put in place that enables Councillors to enter the building to attend evening meetings.

Councillor Smith confirmed the reduction in the Messenger and timed post delivery budget was due to the delivery of Councillor Pouches being done internally. But he questioned, given that Councillors have laptops, whether the internal delivery was necessary. Councillor Smith said a non-delivery policy would not be imposed on Councillors, but said he would welcome comments from the Groups.

Councillor Smith explained that the reduction in the Communications budget related to the Council's Courier and that this would be provided on-line, and that would allow amendments to be made at little or no extra cost. Councillor Arnold asked, given the Courier was a reasonably well read document, would those residents without on-line facilities be left in the dark, a point of concern re-iterated by Councillor Naish. Councillor Smith said theoretically yes, there was some risk, though the feedback from residents was they did not value the newsletter, especially given the annual cost. It was pointed out that of the 800-900 responses, the majority of these had been received on-line. Ms. Wain said the Council will not be abandoning the paper copy of the newsletter completely. Residents would be encouraged to look on-line, though the need for some paper copies was recognised, for example, to have displayed in Council buildings, and there remained a small amount of money in the budget to cover this cost. Councillor Smith in response to Councillor Willetts said whatever the outcomes are to the publication of the newsletter, equal treatment would be given to residents in all parts of the Borough. Mr. Plummer confirmed to Councillor Lissimore that the cost reductions on the newsletter would not impact on the web site staff responsible for putting the newsletter on-line. Councillor Manning said there are many public buildings where residents can visit and go on-line and residents should be encouraged to make use of these facilities. Councillor Sykes said he had championed the Courier from the outset, but in terms of local issues, the Courier was at the bottom of the 'moans' list. Whilst Members felt the loss of the hard copy publication was unfortunate, some felt it was not needed. That said they all felt it was imperative that good communications and contact with all residents was retained. Councillor Smith endorsed these comments, saying Colchester Borough Council had a good reputation and the Cabinet would work to ensure this continued.

Councillor Smith, in response to Councillor Arnold who asked whether the last edition of the Courier would 'sign-off', a golden opportunity to explain the reasoning behind the publication ceasing, as well as communicating future on-one editions, said no, and whilst this was an excellent idea, the last edition had been signed-off and gone into production.

In response to Councillor Willetts on whether the reduction in opening hours of the Customer Service Centre was supported by usage profiles, and the concern of Councillor Naish, that this reduction in opening would hinder those who through work commitments need to use the facility before 9.00 am and after 5.00 pm, Councillor Smith said the reduction in hours had been supported by usage profiles, and the

situation will be continually monitored and any problems addressed. Ms. Wain said the analysis had shown the number of visitors prior to 9.00 am and after 5.00 pm was incredibly small, so the impact was minimal and it was from this analysis that the judgement was made.

Councillor Smith responded to Councillor Willetts by saying the reduction in the Customer Excellence and marketing budget would not have a significant impact on Customer Excellence. Mr. Warboys said Customer Excellence is a core objective, built into and delivered through the Fundamental Service Review process. Ms. Wain said the Customer Excellence budget was for specific pieces of work and the cut represented 25% of the original budget. That said Customer Excellence was embedded in the organisation.

Responding to Councillor Arnold, Councillor Smith said the budget saving of £23,000 for Tymperleys was the annual cost to the Council for the maintenance and running cost of the building as a museum. Negotiations with local groups and organisations continue, to provide a charitable community venture, rather than a Council venture. Councillor Smith was not party to the negotiations, but understood they are going well and any formal proposal will form a Portfolio Holder decision but not likely to be taken before February's Full Council meeting.

Councillor Smith confirmed to Councillor Willetts that with regards to the Museums and arts (Museums), the standardising of museum closing times would mean all museums except the Castle would close on a Monday, in line with many national museums that close on one day a week, usually a Monday. Whilst he was not certain, Councillor Smith confirmed to Councillor Manning that he believed the Museums that usually closed on a Monday, would open on Bank Holiday Mondays.

Councillor Dopson, Portfolio Holder for Communities responded to Councillor Willetts to explain the increase to sports pitches charges was part of a flat level percentage increase in all lifestyle sport and leisure facilities, and was necessary although regrettable. Councillor Dopson said the closure of the Leisure World Crèche was also regrettable, but the facility had produced a budget deficit in 2010/11. Opening the facility up to a wider customer base had been considered for 2011/12, but this would only have increased the costs through the need for more staff. Councillor Dopson also confirmed that the increase in income from lunches and snacks at Activity Centres was needed. There had been no increase in food and beverage charges since 2009 and the percentage increase was in line with inflation and below 10%.

In response to Councillor Naish, Councillor Dopson said twelve new plots had been identified for beach huts and the additional income identified was from the ground rent from these locations. Councillor Dopson also confirmed that the increase in rental charges on beach huts put Colchester's rental charges in-line with neighbouring Councils at that time, though members were informed that subsequent to Colchester's decision a neighbouring Council had since increased their charges further.

In response to Councillor Lissimore concerning the introduction of a consistent charging policy for use of Kings Meadow for parking during events, Councillor Dopson said non charitable events will be charged for the use of Kings Meadow to offset the

cost to the Council of maintaining the area. Ms. Wain said this was an opportunity to implement a consistent policy on charging for all such areas although agreement was still to be reached on how the income will be generated. Councillor Dopson confirmed to Councillor Lissimore that Leisure World parking would be offered to visitors not using Leisure world, for example, town centre shoppers, but this would not be at times of high activity.

Councillor Smith confirmed to Councillor Arnold that the £100,000 arts grants saving represented a percentage cut to all three arts venues, with the same percentage cut to each.

Councillor Smith confirmed to Councillor Willetts that the £8,000 savings for the removal of the project budget and external printing costs from Community Street Wardens and reduction in Street Care Resources of £30,000 were on top of those savings identified in the Street Services Fundamental Service Review (FSR). Ms. Wain said this formed a decision taken prior to the FSR to help the in-year deficit. Ms. Wain also confirmed that a full risk analysis of the Street Services FSR has been undertaken alongside the implementation of the Business Case. Officers are very aware of the risks that are looked at in parallel with the implementation.

Mr. Warboys confirmed to Councillor Willetts that the £50,000 savings identified from the review of ICT resources was a review of how IT is delivered across the Council and was not part of the IT work of the FSRs.

Councillor Manning asked whether it would be possible to report progress against the individual saving options as noted in appendix C of the Budget report, preferably on a quarterly basis, as an appendix to the Financial Monitor. Ms. Wain said this was possible, though she confirmed two thirds of the saving options have already been completed and are now in place.

Councillor Smith, in response to Councillor Arnold acknowledged that the anticipated savings of £200,000 from the review of communications resources across the Council did appear ambitious, but this aspect of work had been identified in many services areas and the review had highlighted efficiencies by pooling the resources, with the economies of scale also providing an overall improvement in performance. There was a need to consolidate resources across a wide range of services, for example, one communication centre for all arts services.

In response to Councillor Arnold, Mr. Plummer clarified that the S106 Monitoring Reserve, as identified in paragraph 10.4 of the Budget report, was made up of contributions from S106 payments, and was a reserve that contributed to the S106 monitoring process. Mr. Plummer said without this reserve the monitoring work would continue, though at present there is sufficient money for the reserve to last for a further two years at the current level of spending.

RESOLVED that the Panel;

- i) Considered and noted the 2011/12 Revenue Budget and Medium Term Financial Forecast.

ii) Requested the Head of Resource Management to consider the practicalities of reporting progress against the individual saving options as noted in appendix C of the Budget report, preferably on a quarterly basis, as an appendix to the periodical Revenue Expenditure Monitoring report.

52. Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy 2011-12

Mr. Steve Heath, Finance Manager, presented the report Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy 2011/12.

Mr. Heath said the report would be approved by Cabinet and Council as part of the 2011/12 budget report, though the strategic detail largely remained unchanged from 2010/11.

Mr. Heath said the current view from the Council's treasury advisers is the UK bank rate will begin to increase in the fourth quarter of 2011, reaching 1.00% by the end of the financial year, and with differing opinions on the rate of economic recovery, this represents a moderate view so the risk is currently to the downside.

In regards to creditworthiness, Mr. Heath said the Council will continue with Sector for the treasury creditworthiness service, and whilst the service uses ratings from all agencies in a weighted scoring system the Council will continue to follow the approach suggested by CIPFA of using the lowest rating from all the agencies, known as the lowest common denominator. Mr. Heath also confirmed that the Minimum Revenue Position Policy Statement for 2011/12 states that the historic debt liability will continue to be charged at 4%.

In response to Councillor Manning, Mr. Heath said the Council will only use approved counterparties from countries with a sovereign rating of 'AAA', with Ireland, Portugal and Spain being the countries removed from the previous list of sixteen countries. That said Abbey Bank (part of Spanish Santander Banking Group) was covered by the UK bail-out package.

In response to Councillor Lissimore, Mr. Heath said in respect of Icelandic Investments, the latest guidance on preferential creditor status had not yet been confirmed but was due shortly, with court proceedings being heard in February, though the estimated repayment to Landsbanki's preferential claimants is 95%. Mr. Warboys, Head of Resource Management said all investments made by the Council had been made in accordance with the Council's Strategy as agreed by Full Council, and Colchester had not been identified as being negligent in its investment policy. Those Council's where fault was found was due in the main to investments being made outside their Council's treasury management strategy or where investments were made following the collapse of Lehman's Bank.

RESOLVED that the Panel considered and noted the Treasury Management Strategy

Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy 2011/12, to be considered by Cabinet and Full Council as part of the 2011/12 Budget report.

53. Work Programme

Mr. Judd Scrutiny Officer informed the panel of two additional items to the Work Programme.

The Accounts and Regulatory Committee would meet on the 22 February 2011 to consider the proposition that former Councillor Chris Hall be appointed Honorary Alderman, and on the 29 March 2011 the Accounts and Regulatory Committee would receive a report from the Audit Commission on The Certificate of Claims and Returns.

RESOLVED that the Panel noted the current Work Programme and the additional items for review.

22 February 2011

Report of	Head of Strategic Policy and Regeneration	Author	Lindsay Barker 282253 John Rock 282762
Title	Progress report on the Capital Improvement Programme (Decent Homes) for the Council's housing stock		
Wards affected	All Wards		

This report sets out to provide a progress report on the Capital Improvement Programme (Decent Homes) for the Council's housing stock

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 your meeting held on 23 November 2010.

2. Reason for scrutiny

- 2.1 The panel at its earlier meetings requested updates on the work programme from the beginning of the year based on there being a quarterly update thereafter.

3. Background information

- 3.1 The information requested at your meeting on 23 November 2010 was provided and this report provides the further quarterly update to 31 December 2010.

4. Supporting Information

- 4.1 Pilot programmes commenced in the early part of the year and these were completed to the satisfaction of our Contract Administrator before the main programmes started during July 2010.
- 4.2 The table below provides a position statement as at the end of December 2010 and compares the opening plan for 2010/11 with the individual component delivery based for comparison purposes on the six months of delivery between July and December.

Component	2010/11 Estimated Plan	Six month estimated delivery	End of Qtr 2 delivery	Refusals	Total
Boilers	226	112	44	0	44
Heating	28	14	81	30	111
Kitchen	736	368	273	70	343
Re-wire	280	140	191	0	191
Doors	274	136	78	0	78
Window (Property)	38	20	8	0	8

- 4.3 For the period that the main programmes have been running the handover rates are broadly as would be expected. Other properties not yet captured in the table are being worked upon and will continue to be handed over during the next quarter.
- 4.4 A number of refusals are still being experienced. It is important to remember that refusals count toward overall statistical decency. The contractors are required through the Contract Administrator to evidence that the full access procedures (Detailed in the Contracts) have been followed and they are supported by a signed refusal statement from the customer or a Housing Management confirmation letter is obtained. These procedures have been followed and are to the benefit of the overall December 2012 deadline.
- 4.5 The Window and Door programmes are broadly as expected for this point in the programme. Mary Frank House was completed in December and John Lampon Court started in February.
- 4.6 The rewire and heating programme are very much as programmed for the year although there has been a shift of emphasis as the component table illustrates to replace more full heating systems in properties rather than just the boilers as originally anticipated. However this continues to contribute to statistical decency.
- 4.7 Careful control continues to be exercised to ensure the handover of completed works meets both customer and client expectations We remain confident in the delivery and management arrangements for the contracts and are pleased to advise that our Contract Administrator continues to be confident that completion of the programme by December 2012 together within the allocated budget is not compromised.
- 4.8 Graphical representations of progress are provided as background papers
- 4.9 Customer satisfaction Performance Indicators are currently running at:

Apollo	Internal Target Set	95%	Performance achieved	97.59%
Apollo	External Target Set	95%	Performance achieved	100%
Mears	Internal Target Set	95%	Performance achieved	100%

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 mentioned within the main body of the report and remain as allowed for within the budget set aside

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.

