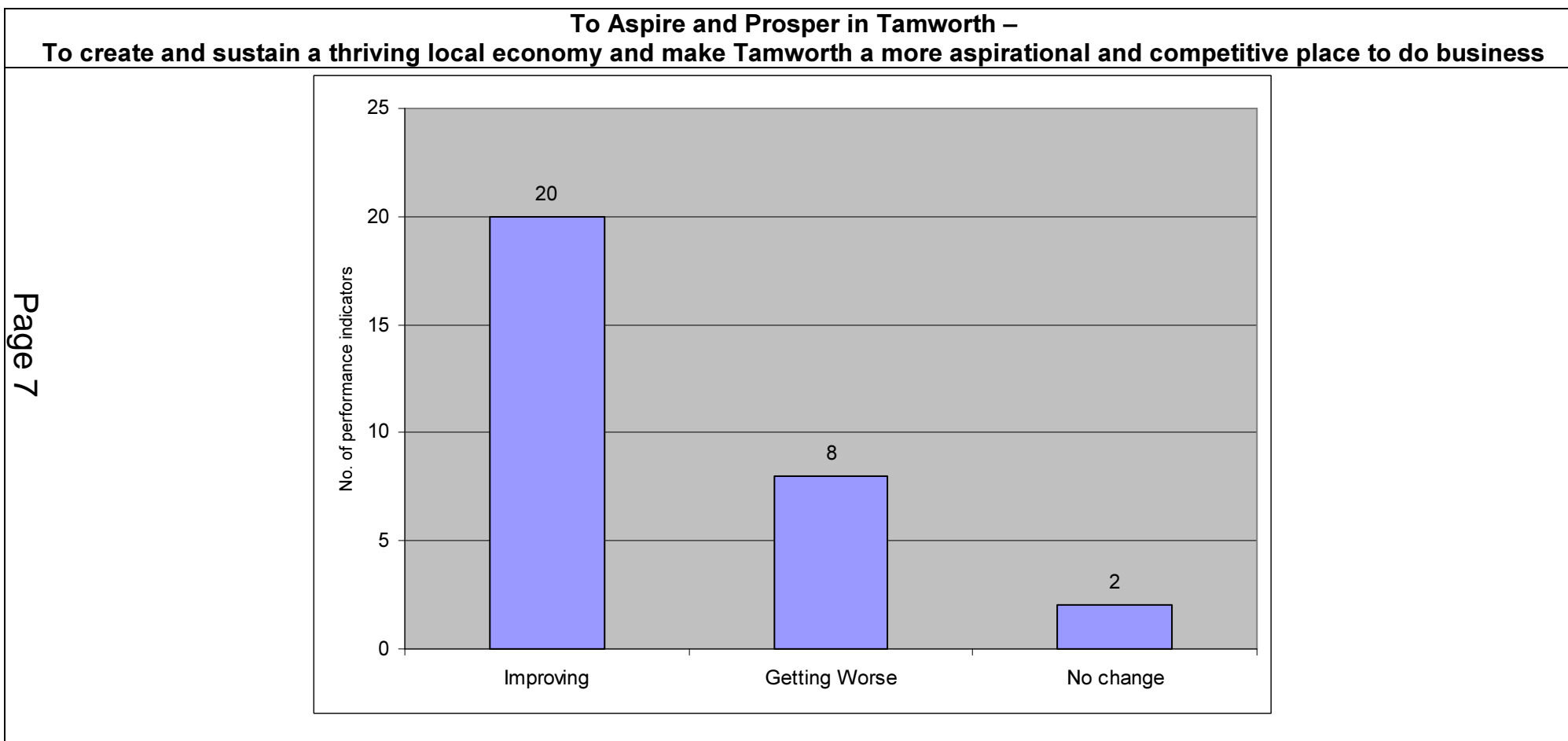






## 1. Corporate plan scorecard of performance indicators

The chart below shows the performance of the indicators used to measure the priority 'to aspire and prosper in Tamworth' and whether they are improving, getting worse or have stayed the same. Detail on the individual indicators is provided in the tables below.







