

**Scrutiny Standing  
Panel Agenda**



**Finance and Performance Management Scrutiny Panel  
Tuesday, 18th September, 2012**

You are invited to attend the next meeting of **Finance and Performance Management Scrutiny Panel**, which will be held at:

**Council Chamber, Civic Offices, High Street, Epping  
on Tuesday, 18th September, 2012  
at 7.00 pm .**

**Derek Macnab  
Acting Chief Executive**

**Democratic Services  
Officer**

A Hendry - The Office of the Chief Executive  
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**Members:**

Councillors A Lion (Chairman), Ms S Watson (Vice-Chairman), G Chambers, T Church, C Finn, Mrs R Gadsby, J Hart, D Jacobs, Ms H Kane, H Mann and G Mohindra

**SUBSTITUTE NOMINATION DEADLINE:**

**18:00**

- 1. APOLOGIES FOR ABSENCE**
- 2. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)**

(Assistant to the Chief Executive) To report the appointment of any substitute members for the meeting.

- 3. DECLARATION OF INTERESTS**

(Assistant to the Chief Executive). To declare interests in any items on the agenda.

In considering whether to declare a personal or a prejudicial interest under the Code of Conduct, Overview & Scrutiny members are asked pay particular attention to paragraph 11 of the Code in addition to the more familiar requirements.

This requires the declaration of a personal and prejudicial interest in any matter before an OS Committee which relates to a decision of or action by another Committee or Sub Committee of the Council, a Joint Committee or Joint Sub Committee in which the

Council is involved and of which the Councillor is also a member.

Paragraph 11 does not refer to Cabinet decisions or attendance at an OS meeting purely for the purpose of answering questions or providing information on such a matter.

**4. MINUTES FROM THE LAST MEETING (Pages 3 - 10)**

To consider and agree the notes of the meeting held on 19 June 2012.

**5. TERMS OF REFERENCE / WORK PROGRAMME (Pages 11 - 16)**

(Chairman/Lead Officer) The Overview and Scrutiny Committee has agreed the Terms of Reference of this Panel and associated Work Programme. This is attached. The Panel are asked at each meeting to review both documents.

**6. ANALYSIS OF THE AUDIT COMMISSION'S VALUE FOR MONEY PROFILES (Pages 17 - 74)**

(Office of the Deputy Chief Executive) To consider the attached report.

**7. KEY PERFORMANCE INDICATORS 2012/13 - QUARTER 1 PERFORMANCE MONITORING (Pages 75 - 118)**

(Office of the Deputy Chief Executive) To consider the attached report.

**8. QUARTERLY FINANCIAL MONITORING REPORT (Pages 119 - 146)**

(Director of Finance and ICT) To consider the attached report.

**9. REPORTS TO BE MADE TO THE NEXT MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE**

To consider which reports are ready to be submitted to the Overview and Scrutiny Committee at its next meeting.

**10. FUTURE MEETINGS**

To consider the forward programme of meeting dates for the Panel. The remaining meeting dates for the coming year are:

20 November;

21 January 2013 (joint meeting with the Finance Cabinet Committee); and

12 March.

**EPPING FOREST DISTRICT COUNCIL  
NOTES OF A MEETING OF FINANCE AND PERFORMANCE MANAGEMENT SCRUTINY  
PANEL  
HELD ON TUESDAY, 19 JUNE 2012  
IN COUNCIL CHAMBER, CIVIC OFFICES, HIGH STREET, EPPING  
AT 7.00 - 8.19 PM**

|                               |   |
|-------------------------------|---|
| <b>Members Present:</b>       | A Lion (Chairman), , C Finn, Mrs R Gadsby, J Hart, D Jacobs, Ms H Kane, L Leonard and G Mohindra  |
| <b>Other members present:</b> | W Breare-Hall, D Stallan, Ms S Stavrou and C Whitbread  |
| <b>Apologies for Absence:</b> | G Chambers, T Church and H Mann   |
| <b>Officers Present</b>       | D Macnab (Acting Chief Executive), J Gilbert (Director of Environment and Street Scene), A Hall (Director of Housing), V Loftis (Market Research Consultation Officer), P Maginnis (Assistant Director (Human Resources)), N Richardson (Assistant Director (Development Control)), S Tautz (Performance Improvement Manager), M Tipping (Assistant Director (Facilities Management & Emergency Planning)) and A Hendry (Democratic Services Officer) |

**1. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)**

The Panel noted that Councillor L Leonard was substituting for Councillor H Mann.

**2. DECLARATION OF INTERESTS**

Pursuant to the Council Code for Members Conduct, Councillor H Kane declared a personal interest in agenda item 7, by virtue of working for an IT Company. She declared that her interests were not prejudicial and that she would remain for the discussion and consideration of the item.

**3. MINUTES FROM THE LAST MEETING**

The minutes of the previous meeting held on 20 March 2012 were agreed.

**4. TERMS OF REFERENCE / WORK PROGRAMME**

The Panel noted that the wording for their Terms of Reference had been updated to take into account the loss of the statutory standing of some performance indicators; the fact that there had been no annual conferences on public consultation; that the webcasting system was now considered to be part of the overall ICT systems; the reference to a Task and Finish Value for Money Panel be removed as it was no longer required; the reference to Local Area Agreements be removed as these were abolished in 2010/11; and the item on equality now reflected progress against the achievement of the Council's equality objectives for 2012/13 to 2015/16.

The Panel also noted their Work Programme for the year. The Chairman, Councillor Lion, asked the Panel to focus only on what they needed to look at and to dig down into the details only when an item needed deeper scrutiny.

## 5. CHANGE OF RUNNING ORDER TO THE AGENDA

The Panel noted and agreed to alter the running order of the agenda by taking agenda item 7 before item 6.

## 6. KEY PERFORMANCE INDICATORS - PERFORMANCE OUTTURN 2011/12

The Performance Improvement Manager, Mr S Tautz, introduced a report on the Council's outturn performance for 2011/12 in relation to the Key Performance Indicators (KPI) adopted for the year. The Panel noted that 66.6% of the performance targets had been achieved for 2011/12; the target was 70%. Detailed outturn (1 April 2011 to 31 March 2012) performance reports in respect of each of the KPIs for 2011/12 were attached to the report for information.

The Panel noted that it had been previously agreed that no further changes would be made to the KPIs for 2012/13. Members were advised that following the adoption of the Council's equality objectives for 2012/13 to 2015/16, it was planned that equality progress would in future be monitored and reported in line with the achievement of the objectives. In view of the broad scope of the equality objectives, it was no longer intended to report equality progress via KPI 01 (Equality Framework for Local Government) Equality progress would continue to be reported to the Scrutiny Panel, through an annual report in respect of the achievement of the equality objectives.

The Panel then went through the Quarter 4 indicators for last year. They noted that:

**Finance and ICT Quarterly KPIs:** The Panel noted that these consistently underachieving KPIs were largely due to the processes of the Council such as benefits and Council tax. Staff worked hard but there were a number of problems such as strains around staff and capacity, also there had been an increase in benefit claims during the year.

**Housing Quarterly KPIs:** It was noted that KPI 42 and 43 would be substantially improved now that Mears have their computer system in place and performance should be judged from 1<sup>st</sup> April onwards. Councillor Stallan reported that Mears would be giving a presentation to the Housing Scrutiny Panel on this new system.

It was noted that the KPI (47) on temporary accommodation was just a snapshot on a particular day. It would be better to take a figure on the last day of each quarter and divide by 4. This was still a crude measurement but better than the one at present. It should also be noted that homeless numbers were increasing and this should be monitored closely.

**Corporate Support Services Annual KPIs:** It was noted that KPI 12 had just missed its target by 0.7% due to 5 vacant properties. Two of which had now been let, two were under negotiation with prospective clients. The fifth property was a difficult to let annex to one of the hangers at North Weald Airfield which had been vacant for some time. A long term view as to its marketability would have to be taken.

The Panel discussed the adoption of a corporate target for achievement of improvement against the KPIs for 2012/13 and agreed it should stay at 70%.

**RESOLVED:**

- (1) That, outturn performance for the Council's Key Performance Indicators for 2011/12 be noted;
- (2) That the following be recommended to the Finance and Performance Management Cabinet Committee:
  - (a) That KPI 01 (Equality Framework for Local Government) be deleted from 2012/13;
  - (b) That from 2012/13, KPI 47 (Households in Temporary Accommodation) be revised as indicated in the report using an average from figures taken at the end of each quarter;
  - (c) That adoption of the performance targets for individual KPIs for 2012/13 as set out in the report (with the exception of KPI 52 and KPI 53) be agreed; and
  - (d) That a corporate target of 70% be agreed for the achievement of improvement against the KPIs for 2012/13.

**7. PERFORMANCE INDICATOR MEASURE AND TARGET FOR KPI 51, KPI 52 AND KPI 53**

The Assistant Director Development Control, Nigel Richardson, introduced the report on the Key Performance Indicator measures and target for KPI 51, KPI 52 and KPI 53, seeking some changes to their measurement and target for 2012/13. It was noted that the move from a three to a four week area planning committee cycle had negatively impacted on the turnaround performance of planning applications in respect of minor category types (KPI 52 and KPI 53) for 2011/12. KPI 51 (Major application) should remain unchanged.

The Panel were sympathetic to the problems caused by the shift from a three week to a four week cycle and agreed that the proposed changes seemed sensible.

Councillor Mohindra asked whether it would still be feasible to compare against previous quarters. Mr Richardson confirmed that this would be possible.

**RESOLVED:**

The Panel recommended to the Finance and Performance Management Cabinet Committee:

- (1) That the following performance measure be agreed:
  - a) KPI 51: Major Applications – the means of measuring remains unchanged.
  - b) KPI 52: Minor Planning Applications – Delegated Decisions only
  - c) KPI 53: Other Planning Applications – Delegated Decisions only
- (2) That the following performance target for 2012-13 be agreed:
  - a) KPI 51: Major Planning Applications – 81%
  - b) KPI 52: Minor Planning Applications (Delegated) – 89%
  - c) KPI 53: Other Planning Applications (Delegated) – 94%

## 8. EQUALITY AND DIVERSITY - PROGRESS REPORT 2011/12

The Performance Improvement Manager, Mr S Tautz, introduced a report on the Council's progress in relation to a range of equality requirements and initiatives during 2011/12.

Members noted that the introduction of the Equality Act 2010 had placed a general duty on the Council to consider a range of people characteristics when planning and delivering services. The characteristics are referred to as 'protected characteristics' and are:

- Age;
- Civil Partnership;
- Disability;
- Faith or belief;
- Gender;
- Gender reassignment;
- Pregnancy and maternity;
- Race; and
- Sexual orientation.

The Council's general duty, also known as the Public Sector Equality Duty, requires 'due regard' to be taken when exercising Council functions. 'Due regard' means consciously thinking about the need to do the things set out in the general equality duty as an integral part of the provision of services.

Officers are currently developing an action plan for the achievement of these objectives. However, there were difficulties in interpreting what was wanted by government.

To help the Council the Corporate Equality Working Group was established in May 2009, to provide input and support to develop and implement the Council's approach to equality. A review of the operation of the Working Group was undertaken in January 2011, in light of almost two years experience, and a number of matters have been taken forward to focus the work of the Working Group, including the development of an annual work programme.

In March 2011, the Cabinet agreed an Equality Scheme for the four years from 2012/13 to 2015/16, which set out the Council's responsibilities under the Equality Act together with its equality plans and information.

The Equality Scheme included a set of Equality Objectives selected to help the Council meet one of more aims of the general duty and help bring about positive improvements to the Council's service design and delivery. The Equality Objectives had been the subject of public consultation in January 2012 and would form the focus of the Council's equality related work for the next four years when a new set of equality objectives are required to be set. The Equality Objectives were:

- (a) To develop existing customer and employee intelligence gathering systems and the use of the intelligence gathered in service planning;
- (b) To ensure ownership of equality by those in a position to shape services e.g. Members and Managers;
- (c) To develop engagement across all the protected equality groups; and

- (d) To ensure a culture, systems and working practices which allow for the development of a senior management profile representative of the Council workforce as a whole.

An action plan for the achievement of the equality objectives was currently being developed by the Corporate Equality Working Group.

The Public Sector Equality Duty also required the Council to publish information to show how it was complying with its equality duties and the progress it has made with its equality work. In January 2012, the Council produced and published on its website, an Equality Information Report providing an illustration of what the Council has achieved in recent years, including projects, activities and achievements across all of its service areas. This report was to be updated annually from January 2013. During the last year, the Council had undertaken a range of engagement opportunities to increase awareness of equality issues, and to inform the development of the equality objectives.

The Scrutiny Panel also considered the Council's progress against the Equality Framework for Local Government having regard to its earlier decision that performance against the framework not be continued as a Key Performance indicator from 2012/13.

**RESOLVED:**

- (1) That progress in relation to a range of equality requirements and initiatives for 2012/13, be noted; and
- (2) That the Council's outturn performance for 2011/12, in relation to the Equality Framework for Local Government be noted.

**9. CONSULTATION PLAN 2012/13 AND REGISTER 2011/12**

The Market Research and Consultation Officer, Val Loftis, introduced the report on the Consultation Plan 2012/13 and Register 2011/12.

The Panel noted that the duty to involve was repealed by the Coalition Government in 2011. This duty provided that local authorities sought to ensure local people had greater opportunities to influence decision making and provided for consultation and involvement of representatives of local people across all council functions. In its stead, the Government introduced minimal, light touch Best Value statutory guidance.

The general duty of Best Value is provided for under Section 3 of the Local Government Act 1999; the relevant provision for best value is:

"The general duty: A best value authority must make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness."

It was noted that in order to meet the general duty and traditionally to follow best practice, every year a list of all consultation planned and carried out by the Council was published on the website and brought to the attention of this Scrutiny Panel.

All consultation and engagement exercises undertaken by and on behalf of the Council were required to comply with the provisions of the Council's Public Consultation and Engagement Strategy.

The Panel noted the Consultation Plan for 2012/13 and that a list of planned consultation exercises was also available on the Council's website.

Asked about the cost of the private sector house condition survey and if the cost was compatible with other districts, the Director of Housing said that the reason it was on the high side was because they had to go and physically inspect the properties. This was done every 4 to 5 years and it was a statutory condition to assess the condition of the housing stock but it was discretionary that a survey was undertaken. The work was undertaken under a competitive tender process.

**RESOLVED:**

That the Panel noted the Consultation Plan for 2012/13 setting out those issues on which public consultation was to be undertaken during the municipal year and those consultation exercises completed during 2011/12.

**10. SICKNESS ABSENCES**

The Assistant Director (Human Resources), Paula Maginnis, introduced the sick absence figures for quarter 4 and the outturn figures for 2011/12. The Panel noted that the Council had met their target for last year; the target was 7.75 days per employee and the actual figure achieved was 7.58. This target has now been reduced to 7.5 days for this year.

Ms Maginnis amended some figures for Table 4, the last four figures in the column for 'total number of days' should have read 142.9 instead of 133.4; 11.1 instead of 55.9; 134.7 instead of 168.3; and 6 instead of 13.9.

Councillor Mohindra was pleased that our sick absence policy was taking affect and working. Councillor Jacobs noted that although some directorates had improved others had not. He also noted that with the new figures reported for table 4 this should give a better forward projection. Ms Maginnis replied that they had to use a particular formula to work out the averages and this could be put in their next report.

Councillor Stallan noted that cases of diabetes were on the rise and this would affect the numbers for heart and blood pressure absences. This had been noted in the report.

Councillor Whitbread commented that 65.8% of staff had had no sick absence at all in the last 12 months and that this was worthy of notice.

Councillor Lion wanted to know how the Council helped staff stay healthy and was told that SLM advertised various schemes such as a running club and walking at lunchtime; the council also encouraged cycling to work and enabled staff to have flu vaccinations every year.

**RESOLVED:**

That the report on sickness absence for 2011/12 be noted.



**11. PROVISIONAL REVENUE OUTTURN 2011/12**

The Assistant Director of Finance, Peter Maddock, introduced the report, Provisional Revenue Outturn 2011/12. This provided an overall summary of the revenue outturn for the financial year 2011/12.

The Panel noted that the net expenditure for 2011/12 totalled £15.165 million which was £517,000 (3.4%) below the original estimate. The original in year CSB savings figure of £1,408,000 became an in year savings figure of £1,750,000. They also noted that the money put aside to cover the potential claims for asbestos liability would come from the Housing Revenue Account.

**RESOLVED:**

- (1) That the overall 2011/12 revenue out-turn for the General Fund and Housing Revenue Accounts (HRA) be noted; and
- (2) That as detailed in Appendix D of the report, the carry forward of £446,000 District Development Fund expenditure is also noted.

**12. PROVISIONAL CAPITAL OUTTURN 2011/12**

The Assistant Director of Finance, Peter Maddock, introduced the report Provisional Capital Outturn 2011/12 in terms of expenditure and financing and comparing the provisional outturn figures with the revised estimates.

The Panel noted that the overall position in 2011/12 was that a total of £9,563,000 was spent on capital schemes, compared to a revised estimate of £12,329,000. This represents an underspend of £2,766,000 or 22% of the Council's revised capital budget. Expenditure on General Fund projects totalled £3,943,000, which was £1,360,000 or 26% less than anticipated, and expenditure on the Housing Revenue Account (HRA) totalled £5,620,000, which was £1,406,000 or 20% less than anticipated.

There were three schemes which were underspent by more than £100,000 within the General Fund. The largest underspend of £495,000 related to the new All Weather Pitch at Waltham Abbey. This project was delayed because of planning issues raised by the Environment Agency. At their request, additional surveys had been undertaken and a decision regarding the outcome was expected during June 2012. If planning permission was subsequently granted, construction work will commence in July and it was anticipated that the pitch would take 16 weeks to complete. Members were requested to approve a carry forward to 2012/13 equivalent to the full underspend to allow for the delay. A re-evaluation of estimated costs will be undertaken and it may be necessary to request additional funding.

The outturn on the HRA was 20% under the revised budget overall and Appendix 3 of the report showed where savings were achieved and which areas of work experienced slippage. It also showed one overspend and areas of work where the programme is ahead of target.

Members were requested to approve the savings, overspend, carry forwards and brought forwards referred to in the report on the schemes identified in appendices 2

and 3. The total carry forward requested was £1,368,000 on the General Fund and £1,429,000 on the HRA. Members were also requested to retrospectively approve the brought forwards of £45,000 and £103,000 on the General Fund and HRA respectively. These were retrospective because they could only be identified after the event.

**RESOLVED:**

- (1) That the provisional outturn report for 2011/12 be noted;
- (2) That retrospective approval for the over and underspends in 2011/12 on certain capital schemes as identified in the report be recommended to Cabinet;
- (3) That approval for the carry forward of unspent capital estimates into 2012/13 relating to schemes on which slippage had occurred be recommended to Cabinet; and
- (4) That retrospective approval for changes to the funding of the capital programme in 2011/12 be recommended to Cabinet.

**13. REPORTS TO BE MADE TO THE NEXT MEETING OF THE OVERVIEW AND SCRUTINY COMMITTEE**

To report back to the Overview and Scrutiny Committee with a general update on the reports considered at this meeting and specifically the proposed changes to the Terms of Reference.

**14. FUTURE MEETINGS**

The dates for the future meetings of this Panel were noted.

## TERMS OF REFERENCE - STANDING PANEL

**Title:** Finance and Performance Management

**Status:** Standing Panel

**Terms of Reference:**

**Performance Management**

1. To review Key Performance Indicator (KPI) outturn results for the previous year, at the commencement of each municipal year;
2. To identify on an annual basis, subject to the concurrence of the Finance and Performance Management Cabinet Committee:
  - (a) a basket of KPIs important to the improvement of the Council's services and the achievement of its key objectives; and
  - (b) the performance targets and monitoring frequency of the KPIs for each year;
3. To review performance against the adopted KPIs on a quarterly basis throughout each year, and to make recommendations for corrective action in relation to areas of slippage or under performance;

**Public Consultation and Engagement**

4. To develop arrangements as required, for the Council to directly engage local communities in shaping the future direction of its services, to ensure that they are responsive to local need;
5. To annually review details of the consultation and engagement exercises undertaken by the Council over the previous year;

**Finance**

6. To consider the draft portfolio budgets for each year, and to evaluate and rank proposals for enhancing or reducing services where necessary, whilst ensuring consistency between policy objectives and financial demands;
7. To review key areas of income and expenditure for each portfolio on a quarterly basis throughout the year;

**Information and Communications Technology**

8. To monitor and review progress on the implementation of all major ICT systems;

**Value For Money**

9. To consider a regular analysis of the Council's comparative value for money 'performance', and to recommend as required to the Finance and Performance Management Cabinet Committee, in respect of areas where further detailed

investigation may be required; and

**Equality**

10. To annually review the achievement of the Council's equality objectives for 2012/13 to 2015/16, and progress in relation to other equality issues and initiatives.

**Chairman: Cllr A Lion**

## Finance and Performance Management Standing Panel (Chairman – Cllr A Lion)

### 2012/13

| Item  | Report Deadline / Priority   | Progress / Comments   | Programme of Future Meetings   |
|---|--|---|--|
| (1) Key Performance Indicators – Performance Outturn 2011/12              | Outturn KPI performance report to be considered at the first meeting of the Scrutiny Panel in each municipal year. | <b>Completed</b> - KPI outturn report for 2011/12 to be considered at the meeting in June 2012.   | 19 June 2012<br>18 September<br>20 November<br>21 January 2013 – jointly with Fin. Cab. Cttee; and<br>12 March |
| (2) Key Performance Indicators – Performance Monitoring 2012/13           | KPI performance report to be considered on a quarterly basis.  | Quarterly KPI performance report for 2012/13 to be considered at the meetings to be held in September 2012 (quarter 1), November 2012 (quarter 2) and March 2013 (quarter 3). |  |
| (3) Key Performance Indicators – Development of indicator set for 2013/14 | Draft indicator set to be considered on the basis of third quarter KPI performance for 2012/13.                    | KPI proposals to be considered at the meeting to be held in March 2013.   |  |
| (4) Quarterly Financial Monitoring  | Reports to be considered on a quarterly basis.   | First quarter Information to be considered September 12, 2 <sup>nd</sup> quarter in November 12 and 3 <sup>rd</sup> quarter figures at the March '13 meeting.                 |  |

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|---|---|---|
| (5) Annual Consultation Plan  | Report considered on an annual basis. Report went to the June '12 meeting.                    | <b>Completed</b> - Consultation Plan considered at first meeting of each municipal year. Report last went to the June 2012 meeting.                       |
| (6) Detailed Portfolio Budgets  | Had been last considered at the January 2012 meeting of the Cabinet Finance Committee.        | Considered at the January '12 of the Cabinet Finance Committee - Annual review of the Portfolio Holders Budgets. To go again to the January 2013 meeting. |
| (7) Medium Term Financial Strategy                                      | To go to the January 2013 meeting   | To review the Council's medium term financial strategy January 2013   |
| (8) Equality and Diversity - Monitoring and Progress                    | Progress report considered at the first meeting of the Scrutiny Panel in each municipal year. | <b>Completed</b> - Progress report for 2011/12 to be considered at the meeting to be held on 19 June 2012.  |
| (9) Capital Outturn 2011/12 and use of transitional relief in 200911/12 | For the June '12 meeting  | <b>Completed</b> - Last considered at the June 2011 meeting   |
| (10) Provisional revenue Outturn 2011/12                                | For the June '12 meeting  | <b>Completed</b> - Last considered at the June 2011 meeting   |
| (11) Fees and Charges   | For the November 12 meeting.  | Last considered at the November 2011 meeting  |
| (12) Sickness Absences  | Quarterly reports   | Quarterly figures of the Council's sickness absence figures. Last considered at the March 2012 meetings.  |

|  |                |   |  |
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| (13) Value for Money and Data Quality Strategies | September 2012 | Last went to the September 2011 meeting. Progress made against the Council's VFM and Data Quality Strategy. |  |
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### **Report to: Finance and Performance Management Scrutiny Panel**

**Date of Meeting: 18 September 2012**

**Portfolio:** Finance and ICT

**Subject:** Analysis of the Audit Commission's Value For Money Profiles

**Officer contact for further information:** M. Warr (01992 564472)

**Democratic Services Officer:** A. Hendry (01992 564246)

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#### **Recommendations/Decisions Required:**

That the panel note the content of the attached report and appendix detailing the Audit Commission's Value For Money Profiles for all Essex Authorities and the CIPFA Nearest Neighbour Authorities of the Council, and determine any further action, analysis, investigation or discussion considered appropriate.

#### **Executive Summary:**

The Value For Money analysis is intended to act in the first instance as a one-stop point of reference for much of the data contained in the 2010/11 version of the Audit Commission's Value For Money Profile Tool. Its primary purpose thereafter is to allow officers and members to identify any Value For Money indicators or issues which they consider appropriate for further in-depth consideration and review. Despite a number of concerns around the comparability of all the data it is a useful pointer as to how the Council compares with its geographical and statistical neighbours and allows the Council to focus its value for money work on particular areas of concern. A number of key areas have been highlighted within this covering report.

#### **Reasons for Proposed Decision:**

Epping Forest District Council is committed to delivering excellent services that meet the needs of its residents and customers. The Council has a corporate responsibility to achieve value for money in its operations and the Council must be able to show that its costs compare well with others, reflect priorities and policy decisions and that they are commensurate with service delivery, performance and the outcomes achieved.

The recent Audit Commission report ('Tough Times') recommended that councils use the Audit Commission's 'Value for Money Profile' tool to see how they compare to the national picture set out in the report, to identify councils facing similar challenges, and to learn from the approach of other councils.

#### **Other Options for Action:**

No other options for action are considered relevant at this juncture.

## **Report:**

1. The Corporate Governance Group and Management Board have considered a report of the Audit Commission ('Tough Times'), which assesses the response of local authorities to the current challenging financial climate. The report looks at the impact on councils of a real terms reduction of £3.5 billion in government funding; and a £1.2 billion fall in local income from council tax and fees and charges. The report recommends that councils use the Audit Commission's 'Value for Money Profile' tool to see how they compare to the national picture set out in the report, to identify councils facing similar challenges, and to learn from the approach of other councils.
2. The Commission's Value for Money Profile has previously been used by the Council to undertake value for money analysis.
3. Whilst not all of the available Audit Commission data is presented within this document (for instance, a large amount of data around the budgetary plans of the authorities have been left out), there is considerable data included. In an attempt to make the document more useful, the VFM indicators have been thematically linked where possible and technical notes have been included throughout each section to explain where each data set has been drawn from.
4. With previous VFM exercises a lack of contextual data to inform the basic VFM data has been raised as an issue. To this end, and accepting that further contextual data may be relevant in subsequent detailed analysis, some contextual data including performance figures have been downloaded from the profile tool and are included in this document. Additional comments are made within this covering report in relation to particular VFM indicators and their relevance to a number of Key Performance Indicators (KPI).

## **Data Anomalies**

5. As in previous VFM exercises it is apparent that there are anomalies within some of the datasets e.g. councils with zero expenditure on recycling; councils with a negative or zero spend on back office services. Whilst these councils do appear out of step with the majority and this could call into question the overall accuracy of the data sets, it should be noted that each set of figures is drawn from the same source for each council and it is more likely to be an issue with the way a particular council accounts for that particular expense or income rather than any issue with the Audit Commission data.
6. Examination of the Revenue Outturn data that underlies many of the indicators has already highlighted some variations in approaches to accounting such as the way in which different councils classify their housing service income, fees and charges. In respect of EFDC, the figure for 2010/11 should be £471,000 which only covers Housing General Fund Fees and Charges.
7. It may be appropriate to exclude such outliers from further detailed analysis and concentrate on those which appear to more closely match the expected pattern. However, closer examination of the Revenue Outturn figures for these outliers may subsequently explain the figures reported and may offer the opportunity to identify alternative examples of good practice which could inform future work and approaches for the Council.

## Value For Money Indicators and KPI Performance

### Housing

8. EFDC's figure for " % of rent collected for LA owned housing in 2010/11 " is incorrect. It should be 98.14% and not 96.5%.

9. It is interesting to note that 7 out of the 9 stock-holding councils in Essex still have non-decent Council homes (in the case of Basildon and Southend – 51% and 40% respectively). Only EFDC and Thurrock have 0% decent homes. As members will be aware, the Council has recently agreed to spend around 50% per annum more on maintaining its housing stock, using the additional resources made available by HRA self financing, which will enable the Council's housing stock to be maintained to a full, modern standard.

10. Audit Commission good practice advocates that at least 60%-70% of spend on housing maintenance should be planned, and no more than 40% of spend responsive. It can be seen that EFDC has the best ratio of expenditure across Essex and the Nearest Neighbour Group, at 66%:34%.

11. EFDC's spend on homelessness is the 3rd lowest in Essex, at £3.01 per head.

### Benefits

12. The data as presented in the Audit Commission tool needs a little manipulation to make it more useful. As districts will have very different percentages of their populations making benefit claims to provide a cost per head of population is not very useful. However, if the total spend on administering council tax benefit and housing benefit is taken and divided by the total caseload a more meaningful comparison of cost per claim can be obtained.

13. Taking the cost per claim figure mentioned above gives a range for the fourteen Essex authorities from £99.06 (Tendring) to £224.51 (Chelmsford), with the EFDC cost of £201.05 being the fourth most expensive. For the nearest neighbour grouping of fifteen the range runs from £139.85 (Broxbourne) to £370.42 (Mid Sussex), with EFDC being the fifth most expensive. In the cost data Tendring is an outlier, being more than £30 per claim cheaper than any other Essex authority and more than £40 cheaper than any of the EFDC nearest neighbour group.

14. In terms of performance the comments below exclude Brentwood and Tendring as the new claims performance stated of six days is not credible, being half the time taken by the next best performing authority. For the remaining Essex authorities performance on new claims runs from twelve days (Southend) to thirty-one days (Rochford), with the EFDC performance of nineteen days giving a joint seventh quickest out of twelve. The performance on processing changes of circumstances is better with EFDC coming in joint fourth. For the nearest neighbour group the range on new claims runs from 13 days (Tunbridge Wells) to 30 days (Sevenoaks), with EFDC coming joint seventh of the fourteen. Again performance is better on changes of circumstance where EFDC comes joint sixth.

15. The cost and performance elements for EFDC are broadly consistent when compared to both Essex and nearest neighbour groupings. In Essex, whilst being the fourth most

expensive, performance on changes of circumstance is joint fourth. On new claims the performance is joint seventh at 19 days but the joint fourth placed authorities are only slightly better at 17 days. For the nearest neighbours group, whilst being the fifth most expensive, performance on change of circumstances is joint sixth (with the joint fourth placed authorities being only one day better).

### **Local Taxation**

16. Unfortunately the cost data for local taxation does not look reliable. In isolation the council tax costs look odd as the amount per chargeable dwelling varies from £4.98 (Basildon) to £22.94 (Maldon). If this is combined with the spend per non-domestic dwelling there appears to be some issues on inconsistent cost allocation between the two activities. The two most expensive authorities for NNDR collection (Brentwood £140.50 and Basildon £91.40) are the two cheapest for Council Tax. The NNDR costs also look odd in their own right with a range per property from -£33.80 to £140.50.

17. Whilst there needs to be some caution in cost comparison it is true that Local Taxation has relatively high costs. This is an issue that has been explored previously through benchmarking and one of the areas where the Council was relatively expensive was the cashiering service. Many Council's have reduced or completely stopped providing cash offices whilst EFDC has continued to run three cash offices. This service was reviewed last year and Members decided to close the least used cash office, Waltham Abbey, and provide an automated payment facility in the town's library instead. The savings from this decision will start to reduce the costs of the service during 2012/13.

### **Value For Money Indicators and the Review of Income Generation at the Council**

18. Previously the Regional Improvement and Efficiency Partnership paid for one of their contracted consultants, PriceWaterhouseCoopers, to undertake a study on Revenue Income Optimisation (RIO). This study was reported to the Finance & Performance Management Cabinet Committee on 21 November 2011. The study highlighted that relative to many other authorities EFDC recovered a lower proportion of its costs through fees and charges and in some areas had charges much lower than other councils.

19. The findings from the RIO study are supported by this latest comparison work. Income from sales, fees and charges as a percentage of total spend is only 7.35% for EFDC, which compares with a range from 7.84% (Braintree) to 25.95% (Chelmsford) for Essex authorities. If the comparison is done with nearest neighbours relative performance is even worse as the percentage ranges from 14.59% (Dacorum) to 34.72% (East Hants).

20. Following the RIO study, Members decided additional work should be undertaken on parking charges. This work is currently being undertaken and the results should help inform a review of this key area of income where charges have been frozen for an extended period.

21. The panel is requested to consider the value for money analysis and determine any further action or investigation required.

**Resource Implications:**

None. Any further work to investigate the Audit Commission Value For Money profiles and the data contained therein will be managed within existing resources.

**Legal and Governance Implications:** None. All data contained within the Value For Money analysis is publicly available.

**Safer, Cleaner and Greener Implications:** None

**Consultation Undertaken:** The Value For Money analysis has previously been submitted to Management Board and the Finance and Performance Management Cabinet Committee for examination.

**Background Papers:**

All supporting data for the Value For Money document has been downloaded from the Audit Commission's website and is held by the Performance Improvement Unit (PIU). In addition, Revenue and Capital Outturn data has been downloaded from the Department for Communities and Local Government to facilitate investigation of any outlying data and this is also held by the PIU.

**Impact Assessments:**

**Risk Management:** Respective service directors will identify any relevant risk management issues which arise from or are highlighted by the Audit Commission Value For Money profile data.

**Equality and Diversity:** Did the initial assessment of the proposals contained in this report for relevance to the Council's general equality duties; reveal any potentially adverse equality implications?

No

Where equality implications were identified through the initial assessment process, has a formal Equality Impact Assessment been undertaken?

N/A

What equality implications were identified through the Equality Impact Assessment process?

N/A

How have the equality implications identified through the Equality Impact Assessment been addressed in this report in order to avoid discrimination against any particular group?

N/A

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Colchester  
Brentwood  
Castle Point  
Harlow  
Chelmsford  
Maldon  
Basildon  
Tendring  
Epping Forest  
Southend on Sea  
Uttlesford  
Thurrock  
Rochford  
Braintree

# Comparative Data Analysis Audit Commission Value For Money Supplement

Issue 3 - April 2012

Mid Sussex  
East Hants  
Hertsmere  
East Herts  
North Herts  
Broxbourne  
Test Valley  
Reigate  
Banstead  
Epping Forest  
Spelthorne  
South Oxfordshire  
Three Rivers  
Tunbridge Wells  
Dacorum  
Sevenoaks



Epping Forest  
District Council

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## INTRODUCTION

This document is intended to act in the first instance as a one-stop point of reference for much of the data contained in the 2010/11 version of the Audit Commission's Value For Money Profile Tool. Its secondary purpose is to allow officers to identify those Value For Money indicators which they consider relevant for further more in-depth consideration and review.

It is not intended to be read from front to back. Indicators should be picked out and considered individually and it is recommended that questions or issues with any of the indicators are recorded at the time they are identified to assist with referencing and to aid any subsequent reviews.

A selection of contextual information from the Value For Money profiles has been added to the expenditure section where it is considered relevant to the indicators it accompanies. This contextual data has been highlighted in a blue font for the purposes of identification and separation.

\* The only data included that was not available from the Audit Commission profile tool is the section detailing the Band D Council Tax Bills for each authority (pg. 5, columns 5 & 6).



# FINANCIAL DATA

| Council   | Other earmarked financial reserves | Unallocated financial reserves | Unallocated financial reserves as a proportion of total net spend |
|---|------------------------------------|--------------------------------|---|
| Period  | 2010/11<br>£000s                   | 2010/11<br>£000s               | 2010/11<br>%  |
| <b>Essex Authorities</b>                          |                                    |                                |   |
| Basildon  | £11,649                            | £9,002                         | 9.95%   |
| Braintree   | £3,996                             | £2,786                         | 4.53%   |
| Brentwood   | £1,053                             | £378                           | 1.52%   |
| Castle Point                                      | £3,838                             | £2,009                         | 5.65%   |
| Chelmsford  | £14,760                            | £5,913                         | 9.27%   |
| Colchester  | £4,801                             | £2,906                         | 3.94%   |
| Epping Forest                                     | £3,939                             | £8,570                         | 15.6%   |
| Harlow  | £3,425                             | £3,363                         | 6.68%   |
| Maldon  | £757                               | £2,289                         | 9.25%   |
| Rochford  | £2,491                             | £943                           | 3.18%   |
| Southend-on-Sea                                   | £17,354                            | £11,555                        | 3.14%   |
| Tendring  | £12,804                            | £4,000                         | 5.18%   |
| Thurrock  | £11,240                            | £6,066                         | 2.11%   |
| Uttlesford  | £4,015                             | £1,181                         | 4.6%  |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                                    |                                |   |
| Broxbourne  | £7,982                             | £6,709                         | 16.66%  |
| Dacorum   | £11,567                            | £2,893                         | 4.96%   |
| East Hants  | £7,336                             | £1,805                         | 4.93%   |
| East Herts  | £2,676                             | £7,616                         | 15.11%  |
| Hertsmere   | £12,863                            | £7,591                         | 16.12%  |
| Mid Sussex  | £2,192                             | £6,718                         | 14.88%  |
| North Herts                                       | £2,836                             | £1,923                         | 3.57%   |
| Reigate & Banstead                                | £4,814                             | £5,351                         | 11.22%  |
| Sevenoaks   | £13,998                            | £3,713                         | 8.48%   |
| South Oxfordshire                                 | £14,612                            | £27,154                        | 60.35%  |
| Spelthorne  | £10,943                            | £1,479                         | 3.57%   |
| Test Valley                                       | £11,026                            | £2,000                         | 5.06%   |
| Three Rivers                                      | £4,074                             | £7,933                         | 21.59%  |
| Tunbridge Wells                                   | £3,663                             | £15,399                        | 31.57%  |

| Council   | Trading account net surplus (-) / deficit (+) | Council tax requirement | Council tax requirement as a proportion of total spend | Average Band D Full Council Tax Bill (inc. town & parish precept)* | Band D District Council Tax Precept* |
|---|---|-------------------------|--|--|--------------------------------------|
| Period  | 2010/11<br>£000s                              | 2010/11<br>£000s        | 2010/11<br>%   | 2011/12<br>£   |                                      |
| <b>Essex Authorities</b>                          |   |                         |  |  |                                      |
| Basildon  | -£1,052                                       | £16,403                 | 24.91%   | £1,544   | £252.81                              |
| Braintree   | -£653   | £10,335                 | 19.96%   | £1,480   | £162.81                              |
| Brentwood   | -£9   | £5,894                  | 24.29%   | £1,467   | £174.37                              |
| Castle Point                                      | £0  | £7,531                  | 21.11%   | £1,523   | £229.59                              |
| Chelmsford  | -£3,067                                       | £12,748                 | 19.42%   | £1,481   | £163.29                              |
| Colchester  | -£3,258                                       | £11,523                 | 12.43%   | £1,477   | £175.23                              |
| Epping Forest                                     | -£1,332                                       | £11,157                 | 22.47%   | £1,491   | £148.77                              |
| Harlow  | £19   | £7,181                  | 10.97%   | £1,537   | £251.55                              |
| Maldon  | -£104   | £5,206                  | 26.14%   | £1,495   | £169.66                              |
| Rochford  | £0  | £7,327                  | 22.01%   | £1,521   | £201.15                              |
| Southend-on-Sea                                   | -£31  | £68,609                 | 19.25%   | £1,320   | N/A                                  |
| Tendring  | £0  | £9,057                  | 15.01%   | £1,462   | £149.13                              |
| Thurrock  | -£14  | £56,997                 | 17.42%   | £1,301   | N/A                                  |
| Uttlesford  | £0  | £6,900                  | 23.11%   | £1,496   | £147.42                              |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |   |                         |  |  |                                      |
| Broxbourne  | -£2,864                                       | £4,164                  | 24.21%   | £1,380   | £113.24                              |
| Dacorum   | -£2,289                                       | £10,411                 | 19.37%   | £1,447   | £170.37                              |
| East Hants  | £0  | £8,944                  | 31.2%  | £1,433   | £131.33                              |
| East Herts  | -£150   | £12,711                 | 23.57%   | £1,486   | £159.13                              |
| Hertsmere   | -£223   | £7,493                  | 21.15%   | £1,447   | £157.36                              |
| Mid Sussex  | -£53  | £11,690                 | 35.39%   | £1,505   | £149.58                              |
| North Herts                                       | -£880   | £10,635                 | 22.79%   | £1,481   | £196.59                              |
| Reigate & Banstead                                | £0  | £11,658                 | 21.73%   | £1,514   | £193.83                              |
| Sevenoaks   | -£711   | £12,445                 | 45.09%   | £1,503   | £181.89                              |
| South Oxfordshire                                 | -£942   | £10,556                 | 31.11%   | £1,508   | £123.73                              |
| Spelthorne  | £0  | £6,756                  | 23.12%   | £1,482   | £167.30                              |
| Test Valley                                       | -£5,279                                       | £6,920                  | 22.94%   | £1,397   | £128.32                              |
| Three Rivers                                      | £0  | £7,420                  | 24.67%   | £1,459   | £155.33                              |
| Tunbridge Wells                                   | £0  | £8,097                  | 24.24%   | £1,434   | £145.04                              |

| Council   | Total estimated planned reserves...<br>(other earmarked and unallocated) |             | Total estimated planned reserves...<br>(other earmarked) |             | Total estimated planned reserves...<br>(unallocated) |             |
|---|--|-------------|--|-------------|--|-------------|
| Period  | 2011/12 (£000s)  |             | 2011/12 (£000s)  |             | 2011/12 (£000s)                                      |             |
|   | Beginning of year  | End of year | Beginning of year  | End of year | Beginning of year                                    | End of year |
| <b>Essex Authorities</b>                          |  |             |  |             |  |             |
| Basildon  | £11,928  | £12,708     | £9,928   | £10,708     | £2,000   | £2,000      |
| Braintree   | £5,254   | £4,795      | £3,086   | £3,208      | £2,168   | £1,587      |
| Brentwood   | £3,847   | £3,647      | £552   | £552        | £3,295   | £3,095      |
| Castle Point                                      | £4,994   | £3,689      | £3,141   | £1,825      | £1,853   | £1,864      |
| Chelmsford  | £17,827  | £17,174     | £14,629  | £14,689     | £3,198   | £2,485      |
| Colchester  | £6,371   | £6,239      | £4,339   | £3,969      | £2,032   | £2,270      |
| Epping Forest                                     | £10,629  | £9,354      | £2,638   | £1,534      | £7,991   | £7,820      |
| Harlow  | £4,431   | £4,639      | £3,105   | £3,313      | £1,326   | £1,326      |
| Maldon  | £1,999   | £1,963      | £359   | £359        | £1,640   | £1,604      |
| Rochford  | £2,488   | £2,185      | £1,547   | £1,547      | £941   | £638        |
| Southend-on-Sea                                   | £22,937  | £24,793     | £10,973  | £12,829     | £11,964  | £11,964     |
| Tendring  | £10,461  | £7,520      | £6,562   | £3,621      | £3,899   | £3,899      |
| Thurrock  | £4,400   | £5,975      | £252   | £1,827      | £4,148   | £4,148      |
| Uttlesford  | £5,197   | £5,045      | £4,016   | £3,864      | £1,181   | £1,181      |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |  |             |  |             |  |             |
| Broxbourne  | £12,135  | £12,127     | £5,946   | £5,950      | £6,189   | £6,177      |
| Dacorum   | £11,708  | £9,387      | £8,916   | £6,805      | £2,792   | £2,582      |
| East Hants  | £8,800   | £8,357      | £6,500   | £6,057      | £2,300   | £2,300      |
| East Herts  | £9,733   | £9,560      | £2,979   | £2,872      | £6,754   | £6,688      |
| Hertsmere   | £18,017  | £18,769     | £12,017  | £12,769     | £6,000   | £6,000      |
| Mid Sussex  | £6,761   | £6,761      | £1,484   | £1,484      | £5,277   | £5,277      |
| North Herts                                       | £3,068   | £3,025      | £504   | £461        | £2,564   | £2,564      |
| Reigate & Banstead                                | £9,500   | £8,994      | £5,000   | £4,431      | £4,500   | £4,563      |
| Sevenoaks   | £12,894  | £13,580     | £9,373   | £10,059     | £3,521   | £3,521      |
| South Oxfordshire                                 | £31,822  | £32,249     | £6,674   | £7,101      | £25,148  | £25,148     |
| Spelthorne  | £12,559  | £12,261     | £11,141  | £10,843     | £1,418   | £1,418      |
| Test Valley                                       | £11,442  | £11,372     | £9,442   | £9,372      | £2,000   | £2,000      |
| Three Rivers                                      | £11,720  | £11,275     | £5,055   | £4,867      | £6,665   | £6,408      |
| Tunbridge Wells                                   | £19,693  | £19,064     | £3,102   | £2,473      | £16,591  | £16,591     |