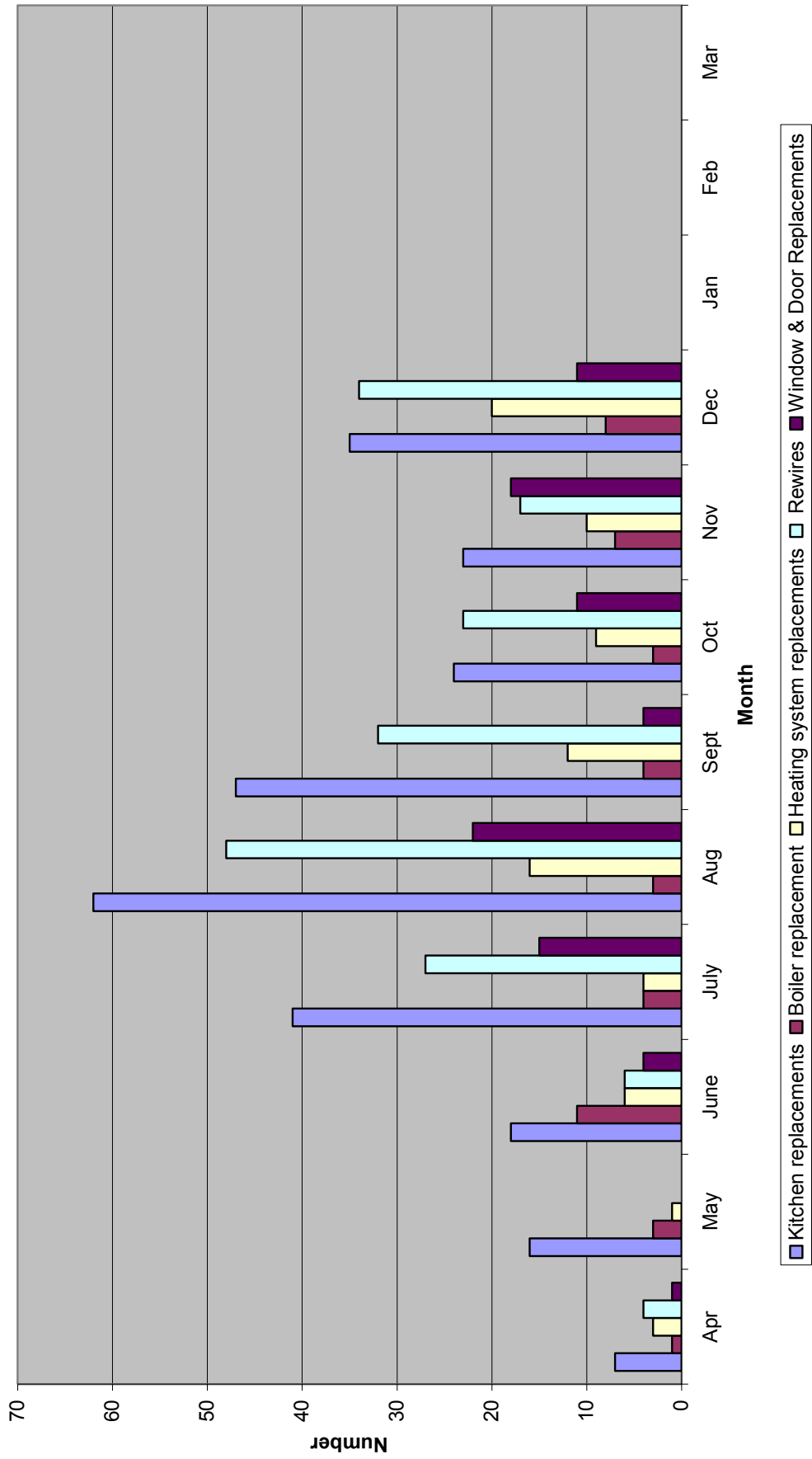
12. Risk Management implications

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.

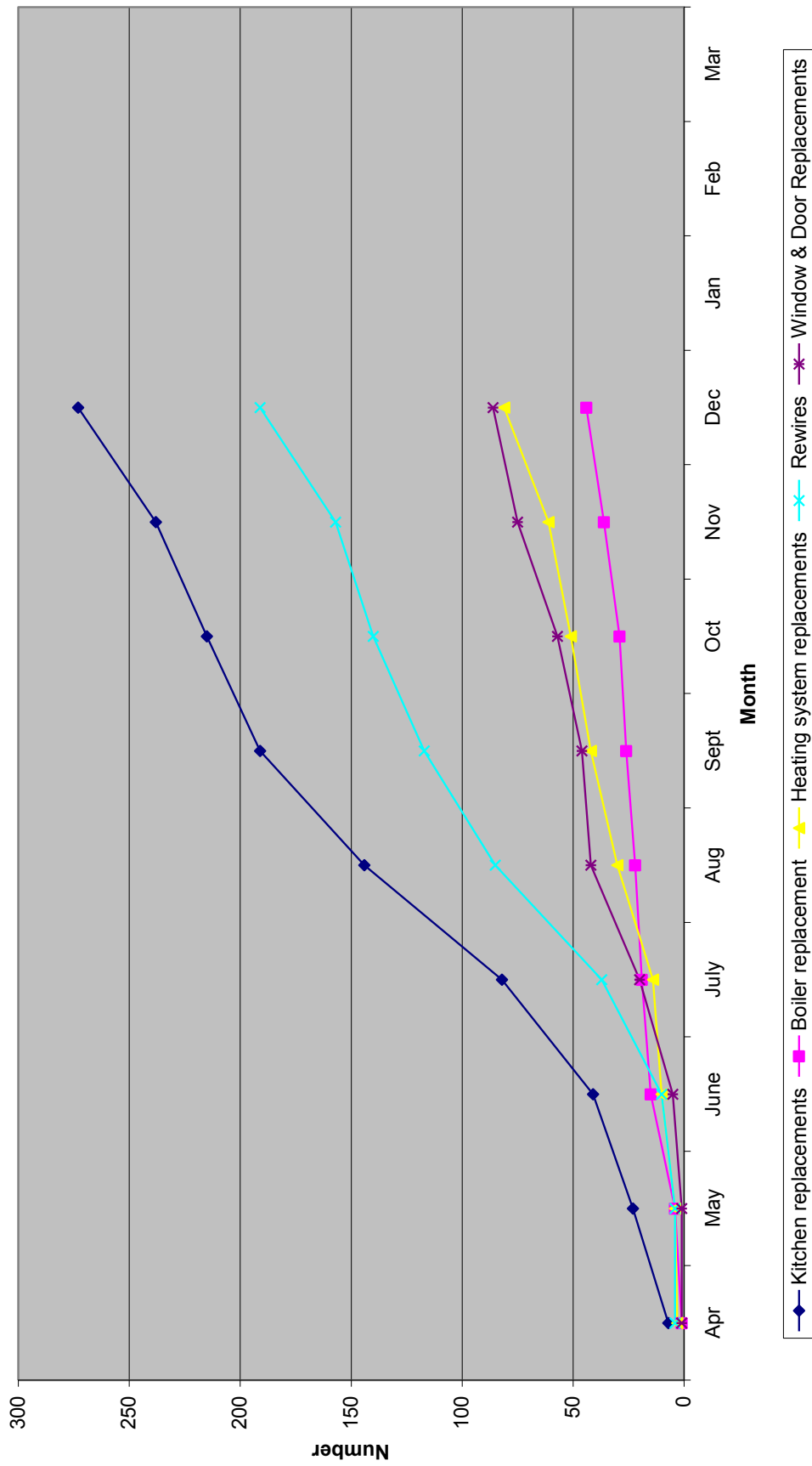
Background Papers

Three graphs to illustrate
Number of elements completed each month
Cumulative number of elements completed each month
The overall decency progress rate

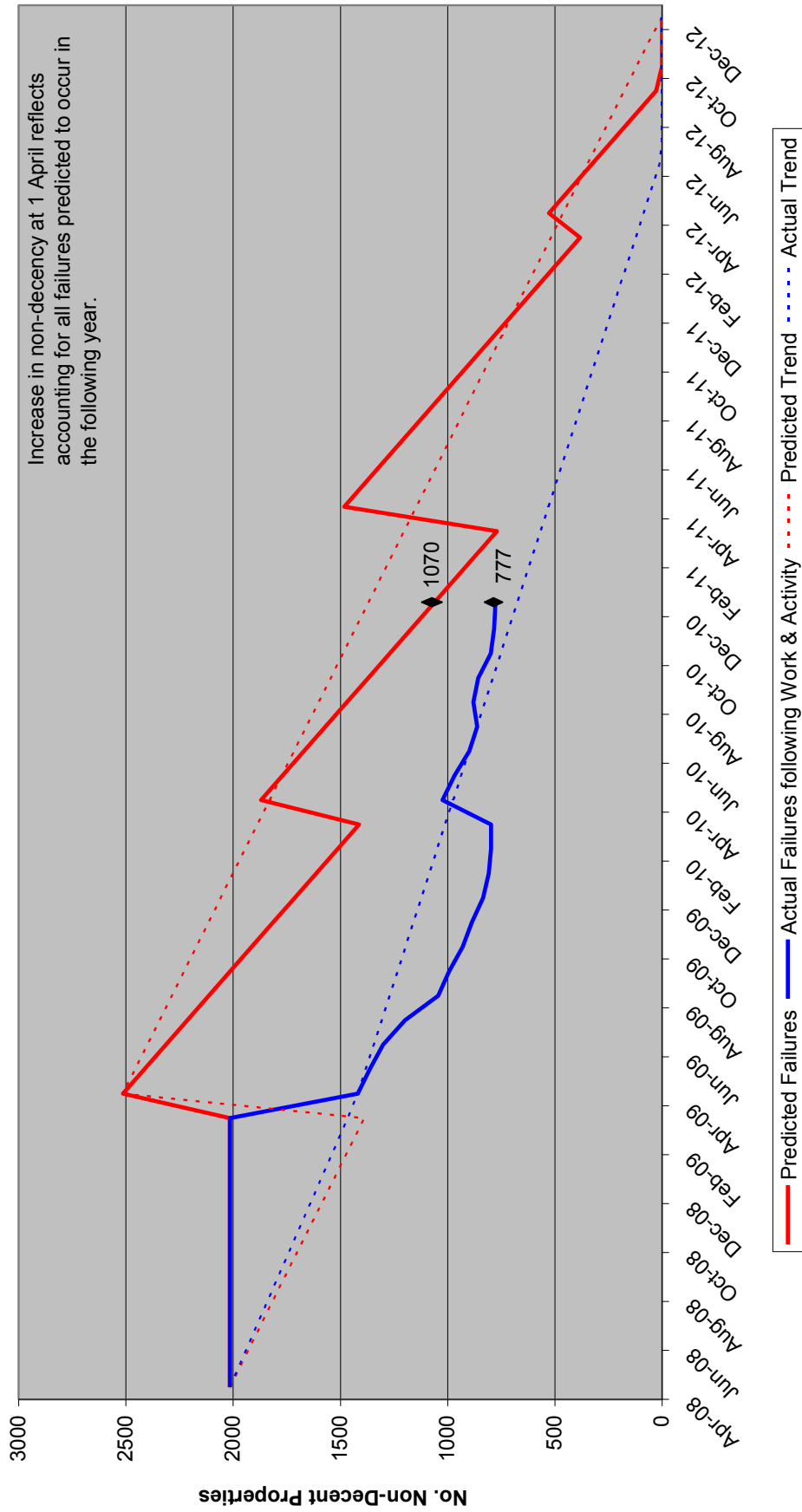
Decent Homes Elements Completed up to 31 December 2010



Decent Homes Elements completed to 31 December 2010 (Cumulative)



Decent Homes Failure up to 31 December 2010





Finance & Audit Scrutiny Panel

Item
11

22 February 2011

Report of

Head of Resource Management

Author

Hayley McGrath
508902

Title

3rd Quarter Risk Management Progress Report

Wards
affected

Not applicable

**This report concerns Risk Management activity between
October and December 2010**

1. Actions Required

- 1.1 To note and comment upon:
- The work undertaken during the period;
 - The Strategic risk register

2. Reason for Scrutiny

- 2.1 The Risk Management Strategy, which forms part of the policy framework, identifies the Finance and Audit Scrutiny panel as being responsible for reviewing the effectiveness of the risk management process and reporting critical items to cabinet as necessary.
- 2.2 Quarterly progress reports, detailing work undertaken and current issues, are provided to assist with this responsibility.