## Raise the aspiration and attainment levels of young people








Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
The percentage of 16 - 19 year olds not in any full-time or part time form of education, employment or training	March 2013	3.56%	Months	↑	Improving		Place Based Performance Indicator
Key stage 2 - Percentage of pupils attaining English & Maths level 4 & above	2010/11	68.1%	Years	↓	Getting Worse		Placed Based Performance Indicator
Percentage of 18 -24 year olds in receipt of Job Seekers Allowance	March 2013	6.9%	Months	↑	Improving		Place Based Performance Indicator
Achievement of 5 or more A*- C grades at GCSE or equivalent including English and Maths	2010/11	49.8%	Years	↑	Improving		Place Based Performance Indicator

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## Create opportunities for business growth through developing and using skills and talent

Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
Percentage of working age population with NVQ2+	2012/13	55.9%	Years	↓	Getting Worse		Place Based Performance Indicator
Percentage of working age population with no qualifications	2012/13	20.7%	Years	↓	Getting Worse		Place Based Performance Indicator
Percentage of working age population with NVQ3+	2012/13	35.6%	Years	↓	Getting Worse		Place Based Performance Indicator
Percentage of working age population with NVQ4+	2012/13	15.2%	Years	↑	Improving		Place Based Performance Indicator

## Promote private sector growth and create quality employment locally

Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
Percentage of working age population claiming Job Seekers Allowance	Q4 2012/13	3%	Quarters	↓	Getting Worse	✓	Place Based Performance Indicator
Worklessness level	Q2 2012/13	14.1%	Quarters	↑	Improving		Place Based Performance Indicator
Unfilled jobcentre vacancies	November 2012	668	Months	↑	Improving		Place Based Performance Indicator
Total number of jobs	2010/11	30,000	Years	▬	No Change		Place Based Performance Indicator
Job Density	2010/11	0.61	Years	↑	Improving		Place Based Performance Indicator
Median gross weekly earnings for employees working in the area	2012/13	£429.90	Years	↓	Getting Worse		Place Based Performance Indicator
Overall Employment rate (working-age) (Tamworth)	Q3 2012/13	65.9%	Quarters	↑	Improving		Place Based Performance Indicator
New business registration rate per 10,000 resident population aged 16 and above (Tamworth)	2011/12	37.42	Years	↓	Getting Worse		Place Based Performance Indicator

## Brand and market “Tamworth” as a great place to “live life to the full”

Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
The footfall for Town Centre	H1 2012/13	5,906	Half Years	↑	Improving		Place Based Performance Indicator
The occupancy levels of Town Centre retail outlets	Q4 2012/13	83%	Quarters	↓	Getting Worse		Place Based Performance Indicator
Trader attendance at Tamworth Market	H1 2012/13	130	Half Years	▬	No Change		Tamworth Borough Council Performance Indicator
Overall/general satisfaction with local area (Tamworth)	2012/13	88%	Years	↑	Improving		Place Based Performance Indicator