| Council   | Total planned appropriations |                   | Total planned appropriations as a % of (adjusted) revenue expenditure |         | Total planned appropriations as a % of total reserves at the beginning of the year |         |
|---|------------------------------|-------------------|---|---------|--|---------|
| Period  | 2011/12 (£000s)              |                   | 2011/12   |         | 2011/12  |         |
|   | To reserves (+)              | From reserves (-) | (+)   | (-)     | (+)  | (-)     |
| <b>Essex Authorities</b>                          |                              |                   |   |         |  |         |
| Basildon  | +£780                        |                   | +2.63%  |         | +6.54%   |         |
| Braintree   |                              | -£459             |   | -2.23%  |  | -8.74%  |
| Brentwood   |                              | -£200             |   | -1.89%  |  | -5.2%   |
| Castle Point                                      |                              | -£1,305           |   | -8.74%  |  | -26.13% |
| Chelmsford  |                              | -£653             |   | -2.93%  |  | -3.66%  |
| Colchester  |                              | -£132             |   | -0.58%  |  | -2.07%  |
| Epping Forest                                     |                              | -£1,275           |   | -6.08%  |  | -12%    |
| Harlow  | +£208                        |                   | +1.42%  |         | +4.69%   |         |
| Maldon  |                              | -£36              |   | -0.4%   |  | -1.8%   |
| Rochford  |                              | -£303             |   | -2.51%  |  | -12.18% |
| Southend-on-Sea                                   | +£1,855                      |                   | +1.23%  |         | +8.09%   |         |
| Tendring  |                              | -£2,941           |   | -12.04% |  | -28.11% |
| Thurrock  | +£1,575                      |                   | +1.17%  |         | +35.8%   |         |
| Uttlesford  |                              | -£152             |   | -1.38%  |  | -2.92%  |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                              |                   |   |         |  |         |
| Broxbourne  |                              | -£8               |   | -0.08%  |  | -0.07%  |
| Dacorum   |                              | -£2,321           |   | -11.17% |  | -19.82% |
| East Hants  |                              | -£443             |   | -3.05%  |  | -5.03%  |
| East Herts  |                              | -£173             |   | -0.83%  |  | -1.78%  |
| Hertsmere   | +£752                        |                   | +5.23%  |         | +4.17%   |         |
| Mid Sussex  | £0                           | £0                | 0%  | 0%      | 0%   | 0%      |
| North Herts                                       |                              | -£43              |   | -0.23%  |  | -1.4%   |
| Reigate & Banstead                                |                              | -£506             |   | -2.73%  |  | -5.33%  |
| Sevenoaks   | +£686                        |                   | +3.88%  |         | +5.32%   |         |
| South Oxfordshire                                 | +£427                        |                   | +2.42%  |         | +1.34%   |         |
| Spelthorne  |                              | -£298             |   | -2.41%  |  | -2.37%  |
| Test Valley                                       |                              | -£70              |   | -0.51%  |  | -0.61%  |
| Three Rivers                                      |                              | -£445             |   | -3.4%   |  | -3.8%   |
| Tunbridge Wells                                   |                              | -£629             |   | -4.15%  |  | -3.19%  |

| Council   | Total value of assets | Value of operational assets by asset type<br>(i) Community assets | Value of operational assets by asset type<br>(ii) Council dwellings |
|---|-----------------------|---|---|
| Period  | 2010/11<br>£000s      | 2010/11<br>£000s  | 2010/11<br>£000s  |
| <b>Essex Authorities</b>                          |                       |   |   |
| Basildon  | £631,093              | £5,123  | £510,358  |
| Braintree   | £69,764               | £1,735  | £788  |
| Brentwood   | £214,449              | £0  | £164,644  |
| Castle Point                                      | £114,513              | £481  | £77,692   |
| Chelmsford  | £182,898              | £7,195  | £0  |
| Colchester  | £461,520              | £306  | £267,011  |
| Epping Forest                                     | £556,478              | £2,780  | £446,880  |
| Harlow  | £598,103              | £1,810  | £522,529  |
| Maldon  | £27,505               | £624  | £0  |
| Rochford  | £38,993               | £1,992  | £0  |
| Southend-on-Sea                                   | £761,366              | £9,288  | £270,080  |
| Tendring  | £170,229              | £360  | £120,904  |
| Thurrock  | £851,116              | £12,520   | £441,768  |
| Uttlesford  | £247,109              | £1,007  | £228,721  |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                       |   |   |
| Broxbourne  | £76,922               | £0  | £0  |
| Dacorum   | £769,071              | £358  | £645,591  |
| East Hants  | £41,697               | £0  | £0  |
| East Herts  | £59,941               | £1,193  | £0  |
| Hertsmere   | £90,092               | £4,929  | £601  |
| Mid Sussex  | £85,569               | £100  | £0  |
| North Herts                                       | £80,844               | £1,807  | £0  |
| Reigate & Banstead                                | £86,400               | £0  | £0  |
| Sevenoaks   | £16,893               | £383  | £0  |
| South Oxfordshire                                 | £45,298               | £0  | £0  |
| Spelthorne  | £60,020               | £0  | £0  |
| Test Valley                                       | £143,418              | £3,047  | £0  |
| Three Rivers                                      | £51,004               | £0  | £0  |
| Tunbridge Wells                                   | £74,953               | £4,839  | £0  |

| Council   | Value of operational assets by asset type (iii) Infrastructure assets | Value of operational assets by asset type (iv) Other land & buildings (non-education) | Value of operational assets by asset type (v) Vehicles, plant & equipment |
|---|---|---|---|
| Period  | 2010/11<br>£000s  | 2010/11<br>£000s  | 2010/11<br>£000s  |
| <b>Essex Authorities</b>                          |   |   |   |
| Basildon  | £1,124  | £50,855   | £3,759  |
| Braintree   | £2,227  | £34,965   | £5,737  |
| Brentwood   | £670  | £43,369   | £964  |
| Castle Point                                      | £309  | £31,564   | £1,450  |
| Chelmsford  | £33   | £112,765  | £6,078  |
| Colchester  | £5,122  | £104,191  | £4,873  |
| Epping Forest                                     | £13,166   | £40,936   | £11,043   |
| Harlow  | £5,678  | £36,353   | £3,852  |
| Maldon  | £3,396  | £20,772   | £1,106  |
| Rochford  | £0  | £34,342   | £2,408  |
| Southend-on-Sea                                   | £57,837   | £32,993   | £3,336  |
| Tendring  | £7,536  | £39,589   | £1,812  |
| Thurrock  | £60,165   | £97,750   | £8,110  |
| Uttlesford  | £451  | £12,366   | £3,904  |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |   |   |   |
| Broxbourne  | £2,858  | £35,104   | £3,253  |
| Dacorum   | £230  | £78,684   | £3,113  |
| East Hants  | £0  | £21,813   | £3,510  |
| East Herts  | £3,602  | £39,786   | £4,884  |
| Hertsmere   | £2,081  | £0  | £1,947  |
| Mid Sussex  | £3,528  | £58,473   | £3,059  |
| North Herts                                       | £72   | £56,295   | £1,861  |
| Reigate & Banstead                                | £0  | £65,183   | £2,427  |
| Sevenoaks   | £0  | £13,390   | £2,171  |
| South Oxfordshire                                 | £159  | £27,952   | £655  |
| Spelthorne  | £0  | £47,652   | £4,678  |
| Test Valley                                       | £622  | £58,159   | £1,858  |
| Three Rivers                                      | £959  | £32,763   | £3,793  |
| Tunbridge Wells                                   | £401  | £66,383   | £1,786  |

| Council   | Value of non-operational assets by asset type<br>(i) Investment properties | Non-operational assets as a proportion of net spend (i) Investment properties | Value of non-operational assets by asset type<br>(ii) Other assets |
|---|--|---|--|
| Period  | 2010/11<br>£000s   | 2010/11<br>%  | 2009/10<br>£000s   |
| <b>Essex Authorities</b>                          |  |   |  |
| Basildon  | £15,092  | 16.68%  | £27,239  |
| Braintree   | £20,052  | 32.57%  | £5,789   |
| Brentwood   | £4,802   | 19.35%  | £1,915   |
| Castle Point                                      | £3,017   | 8.49%   | £0   |
| Chelmsford  | £54,626  | 85.63%  | £8,629   |
| Colchester  | £37,259  | 50.57%  | £40,836  |
| Epping Forest                                     | £39,566  | 72.01%  | £1,228   |
| Harlow  | £27,019  | 53.68%  | £539   |
| Maldon  | £1,461   | 5.91%   | £6   |
| Rochford  | £0   | 0%  | £123   |
| Southend-on-Sea                                   | £25,883  | 7.04%   | £24,394  |
| Tendring  | £0   | 0%  | £1,868   |
| Thurrock  | £3,481   | 1.21%   | £30,246  |
| Uttlesford  | £0   | 0%  | £779   |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |  |   |  |
| Broxbourne  | £35,276  | 87.6%   | £0   |
| Dacorum   | £37,165  | 63.77%  | £612   |
| East Hants  | £16,159  | 44.12%  | £1,140   |
| East Herts  | £9,764   | 19.37%  | £0   |
| Hertsmere   | £0   | 0%  | £876   |
| Mid Sussex  | £20,095  | 44.51%  | £0   |
| North Herts                                       | £13,615  | 25.29%  | £10,183  |
| Reigate & Banstead                                | £12,393  | 25.99%  | £4,717   |
| Sevenoaks   | £0   | 0%  | £0   |
| South Oxfordshire                                 | £16,277  | 36.18%  | £760   |
| Spelthorne  | £7,690   | 18.56%  | £805   |
| Test Valley                                       | £78,802  | 199.2%  | £0   |
| Three Rivers                                      | £12,314  | 33.51%  | £3,360   |
| Tunbridge Wells                                   | £0   | 0%  | £509   |



| Council   | Non-operational assets as a proportion of net spend (ii) Other assets | Spending on construction, conversion and renovation of existing assets | Spending on construction, conversion and renovation of existing assets as a % of total asset value |
|---|---|--|--|
| Period  | 2009/10<br>%  | 2010/11<br>£000s   | 2010/11<br>%   |
| <b>Essex Authorities</b>                          |   |  |  |
| Basildon  | 28.92%  | £43,447  | 6.88%  |
| Braintree   | 9.42%   | £2,328   | 3.34%  |
| Brentwood   | 7.44%   | £3,364   | 1.57%  |
| Castle Point                                      | 0%  | £3,820   | 3.34%  |
| Chelmsford  | 12.4%   | £3,899   | 2.13%  |
| Colchester  | 53.26%  | £15,819  | 3.43%  |
| Epping Forest                                     | 2.27%   | £5,337   | 0.96%  |
| Harlow  | 1.06%   | £13,940  | 2.33%  |
| Maldon  | 0.02%   | £155   | 0.56%  |
| Rochford  | 0.4%  | £910   | 2.33%  |
| Southend-on-Sea                                   | 6.06%   | £101,158   | 13.29%   |
| Tendring  | 2.38%   | £5,888   | 3.46%  |
| Thurrock  | 10.08%  | £18,874  | 2.22%  |
| Uttlesford  | 3.36%   | £3,387   | 1.37%  |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |   |  |  |
| Broxbourne  | 0%  | £0   | 0%   |
| Dacorum   | 0.93%   | £10,918  | 1.42%  |
| East Hants  | 2.83%   | £3,781   | 9.07%  |
| East Herts  | 0%  | £2,665   | 4.45%  |
| Hertsmere   | 1.82%   | £1,492   | 1.66%  |
| Mid Sussex  | 0%  | £145   | 0.17%  |
| North Herts                                       | 17.32%  | £1,435   | 1.78%  |
| Reigate & Banstead                                | 9.98%   | £3,686   | 4.27%  |
| Sevenoaks   | 0%  | £25  | 0.15%  |
| South Oxfordshire                                 | 1.59%   | £1,522   | 3.36%  |
| Spelthorne  | 1.91%   | £749   | 1.25%  |
| Test Valley                                       | 0%  | £925   | 0.64%  |
| Three Rivers                                      | 9.03%   | £3,078   | 6.03%  |
| Tunbridge Wells                                   | 1.06%   | £1,557   | 2.08%  |

## Technical Notes from Audit Commission Profiles Tool (\* denotes non-VFM tool data)

**Other earmarked financial reserves:** This is other earmarked financial reserves at the end of the financial year. Earmarked reserves are for specific purposes such as investment in services or ICT systems. From Revenue Outturn Summary (RS), (final) Financial reserves levels, Other earmarked financial reserves level, line 915, column 2.

**Unallocated financial reserves:** This is unallocated financial reserves at the end of the financial year. Unallocated reserves are an important aspect of financial resilience, providing contingency to protect services against unexpected events or emergencies, to cushion uneven cash flows and avoid unnecessary temporary borrowing. From Revenue Outturn Summary (RS), Financial reserves levels, unallocated financial reserves level, line 916, column 2.

**Unallocated financial reserves as a proportion of total net spend:** Revenue Outturn Summary (RS), (final) Financial reserves levels, unallocated financial reserves level, line 916, column 2 as a percentage of revenue outturn summary (RS) - net current expenditure line 749 (total of lines 699 to 748). This is a calculation comprising of total service expenditure plus other items of current expenditure and income.

**Trading account net surplus / deficit:** This is a sum of Internal and external trading accounts net surplus (-)/ deficit (+), from Revenue Outturn Summary RS, lines 731 & 732 plus capital charges in internal and external trading accounts, lines 741 & 742.

**Council tax requirement:** This is the local authority's council tax requirement. The amount of council tax an authority needs to raise is the difference between its budget requirement and the funding it will receive from the Government (formula grant). It is taken from Revenue Outturn Summary (RS) line 890 Council tax requirement (total of lines 830 to 880).

**Council tax requirement as a proportion of total spend:** This is the authority's Council Tax requirement, line 890 (total of lines 830 to 880) of the Revenue Outturn Summary (RS), expressed as a percentage of total income and revenue expenditure (a sum of Service Expenditure Summary, line 699, Column 6, RSX and Revenue Expenditure, Line 795, (total of lines 785 to 793), RS). For further information please refer to the RO forms guidance published by Communities and Local Government

\* Average Band D Full Council Tax Bill (inc. town & parish precept): Communities and Local Government (DCLG) <http://www.communities.gov.uk/publications/corporate/statistics/counciltax201112> "Council tax levels set by local authorities in England - 2011-12" - 'Table 6 : 2011-12 Council tax (average Band D and average per dwelling) and % change: individual local authorities.

\* Band D District Council Tax Precept: Communities and Local Government (DCLG) <http://www.communities.gov.uk/publications/corporate/statistics/counciltax201112> "Council tax levels set by local authorities in England - 2011- 2" - 'Table 6 : 2011-12 Council tax (average Band D and average per dwelling) and % change: individual local authorities.

**Total planned reserves... (other earmarked and unallocated):** This is the estimated total financial reserves level. It includes other earmarked and unallocated reserves (but does not include schools' reserves). This is taken from RA Lines 915 plus 916, col 1. Gross domestic product (GDP) deflators have been used to allow real term comparisons over time.

**Total planned reserves... (other earmarked):** This is the estimated other earmarked reserves level. This is sourced from RA Line 915, column 1.

**Total planned reserves... (unallocated):** This is the estimated unallocated reserves level. This is sourced from RA Line 916, col 1.

**Total planned appropriations:** This is the planned appropriations to(+)/ from(-) other earmarked financial reserves. This is sourced from RA Line 815.

**Total planned appropriations as a % of (adjusted) revenue expenditure:** This is the total planned appropriations to and from reserves over the financial year expressed as a proportion of (adjusted) revenue expenditure. The total planned appropriations is a sum of appropriations to/from other earmarked and unallocated financial reserves. RA Lines 815 plus 816, as a proportion of RA Line 795 Revenue expenditure (total of lines 785 to 791), col 1.

**Total planned appropriations as a % of total reserves at the beginning of the year:** This is the total planned appropriations to and from reserves over the financial year expressed as a proportion of estimated total reserves at the beginning of the financial year. The total planned appropriations is a sum of appropriations to/from other earmarked and unallocated financial reserves. The estimated total reserves is a sum of the other earmarked and unallocated reserves levels at the beginning of the financial year. RA Lines 815 plus 816, as a proportion of RA Line 915 plus 916, col 1.

**Total value of assets:** This is the total value of assets from Capital Outturn Return (COR 5), receipts and fixed assets.

**Value of operational assets by asset type (i) Community assets:** Taken from Capital Outturn Returns (COR 5), Operational assets: (iv) Community assets. Operational assets are fixed assets held and occupied, used or consumed by a local authority in the direct delivery of those services for which it has either a statutory or a discretionary responsibility. Community assets are operational assets that the local authority intends to hold in perpetuity and they may have restrictions on their disposal, for example parks and historic buildings.

**Value of operational assets by asset type (ii) Council dwellings:** This Taken from Capital Outturn Returns (COR 5): Operational assets: i) Council dwellings. Council dwellings include housing units, but exclude non-residential items such as car parking spaces and shops.

**Value of operational assets by asset type (iii) Infrastructure assets:** Taken from Capital Outturn Returns (COR 5, Operational assets: (v) Infrastructure assets. Infrastructure assets are operational assets including facilities required to enable other developments to take place (e.g. roads, street lighting) together with coast defences and similar environmental structural works.

**Value of operational assets by asset type (iv) Other land & buildings (non-education):** taken from Capital Outturn Returns (COR 5), Operational assets: (iii) Other land and buildings: other. Other land and buildings: other are all other operational assets accounted for other than in the HRA, including residential units, and equipment, furniture and plant fixed to those buildings. An example would be council offices.

**Value of operational assets by asset type (v) Vehicles, plant & equipment:** taken from Capital Outturn Returns (COR 5), Operational assets: (iv) Vehicles, plant and equipment. Vehicles, plant, furniture and equipment are operational assets that are not a fixture or fitting to a building.

**Value of non-operational assets by asset type (i) Investment properties:** This is the value of non-operational assets: investment properties as taken from Capital Outturn Returns (COR 5), Non operational assets: (i) Investment properties. Non-operational assets are tangible fixed assets held by a local authority but not directly occupied, used or consumed in the delivery of services. Examples of non-operational assets are investment properties and assets that are surplus to requirements, pending sale or redevelopment.

**Non-operational assets as a proportion of net spend (i) Investment properties:** This is the value for capital outturn return (COR5): Receipts and Fixed Assets: Non Operational Assets: (i) Investment Properties as a percentage of net current expenditure. Net current expenditure is taken from Revenue outturn summary (RS) - net current expenditure line 749 (total of lines 699 to 748). This is a calculation comprising of total service expenditure plus other items of current expenditure and income.

**Value of non-operational assets by asset type (ii) Other assets:** This is the value of non-operational assets: other as taken from Capital Outturn Returns (COR 5), Non operational assets: (ii) Other. Please note this was removed from COR5 after the 2009/10 release.

**Non-operational assets as a proportion of net spend (ii) Other assets:** This is the value for capital outturn return (COR5): Receipts and Fixed Assets: Non Operational Assets: (ii) Other (please note this was removed from the COR5 after the 2009/10 release) as a percentage of net current expenditure. Net current expenditure is taken from Revenue outturn summary (RS) - net current expenditure line 749 (total of lines 699 to 748). This is a calculation comprising of total service expenditure plus other items of current expenditure and income.

**Spending on construction, conversion and renovation of existing assets:** This is the 'total of all services new construction, conversion and renovation' taken from the Capital Outturn Returns (COR 1).

**Spending on construction, conversion and renovation of existing assets as a % of total asset value:** This is the spending on new construction conversion and renovation of existing assets (COR1 returns), expressed as a percentage of the total value of assets (COR5 returns). Page 35

Notes:

# INCOME

| Council   | Area Based Grant Income |                  | Revenue Support Grant Income |                  | Change in planned revenue funding from Central Govt. | Income from the sale of assets |                        |
|---|-------------------------|------------------|------------------------------|------------------|--|--------------------------------|------------------------|
| Period  | 2010/11                 |                  | 2010/11                      |                  | 2011/12  | 2010/11                        |                        |
|   | £000s                   | % of total spend | £000s                        | % of total spend | %  | £000s                          | % of total asset value |
| <b>Essex Authorities</b>                          |                         |                  |                              |                  |  |                                |                        |
| Basildon  | £137                    | 0.21%            | £2,014                       | 3.06%            | -10.6%   | £3,176                         | 0.5%                   |
| Braintree   | £218                    | 0.42%            | £1,297                       | 2.51%            | -7.2%  | £4,861                         | 6.97%                  |
| Brentwood   | £39                     | 0.16%            | £663                         | 2.73%            | -8.4%  | £343                           | 0.16%                  |
| Castle Point                                      | £127                    | 0.36%            | £843                         | 2.36%            | -5.9%  | £272                           | 0.24%                  |
| Chelmsford  | £21                     | 0.03%            | £1,329                       | 2.02%            | -1.8%  | £1,224                         | 0.67%                  |
| Colchester  | £59                     | 0.06%            | £1,637                       | 1.77%            | -9.9%  | £1,306                         | 0.28%                  |
| Epping Forest                                     | £40                     | 0.08%            | £1,194                       | 2.41%            | -7.1%  | £1,027                         | 0.18%                  |
| Harlow  | £128                    | 0.2%             | £1,129                       | 1.72%            | -11.6%   | £5,706                         | 0.95%                  |
| Maldon  | £35                     | 0.18%            | £563                         | 2.83%            | -8.1%  | £179                           | 0.65%                  |
| Rochford  | £70                     | 0.21%            | £649                         | 1.95%            | -5.2%  | £671                           | 1.72%                  |
| Southend-on-Sea                                   | £12,464                 | 3.5%             | £7,798                       | 2.19%            | -6.4%  | £638                           | 0.08%                  |
| Tendring  | £129                    | 0.21%            | £1,800                       | 2.98%            | -9.7%  | £364                           | 0.21%                  |
| Thurrock  | £9,121                  | 2.79%            | £7,578                       | 2.32%            | -4.6%  | £1,796                         | 0.21%                  |
| Uttlesford  | £0                      | 0%               | £549                         | 1.84%            | -6.5%  | £1,511                         | 0.61%                  |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                         |                  |                              |                  |  |                                |                        |
| Broxbourne  | £138                    | 0.8%             | £883                         | 5.13%            | -10.5%   | £732                           | 0.95%                  |
| Dacorum   | £86                     | 0.16%            | £1,232                       | 2.29%            | -8%  | £3,534                         | 0.46%                  |
| East Hants  | £53                     | 0.18%            | £788                         | 2.75%            | -8.9%  | £0                             | 0%                     |
| East Herts  | £37                     | 0.07%            | £1,037                       | 1.92%            | -4.7%  | £1,262                         | 2.11%                  |
| Hertsmere   | £143                    | 0.4%             | £1,003                       | 2.83%            | -6.6%  | £524                           | 0.58%                  |
| Mid Sussex  | £37                     | 0.11%            | £820                         | 2.48%            | -3.1%  | £329                           | 0.38%                  |
| North Herts                                       | £118                    | 0.25%            | £1,023                       | 2.19%            | -5%  | £247                           | 0.31%                  |
| Reigate & Banstead                                | £37                     | 0.07%            | £880                         | 1.64%            | -7.6%  | £134                           | 0.16%                  |
| Sevenoaks   | £0                      | 0%               | £805                         | 2.92%            | -5.5%  | £375                           | 2.22%                  |
| South Oxfordshire                                 | £37                     | 0.11%            | £996                         | 2.93%            | -4.8%  | £877                           | 1.94%                  |
| Spelthorne  | £0                      | 0%               | £720                         | 2.46%            | -7.3%  | £1,407                         | 2.34%                  |
| Test Valley                                       | £0                      | 0%               | £902                         | 2.99%            | -8.1%  | £1,270                         | 0.89%                  |
| Three Rivers                                      | £35                     | 0.12%            | £723                         | 2.1%             | -9%  | £155                           | 0.3%                   |
| Tunbridge Wells                                   | £36                     | 0.11%            | £887                         | 2.66%            | -6.5%  | £405                           | 0.54%                  |

| Council   | Income from interest and investment |                  | Income from sales, fees and charges |                  | Income from redistributed non-domestic rates |            | Income from arts, tourism and historic environment |            |
|---|-------------------------------------|------------------|-------------------------------------|------------------|--|------------|--|------------|
| Period  | 2010/11                             |                  | 2010/11                             |                  | 2010/11                                      |            | 2010/11  |            |
|   | £000s                               | % of total spend | £000s                               | % of total spend | £000s  | % of spend | £ per head   | % of spend |
| <b>Essex Authorities</b>                          |                                     |                  |                                     |                  |  |            |  |            |
| Basildon  | £38                                 | 0.06%            | £7,700                              | 11.69%           | £13,869                                      | 21.06%     | £5.47  | 49.97%     |
| Braintree   | £862                                | 1.66%            | £4,058                              | 7.84%            | £8,934                                       | 17.26%     | £0.69  | 29.29%     |
| Brentwood   | £196                                | 0.81%            | £5,584                              | 23.02%           | £4,565                                       | 18.82%     | £0.07  | 8.06%      |
| Castle Point                                      | £73                                 | 0.2%             | £3,984                              | 11.17%           | £5,807                                       | 16.28%     | £0.01  | 11.11%     |
| Chelmsford  | £2,076                              | 3.16%            | £17,034                             | 25.95%           | £9,152                                       | 13.94%     | £16.02   | 72.85%     |
| Colchester  | £780                                | 0.84%            | £17,523                             | 18.9%            | £11,274                                      | 12.16%     | £2.59  | 18.92%     |
| Epping Forest                                     | £650                                | 1.31%            | £3,651                              | 7.35%            | £8,221                                       | 16.56%     | £0.58  | 10.96%     |
| Harlow  | £41                                 | 0.06%            | £10,532                             | 16.09%           | £7,774                                       | 11.88%     | £12.59   | 64.27%     |
| Maldon  | £292                                | 1.47%            | £2,310                              | 11.6%            | £3,877                                       | 19.46%     | £0.35  | 5.87%      |
| Rochford  | £104                                | 0.31%            | £4,048                              | 12.16%           | £4,471                                       | 13.43%     | £0.29  | 6.94%      |
| Southend-on-Sea                                   | £2,901                              | 0.81%            | £32,910                             | 9.23%            | £53,701                                      | 15.07%     | £1.37  | 12.4%      |
| Tendring  | £221                                | 0.37%            | £8,377                              | 13.88%           | £12,399                                      | 20.55%     | £3.39  | 45.73%     |
| Thurrock  | £0                                  | 0%               | £30,888                             | 9.44%            | £52,187                                      | 15.95%     | £1.67  | 31.79%     |
| Uttlesford  | £92                                 | 0.31%            | £4,267                              | 14.29%           | £3,586                                       | 12.01%     | £0.19  | 6.88%      |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                                     |                  |                                     |                  |  |            |  |            |
| Broxbourne  | £789                                | 4.59%            | £3,718                              | 21.62%           | £6,079                                       | 35.34%     | £0.57  | 18.77%     |
| Dacorum   | £403                                | 0.75%            | £7,840                              | 14.59%           | £8,487                                       | 15.79%     | £0.44  | 12.5%      |
| East Hants  | £1,033                              | 3.6%             | £9,953                              | 34.72%           | £5,425                                       | 18.92%     | £0.17  | 3.84%      |
| East Herts  | £858                                | 1.59%            | £8,756                              | 16.24%           | £7,144                                       | 13.25%     | £1.08  | 18.18%     |
| Hertsmere   | £324                                | 0.91%            | £8,612                              | 24.31%           | £6,905                                       | 19.49%     | £0   | 0%         |
| Mid Sussex  | £1,177                              | 3.56%            | £9,870                              | 29.88%           | £5,648                                       | 17.1%      | £0.32  | 10.37%     |
| North Herts                                       | £1,001                              | 2.14%            | £7,634                              | 16.36%           | £7,046                                       | 15.1%      | £0.52  | 68.42%     |
| Reigate & Banstead                                | £1,022                              | 1.9%             | £9,198                              | 17.14%           | £6,063                                       | 11.3%      | £4.75  | 30.49%     |
| Sevenoaks   | £448                                | 1.62%            | £5,751                              | 20.84%           | £5,543                                       | 20.08%     | £0   | 0%         |
| South Oxfordshire                                 | £1,935                              | 5.7%             | £7,459                              | 21.98%           | £6,861                                       | 20.22%     | £2.53  | 30.88%     |
| Spelthorne  | £420                                | 1.44%            | £7,780                              | 26.62%           | £4,959                                       | 16.97%     | £0.01  | 1.75%      |
| Test Valley                                       | £689                                | 2.28%            | £6,355                              | 21.07%           | £6,208                                       | 20.58%     | £4.32  | 46.58%     |
| Three Rivers                                      | £707                                | 2.35%            | £5,006                              | 16.64%           | £4,976                                       | 16.54%     | £4.17  | 64.41%     |
| Tunbridge Wells                                   | £1,105                              | 3.31%            | £12,039                             | 36.04%           | £6,108                                       | 18.28%     | £19.69   | 74.87%     |



# Income from sales, fees and charges (detail)

| Council   | Income from sales, fees and charges from central and other services |                 | Income from sales, fees and charges from cultural and related services |                 | Income from sport play & parks | Income from sales, fees and charges from environmental and regulatory services |                 |
|---|---|-----------------|--|-----------------|--------------------------------|--|-----------------|
| Period  | 2010/11   |                 | 2010/11  |                 | 2010/11                        | 2010/11  |                 |
|   | £000s   | % service spend | £000s  | % service spend | % of spend                     | £000s  | % service spend |
| <b>Essex Authorities</b>                          |   |                 |  |                 |                                |  |                 |
| Basildon  | £531  | 2.02%           | £2,523   | 24.05%          | 35.45%                         | £1,575   | 13.63%          |
| Braintree   | £499  | 1.72%           | £245   | 5.64%           | 11.71%                         | £1,328   | 13.7%           |
| Brentwood   | £463  | 5.27%           | £1,044   | 61.52%          | 67.3%                          | £1,061   | 19.8%           |
| Castle Point                                      | £251  | 1.39%           | £1,372   | 27%             | 55.48%                         | £663   | 13.1%           |
| Chelmsford  | £628  | 2.91%           | £5,489   | 34.64%          | 47.63%                         | £3,767   | 27.08%          |
| Colchester  | £1,519  | 3.35%           | £5,265   | 34.53%          | 52.5%                          | £1,802   | 16.07%          |
| Epping Forest                                     | £323  | 1.3%            | £217   | 6.15%           | 13.73%                         | £431   | 4.16%           |
| Harlow  | £924  | 2.34%           | £1,194   | 29.42%          | 10.17%                         | £2,538   | 39.48%          |
| Maldon  | £164  | 2.45%           | £527   | 24.95%          | 41.9%                          | £480   | 9.52%           |
| Rochford  | £772  | 4.6%            | £70  | 3.11%           | 13.18%                         | £1,345   | 27.05%          |
| Southend-on-Sea                                   | £3,075  | 8.23%           | £2,996   | 19.65%          | 34.71%                         | £2,377   | 13.8%           |
| Tendring  | £1,365  | 4.14%           | £3,115   | 50.51%          | 56.51%                         | £1,458   | 16.62%          |
| Thurrock  | £3,558  | 6%              | £879   | 11.51%          | 15.79%                         | £1,264   | 7.59%           |
| Uttlesford  | £621  | 4.93%           | £71  | 5.41%           | 28.94%                         | £1,300   | 19.29%          |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |   |                 |  |                 |                                |  |                 |
| Broxbourne  | £150  | 3.49%           | £168   | 5.06%           | 13.64%                         | £1,295   | 27.4%           |
| Dacorum   | £350  | 1.31%           | £300   | 4.23%           | 50.86%                         | £1,759   | 17.84%          |
| East Hants  | £3,630  | 38.78%          | £236   | 9.98%           | 11.61%                         | £1,336   | 22.2%           |
| East Herts  | £1,132  | 4.22%           | £636   | 17.21%          | 18.13%                         | £1,971   | 20.16%          |
| Hertsmere   | £988  | 6.85%           | £378   | 8.49%           | 30.9%                          | £1,917   | 20.97%          |
| Mid Sussex  | £2,334  | 18.21%          | £935   | 25.39%          | 26.93%                         | £1,909   | 35.78%          |
| North Herts                                       | £548  | 2.68%           | £373   | 7.2%            | 29.06%                         | £2,279   | 26.25%          |
| Reigate & Banstead                                | £1,074  | 5.1%            | £1,033   | 10.93%          | 43.25%                         | £2,911   | 21.89%          |
| Sevenoaks   | £482  | 9.38%           | £458   | 32.05%          | 39.16%                         | £896   | 11.45%          |
| South Oxfordshire                                 | £1,533  | 10.66%          | £503   | 31.7%           | 39.48%                         | £2,561   | 28.71%          |
| Spelthorne  | £976  | 7.42%           | £613   | 20.67%          | 20.63%                         | £1,759   | 32.56%          |
| Test Valley                                       | £858  | 6.1%            | £1,007   | 20.64%          | 31.25%                         | £1,096   | 16.19%          |
| Three Rivers                                      | £1,643  | 18.36%          | £546   | 13.04%          | 39.66%                         | £1,758   | 18.7%           |
| Tunbridge Wells                                   | £714  | 14.31%          | £2,629   | 42.59%          | 37.11%                         | £1,556   | 20.67%          |



| Council   | Income from sales, fees and charges from housing services |                    | Income from sales, fees and charges from planning and development services |                    | Income from sales, fees and charges from transport services |                    |
|---|---|--------------------|--|--------------------|---|--------------------|
| Period  | 2010/11   |                    | 2010/11  |                    | 2010/11   |                    |
|   | £000s   | % of service spend | £000s  | % of service spend | £000s   | % of service spend |
| <b>Essex Authorities</b>                          |   |                    |  |                    |   |                    |
| Basildon  | £931  | 18.23%             | £1,060   | 23.87%             | £866  | 21.22%             |
| Braintree   | £5  | 0.28%              | £864   | 26.75%             | £1,117  | 50.04%             |
| Brentwood   | £644  | 43.66%             | £374   | 20.94%             | £1,997  | 89.15%             |
| Castle Point                                      | £727  | 31.94%             | £411   | 29.98%             | £560  | 28.28%             |
| Chelmsford  | £11   | 0.19%              | £1,265   | 24.89%             | £5,874  | 95%                |
| Colchester  | £243  | 5.95%              | £3,005   | 41.38%             | £4,947  | 67.01%             |
| Epping Forest                                     | £0  | 0%                 | £1,015   | 25.38%             | £1,665  | 67.57%             |
| Harlow  | £342  | 10.9%              | £4,006   | 68.39%             | £1,095  | 34.12%             |
| Maldon  | £0  | 0%                 | £518   | 17.56%             | £621  | 59.09%             |
| Rochford  | £208  | 8.55%              | £450   | 13.37%             | £1,203  | 62.3%              |
| Southend-on-Sea                                   | £135  | 1.3%               | £601   | 14.08%             | £4,421  | 31.74%             |
| Tendring  | £73   | 3.32%              | £795   | 19.31%             | £1,035  | 30.91%             |
| Thurrock  | £318  | 5.64%              | £1,312   | 16.93%             | £4,328  | 39.6%              |
| Uttlesford  | £301  | 30.97%             | £1,100   | 27.64%             | £861  | 112.7%             |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |   |                    |  |                    |   |                    |
| Broxbourne  | £128  | 5.12%              | £413   | 27.77%             | £1,065  | 32.72%             |
| Dacorum   | £2,570  | 66.77%             | £969   | 17.19%             | £1,892  | 56.49%             |
| East Hants  | £499  | 16.8%              | £2,820   | 66.07%             | £1,432  | 75.21%             |
| East Herts  | £136  | 6.52%              | £681   | 20.26%             | £4,200  | 83.12%             |
| Hertsmere   | £420  | 17.39%             | £4,054   | 96.18%             | £855  | 51.01%             |
| Mid Sussex  | £1,234  | 41.41%             | £1,313   | 40.69%             | £2,145  | 93.96%             |
| North Herts                                       | £924  | 38.91%             | £906   | 21.72%             | £1,935  | 53.12%             |
| Reigate & Banstead                                | £454  | 18.81%             | £1,102   | 18.35%             | £2,550  | 66.41%             |
| Sevenoaks   | £70   | 3.01%              | £1,308   | 21.66%             | £2,537  | 147.76%            |
| South Oxfordshire                                 | £273  | 10.63%             | £1,686   | 35.65%             | £903  | 60.56%             |
| Spelthorne  | £96   | 5.15%              | £1,464   | 52.34%             | £2,188  | 87.56%             |
| Test Valley                                       | £60   | 2.99%              | £1,169   | 22.97%             | £2,165  | 98.86%             |
| Three Rivers                                      | £18   | 0.71%              | £777   | 26.82%             | £264  | 20.15%             |
| Tunbridge Wells                                   | £159  | 5.34%              | £1,892   | 33.85%             | £5,089  | 122.6%             |

## Technical Notes from Audit Commission Profiles Tool: Income

**Area Based Grant Income:** This is the area based grant, from Revenue outturn summary RS, line 798. This is shown as a positive value.

**Area Based Grant Income as a % of total spend:** Numerator: Revenue Outturn (RS), line 798 Area based grant as a % of total income and revenue expenditure Denominator: Total of income and revenue expenditure: RSX Service Expenditure Summary line 699, Column 6 Total Income + Revenue Summary Line 795, Revenue Expenditure (total of lines 785 to 791)

**Revenue Support Grant Income:** This is revenue support grant, from Revenue outturn summary RS line 851. This is shown as a positive value.

**Revenue Support Grant Income as a % of total spend:** Numerator: Revenue Outturn summary (RS) line 851 Revenue Support Grant which is revenue support grant, and any additional grant to be paid into the general fund revenue account. Denominator: Total of income and revenue expenditure: RSX Service Expenditure Summary line 699, Column 6 Total Income + Revenue Summary Line 795, Revenue Expenditure (total of lines 785 to 791) For further information please refer to the RO forms guidance published by Communities and Local Government.

**Change in planned revenue funding from Central Govt.:** This is the change in planned revenue funding from central government from one year to the next, as percentage of revenue expenditure for the earlier period. Central government revenue funding is a sum of formula grant, local services support grant and specific and special revenue grants within AEF. [Sum of RA lines 851, 856, 858, 870, 796, 797]. Planned revenue expenditure is funded from Aggregate Finance (funding from central government), council tax, and authorities' reserves. It is equal to net current expenditure plus capital financing costs and minor adjustments [RA Line 795 Revenue expenditure (total of lines 785 to 791), col 1]. 2010/11 expenditure and funding have been adjusted to take into account changing responsibility for concessionary fares (powers moved from district to county councils in 2011/12) and changes in funding, to allow a more accurate comparison between years.

**Income from the sale of assets:** This is 'total of all services - sale & disposal of tangible fixed assets' as reported through the Capital Outturn Returns (COR 1).

**Income from the sale of assets as a % of total value of assets:** This is the 'sale & disposal of tangible fixed assets' (COR 1 returns) expressed as a percentage of the 'total value of assets' (COR 5 returns).

**Income from interest and investment:** This is Interest and investment income: external receipts and dividends, from Revenue outturn summary RS, line 786. This is shown as a positive value.

**Income from interest and investment as a % of total spend:** This is investment income, line 786 of the Revenue Outturn Summary (RS), expressed as a percentage of total income and revenue (a sum of Service Expenditure Summary, line 699, Column 6, RSX and Revenue Expenditure, Line 795, (total of lines 785 to 793), RS).

**Income from redistributed non-domestic rates:** This is redistributed non-domestic rates, from Revenue outturn summary RS, line 870.

**Income from redistributed non-domestic rates as a % of total spend:** Numerator: Revenue Outturn Summary (RS), line 870 Redistributed non-domestic rates as a % of total income and revenue expenditure Denominator: Total of income and revenue expenditure: RSX Service Expenditure Summary line 699, Column 6 Total Income + Revenue Summary Line 795, Revenue Expenditure (total of lines 785 to 791)

**Income from arts, tourism and historic environment per head:** This is the total income from arts development and support, heritage, theatres and public entertainment, tourism and conservation and listed buildings planning policy. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO5) form, column 6, total income. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Income from arts, tourism and historic environment as a % of total spend:** This is the total income from arts development and support, heritage, theatres and public entertainment, tourism and conservation and listed buildings planning policy divided by total spend on arts development and support, heritage, theatres and public entertainment, tourism and conservation and listed buildings planning policy. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO5) form, column 3, total expenditure and column 6, total income. The term 'historic environment' covers conservation and listed buildings planning policy.

Income from sales, fees and charges: This is sales, fees and charges from Revenue outturn summary RSX, line 699.

Income from sales, fees and charges as a % of total spend: Numerator: Revenue Outturn Summary (RSX), Line 699, column 4, Sales, fees and charges as a % of total income and revenue expenditure Denominator: Total of income and revenue expenditure: RSX Service Expenditure Summary line 699, Column 6 Total Income + Revenue Summary Line 795, Revenue Expenditure (total of lines 785 to 791)

Income from sales, fees and charges from central and other services: This is a sum of Central services Sales, fees and charges (Revenue Outturn, RO6, column 4, line 490) plus Other services Sales, fees and charges (Revenue Outturn, RO6, column 4, line 500).

Income from sales, fees and charges from central and other services as a % of service spend: Revenue outturn, RO6, sales fees and charges central and other services, column 4, line 490 and 500 divided by central and other services column 3, lines 490 & 500. Multiplied by 100.

Income from sales, fees and charges from cultural and related services: This is Cultural and related services sales fees and charges (Revenue Outturn, RO5 column 4, line 190).

Income from sales, fees and charges from cultural and related services as a % of service spend: Revenue Outturn, RO5, sales fees and charges, cultural and related services, column 4, line 190 divided by cultural services revenue expenditure, Column 3, line 190. Multiplied by 100.

Income from sport play & parks: This is the total income over total spend on sport, play and parks. It is the total income from community centres and public halls, foreshore, sports development and community recreation, sports and recreation facilities including golf courses and open spaces divided by the total spend on the total of community centres and public halls, foreshore, sports development and community recreation, sports and recreation facilities including golf courses and open spaces. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO5) form, column 3, total expenditure and column 6, total income.

Income from sales, fees and charges from environmental and regulatory services: This is Environmental and regulatory services Sales, fees and charges (Revenue Outturn, RO5, column 4, line 290).

Income from sales, fees and charges from environmental and regulatory services as a % of service spend: Revenue outturn, RO5, Environmental and regulatory services, column 4, line 290 divided by environmental and regulatory services revenue expenditure column 3, line 290. Multiplied by 100.

Income from sales, fees and charges from housing services: Housing services (GFRA only) Sales, fees and charges (Revenue Outturn, RO4, column 4, line 90).

Income from sales, fees and charges from housing services as a % of service spend: Revenue outturn, RO4, Sales, fees and charges column 4 sales fees and charges, line 90, Housing services (GFRA only) divided by Housing services (GFRA only) revenue expenditure column 3, line 90. Multiplied by 100.

Income from sales, fees and charges from planning and development services: This is Planning and development services Sales, fees and charges (Revenue Outturn, RO5, column 4, line 390).

Income from sales, fees and charges from planning and development services as a % of service spend: Revenue outturn RO5, sales fees and charges, planning and development services, column 4, line 390 divided by planning and development services revenue expenditure column 3, line 390. Multiplied by 100.

Income from sales, fees and charges from transport services: This is Highways and transport services Sales, fees and charges (Revenue Outturn, RO2, column 4, line 90).

Income from sales, fees and charges from transport services as a % of service spend: Revenue Outturn, RO2, Sales, fees and charges column 4 - 90 Highways and transport services divided by Highways services revenue expenditure, column 3, line 90 multiplied by 100.

