

DECEMBER 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 31/12/12</u>	<u>PROVISION</u>	<u>FROM BUDGET</u>	<u>TO 31/12/11</u>	<u>PROVISION</u>	<u>FROM BUDGET</u>
	<u>£000</u>	<u>(REVISED)</u>	<u>(REVISED)</u>		<u>(REVISED)</u>	<u>(REVISED)</u>
		<u>£000</u>	<u>%</u>	<u>£000</u>	<u>£000</u>	<u>%</u>
OFFICE OF THE CHIEF EXECUTIVE	527	527	0.0	481	480	0.2
DEPUTY CHIEF EXECUTIVE *	1,073	1,068	0.5	1,080	1,084	-0.4
CORPORATE SUPPORT SERVICE DIRECTORATE	1,867	1,877	-0.5	1,877	1,870	0.4
FINANCE & ICT DIRECTORATE	2,830	2,842	-0.4	2,952	2,960	-0.3
HOUSING DIRECTORATE *	3,860	3,932	-1.8	3,751	3,827	-2.0
ENVIRONMENT & STREET SCENE DIRECTORATE *	2,485	2,499	-0.6	2,528	2,543	-0.6
PLANNING & ECONOMIC DEVELOPMENT DIRECTORATE (Less Building Control)	1,347	1,353	-0.4	1,270	1,284	-1.1
BUILDING CONTROL	163	166	-1.8	160	161	-0.6
<b>TOTAL</b>	<b>14,152</b>	<b>14,264</b>	<b>-0.8</b>	<b>14,099</b>	<b>14,209</b>	<b>-0.8</b>

\* Agency costs are included in the salaries expenditure.

	12/13 Full Year Budget £'000	Third Quarter			12/13 Variance Budget v Actual		<u>Comments</u>
		12/13 Budget £'000	12/13 Actual £'000	11/12 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Grants to Voluntary Groups	132	80	82	77	2	3	Grants carried forward from previous years as committed amount to £42,780, of which £16,172 is still outstanding at the end of Quarter 3. Grants approved to the third quarter amount to £65,887 of which £48,287 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	166	153	153	153	0	0	The figures include grants to the CAB and VAEF which are paid twice yearly in 50% instalments in April and October. There have been no increases in the contribution to these organisations in 2012/13.
	298	233	235	230			

DIRECTORATE FINANCIAL MONITORING - CORPORATE SUPPORT SERVICES

	12/13 Full Year Budget £'000	Third Quarter			12/13 Variance Budget v Actual		Comments
		12/13 Budget £'000	12/13 Actual £'000	11/12 Actual £'000	£'000	%	
Major expenditure items:							
Building Maintenance	446	200	161	165	-39	-20	The full year budget now includes significant DDF expenditure items previously allocated to the Civic Offices. The budget profiling has been based on the expenditure pattern for the previous three years, with expenditure for the current third quarter being similar to the previous year.
	446	200	161	165			

	12/13 Full Year Budget £'000	Third Quarter			12/13 Variance Budget v Actual		Comments
		12/13 Budget £'000	12/13 Actual £'000	11/12 Actual £'000	£'000	%	
<u>Major income items:</u>							
Hackney Carriages	185	139	144	146	5	4	The number of applications for driver and vehicle licences for Quarter 3 has reduced slightly, however the revised budget for 2012/13 is still expected to be achieved.
Licensing & Registrations	115	86	100	93	14	16	The third quarter of 2012/13 has seen increased levels of fee income compared to the first three quarters of the previous year. The budget is profiled in equal twelfths and does not reflect the cycle of annual renewals which are due in November, but can occur between September and December.
Fleet Operations MOTs	240	180	181	220	1	0	MOTs are undertaken by the Fleet Operations Unit at Langston Road depot. There has been a significant reduction in the number of tests performed at the centre compared to previous years as local motor dealerships have started undertaking their own tests, which has significantly affected income in the current year 2012/13.
Local Land Charges	190	143	142	147	-1	-1	Local Land Charge income is broadly in line with last year and on target with the budget to date. Additional income from official Council Land searches, which are now increasing, has offset the loss of income from personal searches, where the Council can no longer make a charge due to a Government direction. Legal proceedings are ongoing where the Local Government Association is acting on behalf of most local authorities in defending claims from private search companies for the refund of fees previously charged by councils.
	730	548	568	606			