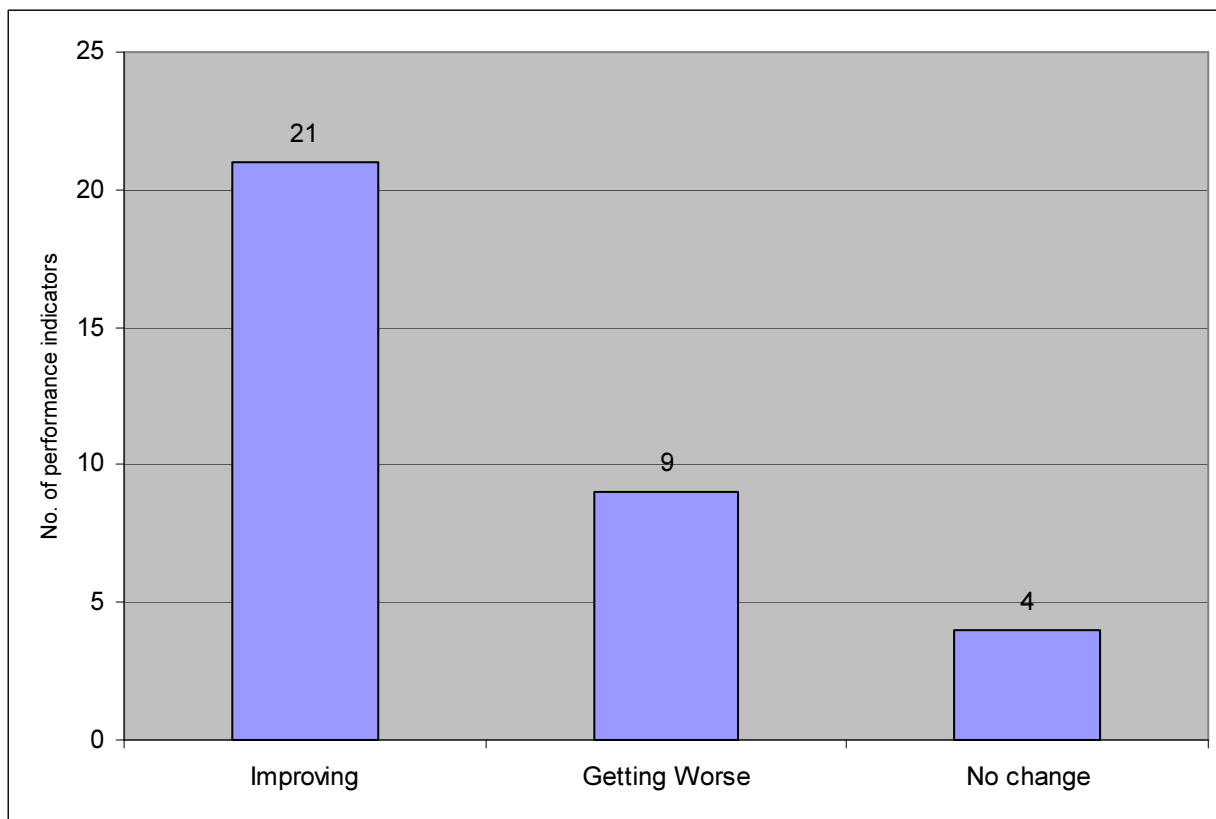
**Create the physical and technological infrastructure necessary to support the achievement of this primary outcome**

Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
Net additional homes provided (Tamworth)	Q4 2012/13	128	Quarters	↑	Improving		Tamworth Borough Council Performance Indicator
Processing of planning applications: Major applications (Tamworth)	2012/13	75.00%	Quarters	↑	Improving		Tamworth Borough Council Performance Indicator
Processing of planning applications: Minor applications (Tamworth)	2012/13	87.83%	Quarters	↑	Improving		Tamworth Borough Council Performance Indicator
Processing of planning applications: Other applications (Tamworth)	2012/13	95.61%	Quarters	↑	Improving		Tamworth Borough Council Performance

Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
							Indicator
Percentage of residents satisfied with the authorities parks and open spaces	2012/13	87%	Years	↑	Improving	✓	Tamworth Borough Council Performance Indicator
Satisfaction with cleanliness of streets	2012/13	58%	Years	↑	Improving	✓	Tamworth Borough Council Performance Indicator
Increase in the number of local sites where active conservation management has been or is being implemented from 5 in 2009/10 to 8 by 2013	2012/13	8	Years	↑	Improving	✓	Tamworth Borough Council Performance Indicator
Satisfaction of business with local authority regulation services (Tamworth)	2010/11	84%	Years	↑	Improving	✓	Tamworth Borough Council Performance Indicator
Percentage of household waste sent for reuse, recycling and composting (Tamworth)	2012/13	52.80%	Quarters	↑	Improving	✓	Tamworth Borough Council Performance Indicator
Satisfaction with household waste collection	2012/13	90%	Years	↑	Improving	📊	Tamworth Borough Council Performance Indicator

The chart below shows the performance of the indicators used to measure the priority 'to be healthier and safer in Tamworth' and whether they are improving, getting worse or have stayed the same. Detail on the individual indicators is provided in the tables below.