Notes:

# EXPENDITURE

| Council   | Total spend<br>(total income<br>& revenue<br>expenditure) | Total net<br>spend per<br>head | Spend on all council<br>services |               | Total net service<br>spend |               | Total resident<br>population size<br>- mid year pop.<br>estimates |
|---|---|--------------------------------|----------------------------------|---------------|----------------------------|---------------|---|
| Period  | 2010/11<br>£000s  | 2010/11<br>£ per head          | 2010/11                          |               | 2010/11                    |               | 2010<br>000s  |
|   |   |                                | £000s                            | £ per<br>head | £000s                      | £ per<br>head |   |
| <b>Essex Authorities</b>                          |   |                                |                                  |               |                            |               |   |
| Basildon  | £65,848   | £516.46                        | £64,395                          | £367.55       | £28,804                    | £164.41       | 175.2   |
| Braintree   | £51,776   | £427.54                        | £50,342                          | £349.6        | £21,894                    | £152.04       | 144.0   |
| Brentwood   | £24,262   | £331.75                        | £21,338                          | £285.27       | £8,458                     | £113.07       | 74.8  |
| Castle Point                                      | £35,667   | £397.72                        | £33,885                          | £379.03       | £13,721                    | £153.48       | 89.4  |
| Chelmsford  | £65,634   | £376.38                        | £68,337                          | £403.17       | £26,403                    | £155.77       | 169.5   |
| Colchester  | £92,724   | £407.07                        | £91,810                          | £507.24       | £28,310                    | £156.41       | 181.0   |
| Epping Forest                                     | £49,642   | £440.59                        | £47,840                          | £383.64       | £20,101                    | £161.19       | 124.7   |
| Harlow  | £65,461   | £616.02                        | £64,502                          | £789.5        | £15,295                    | £187.21       | 81.7  |
| Maldon  | £19,918   | £391.42                        | £19,519                          | £308.84       | £9,386                     | £148.51       | 63.2  |
| Rochford  | £33,287   | £356.01                        | £31,726                          | £380.41       | £12,611                    | £151.21       | 83.4  |
| Southend-on-Sea                                   | £356,399  | £2,225.31                      | £362,535                         | £2,193.19     | £285,123                   | £1,724.88     | 165.3   |
| Tendring  | £60,342   | £520.4                         | £58,156                          | £391.62       | £21,125                    | £142.26       | 148.5   |
| Thurrock  | £327,119  | £1,798.42                      | £327,066                         | £2,048        | £235,753                   | £1,476.22     | 159.7   |
| Uttlesford  | £29,851   | £331.38                        | £26,483                          | £341.72       | £9,175                     | £118.39       | 77.5  |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |   |                                |                                  |               |                            |               |   |
| Broxbourne  | £17,201   | £444.46                        | £20,440                          | £225.61       | £13,457                    | £148.53       | 90.6  |
| Dacorum   | £53,746   | £407.84                        | £56,512                          | £395.47       | £21,358                    | £149.46       | 142.9   |
| East Hants  | £28,666   | £325.24                        | £26,884                          | £238.76       | £12,629                    | £112.16       | 112.6   |
| East Herts  | £53,925   | £363.96                        | £50,923                          | £367.68       | £19,519                    | £140.93       | 138.5   |
| Hertsmere   | £35,427   | £471.28                        | £36,401                          | £364.37       | £16,460                    | £164.76       | 99.9  |
| Mid Sussex  | £33,033   | £340.77                        | £30,329                          | £228.90       | £13,959                    | £105.35       | 132.5   |
| North Herts                                       | £46,672   | £427.95                        | £45,682                          | £363.13       | £20,071                    | £159.55       | 125.8   |
| Reigate & Banstead                                | £53,654   | £344.05                        | £57,125                          | £412.16       | £20,000                    | £144.30       | 138.6   |
| Sevenoaks   | £27,599   | £383.97                        | £24,480                          | £214.55       | £17,021                    | £149.18       | 114.1   |
| South Oxfordshire                                 | £33,936   | £343.44                        | £33,676                          | £257.07       | £16,944                    | £129.34       | 131   |
| Spelthorne  | £29,225   | £443.23                        | £29,980                          | £320.64       | £14,272                    | £152.64       | 93.5  |
| Test Valley                                       | £30,164   | £348.54                        | £35,011                          | £308.47       | £18,495                    | £162.95       | 113.5   |
| Three Rivers                                      | £30,079   | £413.31                        | £29,282                          | £329.38       | £13,613                    | £153.13       | 88.9  |
| Tunbridge Wells                                   | £33,405   | £450.84                        | £31,411                          | £290.30       | £16,922                    | £156.40       | 108.2   |

| Council   | % change in estimated revenue spending power | Spend on management and support (back office) services | Corporate and democratic core costs as a proportion of net spend | Running expenses as a proportion of total spend |                               |
|---|--|--|--|---|-------------------------------|
| Period  | 10/11 to 11/12<br>%                          | 2011/12<br>£000s                                       | % of total service spend   | 2010/11<br>% of service spend                   | 2010/11<br>% of service spend |
| <b>Essex Authorities</b>                          |  |  |  |   |                               |
| Basildon  | -6.32%                                       | £14,405  | 44.8%  | 3.4%  | 53%                           |
| Braintree   | -7.12%                                       | £19,967  | 62.8%  | 5.82%   | 62%                           |
| Brentwood   | -5.64%                                       | £4,766   | 32.8%  | 9.46%   | 53%                           |
| Castle Point                                      | -5.99%                                       | £13,833  | 93.5%  | 6.56%   | 67%                           |
| Chelmsford  | -5.69%                                       | £12,408  | 37.3%  | 7.03%   | 65%                           |
| Colchester  | -6.07%                                       | £33,682  | 93.3%  | 7.6%  | 67%                           |
| Epping Forest                                     | -6.19%                                       | £19,002  | 76.4%  | 3.77%   | 56%                           |
| Harlow  | -8.8%  | £26,981  | 54.8%  | 6.9%  | 71%                           |
| Maldon  | -5.62%                                       | £3,293   | 29.3%  | 6.63%   | 62%                           |
| Rochford  | -4.8%  | £11,827  | 77.2%  | 9.9%  | 62%                           |
| Southend-on-Sea                                   | -3.54%                                       | £25,780  | 8.6%   | 1.28%   | 52%                           |
| Tendring  | -7.09%                                       | £25,997  | 101.6%   | 4.34%   | 66%                           |
| Thurrock  | -2.4%  | £45,418  | 18.5%  | 1.92%   | 56%                           |
| Uttlesford  | -5.61%                                       | £6,975   | 55%  | 13.01%  | 59%                           |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |  |  |  |   |                               |
| Broxbourne  | -6.12%                                       | £0   | 0%   | 5.58%   | 94%                           |
| Dacorum   | -5.49%                                       | £19,799  | 80.5%  | 3.94%   | 63%                           |
| East Hants  | -5.31%                                       | -£16   | -0.1%  | 12.86%  | 52%                           |
| East Herts  | -5.63%                                       | £21,411  | 77%  | 4.94%   | 71%                           |
| Hertsmere   | -7.69%                                       | £8,981   | 23.9%  | 6.05%   | 51%                           |
| Mid Sussex  | -4.83%                                       | £4,321   | 23.8%  | 9.6%  | 55%                           |
| North Herts                                       | -5.2%  | £13,078  | 50.3%  | 6.13%   | 70%                           |
| Reigate & Banstead                                | -4.54%                                       | £11,469  | 22.5%  | 11.83%  | 69%                           |
| Sevenoaks   | -4.77%                                       | £0   | 0%   | 5.55%   | 57%                           |
| South Oxfordshire                                 | -6.36%                                       | £8,829   | 44.1%  | 5.93%   | 67%                           |
| Spelthorne  | -5.41%                                       | £9,292   | 39.9%  | 4.81%   | 62%                           |
| Test Valley                                       | -6.47%                                       | £8,083   | 34.9%  | 9.31%   | 65%                           |
| Three Rivers                                      | -6.38%                                       | £1,875   | 9.8%   | 6.03%   | 71%                           |
| Tunbridge Wells                                   | -6.39%                                       | £29  | 0.1%   | 6.22%   | 47%                           |



## Technical Notes from Audit Commission Profiles Tool: Expenditure

**Total spend (total income & revenue expenditure):** This is revenue expenditure plus total income. Revenue outturn (RS) and expenditure summary (RSX) - total income RSX line 699, column 6 & revenue expenditure RS line 795. (This is Net Current Expenditure ("Total Net Service Spend" + Housing Benefit Rent Allowances + Housing Benefit Rent Rebates, Parish precepts, external trading accounts etc. plus small adjustments) plus Council tax benefit paid less Specific revenue grants and other smaller adjustments + Total Income)

**Total net spend per head:** This is a calculation comprising of total service expenditure plus other items of current expenditure and income. This is taken from the Revenue Outturn Summary RS - Net current expenditure line 749. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates. This is Net Current Expenditure divided by estimated population

**Spend on all council services:** This is the total service expenditure. From Revenue outturn RSX, Total Service Expenditure, column 3, row 699. Effectively this is employee costs plus running expenses.

**Spend on all council services per head of population:** This is the total service expenditure. From Revenue outturn RSX, Total Service Expenditure, column 3, row 699. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Total net service spend:** This is the total net service expenditure. From line 699 total of service expenditure (total of lines 190 to 698), column 7. This is "Spend on all council services" less "Total Income" (Sales, Fees & Other Charges plus Other Income).

**Total net service spend per head of population:** This is a calculation comprising of total service expenditure plus other items of current expenditure and income. This is taken from the Revenue Outturn Summary RS - Net current expenditure line 749. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Total resident population size - mid year population estimates:** The estimated resident population of an area includes all people who usually live there, whatever their nationality. Members of UK and non-UK armed forces stationed in the UK are included and UK forces stationed outside the UK are excluded. Students are taken to be resident at their term time address. The mid year population estimates for 2002-2008 were updated in May 2010 to reflect the new methodology used to calculate migration. Further details can be found at: <http://www.ons.gov.uk/about-statistics/methodology-and-quality/imps/mig-stats-improve-prog/comm-stakeholders/improvements-2008-pop-est/index.html>



Percentage change in estimated revenue spending power: 'Revenue spending power' combines government financial contributions and council tax to support local provision of services by councils. It excludes central government funding that channels through councils, for example benefit payments.

Spend on management and support (back office) services: This is the total expenditure on management and support services. Taken from Revenue outturn R06, line 489 col 3.

Spend on management and support (back office) services as a percentage of total service spend: Result of R06, line 489 central services, col 3 divided by R0 summary line 699 col 3. The numerator for this indicator includes recharges within central services, to general fund revenue account, central government, and other accounts. This can result in the expenditure on management and support services being higher than total service expenditure; especially if service expenditure is relatively small in some district councils.

Corporate and democratic core costs as a proportion of net spend: Revenue Outturn Summary (R06), Corporate and democratic core, line 410, as a percentage of revenue outturn summary (RS) - net current expenditure line 749 (total of lines 699 to 748). This is a calculation comprising of total service expenditure plus other items of current expenditure and income.

Running expenses as a proportion of total spend: Running expenses include premises and transport related expenditure, supplies and services and third party payments (including agency staff costs). This measure shows Revenue Outturn Summary (RSX) line 699 (total service expenditure), column 2 (running expenses) as a percentage of total spend. 'Total spend' is income plus revenue expenditure, taken from Revenue Outturn Summary (RSX) line 699 (total service expenditure), column 6 (total income), and Revenue Outturn summary (RS) Line 795 Revenue expenditure (total of lines 785 to 791).

# Expenditure: Benefits Administration

| Council   | (Total) Spend on Council Tax (CTB) and housing benefit (HB) administration |            | (Net) Spend on Council Tax and housing benefit administration |            | Spend on Council Tax benefit administration | Spend on housing benefit administration |
|---|--|------------|---|------------|---|---|
| Period  | 2010/11  |            | 2010/11   |            | 2010/11                                     | 2010/11                                 |
|   | £000s  | £ per head | £000s   | £ per head | £000s                                       | £000s                                   |
| <b>Essex Authorities</b>                          |  |            |   |            |   |   |
| Basildon  | £2,585   | £14.75     | £622  | £3.55      | £2,172                                      | £413                                    |
| Braintree   | £1,547   | £10.74     | £1,232  | £8.56      | £810  | £737                                    |
| Brentwood   | £752   | £10.05     | £666  | £8.9       | £277  | £475                                    |
| Castle Point                                      | £1,213   | £13.57     | £1,213  | £13.57     | £318  | £895                                    |
| Chelmsford  | £2,546   | £15.02     | £2,341  | £13.81     | £382  | £2,164                                  |
| Colchester  | £2,149   | £11.87     | £2,149  | £11.87     | £829  | £1,320                                  |
| Epping Forest                                     | £1,912   | £15.33     | £1,912  | £15.33     | £669  | £1,243                                  |
| Harlow  | £1,382   | £16.92     | £1,370  | £16.77     | £691  | £691                                    |
| Maldon  | £892   | £14.11     | £886  | £14.02     | £322  | £570                                    |
| Rochford  | £1,172   | £14.05     | £956  | £11.46     | £542  | £630                                    |
| Southend-on-Sea                                   | £3,385   | £20.48     | £3,385  | £20.48     | £744  | £2,641                                  |
| Tendring  | £1,907   | £12.84     | £1,907  | £12.84     | £537  | £1,370                                  |
| Thurrock  | £2,269   | £14.21     | £2,269  | £14.21     | £610  | £1,659                                  |
| Uttlesford  | £958   | £12.36     | £958  | £12.36     | £307  | £651                                    |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |  |            |   |            |   |   |
| Broxbourne  | £1,116   | £12.32     | £1,072  | £11.83     | £617  | £499                                    |
| Dacorum   | £1,917   | £13.41     | £1,820  | £12.74     | £338  | £1,579                                  |
| East Hants  | £1,498   | £13.30     | £1,497  | £13.29     | £0  | £1,498                                  |
| East Herts  | £1,442   | £10.41     | £1,436  | £10.37     | £785  | £657                                    |
| Hertsmere   | £1,208   | £12.09     | £1,183  | £11.84     | £423  | £785                                    |
| Mid Sussex  | £2,730   | £20.60     | £1,275  | £9.62      | £1,043                                      | £1,687                                  |
| North Herts                                       | £1,663   | £13.22     | £730  | £5.8       | £605  | £1,058                                  |
| Reigate & Banstead                                | £1,161   | £8.38      | £1,159  | £8.36      | £728  | £433                                    |
| Sevenoaks   | £1,239   | £10.86     | £1,145  | £10.04     | £562  | £677                                    |
| South Oxfordshire                                 | £1,668   | £12.73     | £1,301  | £9.93      | £482  | £1,186                                  |
| Spelthorne  | £939   | £10.04     | £775  | £8.29      | £19   | £920                                    |
| Test Valley                                       | £1,145   | £10.09     | £1,068  | £9.41      | £547  | £598                                    |
| Three Rivers                                      | £1,926   | £21.66     | £972  | £10.93     | £520  | £1,406                                  |
| Tunbridge Wells                                   | £1,415   | £13.08     | £1,415  | £13.08     | £530  | £885                                    |

| Council   | Difference between grant & (spend) on benefit administration |           | Average no. of days taken to process HB & CTB new claims | Average no. of days taken to process HB & CTB changes of circumstance | Total benefits caseload - no. of recipients of HB &/or CTB | No. claiming both HB and CTB |
|---|--|-----------|--|---|--|------------------------------|
| Period  | 2010/11  |           | Q3 2010/11   | Q3 2010/11  | Feb 2011   | Feb 2011                     |
|   | Total £000s  | Net £000s | No. of days  | No. of days   | No.  | No.                          |
| <b>Essex Authorities</b>                          |  |           |  |   |  |                              |
| Basildon  | £806   | -£1,157   | 15 days  | 7 days  | 18,890   | 12,950                       |
| Braintree   | £237   | -£78      | 17 days  | 5 days  | 11,980   | 8,180                        |
| Brentwood   | £356   | £270      | 6 days   | 6 days  | 4,440  | 2,820                        |
| Castle Point                                      | £484   | £484      | 19 days  | 8 days  | 8,040  | 3,800                        |
| Chelmsford  | £1,520   | £1,315    | 20 days  | 12 days   | 11,340   | 7,470                        |
| Colchester  | £948   | £948      | 28 days  | 18 days   | 14,960   | 9,570                        |
| Epping Forest                                     | £1,128   | £1,128    | 19 days  | 8 days  | 9,510  | 6,470                        |
| Harlow  | £466   | £454      | 17 days  | 10 days   | 10,310   | 7,650                        |
| Maldon  | £486   | £480      | 13 days  | 8 days  | 4,790  | 2,900                        |
| Rochford  | £722   | £506      | 31 days  | 22 days   | 5,630  | 3,030                        |
| Southend-on-Sea                                   | £1,572   | £1,572    | 12 days  | 9 days  | 21,770   | 14,130                       |
| Tendring  | £346   | £346      | 6 days   | 2 days  | 19,250   | 10,390                       |
| Thurrock  | £916   | £916      | 19 days  | 6 days  | 15,340   | 10,390                       |
| Uttlesford  | £580   | £580      | 18 days  | 7 days  | 4,330  | 3,040                        |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |  |           |  |   |  |                              |
| Broxbourne  | £312   | £268      | 20 days  | 9 days  | 7,980  | 5,010                        |
| Dacorum   | £905   | £808      | 23 days  | 13 days   | 10,890   | 8,080                        |
| East Hants  | £841   | £840      | 16 days  | 7 days  | 6,150  | 4,010                        |
| East Herts  | £670   | £664      | 25 days  | 6 days  | 7,650  | 5,310                        |
| Hertsmere   | £356   | £331      | 16 days  | 10 days   | 7,520  | 5,150                        |
| Mid Sussex  | £2,081   | £626      | 16 days  | 7 days  | 7,370  | 4,850                        |
| North Herts                                       | £713   | -£220     | 14 days  | 6 days  | 9,760  | 7,120                        |
| Reigate & Banstead                                | £335   | £333      | 19 days  | 6 days  | 7,670  | 5,100                        |
| Sevenoaks   | £565   | £471      | 30 days  | 12 days   | 7,240  | 5,100                        |
| South Oxfordshire                                 | £1,056   | £689      | 29 days  | 24 days   | 6,710  | 4,490                        |
| Spelthorne  | £320   | £156      | 24 days  | 11 days   | 6,040  | 4,100                        |
| Test Valley                                       | £460   | £383      | 16 days  | 8 days  | 7,290  | 4,800                        |
| Three Rivers                                      | £1,382   | £428      | 37 days  | 33 days   | 5,580  | 4,000                        |
| Tunbridge Wells                                   | £713   | £713      | 13 days  | 9 days  | 7,720  | 5,610                        |

## Technical Notes from Audit Commission Profiles Tool: Expenditure - Benefits Administration

**(Total) Spend on Council Tax and housing benefit administration:** This is the total expenditure on administration of housing and council tax benefits. Some councils report significant amounts of income on their returns to CLG. This might mean that they are overstating their total costs by including expenditure not directly related to administering benefits. If there is a significant difference between net costs and gross costs you may wish to consider what the income relates to. For example it might relate to income from other services shared with internal or external providers. This is a sum of line 57 Housing benefits administration (RO4) and line 425 Council tax benefits administration (RO6). The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO4 and RO6) forms, column 3, total expenditure.

**(Total) Spend on Council Tax and housing benefit administration per head:** This is the total spend on the administration of housing and council tax benefits. This is a sum of line 57 Housing benefits administration (RO4) and line 425 Council tax benefits administration (RO6). The total has been calculated by the Audit Commission from Revenue Outturn (RO4 and RO6) forms, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Note:** It should be noted here that this indicator was selected for comparison initially in preference to the alternative indicator "Net spend on council tax benefits and housing benefits administration per head". The reason for this was the apparent discrepancy without clear explanation between the total £000s contributing to the "Net..." indicator and the sum of the two indicators detailed below. A number of councils reported identical results for both the "Spend..." and the "Net spend..." indicators but in the case of some there was a considerable unexplained difference. As explained above this can be because some councils report significant income in their returns and may be including expenditure not directly related to administering benefits. For this reason the "Net spend..." indicator has been included predominantly to allow officers to see the impact these differences may have and it is left to officers to determine which figure most accurately reflects their understanding of the returns..

**(Net) Spend on Council Tax and housing benefit administration:** This is the sum of net current expenditure on the administration of council tax benefits plus the net current expenditure on the administration of housing benefits. This is calculated by the Audit Commission based on information taken from the Revenue Outturn RO6, under Central Services to the public, line 425 Council tax benefits administration and Revenue Outturn RO4 under housing benefits, line 057 respectively.

**(Net) Spend on Council Tax and housing benefit Administration per head:** This is the sum of net current expenditure on the administration of council tax benefits plus the net current expenditure on the administration of housing benefits. This is calculated by the Audit Commission based on information taken from the Revenue Outturn RO6, under Central Services to the public, line 425 Council tax benefits administration and Revenue Outturn RO4 under housing benefits, line 057 respectively. The value shown is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on Council Tax benefit administration:** This is the total expenditure on council tax benefits administration. This is taken from column 3, total expenditure.

**Spend on housing benefit administration:** This is the total expenditure on housing benefits administration. This is taken from column 3, total expenditure.

**Difference between grant & spend on benefit administration (Total) & (Net):** This is the difference between the administration subsidy grant for housing benefit/council tax benefit allocated to the local authority (LA) from central government, and the LA's gross spend on administration of benefits. Data is from Department for Work and Pensions, Council tax and housing benefit administration subsidy grant allocations and CLG's revenue outturn RO4 total expenditure on housing benefits administration (line 57) and RO6 council tax benefits administration (line 425).. A (Total) difference and a (Net) difference is shown to reflect the discrepancies referred to above in the (Total) and (Net) Spend returns of various councils.

**Average no. of days taken to process HB & CTB new claims:** This reports the average number of calendar days taken to process new claims for housing benefit or council tax benefit. This is a component of the Right Time Indicator (RTI), previously reported as NI 181, which measures the average time in calendar days to process a new housing benefit / council tax benefit claim or a change in circumstance of an existing housing benefit / council tax benefit claim. Q3 2010/11 selected as the most recent, fully complete set of figures.

**Average no. of days taken to process HB & CTB changes of circumstance:** This reports the average number of calendar days taken to process a change of circumstance of an existing housing benefit or council tax benefit claim. This is a component of the Right Time Indicator (RTI), previously reported as NI 181, which measures the average time in calendar days to process a new housing benefit / council tax benefit claim or a change in circumstance of an existing housing benefit / council tax benefit claim. Q3 2010/11 selected as the most recent, fully complete set of figures.

**Total benefits caseload - no. of recipients of CTB &/or HB:** This is the sum number of recipients of housing and/or council tax benefits. This is calculated by the Audit Commission using the Department of Work and Pensions monthly statistical release "Housing Benefit and Council Tax Benefit summary statistics". The data is taken from table 1: Housing Benefit / Council Tax Benefit recipients using the columns showing: Claiming both HB and CTB1, CTB only, and HB only (columns 3, 4 and 5). February 2011 included as the most recent fully complete set of figures.

**No. claiming both HB and CTB:** This is the number of recipients of both housing and council tax benefit. February 2011 included as the most recent fully complete set of figures.

| Council   | Net current expenditure on Council Tax collection |                   | % of Council Tax collected | Spend on National Non-Domestic Rates (NNDR) collection | Net spend on NNDR collection | % of NNDR collected |
|---|---|-------------------|----------------------------|--|------------------------------|---------------------|
| Period  | 2010/11   |                   | 2010/11                    | 2010/11  | 2010/11                      | 2010/11             |
|   | £ per head  | £ per ch dwelling | %                          | £000s  | £ per non-domestic property  | %                   |
| <b>Essex Authorities</b>                          |   |                   |                            |  |                              |                     |
| Basildon  | £2.07   | £4.98             | 97.7%                      | £525   | £91.4                        | 98.9%               |
| Braintree   | £6.24   | £15.01            | 98.4%                      | £195   | £-4.75                       | 99.0%               |
| Brentwood   | £3.49   | £8.38             | 99.2%                      | £409   | £140.5                       | 97.8%               |
| Castle Point                                      | £6.07   | £14.95            | 98.6%                      | £59  | £29.5                        | 99.2%               |
| Chelmsford  | £4.63   | £11.30            | 98.3%                      | £210   | £-22                         | 98.0%               |
| Colchester  | £5.52   | £14.31            | 98.4%                      | £99  | £-33.8                       | 98.5%               |
| Epping Forest                                     | £9.05   | £21.47            | 97.8%                      | £235   | £6.75                        | 97.5%               |
| Harlow  | £3.28   | £7.71             | 95.4%                      | £87  | £34.5                        | 98.2%               |
| Maldon  | £9.49   | £22.94            | 98.5%                      | £213   | £50.5                        | 96.8%               |
| Rochford  | £7.88   | £19.42            | 98.9%                      | £89  | £-5.5                        | 96.8%               |
| Southend-on-Sea                                   | £6.66   | £14.50            | 97.8%                      | £424   | £18.83                       | 98.7%               |
| Tendring  | £4.32   | £9.86             | 97.9%                      | £212   | £-10.75                      | 98.5%               |
| Thurrock  | £4.18   | £10.71            | 97.7%                      | £199   | £-30.25                      | 99.2%               |
| Uttlesford  | £6.41   | £16.08            | 98.7%                      | £137   | £-2                          | 98.9%               |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |   |                   |                            |  |                              |                     |
| Broxbourne  | £7.53   | £17.96            | 97.9%                      | £18  | £9                           | 98.9%               |
| Dacorum   | £5.36   | £12.97            | 97.9%                      | £288   | £72                          | 98.4%               |
| East Hants  | £5.12   | £12.32            | 99.1%                      | £131   | £39.67                       | 99.3%               |
| East Herts  | £7.09   | £17.33            | 98.5%                      | £205   | £0.5                         | 96.9%               |
| Hertsmere   | £5.97   | £14.98            | 98.9%                      | £212   | £13.33                       | 99.0%               |
| Mid Sussex  | £4.41   | £10.33            | 98.4%                      | £143   | £-14.25                      | 96.2%               |
| North Herts                                       | £9.63   | £22.77            | 98.6%                      | £233   | £0.25                        | 98.1%               |
| Reigate & Banstead                                | £7.45   | £18.64            | 98.2%                      | £1   | £-4.33                       | 99.3%               |
| Sevenoaks   | £6.75   | £16.45            | 98.4%                      | £134   | £-18.5                       | 98.0%               |
| South Oxfordshire                                 | £4.42   | £10.65            | 98.6%                      | £120   | £30                          | 98.7%               |
| Spelthorne  | £8.77   | £20.65            | 98.8%                      | £0   | £0                           | 98.5%               |
| Test Valley                                       | £3.79   | £9.19             | 98.4%                      | £210   | £3.5                         | 99.3%               |
| Three Rivers                                      | £7.82   | £19.77            | 97.6%                      | £130   | £-20.5                       | 98.4%               |
| Tunbridge Wells                                   | £4.55   | £10.63            | 98.4%                      | £139   | £-13.5                       | 98.4%               |



# Expenditure: Culture, Arts, Sports, & Recreation

| Council   | Spend on culture & sport |            | Spend on sport, play & parks | Spend on sports & recreation facilities | Spend on arts, tourism & the historic environment | Spend on libraries, museums & archives |
|---|--------------------------|------------|------------------------------|---|---|--|
| Period  | 2010/11                  |            | 2010/11                      | 2010/11                                 | 2010/11   | 2010/11                                |
|   | £000s                    | £ per head | £ per head                   | £000s                                   | £000s   | £ per head                             |
| <b>Essex Authorities</b>                          |                          |            |                              |   |   |  |
| Basildon  | £11,244                  | £64.18     | £50.25                       | £3,137                                  | £1,917  | £2.99                                  |
| Braintree   | £4,345                   | £30.17     | £25.92                       | £1,745                                  | £338  | £1.91                                  |
| Brentwood   | £1,700                   | £22.73     | £21.91                       | £714                                    | £62   | £0                                     |
| Castle Point                                      | £5,081                   | £56.83     | £56.73                       | £3,339                                  | £9  | £0                                     |
| Chelmsford  | £15,844                  | £93.47     | £66.38                       | £7,114                                  | £3,728  | £5.10                                  |
| Colchester  | £15,547                  | £85.90     | £50.62                       | £6,424                                  | £2,474  | £21.61                                 |
| Epping Forest                                     | £3,732                   | £29.93     | £20.91                       | £1,273                                  | £657  | £3.74                                  |
| Harlow  | £4,059                   | £49.68     | £26.61                       | £230                                    | £1,601  | £3.48                                  |
| Maldon  | £2,112                   | £33.42     | £27.34                       | £332                                    | £375  | £0.14                                  |
| Rochford  | £2,251                   | £26.99     | £22.84                       | £626                                    | £346  | £0                                     |
| Southend-on-Sea                                   | £15,314                  | £92.64     | £53.73                       | £1,075                                  | £1,830  | £27.84                                 |
| Tendring  | £6,349                   | £42.75     | £35.35                       | £3,657                                  | £1,100  | £0                                     |
| Thurrock  | £7,637                   | £47.82     | £26.14                       | £1,637                                  | £840  | £16.42                                 |
| Uttlesford  | £1,520                   | £19.61     | £12.62                       | £646                                    | £218  | £4.18                                  |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                          |            |                              |   |   |  |
| Broxbourne  | £3,323                   | £36.68     | £32.36                       | £956                                    | £277  | £1.26                                  |
| Dacorum   | £7,100                   | £49.69     | £46.16                       | £1,675                                  | £504  | £0                                     |
| East Hants  | £2,364                   | £20.99     | £16.60                       | £0                                      | £495  | £0                                     |
| East Herts  | £3,734                   | £26.96     | £20.87                       | £953                                    | £825  | £0.14                                  |
| Hertsmere   | £4,450                   | £44.54     | £42.98                       | £1,901                                  | £50   | £1.06                                  |
| Mid Sussex  | £3,721                   | £28.08     | £25.03                       | £640                                    | £405  | £0                                     |
| North Herts                                       | £5,246                   | £41.70     | £35.61                       | £679                                    | £95   | £5.33                                  |
| Reigate & Banstead                                | £9,862                   | £71.15     | £55.58                       | £2,357                                  | £2,158  | £0                                     |
| Sevenoaks   | £1,536                   | £13.46     | £10.79                       | £897                                    | £298  | £0.06                                  |
| South Oxfordshire                                 | £1,723                   | £13.15     | £4.97                        | £299                                    | £1,072  | £0                                     |
| Spelthorne  | £2,965                   | £31.71     | £30.95                       | £48                                     | £57   | £0.15                                  |
| Test Valley                                       | £4,879                   | £42.99     | £32.68                       | £953                                    | £1,052  | £1.04                                  |
| Three Rivers                                      | £4,188                   | £47.11     | £40.42                       | £1,940                                  | £576  | £0.21                                  |
| Tunbridge Wells                                   | £6,173                   | £57.05     | £24.53                       | £351                                    | £2,845  | £6.23                                  |

## Technical Notes from Audit Commission Profiles Tool: Expenditure - Local Taxation

**Net current expenditure on Council Tax collection per head:** This is the net current expenditure on council tax collection, taken from column 7 (net current expenditure) of the Revenue Outturn RO6 return, under expenditure on Central Services. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Net current expenditure on Council Tax collection per chargeable dwelling:** This is the net current expenditure on council tax collection, taken from column 7 (net current expenditure) of the Revenue Outturn RO6 return, under expenditure on Central Services, expressed per dwelling. This is based on the total number of chargeable dwellings, for the purpose of council tax payments, in the area as provided by CIPFA Statistical Information Service.

**% of Council Tax collected:** Council tax: Amount collected in the year as a percentage of net collectable amount due.

**Spend on National Non-Domestic Rates collection:** This is the total expenditure on non-domestic rates collection, taken from column 3 of RO6 Central Services, line 426. It represents the gross administration costs of collecting non-domestic rates.

**Net spend on National Non-Domestic Rates Collection per non-domestic property:** This is the net current expenditure on non-domestic rates collection, taken from column 7 (net current expenditure) of the Revenue Outturn RO6 return, under expenditure on Central Services. This is expressed as pounds (£) per non-domestic hereditament, from CIPFA Finance and General Statistics. A non-domestic hereditament is a non-domestic property: a business property such as a shop, office, warehouse and factory and any other property that is not classed as domestic, such as that occupied by charities and voluntary organisations.

**% of NNDR collected:** Non domestic rates: this is the money collected in the year as a percentage of net collectable amount due.



## Technical Notes from Audit Commission Profiles Tool: Expenditure - Culture, Arts, Sports, & Recreation

**Spend on Culture & Sport:** This is the total expenditure on total cultural and related services. This is taken from column 3, total expenditure and Revenue Outturn R05 (actuals) conservation and listed building planning policy, plus total cultural and related services total expenditure.

**Spend on Culture & Sport per head:** This is the total expenditure on cultural and related services. It is a sum of the spend on conservation and listed building planning policy plus the spend on total cultural and related services. It is taken from Revenue Outturn R05, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on sport, play & parks per head:** This is the total expenditure on sport, play and parks. It is the total of community centres and public halls, foreshore, sports development and community recreation, sports and recreation facilities including golf courses and open spaces. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (R05) form, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on sports & recreation facilities:** This is the total expenditure on sports and recreation facilities including golf courses. This is taken from Column 3, total expenditure.

**Spend on arts, tourism & the historic environment:** Calculated by the Audit Commission (from CLG, Revenue Outturn R05)

**Spend on libraries, museums & archives per head:** This is the total expenditure on archives, museums and galleries and library service. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (R05) form, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

| Council   | Spend on housing services |            | Spend on housing strategy, advice & enabling | No. of affordable homes provided | Average weekly cost of mgmt | % of rent collected for LA owned housing |         |
|---|---------------------------|------------|--|----------------------------------|-----------------------------|--|---------|
| Period  | 2010/11                   |            | 2010/11                                      | 2010/11                          |                             | 2010/11                                  |         |
|   | £000s                     | £ per head | £ per head                                   | % of net additional homes        | Gross No.                   | £ per dwelling                           | %       |
| <b>Essex Authorities</b>                          |                           |            |  |                                  |                             |  |         |
| Basildon  | £3,281                    | £18.73     | £0   | 112%                             | 190                         | £15.05                                   | 99.4%   |
| Braintree   | £1,008                    | £7         | £4.22  | 33%                              | 150                         | Missing                                  | Missing |
| Brentwood   | £980                      | £13.10     | £4.04  | 8%                               | 30                          | Missing                                  | Missing |
| Castle Point                                      | £1,367                    | £15.29     | £1.58  | Not calculated                   | -                           | £21.84                                   | 98.3%   |
| Chelmsford  | £3,541                    | £20.89     | £6.70  | Not calculated                   | 60                          | Missing                                  | Missing |
| Colchester  | £2,590                    | £14.31     | £7.38  | 28%                              | 190                         | £27.2                                    | 99.2%   |
| Epping Forest                                     | £1,332                    | £10.68     | £4.52  | 41%                              | 150                         | £22.35                                   | 96.5%   |
| Harlow  | £2,446                    | £29.94     | £5.57  | 118%                             | 130                         | £18.2                                    | Missing |
| Maldon  | £1,076                    | £17.03     | £5.08  | Not calculated                   | -                           | Missing                                  | Missing |
| Rochford  | £1,802                    | £21.61     | £5.83  | Not calculated                   | -                           | Missing                                  | Missing |
| Southend-on-Sea                                   | £7,542                    | £45.63     | £1.24  | Not calculated                   | 10                          | £6.37                                    | Missing |
| Tendring  | £746                      | £5.02      | £0.55  | 9%                               | 20                          | £12.76                                   | Missing |
| Thurrock  | £3,983                    | £24.94     | £1.06  | 41%                              | 120                         | Missing                                  | Missing |
| Uttlesford  | £298                      | £3.85      | £0   | 47%                              | 140                         | £12.68                                   | 96.7%   |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                           |            |  |                                  |                             |  |         |
| Broxbourne  | £1,717                    | £18.95     | £7.41  | 33%                              | 90                          | Missing                                  | Missing |
| Dacorum   | £2,270                    | £15.89     | £2.11  | 10%                              | 60                          | £13.94                                   | 98.3%   |
| East Hants  | £1,472                    | £13.07     | £4.49  | 26%                              | 70                          | Missing                                  | Missing |
| East Herts  | £1,395                    | £10.07     | £4.13  | 45%                              | 90                          | Missing                                  | Missing |
| Hertsmere   | £1,630                    | £16.32     | £10.68                                       | 38%                              | 60                          | Missing                                  | Missing |
| Mid Sussex  | £1,293                    | £9.76      | £4.80  | 59%                              | 100                         | Missing                                  | Missing |
| North Herts                                       | £1,317                    | £10.47     | £3.19  | 32%                              | 130                         | Missing                                  | Missing |
| Reigate & Banstead                                | £1,344                    | £9.70      | £6.32  | Not calculated                   | 160                         | Missing                                  | Missing |
| Sevenoaks   | £1,611                    | £14.12     | £6.42  | 18%                              | 50                          | Missing                                  | Missing |
| South Oxfordshire                                 | £1,382                    | £10.55     | £5.41  | 43%                              | 90                          | Missing                                  | Missing |
| Spelthorne  | £943                      | £10.09     | £0.32  | 143%                             | 200                         | Missing                                  | Missing |
| Test Valley                                       | £1,410                    | £12.42     | £9.78  | 62%                              | 240                         | Missing                                  | Missing |
| Three Rivers                                      | £1,130                    | £12.71     | £5.06  | 36%                              | 40                          | Missing                                  | Missing |
| Tunbridge Wells                                   | £2,095                    | £19.36     | £9.89  | 31%                              | 100                         | Missing                                  | Missing |

| Council   | Average weekly cost of maintenance | Spend on decent council homes | % of non-decent council homes | % of spend on minor repairs / routine maintenance work that was: |              | % of urgent repairs completed on time |
|---|------------------------------------|-------------------------------|-------------------------------|--|--------------|---------------------------------------|
| Period  | 2010/11<br>£ per dwelling          | 2010/11<br>£000s              | 2009/10<br>%                  | 2010/11<br>%   | 2010/11<br>% | 2010/11<br>%                          |
| <b>Essex Authorities</b>                          |                                    |                               |                               |  |              |                                       |
| Basildon  | £16.57                             | £15,000                       | 51%                           | 33%  | 67%          | 76%                                   |
| Braintree   | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Brentwood   | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Castle Point                                      | £11.13                             | £333                          | 11%                           | 11%  | 89%          | Missing                               |
| Chelmsford  | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Colchester  | £13.4                              | £2,835                        | 13%                           | 22%  | 78%          | 96%                                   |
| Epping Forest                                     | £16.56                             | £3,945                        | 0%                            | 66%  | 34%          | 69%                                   |
| Harlow  | £18.04                             | £6,012                        | 20%                           | 43%  | 57%          | 87%                                   |
| Maldon  | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Rochford  | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Southend-on-Sea                                   | £17.54                             | £7,921                        | 40%                           | 42%  | 58%          | 95%                                   |
| Tendring  | £16.24                             | £2,340                        | 4%                            | 33%  | 67%          | 98%                                   |
| Thurrock  | Missing                            | Not calculated                | 0%                            | Missing  | Missing      | Missing                               |
| Uttlesford  | £14.54                             | £1,458                        | 1%                            | 45%  | 55%          | 95%                                   |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                                    |                               |                               |  |              |                                       |
| Broxbourne  | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Dacorum   | £15.54                             | £2,294                        | 2%                            | 44%  | 56%          | 97%                                   |
| East Hants  | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| East Herts  | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Hertsmere   | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Mid Sussex  | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| North Herts                                       | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Reigate & Banstead                                | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Sevenoaks   | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| South Oxfordshire                                 | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Spelthorne  | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Test Valley                                       | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Three Rivers                                      | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |
| Tunbridge Wells                                   | Missing                            | Not calculated                | Not applicable                | Missing  | Missing      | Missing                               |

| Council   | Spend on homelessness | No. of homeless decisions made, per 1,000 households | No. accepted as homeless, per 1,000 households | Spend on temporary accommodation | Average no. of households in temporary accommodation |
|---|-----------------------|--|--|----------------------------------|--|
| Period  | 2010/11<br>£ per head | 2010/11<br>No. per 1000 households                   | 2010/11<br>No. per 1000 households             | 2010/11<br>£000s                 | 2010/11<br>No.                                       |
| <b>Essex Authorities</b>                          |                       |  |  |                                  |  |
| Basildon  | £8.62                 | 4.2  | 3.1  | £243                             | 230  |
| Braintree   | £2.63                 | 3.2  | 1.7  | £0                               | 35   |
| Brentwood   | £7.19                 | 1.5  | 0.9  | £233                             | 47   |
| Castle Point                                      | £13.03                | 1.9  | 1  | £866                             | 57   |
| Chelmsford  | £10.25                | 2.5  | 1.8  | £1,036                           | 42   |
| Colchester  | £6.55                 | 4.3  | 2.8  | £0                               | 160  |
| Epping Forest                                     | £3.01                 | 1.8  | 1.1  | £146                             | 53   |
| Harlow  | £11.11                | 6.2  | 4.1  | £358                             | 179  |
| Maldon  | £6.52                 | 1.2  | 1.1  | £32                              | 13   |
| Rochford  | £7.88                 | 1.7  | 1.4  | £268                             | 31   |
| Southend-on-Sea                                   | £7.55                 | 2.3  | 1.1  | £136                             | 38   |
| Tendring  | £3.26                 | 2.5  | 1.1  | £252                             | 86   |
| Thurrock  | £3.06                 | 3.4  | 1.7  | £135                             | 44   |
| Uttlesford  | £2.21                 | 0.8  | 0.4  | -£24                             | 6  |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                       |  |  |                                  |  |
| Broxbourne  | £4.59                 | 0.4  | 0.1  | £391                             | 33   |
| Dacorum   | £2.50                 | 1.1  | 0.6  | £0                               | 14   |
| East Hants  | £4.81                 | 2.4  | 1.5  | £0                               | 81   |
| East Herts  | £3.53                 | 1.6  | 0.7  | £156                             | 24   |
| Hertsmere   | £4.44                 | 3.5  | 0.7  | £152                             | 11   |
| Mid Sussex  | £3.52                 | 1.7  | 0.9  | £340                             | 29   |
| North Herts                                       | £6.31                 | 2  | 1.3  | £16                              | 55   |
| Reigate & Banstead                                | £1.10                 | 1.2  | 0.4  | £138                             | 19   |
| Sevenoaks   | £3.15                 | 1.1  | 0.9  | £0                               | 17   |
| South Oxfordshire                                 | £3.14                 | 0.8  | 0.4  | £411                             | 21   |
| Spelthorne  | £9.67                 | 0.2  | 0.1  | £904                             | 2  |
| Test Valley                                       | £2.63                 | 1.9  | 0.3  | £58                              | 39   |
| Three Rivers                                      | £4.69                 | 3.1  | 2.1  | £417                             | 21   |
| Tunbridge Wells                                   | £9.21                 | 1.2  | 0.8  | £219                             | 27   |

| Council   | No. of households in non self-contained temporary accommodation: |                | Spend on housing grants, loans and other assistance | Private sector housing renewal, total programme expenditure | Private sector dwellings with a SAP rating of less than 35 and with category 1 hazards |
|---|--|----------------|---|---|--|
|   | (a) B&B  | (b) Hostels    |   |   |  |
| Period  | 2010/11<br>No.   | 2010/11<br>No. | 2011<br>£000s                                       | 2011<br>£000s   | 2011<br>No.  |
| <b>Essex Authorities</b>                          |  |                |   |   |  |
| Basildon  | 0  | 20             | £775  | £775  | 487  |
| Braintree   | 0  | 10             | £299  | £299  | 11   |
| Brentwood   | 0  | 4              | £40   | £40   | 13   |
| Castle Point                                      | 9  | 4              | £261  | £261  | 250  |
| Chelmsford  | 7  | 15             | £68   | £96   | 42   |
| Colchester  | 10   | 37             | £178  | £177  | 100  |
| Epping Forest                                     | 5  | 35             | £421  | £421  | 175  |
| Harlow  | 1  | 15             | £50   | £75   | 6  |
| Maldon  | 0  | 0              | £420  | £398  | 51   |
| Rochford  | 13   | 0              | £115  | £115  | 83   |
| Southend-on-Sea                                   | 0  | 24             | £137  | £260  | 165  |
| Tendring  | 3  | 0              | Not calculated                                      | Missing   | Not calculated   |
| Thurrock  | 1  | 28             | £712  | £736  | 26   |
| Uttlesford  | 1  | 0              | £29   | £29   | Not calculated   |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |  |                |   |   |  |
| Broxbourne  | 0  | 1              | £642  | £742  | Not calculated   |
| Dacorum   | 0  | 15             | £45   | £45   | 6  |
| East Hants  | 3  | 0              | £271  | £253  | 10   |
| East Herts  | 1  | 12             | £427  | £160  | 27   |
| Hertsmere   | 3  | 4              | £17   | £18   | 0  |
| Mid Sussex  | 11   | 0              | £8  | £8  | 82   |
| North Herts                                       | 1  | 55             | £30   | £33   | 35   |
| Reigate & Banstead                                | 4  | 4              | £152  | £152  | 536  |
| Sevenoaks   | 2  | 1              | £328  | £328  | 110  |
| South Oxfordshire                                 | 0  | 0              | £812  | £812  | 63   |
| Spelthorne  | 3  | 0              | £158  | £158  | Not calculated   |
| Test Valley                                       | 3  | 1              | £122  | £122  | 43   |
| Three Rivers                                      | 0  | 1              | £40   | £0  | 13   |
| Tunbridge Wells                                   | 3  | 0              | £653  | £653  | 132  |

## Technical Notes from Audit Commission Profiles Tool: Expenditure - Housing

**Spend on housing services:** This is the total spend on housing services. This is the sum of expenditure in the revenue outturn RO4, (column 3) for private sector housing renewal lines 031 and 038, 020 housing advances, 010 housing strategy, advice and enabling, housing welfare lines 075 and 078 and 060 Other council property (Non-HRA) and all homelessness lines 038 to 050. This total does not include any expenditure in the provision of a benefits service.

