

SEPTEMBER 2011 - SALARIES

<u>DIRECTORATE</u>	<u>2011/12</u>			<u>2010/11</u>		
	<u>EXPENDITURE</u>	<u>BUDGET</u>	<u>VARIATION</u>	<u>EXPENDITURE</u>	<u>BUDGET</u>	<u>VARIATION</u>
	<u>TO 30/09/11</u>	<u>PROVISION</u>	<u>FROM BUDGET</u>	<u>TO 30/09/10</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	333	419	-20.5	386	427	-9.6
DEPUTY CHIEF EXECUTIVE	711	712	-0.1	743	742	0.1
CORPORATE SUPPORT SERVICE DIRECTORATE	1,263	1,252	0.9	1,255	1,275	-1.6
FINANCE & ICT DIRECTORATE	1,972	1,951	1.1	1,972	1,992	-1.0
HOUSING DIRECTORATE *	2,501	2,715	-7.9	2,623	2,723	-3.7
ENVIRONMENT & STREET SCENE DIRECTORATE *	1,719	1,747	-1.6	1,722	1,795	-4.1
PLANNING & ECONOMIC DEVELOPMENT DIRECTORATE * (Less Building Control)	848	906	-6.4	957	990	-3.3
BUILDING CONTROL *	124	182	-31.9	131	190	-31.1
<b>TOTAL</b>	<b>9,471</b>	<b>9,884</b>	<b>-4.2</b>	<b>9,789</b>	<b>10,134</b>	<b>-3.4</b>

\* Agency costs are included in the salaries expenditure.

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

	11/12 Full Year Budget £'000	Second Quarter			11/12 Variance Budget v Actual		Comments
		11/12 Budget £'000	11/12 Actual £'000	10/11 Actual £'000	£'000	%	
Major expenditure items:							
Grants to Voluntary Groups	178	66	66	75	0	0	Grants carried forward from previous years as committed amount to £56,200, of which £33,690 is still outstanding at the end of Quarter 2. Grants approved in the first quarter amount to £56,635 of which £43,201 has been paid out. Grants are paid out on completion of the project, or in stage payments as work is completed for larger applications. It is therefore inappropriate to make comparisons with previous years.
Voluntary Sector Support	168	77	77	76	0	0	The figures include grants to the CAB and VAEF which are paid twice yearly in 50% instalments in April and October.
	346	143	143	151			

DIRECTORATE FINANCIAL MONITORING - CORPORATE SUPPORT SERVICES

	11/12 Full Year Budget £'000	Second Quarter			11/12 Variance Budget v Actual		<u>Comments</u>
		11/12 Budget £'000	11/12 Actual £'000	10/11 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Building Maintenance	343	80	90	55	10	13	The budget profiling has been based on the expenditure pattern for the previous three years, with expenditure for the second quarter being higher than the previous year as Capital projects had taken priority in the comparative period.
	343	80	90	55			

	11/12 Full Year Budget £'000	Second Quarter			11/12 Variance Budget v Actual		Comments
		11/12 Budget £'000	11/12 Actual £'000	10/11 Actual £'000	£'000	%	
<u>Major income items:</u>							
Hackney Carriages	179	90	89	93	-1	-1	The number of applications for driver and vehicle licences for Quarter 2 has remained constant, and the budget now includes income for Driver Knowledge Tests. The number of applications received since the introduction of the tests has reduced slightly, but not had a significant impact on income.
Licensing & Registrations	104	24	27	31	3	14	The first half of 2011/12 has seen slightly reduced levels of fee income compared to the first half of the previous year. The licensing section have seen an increase in the number of premises licenses renewals being unpaid recently. The annual renewal notices were sent out during October which should see some improvement in levels of income.
Fleet Operations MOTs	292	165	160	160	-5	-3	MOTs are undertaken by the Fleet Operations Unit at Langston Road depot. The facility is very popular and has established a firm customer base in Loughton. Cabinet on 18 July 2011 gave approval to financing the cost of new equipment in order to increase capacity for undertaking MOT tests, this should pay for itself in additional income in the near future.
Local Land Charges	142	78	102	99	24	31	There has been an improvement in the housing market over last year which has led to an increase in land charges income. This has helped to offset the government direction issued last year revoking the charge for personal searches resulting in an annual income loss of approximately £35,000. Some private search companies have issued court proceedings in an attempt to reclaim fees paid. The Local Government Association is acting on behalf of a number of authorities in defending this action.
	717	357	378	383			