**To be healthier and safer in Tamworth -  
To create a safe environment in which local people can reach their full potential and live longer, healthier lives**



## Address the causes of poor health in children and young people











Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
Infant Mortality per 1,000	2009/10	6.8	Years	↑	Improving		Place Based Performance Indicator
Physically active children	2009/10	61.2%	Years	↑	Improving		Place Based Performance Indicator
Proportion of children in poverty	2010/11	17.0%	Years	↑	Improving		Place Based Performance Indicator
Obesity in primary school age children in Year 6:Obese	2010/11	20.4%	Years	↓	Getting Worse		Place Based Performance Indicator

## Improve the health and well being of older people by supporting them to live active, independent lives







Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
Adult participation in sport and active recreation (Tamworth)	2012/13	20.7%	Years	↑	Improving		Place Based Performance Indicator
Male life expectancy	2009/10	78.7	Years	↑	Improving		Place Based Performance Indicator
Female life expectancy	2009/10	82.7	Years	↑	Improving		Place Based Performance Indicator
Premature mortality rate per 100,000 population aged under 75	2009/10	271.37	Years	↑	Improving		Place Based Performance Indicator
Obese - adults	2007/08	30.7%	Years	↓	Getting Worse		Place Based Performance Indicator
The percentage of physically active adults	2010/11	9.3%	Years	↓	Getting Worse		Place Based

Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
							Performance Indicator




### Reduce the harm and wider consequences of alcohol abuse on individuals, families and society

Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
Increasing and higher risk drinking	2008/09	22.7%	Years		Getting Worse		Place Based Performance Indicator
Estimated problem drug users	2009/10	409	Years		No Change		Place Based Performance Indicator
Percentage of Adults Smoking	2010/11	24.9%	Years		Improving		Place Based Performance Indicator
Alcohol attributable mortality per 100,000 population - Males	2010/11	42	Years		Improving		Place Based Performance Indicator
Alcohol attributable mortality per 100,000 population - Females	2010/11	15	Years		Getting Worse		Place Based Performance Indicator




### Implement 'Total Place' solutions to tackling crime and ASB in designated localities

Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
Incidents of Anti-Social Behaviour	March 2013	2,198	Months		Improving		Place Based Performance Indicator
Percentage of people feeling safe after dark (on line place survey)	2012/13	70%	Years		Improving		Place Based Performance Indicator
Percentage of people feeling safe during the day	2012/13	96%	Years		Improving		Place Based























Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
(on line place survey)							Performance Indicator
Percentage of people who felt fearful of being a victim of crime in the last 12 months (FTD Survey)	H2 2012/13	14%	Half Years	↓	Getting Worse		Place Based Performance Indicator
Perceptions of anti-social behaviour (on line place survey)	2012/13	25%	Years	↑	Improving		Place Based Performance Indicator
Percentage of people who feel that the council and police are dealing with local concerns about anti-social behaviour and crime issues (on line place survey)	2012/13	75%	Years	↑	Improving		Place Based Performance Indicator

### Develop innovative early interventions to tackle youth crime and ASB

Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
First time entrants to the Youth Justice System aged 10-17 per 100,000 10 - 17 population	2010/11	51	Years	↓	Getting Worse		Corporate Scorecard Placed Based Performance Indicator
Percentage of arrests of people aged between 10 and 17 years old	2011/12	13%	Years	↑	Improving		Corporate Scorecard Placed Based Performance Indicator
Young offenders receiving a community resolution order	2009/10	60	Years	↓	Getting Worse		Place Based Performance Indicator