3. Key Message

- The key risk for quarter 3 continued to be the potential impact of future central government decisions to reduce public funding, including that of partners.

4. Supporting Information

- 4.1 The aim of the Council is to adopt best practice in the identification, evaluation, cost-effective control and monitoring of risks across all processes to ensure that risks are properly considered and reduced as far as practicable.
- 4.2 In broad terms risks are split into three categories:
- Strategic – those risks relating to the long term goals of the Council
 - Operational – risks related to the day-to-day operation of each individual service
 - Project – consideration of the risks occurring as a result of the Council's involvement in specific initiatives
- 4.3 Strategic risks are essentially those that threaten the long term goals of the Council and therefore are mainly based around meeting the objectives of the Strategic Plan. They may also represent developing issues that have the potential to fundamentally affect service provision, such as proposals to change assessment processes. Strategic risks are owned by members of the Senior Management Team.
- 4.4 Operational risks are those that threaten the routine service delivery of the Council. Each service area has their own operational risk register that details the risks associated with providing the service. High risks and the success in controlling them are reported to

Senior Management Team on a quarterly basis, as these assist in the formulation of the strategic risk register.

- 4.5 Project risks are those that relate solely to the successful delivery of that specific project. They tend to be quantifiable issues, such as resource or time related, and constantly change and develop over the course of the project as each stage is completed. The lead on the project is responsible for ensuring that there is an appropriate risk register and high level issues are reported to the senior management team.
- 4.6 Identified risks, in all three categories, are judged against levels of probability and impact to give them an overall score. This allows the risks to be shown as 'high, medium or low' which enables a prioritised action plan to be set for managing risks. There are insufficient resources to be able to reduce all risks - and in some cases it would not be cost effective. Therefore resources are more effectively targeted at the high, and in some cases medium, risks. Categorising an issue as 'high risk' indicates that it would have a fundamental effect on the Council, if it occurred, and therefore plans need to be put in place to either stop it happening or reducing the effect if it does. High risk does not mean that it has, or will definitely, occur.
- 4.7 In many cases the causes of risks are outside of the Council's control, such as general economic issues. The Council cannot stop these risks from occurring (the probability score) but can put plans in place to mitigate against their effect if they occur (the impact score). Likewise there are occasions that risks can be reduced with preventative actions but there is not much that can be done to mitigate their effect if they do occur, such as a failure to protect public resources. Therefore some risks will tend to maintain the same score, regardless of the controls that the Council puts in place.

5. Work undertaken during the period

- 5.1 Work has been undertaken with the Sustainability Action Group to ensure that the corporate risk registers and the climate risk assessment complement each other. It is essential to be able to demonstrate that the risk process and the climate change adaption strategy are aligned
- 5.2 The whistle blowing policy has been updated and reported to the Standards Committee. The committee recommended that the amended policy was approved by Cabinet and then full Council, so that the policy framework can be amended. Cabinet approval was given on 26 January and the Cabinet recommendation will be considered at the Council meeting on 16 February.
- 5.3 The Risk and Resilience Manager met with two officers from Brentwood Borough Council to provide advice on how Colchester manages risk. The Audit Commission had recommended they speak to us as, in their opinion, our methods demonstrated a good example of best practice in providing a streamlined and effective process.
- 5.4 The Risk and Resilience Manager continues to participate in the Flu meetings organised by the PCT. At the last meeting in November there did not appear to be any reoccurrence of a flu pandemic this season. However numbers of occurrences of both swine and seasonal flu increased quite rapidly over the Christmas season and a watching brief was held.
- 5.5 Work has been undertaken by the internal audit provider to align the internal audit plan with the risk registers, to ensure that the audit process provides a comprehensive assessment of the key issues for each service.

6 Strategic Risk Register

- 6.1 The strategic risk register was reviewed by senior management on 19 January 2011 and the updated register is attached at appendix 1 with the risk chart attached at appendix 2.

7. Proposals

- 7.1 To note and comment upon the Councils progress and performance in managing risk during the period from October to December 2010.

8. Strategic Plan Implications

- 8.1 The strategic risk register reflects the objectives of the strategic plan and the actions have been set with due regard to the identified key strategic risks. Therefore the risk process supports the achievement of the strategic objectives.

9. Risk Management Implications

- 9.1 The failure to adequately identify and manage risks may have an effect on the ability of the Council to achieve its objectives and operate effectively.

10. Other Standard References

- 10.1 There are no direct Publicity, Financial, Consultation, Human Rights, Equality and Diversity, Community Safety or Health and Safety implications as a result of this report.

**Colchester Borough Council – Corporate Strategic Risk Register
Quarter 4 2010/11 – January 2011**

Specific Risks		1. AMBITION					ACTION PLAN – AMBITION				
		SCORE					Consequence	Action	Owner	Review	
		Current	Previous	P	I	O					
1a	In a period of public sector resource reductions the ability to have ambition and to deliver on that ambition.	3	2	6		Major changes needed to the town of Colchester would not be delivered thus affecting the quality of life of its residents and businesses.	Constantly challenge the ambition shown by the Council and look for new and innovative ways of delivering that ambition.	Chief Executive / Executive Directors / Heads of Service	March 2011		
1b	Unrealistic internal and external expectations on the speed of delivery.	3	3	9		Major economic downturn in public sector resourcing over the next few years will hamper the speed of delivery across the services provided.	To make the most of Information and Communication Technology; continue the process of Fundamental Service Reviews; and concentrate on the core strategic, tactical and operational services.	Executive Management Team	March 2011		
1c	The Council is unable to effectively respond to changes in the Borough economy.	2	4	8	2	5	10	Poorer external assessments by independent agencies and loss of Council reputation.	Continue internal assessment of service effectiveness and seek external assessments for continuous improvement purposes.	Senior Management Team	March 2011
1d	Over reliance on a limited number of key personnel to deliver the ambition.	3	3	9	2	3	6	The Borough Council loses its status and influencing ability at sub-regional, regional and national levels.	Consider longer term impacts of short-term decisions in staffing reductions.	Senior Managers and Human Resources function	March 2011

Specific Risks		2. CUSTOMERS						ACTION PLAN – CUSTOMERS							
		SCORE						Action	Owner	Timing					
		Current	Previous												
P	I	O	P	I	O										
2a	The increasing expectations of our customers, set alongside the financial challenges to service delivery may pose some challenges to customer excellence, service and delivery and the reputation of the authority.						4	3	12	3	3	9	A programme of engagement and consultation is put in place to ensure customers are able to inform service priorities and delivery	ED Customer Excellence	March 2011

Specific Risks		3. PEOPLE					ACTION PLAN – PEOPLE			
		SCORE					Consequence	Action	Owner	Timing
		Current	Previous							
P	I	O	P	I	O					
3a	Economic climate means very low turnover with a risk that skills date and we have a stagnant workforce	3	4	12		Decline in service performance Disengaged and demotivated staff	Develop capacity planning and monitoring plans to anticipate needs Ensure effective communications strategy around budget implications with staff	ED People & Performance	March 2011	
3b	Unable to update skills at a time when we need a changing skill set to deliver in a different economic climate	3	3	9		Efficiency and productivity reduction Inability to meet changing requirements and needs Customer perceptions decline as we deliver less	Ensure people strategy is updated to reflect changing needs Continue to recognise the importance of training and development budgets and use more innovative methods to keep skills up to date	ED People & Performance	March 2011	
3c	Failure to sustain adequate resource to support Training and Development because of the financial situation	3	3	9		Loss of key staff	Ensure performance management process is effectively implemented and monitored to include development needs and plans	ED People & Performance	March 2011	
3d	Declining number of staff affects our capacity and impacts on our ambitions	3	4	12			Active promotion and use of Colchester Learning Managers programme and development to meet evolving needs	ED People & Performance	March 2011	

3. PEOPLE										ACTION PLAN – PEOPLE			
Specific Risks	SCORE									Consequence	Action	Owner	Timing
	Current			Previous									
	P	I	O	P	I	O							
3e Failure to provide effective and visible political and managerial leadership.	3	3	9								Ensure outcomes of fundamental service reviews reflect training and development needs to support changes in services.	ED Customer Excellence	March 2011
3f Staff motivation declines with impact of fundamental service reviews and implementation of other budget efficiencies	4	4	16										

Specific Risks		4. HORIZON SCANNING						ACTION PLAN – HORIZON SCANNING		
		SCORE						Action	Owner	Timing
		Current	Previous							
P	I	O	P	I	O	Consequence				
4a	To continuously assess future challenges to ensure Council is fit for future purpose	2	4	8			If not properly managed then either the Council will lose the opportunity to develop further or will have enforced changes to service delivery. Adverse impact on local residents / resources.	EMT	March 2011	
4b	Not taking or creating opportunities to maximize the efficient delivery of services through shared provision, partnerships or commercial delivery	4	3	12			Missed opportunities to boost local economy. Conflict between Council / Government agendas. Reduction in levels of service provision and potential withdrawal of services.	EMT	March 2011	
4c	Failure by the Council to spot / influence at an early stage the direction of Central Government policies / new legislation.	3	3	9	2	3		Supported by a robust Medium term Financial strategy and organisational development strategy. Continuous review of strategies and policies to reflect changing context.	EMT	March 2011
4d	Potential impact of future central government decisions to reduce public funding, including that of our partners	4	5	20	3	5		The budget situation is under constant review, including the impact of decisions from central government. Additional actions and areas for spending reviews are being identified.	EMT	March 2011

5. PARTNERSHIPS							ACTION PLAN – PARTNERSHIPS		
Specific Risks	SCORE						Action	Owner	Timing
	Current	Previous							
	P	I	O	P	I	O			
5a Failure or inappropriate performance management of one or more strategic partnerships or key contracts E.g. Haven Gateway, RCE, Serco, CBH	4	3	12				Assess proposed strategic partnerships to ensure that they will satisfy the Council's objectives before commitment to new partnerships is made.	EMT	March 2011
5b Change of direction / policy within key partner organisations and they revise input / withdraw from projects.	3	3	9	3	2	6	Define a relationship / performance management process for partnerships	ED People & Performance	March 2011
5c Potential inability to agree shared outcomes/ agendas with partners and the Council's ability to influence partner's performance, particularly in relation to LAA requirements.	3	3	9	3	2	6	Ensure that there is a mechanism to review partnerships and assess the value added.	ED People & Performance ED Leadership of Place	March 2011

Specific Risks		6. ASSETS & RESOURCES				ACTION PLAN – ASSETS & RESOURCES					
		SCORE				Consequence	Action	Owner	Timing		
		P	I	O	A						
6a	Failure to protect public funds and resources – ineffective probity / monitoring systems	2	4	8	2	5	10	Service delivery failure Financial and reputational loss by the Authority Personal liability of Officers and Members. Legal actions against the Council Loss of stakeholder confidence in the Borough Inability to sustain costs	Ensure that there is a robust system of internal control that encompasses all assurance systems including Internal Audit, Risk Management, Budget process, Corporate Governance and performance management. This must be reported to senior officers and members on a regular basis to ensure that it is fully embedded	EMT / Head of Resource Management	There is cycle of reviewing and reporting including internal Audit, Risk management and the AGS Review March 2011
6b	Risk that Asset Management is not fully linked to strategic priorities and not supported by appropriate resources	3	4	12				Failure to deliver a balanced budget Required to use Reserves & Resources to fund services and capital priorities Severe impact on cash-flow leading to negative effect on performance targets	Continue to ensure that the budget monitoring process is reflective of finances across the whole Council not just individual service areas	Head of Resource Management	Regular reporting to PMB. & FASP. Review March 2011
6c	Inability to deliver the budget strategy in the current economic climate	3	5	15					Develop the annual budget strategy to ensure it has controls built in to be able to respond to changes in the strategic objectives and is innovative to reflect the current climate and emerging options	Head of Resource Management	Annual exercise. Council approves budget in Feb 2011

Specific Risks		6. ASSETS & RESOURCES					ACTION PLAN – ASSETS & RESOURCES			
		SCORE					Consequence	Action	Owner	Timing
		Current	Previous	P	I	O				
6d	Failure to set aside sufficient capital funds for strategic priorities	3	4	12	3	2	6	Review the medium term financial outlook and capital programme processes to ensure they are kept up to date and realistic	Head of Resource Management	MTFS is part of the budget strategy & considered during the process. Capital programme reported to FASP quarterly Review January