	12/13 Full Year Budget £'000	Third Quarter			12/13 Variance Budget v Actual		Comments
		12/13 Budget £'000	12/13 Actual £'000	11/12 Actual £'000	£'000	%	
<u>Major income items:</u>							
Industrial Estates	1,348	1,344	1,353	911	9	1	Rents from the Industrial units at Brooker Road, Oakwood Hill, Oakwood Hill Workshop units and Langston Road, are above target with the third quarter including income billed in advance for the fourth quarter. The 2012/13 probable outturn and actual includes additional rental income mainly relating to Brooker Road where vacant units have now been let, and a significant rent review has been agreed for one tenant. This is now included in the budget with relevant arrears.
Business Premises - Shops	1,780	1,780	1,785	1,783	5	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, public houses and three doctors surgeries. Income is in line with last year and on target for this year. Rents are billed in advance for the fourth quarter.
Land & Property	169	65	67	60	2	3	Commission is received from the David Lloyd Centre based on their turnover. The actual is above the same period last year due to an increase in commission receivable. Income relating to 2012/13 will be accounted for at the end of the year, but not received until the mid part of 2013/14. Other income relates to unappropriated land and wayleaves.
	3,297	3,189	3,205	2,754			

## 2012/13 DIRECTORATE FINANCIAL MONITORING - PLANNING &amp; ECONOMIC DEVELOPMENT

	12/13 Full Year Budget £'000	Third Quarter			12/13 Variance Budget v Actual		Comments
		12/13 Budget £'000	12/13 Actual £'000	11/12 Actual £'000	£'000	%	
<u>Major expenditure items</u>							
Forward Planning	598	448	220	27	-228	-51	After a significant period of uncertainty and lack of government direction, work commenced on the Local Plan. Consultation on the issues and options has recently been completed. The current revised expenditure in 2012/13 is £598,000, and it is expected that publication of the emerging Local Plan for consultation will occur in early Autumn 2013, with adoption in early 2014.
	598	448	220	27			
<u>Major income items</u>							
Development Control	528	381	387	403	6	2	Development control income which is profiled on a three year average, is significantly lower than the previous year due to a fall in the number of planning applications received. The Government's proposed change to planning charges has now been abandoned and an inflationary increase of 15% from November 2012 has introduced.
Building Control Fee Earning	378	284	288	396	4	1	Building Control fees, which are profiled on the average of the previous three years, are on target with the revised budget for 2012/13, but significantly lower than the third quarter of 2011/12 due to the reduced level of building activity and applications. The probable outturn is £150,000 less than the original estimate 2012/13. Urgent cost cutting measures have been initiated and additional income is being sought from possible new areas.
	907	665	675	799			

2012/13 DIRECTORATE FINANCIAL MONITORING - FINANCE & ICT

	12/13 Full Year Budget £'000	Third Quarter			12/13 Variance Budget v Actual		Comments
		12/13 Budget £'000	12/13 Actual £'000	11/12 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Information Technology	756	703	654	659	-49	-7	Expenditure is currently inline with both the prior year actual and prior year budget spending profile.
Telephones	176	132	125	122	-7	-5	Expenditure on telephones in the third quarter is in line with the previous year, and marginally below budget. Expenditure on equipment is slightly underspent.
Bank & Audit Charges	203	126	126	115	0	0	The expenditure to date in the third quarter includes invoices for two quarters of the PKF Audit fee, with the third quarter due and payable in the fourth quarter and the final quarter being accrued at the year end.
	1,135	961	905	896			
<u>Major income items:</u>							
Investment Income	513	385	385	497	0	0	Investment income in 2012/13 is lower than budgetted for in the previous year, but up in line with the third quarter estimate. There is quite a restricted list of counterparties and lending has generally been fairly short term. Also rates are still extremely low and show no sign of improvement.
	513	385	385	497			

2012/13 DIRECTORATE FINANCIAL MONITORING - DEPUTY CHIEF EXECUTIVE

	12/13 Full Year Budget £'000	Third Quarter			12/13 Variance Budget v Actual		<u>Comments</u>
		12/13 Budget £'000	12/13 Actual £'000	11/12 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Museum	93	54	55	60	1	2	There has been a saving on Non Domestic Rates in the current financial year



	12/13 Full Year Budget	Third Quarter			12/13 Variance Budget v Actual		<u>Comments</u>
		12/13 Budget	12/13 Actual	11/12 Actual	£'000	%	
	£'000	£'000	£'000	£'000			
<u>Major expenditure items</u>							
Bed & Breakfast Accommodation	113	86	84	31	-2	-2	No major variances in the year. The variance between years is due to an increase in the numbers being supported. This increase is being experienced throughout Essex authorities due in part to the economic crisis and the onset of welfare reforms.
<u>Major income items</u>							
Bed & Breakfast Accommodation	107	80	82	33	2	3	