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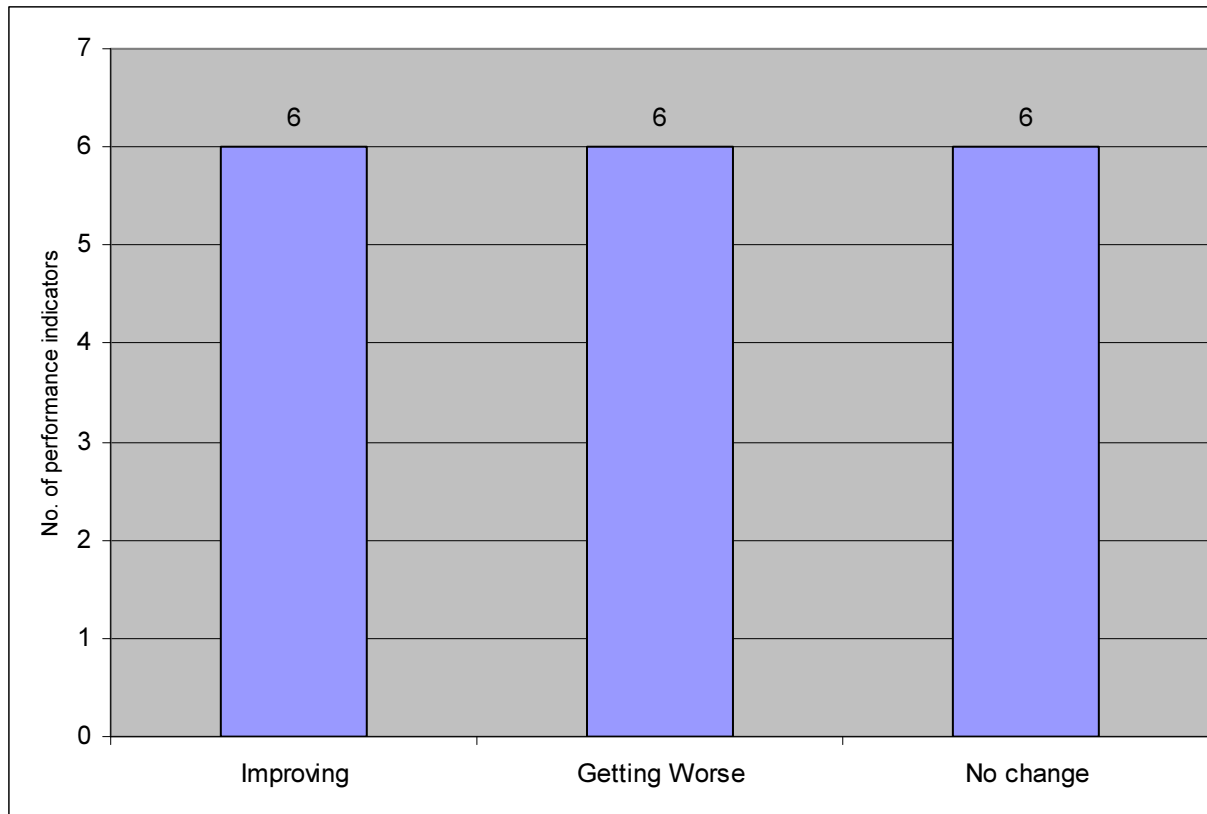
## Create an integrated approach to protecting those most vulnerable in our local communities

Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
Number of homelessness cases prevented as a result of casework	February 2013	100	Months		Improving		Tamworth Borough Council Performance Indicator Tenant Scorecard
Disabled Facilities Adaptations completed	Q3 2012/13	55	Quarters		Improving		Tamworth Borough Council Performance Indicator
Where possible, 30% of all new homes delivered will be affordable	2012/13	2.9%	Years		Getting Worse		Tamworth Borough Council Performance Indicator
The number of referrals made by Tamworth HEAT	December 2012	269	Months		Improving		Tamworth Borough Council Performance Indicator
% non-decent council homes (Tamworth)	2011/12	.0%	Years		No Change		Tamworth Borough Council Performance Indicator Tenant Scorecard
Local authority tenants' satisfaction with landlord services	2012/13	75.20%	Years		No Change		Tamworth Borough Council Performance Indicator Tenant Scorecard
The number of empty homes brought back into use each year	Q3 2012/13	48	Quarters		Improving		Tamworth Borough Council Performance Indicator
Meet and maintain licensing programme for Houses in Multiple Occupation (HMO's)	2011/12	100%	Years		No Change		Tamworth Borough Council Performance Indicator
The number of Council properties adapted to meet the needs of disabled people	2012/13	86	Years		Improving		Tamworth Borough Council Performance Indicator
Average number of days taken to re-let local	2012/13	13.58	Years		Improving		Tamworth Borough













Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
authority housing (Standard Empty Homes)							Council Performance Indicator Tenant Scorecard

The chart below shows the performance of the indicators used to measure the theme 'to be accountable, approachable and visible' and whether they are improving, getting worse or have stayed the same. Detail on the individual indicators is provided in the table below

### Approachable, Accountable and Visible



Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
Achievement of upper quartile performance for Non-Domestic Rate collection	2011/12	97.7%	Years	↓	Getting Worse		Tamworth Borough Council Performance Indicator
Percentage of calls answered within 20 seconds - Corporately	Q3 2012/13	94%	Quarters	↑	Improving		Tamworth Borough Council Performance Indicator
Freedom of Information Requests Responded To Within legislative timescales	March 2013	83.87%	Months	↑	Improving		Tamworth Borough Council Performance Indicator
Achievement of upper quartile performance for Council Tax collection	2011/12	98.1%	Years	↑	Improving		Tamworth Borough Council Performance Indicator
Increase the number of eligible voters	Q4 2012/13	58,861	Quarters	↓	Getting Worse		Tamworth Borough Council Performance Indicator
Spending maintained within approved budget and without significant underspends	February 2013	-4.43%	Months	↓	Getting Worse		Tamworth Borough Council Performance Indicator
Budget, Council Tax and Rent set by 11th March each year	2012/13	Yes	Years	▬	No Change		Tamworth Borough Council Performance Indicator
Achievement of an unqualified audit opinion on the financial statements	2011/12	Yes	Years	▬	No Change		Tamworth Borough Council Performance Indicator
Draft Statement of Accounts to be prepared by 30th June each year	2011/12	Yes	Years	▬	No Change		Tamworth Borough Council Performance Indicator
To have satisfactory arrangements to secure economy, efficiency and effectiveness in our use of resources	2011/12	Yes	Years	▬	No Change		Tamworth Borough Council Performance Indicator
Visiting Marmion House - Resolution at first point of contact	Q3 2012/13	97%	Quarters	↑	Improving		Tamworth Borough Council Performance Indicator
Maintain accreditation against ISO20000	2012/13	Yes	Years	▬	No Change		Tamworth Borough Council Performance

Performance Indicator	Last Update	Current Value	Frequency of collection	Performance improving or declining		Performance against target (where target is known)	Scope
							Indicator
Maintain accreditation against ISO27001	2012/13	Yes	Years		No Change		Tamworth Borough Council Performance Indicator
Increase voter turnout	2012/13	27.16%	Years		Getting Worse		Tamworth Borough Council Performance Indicator
Increase the percentage of residents year on year who express satisfaction with council services (on line place survey)	2012/13	82%	Years		Improving		Tamworth Borough Council Performance Indicator
Usage of the "Tell us" scheme	December 2012	19	Months		Getting Worse		Tamworth Borough Council Performance Indicator
Percentage of canvas forms returned	2012/13	97.99%	Years		Improving		Tamworth Borough Council Performance Indicator
Percentage of people who feel they can influence decisions in their locality (On line place survey)	2012/13	46%	Years		Getting Worse		Tamworth Borough Council Performance Indicator

## 2. High Level Corporate Plan Actions



This section of the report provides an update on those high level actions/projects or initiatives that fall into one of the following categories

- not on track but in control or
- not on track and not in control

A note on their current status is provided in the latest status update.