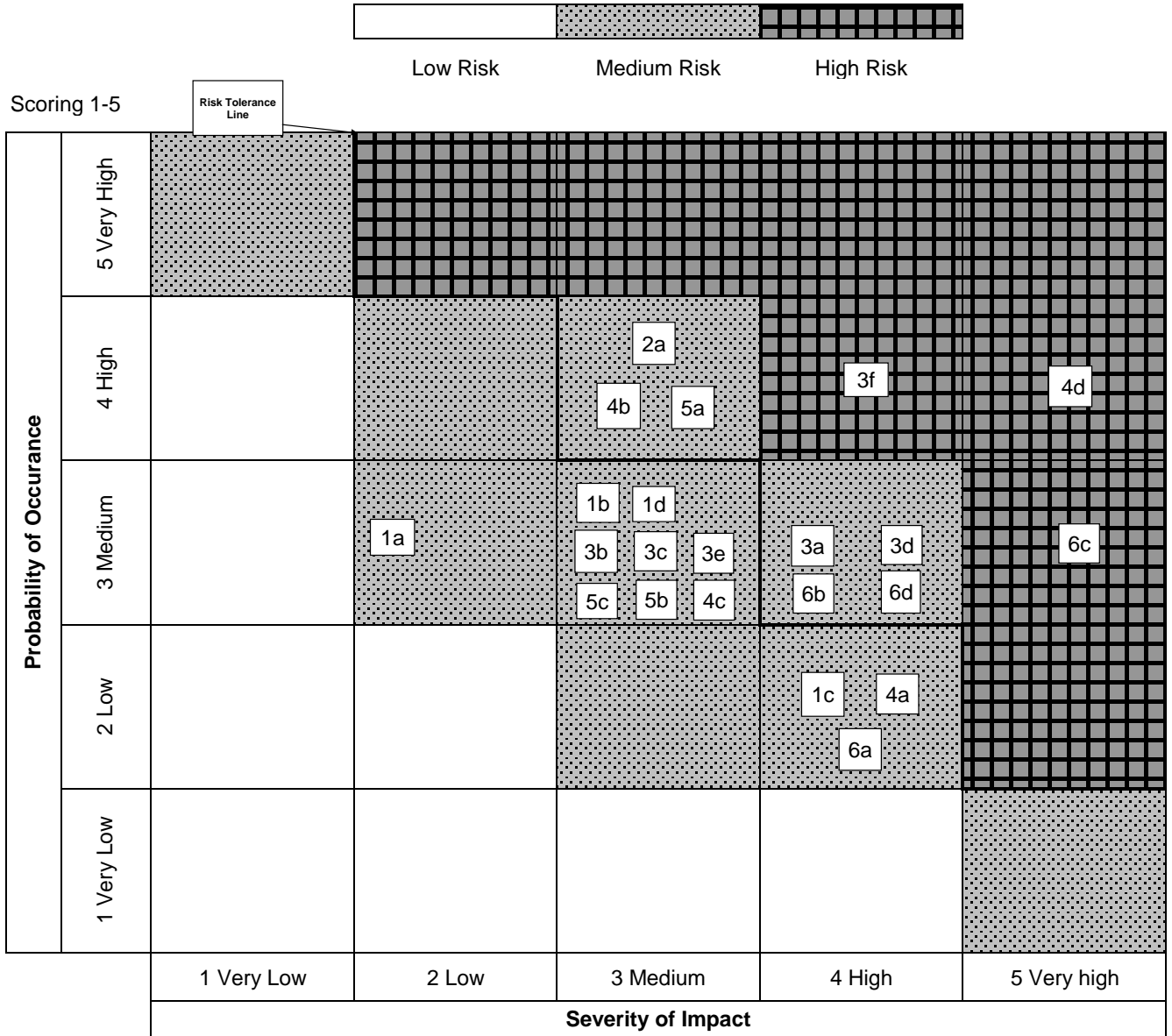
SCORE DEFINITIONS	1 Very Low	2 Low	3 Medium	4 High	5 Very High
Impact	Insignificant effect on delivery of services or achievement of Strategic Vision & Corporate Objectives.	Minor interruption to service delivery or minimal effect on Corporate Objectives.	Moderate interruption to overall service delivery/effect on Corporate Objectives or failure of an individual service.	Major interruption to overall service delivery or severe effect on Corporate Objectives.	Inability to provide services or failure to meet Corporate Objectives
Probability	10% May happen – unlikely	10 -25% Possible	26 – 50% Could easily happen	51 – 75% Very likely to happen	Over 75% Consider as certain

KEY OPERATIONAL RISKS – For Information

SERVICE	RISK	CONSEQUENCE	CONTROLS	RESPONSIBILITY
Corporate Management	Loss of all Land Charges income	<ul style="list-style-type: none"> Financial loss to the Council Guidance required by Govt 	<ul style="list-style-type: none"> Ensure income streams are maximised as much as possible and action taken to re-engineer service through a mini review. Reduce costs where possible to mitigate impact of loss of income. 	Legal Services Manager and Land Charges Manager
Corporate Management	FSR – Capacity issues of business partners and HR Service Centre	Inability to effectively provide strategic and HR transactional support to the FSR.	<ul style="list-style-type: none"> FR to be a core objective for Business Partners and prioritised and planned accordingly. Dedicated resource to support consultation and assessment processes for Rev and Bens and Street Services identified to be paid for by services. 	Strategic HR Manager
Enviro & Protect Servs	Inability to recruit suitably qualified / experienced staff.	<ul style="list-style-type: none"> Lack of expertise Missed deadlines Burden on remaining staff. 	<ul style="list-style-type: none"> Embed a succession planning process linked to a structured training programme 	Head of EPS
Enviro & Protect Servs	Need to ensure that back / front office functions are integrated.	<ul style="list-style-type: none"> Failure to realise efficiency savings and increase capacity 	<ul style="list-style-type: none"> Produce a development strategy. 	Head of EPS & Systems team.
SERVICE	RISK	CONSEQUENCE	CONTROLS	RESPONSIBILITY
Life Opportunities	Inadequacy of Repairs and Renewals provision.	<ul style="list-style-type: none"> Reduction or closure of services due to failure of plant, equipment or infrastructure. 	<ul style="list-style-type: none"> Funding programmes presented during budget setting process. 	Head of Life Opportunities
Life Opportunities	Significant loss of customers.	<ul style="list-style-type: none"> Reduction in income leading to cuts in service provision, negative impact on customers and reputation. 	<ul style="list-style-type: none"> Continuous review and improvement of use / satisfaction and level/type of service provision / competitors Insurance against disasters. 	Head of Life Opportunities
Resource Management	Loss of key members of staff	<ul style="list-style-type: none"> Lack of expertise Impact on service provision Impact on other staff 	<ul style="list-style-type: none"> Identification of key staff and roles Succession planning Documented procedures Establishment of training for customer focused, vulnerable service and roles 	Head of Resource management & HRBP

Resource Management	The detrimental effect that Fundamental Service Reviews may have on staff morale and productivity	<ul style="list-style-type: none"> Decrease in service delivery levels and output Personal impact on staff wellbeing 	<ul style="list-style-type: none"> Ensure that there are adequate staff support mechanisms in place to address staff concerns. 	Finance Manager Collections & Control
Strategic Policy & Regeneration	Lack of focus on governance issues	<ul style="list-style-type: none"> Poorly informed business processes Lack of focus on critical issues 	<ul style="list-style-type: none"> Clear information and expectations are required as part of the management process. SSP to allow focus on priorities FSR to tackle process in Housing Project management in regen 	Head of SPR
Strategic Policy & Regeneration	Inability to deliver the Decent Homes programme within budget and according to timetable	<ul style="list-style-type: none"> Negative effect on reputation Increased customer complaints Over spend on budget allocation 	<ul style="list-style-type: none"> Ensure there is effective partnership working COG group SPG 	Contract risk and Service Manager
Street Services	Effect of implementing FSR changes, including new technology and working procedures.	<ul style="list-style-type: none"> Temporary decrease in service delivery quality. Personal impact on staff wellbeing. Increased costs in short term. 	<ul style="list-style-type: none"> Ensure that there is a detailed implementation plan Develop monitoring procedures 	Head of Street Services
Street Services	Car park income targets not met	<ul style="list-style-type: none"> 10% shortfall in takings equates to over £400k reduction in income that supports other services. 	<ul style="list-style-type: none"> Regular monitoring in use and income. 	Parking Services Manager.

RISK MATRIX QUARTER 4 2010/11 - January 2011





Finance and Audit Scrutiny Panel

Item
12

22 February 2011

Report of	Head of Resource Management	Author	Graham Coleman ☎ 282741
Title	Capital Expenditure Monitor April – December 2010/11		
Wards affected	Not applicable		

The Panel is invited to review the progress against all capital schemes in the first nine months of 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 December 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, 8 September 2010, 20 October 2010 and 1 December 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 31 December 2010

4.1 In the first 9 months of this year capital spending totalled £9.4 million. This represents 29.5% of the total programme, and 43.9% of the projected spend for 2010/11. New funding has been added to the capital programme including £342k released by Cabinet for phase 2 of the Carbon Management Programme and £272.5k Section 106 funding towards the construction of the new community centre at Tiptree, together with some smaller contributions from other 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. Budget managers have re-profiled their forecasts for expenditure in line with expectations for 2010/11.

4.2 In total, forecast spending for this year is £21.4 million, with the remainder of the programme currently planned for 2011/12 and 2012/13. The table below sets this out by service area:

Summary	Current Total Programme	2010/11 Expenditure for year	Expected Expenditure 2010/11	Expected Expenditure 2011/12 & 2012/13
	£'000	£'000	£'000	£'000
Corporate Management	1,371.8	260.4	551.2	782.3
EMT	174.2	69.8	100.0	74.2
Resource Management	53.9	15.7	27.5	57.4
Street Services	115.7	92.5	108.4	0.0
Environmental & Protective Services	1,895.6	391.5	1,126.3	769.3
Strategic Policy & Regeneration	16,681.4	5,461.0	12,299.4	4,382.0
Life Opportunities	3,125.0	536.7	1,791.0	1,459.5
Completed Schemes	45.7	0.0	6.5	0.0
Total – General Fund Services	23,463.3	6,827.6	16,010.3	7,524.7
Housing Revenue Account	8,441.2	2,575.7	5,423.7	3,017.5
Total Capital Programme	31,904.5	9,403.3	21,434.0	10,542.2

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, 8 September 2010, 20 October 2010 and 1 December 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. The Site Disposal Costs account which is charged with costs associated with the sales of fixed assets is also forecast to be overspent by £31k and will require further funding in order to complete planned sales. Contract retention payments on the St Anne's Community Centre were less than expected, resulting in an underspend. There is a projected underspend on the programme of DDA works. Additionally, there are some minor under/overspends on other completed schemes.

Scheme	Over/ (Under)
	£'000
Colchester Leisure World – Fitness Pool LACM & Modernisation	125.5
Site Disposal Costs – further funding required	31.0
St Anne's Community Centre	(38.4)
DDA Measures	(38.3)
Other minor (under)/overspends	(8.1)
Total Net Overspend	71.7

4.5 This sum will be referred to Cabinet for consideration when the final position is known. Cabinet will also consider an up to date 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

8.1 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

Service / Scheme	New monies					Funded					Unfunded					
	Funded Prog. B/fwd	CBC	Ext. Funding	Total Prog.	Status	Total Funded Prog.	Spend Apr- Dec	10/11	11/12	12/13	Additional Funding Required	Total	10/11	11/12	12/13	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
SUMMARY																
Corporate Management	1,191.3	180.5	0.0	1,371.8		1,371.8	260.4	551.2	677.3	105.0	(38.3)	0.0	0.0	0.0	0.0	
EMT	174.2	0.0	0.0	174.2		174.2	69.8	100.0	74.2	0.0	0.0	0.0	0.0	0.0	0.0	
Resource Management	53.9	0.0	0.0	53.9		53.9	15.7	27.5	57.4	0.0	31.0	0.0	0.0	0.0	0.0	
Street Services	115.7	0.0	0.0	211.7		115.7	92.5	108.4	0.0	0.0	(7.3)	96.0	0.0	0.0	96.0	
Environmental & Protective Serv.	1,237.8	164.0	493.8	2,181.6		1,895.6	391.5	1,126.3	275.0	494.3	0.0	286.0	0.0	170.0	116.0	
Strategic Policy & Regeneration	10,771.4	1,610.0	4,300.0	16,681.4		16,681.4	5,461.0	12,299.4	4,382.0	0.0	0.0	0.0	0.0	0.0	0.0	
Life Opportunities	2,627.9	0.0	497.1	3,180.0		3,125.0	536.7	1,791.0	1,459.5	0.0	125.5	55.0	0.0	55.0	0.0	
Completed Schemes	45.7	0.0	0.0	45.7		45.7	0.0	6.5	0.0	0.0	(39.2)	0.0	0.0	0.0	0.0	
Total (General Fund)	16,217.9	1,954.5	5,290.9	23,900.3		23,463.3	6,827.6	16,010.3	6,925.4	599.3	71.7	437.0	0.0	225.0	212.0	
Housing Revenue Account	8,871.0	(429.8)	0.0	8,441.2		8,441.2	2,575.7	5,423.7	3,017.5	0.0	0.0	0.0	0.0	0.0	0.0	
Total Capital Programme	25,088.9	1,524.7	5,290.9	32,341.5		31,904.5	9,403.3	21,434.0	9,942.9	599.3	71.7	437.0	0.0	225.0	212.0	