**Spend on housing services per head:** This is the sum of expenditure in the revenue outturn RO4, (column 3) for private sector housing renewal lines 031 and 038, 020 housing advances, 010 housing strategy, advice and enabling, housing welfare lines 075 and 078 and 060 Other council property (Non-HRA) and all homelessness lines 038 to 050. This total excludes expenditure for benefits services. The value seen here is expressed as pounds (£) per head of the total resident population, using the National Statistics mid-year population estimates.

**Spend on housing strategy, advice & enabling:** This is the total expenditure on housing strategy advice and enabling (line 10, column 3). This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**No. of affordable homes provided:** This has been derived by the Audit Commission based on NI 154 Net additional homes provided and NI 155 Number of affordable homes delivered. NI 155 represents a simple count of affordable housing units provided - newly built, including gains from conversions such as subdivision, or acquired. The total supply is the sum of social rent housing and intermediate housing (low cost home ownership and intermediate rent). NI 155 is expressed as a percentage of NI 154 which is the net increase in dwelling stock over one year, calculated as the sum of new build completions, minus demolitions, plus any gains or losses through change of use and conversions. The percentage figure is provided as a simple indicator of the proportion of new homes built which are affordable. This should be considered alongside the actual numbers reported for NI 154 and NI 155, however as these are given as absolute values for each area, care should be taken when drawing any comparisons with other areas.

**Average weekly cost of mgmt:** This is the cost to the local authority of housing management expressed as £ per dwelling. It is measured by the Housing Revenue Account expenditure on management over the year less the income generated from unpooled charges for services not otherwise covered by management and maintenance allowances, divided by the average number of dwellings in the HRA at the start and end of year, divided by 52. Unpooled charges refer to services which are charged back to the tenant. This was previously reported as BV 65a.

**% of rent collected for LA owned housing:** This is the gross housing revenue account (HRA) rent collected during the year (including that met through housing benefit) as a percentage of the total HRA rent available for collection in the year. It excludes rent arrears from former tenants, so is based on the maximum rent income available after allowing for vacant dwellings plus any arrears of current tenants, including those from previous tenancies outstanding at the beginning of the year. The rent collected is total amount of rent collected during the year excluding any pre-payments for later years, less any payments of arrears from earlier years from former tenants. No reduction should be made to rent collected where rent payments are subsequently found to have come from overpayments of housing benefit. This indicator was previously reported as BVPI 66a.

**Average weekly cost of maintenance:** This is defined the cost to the local authority of repairs and is measured by the housing revenue account (HRA) expenditure on repairs over the year divided by the average number of dwellings in the HRA at the start and end of the year, divided by 52. This was previously reported as BV65b.

**Spend on decent council homes:** This is the spend on tackling non decent dwellings in £000s (BPSA) b2b, plus the spend on preventing dwellings becoming non-decent £000s (BPSA) b2c.

**% of non-decent council homes:** This indicator measures the no. of non decent council homes and the proportion this represents of the total council housing stock. This is being calculated in order to demonstrate the progress towards making all council housing decent. Formerly published as NI 158 by CLG's Data Interchange Hub, data is now sourced from CLG.

**% of spend on minor repairs / routine maintenance work that was: (a) planned (b) responsive:** This is the expenditure on minor repairs and routine maintenance work to local authority housing stock within a specific year which was undertaken on a responsive basis as a percentage of the total expenditure on all minor repairs and maintenance (both responsive and planned) to the local authority stock within the same year. Responsive works is minor repair or routine maintenance undertaken in response to a request from a tenant. This should include (i) tenant requests that are 'batched' to allow them to be undertaken as programmed works. e.g. fencing repairs, and (ii) void works responsive to the authority. Planned works include minor repair or routine maintenance such as cyclical maintenance and planned replacement of sub components.



% of urgent repairs completed on time: This is a useful indicator of the efficiency of the repairs service. It is defined as the total number of urgent repairs (as defined in the Right to Repair regulations) completed within the prescribed time limit during the year, expressed as a percentage of all urgent repairs requested during the year. This indicator was previously reported as BVPI 72.

Spend on homelessness: This is the sum of revenue outturn section RO4, Homelessness and includes lines: 039 Other nightly paid, privately managed accommodation, 040 Private managed accommodation leased by the authority, 041 Hostels (non-HRA support), 042 Bed/breakfast accommodation, 043 Private managed accommodation leased by RSLs, 044 Directly with a private sector landlord, 045 Accommodation within the authority's own stock (non-HRA), 046 Other temporary accommodation, 047 Homelessness: Administration, 048 Accommodation within RSL stock, and 050 Homelessness: Support. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

No. of homeless decisions made, per 1,000 households: This is the total numbers of decisions made by the authority on homeless applications over the financial year, expressed per 1,000 households. It is the sum of the numbers reported for each of the four quarters.

No. accepted as homeless, per 1,000 households: Based on decisions made during the year, this is the total number accepted as homeless and in priority need, expressed per 1,000 households. It is the sum of the numbers reported for each of the four quarters.

Spend on temporary accommodation: This is the sum of all temporary accommodation related spend from the revenue outturn section RO4, Homelessness (column 3) and includes lines 039 Other nightly paid, privately managed accommodation, 040 Private managed accommodation leased by the authority, 041 Hostels (non-HRA support), 042 Bed/breakfast accommodation, 043 Private managed accommodation leased by RSLs, 044 Directly with a private sector landlord, 045 Accommodation within the authority's own stock (non-HRA), 046 Other temporary accommodation, 047 Homelessness: Administration, 048 Accommodation within RSL stock.

Average no. of households in temporary accommodation: This is an average of the figures reported across each of the four quarters during the financial year. An average figure is only reported if a value is provided for two or more quarters during the year.

No. of households in non self-contained temporary accommodation: (a) Bed & Breakfast (b) Hostels including women's refuges: This is an average of the figures reported across each of the four quarters during the financial year. An average figure is only reported if a value is provided for two or more quarters during the year.

Spend on housing grants, loans and other assistance: Sum of LA expenditure on grants (£000) hsk10b and LA expenditure on loans and other assistance (£000) hsk10c.

Private sector housing renewal, total programme expenditure: This is the total programme expenditure on private sector housing renewal (hsk6ad). It includes all assistance (grants and loans) to private sector dwelling stock (including RSLs) for repairs, improvements and adaptation under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 and the Housing Grants, Construction and Regeneration Act 1996. Grants include activity funded from all sources: housing market renewal (HMR) which includes environmental improvements within renewal areas and works on boundary walls in such areas; neighbourhood renewal (NR); new deal for community (NDC); and single regeneration budget (SRB). Mandatory disabled facilities grants (DFGs) are not included in this figure. All payments made in the year, including any instalment payments, should be included.

Private sector dwellings with a SAP rating of less than 35 and with category 1 hazards: "5ba. Lowest quartile SAP rating of private sector (non RSL) dwellings - Hsb5ba - at A1e (10042291) plus 3aa. Private sector (non RSL) dwellings made free from Category 1 hazards - hsb3aa - as a direct result of action by your local authority during 2007/08 (HHSRS Measure) "

# Expenditure: Environmental Services

| Council   | Spend on environmental services |            | Spend on waste management |            | Spend on waste collection | Spend on recycling | % waste sent for reuse, recycling & composting | Residual household waste arising |
|---|---------------------------------|------------|---------------------------|------------|---------------------------|--------------------|--|----------------------------------|
| Period  | 2010/11                         |            | 2010/11                   |            | 2010/11                   | 2010/11            | 2010/11  | 2010/11                          |
|   | £000s                           | £ per head | £000s                     | £ per head | £ per head                | £ per head         | %  | kg per household                 |
| <b>Essex Authorities</b>                          |                                 |            |                           |            |                           |                    |  |                                  |
| Basildon  | £8,664                          | £49.45     | £6,186                    | £35.31     | £2.99                     | £32.32             | 44.71%   | 583Kg                            |
| Braintree   | £7,153                          | £49.67     | £5,760                    | £40        | £11.05                    | £21.84             | 53.96%   | 423Kg                            |
| Brentwood   | £3,743                          | £50.04     | £3,013                    | £40.28     | £16.56                    | £16.54             | 44.79%   | 489Kg                            |
| Castle Point                                      | £3,402                          | £38.05     | £2,616                    | £29.26     | £10.86                    | £14.15             | 39.84%   | 547Kg                            |
| Chelmsford  | £8,752                          | £51.63     | £7,165                    | £42.27     | £21.14                    | £14.69             | 39.12%   | 610Kg                            |
| Colchester  | £6,748                          | £37.28     | £4,887                    | £27        | £14.66                    | £9.65              | 40.24%   | 479Kg                            |
| Epping Forest                                     | £7,280                          | £58.38     | £5,730                    | £45.95     | £13.37                    | £32.58             | 58.89%   | 392Kg                            |
| Harlow  | £3,472                          | £42.50     | £2,601                    | £31.84     | £8.75                     | £23.08             | 51.82%   | 333Kg                            |
| Maldon  | £2,762                          | £43.70     | £2,104                    | £33.29     | £16.60                    | £16.69             | 37.04%   | 521Kg                            |
| Rochford  | £3,370                          | £40.41     | £2,529                    | £30.32     | £30.79                    | £0                 | 65.79%   | 319Kg                            |
| Southend-on-Sea                                   | £11,399                         | £68.96     | £8,595                    | £52        | £25.44                    | £0.43              | 45.07%   | 526Kg                            |
| Tendring  | £4,465                          | £30.07     | £3,059                    | £20.60     | £11.67                    | £8.93              | 28.78%   | 482Kg                            |
| Thurrock  | £13,108                         | £82.08     | £10,584                   | £66.27     | £35.85                    | £20.63             | 44.52%   | 578Kg                            |
| Uttlesford  | £4,657                          | £60.09     | £4,136                    | £53.37     | £38.83                    | £1.63              | 55.19%   | 379Kg                            |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                                 |            |                           |            |                           |                    |  |                                  |
| Broxbourne  | £2,902                          | £32.03     | £2,599                    | £28.69     | £11.92                    | £16.62             | 39.28%   | 578Kg                            |
| Dacorum   | £6,170                          | £43.18     | £4,711                    | £32.97     | £32.97                    | £0                 | 47.73%   | 471Kg                            |
| East Hants  | £3,850                          | £34.19     | £2,952                    | £26.22     | £26.22                    | £0                 | 37.09%   | 469Kg                            |
| East Herts  | £6,907                          | £49.87     | £5,648                    | £40.78     | £21.37                    | £16.60             | 48.28%   | 469Kg                            |
| Hertsmere   | £5,792                          | £57.98     | £4,347                    | £43.51     | £25.36                    | £12.68             | 42.49%   | 533Kg                            |
| Mid Sussex  | £3,526                          | £26.61     | £2,403                    | £18.14     | £18.14                    | £0                 | 43.72%   | 432Kg                            |
| North Herts                                       | £6,106                          | £48.54     | £4,985                    | £39.63     | £14.65                    | £17.77             | 50.03%   | 450Kg                            |
| Reigate & Banstead                                | £9,421                          | £67.97     | £6,730                    | £48.56     | £21.84                    | £21.91             | 33.27%   | 525Kg                            |
| Sevenoaks   | £4,682                          | £41.03     | £2,990                    | £26.21     | £26.21                    | £0                 | 31.4%  | 620Kg                            |
| South Oxfordshire                                 | £6,095                          | £46.53     | £5,152                    | £39.33     | £16.50                    | £22.83             | 65.11%   | 294Kg                            |
| Spelthorne  | £3,462                          | £37.03     | £2,282                    | £24.41     | £19.14                    | £5.26              | 36.55%   | 508Kg                            |
| Test Valley                                       | £3,928                          | £34.61     | £2,729                    | £24.04     | £12.74                    | £10.74             | 36.05%   | 513Kg                            |
| Three Rivers                                      | £6,568                          | £73.88     | £5,857                    | £65.88     | £42.40                    | £16.86             | 50.87%   | 466Kg                            |
| Tunbridge Wells                                   | £2,918                          | £26.97     | £1,856                    | £17.15     | £17.15                    | £0                 | 45.92%   | 539Kg                            |



| Council   | Spend on street cleansing |            | Spend on environmental health | Spend on food safety | Spend on licensing | Spend on flood defence, land drainage, and coastal protection |
|---|---------------------------|------------|-------------------------------|----------------------|--------------------|---|
| Period  | 2010/11                   |            | 2010/11                       | 2010/11              | 2010/11            | 2010/11   |
|   | £000s                     | £ per head | £ per head                    | £ per head           | £ per head         | £ per head  |
| <b>Essex Authorities</b>                          |                           |            |                               |                      |                    |   |
| Basildon  | £2,478                    | £14.14     | £10.74                        | £0                   | £4.43              | £0  |
| Braintree   | £1,393                    | £9.67      | £10.42                        | £2.46                | £1.69              | £0.40   |
| Brentwood   | £730                      | £9.76      | £16.48                        | £3.30                | £3.01              | £0.07   |
| Castle Point                                      | £786                      | £8.79      | £12.85                        | £1.47                | £3                 | £0.13   |
| Chelmsford  | £1,587                    | £9.36      | £18.94                        | £3.77                | £3.17              | £0.15   |
| Colchester  | £1,861                    | £10.28     | £15.72                        | £1.22                | £2.45              | £0  |
| Epping Forest                                     | £1,550                    | £12.43     | £17.91                        | £1.58                | £2.15              | £3.06   |
| Harlow  | £871                      | £10.66     | £17.14                        | £2.04                | £6.11              | £0  |
| Maldon  | £658                      | £10.41     | £25.13                        | £3.84                | £2.82              | £0  |
| Rochford  | £841                      | £10.08     | £17.63                        | £0.16                | £3.06              | £0.02   |
| Southend-on-Sea                                   | £2,804                    | £16.96     | £14.26                        | £1.98                | £3.07              | £3.07   |
| Tendring  | £1,406                    | £9.47      | £14.67                        | £2.37                | £2.54              | £5.23   |
| Thurrock  | £2,524                    | £15.80     | £8.13                         | £1.47                | £1.16              | £0  |
| Uttlesford  | £521                      | £6.72      | £22.30                        | £9.72                | £3.46              | £0.89   |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                           |            |                               |                      |                    |   |
| Broxbourne  | £303                      | £3.34      | £9.86                         | £2.58                | £1.79              | £0.38   |
| Dacorum   | £1,459                    | £10.21     | £12.34                        | £1.51                | £2.67              | £0  |
| East Hants  | £898                      | £7.98      | £14.54                        | £2.27                | £2.74              | £0.52   |
| East Herts  | £1,259                    | £9.09      | £13.86                        | £1.89                | £3.62              | £2.79   |
| Hertsmere   | £1,445                    | £14.46     | £14.56                        | £2.60                | £4.25              | £12.74  |
| Mid Sussex  | £1,123                    | £8.48      | £11.31                        | £1.18                | £1.89              | £0.60   |
| North Herts                                       | £1,121                    | £8.91      | £15.25                        | £2.72                | £3.90              | £0.25   |
| Reigate & Banstead                                | £2,691                    | £19.42     | £17.77                        | £4.16                | £4.52              | £1.10   |
| Sevenoaks   | £1,692                    | £14.83     | £23.91                        | £0.31                | £9.36              | £0  |
| South Oxfordshire                                 | £943                      | £7.20      | £16.44                        | £3.34                | £3.08              | £0.18   |
| Spelthorne  | £1,180                    | £12.62     | £15.05                        | £0.06                | £1.69              | £0.25   |
| Test Valley                                       | £1,199                    | £10.56     | £18.92                        | £1.99                | £2.56              | £0  |
| Three Rivers                                      | £711                      | £8         | £25.94                        | £1.84                | £2.34              | £0.19   |
| Tunbridge Wells                                   | £1,062                    | £9.82      | £27.45                        | £5.23                | £3.46              | £0.85   |

## Technical Notes from Audit Commission Profiles Tool: Expenditure - Environmental Services

**Spend on environmental services:** This is the total spend on environmental services. It is the sum of expenditure on street cleansing, waste collection, waste minimisation, trade waste, recycling, and waste disposal. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO5) form, column 3, total expenditure.

**Spend on environmental services per head:** This is the total spend on environmental services. It is the sum of expenditure on street cleansing, waste collection, waste minimisation, trade waste, recycling, and waste disposal. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO5) form, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on waste management:** This is the total expenditure on waste management calculated by the sum of expenditure on waste collection and waste disposal using Revenue Outturn lines 282 waste disposal, 281 waste collection, 285 waste minimisation, 284 recycling and 283 trade waste, column 3, total expenditure.

**Spend on waste management per head:** This is the total expenditure on waste management calculated by the sum of expenditure on waste collection and waste disposal using Revenue Outturn lines 282 waste disposal, 281 waste collection, 285 waste minimisation, 284 recycling and 283 trade waste, column 3, total expenditure. The value shown here is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on waste collection per head:** This is the total expenditure on waste collection. This includes household waste, trade waste, recycling, waste strategy and waste minimisation. This is taken from column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates. Gross domestic product (GDP) deflators have been used to allow real term comparisons over time.

**Spend on recycling:** This is the total expenditure on recycling RO line 284. This is taken from column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates. Data earlier than 2009/10 are not included.

**% waste sent for reuse, recycling & composting:** "The percentage of household waste arisings which have been sent by the authority for reuse, recycling, composting or anaerobic digestion. This was previously collected as BVPI 82a and 82b in 2007/08. The numerator is the total tonnage of household waste collected which is sent for reuse, recycling, composting or anaerobic digestion. The denominator is the total tonnage of household waste collected. 'Household waste' means those types of waste which are to be treated as household waste for the purposes of Part II of the Environmental Protection Act 1990 by reason of the provisions of the Controlled Waste Regulations 1992. Formerly published as NI 192 by CLG's Data Interchange Hub, data is now sourced from DEFRA. "

**Residual household waste arising:** This is the number of kilograms of residual household waste collected per household. Residual waste is any collected household waste that is not sent for reuse, recycling or composting. Formerly published as NI 191 by CLG's Data Interchange Hub, data is now sourced from DEFRA.

**Spend on street cleansing :** This is the total expenditure on street cleansing - not chargeable to highways. This is taken from column 3, total expenditure.

**Spend on street cleansing per head:** This is the total expenditure on street cleansing - not chargeable to highways. This is taken from column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on environmental health per head:** This is the total expenditure on environmental health. It is the sum of expenditure on licensing, food safety, environmental protection, private rented housing standards, health and safety, port health, pest control, public conveniences, animal and public health; infectious disease control . The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO5) form, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on food safety:** This is the total expenditure on food safety. It includes all activities aiming to reduce the incidence of food and water based poisoning, including administration, research and report writing. This is taken from column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on licensing:** This is the total expenditure on gross expenditure and gross income relating to the issue of licences where there is no direct link between the payment, and the acquisition by the payer of specific goods and services. This includes public entertainment (e.g. music, dancing, theatres, cinemas); amusements (e.g. bingo); late licences (e.g. night clubs); street trading and shops; hackney carriages, minicabs and other private hire vehicles; skips and scaffolding; hoardings; felling; animals; and new responsibilities under the Licensing Act 2003 and Gambling Act 2005. This is taken from column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on flood defence, land drainage, and coastal protection:** This is the total expenditure on flood defence, land drainage and coast protection. It is the sum of expenditure on defences against flooding, land drainage and related work and coast protection. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO5) form, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

# Expenditure: Planning, Economic Development & Infrastructure

| Council   | Spend on planning | Spend on development control & other planning policy | Spend on other planning policy | Percentage of planning applications determined within established acceptable timescales |               |               | Spend on economic development |
|---|-------------------|--|--------------------------------|---|---------------|---------------|-------------------------------|
| Period  | 2010/11           | 2010/11  | 2010/11                        | Quarter 4 2010/11   |               |               | 2010/11                       |
|   | £ per head        | £ per head   | £ per head                     | Major 13 weeks  | Minor 8 weeks | Other 8 weeks | £ per head                    |
| <b>Essex Authorities</b>                          |                   |  |                                |   |               |               |                               |
| Basildon  | £10               | £6.92  | £4.30                          | 50%   | 70%           | 73%           | £7.64                         |
| Braintree   | £16.80            | £12.65   | £3.58                          | 100%  | 86%           | 93%           | £3.64                         |
| Brentwood   | £17.29            | £16.62   | £4.25                          | 100%  | 82%           | 90%           | £3.26                         |
| Castle Point                                      | £13.42            | £9.33  | £2.79                          | 0%  | 43%           | 87%           | £1.83                         |
| Chelmsford  | £25.66            | £21.13   | £7.40                          | 60%   | 84%           | 93%           | £2.76                         |
| Colchester  | £14.65            | £11.35   | £11.35                         | 80%   | 75%           | 88%           | £16.30                        |
| Epping Forest                                     | £23.38            | £18.01   | £10.20                         | 83%   | 74%           | 92%           | £1.31                         |
| Harlow  | £17.92            | £11.92   | £6.17                          | 100%  | 73%           | 74%           | £50.05                        |
| Maldon  | £38.10            | £28.78   | £7.06                          | 80%   | 75%           | 90%           | £5.60                         |
| Rochford  | £28.62            | £20.38   | £20.38                         | 60%   | 85%           | 98%           | £5.13                         |
| Southend-on-Sea                                   | £17.92            | £16.04   | £6.90                          | 63%   | 87%           | 92%           | £7.29                         |
| Tendring  | £15.97            | £13.53   | £3.25                          | 100%  | 93%           | 94%           | £3.89                         |
| Thurrock  | £22.04            | £20.21   | £0                             | 60%   | 100%          | 99%           | £8.93                         |
| Uttlesford  | £48.26            | £38.36   | £15.08                         | 80%   | 89%           | 89%           | £0                            |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                   |  |                                |   |               |               |                               |
| Broxbourne  | £15.51            | £11.42   | £3.47                          | 100%  | 72%           | 99%           | £0.91                         |
| Dacorum   | £27.98            | £21.40   | £8.01                          | Not applicable  |               |               | £6.30                         |
| East Hants  | £24.42            | £18.13   | £4.09                          | 89%   | 79%           | 90%           | £12.06                        |
| East Herts  | £21.75            | £20.54   | £4                             | 80%   | 77%           | 90%           | £0.85                         |
| Hertsmere   | £23.75            | £17.89   | £0                             | 100%  | 76%           | 86%           | £18.39                        |
| Mid Sussex  | £21.83            | £16.12   | £5.61                          | 78%   | 83%           | 93%           | £1.17                         |
| North Herts                                       | £24.63            | £19.33   | £5.05                          | 47%   | 54%           | 87%           | £3.71                         |
| Reigate & Banstead                                | £35.80            | £29.34   | £6.54                          | 50%   | 69%           | 91%           | £4.55                         |
| Sevenoaks   | £34.41            | £25.12   | £5.64                          | 94%   | 85%           | 91%           | £3.62                         |
| South Oxfordshire                                 | £30.41            | £25.53   | £6.84                          | 71%   | 79%           | 88%           | £4.17                         |
| Spelthorne  | £22.20            | £17.17   | £0                             | 83%   | 63%           | 66%           | £7.12                         |
| Test Valley                                       | £35.26            | £29.76   | £9.40                          | 50%   | 71%           | 89%           | £1.62                         |
| Three Rivers                                      | £29.35            | £22.13   | £0                             | 100%  | 89%           | 97%           | £0.88                         |
| Tunbridge Wells                                   | £34.64            | £30.30   | £7.10                          | 83%   | 82%           | 95%           | £9.56                         |

| Council   | Spend on sustainable economy |            | Spend on highways & transport | Spend on transport - safety & maintenance | Spend on maintenance of non-principal roads | Spend on transport - access to employment | Spend on public transport |
|---|------------------------------|------------|-------------------------------|---|---|---|---------------------------|
| Period  | 2010/11                      |            | 2010/11                       | 2010/11                                   | 2010/11                                     | 2010/11                                   | 2010/11                   |
|   | £000s                        | £ per head | £ per head                    | £ per head                                | £ per head                                  | £ per head                                | £ per head                |
| <b>Essex Authorities</b>                          |                              |            |                               |   |   |   |                           |
| Basildon  | £9,053                       | £51.67     | £23.29                        | £6.81                                     | £6.81                                       | £0  | £12.61                    |
| Braintree   | £6,676                       | £46.36     | £15.50                        | £0.34                                     | £0  | £1.97                                     | £10.85                    |
| Brentwood   | £5,010                       | £66.98     | £29.95                        | £7.98                                     | £5.07                                       | £0.76                                     | £8.34                     |
| Castle Point                                      | £4,493                       | £50.26     | £22.15                        | £5.47                                     | £5.30                                       | £0.88                                     | £13.71                    |
| Chelmsford  | £14,210                      | £83.83     | £36.48                        | £3.83                                     | £0.55                                       | £1.69                                     | £14.45                    |
| Colchester  | £15,830                      | £87.46     | £40.78                        | £2.71                                     | £1.36                                       | £1.45                                     | £13.54                    |
| Epping Forest                                     | £7,775                       | £62.35     | £19.76                        | £3.91                                     | £3.91                                       | £0.27                                     | £6.21                     |
| Harlow  | £10,162                      | £124.38    | £39.28                        | £4.86                                     | £4.86                                       | £2.66                                     | £23.48                    |
| Maldon  | £5,486                       | £86.80     | £16.63                        | £1  | £0  | £1  | £9.03                     |
| Rochford  | £6,216                       | £74.53     | £23.15                        | £1.25                                     | £0  | £2.45                                     | £12.76                    |
| Southend-on-Sea                                   | £21,014                      | £127.13    | £84.27                        | £36.35                                    | £17.07                                      | £5.20                                     | £23.83                    |
| Tendring  | £8,477                       | £57.08     | £22.55                        | £2.10                                     | £2.01                                       | £0.01                                     | £13.68                    |
| Thurrock  | £17,647                      | £110.50    | £68.43                        | £50.07                                    | £10.71                                      | £18.69                                    | £13.99                    |
| Uttlesford  | £6,232                       | £80.41     | £9.86                         | £0  | £0  | £0  | £3.59                     |
| <b>CIPFA Nearest Neighbour Authority Grouping</b> |                              |            |                               |   |   |   |                           |
| Broxbourne  | £5,635                       | £62.20     | £35.93                        | £21.29                                    | £9.47                                       | £1.03                                     | £10.83                    |
| Dacorum   | £10,011                      | £70.06     | £23.44                        | £0  | £0  | £0.01                                     | £12.93                    |
| East Hants  | £7,649                       | £67.93     | £16.91                        | £1.43                                     | £0.68                                       | £0  | £9.88                     |
| East Herts  | £10,103                      | £72.95     | £36.48                        | £2.69                                     | £2.04                                       | £1.31                                     | £8.90                     |
| Hertsmere   | £7,341                       | £73.48     | £16.78                        | £0.50                                     | £0.50                                       | £0.40                                     | £6.76                     |
| Mid Sussex  | £6,829                       | £51.54     | £17.23                        | £0.30                                     | £0.30                                       | £0  | £7.71                     |
| North Herts                                       | £9,127                       | £72.55     | £28.96                        | £6.88                                     | £6.88                                       | £0.10                                     | £9.68                     |
| Reigate & Banstead                                | £11,896                      | £85.83     | £27.71                        | £6.33                                     | £6.33                                       | £0.90                                     | £8.56                     |
| Sevenoaks   | £8,784                       | £76.99     | £15.05                        | £0.08                                     | £0  | £0.25                                     | £5.28                     |
| South Oxfordshire                                 | £8,175                       | £62.40     | £11.38                        | £0  | £0  | £0  | £7.05                     |
| Spelthorne  | £6,648                       | £71.10     | £26.73                        | £3.32                                     | £1.01                                       | £2.84                                     | £9.51                     |
| Test Valley                                       | £8,523                       | £75.09     | £19.30                        | £2.41                                     | £1.60                                       | £0.17                                     | £7.26                     |
| Three Rivers                                      | £6,303                       | £70.90     | £14.74                        | £0.75                                     | £0.08                                       | £2.63                                     | £9.30                     |
| Tunbridge Wells                                   | £11,903                      | £110.01    | £38.36                        | £1.02                                     | £0.65                                       | £0  | £12.11                    |

## Technical Notes from Audit Commission Profiles Tool: Expenditure - Planning, Economic Development & Infrastructure

**Spend on planning:** This is the total expenditure on planning. It is the sum of expenditure on building control, development control and 'other' planning policy taken from Revenue Outturn (RO5) form, column 3, total expenditure. The total has been calculated by the Audit Commission. It does not include expenditure on conservation and listed building planning policy and other planning policy as this is included in expenditure relating to culture. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on development control & other planning policy per head:** This is the total expenditure on development control and other planning policy. It is the sum of expenditure on development control and other planning policy. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO5) form, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on other planning policy per head:** This is the total expenditure on other planning policy. This includes regional and sub-regional planning, local development framework, supplementary planning guidance, planning projects and implementation, trees and forestry policy, other special planning topics and sustainable development strategies. This is taken from column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Percentage of major planning applications determined within established acceptable timescales:** This is the percentage of planning applications by type determined in a timely manner. A timely manner is defined as within 13 weeks for major applications. Formerly published as NI 157a by CLG's Data Interchange Hub, data is now sourced from CLG.

**Percentage of minor planning applications determined within established acceptable timescales:** This is the percentage of planning applications by type determined in a timely manner. A timely manner is defined as within 8 weeks for minor and other applications. Formerly published as NI 157b by CLG's Data Interchange Hub, data is now sourced from CLG.

**Percentage of other planning applications determined within established acceptable timescales:** This is the percentage of planning applications by type determined in a timely manner. A timely manner is defined as within 8 weeks for minor and other applications. Formerly published as NI 157c by CLG's Data Interchange Hub, data is now sourced from CLG.

**Spend on economic development:** This is the total expenditure on economic development. This includes economic research, premises development, market undertakings, grants, loans and guarantees, support to business and enterprise, training and employment, government initiatives and promotion and marketing of the area. This is taken from column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.



**Spend on sustainable economy:** This is the total expenditure on sustainable economy. It has been calculated by the Audit Commission as the sum of expenditure on economic development, highways and transport, planning and regulatory services. The component values have been sourced and calculated from Revenue Outturn forms, column 3, total expenditure, as follows. Economic development is taken from form RO5. Highways and transport is taken from form RO2. Planning is a calculation of the sum of expenditure on building control, development control and the total expenditure of planning policy from form RO5. Regulatory services is a calculation of the sum of trading standards and environmental health, lines 219 and 221 to 229 from form RO5.

**Spend on sustainable economy per head:** This is the total expenditure on sustainable economy. It has been calculated by the Audit Commission as the sum of expenditure on economic development, highways and transport, planning and regulatory services. The component values have been sourced and calculated from Revenue Outturn forms, column 3, total expenditure, as follows. Economic development is taken from form RO5. Highways and transport is taken from form RO2. Planning is a calculation of the sum of expenditure on building control, development control and the total expenditure of planning policy from form RO5. Regulatory services is a calculation of the sum of trading standards and environmental health, lines 219 and 221 to 229 from form RO5. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on highways & transport per head:** This is the spend on highways, roads and transport. From Revenue Outturn RO2, column 3, line 90 Highways & transport services. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on maintenance of non-principal roads per head:** This is the total expenditure on maintenance on other local authority (LA) roads. It is the sum of expenditure on structural maintenance: other LA roads and environmental, safety and routine maintenance: other LA roads. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO2) form, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on transport - safety & maintenance per head:** This is the total expenditure on transport safety and maintenance. It is the sum of expenditure on highways maintenance planning, policy and strategy, public and other transport planning, policy and strategy, structural maintenance: principal roads, structural maintenance: other LA roads, environmental, safety and routine maintenance: principal roads, environmental, safety and routine maintenance: other LA roads, winter service, street lighting (including energy lighting) and road safety education and safe routes (including school crossing patrols). The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO2) form, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on transport - supporting access to employment per head:** This is the total expenditure on transport: supporting access to employment. It is a sum of expenditure on highways maintenance planning, policy and strategy, public and other transport planning, policy and strategy, construction - roads and bridges, support to operators - bus services, support to operators - rail services, support to operators - other and public transport co-ordination. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO2) form, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

**Spend on public transport:** This is the total expenditure on public transport. It is a sum of expenditure on concessionary fares, support to operators: bus services, support to operators: rail services, support to operators: other and public transport co-ordination. The total has been calculated by the Audit Commission using the lines detailed above in the Revenue Outturn (RO2) form, column 3, total expenditure. This is expressed as pounds (£) per head of the total resident population, from Office of National Statistics mid-year population estimates.

Notes:



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#### NOTES ON THE SOURCE OF DATA:

All of the data contained within this document has been obtained from the Audit Commission's Value For Money Profiles Tool available at:

<http://vfm.audit-commission.gov.uk/RenderReport.aspx> (Full details of the individual sources of the data sets can be found under the Help Tab > About The Data, once your council has been selected).

Epping Forest District Council was selected as the primary council and all other selected councils were added to the data download selection tool found under the Export data tab. This data was subsequently exported to two excel spreadsheets (one for the Essex authorities and one for our CIPFA Nearest Neighbours) which were then used to populate this document. The most recent comparative data has been used for each indicator.

Every effort has been made, at the time of publication, to ensure the data contained within this document is accurate, up-to-date and useful. However, the data sources from which the information has been drawn are likely to be regularly updated and as a result the links to the sources may connect to more recent data. In addition, inaccuracies may occasionally occur.

If you discover any inaccuracies, errors, or outdated data or have suggestions as to how the document may be made more useful, better presented or easily understood, please contact the Performance Improvement Unit at Epping Forest District Council on the contact details shown below.

Epping Forest District Council, their employees or other agencies providing data do not accept any liability for errors or omissions which occur, or any loss, damage or inconvenience arising from use of the information. It is the duty of users to investigate the accuracy of the information before making decisions based on it.

This edition of the document was compiled in April 2012.

Document prepared by the Epping Forest DC Performance Improvement Unit (April 2012)

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**Epping Forest  
District Council**

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## **Report to: Finance and Performance Management Scrutiny Panel**

**Date of Meeting: 18 September 2012**



**Portfolio:** Finance and ICT

**Subject:** Key Performance Indicators 2012/13 - Quarter 1 Performance Monitoring

**Officer contact for further information:** S. Tautz (01992 564180)

**Democratic Services Officer:** A. Hendry (01992 564246)

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### **Recommendations/Decisions Required:**

- (1) That the Scrutiny Panel consider the Council's performance for the first quarter of 2012/13, in relation to the Key Performance Indicators adopted for the year;**
- (2) That, subject to the concurrence of the Finance and Performance Management Cabinet Committee:**
  - (a) the target for KPI 35 (Benefit Fraud Investigation) for 2012/13, be increased to 300; and**
  - (b) the target for KPI 46 (Affordable Homes) for 2012/13, be increased to 72.**
- (3) That the revision of the methodology for reporting performance against 'KPI 22 – Unacceptable levels of litter' and 'KPI 23 – Unacceptable levels of detritus' as set out in this report be recommended to the Finance and Performance Management Cabinet Committee.**

### **Executive Summary:**

1. Pursuant to the Local Government Act 1999, the Council is required to make arrangements to secure continuous improvement in the way in which its functions and services are exercised, having regard to a combination of economy, efficiency and effectiveness.
2. As part of the duty to secure continuous improvement, a range of Key Performance Indicators (KPI) relevant to the Council's services and key objectives are adopted each year. Performance against the majority of KPIs is monitored on a quarterly basis, and has previously been an inspection theme in external judgements of the overall performance of the authority.

### **Reasons for Proposed Decision:**

3. The KPIs provide an opportunity for the Council to focus attention on how specific areas for improvement will be addressed, and how opportunities will be exploited and better outcomes delivered.

4. A number of KPIs are used as performance measures for the Council's key objectives. It is important that relevant performance management processes are in place to review and monitor performance against the key objectives, to ensure their continued achievability and relevance, and to identify proposals for appropriate corrective action in areas of slippage or under performance.

**Other Options for Action:**

5. No other options are appropriate in this respect. Failure to monitor and review KPI performance and to consider corrective action where necessary, could have negative implications for judgements made about the Council's progress, and might mean that opportunities for improvement are lost. The Council has previously agreed arrangements for monitoring performance against the KPIs.

**Report:**

**Key Performance Indicators 2012/13**

6. A range of thirty-two Key Performance Indicators (KPI) for 2012/13 was adopted by the Finance and Performance Management Cabinet Committee in March 2012, and a target was set for at least 70% of the indicators to achieve target performance by the end of the year. Summary details of the KPI for the year are attached as Appendix 1 to this report.
7. The KPI are important to the improvement of the Council's services and the achievement of its key objectives, and comprise a combination of former statutory indicators and locally determined performance measures. The aim of the KPIs is to direct improvement effort towards services and the national priorities and local challenges arising from the social, economic and environmental context of the district, that are the focus of the key objectives. Progress in respect of the majority of the KPI is reported to the Scrutiny Panel, Management Board and the relevant Portfolio Holder at the conclusion of each quarter. Performance in relation to the remaining KPI is subject to scrutiny at year-end only, as little change in performance is likely over quarterly periods, or where performance is designed to be reported on an annual basis. These annually reported indicators are identified in Appendix 1.
8. Improvement plans are produced for each of the KPI each year, setting out actions to be implemented in order to achieve target performance, and to reflect changes in service delivery. In view of the corporate importance attached to the KPI, the improvement plans are considered and agreed by Management Board in the first instance, and are subject to ongoing review between the relevant service director and Portfolio Holder over the course of the year. Copies of the improvement plans for each KPI for 2012/13 have recently been circulated to all members of the Scrutiny Panel for information. It is not intended that these documents be formally considered by the Panel.

**Key Performance Indicators 2012/13 – Quarter 1 Performance**

9. Performance reports for each of the (27) quarterly monitored KPI for the period from 1 April to 30 June 2012 are attached as Appendix 2 to this report. The three-month position with regard to the achievement of target performance for the KPI for 2011/12, is as follows:
  - (a) 21 (77.77%) achieved the first quarter performance target;
  - (b) 6 (22.22%) did not achieve the first quarter performance target.

10. The Scrutiny Panel is requested to consider the Council's performance for the first quarter of 2012/13, in relation to the quarterly monitored KPI for the year. Service Directors will be in attendance at the meeting to respond to any issues in respect of current performance against specific indicators.

### **Key Performance Indicators 2012/13 - Targets**

11. Targets for each KPI for 2012/13 were considered by the Scrutiny Panel and agreed by the Finance and Performance Management Cabinet Committee in March 2012. However, issues related to specific KPI targets now require further consideration, and these are highlighted in the following paragraphs of this report.

#### **(a) KPI 35 - Benefit Fraud Investigation**

12. The target for this KPI for 2012/13, which measures the number of benefit fraud investigations completed, was set on the basis of there being two vacant posts and an officer on maternity leave within the Benefit Fraud Team, leaving only one Investigation Officer likely to be in place for the majority of the year.
13. The current establishment of the Benefit Fraud Team has increased during the first quarter of the year, and it is therefore proposed that the target for the KPI be increased from 150 investigations in the year, to 300.

#### **(b) KPI 46 – Affordable Housing**

14. The target for this indicator (34) was based on the number of affordable homes already on site, that were expected to be completed during 2012/13. The target was set at the end of Quarter 3 of 2011/12, before the end of year out-turn for the KPI was known.
15. There has been some slippage of affordable housing completions by housing associations originally expected in the last quarter of 2011/12, into the current year. In view of this slippage, and to ensure that the target for 2012/13 is meaningful, it is suggested that the full-year target for KPI 48 be increased to 72 new affordable homes, to reflect the effects of the slippage.
16. The revised target for the year has been profiled in line with expected affordable housing completions throughout each quarter of the year and, on this basis, the first quarter target is 38 new affordable homes, which the Scrutiny Panel will note has been met.

### **Key Performance Indicators 2012/13 – Methodology**

#### **KPIs 22 & 23 – Unacceptable levels of litter and detritus**

17. 'KPI 22 - What percentage of our district had unacceptable levels of litter?' and 'KPI 23 What percentage of our district had unacceptable levels of detritus?' remain somewhat at odds with the rest of the suite of KPIs in that they are the only quarterly indicators not currently reported as cumulative performances throughout the year.
18. The main reason for this has been our reliance upon use of the Keep Britain Tidy reporting tool and spreadsheet which analyses a snapshot of the district based on the survey of a minimum number of 'transects' (parts of the district) each quarter.
19. Through the replication and adaptation of this tool internally, we are now able to continue to observe all of the original requirements of the Keep Britain Tidy tool but additionally report a cumulative position at any given point in the year.

20. It is therefore proposed that with effect from 2012/13 this indicator be brought in line with all other KPIs and the cumulative position be reported at the end of each quarter. This will not affect Q1 performance reported at this meeting but will take effect from the reporting of Q2 performance at the November meeting of the panel.
21. Adoption of a cumulative reporting position will help to minimise the disproportionate effects that may be caused by a particularly bad quarter. These anomalies may be due to bad weather, harvest time or other similar circumstances, but taking a cumulative position, combined with the continued spread of the transects surveyed across all types of highway within the district will help to ensure the figure we report is a reliable reflection of the district and will remove the indicator's annual performance being entirely reliant upon performance in Q4.
22. The revised definitions for these indicators, reflecting the intention to report cumulatively, are attached as Appendix 3 of this report.
23. It is not proposed to back-date this change in definition to revise previous outturns for the KPI. However, given the above, and to ensure that the indicator is more reflective of a full year's efforts and performance, it is suggested that the Scrutiny Panel recommend to the Finance and Performance Management Committee that the changes detailed above be agreed, in order that the new KPI definition be adopted for the current year.

#### **Resource Implications:**

The respective Service Director will identify the resource requirements for any proposals for corrective action in respect of areas of current KPI under-performance set out in this report.

#### **Legal and Governance Implications:**

There are no legal implications or Human Rights Act issues arising from the recommendations in this report, which ensure that the Council monitors progress against its aim of achieving target performance and improvement against 70% of its KPI for 2012/13, and that proposals for corrective action are considered in respect of areas of current under-performance.

#### **Safer, Cleaner and Greener Implications:**

The respective Service Director will have identified any implications arising from proposals for corrective action in respect of areas of current KPI under-performance set out in this report, in respect of the Council's commitment to the Climate Local Agreement, the corporate Safer, Cleaner and Greener initiative, or any Crime and Disorder issues within the district.

#### **Consultation Undertaken:**

The targets and performance information set out in this report have been submitted by each appropriate Service Director, and have been reviewed and considered by Management Board. The individual KPI improvement plans for 2012/13 have also been considered and agreed by Management Board, and provided to members of the Scrutiny Panel.

#### **Background Papers:**

First quarter KPI submissions held by the Performance Improvement Unit. KPI calculations and supporting documentation held by respective service directorates

#### **Impact Assessments:**

#### ***Risk Management***

The respective Service Director will have identified any risk management issues arising from proposals for corrective action in respect of KPI areas of current KPI under-performance set out in this report

***Equality and Diversity:***

Did the initial assessment of the proposals contained in this report for relevance to the Council's general equality duties, reveal any potentially adverse equality implications?