	11/12 Full Year Budget £'000	Second Quarter			11/12 Variance Budget v Actual		Comments
		11/12 Budget £'000	11/12 Actual £'000	10/11 Actual £'000	£'000	%	
<u>Major income items:</u>							
Industrial Estates	915	649	658	652	9	1	Rents from the Industrial units at Brooker Road, Oakwood Hill, Oakwood Hill Workshop units and Langston Road, are on target with the first half year including income billed in advance for the third quarter. Any reduction in income resulting from the liquidation of PNG Enfield Ltd who occupied units 141 to 144 Brooker Road is offset by backdated rent reviews at other properties. Income from the Langston Road Seed Bed Centre is also down due to unlet units where voids have increased from 12% in 2010 to 23% in the current year. 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	1,763	1,313	1,316	887	3	0	This income relates to non housing assets which were transferred from the HRA on 31 March 2011. The assets are shops, a petrol station and public houses. Income is on target, and includes rents billed in advance for the third quarter.
Land & Property	160	46	49	91	3	7	Commission is received from the David Lloyd Centre based on their turnover. Income relating to 2011/12 will be accounted for at the end of the year, but received during the initial part of 2012/13. The previous years actual includes income of £47,695 for the WVRS meals on wheels service for rental of units at Langston Road depot which have now been vacated.
	2,838	2,008	2,023	1,630			

## 2011/12 DIRECTORATE FINANCIAL MONITORING - PLANNING &amp; ECONOMIC DEVELOPMENT

	11/12 Full Year Budget £'000	Second Quarter			11/12 Variance Budget v Actual		Comments
		11/12 Budget £'000	11/12 Actual £'000	10/11 Actual £'000	£'000	%	
<u>Major expenditure items</u>							
Forward Planning	397	8	8	52	0	0	There has been much uncertainty regarding the direction of the Local Development Framework (LDF) from Government and the work councils are required to undertake. There has been very little expenditure in the first half of 2011/12, however the DDF budget for the LDF is due to be reviewed over the coming months.
	397	8	8	52			
<u>Major income items</u>							
Development Control	571	264	304	222	40	15	Development control income has exceeded both the budget and the previous years actuals as a result of three significant applications for glasshouses being received in the first quarter. The budgeted income has been adjusted to reflect a decline in the volume of applications over the last three years and will be revised later in the year if appropriate. The Government's proposed increase in application fees is unlikely to be passed by Parliament until 2012/13.
Building Control Fee Earning	528	287	287	283	0	0	Building Control fees, which are profiled on the average of the previous three years, are on budget and slightly better than the first half of the previous year.
	1,099	551	591	505			

2011/12 DIRECTORATE FINANCIAL MONITORING - FINANCE & ICT

	11/12 Full Year Budget £'000	Second Quarter			11/12 Variance Budget v Actual		Comments
		11/12 Budget £'000	11/12 Actual £'000	10/11 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Information Technology	786	662	561	609	-101	-15	The expenditure compared to budget and the previous years actual reflects a saving resulting from the renegotiation of a number of maintenance contracts, which should produce a saving for the year.
Telephones	195	98	69	97	-29	-30	Expenditure on telephones in the first quarter is below budget and the prior year due to a combination of late billing, lower call charges and a reduction in new equipment purchases.
Bank & Audit Charges	227	40	42	34	2	5	Expenditure to date represents the first quarters Audit Fee, the fee for the second quarter becomes payable in quarter three.
	1,208	800	672	740			
<u>Major income items:</u>							
Investment Income	667	333	337	301	4	1	Investment interest is up on expectations. The underspends on both Capital and Revenue in 2010/11 meant the Council had more cash available for investment activities than expected.
	667	333	337	301			

2011/12 DIRECTORATE FINANCIAL MONITORING - DEPUTY CHIEF EXECUTIVE

	11/12 Full Year Budget	Second Quarter			11/12 Variance Budget v Actual		<u>Comments</u>
		11/12 Budget	11/12 Actual	10/11 Actual	£'000	%	
	£'000	£'000	£'000	£'000			
<u>Major expenditure items:</u>							
Museum	94	39	44	38	5	13	No major variances arising.



2011/12 DIRECTORATE FINANCIAL MONITORING - HOUSING GENERAL FUND

	11/12 Full Year Budget £'000	Second Quarter			11/12 Variance Budget v Actual		Comments
		11/12 Budget £'000	11/12 Actual £'000	10/11 Actual £'000	£'000	%	
<u>Major expenditure items</u>							
Bed & Breakfast Accommodation	88	44	10	41	-34	-77	Bed & Breakfast accommodation is only allocated to the homeless as a last resort. The Council has managed to achieve low levels, despite a number of other Councils in Essex having seen a marked increase in placement into Bed & Breakfast, by good proactive work by the Council's homelessness prevention team.
<u>Major income items</u>							
Bed & Breakfast Accommodation	75	38	11	47	-27	-71	