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 15 December 2010

Add:

- Cabinet release 1 December 2010 - Carbon Management Programme phase 2
- Play Equipment Highwoods Country Park - external funding and section 106 release
- Contaminated land - grant not required - returned to Defra
- Castle Museum Redevelopment - further contribution from Building Maintenance Programme
- Section 106 release - Tiptree Community Centre

£'000
31,204.2

342.0
55.0
(9.2)
40.0
272.5

31,904.5

Current Funded Programme

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- Dec 2010/11 £'000	10/11 £'000	11/12 £'000	12/13 £'000	Additional Funding Required £'000	Total £'000	10/11 £'000	11/12 £'000	12/13 £'000
CORPORATE MANAGEMENT															
Town Hall	36.2	0.0	0.0	36.2	FF	36.2	24.6	36.2	0.0	0.0	0.0	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 complete. Final retention release due March 2011.															
DDA Measures	256.6	0.0	0.0	256.6	FF	256.6	13.3	28.0	190.3	0.0	(38.3)	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 now that the final account has been settled and final retention released, there remains a balance of around £170k for sensory work. 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.															
Carbon Management Programme phase 2	0.0	342.0	0.0	342.0	FF	342.0	0.0	0.0	337.0	5.0	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Phase 2 schemes: Rowan House Lighting and filming of windows, Multi-storey car park lighting, and upgrading of BEMS within operational buildings.															
<i>Comments:</i> Funding released by Cabinet on 1 December 2010. Projects now being developed to tender with likely starts on site summer 2011.															
E-Government	9.8	0.0	0.0	9.8	FF	9.8	5.6	9.8	0.0	0.0	0.0	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 - final invoice received February 2100.															
Electronic Service Delivery	120.1	0.0	0.0	120.1	FF	120.1	95.8	120.1	0.0	0.0	0.0	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 Q3 2010/11.															
Customer Service Centre Redesign	100.0	0.0	0.0	100.0	FF	100.0	0.0	100.0	0.0	0.0	0.0	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.															
ICT Strategy Development	668.6	(161.5)	0.0	507.1	FF	507.1	121.1	257.1	150.0	100.0	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> New capital investment															
<i>Comments:</i> Remaining budget committed to fund projects identified in the ICT Strategy 2010-13. Currently this will include technology enhancements in 2010/11 Q4, and 2011/12 Q1 and Q2. Also will be committed to fund the ICT Contract tendering project in partnership with other Essex authorities.															
TOTAL - CORPORATE MANAGEMENT	1,191.3	180.5	0.0	1,371.8		1,371.8	260.4	551.2	677.3	105.0	(38.3)	0.0	0.0	0.0	0.0

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- Dec 2010/11 £'000	10/11 £'000	11/12 £'000	12/13 £'000	Additional Funding Required £'000	Total £'000	10/11 £'000	11/12 £'000	12/13 £'000
Support for Parish Councils and Community Groups	174.2	0.0	0.0	174.2	FF	174.2	69.8	100.0	74.2	0.0	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.															
TOTAL - EMT	174.2	0.0	0.0	174.2		174.2	69.8	100.0	74.2	0.0	0.0	0.0	0.0	0.0	0.0
RESOURCE MANAGEMENT															
Financial Systems Migration	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	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.															
Site Disposal Costs	9.4	0.0	0.0	9.4	FF	9.4	15.7	24.4	16.0	0.0	31.0	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 2011/12. Restaurant site next to the new BP filling station is also being marketed. This account is now overspent and further funding will be required for marketing expenses and fees (estimated £31k).															
Moler Works Site	41.4	0.0	0.0	41.4	FF	41.4	0.0	0.0	41.4	0.0	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 2011/12 or later.															
TOTAL - RESOURCE MANAGEMENT	53.9	0.0	0.0	53.9		53.9	15.7	27.5	57.4	0.0	31.0	0.0	0.0	0.0	0.0

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-Dec 2010/11 £'000	10/11 £'000	11/12 £'000	12/13 £'000	Additional Funding Required £'000	Total £'000	10/11 £'000	11/12 £'000	12/13 £'000
STREET SERVICES															
PowerPerfor Voltage Optimisation Equipment	18.6	0.0	0.0	18.6	FF	18.6	14.8	14.8	0.0	0.0	(3.8)	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. Equipment installed at Crematorium, St Manys and St John's MSCP, Colchester Castle, Museum Resource Centre, Mile End Sports Pavilion, CLW and Colchester Town Hall.															
Flat Recycling Extension	10.3	0.0	0.0	10.3	FF	10.3	0.0	10.3	0.0	0.0	0.0	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 - £4,200 is being spent on the purchase of 90 360ltr flat recycling bins.															
Surface Water Early Actions	72.0	0.0	0.0	72.0	FF	72.0	66.4	72.0	0.0	0.0	0.0	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. Copford and Bergholt Road complete. Final scheme at Langham was due to be completed by the end of October.															
Upgrade of CCTV Equipment	14.8	0.0	0.0	110.8	PF	14.8	11.3	11.3	0.0	0.0	(3.5)	96.0	0.0	0.0	96.0
<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 paid.															
TOTAL- STREET SERVICES	115.7	0.0	0.0	211.7		115.7	92.5	108.4	0.0	0.0	(7.3)	96.0	0.0	0.0	96.0

Service / Scheme	New monies				Funded				Unfunded				
	Funded		Ext.		Total Funded Prog. £'000	Spend Apr-Dec 2010/11 £'000	10/11 £'000	11/12 £'000	12/13 £'000	Additional Funding Required £'000	10/11 £'000	11/12 £'000	12/13 £'000
	Prog. B/fwd £'000	CBC £'000	Funding £'000	Status									
ENVIRONMENTAL & PROTECTIVE SERVICES													
Heritage Fund - incl. Roman Walls	54.0	14.0	0.0	254.0	PF	68.0	21.6	68.0	0.0	0.0	0.0	170.0	16.0
<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 completed. 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 £655,000 of further repair will be required over the next few years. English Heritage have awarded a grant of £79,088 for the repairs at Middleborough/Balkerne Way. Securing this funding is however dependant on the council providing match funding, which should be £100k to cover this work and the other urgent repairs in Priory St, for which English Heritage are unable to provide grant aid.													
Heritage Fund - Castle Park Interpretation	43.3	0.0	0.0	43.3	FF	43.3	5.6	43.3	0.0	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 of the funding. - remaining money linked to the refurbishment of Colchester Castle Museum as this project includes heritage interpretation in the Castle Park.													
Contaminated Land	9.2	0.0	(9.2)	0.0	FF	0.0	0.0	0.0	0.0	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> The grant awarded by DEFRA is being repaid to DEFRA as the freeholder of the land has undertaken the works at their own expense and the Council's intervention was not required.													
Cemetery Extension	125.0	0.0	0.0	125.0	FF	125.0	0.0	125.0	0.0	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> Estates are currently in negotiations with MOD to try to secure an area of land adjacent to the current cemetery. These are ongoing and, if successful, 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.													
Replacement of Cremators	350.0	150.0	199.0	699.0	FF	699.0	200.8	699.0	0.0	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 and a decision has been made to purchase both units. The installation programme commenced recently and the first of the cremators has been installed, although it is not yet working. The predicted completion date for commissioning both cremators is April 2011.													
Roman Circus	76.0	0.0	0.0	76.0	FF	76.0	0.0	76.0	0.0	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 late 2011.													
Redevelopment of Castle Museum	580.3	0.0	304.0	984.3	PF	884.3	163.5	240.0	150.0	494.3	0.0	0.0	100.0
<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 April 2011. 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 on site in 2013. EU funding has been granted towards this project of £264,000.													
TOTAL - ENV & PROT SERVICES	1,237.8	164.0	493.8	2,181.6		1,895.6	391.5	1,126.3	275.0	494.3	0.0	170.0	116.0

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- Dec 2010/11 £'000	10/11 £'000	11/12 £'000	12/13 £'000	Additional Funding Required £'000	Total £'000	10/11 £'000	11/12 £'000	12/13 £'000
	Comments:														
STRATEGIC POLICY & REGENERATION															
Park & Ride	124.4	0.0	0.0	124.4	FF	124.4	0.0	0.0	124.4	0.0	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Costs of achieving a Colchester Park & Ride.															
<i>Comments:</i> The funding of £10.2m which was granted through CJF2 for the delivery of a new junction onto the A12 has resulted in J28 opening in December 2010. 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. ECC advise that planning will be submitted by 31st march 2011															
Community Stadium Pre-development	65.2	(50.0)	0.0	15.2	FF	15.2	0.0	15.2	0.0	0.0	0.0	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.															
Community Stadium - Build	45.1	(35.0)	0.0	10.1	FF	10.1	0.0	10.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Construction of new Community Stadium															
<i>Comments:</i> 2 years post Practical Completion and 25% of the retention is still being held pending the resolution of snagging matters. Condition 38 relating to flood lighting, has now been discharged. Although underspend showing, this is already committed.															
Cuckoo Farm	(3.0)	50.0	0.0	47.0	FF	47.0	0.0	10.0	37.0	0.0	0.0	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> Funding now committed and small overspend which possibly can be reduced through other related projects. The Landowners Agreement has been dissolved. £50K has been allocated from another account to fund the commencement of disposal of the 40 acre development site.															
B I C North	1,681.9	0.0	0.0	1,681.9	FF	1,681.9	1,243.2	1,681.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Business Incubator Units in North Colchester															
<i>Comments:</i> The project was completed on time and on budget. It was opened for business in January 2011. We are now seeking £1m RGF funding to carry out Phase 2 of the project.															
Hythe Station Environmental Improvements	65.1	0.0	(1.0)	64.1	FF	64.1	0.1	64.1	0.0	0.0	0.0	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 and completing painting of the lamp columns. An additional lamp column needs to be installed to meet Network Rail lighting requirements. It is planned that any surplus will be transferred to the new Transcoast project.															
King Edward Quay	44.8	0.0	1.0	45.8	FF	45.8	35.4	45.8	0.0	0.0	0.0	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. It is planned that any surplus will be transferred to the new Transcoast project.															

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-Dec 2010/11 £'000	10/11 £'000	11/12 £'000	12/13 £'000	Total £'000	10/11 £'000	11/12 £'000	12/13 £'000
St Botolphs Regeneration	809.3	145.0	0.0	954.3	FF	954.3	52.2	304.3	650.0	0.0	0.0	0.0	0.0	0.0
<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 (expected to go to Cabinet in March 2011) and agreed design for planning application (to follow in the summer 2011). 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.														
St Botolphs Public Realm	552.2	600.0	250.0	1,402.2	FF	1,402.2	236.8	408.5	993.7	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Public Realm Improvements (three phases now combined into a single line)														
<i>Comments:</i> Works to Priority complete. Discussions ongoing with the school and ECC in respect of Berryfield, but remain constructive. Final aspect of Phase 1 relates to land around VAF and scheme now at stage E design and tendered. Current programme works alongside that of the first site construction programme and should complete in August 2011. Haven Gateway Partnership are aware of this delay.														
Historic Town Centre Improvements	160.0	0.0	0.0	160.0	FF	160.0	0.0	0.0	160.0	0.0	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).														
Town Centre Improvements Phase 2	37.7	0.0	0.0	37.7	FF	37.7	13.4	37.7	0.0	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> 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.														
Town Centre Improvements Phase 3	0.0	0.0	550.0	550.0	FF	550.0	5.7	550.0	0.0	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 funding from HGP now confirmed.														
Creative Engagement Programme	43.0	0.0	0.0	43.0	FF	43.0	2.5	23.0	20.0	0.0	0.0	0.0	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.														
Public Realm	0.0	50.0	0.0	50.0	FF	50.0	18.1	50.0	0.0	0.0	0.0	0.0	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. Monies to be spent this financial year as works contracted.														