No. However, the respective Service Director will have identified any equality issues arising from proposals for corrective action in respect of areas of current KPI under-performance set out in this report

Where equality implications were identified through the initial assessment process, has a formal Equality Impact Assessment been undertaken? N/A

What equality implications were identified through the Equality Impact Assessment process?  
N/A

How have the equality implications identified through the Equality Impact Assessment been addressed in this report in order to avoid discrimination against any particular group? N/A

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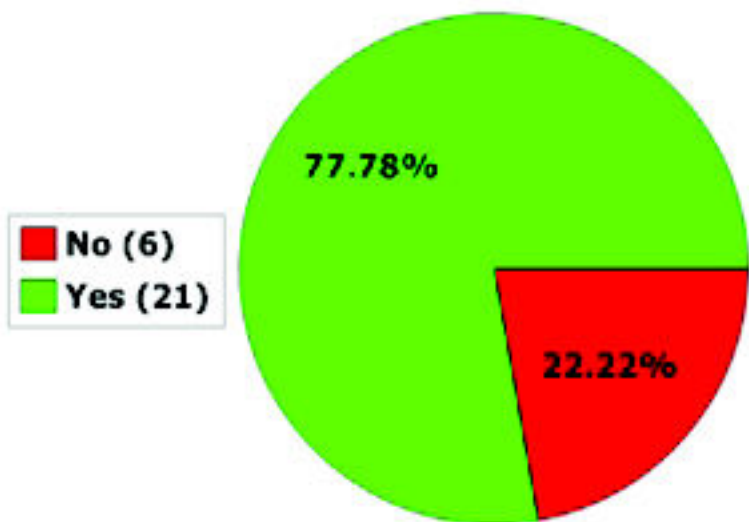


**Appendix 1: 2012/13 Key Performance Indicators - Reference Chart**

| Directorate                     | 2012/13 KPI Ref. No.  | Description   | Reporting Frequency  |
|---------------------------------|---|---|--|
| DCE                             | <b>KPI 04</b>   | The level of user satisfaction with the Council's website   | Annual   |
| Corporate Support Services      | <b>KPI 10</b><br><b>KPI 11</b><br><b>KPI 12</b>   | Working days lost due to sickness absence<br>Rent Arrears (Commercial and Industrial Property)<br>Occupation Rate (Commercial and Industrial Property)  | Quarterly<br>Annual<br>Annual  |
| Environment & Street Scene      | <b>KPI 20</b><br><b>KPI 21</b><br><b>KPI 22</b><br><b>KPI 23</b><br><b>KPI 24</b><br><b>KPI 25</b>  | Residual household waste per household<br>Household waste sent for reuse, recycling and composting<br>Improved street and environmental cleanliness (litter)<br>Improved street and environmental cleanliness (detritus)<br>Improved street and environmental cleanliness (fly-tipping)<br>Environment and Neighbourhoods Team service standards  | Quarterly<br>Quarterly<br>Quarterly<br>Quarterly<br>Quarterly<br>Quarterly                                     |
| Finance & ICT                   | <b>KPI 30</b><br><b>KPI 31</b><br><b>KPI 32</b><br><b>KPI 33</b><br><b>KPI 34</b><br><b>KPI 35</b>  | Invoices paid within 30 days of receipt<br>Level of Council Tax collection<br>Level of National Non-Domestic Rates (NNDR) Collection<br>Processing of new benefit claims<br>Processing notification of changes of circumstance for benefit claims<br>The number of completed fraud investigations   | Quarterly<br>Quarterly<br>Quarterly<br>Quarterly<br>Quarterly<br>Quarterly                                     |
| Housing                         | <b>KPI 40</b><br><b>KPI 41</b><br><b>KPI 42</b><br><b>KPI 43</b><br><b>KPI 44</b><br><b>KPI 45</b><br><b>KPI 46</b><br><b>KPI 47</b><br><b>KPI 48</b> | Rent collected as a proportion of rents owed on housing revenue account dwellings<br>Average number of days to re-let council dwellings<br>Emergency repairs undertaken within target time<br>Urgent repairs undertaken within target time<br>Routine repairs undertaken within target time<br>Satisfaction with repairs<br>Affordable homes delivered (gross)<br>Households living in temporary accommodation<br>Level of non-decent council homes                           | Annual<br>Quarterly<br>Quarterly<br>Quarterly<br>Quarterly<br>Quarterly<br>Quarterly<br>Quarterly<br>Quarterly |
| Planning & Economic Development | <b>KPI 50</b><br><b>KPI 51</b><br><br><b>KPI 52</b><br><br><b>KPI 53</b><br><b>KPI 54</b><br><b>KPI 55</b><br><b>KPI 56</b>                           | Additional homes provided (net)<br>Processing of major planning applications within target time (13 weeks)<br>Processing of minor planning applications within target time - Delegated decisions only (8 weeks)<br>Processing of other planning applications within target time - Delegated decisions only (8 weeks)<br>Planning Appeals - Officer Recommendation<br>Planning Appeals - Member Reversal of Officer Recommendation<br>Supply of ready to develop housing sites | Quarterly<br>Quarterly<br><br>Quarterly<br><br>Quarterly<br>Quarterly<br>Quarterly<br>Annual                   |

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Summary of KPIs Achieving Target



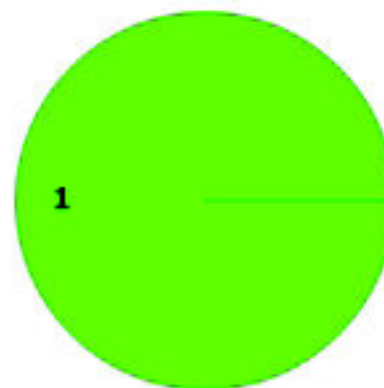
**No (6)**  
**Yes (21)**

Year End Prediction



**= Uncertain**

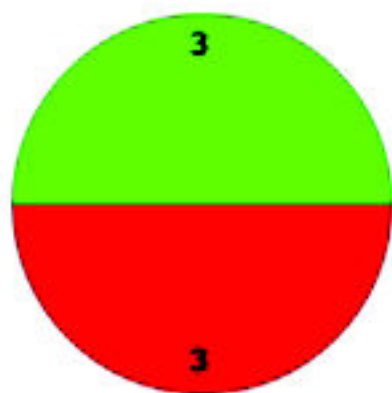
Corporate Support Services



Environment & Street Scene



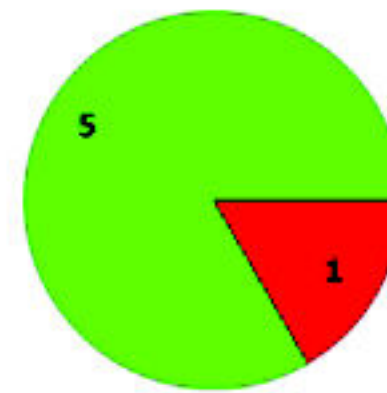
Finance & ICT



Housing



Planning & Economic Development



## Quarterly Indicators

### Quarter 1

### Quarter 2

### Quarter 3

### Quarter 4

Tgt

Actual

Tgt

Actual


Tgt

Actual







Tgt

Actual

## Corporate Support Services Quarterly KPIs

|        |  |      |      |   |      |      |      |
|--------|--|------|------|---|------|------|------|
| KPI 10 | How many working days did we lose due to sickness absence? | 1.84 | 1.60 |  | 3.46 | 5.31 | 7.50 |
|--------|--|------|------|---|------|------|------|

## Environment & Street Scene Quarterly KPIs

|        |  |        |        |   |        |        |        |
|--------|--|--------|--------|---|--------|--------|--------|
| KPI 20 | How much non-recycled waste was collected for every household in the district?   | 97     | 95     |    | 196    | 296    | 395    |
| KPI 21 | What percentage of all household waste was sent to be recycled, reused or composted?   | 61.91% | 58.16% |    | 62.13% | 60.76% | 60.00% |
| KPI 22 | What percentage of our district had unacceptable levels of litter?   | 9%     | 8%     |   | 9%     | 9%     | 9%     |
| KPI 23 | What percentage of our district had unacceptable levels of detritus (dust, mud, stones, rotted leaves, glass, plastic etc.)?               | 12%    | 9%     |  | 12%    | 12%    | 12%    |
| KPI 24 | How well have we done in both reducing flytipping and taking action against those believed to be responsible?                              | 2      | 1      |  | 2      | 2      | 2      |
| KPI 25 | What percentage of the issues and complaints received by the Environment & Neighbourhoods Team received an initial response within 3 days? | 95.00% | 96.00% |  | 95.00% | 95.00% | 95.00% |

## Quarterly Indicators (cont.)

|   |   | Quarter 1 |          | Quarter 2 |        | Quarter 3 |        | Quarter 4 |        |
|---|---|-----------|----------|-----------|--------|-----------|--------|-----------|--------|
|   |   | Tgt       | Actual   | Tgt       | Actual | Tgt       | Actual | Tgt       | Actual |
| <b>Finance &amp; ICT Quarterly KPIs</b> |   |           |          |           |        |           |        |           |        |
| KPI 30                                  | KPI 30 - What percentage of the invoices we received were paid within 30 days?  | 97%       | 97%      | 97%       | 97%    | 97%       | 97%    | 97%       | 97%    |
| KPI 31                                  | KPI 31 - What percentage of the district's annual Council Tax was collected?  | 27.50%    | 27.40%   | 52.69%    | 78.02% | 97.80%    |        |           |        |
| KPI 32                                  | KPI 32 - What percentage of the district's annual business rates was collected?   | 30.52%    | 30.83%   | 56.32%    | 81.27% | 97.50%    |        |           |        |
| KPI 33                                  | KPI 33 - On average, how many days did it take us to process new benefit claims?  | 30.00     | 33.37    | 30.00     | 30.00  | 30.00     |        |           |        |
| KPI 34                                  | KPI 34 - On average, how many days did it take us to process notices of a change in a benefit claimant's circumstances? | 8.00      | 10.94    | 8.00      | 8.00   | 8.00      |        |           |        |
| KPI 35                                  | KPI 35 - How many benefits fraud investigations were completed by the Council?  | 37        | 117      | 150       | 225    | 300       |        |           |        |
| <b>Housing Quarterly KPIs</b>           |   |           |          |           |        |           |        |           |        |
| KPI 41                                  | KPI 41 - On average, how many days did it take us to re-let a Council property?   | 30        | 24       | 30        | 30     | 30        |        |           |        |
| KPI 42                                  | KPI 42 - What percentage of emergency repairs to our council properties were completed within 24 hours?                 | 99%       | 100%     | 99%       | 99%    | 99%       |        |           |        |
| KPI 43                                  | KPI 43 - What percentage of urgent repairs to our council properties were completed within five working days?           | 95%       | 99%      | 95%       | 95%    | 95%       |        |           |        |
| KPI 44                                  | KPI 44 - What percentage of routine repairs to our council properties were completed within six weeks?                  | 95%       | 99%      | 95%       | 95%    | 95%       |        |           |        |
| KPI 45                                  | KPI 45 - How satisfied were our tenants with the standard of the repairs service they received?                         | 98.00%    | 100.0... | 98.00%    | 98.00% | 98.00%    |        |           |        |
| KPI 46                                  | KPI 46 - How many affordable homes were built in the District?  | 38        | 38       | 67        | 72     | 72        |        |           |        |
| KPI 47                                  | KPI 47 - How many households were housed in temporary accommodation?  | 60        | 63       | 60        | 60     | 60        |        |           |        |
| KPI 48                                  | KPI 48 - What percentage of our council homes were not in a decent condition?   | 0.00%     | 0.00%    | 0.00%     | 0.00%  | 0.00%     |        |           |        |



Quarterly Indicators (cont.)

Quarter 1

Quarter 2

Quarter 3

Quarter 4

Tgt

Actual

Tgt

Actual







Tgt

Actual

Tgt

Actual

Planning & Economic Development Quarterly KPIs

|        |   |        |        |   |        |        |        |
|--------|---|--------|--------|---|--------|--------|--------|
| KPI 50 | KPI 50 - What was the net increase or decrease in the number of homes in the district?  | 13     | 27     |    | 83     | 125    | 180    |
| KPI 51 | KPI 51 - What percentage of major planning applications were processed within 13 weeks?   | 81.00% | 85.71% |    | 81.00% | 81.00% | 81.00% |
| KPI 52 | KPI 52 - What percentage of minor planning applications were processed within 8 weeks (Delegated decisions only from 2012/13)?                                  | 89.00% | 89.13% |    | 89.00% | 89.00% | 89.00% |
| KPI 53 | KPI 53 - What percentage of other planning applications were processed within 8 weeks (Delegated decisions only from 2012/13)?                                  | 94.00% | 87.65% |    | 94.00% | 94.00% | 94.00% |
| KPI 54 | KPI 54 - What percentage of planning applications recommended by planning officers for refusal were overturned and granted permission following an appeal?      | 19.00% | 13.33% |   | 19.00% | 19.00% | 19.00% |
| KPI 55 | KPI 55 - What percentage of planning applications, refused by Council Members against the planning officer's recommendation, were granted permission on appeal? | 50.00% | 25.00% |  | 50.00% | 50.00% | 50.00% |

**KPI 10 How many working days did we lose due to sickness absence?**

Indicator previously known as: LPI 28

**Additional Information:** This indicator monitors the level of staff sickness absence across the authority, and supports the implementation of the Council's Managing Absence Policy. Quarterly targets and performance details for this indicator represent the cumulative total for the year to date.

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual |   |
|----------|--------|--------|---|
| Q1/12/13 | 1.84   | 1.60   | ✓ |
| Q4/11/12 | 7.75   | 7.58   | ✓ |
| Q3/11/12 | 5.77   | 5.37   | ✓ |
| Q2/11/12 | 3.64   | 3.50   | ✓ |
| Q1/11/12 | 1.86   | 1.86   | ✓ |

Annual Target: 2012/13 - 7.50 days  
 2011/12 - 7.75 days  
 Indicator of good performance:  
 A lower number of days is good

Is it likely that the target will be met at the end of the year?  
 Yes

**Comment on current performance (including context):**

**Corrective action proposed (if required):**



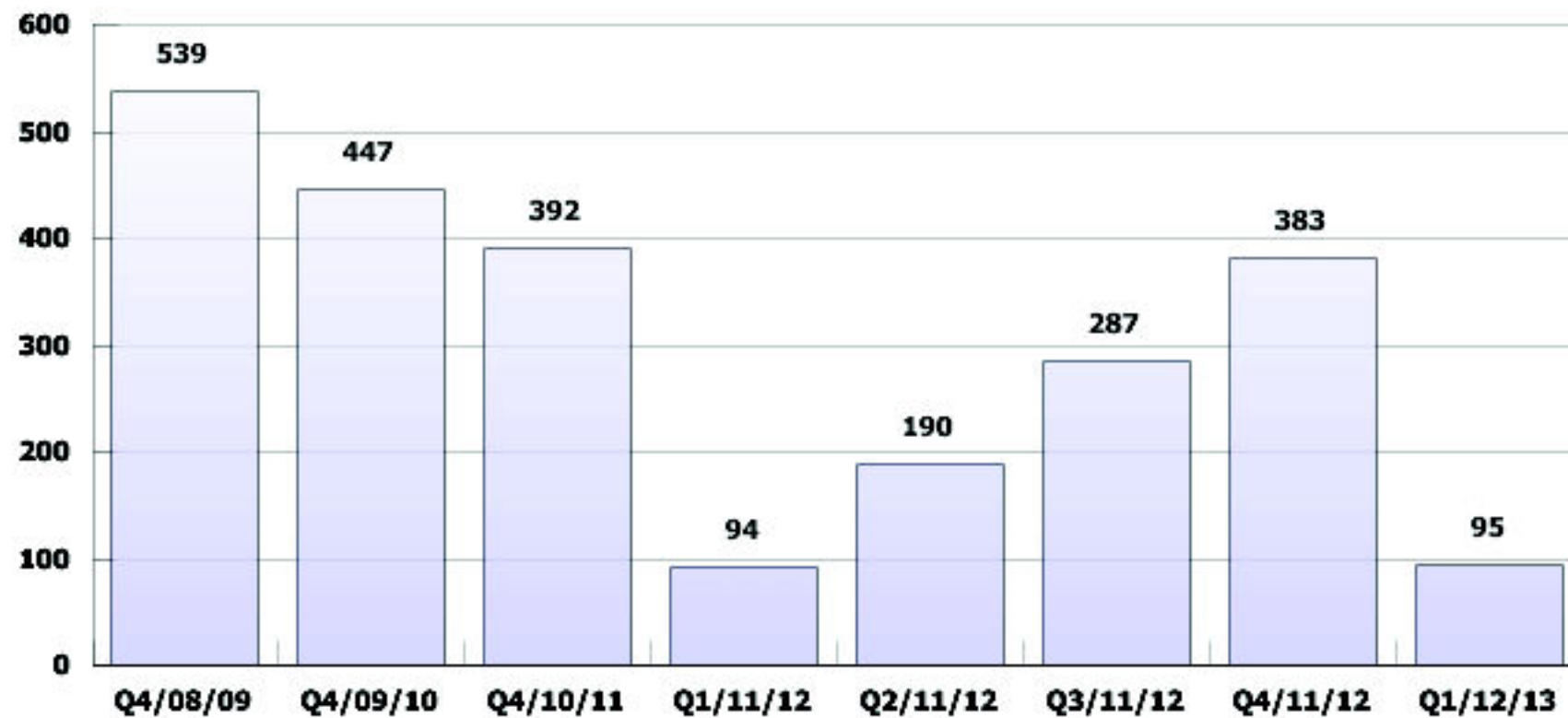
**KPI 20 How much non-recycled waste was collected for every household in the district?**

Indicator previously known as: NI 191

**Additional Information:** This indicator supports reductions in the amount of residual waste collected, through less overall waste and more reuse, recycling and composting. Quarterly targets and performance details for this indicator are measured in kilograms per household, and represent the cumulative total for the year to date.

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 97     | 95     | ✓      |
| Q4/11/12 | 420    | 383    | ✓      |
| Q3/11/12 | 311    | 287    | ✓      |
| Q2/11/12 | 209    | 190    | ✓      |
| Q1/11/12 | 106    | 94     | ✓      |

**Annual Target:** 2012/13 - 395 kg  
2011/12 - 420 kg

**Indicator of good performance:**  
A lower waste figure is good



Is it likely that the target will be met at the end of the year?

Yes



**Comment on current performance (including context):**

(Q1 2012/13) This is broadly on a par with Q1 last year, but is still a little higher than we would like.

**Corrective action proposed (if required):**

(Q1 2012/13) None at this stage, but monitor as we look to introduce further educational awareness for residents on waste and recycling matters



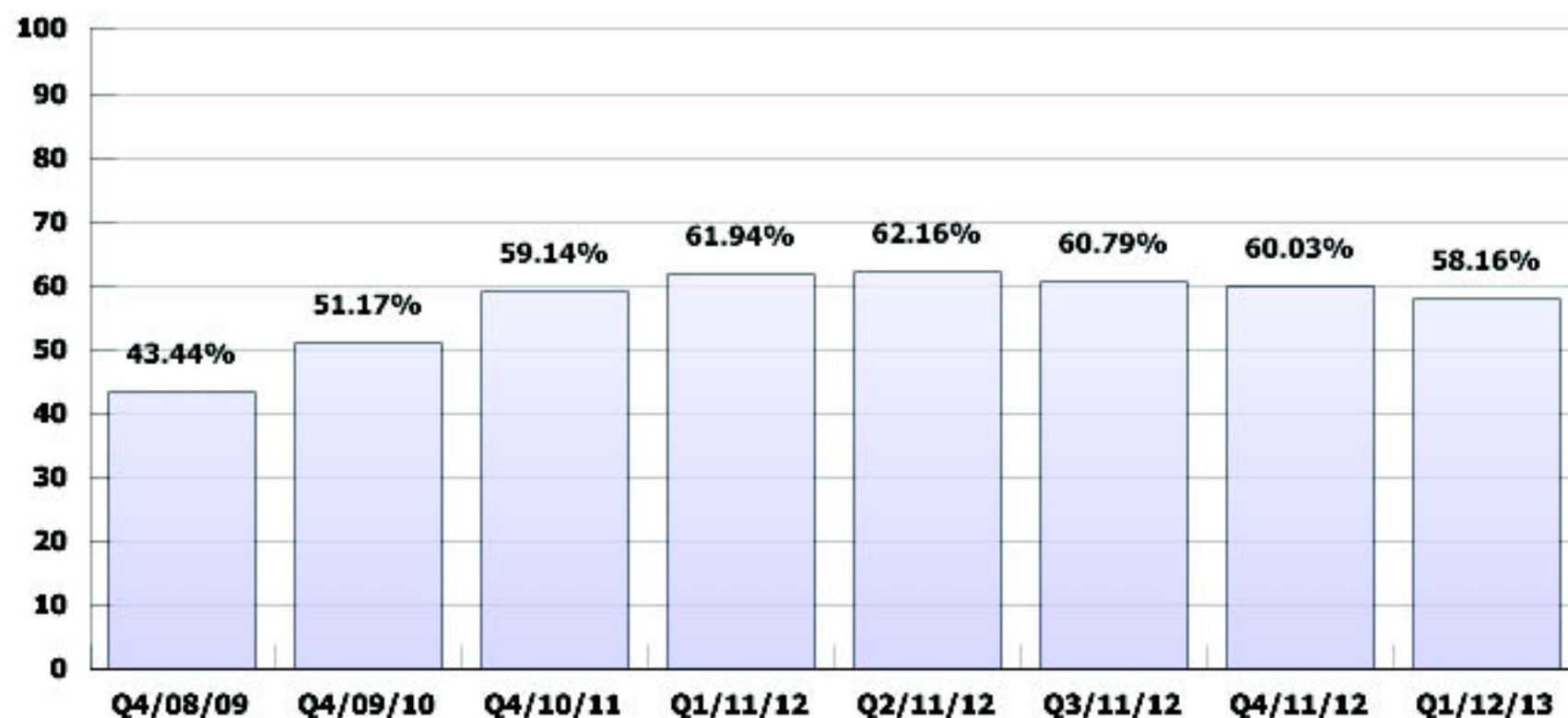
**KPI 21 What percentage of all household waste was sent to be recycled, reused or composted?**

Indicator previously known as: NI 192

**Additional Information: This indicator supports year on year reductions in the amount of residual waste collected, and measures the percentage of household waste arisings sent for reuse, recycling, composting or anaerobic digestion.**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 61.91% | 58.16% | ✗      |
| Q4/11/12 | 58.00% | 60.03% | ✓      |
| Q3/11/12 | 59.34% | 60.79% | ✓      |
| Q2/11/12 | 60.07% | 62.16% | ✓      |
| Q1/11/12 | 60.34% | 61.94% | ✓      |

**Annual Target:** 2012/13 - 60.00%  
2011/12 - 58.00%

**Indicator of good performance:**  
A higher percentage recycled is good



**Is it likely that the target will be met at the end of the year?**

Uncertain



**Comment on current performance (including context):**

(Q1 2012/13) The minor uplift from 58% to 60% in the target was considered to present a challenge, and this Q1 result proves that to be the position. It may be that the recent adverse weather has depressed levels of garden waste put out for recycling and that a return to a more normal summer may see performance increase.

**Corrective action proposed (if required):**

(Q1 2012/13) Further educational work alongside the introduction of additional recycling in flats to seek to maintain and boost previous performance.

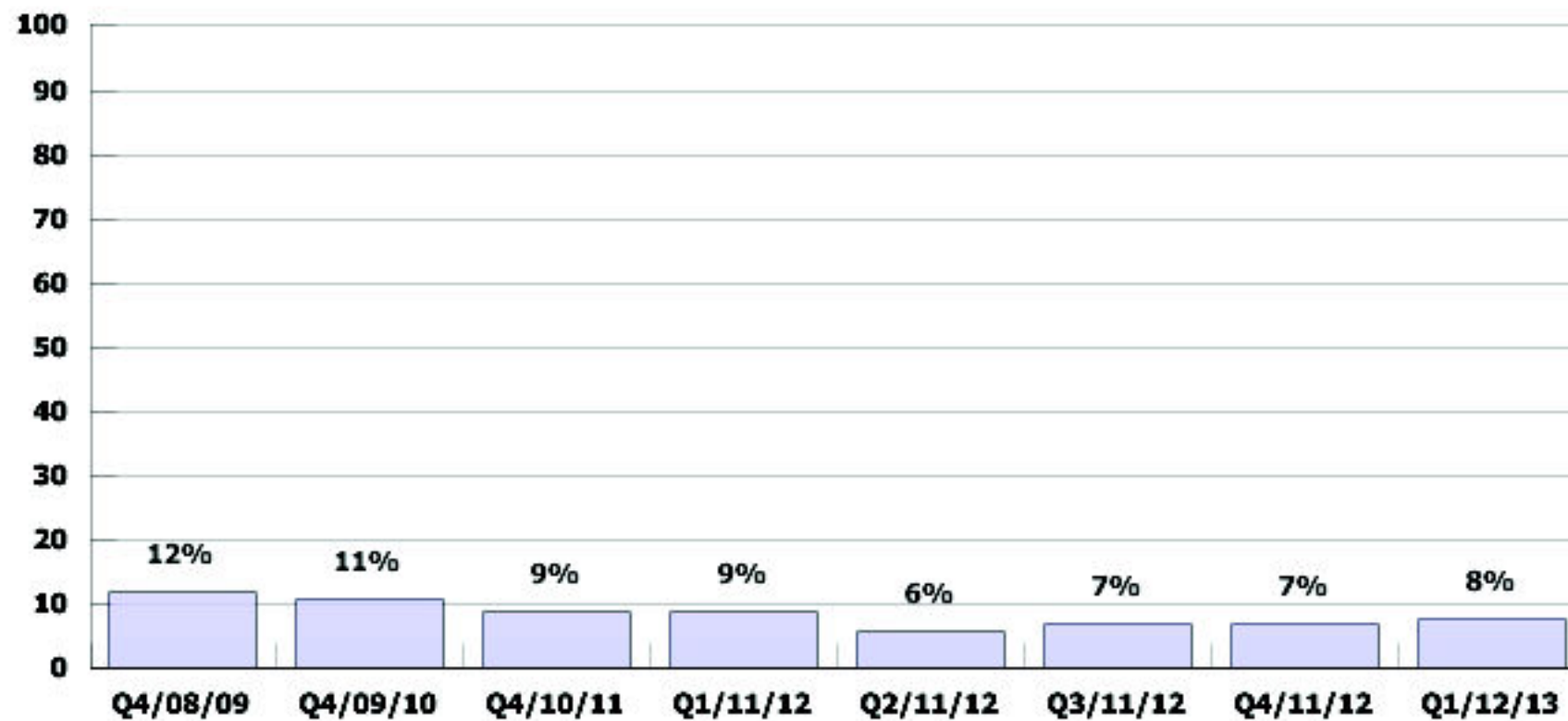
**KPI 22 What percentage of our district had unacceptable levels of litter?**

Indicator previously known as: NI 195(a)

**Additional Information:** This indicator seeks to reduce unacceptable levels of litter. Performance is based on surveys of prescribed sites carried out over four quarterly periods each year, and represents the percentage of relevant land with deposits of litter which exceed the acceptable level.

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual |   |
|----------|--------|--------|---|
| Q1/12/13 | 9%     | 8%     | ✓ |
| Q4/11/12 | 10%    | 7%     | ✓ |
| Q3/11/12 | 10%    | 7%     | ✓ |
| Q2/11/12 | 10%    | 6%     | ✓ |
| Q1/11/12 | 10%    | 9%     | ✓ |

**Annual Target:** 2012/13 - 9%  
2011/12 - 10%

**Indicator of good performance:**  
A lower percentage is good

Is it likely that the target will be met at the end of the year?

Yes

**Comment on current performance (including context):**

(Q1 2012/13) A good initial quarter against a more challenging target.

**Corrective action proposed (if required):**

(Q1 2012/13) None at this time.



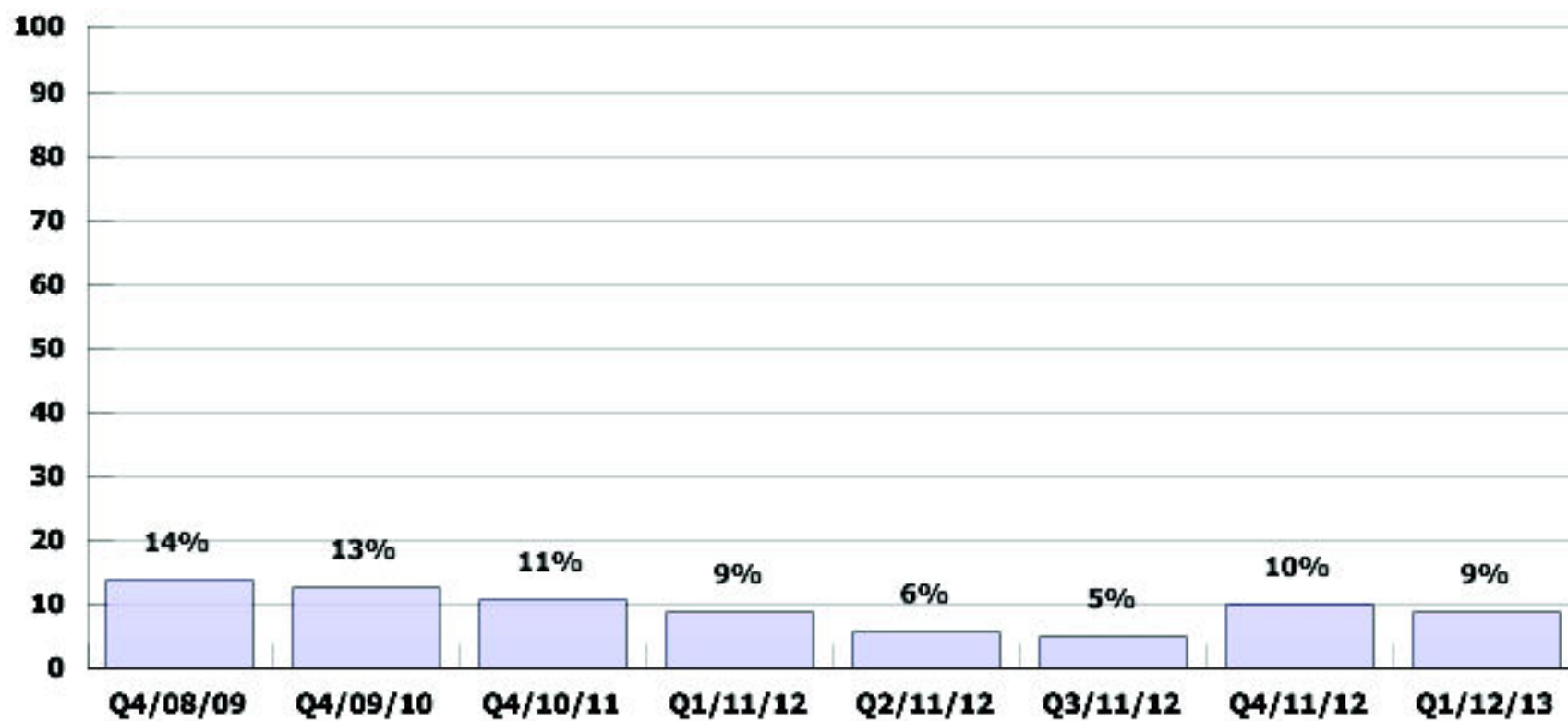
**KPI 23 What percentage of our district had unacceptable levels of detritus (dust, mud, stones, rotted leaves, glass, plastic etc.)?**

Indicator previously known as: NI 195(b)

**Additional Information:** This indicator seeks to reduce unacceptable levels of detritus. Performance is based on surveys of prescribed sites carried out over the four quarterly periods each year, and represents the percentage of relevant land with deposits of detritus which exceed the acceptable level.

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual |   |
|----------|--------|--------|---|
| Q1/12/13 | 12%    | 9%     | ✓ |
| Q4/11/12 | 13%    | 10%    | ✓ |
| Q3/11/12 | 13%    | 5%     | ✓ |
| Q2/11/12 | 13%    | 6%     | ✓ |
| Q1/11/12 | 13%    | 9%     | ✓ |

**Annual Target:** 2012/13 - 12%  
2011/12 - 13%

**Indicator of good performance:**  
A lower percentage is good

Is it likely that the target will be met at the end of the year?

Yes

**Comment on current performance (including context):**

(Q1 2012/13) Good initial performance against a more challenging target.

**Corrective action proposed (if required):**

(Q1 2012/13) None at this time.

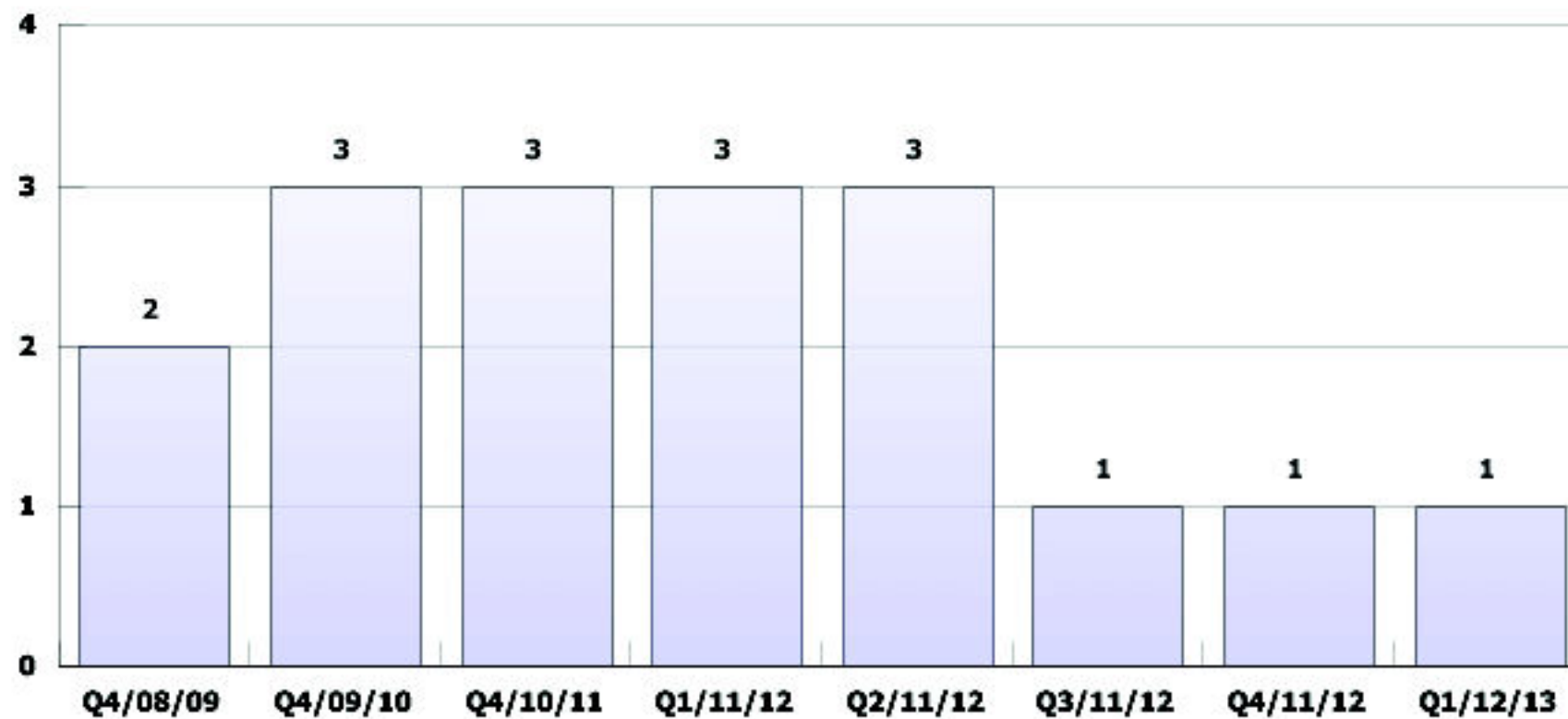
**KPI 24** How well have we done in both reducing flytipping and taking action against those believed to be responsible?

Indicator previously known as: NI 196

**Additional Information:** This indicator seeks to achieve reductions in the total number of incidents and an increase in enforcement action taken to deal with the illegal disposal of waste. Performance is represented by Grade 1 (Very Effective), Grade 2 (Effective), Grade 3 (Not Effective), or Grade 4 (Poor).

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

Current and previous quarters performance



| Quarter  | Target | Actual |   |
|----------|--------|--------|---|
| Q1/12/13 | 2      | 1      | ✓ |
| Q4/11/12 | 3      | 1      | ✓ |
| Q3/11/12 | 3      | 1      | ✓ |
| Q2/11/12 | 3      | 3      | ✓ |
| Q1/11/12 | 3      | 3      | ✓ |

Annual Target: 2012/13 - Grade 2  
2011/12 - Grade 3

Indicator of good performance:  
A lower grade is good

Is it likely that the target will be met at the end of the year?

Yes

Comment on current performance (including context):

Corrective action proposed (if required):

Empty text box for comment on current performance.

Empty text box for corrective action proposed.



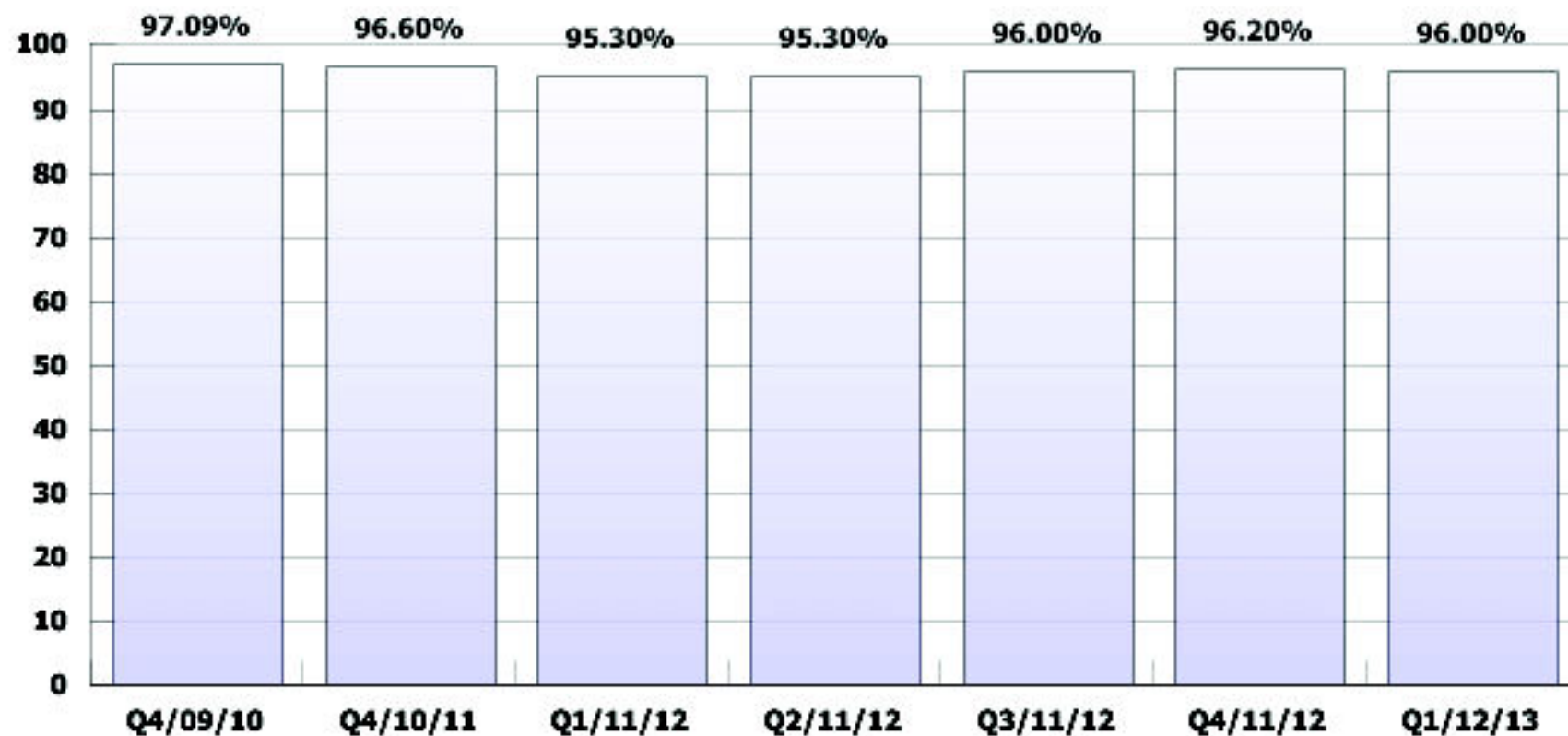
**KPI 25 What percentage of the issues and complaints received by the Environment & Neighbourhoods Team received an initial response within 3 days?**

Indicator previously known as: LPI 51

**Additional Information: Dealing with 'enviro-crime' is a key element of the 'Safer, Cleaner, Greener' initiative, and this indicator measures the percentage of issues raised and complaints received by the Environment and Neighbourhoods Team that are responded to within three working days**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 95.00% | 96.00% | ✓      |
| Q4/11/12 | 95.00% | 96.20% | ✓      |
| Q3/11/12 | 95.00% | 96.00% | ✓      |
| Q2/11/12 | 95.00% | 95.30% | ✓      |
| Q1/11/12 | 97.00% | 95.30% | ✗      |

**Annual Target: 2012/13 - 2011/12 - 97.00%**

**Indicator of good performance: A higher percentage is good**

**Is it likely that the target will be met at the end of the year?**

Yes



**Comment on current performance (including context):**

**Corrective action proposed (if required):**

Empty text box for comments on current performance.

Empty text box for corrective action proposed.

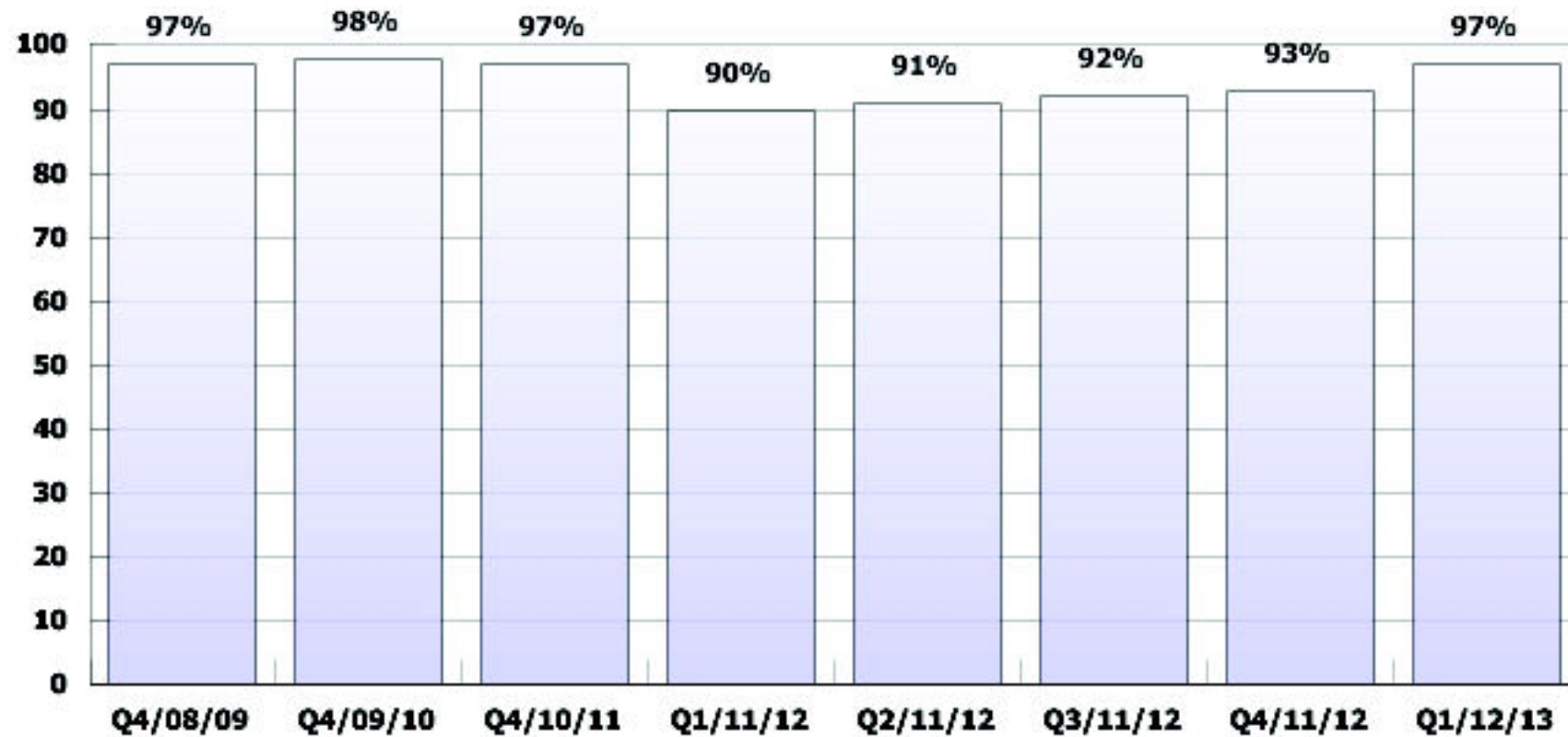
**KPI 30 What percentage of the invoices we received were paid within 30 days?**

Indicator previously known as: LPI 13

**Additional Information: This indicator encourages the prompt payment of undisputed invoices for commercial goods and services**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 97%    | 97%    | ✓      |
| Q4/11/12 | 97%    | 93%    | ✗      |
| Q3/11/12 | 97%    | 92%    | ✗      |
| Q2/11/12 | 97%    | 91%    | ✗      |
| Q1/11/12 | 97%    | 90%    | ✗      |

**Annual Target:** 2012/13 - 97.00%  
2011/12 - 97.00%

**Indicator of good performance:**  
A higher percentage is good

**Is it likely that the target will be met at the end of the year?**

Uncertain

**Comment on current performance (including context):**

(Q1 2012/13) The figure at the end of June was in line with the target. Monthly performance in April and May was above target, June was below. Monthly monitoring enables adverse trends to be picked up early and corrective action taken. Currently 89% of local suppliers are being paid within 20 days, this is an improvement on the 2011/12 final figure of 79%.