	11/12 Full Year Budget £'000	Second Quarter			11/12 Variance Budget v Actual		Comments
		11/12 Budget £'000	11/12 Actual £'000	10/11 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Refuse Collection	1,397	461	454	448	-7	-2	No major variances for the year.
Street Cleansing	1,280	452	421	458	-31	-7	The variance for the year relates to weedspraying not being paid to date.
Recycling	4,047	1,451	1,417	1,366	-34	-2	The variance for the year relates to an underspend in the purchase of sacks. Food waste makes up a bigger proportion of the total recyclable material when compared to the same period in 2010/11 however the cost of recycling this per tonne is higher.
Highways General Fund	390	61	36	56	-25	-41	Maintenance of Street Name Plates is behind schedule due to the contractor terminating the contract early. The Council is in the process of arranging an alternative contractor
Off Street Parking	512	287	272	275	-15	-5	} A saving in the payment of NDR for off-street car parks, and the re-alignment of contractor costs based on PCN issued account for the major in year and previous year variances.
On Street Parking	426	177	172	148	-5	-3	
North Weald Centre	162	81	85	128	4	5	More properties are being charged for NDR due to changes in the way empty property relief is calculated. This has been offset by a reduction in maintenance costs. The variance between years relates to a re-assessment of rateable values in NDR, and higher maintenance costs.
Land Drainage & Contaminated Land	149	52	23	21	-29	-56	The low actual relates to expenditure charged to 2010/11 remaining unpaid, the same situation occurred in the previous year.
	8,363	3,022	2,880	2,900			

	11/12 Full Year Budget £'000	Second Quarter			11/12 Variance Budget v Actual		Comments
		11/12 Budget £'000	11/12 Actual £'000	10/11 Actual £'000	£'000	%	
<u>Contract cost Monitoring</u>							
Leisure Facilities:-							
Loughton Leisure Centre	-79	-29	-3	5	26	-90	} The in-year variance relate to the profit share not being paid until month 7. The difference between years, relate to the management fee was renegotiated for 2011/12 due to the Council investing in the centre. The net result is that the contractor pays the Council to manage the Centre.
Epping Sports Centre	293	97	97	95	0	0	}
Waltham Abbey Pool	463	154	153	146	-1	-1	} No major variances
Ongar Sports Centre	287	96	93	97	-3	-3	}
	964	318	340	343			
<u>Major income items:</u>							
Refuse Collection	82	32	31	24	-1	-3	No Major Variance for the year. The variance between years relate to the tipping away contributions for the last quarter of the previous year (2009/10) still awaiting to be paid.
Recycling	2,309	812	491	840	-321	-40	The variance for the year relate to the service enhancements from ECC has yet to be invoiced for first two quarters (£225,000) of 2011/12, and the Inter Authority Agreement bonus has yet to be invoiced for 2010/11 (£133,000). The original budgeted income level is expected to be met.
Off Street Parking	1,160	493	468	508	-25	-5	The variance relates to Penalty Charge Notices (PCNs) income being below expectations.
On Street Parking	574	276	242	269	-34	-12	
North Weald Centre	1,409	876	785	800	-91	-10	Rental income is down due to tenants awaiting new leases from Estates Management before clearing arrears.
	5,534	2,489	2,017	2,441			

	11/12 Full Year Budget £'000	Second Quarter			11/12 Variance Budget v Actual		Comments
		11/12 Budget £'000	11/12 Actual £'000	10/11 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Management & General	278	132	79	123	-53	-40	The main variances relate to budgeted computer expenses and professional fees which have not been spent to date. The computer expenses will be adjusted at revised estimate time to more clearly reflect current spending and the professional fees will be spent in the latter part of the year. The spending on these two items in the previous year is where the variance lies between annual spending variances.
Housing Repairs	5,762	2,664	1,897	2,490	-767	-29	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. Also the external decorations / Gas servicing contracts are currently underspent. It is expected that this budget will show an underspend of around £250,000 by the year end.
Special Services	1,631	481	280	305	-201	-42	The main areas showing an underspend are: Heating and Lighting - a boiler replacement programme is now nearing completion and some tenants are being billed directly. The billing has also now been updated to reflect the actual usage and credit notes were received accordingly; tree felling, where expenditure is waiting to go through; some underspend on sewerage works and water course maintenance. These works are ad-hoc but predicted to increase during the winter months ahead.
	7,671	3,277	2,256	2,918			
<u>Major income items:</u>							
Non-Dwelling Rents	930	465	444	438	-21	-5	There are no major variances within the year.
Gross Dwelling Rent	27,474	13,737	13,736	12,813	-1	0	There are no major variances within the year. The variance between years relates to the increase in dwelling rents of 7.2% from April 2011.
	28,404	14,202	14,180	13,251			