Service / Scheme	New monies					Funded					Unfunded							
	Funded		Ext.		Total Prog. £'000	Status	Total Funded Prog. £'000		Spend Apr-Dec 2010/11 £'000	10/11		11/12		12/13		Total £'000	Additional Funding Required £'000	
	Prog. B/fwd £'000	CBC £'000	Funding £'000	Funding £'000			10/11 £'000	11/12 £'000		12/13 £'000	10/11 £'000	11/12 £'000	12/13 £'000	10/11 £'000	11/12 £'000		12/13 £'000	
LIFE OPPORTUNITIES																		
Improving Life Opportunities	26.4	0.0	0.0	0.0	81.4	PF	26.4	0.0	0.0	0.0	26.4	0.0	0.0	0.0	55.0	0.0	0.0	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.																		
Hythe Community Centre	0.2	0.0	0.0	0.0	0.2	FF	0.2	0.0	0.0	0.0	0.2	0.0	0.0	0.0	(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.																		
Prory Street Community Hall	20.0	0.0	0.0	0.0	20.0	FF	20.0	20.0	20.1	20.0	20.0	0.0	0.0	0.0	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>																		
Works completed and monies spent.																		
Tiptree Community Centre S106	0.0	0.0	272.5	272.5	272.5	FF	272.5	0.0	0.0	272.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>																		
S106 scheme - contribution towards the construction of Tiptree Community Centre																		
<i>Comments:</i>																		
Main payment from F/COL/01/0375 section 106 agreement toward the construction of the new centre - payment made in February 2011. Further payments due to be made from other agreements.																		
Mandatory Disabled Facilities Grants	1,241.2	0.0	0.0	0.0	1,241.2	FF	1,241.2	348.0	600.0	600.0	641.2	0.0	0.0	0.0	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. As at 1st February we have committed a further £430,000.																		
Private Sector Renewals - Loans and Grants	914.8	0.0	0.0	0.0	914.8	FF	914.8	49.6	300.0	300.0	614.8	0.0	0.0	0.0	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. Publicity work to promote these loans has occurred and applications are currently being processed.																		
Colchester Leisure World - Fitness Pool LACM and Modernisation	(78.6)	0.0	0.0	0.0	(78.6)	FF	(78.6)	11.1	46.9	46.9	0.0	0.0	0.0	125.5	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>																		
Refurbishment of Fitness Pool building																		
<i>Comments:</i>																		
Works now complete. Final account to be issued early Feb 2011 indicating overspend of c£125k. The overspend is due largely to unforeseen works such as the discovery of asbestos within the existing roof structure.																		

Service / Scheme	New monies					Funded				Unfunded				
	Funded		Ext.		Total Funded Prog. £'000	Spend Apr- Dec 2010/11 £'000	10/11 £'000	11/12 £'000	12/13 £'000	Additional Funding Required £'000	Total £'000	10/11 £'000	11/12 £'000	12/13 £'000
	Prog. B/fwd £'000	CBC £'000	Funding £'000	Total Prog. £'000										
Old Heath MUGA Installation & Landscape Improvements	75.0	0.0	0.0	75.0	FF	75.0	54.3	75.0	0.0	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Works to recreation ground														
<i>Comments:</i> Work has been completed and site is open for use. Works include installation, soil testing, path works and white lining. Remaining budget to be spent on notice boards, link paths, seating and bins.														
Castle Park - Playground Refurbishment	118.7	0.0	130.0	248.7	FF	248.7	0.0	200.0	48.7	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Refurbishment of Playground														
<i>Comments:</i> Designs have been consulted on and clear Peoples favourite has emerged. Design has been agreed in principle with English Heritage and full SAM consent has been submitted. The £48k from DCFS Play builder programme for play provision for 8 - 13s has been reinstated. £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 funds has been sought from Spend Release forms issued to Ward members. Confirmed that planning approval is not required. SAM consent has been obtained. Work commenced on site Jan 2011. Play area due for completion March 2011. Further ancillary works to be completed in 1st qtr 2011/12. SAM consent applications have been submitted.														
Messing Village Hall Refurbishment S106	28.2	0.0	0.0	28.2	FF	28.2	0.0	28.2	0.0	0.0	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.														
St Leonard's Church Wall	43.6	0.0	0.0	43.6	FF	43.6	35.5	43.6	0.0	0.0	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.														
Repairs to walls of closed churchyards	75.0	0.0	0.0	75.0	FF	75.0	2.4	75.0	0.0	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i> Health & safety works to walls of closed churchyards.														
<i>Comments:</i> The St Peter's wall repairs have now all been completed (although not invoiced). Next stage is St James which will be done when the weather is more suitable next year.														
S106 Layer de la Haye tennis courts	0.0	0.0	14.0	14.0	FF	14.0	14.0	14.0	0.0	0.0	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. Work completed.														
Resource Centre - Highwoods Country Park	154.8	0.0	0.0	154.8	FF	154.8	1.7	0.0	154.8	0.0	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.														
Boada Skatebowl	8.6	0.0	23.3	31.9	FF	31.9	0.0	31.9	0.0	0.0	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. 2nd phase of improvements are being funded by £8,265 from Big Lottery Childrens Play Programme and £15,000 from CORY grant. Work at total cost of £24,700 is to install CCTV and lighting including new power supply installed by EDF.														

Service / Scheme	New monies					Funded				Unfunded						
	Funded Prog. B/fwd	CBC	Ext. Funding	Total Prog.	Status	Total Funded Prog.	Spend Apr-Dec 2010/11	10/11	11/12	12/13	Additional Funding Required	Total	10/11	11/12	12/13	
	£'000	£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Play Equipment - Highwoods Country Park	0.0	0.0	55.0	55.0	FF	55.0	0.0	55.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
<i>Description of Scheme:</i>																
Provision of children's interactive play elements within the Country Park. Funded externally by Playbuilder project and Section 106 Borough fund																
<i>Comments:</i>																
Work started on site January 2011. Completion February 2011.																
Castle Park Improvements	0.0	0.0	2.3	2.3	FF	2.3	0.0	2.3	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.																
TOTAL - LIFE OPPORTUNITIES	2,627.9	0.0	497.1	3,180.0		3,125.0	536.7	1,791.0	1,459.5	0.0	125.5	55.0	0.0	55.0	0.0	

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- Dec 2010/11 £'000	10/11 £'000	11/12 £'000	12/13 £'000	Additional Funding Required £'000	Total £'000	10/11 £'000	11/12 £'000	12/13 £'000
Computer Upgrade	0.8	0.0	0.0	0.8	FF	0.8	0.0	0.0	0.0	0.0	(0.8)	0.0	0.0	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.															
TOTAL - COMPLETED SCHEMES	45.7	0.0	0.0	45.7		45.7	0.0	6.5	0.0	0.0	(39.2)	0.0	0.0	0.0	0.0

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-Dec 2010/11 £'000	10/11 £'000	11/12 £'000	12/13 £'000	Additional Funding Required £'000	Total £'000	10/11 £'000	11/12 £'000	12/13 £'000
HOUSING REVENUE ACCOUNT															
Decent Homes & Upgrades	7,930.6	(429.7)	0.0	7,500.9	FF	7,500.9	2,099.8	4,665.7	2,835.2	0.0	0.0	0.0	0.0	0.0	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.															
Adaptations	583.0	0.0	0.0	583.0	FF	583.0	349.0	583.0	0.0	0.0	0.0	0.0	0.0	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.															
Housing ICT	357.4	(0.1)	0.0	357.3	FF	357.3	126.9	175.0	182.3	0.0	0.0	0.0	0.0	0.0	0.0
<i>Description of Scheme:</i>															
Improvements to Housing IT systems															
<i>Comments:</i>															
At this stage based on last years expenditure and the cost of the implementation of VDI estimated expenditure for 2010/11 will be £.175k. Of the £.175k set aside for VDI at CBH, £.112k has now been spent on this. Implementation in a phased process was due to commence at CBH on 15 November 2010.															
TOTAL - HRA	8,871.0	(429.8)	0.0	8,441.2		8,441.2	2,575.7	5,423.7	3,017.5	0.0	0.0	0.0	0.0	0.0	0.0
Note: The schemes above are funded from HRA resources only and therefore do not form part of the General Fund Capital Programme															



Finance and Audit Scrutiny Panel

Item
13

22 February 2011

Report of	Head of Resource Management	Author	Sean Plummer ☎ 282347
Title	Financial Monitoring Report – April to December 2010		
Wards affected	Not applicable		

The Panel is invited to review the financial performance of all General Fund services and the Housing Revenue Account for the first nine 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 nine 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 nine months to 31 December 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 £251k. The Housing Revenue Account forecast outturn position is an underspend of £176k.
- 3.3 The General Fund position, set out in more detail in the following paragraphs, remains primarily due to the unexpected and significant reduction in Government grant funding. As explained later in the report significant steps have been taken to mitigate this loss of revenue with savings being identified within all services.

4. General Fund – Position to 31 December 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 £1,047k (favourable). This comprises total expenditure being £2,027k lower than expected and less income than expected totalling £980k.

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 third review this year of the 10/11 budget position. The position at the second quarter indicated a potential net overspend of £1.035m. The current forecast outturn is a net overspend of £251k as summarised in the following table:-

	£'000	
Service budgets	(474)	See paras. 5.2 – 5.3 and Appendix C
Technical Items / Mitigating action	725	See paras. 5.4 – 5.9
Potential net overspend	251	

Service Budgets

5.2 The following table sets out the forecast outturn for all service areas with outturn variances. This shows a net forecast underspend of £474k. As requested at a previous Panel meeting the position is shown for expenditure and income budget separately.

Service	Forecast Outturn		
	Spend	Income	Net
	£'000	£'000	£'000
Corporate Management	(230)	79	(151)
Customer Service Centre	(58)		(58)
Executive Management Team	(32)	6	(26)
Environmental and Protective Services	(297)	248	(49)
Life Opportunities	(665)	408	(257)
Resource Management and CDC	(185)	23	(162)
Strategic Policy and Regeneration	(194)	(5)	(199)
Street Services	(166)	594	428
Total all services	(1,827)	1,353	(474)

5.3 Appendix C sets out details of all forecast variances against service budgets at the year-end totalling an underspend of £474k. The main changes from the previously reported

position are that services have reviewed all budgets and as a result have identified savings to offset the reductions in income.

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. As previously reported, the Government announced in June that all funding for these grants was being removed as part of the deficit reduction plan. This reduction in funding has therefore resulted in a cost pressure of £725k this year.
- 5.7. The budget included a corporate target of £315k in respect of salary savings. This reflects reduced spend arising from in year staff turnover or vacant posts. It can be regarded in simple terms as a vacancy factor. Rather than continue with a corporate target the budget has now been allocated within service areas to ensure that the budget forecast includes this sum. The budget forecast shown in this report therefore includes the salary target of £315k which has now been delivered by services.
- 5.8. 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
 - The combined impact on the net interest budget of low interest rates and negative cashflow factors such as reduced levels or delays to securing capital receipts.

Summary position and action proposed

- 5.9. The net forecast outturn shows a potential net overspend of £251k. This shows a significant improvement on the position reported in November and reflects identification of a number of savings by service areas.
- 5.10. The position shows that a large proportion of cost pressures within service areas such as reductions in income from car parking, planning, land charges and cemetery and crematorium have been offset by savings. The main factor that remains is the loss of Government grants.
- 5.11. A review of the balances position has been reported to Cabinet as part of the 2011/12 budget. This included the assumption that the general fund outturn position would be a net overspend of under £200k with a working figure used in the forecast balances position of £150k. Whilst the current forecast shown in this report is higher than this it is considered that the final outturn figure will be broadly close to the figure use for budget purposes. The final outturn will be reported to this Panel at the end of June

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 December 2010, the HRA is underspent by £643k compared to the budget for the same period. This is primarily due to higher expenditure on Employee costs of £56k; lower

expenditure on Premises costs (£381k), Supplies & Services costs (£123k) and Support service costs (£37k). Furthermore, we have received £120k more income than anticipated. 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 £176k. The main factors contributing to the variance to date are detailed in the following paragraphs.