**Corrective action proposed (if required):**

(Q1 2012/13) Invoices appearing as outstanding on the invoice register can be followed up and passing for payment in a timely manner can be encouraged. Also any invoices genuinely in dispute can be registered as such and removed from the figures.



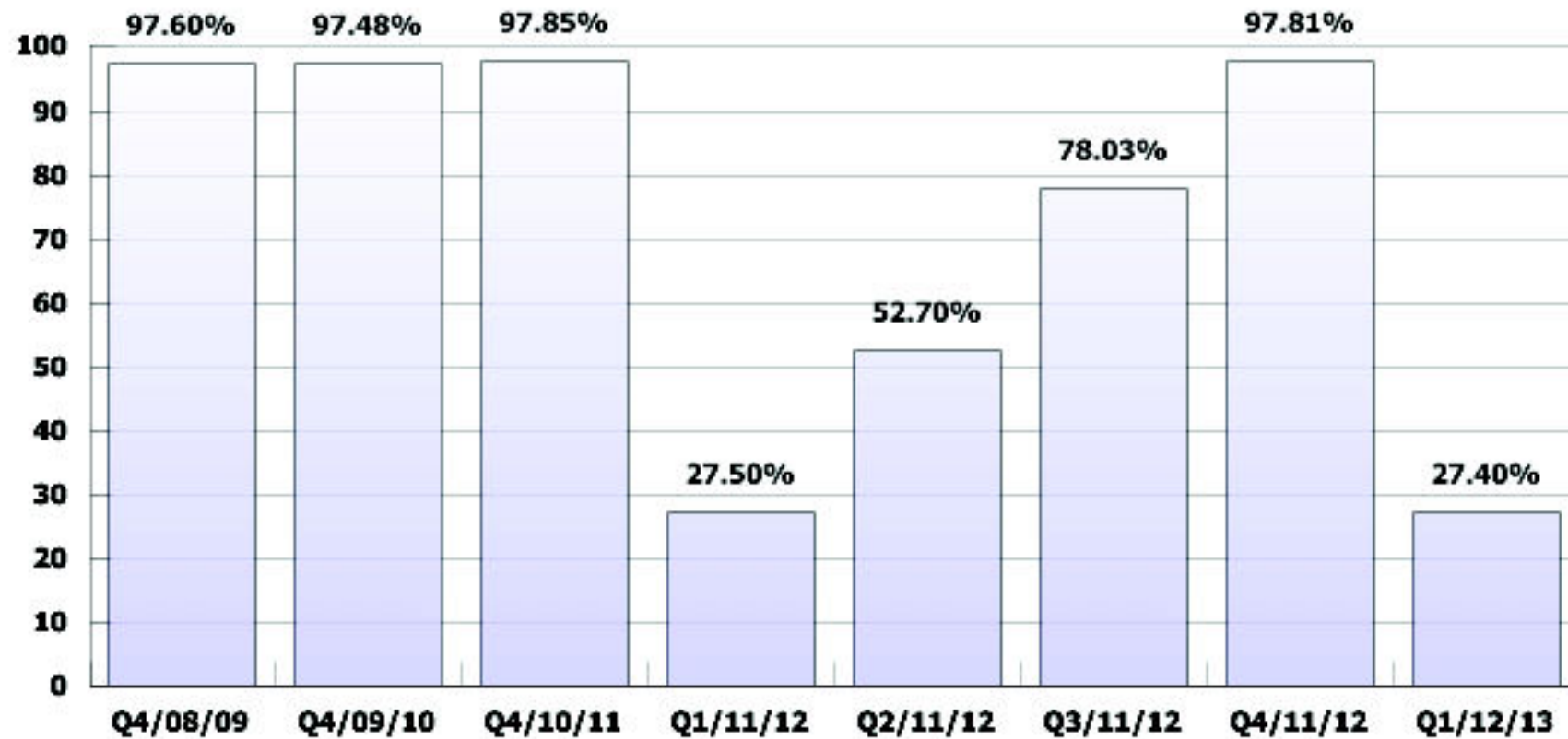
**KPI 31 What percentage of the district's annual Council Tax was collected?**

Indicator previously known as: LPI 14

**Additional Information:** This indicator monitors the rate of collection of Council Tax. Quarterly targets and performance details for this indicator represent the cumulative total for the year to date.

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 27.50% | 27.40% | ✗      |
| Q4/11/12 | 97.80% | 97.81% | ✓      |
| Q3/11/12 | 77.90% | 78.03% | ✓      |
| Q2/11/12 | 52.40% | 52.70% | ✓      |
| Q1/11/12 | 27.38% | 27.50% | ✓      |

**Annual Target:** 2012/13 - 97.80%  
2011/12 - 97.80%

**Indicator of good performance:**  
A higher percentage is good

Is it likely that the target will be met at the end of the year?

Yes



**Comment on current performance (including context):**

(Q1 2012/13) Performance is 0.1% down on the same stage last year, equivalent to a monetary value of £74212.

**Corrective action proposed (if required):**

(Q1 2012/13) All billing, collection and recovery processes will be undertaken to collect any outstanding debts.



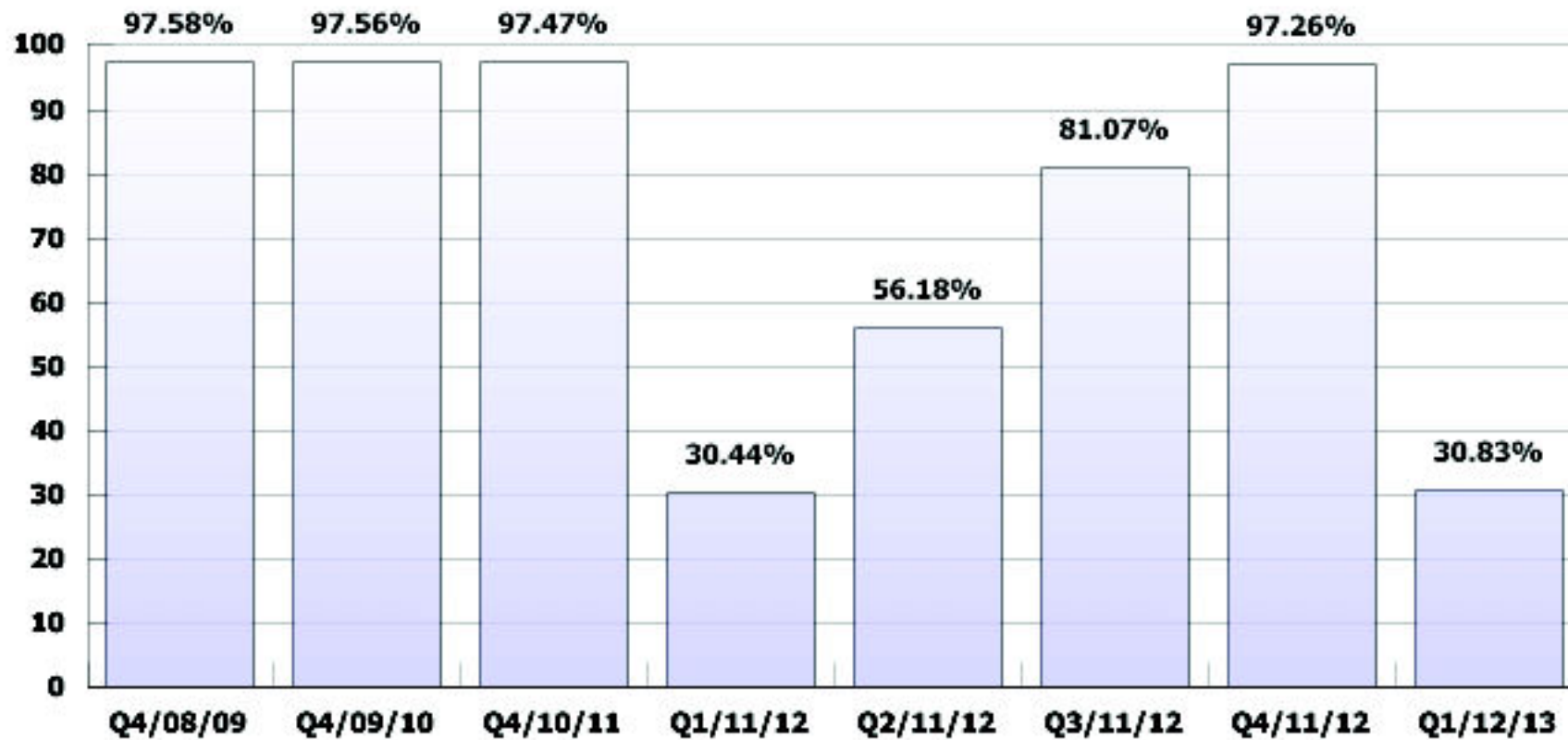
**KPI 32 What percentage of the district's annual business rates was collected?**

Indicator previously known as: LPI 15

**Additional Information: This indicator monitors the rate of collection of National Non-Domestic rates. Quarterly targets and performance details for this indicator represent the cumulative total for the year to date.**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 30.52% | 30.83% | ✓      |
| Q4/11/12 | 98.00% | 97.26% | ✗      |
| Q3/11/12 | 82.08% | 81.07% | ✗      |
| Q2/11/12 | 56.61% | 56.18% | ✗      |
| Q1/11/12 | 30.35% | 30.44% | ✓      |

**Annual Target:** 2012/13 - 97.50%  
2011/12 - 98.00%

**Indicator of good performance:**  
A higher percentage is good

**Is it likely that the target will be met at the end of the year?**

No



**Comment on current performance (including context):**

(Q1 2012/13) Collection is 0.39% up on the same stage last year, equivalent to a monetary value of £134,824. Whilst collection rates are shown as being higher this year, this is distorted by the fact that the rates for the parts of the Olympic site within our district have been paid in full. Once the site has been closed a proportion of these rates for the remainder of the year will need to be refunded.

**Corrective action proposed (if required):**

(Q1 2012/13) All billing, collection and recovery processes will be undertaken to collect any outstanding debts. However, due to the current economic climate, more firms are having difficulty in meeting their non-domestic rate liability. Therefore, despite efforts to recover the charge, it is likely that a small reduction in the percentage recovered this year will occur.



**KPI 33 On average, how many days did it take us to process new benefit claims?**

Indicator previously known as: LPI 16

**Additional Information: This indicator monitors the administration of Housing and Council Tax Benefit. Targets and performance are measured in days.**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 30.00  | 33.37  | X      |
| Q4/11/12 | 23.00  | 27.45  | X      |
| Q3/11/12 | 23.00  | 26.88  | X      |
| Q2/11/12 | 23.00  | 26.68  | X      |
| Q1/11/12 | 23.00  | 26.27  | X      |

**Annual Target:** 2012/13 - 30.00 days  
2011/12 - 23.00 days  
**Indicator of good performance:**  
A lower number of days is good

**Is it likely that the target will be met at the end of the year?**  
Uncertain

**Comment on current performance (including context):**

Performance is monitored on a weekly basis and improvements to processes are made when appropriate. Due to recruitment restrictions during the last two years there have been vacancies in the Benefits Division, and, in addition, there are currently four Officers on maternity leave. The lack of staff has led to increased benefit processing times which in turn has led to more customer enquiries.

**Corrective action proposed (if required):**

Permission was recently given to fill the vacant posts and employ temporary staff and agency staff to cover the maternity leave. Once these staff are actually in post, these measures should help to reduce benefit processing times in future quarters. Resources have been managed to target performance for the KPI's, whilst activities not relating to performance improvement have not been prioritised. However, with major welfare reforms occurring from April 2013, resources will be required to implement some of these changes and this may impact on performance improvement.

**KPI 34 On average, how many days did it take us to process notices of a change in a benefit claimant's circumstances?**

Indicator previously known as: LPI 17

**Additional Information: This indicator monitors the administration of Housing and Council Tax Benefit. Targets and performance are measured in days.**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 8.00   | 10.94  | X      |
| Q4/11/12 | 8.00   | 5.37   | ✓      |
| Q3/11/12 | 8.00   | 8.93   | X      |
| Q2/11/12 | 8.00   | 8.73   | X      |
| Q1/11/12 | 8.00   | 9.72   | X      |

**Annual Target: 2012/13 - 8.00 days**  
**2011/12 - 8.00 days**  
**Indicator of good performance: A lower number of days is good**

**Is it likely that the target will be met at the end of the year?**  
 Yes

**Comment on current performance (including context):**

Performance is monitored on a weekly basis and improvements to processes are made when appropriate. Due to recruitment restrictions during the last two years there have been vacancies in the Benefits Division, and, in addition, there are currently four Officers on maternity leave. The lack of staff has led to increased benefit processing times which in turn has led to more customer enquiries.

**Corrective action proposed (if required):**

Recently, we have had permission to fill the vacant posts and employ temporary staff and agency staff to cover the maternity leave. Once these staff are actually in post, these measures should help to reduce benefit processing times in future quarters. Resources have been managed to target performance for the KPI's, whilst activities not relating to performance improvement have not been prioritised. With major welfare reforms occurring from April 2013, resources will be required to implement some of these changes and this may impact on performance improvement. However, the target should still be achieved.



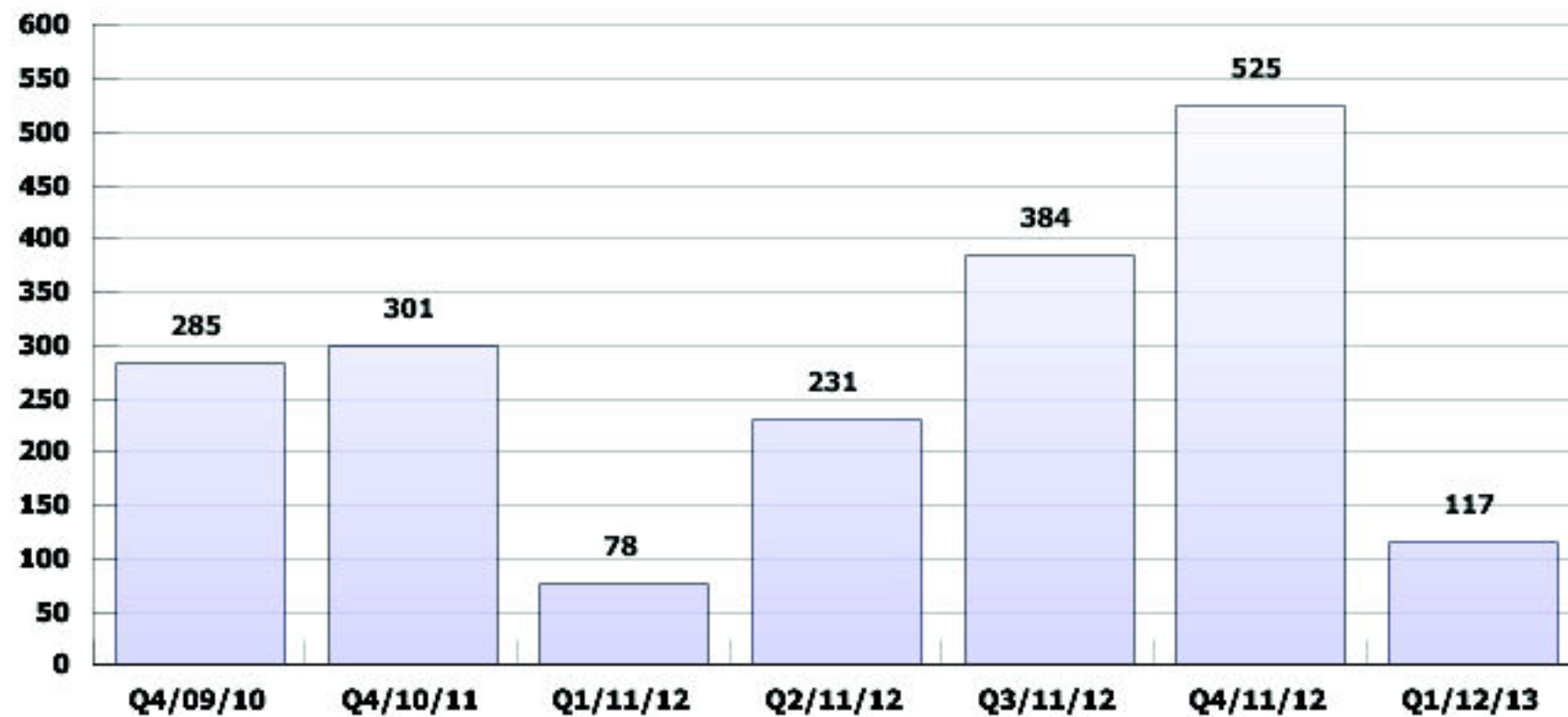
**KPI 35 How many benefits fraud investigations were completed by the Council?**

Indicator previously known as: LPI 53

**Additional Information: This indicator monitors the effectiveness of the Benefit Fraud Team**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 37     | 117    | ✓      |
| Q4/11/12 | 500    | 525    | ✓      |
| Q3/11/12 | 375    | 384    | ✓      |
| Q2/11/12 | 250    | 231    | ✗      |
| Q1/11/12 | 125    | 78     | ✗      |

**Annual Target:** 2012/13 - 300 (revised)  
2011/12 - 500

**Indicator of good performance:**  
A higher number is good

**Is it likely that the target will be met at the end of the year?**  
 Yes

**Comment on current performance (including context):**

Due to recruitment restrictions during the last two years there have been two vacancies in the Investigation team. In addition, since June there has been one Investigation Officer on maternity leave. This has left just one Investigation Officer on the team instead of four.

**Corrective action proposed (if required):**

An Officer has been seconded from elsewhere in the Benefits Division to cover the maternity leave and, recently permission has been given to fill the two vacant posts. These Officers should be in post by the start of Quarter 3. The seconded Officer is not yet fully qualified or experienced and cannot therefore be expected to achieve the same target that we require from a qualified Officer. The target was reduced for this year as this was based on just one effective Investigation Officer. However, as we have been able to recruit to the vacant posts, it is expected that the target will be exceeded and the target could be increased at this time. A revised target of 300 investigations is proposed.

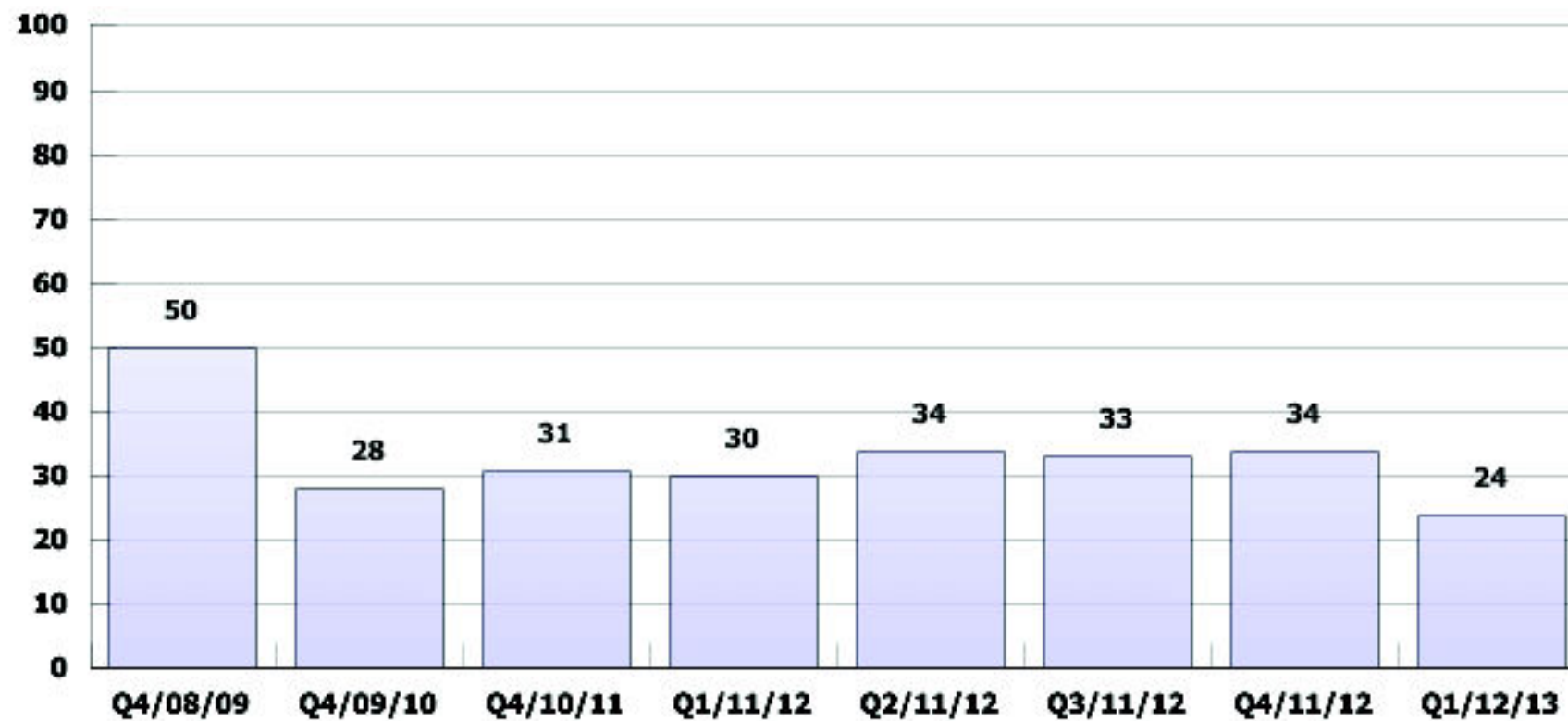
**KPI 41 On average, how many days did it take us to re-let a Council property?**

Indicator previously known as: LPI 05

**Additional Information: This indicator measures the Council's housing management performance, as it is important that property re-let times are kept to a minimum in view of current pressures on social housing**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 30     | 24     | ✓      |
| Q4/11/12 | 30     | 34     | ✗      |
| Q3/11/12 | 30     | 33     | ✗      |
| Q2/11/12 | 30     | 34     | ✗      |
| Q1/11/12 | 30     | 30     | ✓      |

**Annual Target: 2012/13 - 30 days**  
**Target: 2011/12 - 30 days**  
**Indicator of good performance: A lower number of days is good**



**Is it likely that the target will be met at the end of the year?**

Yes

**Comment on current performance (including context):**

**Corrective action proposed (if required):**



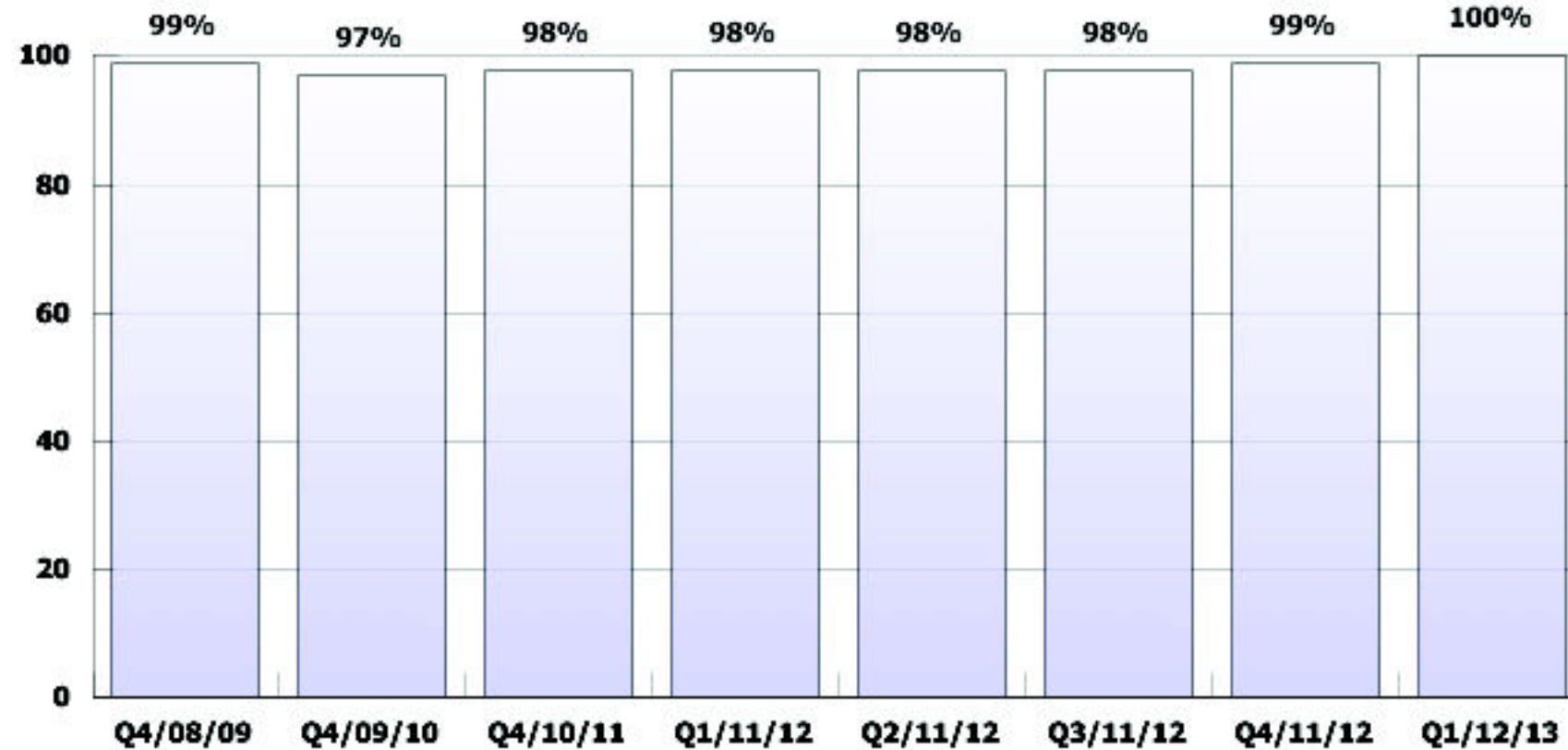
**KPI 42 What percentage of emergency repairs to our council properties were completed within 24 hours?**

Indicator previously known as: LPI 07

**Additional Information: This indicator is a measure of housing management performance, as it is incumbent upon the Council as landlord to ensure the upkeep of its dwellings and that repairs are completed on time. The target time for the completion of emergency repairs is twenty-four hours.**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 99%    | 100%   | ✓      |
| Q4/11/12 | 99%    | 99%    | ✓      |
| Q3/11/12 | 99%    | 98%    | ✗      |
| Q2/11/12 | 99%    | 98%    | ✗      |
| Q1/11/12 | 99%    | 98%    | ✗      |

**Annual Target:** 2012/13 - 99%  
2011/12 - 99%

**Indicator of good performance:**  
A higher percentage is good



**Is it likely that the target will be met at the end of the year?**

Yes

**Comment on current performance (including context):**

(Quarter 1 2012/13)  
99.77% - target achieved.  
As expected and previously reported, following the introduction of the new IT System for the Housing Repairs Service managed by Mears and the introduction of associated new work practices, including the use of mobile technology and the provision of appointments to tenants for all repairs, all three Housing KPIs relating to response times for housing repairs have improved significantly and the associated targets have all been met.

**Corrective action proposed (if required):**



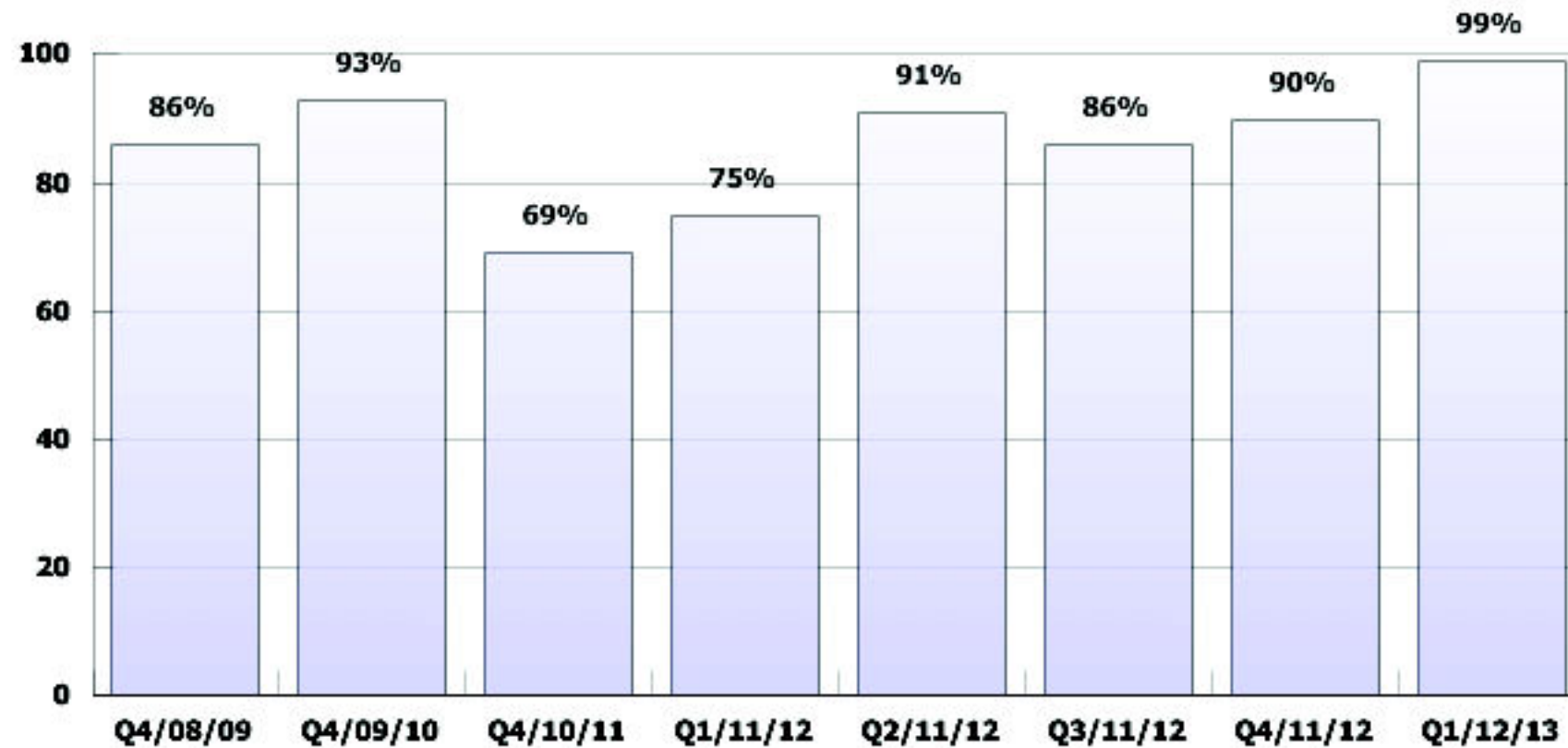
**KPI 43 What percentage of urgent repairs to our council properties were completed within five working days?**

Indicator previously known as: LPI 08

**Additional Information:** This indicator is a measure of housing management performance, as it is incumbent upon the Council as landlord to ensure the upkeep of its dwellings and that repairs are completed on time. The target time for the completion of urgent repairs is five days.

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 95%    | 99%    | ✓      |
| Q4/11/12 | 95%    | 90%    | ✗      |
| Q3/11/12 | 95%    | 86%    | ✗      |
| Q2/11/12 | 95%    | 91%    | ✗      |
| Q1/11/12 | 95%    | 75%    | ✗      |

Annual Target: 2012/13 - 95%  
2011/12 - 95%

Indicator of good performance:  
A higher percentage is good



Is it likely that the target will be met at the end of the year?

Yes

**Comment on current performance (including context):**

(Quarter 1 2012/13)  
99.39% - target achieved.  
As expected and previously reported, following the introduction of the new IT System for the Housing Repairs Service managed by Mears and the introduction of associated new work practices, including the use of mobile technology and the provision of appointments to tenants for all repairs, all three Housing KPIs relating to response times for housing repairs have improved significantly and the associated targets have all been met.

**Corrective action proposed (if required):**



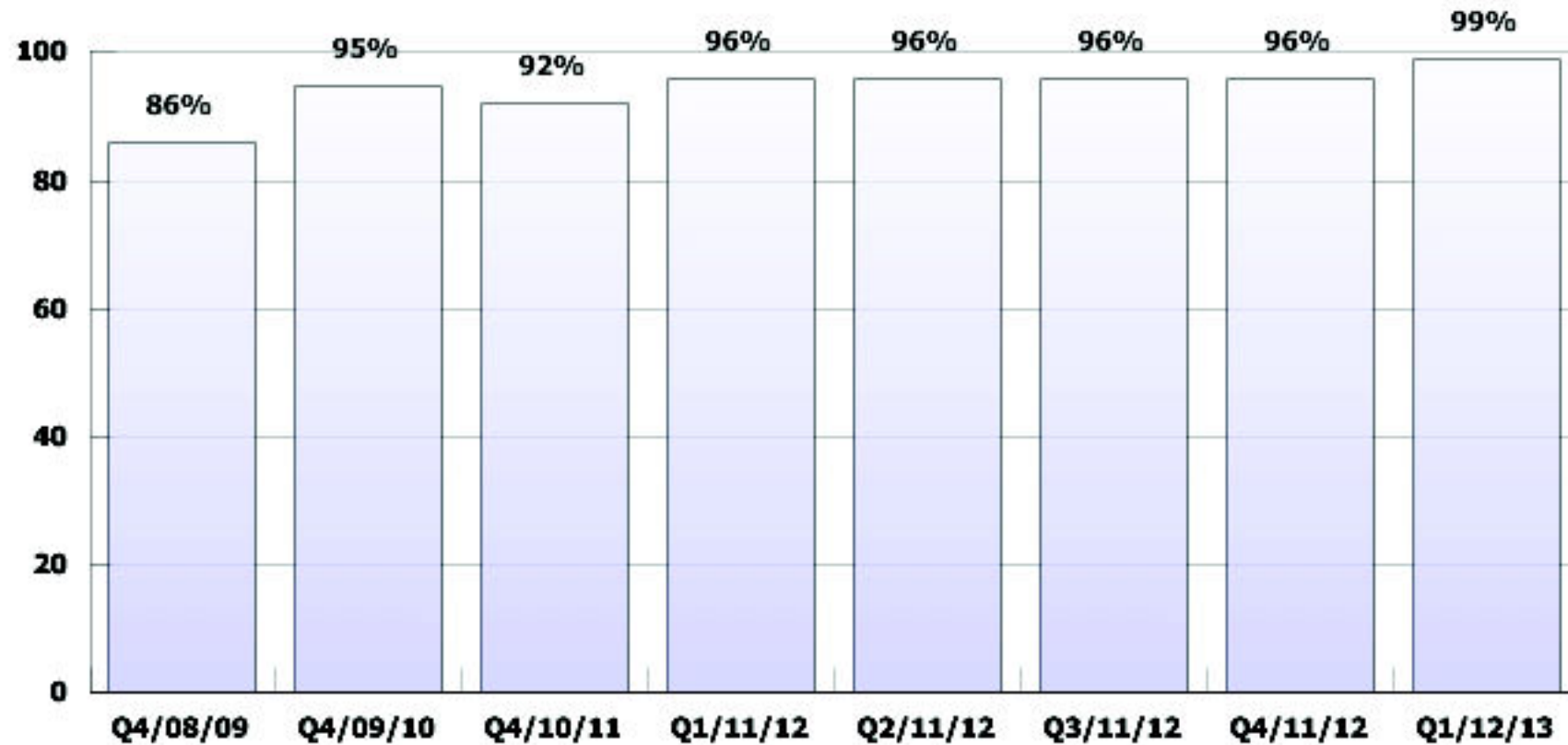
**KPI 44 What percentage of routine repairs to our council properties were completed within six weeks?**

Indicator previously known as: LPI 09

**Additional Information:** This indicator is a measure of housing management performance, as it is incumbent upon the Council as landlord to ensure the upkeep of its dwellings and that repairs are completed on time. The target time for the completion of routine repairs is six weeks.

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 95%    | 99%    | ✓      |
| Q4/11/12 | 95%    | 96%    | ✓      |
| Q3/11/12 | 95%    | 96%    | ✓      |
| Q2/11/12 | 95%    | 96%    | ✓      |
| Q1/11/12 | 95%    | 96%    | ✓      |

Annual Target: 2012/13 - 95%  
2011/12 - 95%

Indicator of good performance:  
A higher percentage is good



Is it likely that the target will be met at the end of the year?

Yes

**Comment on current performance (including context):**

(Quarter 1 2012/13)  
99.4% - target achieved.  
As expected and previously reported, following the introduction of the new IT System for the Housing Repairs Service managed by Mears and the introduction of associated new work practices, including the use of mobile technology and the provision of appointments to tenants for all repairs, all three Housing KPIs relating to response times for housing repairs have improved significantly and the associated targets have all been met.

**Corrective action proposed (if required):**

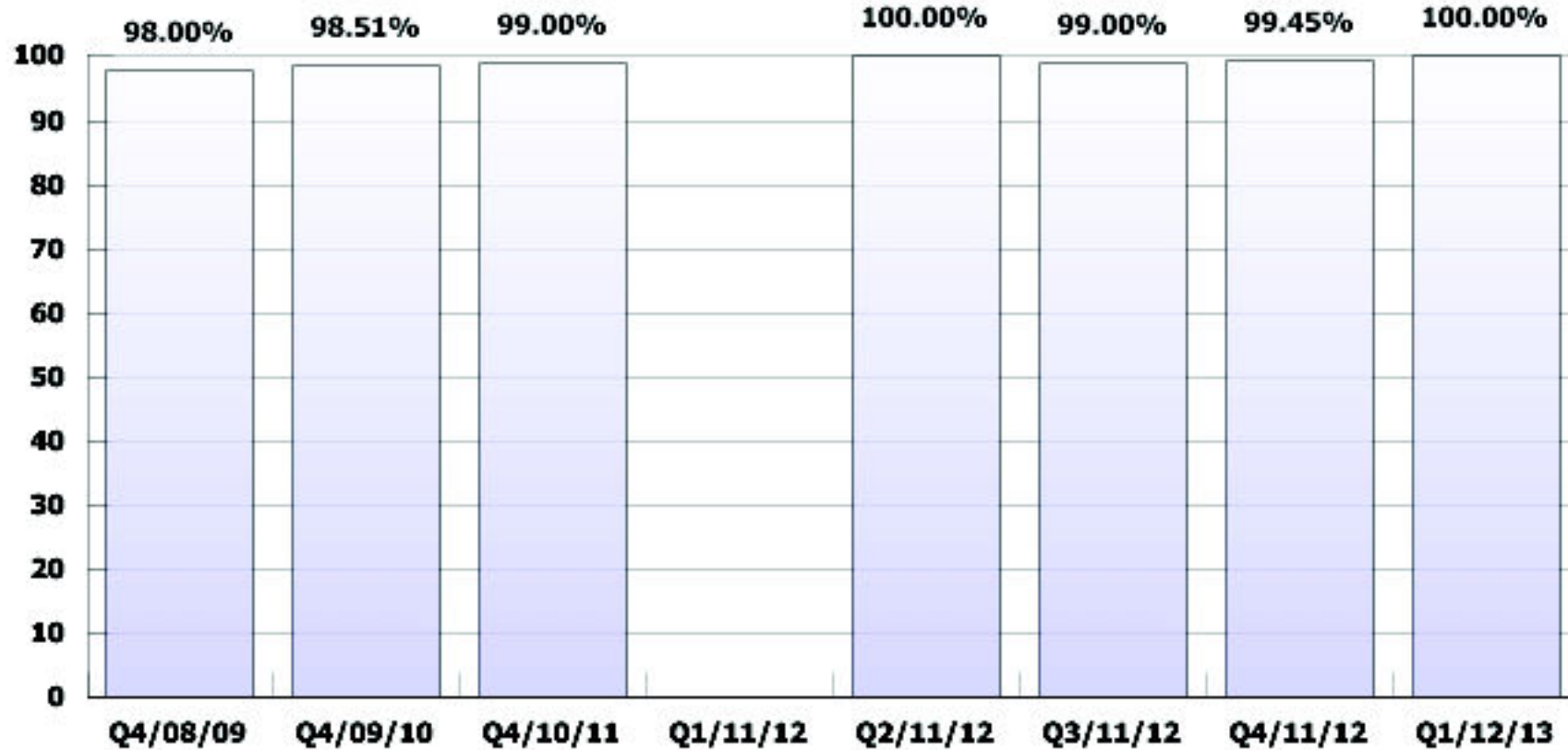
**KPI 45 How satisfied were our tenants with the standard of the repairs service they received?**

Indicator previously known as: LPI 10

**Additional Information: This indicator is a measure of housing management performance, as it is incumbent upon the Council as landlord to ensure the upkeep of its dwellings and that repairs are completed on time and to the satisfaction of tenants**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual  | Status |
|----------|--------|---------|--------|
| Q1/12/13 | 98.00% | 100.00% | ✓      |
| Q4/11/12 | 98.00% | 99.45%  | ✓      |
| Q3/11/12 | 98.00% | 99.00%  | ✓      |
| Q2/11/12 | 98.00% | 100.00% | ✓      |
| Q1/11/12 | 98.00% |         |        |

**Annual Target:** 2012/13 - 98.00%  
2011/12 - 98.00%

**Indicator of good performance:**  
A higher percentage is good



**Is it likely that the target will be met at the end of the year?**

Yes

**Comment on current performance (including context):**

(Quarter 1 2012/13)  
This return equates to 330 (10%) customers who have had a repair completed in the quarter and responded to the survey.

**Corrective action proposed (if required):**



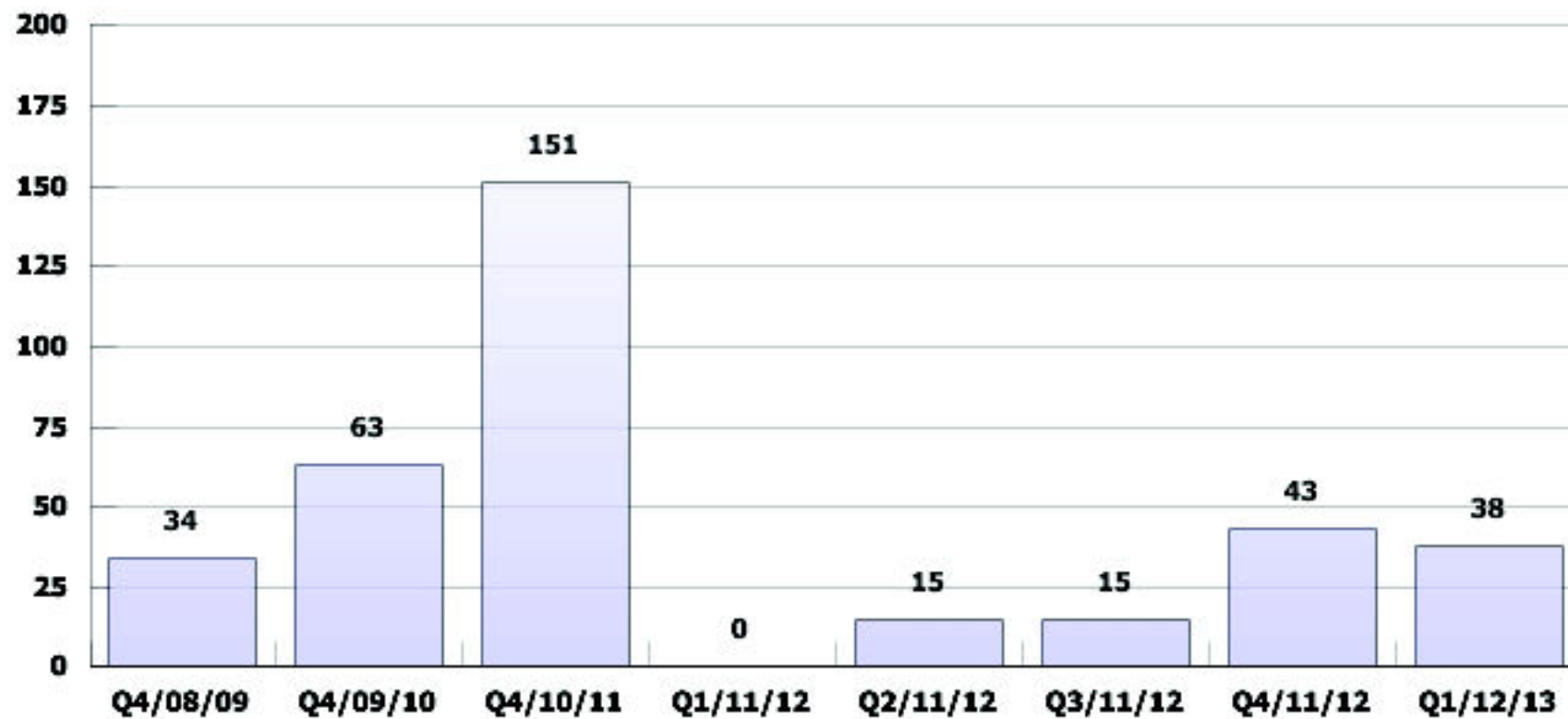
**KPI 46 How many affordable homes were built in the District?**

Indicator previously known as: NI 155

**Additional Information:** This indicator promotes an increase in the supply of affordable housing through new-build completions, changes of use and conversions. Quarterly targets and performance details for this indicator represent the cumulative total for the year to date.