2012/13 DIRECTORATE FINANCIAL MONITORING - ENVIRONMENT & STREET SCENE

	12/13 Full Year Budget £'000	Third Quarter			12/13 Variance Budget v Actual		Comments
		12/13 Budget £'000	12/13 Actual £'000	11/12 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Refuse Collection	1,415	841	820	799	-21	-2	In both 2012/13 and 2011/12 seven months contract costs are included, the variance relates to the annual inflationary increase on the contract. The variance in 2012/13 relates to publicity costs and the annual uplift for 2012/13 which was not finalised until February.
Street Cleansing	1,412	850	841	805	-9	-1	
Recycling	3,167	2,012	1,956	2,433	-56	-3	The variances for the year relates in part to the annual uplift and an underspend on garden sacks. The variance between years is as a result of the reduction in gate fees.
Highways General Fund	368	123	85	72	-38	-31	The variance relates to underspend on tree maintenance.
Off Street Parking	475	378	357	350	-21	-6	As last year car park maintenance is underspent. There tends to be more work required in the last quarter particularly after winter weather damage.
On Street Parking	219	219	217	291	-2	-1	The contract with the North Essex Parking Partnership (NEPP) was effective from 1 October 2012. No further expenditure will be occurring
North Weald Centre	349	167	149	121	-18	-11	The variance relates to lower maintenance and utility costs.
Land Drainage & Contaminated Land	166	95	70	61	-25	-26	The variance here relates to an underspend on Contaminated Land investigations. Some of this is DDF and may now require carry forward.
	7,571	4,685	4,495	4,932			

	12/13 Full Year Budget £'000	Third Quarter			12/13 Variance Budget v Actual		Comments
		12/13 Budget £'000	12/13 Actual £'000	11/12 Actual £'000	£'000	%	
<u>Contract cost Monitoring</u>							
Leisure Facilities:-							
Loughton Leisure Centre	-89	-54	-54	-40	0	0	} No major variances
Epping Sports Centre	326	199	197	178	-2	-1	}
Waltham Abbey Pool	510	320	320	268	0	0	} No major variances
Ongar Sports Centre	299	184	184	169	0	0	}
	1,046	649	647	575			
<u>Major income items:</u>							
Refuse Collection	80	50	53	50	3	6	No Major Variances
Recycling	2,462	1,666	1,667	1,396	1	0	No major variance comparing 2012/13 actual to 2012/13 budget. The difference between years relates to 2011/12 only including two quarters of waste service enhancements and seven months of recycling credits, whilst 2012/13 includes three quarters and eight months respectively.
Off Street Parking	1,018	694	646	709	-48	-7	} The off street variance relates to Penalty Charge Notices (PCNs) income being below expectations. The on street variance between the two years is due to the service being returned to ECC control under the guidance of NEPP from 1 October 2012.
On Street Parking	286	286	284	426	-2	-1	}
North Weald Centre	1,275	1,111	1,080	1,116	-31	-3	Rental income is down due to tenants awaiting new leases before clearing arrears.
	5,121	3,807	3,730	3,697			

	12/13 Full Year Budget £'000	Third Quarter			12/13 Variance Budget v Actual		<u>Comments</u>
		12/13 Budget £'000	12/13 Actual £'000	11/12 Actual £'000	£'000	%	
<u>Major expenditure items:</u>							
Management & General	340	188	173	134	-15	-8	Expenditure is quite low on the publicity budget as the annual report to tenants will be printed towards the end of the financial year.
Housing Repairs	4,836	3,478	3,293	3,527	-185	-5	The underspend mainly relates to the responsive repairs and decorating allowances. The budget is profiled evenly across the year, as it is unknown when these items will arise.
Special Services	475	343	252	338	-91	-27	The main areas showing an underspend are: heating; lighting; and 2-Way Speech System. The variance between years, is from the reduction in gas and electricity budgets where Ninefield residents now have their own meters. The underspend on the two way speech system is mainly due to not having to purchase telecare equipment and the fact that there have been no significant issues with our warden call equipment.
Interest on Loans	5,547	2,773	2,773	0	0	0	The budget is in line with the interest payments and therefore there are no variances at the end of quarter 3.
	11,198	6,782	6,491	3,999			
<u>Major income items:</u>							
Non-Dwelling Rents	881	654	636	648	-18	-3	There are no major variances within the year.
Gross Dwelling Rent	29,168	21,315	21,319	20,126	4	0	The variance is due to a lower than expected number of void's.
	30,049	21,969	21,955	20,774			