- 6.2 The overspend on Employee costs has primarily arisen due to a higher amount of one-off severance costs, resulting from the Housing Fundamental Service Review, being charged to the HRA than anticipated. Consequently, there is a forecast outturn overspend of £60k on Employee costs.
- 6.3 Premises related costs are showing an underspend of £381k as at the end of December 2010. Overall, there is an underspend of £115k 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. There is an underspend of £132k on Grounds Maintenance budgets relating to the timing of expenditure, along with underspends of £94k on utility costs and £40k on Cleaning costs. A forecast outturn underspend of £100k is predicted for the year on Premises costs. This reflects the anticipated underspend arising from lower utility costs than assumed within the budget.
- 6.4 There is a general underspend across most Supplies and Services budget headings at the end of December. Support service costs are underspent by £37k at the end of December. The HRA receives recharges from a number of services and given the level of expenditure currently experienced within these areas as at December 2010, there is a resultant impact upon the HRA for recharges from these services.
- 6.5 There is a £120k over-recovery of income at the end of December 2010. This has primarily arisen due to the combination of less rental income being lost through void dwellings and garages, and more income from tenant's service charges and supporting people charges than budgeted. It is currently predicted that there will be an over-recovery of income of £136k 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.
- 6.6 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 2010/11 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 9 2010/11		Full Year Position					
		Annual Budget £'000	Projected Outturn £'000	Variance (fav) / adv £'000	Variance %		
Account Description	Budget to Period 9 £'000	Actual to Period 9 £'000	Variance (fav) / adv £'000	Annual Budget £'000	Projected Outturn £'000	Variance (fav) / adv £'000	Variance %
By Subjective Group							
Employees	21,390	20,717	(673)	28,423	27,934	(489)	(1.72%)
Premises Related	6,067	5,343	(724)	7,631	7,073	(558)	(7.31%)
Transport Related	1,388	1,407	19	1,669	1,671	2	0.12%
Supplies & Services	9,160	8,580	(580)	12,006	11,279	(727)	(6.06%)
Third Party Payments	1,561	1,507	(54)	1,814	1,855	41	2.26%
Transfer Payments	1,892	1,876	(16)	2,590	2,494	(96)	(3.71%)
Capital Financing Costs	-	1	1	100	100	-	-
Subtotal Expenditure	41,458	39,431	(2,027)	54,233	52,406	(1,827)	(3.37%)
Government Grant	(2,097)	(2,011)	86	(2,580)	(2,494)	86	(3.33%)
Other Grants & Reimbursements	(3,062)	(3,151)	(89)	(4,636)	(4,660)	(24)	0.52%
Customer & Client Receipts	(15,471)	(14,483)	988	(20,322)	(19,032)	1,291	(6.35%)
Income-Interest	(1)	(1)	-	(22)	(22)	-	-
Inter Account Transfers	(4)	(9)	(5)	(5)	(5)	-	-
Subtotal Income	(20,635)	(19,655)	980	(27,565)	(26,212)	1,353	(4.91%)
Total General Fund Services	20,823	19,776	(1,047)	26,668	26,194	(474)	(1.78%)
By Service Group							
Corporate & Democratic Core	218	217	(1)	356	350	(6)	(1.69%)
Executive Management Team	462	399	(63)	752	726	(26)	(3.46%)
Corporate Management	5,267	5,175	(92)	6,702	6,551	(151)	(2.25%)
Customer Service Centre	833	799	(34)	1,157	1,100	(58)	(5.01%)
Environmental & Protective Services	2,195	2,124	(71)	2,589	2,540	(49)	(1.89%)
Life Opportunities	4,245	3,727	(518)	5,708	5,452	(257)	(4.50%)
Resource Management	2,374	2,306	(68)	3,429	3,273	(156)	(4.55%)
Strategic Policy & Regeneration	2,746	2,471	(275)	3,452	3,253	(199)	(5.76%)
Street Services	2,483	2,558	75	2,523	2,951	428	16.96%
Subtotal General Fund Services	20,823	19,776	(1,047)	26,668	26,195	(474)	(1.78%)
Housing Revenue Account	(6,205)	(6,848)	(643)	(227)	(403)	(176)	77.53%

Budget Monitoring Report for All Services - Period 9 2010/11

Account Description	Democractic Core	EMT	Corporate Mgt	CSC	Env. & Protective	Life Opps	Resource Mgt.	Strategic Policy and Regen	Street	£'000	£'000	£'000	£'000	£'000	£'000	
EXPENDITURE																
EMPLOYEES																
Profiled Budget to Date	-	522	2,105	888	4,414	4,428	2,457	1,250	5,326							21,390
Actual to Date	-	530	2,071	860	4,290	4,168	2,478	1,186	5,134							20,717
Variance to Date	green	8	(34)	(28)	(124)	(260)	21	(64)	(192)							(673)
		green	green	green	amber	red	green	red	amber							amber
Annual Budget	-	708	2,775	1,188	5,858	5,812	3,299	1,673	7,110							28,423
Projected Outturn	-	716	2,742	1,151	5,785	5,650	3,270	1,633	6,988							27,935
Variance	-	8	(33)	(37)	(73)	(162)	(29)	(40)	(122)							(488)
PREMISES																
Profiled Budget to Date	-	-	1,223	-	654	2,837	232	79	1,042							6,067
Actual to Date	-	-	1,175	-	506	2,441	189	76	956							5,343
Variance to Date	green	-	(48)	-	(148)	(396)	(43)	(3)	(86)							(724)
		green	green	green	red	red	amber	green	red							red
Annual Budget	-	-	1,386	-	825	3,882	272	88	1,178							7,631
Projected Outturn	-	-	1,394	-	686	3,541	236	88	1,129							7,073
Variance	-	-	8	-	(139)	(342)	(36)	-	(50)							(558)
TRANSPORT																
Profiled Budget to Date	-	5	72	-	68	20	10	8	1,205							1,388
Actual to Date	-	2	27	-	79	14	9	10	1,266							1,407
Variance to Date	green	(3)	(45)	-	11	(6)	(1)	2	61							19
		amber	amber	green	amber	amber	amber	amber	red							green
Annual Budget	-	7	85	-	90	28	13	10	1,436							1,669
Projected Outturn	-	3	58	-	69	26	13	10	1,493							1,671
Variance	-	(4)	(27)	-	(21)	(2)	-	-	57							2
SUPPLIES & SERVICES																
Profiled Budget to Date	218	255	2,560	57	910	1,572	1,137	1,558	893							9,160
Actual to Date	217	217	2,569	52	842	1,410	1,081	1,361	831							8,580
Variance to Date	green	(1)	(38)	(5)	(68)	(162)	(56)	(197)	(62)							(580)
		amber	green	amber	red	red	amber	red	red							red
Annual Budget	356	697	3,366	97	1,104	1,975	1,362	1,936	1,113							12,006
Projected Outturn	350	661	3,188	77	1,040	1,857	1,299	1,782	1,025							11,279
Variance	(6)	(36)	(178)	(21)	(64)	(118)	(63)	(154)	(88)							(727)

Budget Monitoring Report for All Services - Period 9 2010/11

Account Description	Democractic Core		EMT	Corporate Mgt		CSC	Env. & Protective		Life Opps	Resource Mgt.	Strategic Policy and Regen		Street
	£'000	£'000		£'000	£'000		£'000	£'000			£'000	£'000	
THIRD PARTY													
Profilled Budget to Date	-	-	-	39	-	-	49	234	83	724	432	1,561	
Actual to Date	-	-	-	22	-	-	31	216	87	691	460	1,507	
Variance to Date	green	green	green	(17)	green	green	(18)	(18)	4	(33)	28	(54)	amber
Annual Budget	-	-	-	78	-	-	63	251	95	750	577	1,814	
Projected Outturn	-	-	-	78	-	-	63	249	101	750	614	1,855	
Variance	-	-	-	-	-	-	-	(2)	6	-	37	41	green
TRANSFER PAYMENTS													
Profilled Budget to Date	-	-	-	-	-	-	-	75	1,817	-	-	1,892	
Actual to Date	-	-	-	-	-	-	-	46	1,830	-	-	1,876	
Variance to Date	green	green	green	green	green	green	green	(29)	13	green	green	(16)	green
Annual Budget	-	-	-	-	-	-	-	100	2,490	-	-	2,590	
Projected Outturn	-	-	-	-	-	-	-	61	2,433	-	-	2,494	
Variance	-	-	-	-	-	-	-	(39)	(57)	-	-	(96)	green
CAPITAL FINANCING													
Profilled Budget to Date	-	-	-	-	-	-	-	-	-	-	-	-	
Actual to Date	-	-	-	1	-	-	-	-	-	-	-	1	
Variance to Date	green	green	green	amber	green	green	green	green	green	green	green	amber	
Annual Budget	-	-	-	-	-	-	-	-	100	-	-	100	
Projected Outturn	-	-	-	-	-	-	-	-	100	-	-	100	
Variance	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL EXPENDITURE													
Profilled Budget to Date	218	782	5,999	945	6,095	9,166	5,736	3,619	8,898	41,458			
Actual to Date	217	749	5,865	912	5,748	8,295	5,674	3,324	8,647	39,431			
Variance to Date	green	green	amber	(33)	(347)	(871)	(62)	(295)	(251)	(2,027)	amber		
Annual Budget	356	1,412	7,690	1,285	7,940	12,049	7,631	4,457	11,414	54,234			
Projected Outturn	350	1,380	7,460	1,228	7,643	11,384	7,452	4,263	11,248	52,408			
Variance	(6)	(32)	(230)	(58)	(297)	(665)	(179)	(194)	(166)	(1,826)	amber		

Budget Monitoring Report for All Services - Period 9 2010/11																			
Account Description	Democractic Core		EMT		Corporate Mgt		CSC		Env. & Protective		Life Opps		Resource Mgt.		Strategic Policy and Regen		Street		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
INCOME																			
GOVERNMENT GRANT																			
Profilled Budget to Date	-	-	-	-	-	-	-	-	(593)	(459)	(625)	(420)	-	(2,097)					
Actual to Date	-	-	-	-	-	-	-	(608)	(369)	(627)	(407)	-	-	(2,011)					
Variance to Date	green	green	green	green	green	green	green	(15)	90	(2)	13	green	green	86	amber				
Annual Budget	-	-	-	-	-	-	-	(870)	(451)	(829)	(430)	-	-	(2,580)					
Projected Outturn	-	-	-	-	-	-	-	(870)	(365)	(829)	(430)	-	-	(2,494)					
Variance	-	-	-	-	-	-	-	-	86	-	-	-	-	86					
OTHER GRANTS																			
Profilled Budget to Date	-	(320)	(14)	(94)	(817)	(494)	(31)	(73)	(1,219)	(3,062)									
Actual to Date	-	(351)	(50)	(95)	(814)	(478)	(31)	(75)	(1,257)	(3,151)									
Variance to Date	green	amber	amber	green	green	green	green	(2)	(38)	(89)	amber								
Annual Budget	-	(660)	(15)	(105)	(1,088)	(671)	(37)	(116)	(1,944)	(4,636)									
Projected Outturn	-	(654)	(49)	(105)	(1,088)	(682)	(42)	(116)	(1,924)	(4,660)									
Variance	-	6	(34)	-	-	(11)	(5)	-	20	(24)									
CUST & CLIENT RECPTS																			
Profilled Budget to Date	-	-	(718)	(18)	(2,490)	(3,968)	(2,706)	(379)	(5,192)	(15,471)									
Actual to Date	-	1	(640)	(18)	(2,202)	(3,721)	(2,710)	(370)	(4,823)	(14,483)									
Variance to Date	green	amber	red	green	red	red	green	green	green	red									
Annual Budget	-	-	(953)	(23)	(3,393)	(5,218)	(3,336)	(457)	(6,942)	(20,322)									
Projected Outturn	-	-	(840)	(23)	(3,145)	(4,886)	(3,308)	(462)	(6,368)	(19,032)									
Variance	-	-	113	-	248	333	28	(5)	574	1,291									
INCOME-INTEREST																			
Profilled Budget to Date	-	-	-	-	-	-	-	-	-	-	-	-	-	(1)					
Actual to Date	-	-	-	-	-	-	-	-	-	-	-	-	-	(1)					
Variance to Date	green	green	green	green	green	green	green	green	green	green	green	green	green	-					
Annual Budget	-	-	(20)	-	-	-	-	-	-	-	-	-	-	(22)					
Projected Outturn	-	-	(20)	-	-	-	-	-	-	-	-	-	-	(22)					
Variance	-	-	-	-	-	-	-	-	-	-	-	-	-	-					