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 38     | 38     | ✓      |
| Q4/11/12 | 112    | 43     | ✗      |
| Q3/11/12 | 86     | 15     | ✗      |
| Q2/11/12 | 44     | 15     | ✗      |
| Q1/11/12 | 0      | 0      | ✓      |

Annual Target: 2012/13 - 72  
2011/12 - 112

Indicator of good performance:  
A higher number is good



Is it likely that the target will be met at the end of the year?  
 Yes

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**Comment on current performance (including context):**

(Quarter 1 2012/13) The target for the year has been exceeded, since the Quarter 1 out-turn includes the completion of properties at the White Lodge development scheduled for Q4 of 2011/12, but which slipped into 2012/13. As a result an increased target of 72 houses has been adopted for the year.

**Corrective action proposed (if required):**

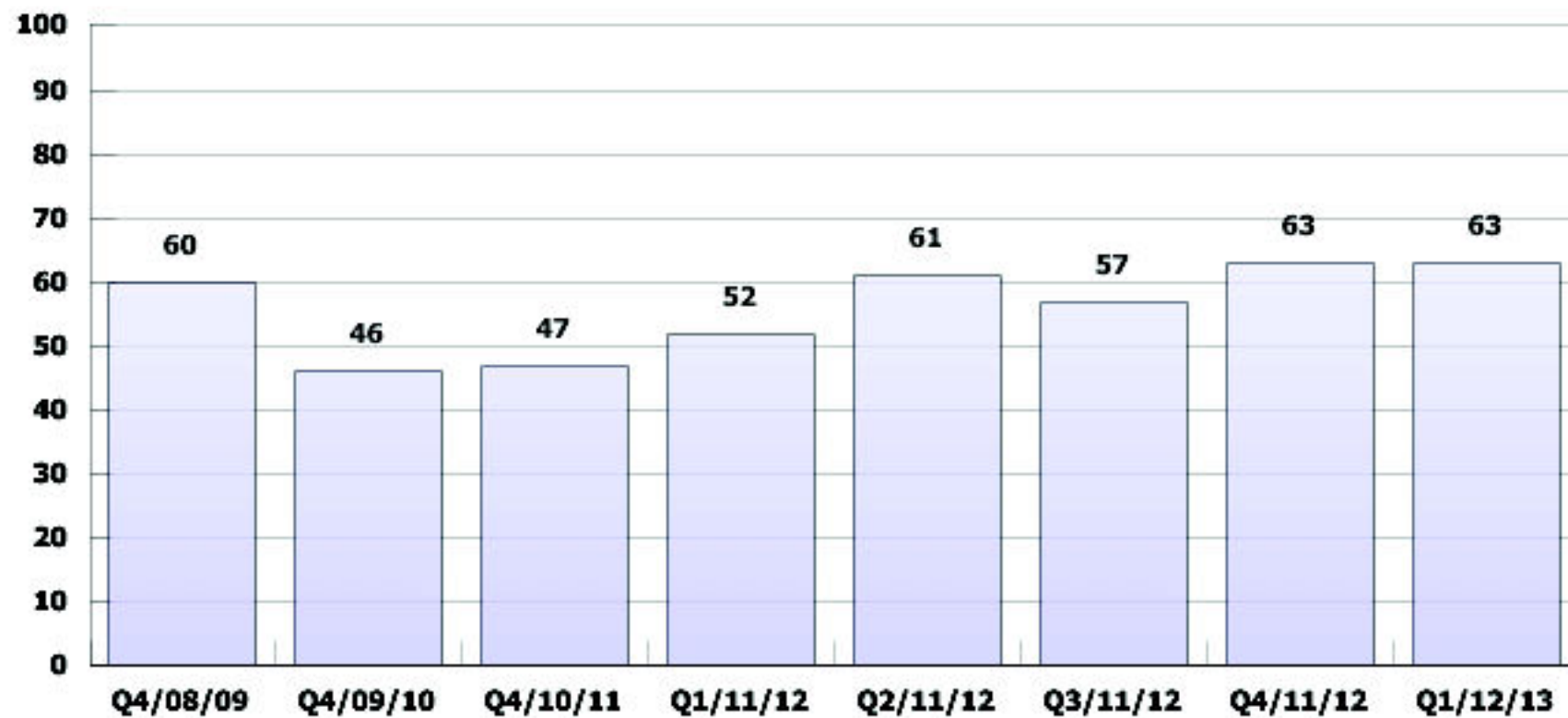
**KPI 47 How many households were housed in temporary accommodation?**

Indicator previously known as: NI 156

**Additional Information: This indicator monitors progress towards reducing the number of households in temporary accommodation provided under homelessness legislation. Annual performance is judged on the return for quarter 4.**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 60     | 63     | ✗      |
| Q4/11/12 | 60     | 63     | ✗      |
| Q3/11/12 | 60     | 57     | ✓      |
| Q2/11/12 | 60     | 61     | ✗      |
| Q1/11/12 | 60     | 52     | ✓      |

Annual Target: 2012/13 - 60  
2011/12 - 60

Indicator of good performance:  
A lower number is good



Is it likely that the target will be met at the end of the year?

Uncertain



**Comment on current performance (including context):**

(Quarter 1 2012/13)  
The Housing Options Section is seeking to increase the availability of private rented accommodation by working in partnership with two Housing Associations to provide leased properties for homeless households. Increasing the number of private rented properties for homeless households is considered to be the most effective way of reducing temporary accommodation usage.

**Corrective action proposed (if required):**



**KPI 48 What percentage of our council homes were not in a decent condition?**

Indicator previously known as: NI 158

**Additional Information: This indicator measures the number of non-decent council homes and the proportion this represents of the total council housing stock, in order to demonstrate progress towards making all council housing decent.**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual |   |
|----------|--------|--------|---|
| Q1/12/13 | 0.00%  | 0.00%  | ✓ |
| Q4/11/12 | 0.00%  | 0.00%  | ✓ |
| Q3/11/12 | 0.00%  | 0.00%  | ✓ |
| Q2/11/12 | 0.00%  | 0.00%  | ✓ |
| Q1/11/12 | 0.00%  | 0.00%  | ✓ |

**Annual Target:** 2012/13 - 0.00%  
2011/12 - 0.00%

**Indicator of good performance:**  
A lower percentage is good

**Is it likely that the target will be met at the end of the year?**

Yes

**Comment on current performance (including context):**

(Quarter 1 2012/13) Potential Non-Decent failures have been identified on the Stock Condition Survey for 2012-13 30-year lifecycles and appropriate Capital and Revenue works programmes have commenced to prevent these properties falling into the Non-Decent category.

Z Drive/Stock Condition Survey 2012-13 30-year lifecycles shows:-  
 Criteria 'A' Minimum Standard 0-properties  
 Criteria 'B' Reasonable State of Repair  
 □ Gas central heating 273  
     Electric heating 24 properties  
 □ Electrical Testing and Upgrades 837 properties  
 □ Roof covering 200  
 Criteria 'C' Reasonable Modern Facilities  
 □ Kitchen replacements 228 properties  
     Bathroom replacements 66 properties

**Corrective action proposed (if required):**

(Quarter 1 2012/13) None required at this time.

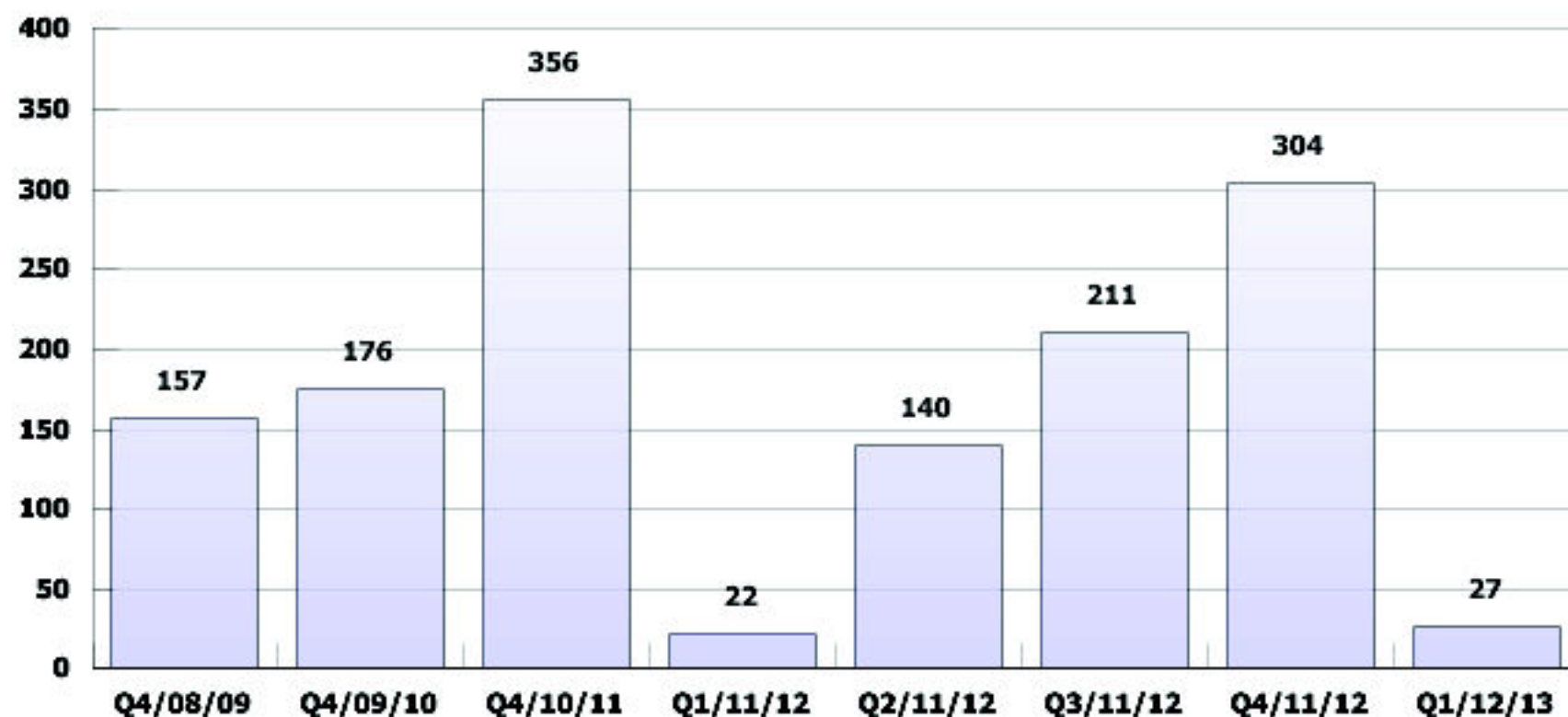
**KPI 50 What was the net increase or decrease in the number of homes in the district?**

Indicator previously known as: NI 154

**Additional Information:** This indicator encourages a greater supply of new homes to address long-term housing affordability issues, and measures the net increase in dwelling stock over one year. Quarterly targets and performance details for this indicator represent the cumulative total for the year to date.

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 13     | 27     | ✓      |
| Q4/11/12 | 180    | 304    | ✓      |
| Q3/11/12 | 113    | 211    | ✓      |
| Q2/11/12 | 72     | 140    | ✓      |
| Q1/11/12 | 30     | 22     | ✗      |

**Annual Target:** 2012/13 - 180  
2011/12 - 180

**Indicator of good performance:**  
A higher number is good

Is it likely that the target will be met at the end of the year?

Yes

**Comment on current performance (including context):**

(Q1 2012/13) This number reaches and surpasses our target for this quarter. It continues with the precedent that Q1 is normally substantially lower than other quarters.

This is probably due to a number of factors, including many major developments are pushed through at the end of the financial year.

**Corrective action proposed (if required):**

(Q1 2012/13) No corrective action is necessary.



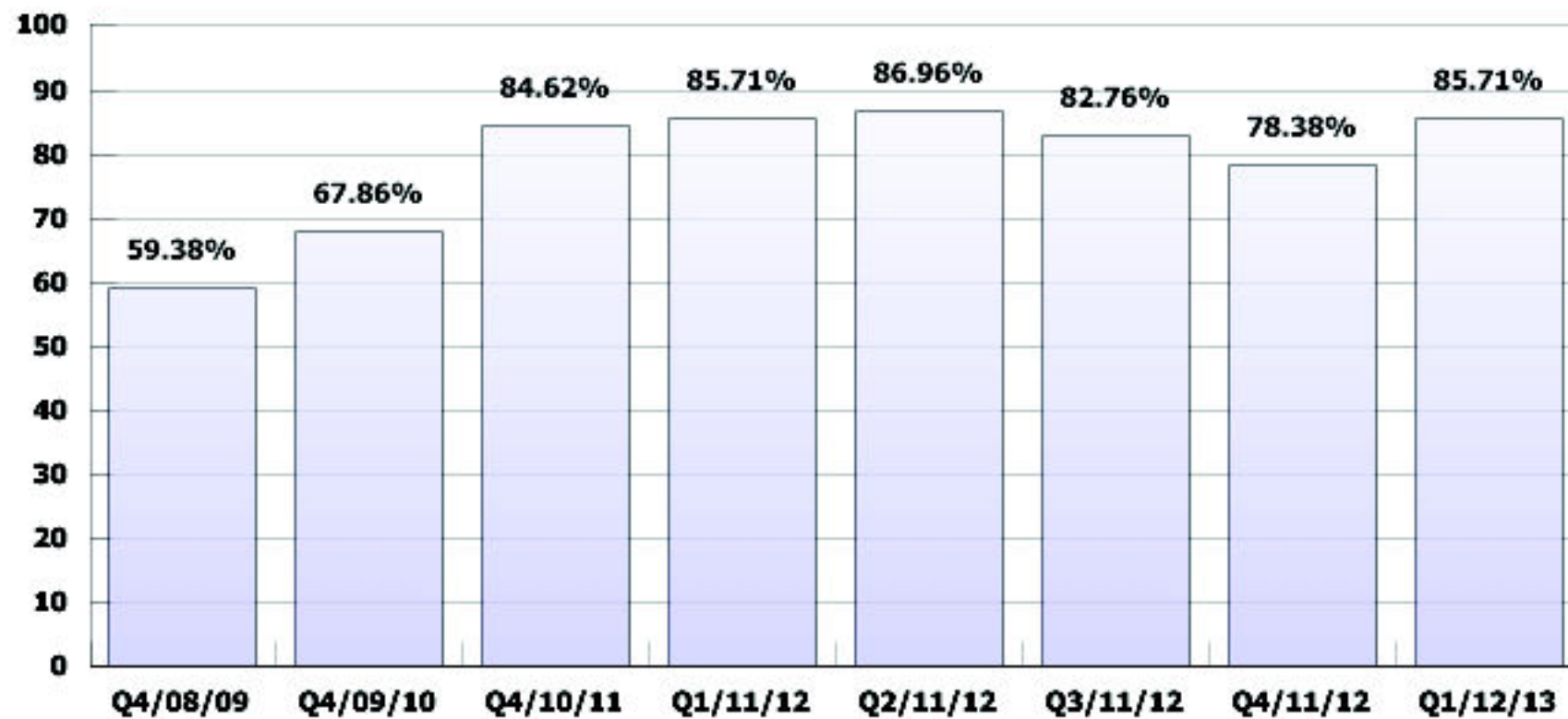
# KPI 51 What percentage of major planning applications were processed within 13 weeks?

Indicator previously known as: NI 157(a)

**Additional Information:** This indicator ensures that local planning authorities determine major planning applications in a timely manner (within thirteen weeks).

For enquiries regarding this indicator contact the Performance Improvement Unit by email on [performance@eppingforestdc.gov.uk](mailto:performance@eppingforestdc.gov.uk) or by telephone on 01992 564472

## Current and previous quarters performance



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 81.00% | 85.71% | ✓      |
| Q4/11/12 | 81.00% | 78.38% | ✗      |
| Q3/11/12 | 81.00% | 82.76% | ✓      |
| Q2/11/12 | 81.00% | 86.96% | ✓      |
| Q1/11/12 | 81.00% | 85.71% | ✓      |

Annual Target: 2012/13 - 81.00%  
2011/12 - 81.00%

Indicator of good performance:  
A higher percentage is good



Is it likely that the target will be met at the end of the year?

Uncertain

### Comment on current performance (including context):

(Q1 2012/13) Being predominantly a Green Belt planning authority, Major type applications represent only a small percentage of all overall planning applications received, but they are more complex and resource demanding. It is too early to ascertain whether the target will be achieved at year end because of the low number of cases, so therefore, the percentage figure will be volatile. Target at this stage though, is on course to be achieved.

### Corrective action proposed (if required):



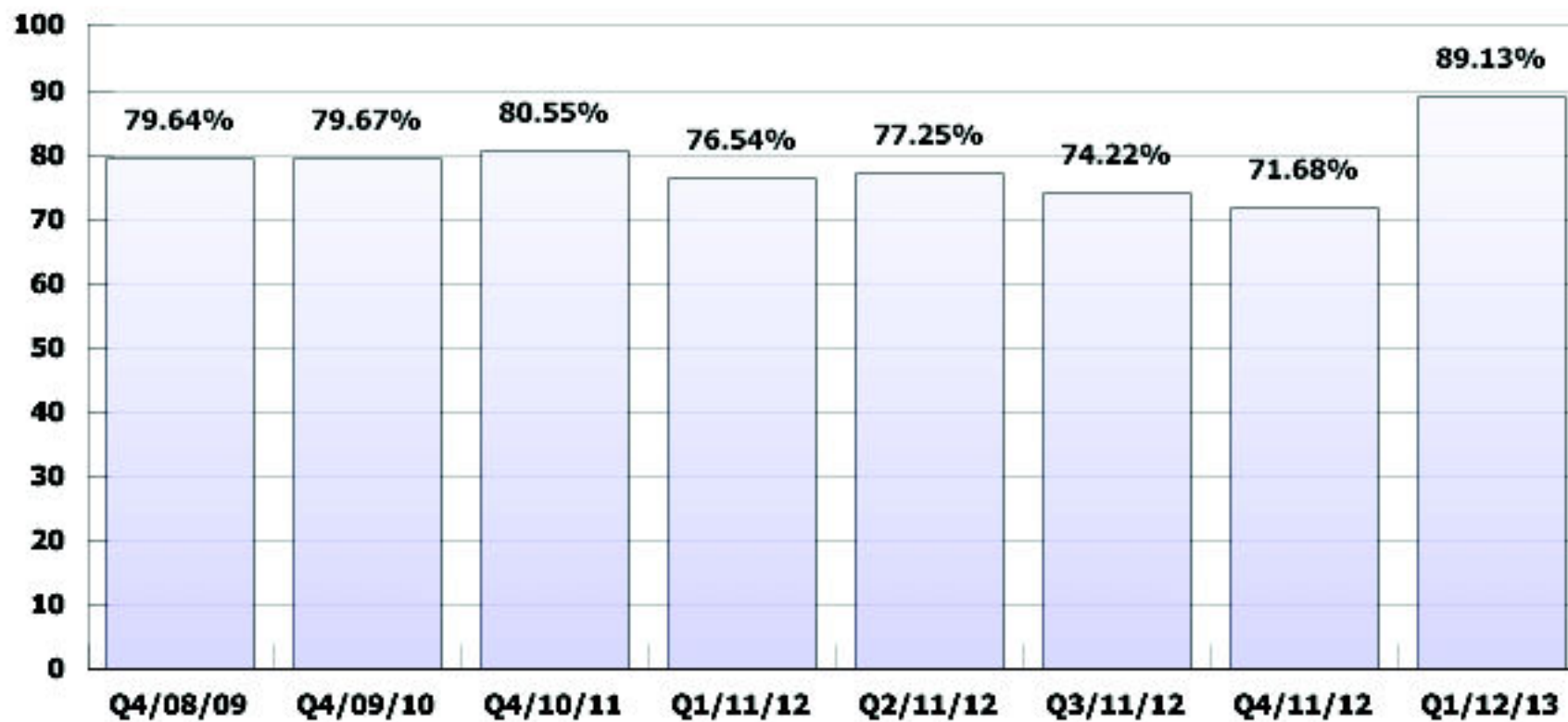
**KPI 52 What percentage of minor planning applications were processed within 8 weeks (Delegated decisions only from 2012/13)?**

Indicator previously known as: NI 157(b)

**Additional Information: This indicator ensures that local planning authorities determine 'minor' planning applications in a timely manner (within eight weeks). With effect from Q1 2012/13 this indicator will measure performance on delegated decisions only. Historical performance figures will remain unchanged.**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 89.00% | 89.13% | ✓      |
| Q4/11/12 | 81.00% | 71.68% | ✗      |
| Q3/11/12 | 81.00% | 74.22% | ✗      |
| Q2/11/12 | 81.00% | 77.25% | ✗      |
| Q1/11/12 | 81.00% | 76.54% | ✗      |

**Annual Target:** 2012/13 - 89.00% (delegated)  
2011/12 - 81.00%

**Indicator of good performance:**  
A higher percentage is good

**Is it likely that the target will be met at the end of the year?**

Uncertain



**Comment on current performance (including context):**

(Q1 2012/13) Planning applications that include 1 to 9 dwellings/ pitches per application as well as offices, light industry, general industry, storage, warehousing or retail floorspace under 10,000sq m or 1 hectare and other minor developments. Whilst this target is just being achieved at this stage, it is rather precarious given the Development Control Section is now 2 planning officers down.

**Corrective action proposed (if required):**



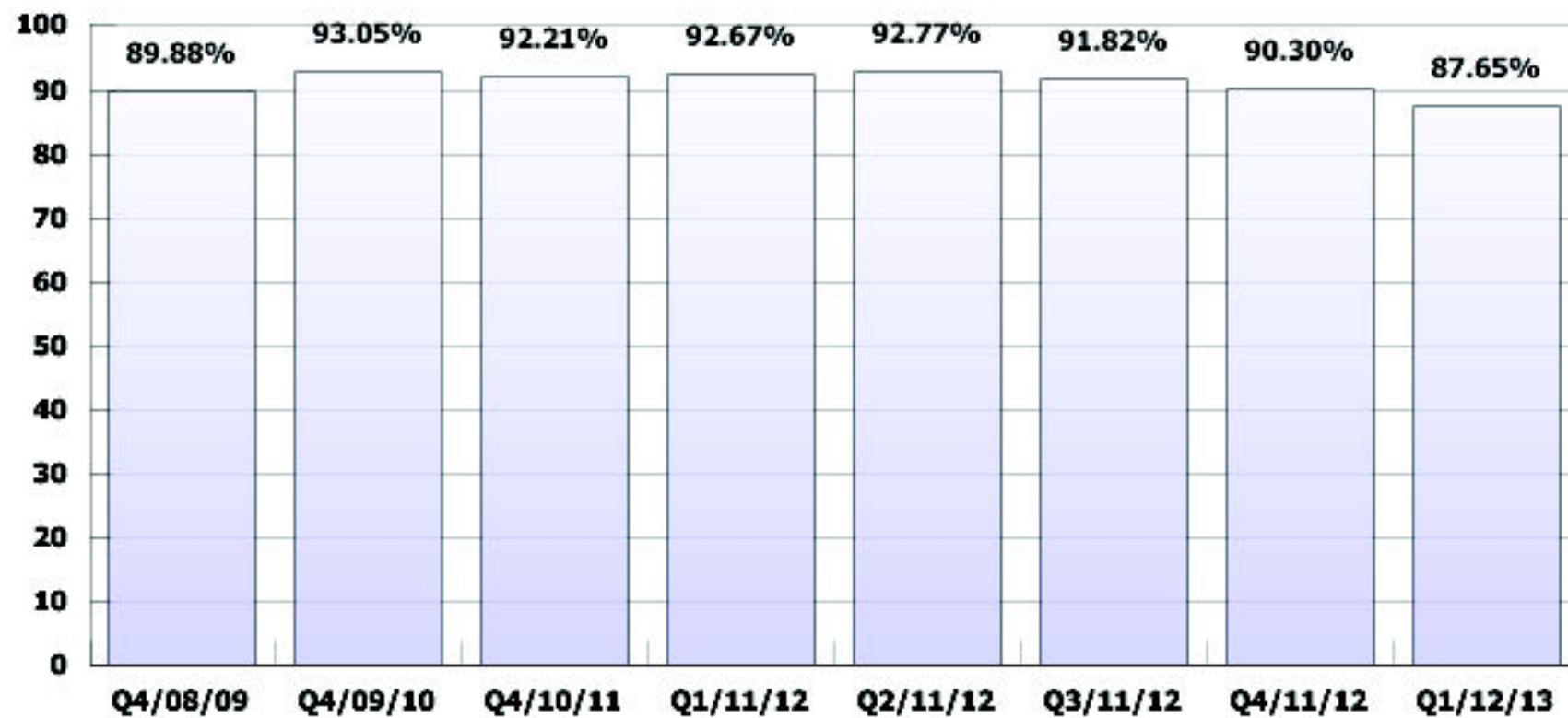
**KPI 53 What percentage of other planning applications were processed within 8 weeks (Delegated decisions only from 2012/13)?**

Indicator previously known as: NI 157(c)

**Additional Information: This indicator ensures that local planning authorities determine 'other' planning applications in a timely manner (within eight weeks). With effect from Q1 2012/13 this indicator will measure performance on delegated decisions only. Historical performance figures will remain unchanged.**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual |   |
|----------|--------|--------|---|
| Q1/12/13 | 94.00% | 87.65% | X |
| Q4/11/12 | 93.00% | 90.30% | X |
| Q3/11/12 | 93.00% | 91.82% | X |
| Q2/11/12 | 93.00% | 92.77% | X |
| Q1/11/12 | 93.00% | 92.67% | X |

**Annual Target:** 2012/13 - 94.00% (delegated)  
2011/12 - 93.00%

**Indicator of good performance:**  
A higher percentage is good

Is it likely that the target will be met at the end of the year?

Uncertain

**Comment on current performance (including context):**

(Q1 2012/13) KPI 53 represents the highest proportion (324 out of 373) of all planning application types decided under delegated powers. The recruitment restriction though, is impacting on this performance because the development control team is 2 planning officers down for the whole of this quarter – the equivalent of a loss of 22% of the casework professional staff.

**Corrective action proposed (if required):**

(Q1 2012/13) Pursue agreement to fill professional planning officer post externally

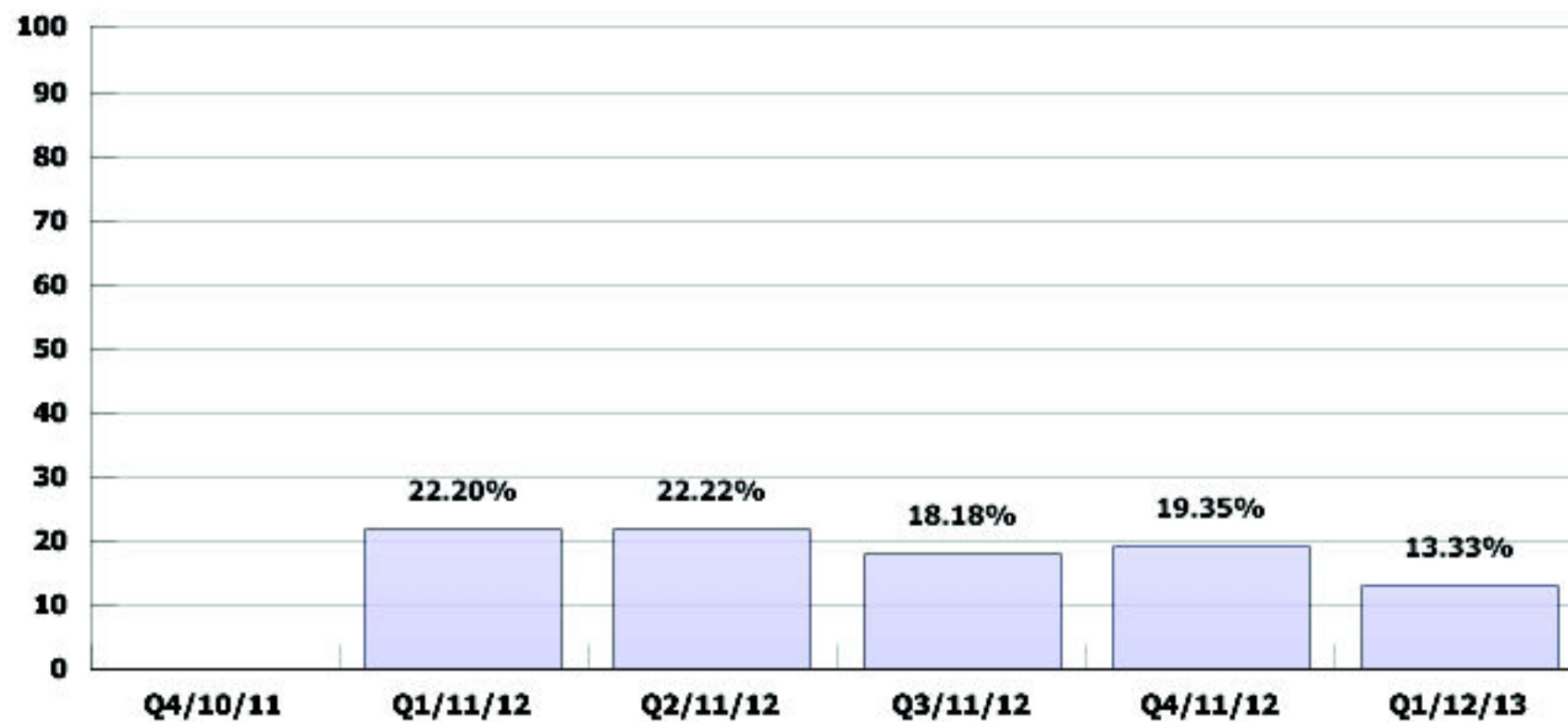
**KPI 54** What percentage of planning applications recommended by planning officers for refusal were overturned and granted permission following an appeal?

Indicator previously known as: (new)

**Additional Information:** This indicator is expressed as a percentage of the no. of appeals determined and seeks to assess the levels of applications that may be refused in order to meet development control performance targets. It measures the performance of only Officer Recommendations for refusal of planning permission

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

Current and previous quarters performance



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 19.00% | 13.33% | ✓      |
| Q4/11/12 | 20.00% | 19.35% | ✓      |
| Q3/11/12 | 20.00% | 18.18% | ✓      |
| Q2/11/12 | 20.00% | 22.22% | ✗      |
| Q1/11/12 | 20.00% | 22.20% | ✗      |

Annual Target: 2012/13 - 19.00%  
2011/12 - 20.00%

Indicator of good performance:  
A lower percentage is good

Is it likely that the target will be met at the end of the year?

Uncertain

Comment on current performance (including context):

(Q1 2012/13) Good performance by Officer decision-making under delegated powers. At this stage, it shows that planning policy and local decision making is generally being supported.

Corrective action proposed (if required):



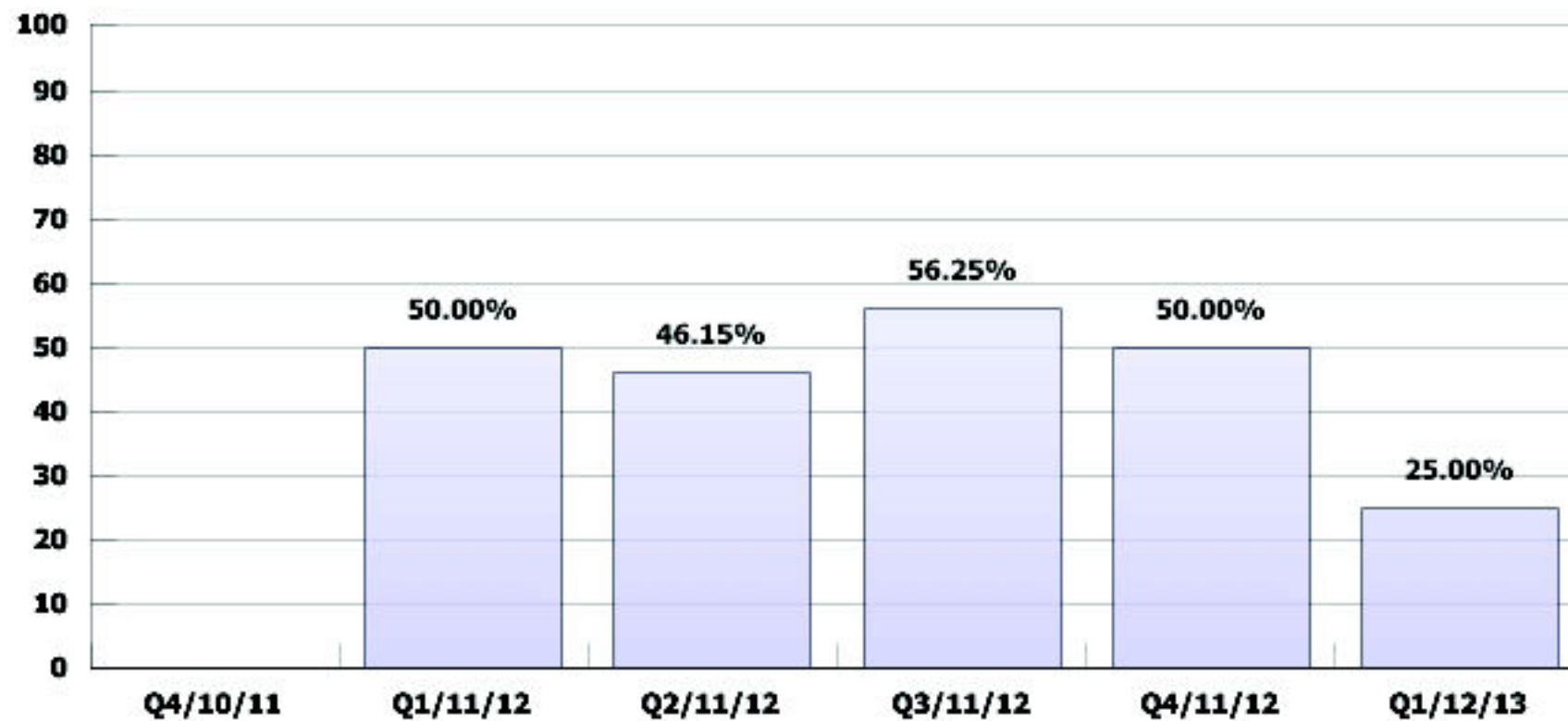
**KPI 55 What percentage of planning applications, refused by Council Members against the planning officer's recommendation, were granted permission on appeal?**

Indicator previously known as: (new)

**Additional Information: This indicator is expressed as a percentage of the no. of appeals determined and seeks to assess the levels of applications that may be refused in order to meet development control performance targets. It measures the performance of only Officer Recommendations for refusal of planning permission**

For enquiries regarding this indicator contact the Performance Improvement Unit by email on performance@eppingforestdc.gov.uk or by telephone on 01992 564472

**Current and previous quarters performance**



| Quarter  | Target | Actual | Status |
|----------|--------|--------|--------|
| Q1/12/13 | 50.00% | 25.00% | ✓      |
| Q4/11/12 | 50.00% | 50.00% | ✓      |
| Q3/11/12 | 50.00% | 56.25% | ✗      |
| Q2/11/12 | 50.00% | 46.15% | ✓      |
| Q1/11/12 | 50.00% | 50.00% | ✓      |

Annual Target: 2012/13 - 50.00%  
2011/12 - 50.00%

Indicator of good performance:  
A lower percentage is good

Is it likely that the target will be met at the end of the year?  
■ Uncertain

**Comment on current performance (including context):**

(Q1 2012/13) Members decisions to reverse officer recommendations on planning applications reported to planning committees supported on appeal in 3 out of 4 cases and therefore only 25% allowed.

**Corrective action proposed (if required):**

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## Key Performance Indicator Definition

|                            |  |                    |                          |
|----------------------------|--|--------------------|--------------------------|
| <b>Reference</b>           | KPI 22 (formerly NI 195(a))  |                    |                          |
| <b>Title</b>               | What percentage of our district had unacceptable levels of litter?   |                    |                          |
| <b>Collection Interval</b> | Quarterly  | <b>Data Source</b> | DEFRA / CAMS Spreadsheet |
| <b>Definition</b>          | <p>This indicator was previously collected as BVPI 199 and NI 195 and had remained unchanged. It is now intended to report performance as a cumulative result at the end of each quarter.</p> <p>A definition of each of the elements is provided below:</p> <p><b>Litter</b></p> <p>There is no statutory definition of litter. The Environmental Protection Act 1990 (s.87) states that litter is ‘anything that is dropped, thrown, left or deposited that causes defacement, in a public place’. This accords with the popular interpretation that ‘litter is waste in the wrong place’.</p> <p>However, local authority cleansing officers and their contractors have developed a common understanding of the term and the definition used for NI 195 (and for the LEQSE) was based on this industry norm.</p> <p>Litter includes mainly synthetic materials, often associated with smoking, eating and drinking, that are improperly discarded and left by members of the public; or are spilt during waste management operations.</p> <p>Grade A is given where there is no litter or refuse; grade B is given where a transect is predominantly free of litter and refuse except for some small items; grade C is given where there is a widespread distribution of litter and refuse, with minor accumulations; and grade D where a transect is heavily littered, with significant accumulations.</p> <p>Three Intermediate Grades will also be used. These are:<br/> B +, between Grade A and Grade B;<br/> B – , between Grade B and Grade C; and<br/> C –, between Grade C and Grade D</p> |                    |                          |

|                         |  |                       |            |
|-------------------------|--|-----------------------|------------|
| <b>Formula</b>          | <p>Once all sites have been surveyed, the formula to be used for litter is:</p> $\left( \frac{T + \left( \frac{Tb}{2} \right)}{Ts} \right) * 100$ <p>where:</p> <p>T = number of sites graded C, C-, or D for litter;<br/> Tb = number of sites graded at B- for litter (this grade counts as half);<br/> Ts = total number of sites surveyed for litter (900 minimum)</p> |                       |            |
| <b>Good performance</b> | Low  | <b>Return Format</b>  | Percentage |
| <b>Cumulative</b>       | Yes  | <b>Decimal Places</b> | Zero       |
| <b>Worked example</b>   | <p>For example, where 30 sites have been graded either C, C-, or D and 90 sites have been graded B-, from a survey of 900 sites in total the calculation would give:</p> $[(30 + (90/2))/900] * 100$ $[(30+45)/900] * 100$ $[75/900] * 100$ $= 0.8333 * 100 = 8.3\%$ $= 8\% \text{ reported performance}$  |                       |            |

## Key Performance Indicator Definition

|                            |  |                    |                          |
|----------------------------|--|--------------------|--------------------------|
| <b>Reference</b>           | KPI 23 (formerly NI 195(b))  |                    |                          |
| <b>Title</b>               | What percentage of our district had unacceptable levels of detritus (dust, mud, stones, rotted leaves, glass, plastic etc.)?   |                    |                          |
| <b>Collection Interval</b> | Quarterly  | <b>Data Source</b> | DEFRA / CAMS Spreadsheet |
| <b>Definition</b>          | <p>This indicator was previously collected as BVPI 199 and NI 195 and had remained unchanged. It is now intended to report performance as a cumulative result at the end of each quarter.</p> <p>A definition of each of the elements is provided below:</p> <p><b>Detritus</b></p> <p>There is no statutory definition of detritus, however, local authority cleansing officers and their contractors have developed a common understanding of the term and the definition used for the NI 195 (and for the LEQSE) was based on this industry norm.</p> <p>Detritus comprises dust, mud, soil, grit, gravel, stones, rotted leaf and vegetable residues, and fragments of twigs, glass, plastic and other finely divided materials. Detritus includes leaf and blossom falls when they have substantially lost their structure and have become mushy or fragmented.</p> <p>Grade A is given where there is no detritus present on a transect; grade B is given where a transect is predominantly free of detritus except for some light scattering; grade C is given where there is a widespread distribution of detritus with minor accumulations; and grade D where a transect is extensively covered with detritus with significant accumulations.</p> <p>Three Intermediate Grades will also be used. These are:</p> <p>B +, between Grade A and Grade B;<br/> B – , between Grade B and Grade C; and<br/> C –, between Grade C and Grade D</p> |                    |                          |

|                         |  |                       |            |
|-------------------------|--|-----------------------|------------|
| <b>Formula</b>          | <p>Once all sites have been surveyed, the formula to be used for detritus is:</p> $\left( \frac{T + \left( \frac{Tb}{2} \right)}{Ts} \right) * 100$ <p>where:</p> <p>T = number of sites graded C, C-, or D for detritus;<br/> Tb = number of sites graded at B- for detritus (this grade counts as half);<br/> Ts = total number of sites surveyed for detritus (900 minimum)</p> |                       |            |
| <b>Good performance</b> | Low  | <b>Return Format</b>  | Percentage |
| <b>Cumulative</b>       | Yes  | <b>Decimal Places</b> | Zero       |
| <b>Worked example</b>   | <p>For example, where 30 sites have been graded either C, C-, or D and 90 sites have been graded B-, from a survey of 900 sites in total the calculation would give:</p> $[(30 + (90/2))/900] * 100$ $[(30+45)/900] * 100$ $[75/900] * 100$ $= 0.8333 * 100 = 8.3\%$ $= 8\% \text{ reported performance}$  |                       |            |

## **Report to the Finance & Performance Management Scrutiny Panel**



**Date of meeting: 18 September 2012**

**Portfolio: Finance & Technology**

**Subject: Quarterly Financial Monitoring**

**Officer contact for further information: Peter Maddock (01992 - 56 4602).**

**Democratic Services Officer: Adrian Hendry (01992 – 56 4246)**

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### **Recommendations/Decisions Required:**

**That the Panel note the revenue and capital financial monitoring report for the first quarter of 2012/13;**

### **Executive Summary**

The report provides a comparison between the original estimate for the period ended 30 June 2012 and the actual expenditure or income as applicable.

### **Reasons for proposed decision**

To note the first quarter financial monitoring report for 2012/13.

### **Other options for action**

No other options available.

### **Report:**

1. The Panel has within its terms of reference to consider financial monitoring reports on key areas of income and expenditure. This is the first quarterly report for 2012/13 and covers the period from 1 April 2012 to 30 June 2012. The reports are presented based on which directorate is responsible for delivering the services to which the budgets relate.
2. Salaries monitoring data is presented as well as it represents a large proportion of the authorities expenditure and is an area where historically large under spends have been seen.

### **Revenue Budgets (Annex 1 – 9)**

3. Comments are provided on the monitoring schedules but a few points are highlighted here as they are of particular significance. The salaries schedule (Annex 1) shows an underspend of £167,000 or 3.4%. This compares to 3.9% at this time last year.
4. Within Building Control some posts have been held vacant so that resources can be matched more closely with workload hence the quite large underspend in percentage terms reported here. Having said that this only amounts to £9,000 in monetary terms. Although in the previous year the underspend was more significant. There is a substantial saving shown on Office of the Chief Executive this is due to the budget assuming the post of Chief Executive would be filled for the whole of 2012/13. The post is due to be filled

from week commencing 1st October, so there will be a one off saving in 2012/13 as a result. The acting Chief Executive is accounted for under the Office of the Deputy Chief Executive hence the slight overspend reported here.

5. Investment interest levels in 2012/13 are slightly below expectation at quarter1, and significantly below the prior year. There is no obvious sign of rates improving even in the longer term at the moment. Investment returns in the prior year were higher as there were still some longer term deals maturing at better rates than those available now.
6. The Council had received £1.872m of the original £2.5m investment placed with Heritable Bank as at 30 June 2012, this now brings the recovery up to 74.5%. Indications are that the Council can still expect to recover between 86 and 90% of the original investment. The final payment is not due to be received until the end of 2012/13.
7. Development Control income at Month 3 is £13,000 below expectations, Generally applications so far this year have been quite small, though pre-application income has exceeded the full year budget already which may indicate that some larger applications are on the way. The income estimate for 2012/13 will be reassessed during the 2013/14 budget process to see whether or not there is a need to adjust the budget.
8. Building Control income is also down, but by £18,000. Activity in the building industry at a low level and fewer applications are coming through. Having said that expenditure is down by an equivalent amount. The original estimate predicted a surplus on the account of around £20,000 and the month 3 position suggests that this has not changed significantly.
9. Hackney Carriage and other licensing income is in line with expectations.
10. Income from MOT's carried out by Fleet Operations is below expectations. There were some difficulties whilst the new ramp was installed and income at month 3 is £6,000 below target, having said that expenditure on salaries is down by a similar amount.
11. Local Land Charge income is broadly in line with the prior year and above the original estimate which suggests, as last year, income will exceed budget for the year. There is though still significant uncertainty surrounding the future for charging for these services which may or may not be resolved during the financial year.
12. The Housing Repairs Fund shows an underspend of £442,000. However a larger than average proportion of the expenditure is seasonal falling in the winter months. The budgets will be revised shortly and there may be a saving here.
13. Payments to the Waste Management contractor have been in line with expectations and variances are minimal. The payments represent one months charges. In 2011/12 though two months had been paid at this point. After a period when the contractor was generally submitting invoices quickly after the month end they appear to have reverted to the situation in 2010/11 when invoicing was quite slow. In fact the April invoice was paid late in June more than a month later than the equivalent invoice in 2011/12.
14. It is too early in the financial year to be certain, but income levels are a little down on expectations but there is time for the shortfall to be made up. The budgets will be revisited over the next few months and where appropriate be revised in line with expectations.

#### **Capital Budgets (Annex 10 - 16)**

15. Tables for capital expenditure monitoring purposes (annex 10 -16) are included for the three months to 30 June. There is a brief commentary on each item highlighting the scheme progress.



16. The full year budget for comparison purposes is the original budget updated for budgets carried forward from 2011/12 as part of the Provisional Outturn Report considered at the June meeting.

### **Major Capital Schemes**

17. The Limes Farm Hall Development started at the end of the previous financial year and there is a table and related commentary at annex 17.

### **Conclusion**

18. Generally income is a little down on expectations but expenditure is too. It is a little early to draw any firm conclusions from this other than to note that this is the case.

19. The panel is asked to note the position on both revenue and capital budgets as at Month 3.

### **Consultations Undertaken**

This report has been circulated to Portfolio-holders. An oral update will be provided to cover any additional comments or information received from Portfolio-holders.

### **Resource Implications**

There is no real evidence at this stage to suggest that the net budget set will not be met, however the economic climate is somewhat volatile and it is difficult to predict what is going to happen in the short to medium term let alone the longer term.

### **Legal and Governance Implications**

Reporting on variances between budgets and actual spend is recognised as good practice and is a key element of the Council's Governance Framework.

### **Safer, Cleaner, Greener Implications**

The Council's budgets contain spending in relation to this initiative.

### **Background Papers**

Various budget variance working papers held in Accountancy.

### **Impact Assessments**

#### Risk Management

These reports are a key part in managing the financial risks faced by the Council. In the current climate the level of risk is increasing. Prompt reporting and the subsequent preparation of action plans in Cabinet reports should help mitigate these risks.

#### Equality and Diversity:

Did the initial assessment of the proposals contained in this report for relevance to the Council's general equality duties, reveal any potentially adverse equality implications? No

Where equality implications were identified through the initial assessment process, has a formal Equality Impact Assessment been undertaken? No

What equality implications were identified through the Equality Impact Assessment process?  
None

How have the equality implications identified through the Equality Impact Assessment been addressed in this report in order to avoid discrimination against any particular group?  
N/A

JUNE 2012 - SALARIES

| <u>DIRECTORATE</u>   | <u>2012/13</u>     |                   |                    | <u>2011/12</u>     |                   |                    |
|--|--------------------|-------------------|--------------------|--------------------|-------------------|--------------------|
|  | <u>EXPENDITURE</u> | <u>BUDGET</u>     | <u>VARIATION</u>   | <u>EXPENDITURE</u> | <u>BUDGET</u>     | <u>VARIATION</u>   |
|  | <u>TO 30/06/12</u> | <u>PROVISION</u>  | <u>FROM BUDGET</u> | <u>TO 30/06/11</u> | <u>PROVISION</u>  | <u>FROM BUDGET</u> |
|  | <u>£000</u>        | <u>(ORIGINAL)</u> | <u>(ORIGINAL)</u>  |                    | <u>(ORIGINAL)</u> | <u>(ORIGINAL)</u>  |
|  |                    | <u>£000</u>       | <u>%</u>           | <u>£000</u>        | <u>£000</u>       | <u>%</u>           |
| OFFICE OF THE CHIEF EXECUTIVE  | 175                | 211               | -17.1              | 169                | 210               | -19.5              |
| DEPUTY CHIEF EXECUTIVE *   | 350                | 336               | 4.2                | 355                | 356               | -0.3               |
| CORPORATE SUPPORT SERVICE DIRECTORATE                                  | 620                | 629               | -1.4               | 641                | 626               | 2.4                |
| FINANCE & ICT DIRECTORATE *  | 942                | 979               | -3.8               | 988                | 975               | 1.3                |
| HOUSING DIRECTORATE  | 1,280              | 1,350             | -5.2               | 1,251              | 1,358             | -7.9               |
| ENVIRONMENT & STREET SCENE DIRECTORATE *                               | 840                | 855               | -1.8               | 860                | 874               | -1.6               |
| PLANNING & ECONOMIC DEVELOPMENT DIRECTORATE<br>(Less Building Control) | 444                | 449               | -1.1               | 428                | 453               | -5.5               |
| BUILDING CONTROL   | 55                 | 64                | -14.1              | 56                 | 91                | -38.5              |
| <b>TOTAL</b>   | <b>4,706</b>       | <b>4,873</b>      | <b>-3.4</b>        | <b>4,748</b>       | <b>4,943</b>      | <b>-3.9</b>        |

\* Agency costs are included in the salaries expenditure.

Please note a vacancy allowance of 2.5% has been deducted in all directorate budget provisions.

|                            | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          |                          | 12/13<br>Variance<br>Budget v Actual |     | Comments  |
|----------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------------------|-----|---|
|                            |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | 11/12<br>Actual<br>£'000 | £'000                                | %   |   |
|                            |                                       |                          |                          |                          |                                      |     |   |
| Major expenditure items:   |                                       |                          |                          |                          |                                      |     |   |
| Grants to Voluntary Groups | 132                                   | 38                       | 26                       | 26                       | -12                                  | -32 | Grants carried forward from previous years as committed amount to £52,779, of which £40,130 is still outstanding at the end of Quarter 1. The value of grants approved at the end of the first quarter amount to £54,087, of which £13,259 has been paid out. |
| Voluntary Sector Support   | 167                                   | 77                       | 77                       | 77                       | 0                                    | 0   | The figures include grants to the CAB and VAEF which are paid twice yearly in 50% instalments in April and October 2012   |
|                            | 299                                   | 115                      | 103                      | 103                      |                                      |     |   |

DIRECTORATE FINANCIAL MONITORING - CORPORATE SUPPORT SERVICES

|                                 | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          |                          | 12/13<br>Variance<br>Budget v Actual |     | <u>Comments</u>  |
|---------------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------------------|-----|--|
|                                 |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | 11/12<br>Actual<br>£'000 | £'000                                | %   |  |
|                                 |                                       |                          |                          |                          |                                      |     |  |
| <u>Major expenditure items:</u> |                                       |                          |                          |                          |                                      |     |  |
| Building Maintenance            | 343                                   | 26                       | 22                       | 20                       | -4                                   | -15 | The budget profiling has been based on the expenditure pattern for the previous three years, with expenditure for the first quarter being below the profiled budget, as Capital schemes have taken priority. |
|                                 | 343                                   | 26                       | 22                       | 20                       |                                      |     |  |

|                            | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          |                          | 12/13<br>Variance<br>Budget v Actual |    | Comments   |
|----------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------------------|----|--|
|                            |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | 11/12<br>Actual<br>£'000 | £'000                                | %  |  |
|                            |                                       |                          |                          |                          |                                      |    |  |
| <u>Major income items:</u> |                                       |                          |                          |                          |                                      |    |  |
| Hackney Carriages          | 179                                   | 47                       | 49                       | 48                       | 2                                    | 4  | The number of applications for driver and vehicle licences for Quarter 1 has remained constant, and the budget now includes income for Driver Knowledge Tests.   |
| Licensing & Registrations  | 103                                   | 11                       | 12                       | 11                       | 1                                    | 6  | The first quarter of 2012/13 has seen the fee income achieved remain broadly constant with that achieved in quarter 1 in the prior year.   |
| Fleet Operations MOTs      | 292                                   | 68                       | 63                       | 84                       | -6                                   | -8 | MOTs are undertaken by the Fleet Operations Unit at Langston Road depot. Income is around £6,000 below the target and this arose during June when the additional ramp was installed. The income is £21,000 down on the prior year following the decision by the BMW dealership to stop sending their vehicles to the depot for MOT's.                          |
| Local Land Charges         | 170                                   | 44                       | 51                       | 50                       | 7                                    | 15 | Local Land Charge income is broadly in line with last year and higher than that in the budget to date. There has been additional income from searches carried out by the Council that has offset the loss of income from personal searches. The issue surrounding the Council's ability to charge a fee for personal searches is still unresolved and ongoing. |
|                            | 744                                   | 170                      | 174                      | 193                      |                                      |    |  |

|                            | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          |                          | 12/13<br>Variance<br>Budget v Actual |    | Comments  |
|----------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------------------|----|---|
|                            |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | 11/12<br>Actual<br>£'000 | £'000                                | %  |   |
|                            |                                       |                          |                          |                          |                                      |    |   |
| <u>Major income items:</u> |                                       |                          |                          |                          |                                      |    |   |
| Industrial Estates         | 940                                   | 383                      | 379                      | 381                      | -4                                   | -1 | Rents from the Industrial units at Brooker Road, Oakwood Hill, Oakwood Hill Workshop units and Langston Road are slightly below target with the first quarter including income billed in advance for the second quarter. Income from the Langston Road Seed Bed Centre is also suffering from the recession due to unlet units where the level of voids is still running at 20%.The Council has no direct control over the management of the 42 units which are let by EFI (Loughton) Ltd, with the Council receiving a ground rent of 15% of income collected. |
| Business Premises - Shops  | 1,780                                 | 890                      | 887                      | 875                      | -3                                   | 0  | This income relates to council assets which were transferred from the HRA on 31 March 2011. The assets are shops, doctors surgeries, a petrol station and public houses. Income is on target, and includes rents billed in advance for the second quarter.  |
| Land & Property            | 169                                   | 29                       | 29                       | 33                       | 0                                    | 0  | Commission is received from the David Lloyd Centre based on their turnover. Income relating to 2012/13 will be accounted for at the end of the year, but received during the initial part of 2013/14. Income is down on last year due to the reletting of the doctor surgery at Greenyards Waltham Abbey.   |
|                            | 2,889                                 | 1,302                    | 1,294                    | 1,289                    |                                      |    |   |

|                                | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          |                          | 12/13<br>Variance<br>Budget v Actual |     | Comments   |
|--------------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------------------|-----|--|
|                                |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | 11/12<br>Actual<br>£'000 | £'000                                | %   |  |
|                                |                                       |                          |                          |                          |                                      |     |  |
| <u>Major expenditure items</u> |                                       |                          |                          |                          |                                      |     |  |
| Forward Planning               | 586                                   | 88                       | 88                       | 0                        | 0                                    | 0   | The last quarter of 2011/12 saw work to the local plan re-commence after a period of uncertainty, and it is anticipated that expenditure in 2012/13 will be in the region of £610,000 some of which will be funded from DDF brought forward from 2011/12.  |
|                                | 586                                   | 88                       | 88                       | 0                        |                                      |     |  |
| <u>Major income items</u>      |                                       |                          |                          |                          |                                      |     |  |
| Development Control            | 571                                   | 150                      | 137                      | 187                      | -13                                  | -9  | Development control income in quarter 1 of 2011/12 was inflated by applications for Glasshouses. Income in the first quarter of 2012/13 has mainly been from quite small applications in comparison hence the lower income figure. Pre-application fee income is higher than the full year expected budget and may indicate larger schemes attracting higher fees coming to fruition later in the year. Also the government has recently announced an increase in planning fees of 15% from Autumn 2012. |
| Building Control Fee Earning   | 528                                   | 139                      | 121                      | 140                      | -18                                  | -13 | Building Control fees, which are profiled on the average of the previous three years, are lower in the first quarter of this year than the previous year due to a low level of building activity, and therefore applications.  |
|                                | 1,099                                 | 288                      | 258                      | 327                      |                                      |     |  |



DIRECTORATE FINANCIAL MONITORING - FINANCE & ICT

|                                 | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          |                          | 12/13<br>Variance<br>Budget v Actual |    | Comments  |
|---------------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------------------|----|---|
|                                 |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | 11/12<br>Actual<br>£'000 | £'000                                | %  |   |
|                                 |                                       |                          |                          |                          |                                      |    |   |
| <u>Major expenditure items:</u> |                                       |                          |                          |                          |                                      |    |   |
| Information Technology          | 754                                   | 522                      | 498                      | 483                      | -24                                  | -5 | The increase in the current quarter 1 relates to inflationary increases on annual maintenance contracts. Recent improvement to mobile email communications has resulted in new maintenance contracts being necessary.   |
| Telephones                      | 188                                   | 60                       | 61                       | 37                       | 1                                    | 4  | Expenditure on telephones in the first quarter on 2011/12 was low due to a combination of late billing, lower call charges and a reduction in new equipment purchases, current year expenditure is back to the expected level and in line with the profiled budget. |
| Bank & Audit Charges            | 229                                   | 0                        | 0                        | 1                        | 0                                    | 0  | No significant expenditure occurs in either audit or bank charges until quarter 2.  |
|                                 | 1,171                                 | 582                      | 559                      | 521                      |                                      |    |   |
| <u>Major income items:</u>      |                                       |                          |                          |                          |                                      |    |   |
| Investment Income               | 561                                   | 140                      | 136                      | 183                      | -4                                   | 14 | Interest investment is lower than the previous year due to the further restriction on counterparties during the first quarter and from reduced interest rates in the market.  |
|                                 | 561                                   | 140                      | 136                      | 183                      |                                      |    |   |

|                                 | 12/13<br>Full Year<br>Budget | First Quarter   |                 |                 | 12/13<br>Variance<br>Budget v Actual |     | <u>Comments</u>  |
|---------------------------------|------------------------------|-----------------|-----------------|-----------------|--------------------------------------|-----|--|
|                                 |                              | 12/13<br>Budget | 12/13<br>Actual | 11/12<br>Actual | £'000                                | %   |  |
|                                 | £'000                        | £'000           | £'000           | £'000           |                                      |     |  |
| <u>Major expenditure items:</u> |                              |                 |                 |                 |                                      |     |  |
| Museum                          | 73                           | 34              | 23              | 20              | -11                                  | -32 | The main variance relates to an underspend on business rates due to the museum no longer requiring the use of 148 Brooker Road |

|                                | 12/13     | First Quarter |        |        | 12/13           |     | <u>Comments</u>   |
|--------------------------------|-----------|---------------|--------|--------|-----------------|-----|---|
|                                | Full Year | 12/13         | 12/13  | 11/12  | Variance        |     |   |
|                                | Budget    | Budget        | Actual | Actual | Budget v Actual |     |   |
|                                | £'000     | £'000         | £'000  | £'000  | £'000           | %   |   |
| <u>Major expenditure items</u> |           |               |        |        |                 |     |   |
| Bed & Breakfast Accommodation  | 88        | 22            | 15     | 5      | -7              | -32 | Bed & Breakfast accommodation is only allocated to the homeless as a last resort. The Homelessness Prevention Team are keeping levels low. Each quarter we report to Government a snapshot of the number of tenants in these properties. At 30 June 2012, the figure was 6, compared to 30 June 2011 being 0. |
| <u>Major income items</u>      |           |               |        |        |                 |     |   |
| Bed & Breakfast Accommodation  | 75        | 33            | 35     | 8      | 2               | 6   |   |

|                                   | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          |                          | 12/13<br>Variance<br>Budget v Actual |     | Comments  |
|-----------------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------------------|-----|---|
|                                   |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | 11/12<br>Actual<br>£'000 | £'000                                | %   |   |
|                                   |                                       |                          |                          |                          |                                      |     |   |
| <u>Major expenditure items:</u>   |                                       |                          |                          |                          |                                      |     |   |
| Refuse Collection                 | 1,469                                 | 131                      | 125                      | 233                      | -6                                   | -5  | } No major variances for the year. The variance between years relate to 2011/12 including two months payment, compared to one in this year's quarter. |
| Street Cleansing                  | 1,333                                 | 111                      | 111                      | 210                      | 0                                    | 0   |   |
| Recycling                         | 3,166                                 | 295                      | 287                      | 738                      | -8                                   | -3  |   |
| Highways General Fund             | 372                                   | 11                       | 9                        | 12                       | -2                                   | -18 | No major variances.   |
| Off Street Parking                | 471                                   | 197                      | 200                      | 188                      | 3                                    | 2   | No major variances for the year. The variance between years relate to increase in National Non-Domestic Rates   |
| On Street Parking                 | 229                                   | 75                       | 78                       | 75                       | 3                                    | 4   | No major variances.   |
| North Weald Centre                | 191                                   | 55                       | 46                       | 55                       | -9                                   | -16 | The variance relates to a charge made in 2011/12 that was still unpaid by the end of June, the payment has however now been made.                     |
| Land Drainage & Contaminated Land | 65                                    | 3                        | 2                        | 1                        | -1                                   | -33 | No major variances or indeed expenditure was expected to occur in the first quarter.  |
|                                   | 7,296                                 | 878                      | 858                      | 1,512                    |                                      |     |   |

|                                 | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          |                          | 12/13<br>Variance<br>Budget v Actual |       | Comments  |
|---------------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------------------|-------|---|
|                                 |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | 11/12<br>Actual<br>£'000 | £'000                                | %     |   |
|                                 |                                       |                          |                          |                          |                                      |       |   |
| <u>Contract cost Monitoring</u> |                                       |                          |                          |                          |                                      |       |   |
| Leisure Facilities:-            |                                       |                          |                          |                          |                                      |       |   |
| Loughton Leisure Centre         | -47                                   | -14                      | -15                      | -7                       | -1                                   | 7     | } No major variances for the year. The variance between years relate to the previous year being a month behind against the expected payment dates.  |
| Epping Sports Centre            | 293                                   | 48                       | 48                       | 24                       | 0                                    | 0     |   |
| Waltham Abbey Pool              | 467                                   | 77                       | 80                       | 36                       | 3                                    | 4     |   |
| Ongar Sports Centre             | 278                                   | 45                       | 46                       | 23                       | 1                                    | 2     |   |
|                                 | 991                                   | 156                      | 159                      | 76                       |                                      |       |   |
| <u>Major income items:</u>      |                                       |                          |                          |                          |                                      |       |   |
| Refuse Collection               | 79                                    | 10                       | 12                       | 10                       | 2                                    | 20    | There have been more bulky waste collections in the first quarter giving a slight increase in income.   |
| Recycling                       | 2,415                                 | 5                        | -155                     | 21                       | -160                                 | -3200 | The avoided disposal payment for the final quarter of 2011/12 has been accounted for in the last financial year however the invoice to the County Council was not raised until quarter 2 this year. This situation also occurred last year. When the invoice is processed the negative actual figure shown will be cleared. |
| Off Street Parking              | 1,013                                 | 185                      | 178                      | 199                      | -7                                   | -4    | The variance relate to Penalty Charge Notices (PCNs) income being down against the estimate and the prior year.   |
| On Street Parking               | 284                                   | 131                      | 133                      | 105                      | 2                                    | 2     | No major variances for the year. At this point last year PCN income was significantly lower .   |
| North Weald Centre              | 1,374                                 | 435                      | 430                      | 442                      | -5                                   | -1    | No major variances  |
|                                 | 5,165                                 | 766                      | 598                      | 777                      |                                      |       |   |





|                                 | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          |                          | 12/13<br>Variance<br>Budget v Actual |     | Comments   |
|---------------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------------------|-----|--|
|                                 |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | 11/12<br>Actual<br>£'000 | £'000                                | %   |  |
|                                 |                                       |                          |                          |                          |                                      |     |  |
| <u>Major expenditure items:</u> |                                       |                          |                          |                          |                                      |     |  |
| Management & General            | 314                                   | 20                       | 15                       | 38                       | -5                                   | -25 | Expenditure is quite low at the end of quarter 1 but not significantly different from expectations in monetary terms. Expenditure on professional fees and publicity was higher at the end of quarter 1 in the prior year. It is a little difficult to predict expenditure patterns ahead of the financial year however overall expenditure in both years is expected to be similar. |
| Housing Repairs                 | 5,847                                 | 1,167                    | 725                      | 893                      | -442                                 | -38 | The underspend mainly relates to the responsive repairs and void area of the repairs fund. The budget is profiled evenly across the year, as it is unknown when responsive repairs / voids will be required.   |
| Special Services                | 825                                   | 172                      | 47                       | 104                      | -125                                 | -73 | The main areas showing an underspend are: Heating and Lighting; and tree felling, where expenditure is waiting to go through. The variance between years, is from the reduction in gas and electricity budgets where Ninefield residents now have their own meters.  |
|                                 | 6,986                                 | 1,359                    | 787                      | 1,035                    |                                      |     |  |
| <u>Major income items:</u>      |                                       |                          |                          |                          |                                      |     |  |
| Non-Dwelling Rents              | 890                                   | 223                      | 223                      | 224                      | 0                                    | 0   | No major variances.  |
| Gross Dwelling Rent             | 29,088                                | 7,272                    | 7,282                    | 6,861                    | 10                                   | 0   | Income is in line with expectations in the year. The variance between years is due to the annual rents increase which was 6% from April 2012.  |
|                                 | 29,978                                | 7,495                    | 7,505                    | 7,085                    |                                      |     |  |

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2012/13 DIRECTORATE CAPITAL MONITORING -  
CORPORATE SUPPORT SERVICE

ANNEX 10

|                           | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          | 12/13<br>Variance<br>Budget v Actual |     | <u>Comments</u>  |
|---------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------------------|-----|--|
|                           |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | £'000                                | %   |  |
|                           |                                       |                          |                          |                                      |     |  |
| Civic Office Works        | 719                                   | 48                       | 39                       | -9                                   | -19 | This covers all projects being undertaken at the civic offices within the Planned Maintenance Programme, including energy efficiency schemes. Schemes include the upgrade of the toilets, including the ventilation, replacing the main boilers, automatic opening doors, new lighting and ceiling service, fire detection, roof access and fall arresting equipment. Work has already commenced on several schemes and it is anticipated that the majority of the planned work will be completed within the financial year; any changes will be identified within the Five Year Planned Maintenance Review. |
| Other Planned Maintenance | 128                                   | 17                       | 16                       | -1                                   | -6  | Work on Epping Sports Centre roof is now complete and all expenditure has been processed with the exception of a small amount of staff time which has yet to be recharged. Work on the roof at Waltham Abbey Swimming Pool has ben delayed pending a structural survey; this is subject to a report to cabinet. With regard to the Upshire Shop Improvements, work will begin once consultations are complete and it is anticipated that the scheme will be finished by the year-end.  |
| Other Capital Investments | 92                                    | 59                       | 58                       | -1                                   | -2  | This includes three budgets brought forward from 2011/12: £24,000 for the purchase of a new vehicle lift to increase the capacity for undertaking MoT Tests; £21,000 for the purchase of a strip of land in Pyrles Lane; and £47,000 for feasibility works on the Langston Road Redevelopment project. The work on the vehicle lift is now complete and all payments have been made. With regard to the Langston Road Redevelopment project one payment of £36,000 has already been paid and another one is due; a report will be presented to Cabinet in September to consider the budgetary implications.  |
| <b>Total</b>              | <b>939</b>                            | <b>124</b>               | <b>113</b>               |                                      |     |  |

2012/13 DIRECTORATE CAPITAL MONITORING -  
FINANCE & ICT.

ANNEX 11

|              | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          | 12/13<br>Variance<br>Budget v Actual |     | <u>Comments</u>   |
|--------------|---------------------------------------|--------------------------|--------------------------|--------------------------------------|-----|---|
|              |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | £'000                                | %   |   |
|              |                                       |                          |                          |                                      |     |   |
| ICT Projects | 433                                   | 41                       | 33                       | -8                                   | -20 | <p>The majority of the expenditure on ICT projects to date has been on the Disaster Recovery Scheme, which is now focusing on work associated with the replacement of the telephone switches. The switches are fast approaching the end of their useful lives and their replacement constitutes a major project, which is the subject of a report going to Cabinet in September 2012. The budget for the Disaster Recovery Server will be carried forward to 2013/14 in order to allow ICT staff to concentrate on preparations for the replacement telephone switch project.</p> <p>The combining and integration of the Environment &amp; Street Scene system is still awaiting the availability of the supplier, Northgate, to carry out the final data merge. All internal preparations have been completed. The document management system continues to be rolled out with Corporate Support Services and Legal &amp; Licensing being the next stage of the scheme. Apart from the delay required to the Disaster Recovery Server project, it is anticipated that all other projects will be completed on time and the remaining budgets utilised.</p> |
| <b>Total</b> | <b>433</b>                            | <b>41</b>                | <b>33</b>                |                                      |     |   |



|                                       | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          | 12/13<br>Variance<br>Budget v Actual |      | <u>Comments</u>   |
|---------------------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------------------|------|---|
|                                       |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | £'000                                | %    |   |
|                                       |                                       |                          |                          |                                      |      |   |
| Waste Management Equipment & Vehicles | 1,192                                 | 31                       | 19                       | -12                                  | 0    | This includes an original budget of £1,000,000 plus a brought forward sum of £70,000 from 2011/12 to replace 7 vehicles consisting of 5 freighters and 2 sweepers. All 7 vehicles are expected to be delivered by the end of October 2012. The remaining £122,000 budget was brought forward from 2011/12 and is the sum remaining for the purchase of new waste and recycling containers.  |
| Bobbingworth Tip                      | 27                                    | 0                        | 0                        | 0                                    | 0    | The Bobbingworth Tip restoration and remediation works at the site are complete and the budget remaining of £27,000 was carried forward to 2012/13. The best allocation of these funds is yet to be determined and will be addressed within the Capital Review.   |
| Parking Reviews                       | 398                                   | 0                        | -12                      | -12                                  | 0    | Epping parking review is now finished and a balance of £7,000 has been carried forward to 2012/13. The Buckhurst Hill parking scheme, which has a budget of £192,000, is currently under review by Essex County Council in liaison with this Council. The parking scheme in Loughton will follow pending the decision with regards to the Buckhurst Hill scheme.  |
| North Weald Airfield                  | 137                                   | 10                       | 2                        | -8                                   | -80  | A schedule of capital improvement works to be carried out at North Weald Airfield has been jointly agreed with the market operators. Some of the works were completed in 2011/12 however £53,000 was carried forward at the end of the financial year to add to £84,000 already in the budget.  |
| Other Environmental works             | 72                                    | 18                       | -3                       | -21                                  | -117 | The negative actual expenditure relates to an ongoing sundry creditor. The budget of £72,000 has been approved for work associated with flood alleviation schemes and plans are currently in hand to purchase a vehicle with specialist equipment. Other capital works relating to flood alleviation are also being assessed and additional financing may be requested if funds become available as a result of savings on other schemes. |
| Grounds Maintenance Vehicles          | 154                                   | 0                        | 0                        | 0                                    | 0    | The majority of this budget relates to £124,000 approved by Cabinet in June 2012 for the purchase of 5 Ransomes Highway mowers and 2 sweepers. In addition to this there is £30,000 for the annual grounds maintenance programme, most of which will be used to purchase a new tractor.   |
| <b>Total</b>                          | <b>1,980</b>                          | <b>59</b>                | <b>6</b>                 |                                      |      |   |

|                                 | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          | 12/13<br>Variance<br>Budget v Actual |      | <u>Comments</u>   |
|---------------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------------------|------|---|
|                                 |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | £'000                                | %    |   |
|                                 |                                       |                          |                          |                                      |      |   |
| Limes Farm Hall Development     | 1                                     | 1                        | 1                        | 1                                    | 69   | See comments on major schemes schedule.   |
| Waltham Abbey All Weather Pitch | 495                                   | 18                       | 8                        | -10                                  | -56  | Construction of the new astroturf pitch at Waltham Abbey has now been signed off by the Environment Agency and a pre-commencement meeting is due to take place between the construction company and this Council on 30 August 2012. Work is expected to start in September and should take around 16 weeks to complete; it is therefore anticipated to be completed in the current financial year.  |
| Waltham Abbey Regeneration      | 107                                   | 34                       | 0                        | -34                                  | -100 | The Regeneration Initiative consists of a number of projects managed and procured by Waltham Abbey Town Council. Two projects were completed in 2011/12 and one more has been completed so far this financial year; this being the renovation of the toilet block at Quaker Lane. The cost of this latest project was £30,000 and the payment was made in July 2012, which will put expenditure more in line with budget expectations. The remaining schemes are expected to be completed by the end of the financial year. |
| <b>Total</b>                    | <b>603</b>                            | <b>53</b>                | <b>9</b>                 |                                      |      |   |

|                             | 12/13      | First Quarter |           | 12/13           |    | Comments   |
|-----------------------------|------------|---------------|-----------|-----------------|----|--|
|                             | Full Year  | 12/13         | 12/13     | Variance        |    |  |
|                             | Budget     | Budget        | Actual    | Budget v Actual |    |  |
|                             | £'000      | £'000         | £'000     | £'000           | %  |  |
| Loughton Broadway Works TCE | 10         | 0             | 0         | 0               | 0  | The work on the Loughton Broadway Town Centre Enhancement Scheme is complete and the 12 month defect period has come to an end. The £10,000 budget brought forward from 2011/12 represents the unspent sum remaining. This underspend will be addressed as part of the Capital Review. |
| Loughton Broadway CCTV      | 97         | 41            | 40        | -1              | -2 | The works for the installation of new CCTV systems and the enhancement of existing systems is complete, however not all payments have been processed to date. Installation started in April 2012 and the budget is expected to come in underspent by around £10,000.                   |
| <b>Total</b>                | <b>107</b> | <b>41</b>     | <b>40</b> |                 |    |  |

|                                     | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          | 12/13<br>Variance<br>Budget v Actual |     | <u>Comments</u>  |
|-------------------------------------|---------------------------------------|--------------------------|--------------------------|--------------------------------------|-----|--|
|                                     |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | £'000                                | %   |  |
|                                     |                                       |                          |                          |                                      |     |  |
| Home Ownership Schemes              | 724                                   | 107                      | 107                      | 0                                    | 0   | The Open Market Shared Ownership Scheme currently consists of two phases: a pilot scheme which was allocated a budget of £435,000 to facilitate the purchase of 8 properties by applicants on the open market; and phase 2 which has an allocation of £350,000 to facilitate the purchase of 6 more properties by applicants on the open market. The pilot scheme has been very successful with one payment of £61,000 having been processed last year (2011/12) and two more payments, totalling £107,000, having been processed to date in the current financial year. The remaining 5 payments within the pilot scheme are expected to be completed this year: 2 applicants are awaiting exchange of contracts and the final 3 are actively searching for properties after being approved for the scheme. A report has recently been drafted by the Director of Housing recommending that phase 2 go ahead this year with a few changes to some of the scheme's criteria. The financial position will be monitored closely and any changes will be reported as necessary. |
| Contributions to Affordable Housing | 372                                   | 0                        | 0                        | 0                                    | 0   | This allocation was brought forward from 2011/12 having originally been allocated to Contributions to Affordable Housing. However, it could possibly be used to extend the Open Market Shared Ownership Scheme further. This will depend on the outcome of the review of phase 2 of this scheme which will take place on its completion or in 9 months time, whichever is earlier. As a consequence it is likely that this budget will be recommended to be carried forward as part of the Capital Review.   |
| Disabled Facilities Grants          | 476                                   | 119                      | 9                        | -110                                 | -92 | Expenditure has been low in the first quarter of 2012/13, which reflects the low number of referrals received at the end of 2011/12. However referrals from occupational therapists have increased in the following quarter and will impact positively in approvals and thus expenditure over the remaining 3 quarters. In the pipeline for approval are 5 large DFG's that should be approved in the region of £25,000 each. It is anticipated that these grants will be completed within this financial year. In addition there are the regular jobs that will be approved and completed within the current financial year. The number and size of these grants are monitored regularly and if any changes are considered necessary to the budget, this will be reported as part of the Capital Review.  |
| Other Private Sector Grants         | 387                                   | 97                       | 50                       | -47                                  | -48 | The new Housing Assistance policy came into effect from 1 July 2012. The major conditional change is that all discretionary financial assistance is now repayable upon the sale or transfer of property. The impact of this condition has filtered to new applicants who are understandably apprehensive in the first instance. The realisation that there are no more grants and that financial assistance is effectively a form of long term interest free `repayable' loan has stunted the drive to make a formal application. Therefore first quarter expenditure has been down but is expected to increase over the next 3 quarters. Increased publicity and positive communication of the benefits of the assistance is expected to provide a positive outturn by year end.  |
| Housing Estate Off Street Parking   | 1,027                                 | 0                        | 0                        | 0                                    | 0   | Off street parking schemes on council housing estates are jointly funded between the General Fund and the HRA. Although work has commenced on the second phase of three parking schemes, no expenditure has been incurred to date. A report is due to be presented to Cabinet later this year to seek approval for future schemes.   |
| <b>Total</b>                        | <b>2,986</b>                          | <b>323</b>               | <b>166</b>               |                                      |     |  |

|  | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          | 12/13<br>Variance<br>Budget v Actual |     | Comments   |
|--|---------------------------------------|--------------------------|--------------------------|--------------------------------------|-----|--|
|  |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | £'000                                | %   |  |
|  |                                       |                          |                          |                                      |     |  |
| Windows/Roofing / Asbestos / Water Tanks | 2,936                                 | 645                      | 357                      | -288                                 | -45 | Several of the budgets in this category are currently underspent. Although the roofing programmes are progressing well and on target, not all payments have been processed to date. Furthermore, it has been difficult to identify properties for inclusion on the PVCu window replacement programme and this work has been scaled back this year. However, a programme of new properties to be included in the replacement programme is being compiled in order to address the problem of difficult to-maintain windows which are costly to repair. Expenditure is also increasing as result of the installation of 30-minute fire doors as part of the front entrance door replacement programme following implementation of the Regulatory Reform (Fire Safety) Order 2005. Work on asbestos removal, which is demand led, is expected to be fully spent by the year end as is balcony resurfacing works. Currently, expenditure on water-tank replacements are very low as they are being carried out on an adhoc basis but a new programme of communal and domestic water-tank replacement is due to be tendered this year. |
| Heating/Rewiring                         | 2,683                                 | 671                      | 523                      | -148                                 | -22 | Overall, expenditure in this category is slightly lower than expected. The main reason for this is that the electrical testing undertaken so far this year has generally resulted in minor electrical capital works being undertaken rather than complete rewires. The consequent reduction in expenditure is being monitored and, if any changes to the budget are deemed necessary, appropriate recommendations will be made as part of the Capital Review. On the other hand, new heating upgrades are on target and the programme to replace open flued appliances with room sealed boilers is well underway.  |
| House Building                           | 128                                   | 5                        | 3                        | -2                                   | -49 | With regard to the new house building programme, expenditure to date is limited to the procurement fees associated with the tender process to appoint a development agent. The development agent is expected to be in place by January 2013 when work will commence on the housebuilding strategy, feasibility study and the Homes & Communities Agency partnership status application on behalf of the Council. This is subject to tender, so the budget position is an estimate at this stage.   |
| Pyrles Lane                              | 239                                   | 0                        | 0                        | 0                                    | 0   | This budget was brought forward from 2011/12 for a potential development in Pyrles Lane.   |
| Other Planned Maintenance                | 616                                   | 128                      | 37                       | -91                                  | -71 | This category includes communal TV upgrades, energy efficiency measures, door entry systems, Norway House improvements and Works Unit vehicle replacements. Although, the communal TV upgrade programme has now been completed, the other budgets are underspent. The largest and most significant underspend relates to energy efficiency measures. This is because the initial works have already been completed and the pilot programme of external wall insulation on rural properties has only recently got underway as has the installation of new renewable energy heating systems. It is likely that this budget will be underspent by the year end. The door entry budget is also likely to be underspent and a report to Cabinet on a 5-year programme is due this financial year.   |
| <b>Total Planned Maintenance c/f</b>     | <b>6,602</b>                          | <b>1,449</b>             | <b>920</b>               |                                      |     |  |



|   | 12/13<br>Full Year<br>Budget<br>£'000 | First Quarter            |                          | 12/13<br>Variance<br>Budget v Actual |      | Comments  |
|---|---------------------------------------|--------------------------|--------------------------|--------------------------------------|------|---|
|   |                                       | 12/13<br>Budget<br>£'000 | 12/13<br>Actual<br>£'000 | £'000                                | %    |   |
|   |                                       |                          |                          |                                      |      |   |
| Total Planned Maintenance b/f                         | 6,602                                 | 1,449                    | 920                      |                                      |      |   |
| Kitchen Replacements                                  | 2,815                                 | 704                      | 226                      | -477                                 | -68  | Properties requiring kitchen replacements have generally been identified from the stock condition surveys which were carried out following the Decent Homes Initiative completed in 2010. The volume of work required this financial year has been lower than anticipated and, as a consequence, many kitchen due for replacement in future years, have been brought forward for completion in this financial year. In order to identify more properties for future kitchen replacement programmes, a new schedule of Stock Condition Surveys has been drawn up for an estimated 1,500 properties. The impact of these changes is currently being assessed and any changes to the budgetary position considered appropriate will be presented to Members as part of the Capital Review. |
| Bathroom Replacements                                 | 1,355                                 | 339                      | 8                        | -331                                 | -98  | Bathroom replacements are also identified from the stock condition surveys carried out on each property and, again, a significant reduction in workload has been experienced so far this year. To counter this, a planned programme of non-standard bathroom replacements to properties on the Limes Farm estate has been undertaken but, despite this, it is anticipated that there will be a large underspend by the year-end. This will be addressed as part of the Capital Review.  |
| Council Estate Parking & Other<br>Environmental Works | 1,334                                 | 123                      | 27                       | -96                                  | -78  | The largest project in this category is the off street parking schemes on council housing estates. Work has commenced on the second phase of three parking schemes and a report is to go to the Cabinet later in the year seeking authority to progress with future schemes.  |
| Void Refurbishments                                   | 887                                   | 222                      | 149                      | -72                                  | -33  | Void workload is demand led and predicting the quantity and condition of void properties is notoriously difficult. Although expenditure is low at the moment, a rise is expected because a number of affordable housing developments are due to be completed shortly which is likely to result in an increase in void Council properties.   |
| Structural & Other Works                              | 740                                   | 196                      | 77                       | -118                                 | -61  | The Council is monitoring a number of properties that are suffering with significant structural movement. Since the Council does not insure for subsidence, it is anticipated that expenditure will pick up against this budget.  |
| Disabled Adaptations                                  | 414                                   | 104                      | 111                      | 8                                    | 8    | Expenditure on disabled adaptations in council dwellings is in line with budget, unlike expenditure on disabled facility grants used to finance adaptations in private dwellings which has been very low so far this year. There are a number of possible reasons for this. Whilst referrals from occupational therapists are classed as "recommended" for works in council dwellings, they do not have to meet the more stringent criteria of being "necessary and appropriate" as is the case for works in private dwellings. Furthermore, council tenants are not subject to means testing and it is possible that private occupiers may be more reluctant to approach the Council for financial assistance.   |
| Garages   | 42                                    | 11                       | 0                        | -11                                  | -100 | Works to garage blocks are currently on-hold awaiting the outcome of the Potential Development Site Report recently put before the Cabinet.   |
| <b>Total HRA</b>                                      | <b>14,189</b>                         | <b>3,134</b>             | <b>1,518</b>             |                                      |      |   |

| 2012/13 LIMES FARM HALL DEVELOPMENT   |                      |                   |                    |                       |                         |                 |                    |                     |                           |                             |
|---|----------------------|-------------------|--------------------|-----------------------|-------------------------|-----------------|--------------------|---------------------|---------------------------|-----------------------------|
| Original Start Date   | Original Finish Date | Actual Start Date | Actual Finish Date | Original Project Cost | Supplementary Estimates | Approved Budget | Actual Exp To Date | Anticipated Outturn | Variance to Original Cost | Variance to Approved Budget |
|   |                      |                   |                    | £'000                 | £'000                   | £'000           | £'000              | £'000               | %                         | %                           |
| Mar-11  | Aug-11               | Apr-11            | Feb-12             | 1,062                 | 0                       | 1,062           | 1,061              | 1,062               | 0%                        | 0%                          |
| <p>Limes Farm Hall dates back to the 1970s and is located in the centre of the Limes Farm Estate in Chigwell. The Council owns the hall and has managed it since 1 April 2009 following 11 years of management by Chigwell Parish Council. At the time the hall was transferred back to EFDC, it was functional but was in need of significant investment to modernise and improve it both internally and externally. It also required a complete roof replacement. Having consulted with local residents and a range of partners it was agreed that Limes Farm would benefit from the provision of centralised multi-agency services.</p> <p>Once the consultation exercise was completed, meetings were held on a regular basis with the partners to discuss potential future provision as a multi-agency hub both in terms of delivery at the site and outreach delivery across the estate. This resulted in a firm commitment from West Essex PCT (now known as SEPT - South Essex Partnership Trust) who were keen to transfer their clinic services to the central location from elsewhere on the estate and Essex County Council who were interested in extending their existing Children's Centre activity. It was agreed that the Council's Housing Service would transfer from a converted flat to the new facility and that the Housing Benefits Service would open a new service from Limes Farm to meet external Audit recommendations to improve access. Other partners involved in the development of the plans include the Limes Farm Community Association, Chigwell Parish Council, Limes Farm Infant and Junior Schools, East Potential and the Grange Farm Trust.</p> <p>Following a development period of several months, a feasibility study was commissioned to produce a range of options and Cabinet agreed on a scheme to refurbish the existing hall and extend to the front and rear, which would double the size of the building. Following the tender process the building contract was awarded to Beardwell Construction in March 2011 and initial project meeting commenced immediately. At the beginning of the construction a delay of three weeks was experienced due to issues with asbestos removal from the site and then further delays were due to issues with steelwork fabrication and the installation of new electrical power cables by UK Power Network. The works were however complete by February 2012 and the Hall opened for business on 20th February.</p> <p>The new building is of a high level specification and the construction works are seen as good value for money based on the final price of the contract. However, a significant amount of snagging still remains which has been held up due to the Council seeking Counsel's advice in respect of a legal challenge to the project management consultants responsible for the development. Final payments amounting to £26,000 have been held by the Council during this time, which were accounted for in 2011/12 by way of sundry creditors. It is expected that the snagging work will commence in September and be completed within 1 month at which time a payment of £23,500 will be paid to the main contractor Beardwell's Ltd. The remaining £2,500 is due to be paid to Norfolk Property Services Group, the project management consultants, on completion of the outstanding snagging works. It is expected that the final account and report will be presented to Cabinet on 4 February 2013.</p> <p>With regard to funding, a competitive application to the Essex County Council Extended Schools fund was successful which secured a financial grant of £270,000 towards the project. This grant has now been applied in full to the capital works and the Council is financing the shortfall.</p> |                      |                   |                    |                       |                         |                 |                    |                     |                           |                             |

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