Budget Monitoring Report for All Services - Period 9 2010/11																			
Account Description	Democractic Core		EMT		Corporate Mgt		CSC		Env. & Protective Opps		Life Opps		Resource Mgt.		Strategic Policy and Regen		Street		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
INTER ACCOUNT TRANS																			
Profiled Budget to Date	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(4)	(4)
Actual to Date	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(9)	(9)
Variance to Date	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(5)	(5)
Annual Budget	green	green	green	green	green	green	green	green	green	green	green	green	green	green	green	green	green	amber	amber
Projected Outturn	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(5)	(5)
Variance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(5)	(5)
TOTAL INCOME																			
Profiled Budget to Date	-	(320)	(732)	(112)	(3,900)	(4,921)	(3,362)	(873)	(6,415)	(20,635)									
Actual to Date	-	(350)	(690)	(113)	(3,624)	(4,568)	(3,368)	(853)	(6,089)	(19,655)									
Variance to Date	green	amber	amber	green	red	red	green	green	red	amber									
Annual Budget	-	(660)	(988)	(128)	(5,351)	(6,340)	(4,202)	(1,005)	(8,891)	(27,565)									
Projected Outturn	-	(654)	(909)	(128)	(5,103)	(5,932)	(4,179)	(1,010)	(8,297)	(26,212)									
Variance	-	6	79	-	248	408	23	(5)	594	1,353									
TOTAL NET																			
Profiled Budget to Date	218	462	5,267	833	2,195	4,245	2,374	2,746	2,483	20,823									
Actual to Date	217	399	5,175	799	2,124	3,727	2,306	2,471	2,558	19,776									
Variance to Date	(1)	(63)	(92)	(34)	(71)	(518)	(68)	(275)	75	(1,047)									
Annual Budget	green	red	amber	green	amber	red	amber	amber	red	red									
Projected Outturn	356	752	6,702	1,158	2,589	5,709	3,429	3,452	2,523	26,670									
Variance	350	726	6,551	1,100	2,540	5,452	3,273	3,253	2,951	26,196									
	(6)	(26)	(151)	(58)	(49)	(257)	(156)	(199)	428	(474)									

Forecast Outturn Variances

Service Area	Variance			Comment
	Spend £'000	Income £'000	Net £'000	
Corporate Management				
Head of Service / Policy and Projects	(27)		(27)	The largest forecast underspends identified relate to supplies and services costs, which include savings on Place Survey, Hub Licence and support.
Way We Work	43	(35)	8	Overspend on Ignite FSR costs largely offset by Improvement East and roundabout income.
Legal & Land Charges	(40)	100	60	Under-recovery of Land Charges & Legal income reflects continuing trend mitigated in part by reduction in staff costs and Northgate fees.
Democratic Services	(4)		(4)	There is a salary pressure of £25k, but this is offset by forecast underspends identified that mainly relate to training, transport costs, hospitality, entertainment and events, members allowance and postage.
Human Resources	(26)	(4)	(22)	Income from Health & Safety secondment to BDC reduced due to learning pool income now not expected. The largest forecast underspends identified relate to training, conference, management consultancy and postage.
Facilities	(71)	21	(50)	The largest forecast underspends identified relate to salaries and overtime, reduced cleaning contract, Town Hall repairs, furniture and transport costs. Vending income and functions income are both forecast to be below budget.
Communications	(19)	(3)	(22)	Forecast underspend relates to external printing due to the reduction in the number of editions of the Courier produced. Unbudgeted income from external advertising in the Courier.
ICT	(82)		(82)	The largest savings identified are from Serco charges, conference, software licences, computer maintenance, equipment purchase and management and consultancy.
CSC	(58)		(58)	Savings on salary costs, website management and uniforms
EMT	(32)	6	(26)	Savings identified from various budgets including hospitality, customer excellence, marketing, conferences and transport.

Service Area	Variance			Comment
	Spend £'000	Income £'000	Net £'000	
Life Opportunities				
Head of Service (Children & Young People)	(11)	0	(11)	£13k saving to be made on research budget offset by £2k of the service's vacancy factor
Housing & Communities	(184)	158	(26)	Variances across most budget headings, but primarily due to vacancies in the new FSR structure and less net B&B/Homelessness Initiatives expenditure.
Community Partnerships	(57)	2	(55)	Mainly salary savings including the ex-Community Partnerships manager post (saving shared with Housing).
Parks & Recreation	(88)	(33)	(121)	Various savings on Repairs and Maintenance and grounds work plus one-off income gains on Tree Maintenance; Castle Park, Community Landscapes and Allotments.
Sport & Leisure	(325)	281	(44)	The forecast reflects the continuing under-recovery of income in most areas of Sport & Leisure, including the early cessation of Free Swimming Grant in July 2010, although this has been partially offset by the re-introduction of charges. Measures have been taken to reduce expenditure where possible, including energy savings, and these are expected to help offset the lower income levels.
Resource Management & CDC				
Financial Management	(3)	(37)	(40)	Procurement Hub income through rebates more than budgeted and maternity leave saving.
Internal Audit	(15)		(15)	Retender of contract resulting in reduced Audit fees
Benefits Management	(3)		(3)	Reduced spend on printing within Assessment Team, reduced spend on conference and a small salary saving..
Collection & Control	(108)	7	(101)	Saving on bailiff contract, saving on employee costs especially Scanning, printing, postage, IT other, stationery. Changes to concessionary fares scheme resulting in a saving.
Local Taxation	(8)	(5)	(13)	Saving on bankruptcy, marketing and stationery costs.
Estates	(42)	58	16	Saving on NNDR, grounds mowing, repair & maintenance, legal and marketing. Extra miscellaneous income including Old Police Station offset by less income from Culver Centre.
CDC	(6)		(6)	Saving on audit commission fees and corporate subscriptions. Overspend on banking transaction fees.

Service Area	Variance			Comment
	Spend £'000	Income £'000	Net £'000	
Environmental & Protective				
Cemetery & Crematorium	(139)	60	(79)	Under-recovery of income due to fewer cremations. Savings identified to include energy, premises, water/sewage and reduced repair and renewal contributions.
Planning	(27)	177	150	Savings of £11k on Statutory Plan Advertising, £1k Overtime and £13k Car Allowances. Under-recovery of income (£177k) forecast due to the impact of economic climate on the number of planning applications.
Environmental	(38)	11	(27)	Savings in respect of vacant posts (Animal Control Officer and part time ASB Manager). Various savings across the service including pest control chemicals, clothing, uniforms, car allowances, hospitality, and publicity. Under-recovery of income from Housing Inspections (£3k) and Pest Control / Stray Dog Boarding (£8k)
PSU	(49)	0	(49)	Savings on vacant clerical assistant post (£7k) and training (£11k). £31k saving across the service on stationery, mileage, books, printing, IT equipment and general office costs.
Protective (excluding Cem & Crem)	(17)	0	(17)	General office savings offered by Protective Services.
Building Control	(27)	0	(27)	Vacant Building Control Surveyor post (part year), saving on mileage allowance
Strategic Policy & Regeneration				
Spatial Policy (HPDG)	(140)	(3)	(143)	£70k savings have been identified within two HPDG projects (Joint Spatial Policy work + Stanway Masterplan) plus £15k from the 20mph work which has been delayed. A further saving of £50k has been identified from reduced spend on the LDF (local development framework) examination.
Strategic Housing	(23)	0	(23)	£20k salary savings arising from timing of appointments to the new FSR structure. Further £3k savings found in Supplies & Services as part of the corporate savings exercise.
Head of Service	(2)	(2)	(4)	Savings to be made on IT plus external income from 'selling' expertise.
Enterprise	(19)	0	(19)	Publicity, publications and research savings identified.
Regeneration / Renaissance	(10)	0	(10)	Salary savings as a result of the communications post and the shared programme co-ordinator role between Regeneration and Housing.

Service Area	Variance			Comment
	Spend £'000	Income £'000	Net £'000	
Street Services				
Head of Service	44	0	44	The forecast overspend relates to FSR costs. Savings to offset this are shown within other parts of the service.
Waste Policy	(48)	0	(48)	The largest forecast underspends identified relate to employee costs, consultancy, printing and publicity within Strategic Waste Management.
Car Parking	19	497	516	It is currently estimated that car park and season ticket income could be £570k lower than budgeted. This may be partly mitigated by some additional income from NCP car parks and off street penalty charge notices income. The car park income budget is over £4m and therefore the potential variance represents a variance of c13%. Some forecast underspends have been identified relating to NDR charges following the closure of St Botolph's car park and revaluations of other sites, repairs and maintenance and equipment costs in car parks.
Recycling	(66)	29	(37)	Largest forecast underspends identified relate to Domestic Refuse being employee costs, materials and contractor payments with another large saving on the ECC tipping charge in Trade Refuse. These are partly offset by overspends on vehicle hire costs due to the age of the fleet. Recycling credits are estimated to be lower than budgeted but this is partly offset by higher than budgeted income for sales of materials and garden sacks.
Street Care	(136)	80	(56)	Largest forecast underspends identified relate to employee costs mainly in Street Cleansing and Street Care Management, NDR costs on the Market and Public Conveniences, deriv, equipment repair and maintenance costs across all of Street Care and specialist contractor payments for asbestos removal etc. Market income is estimated to be significantly lower than budget due to a delay in implementing the additional trading day, although there are some associated savings to offset this.
Community Operations	21	(12)	9	The majority of the forecast overspend is within Community Alarms due to the original budget assumptions. Steps to mitigate this are under review and underspends have been identified including saving on equipment costs within Community Alarms and Monitoring Centre and employee costs in Street Wardens and Monitoring Centre. Income is forecast to be over-recovered in relation to the Telehealth project.

Housing Revenue Account – Period 9

December 2010 Account Description	Current Period - December 2010			Forecast Year-End Position		
	Profiled Budget to Period 9 £'000	Actual to Period 9 £'000	Variance (under) / over £'000	Annual Budget £'000	Projected Outturn £'000	Variance (under) / over £'000
HRA - Direct & Non-Direct						
EXPENDITURE						
Employees	295	351	56	360	420	60
Premises Related	3,988	3,607	(381)	6,494	6,394	(100)
Transport Related	2	1	(1)	3	3	-
Supplies & Services	480	357	(123)	791	791	-
Third Party Payments	5,475	5,445	(30)	6,320	6,320	-
Transfer Payments	34	27	(7)	47	47	-
Support Services	2,375	2,338	(37)	3,074	3,074	-
Capital Financing Costs	-	-	-	9,612	9,612	-
TOTAL EXPENDITURE	12,649	12,126	(523)	26,701	26,661	(40)
INCOME						
Government Grant	(10)	(3)	7	(10)	(10)	-
Other Grants & Reimbursements	(91)	(93)	(2)	(144)	(144)	-
Customer & Client Receipts	(18,749)	(18,875)	(126)	(24,606)	(24,742)	(136)
Income-Interest	(4)	(3)	1	(15)	(15)	-
Inter Account Transfers	-	-	-	(2,153)	(2,153)	-
TOTAL INCOME	(18,854)	(18,974)	(120)	(26,928)	(27,064)	(136)
TOTAL NET - HRA	(6,205)	(6,848)	(643)	(227)	(403)	(176)



Finance and Audit Scrutiny Panel

Item
14

22 February 2011

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 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. Additional Item

- 3.1 Community Governance Review – Stanway Parish Council – 22 February 2011
- 3.2 Draft Cabinet report on 'Appointments to Outside Bodies' – reference to the meeting on 23 November 2010, AGS Action Plan – 29 March 2011

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

31 August 2010 Extra meeting

1. Call-in Proposed Travellers Site – Severalls Lane East

7 September 2010 Extra meeting

1. Call-in Highwoods Country Park Car park charging proposals

28 September 2010

1. 2010-11 Internal Audit Monitor, period April to June
2. Annual Statement of Accounts – Annual Governance Report (A&R)
3. Financial Regulations revised (A&R)
4. Colchester Visual Arts Facility – Audit Commission

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
4. Local Governance Review (Hd.of Corp.Management)(A&R)
5. Summary for Colchester Credit union – Update

23 November 2010

1. Annual Audit letter (AC)
2. Audit Commission Benefit Services Report (AC)
3. Annual Governance Statement (A&R)
4. 2010-11 Internal Audit Monitor, period April to September
5. 2010-11 Financial Monitor, period April to September
6. Decent Homes Programme – 6 monthly update

25 November 2010 (Extra meeting)

1. Call-in Revenue Grants to Town and Parish Councils

15 December 2011 Extra meeting

1. 2010-11 Capital Monitor
2. 2010-11 Treasury Management Monitor
3. Mayoralty Budget – TAFG report
4. Highway Verge Maintenance – PH Communities

25 January 2011

1. 2011-12 Budget Strategy
2. 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
4. Decent Homes Programme – quarter 3 update
5. Honorary Alderman (A&R)
6. Community Governance Review – Stanway (A&R)

29 March 2011

1. 2010-11 Internal Audit Monitor, period April to December
2. Annual Governance Statement briefing paper
3. Audit Opinion Plan (AC) (Christine Connolly)
4. Certificate of Claims and Returns (AC) (Christine Connolly)
5. International Financial Reporting Standards
6. Draft Cabinet report 'Appointment to Outside Bodies'