Updates on all the other high level actions/projects or initiatives can be viewed via Covalent at this link

<http://www.covalentcpm.com/CovalentWebModule/CovalentWidget?c=179&id=1546>

Page 21	<b>Exploitation of external service delivery</b>		<i>Gareth Youlden</i>	<b>Project Status</b>	Priority Action/Project/Initiative not on track but is in control		<b>Progress</b>
	Latest Status Update	07-May-2013 The Bromsgrove and Redditch contract ended on 31st March 2013. To promote the service offering, a leaflet has been for distribution to potential customers. This will be distributed at the Local Economic Partnership and other forums.		<b>Planned Start Date</b>	<b>Due Date</b>	0%	
				01-Apr-2012	02-Apr-2013		
Page 21	<b>Legal: Legal Spend Review</b>		<i>Jane Hackett</i>	<b>Project Status</b>	Priority Action/Project/Initiative not on track but is in control		<b>Progress</b>
	Latest Status Update	07-Jan-2013 The service level legal spend has now been ascertained. In-house recharges are now to be reviewed.		<b>Planned Start Date</b>	<b>Due Date</b>	50%	
				01-Mar-2012	31-Jul-2013		

### 3. Performance Management Framework

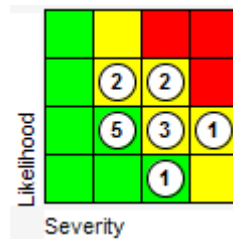
The Executive Planning away day took place on 21<sup>st</sup> January 2013; from this the combined Corporate Plan and Annual Review was drafted and approved by Cabinet on 10<sup>th</sup> April 2013.

Some service plans are available on Covalent.

### 4. Corporate Risk register

The Corporate Risk register is reviewed and updated by the Corporate Management Team.

There are currently fourteen risks on the Corporate Risk Register, none of which are high risks and the “heat map” below indicates the current position of their risk status.





## 5. Financial Health check

### FINANCIAL HEALTHCHECK REPORT – Provisional Outturn Period 12, March 2013

#### Executive Summary

This section of the report summarises the main issues identified at the end of March and is the 'best estimate' of the projected outturn at this time though subject to the final account audit procedures.

The information included in some cases is based on the likely estimated outturn for 2012/13. These are subject to final confirmation as guidance and information becomes available and could potentially vary significantly from the estimates included – by up to £200k.

Details relating to the summary including Directorate commentaries will be available from Corporate Accountancy (Phil Thomas # 239).

#### General Fund

##### Revenue

- The projected full year position identifies a projected favourable variance against budget of £543k (£394k favourable reported at period 11) or a 6.11% under spend to budget. This includes the impact of Temporary Reserve requests that were approved by Cabinet on the 10<sup>th</sup> April 2013; however there is the possibility that adjustments will be required after alignment of the effect of some reserves, on the outturn.

##### Capital

- The provisional outturn on capital schemes spend is £1.622m (£1.580m projected at period 11) compared to a full year budget of £3.477m (this includes re-profiled schemes from 2011/12).
- At this point it is proposed that £1.643m should be re-profiled into 2013/14 (£1.725m projected at period 11) which will be subject to Cabinet approval.
- A summary of Capital expenditure by Directorate can be found at Appendix A.

##### Other

There is currently a balance held of £259k within the Repairs and Renewals Fund.

##### Balances

Balances on General Fund are projected to be in the region of £4.494m at the year-end from normal revenue operations (£4.345m projected at Period 11) compared to £4.222m projected within the 2013/14 budget report.

The change in the predicted out-turn variance since that predicted at period 11 (an improvement of £149k) has been investigated and significant items identified that make up this change are listed and tabled later in this report.

Members should be aware that any unplanned call on the above balance could adversely affect our ability to resource activity within the current medium term financial plan.

## **Housing Revenue Account**

### **Revenue**

- The projected full year position identifies a favourable variance against budget of £1.911m (£1.647m favourable projected at period 11).
- The information included, in some cases, is based on the likely estimated outturn for 2012/13.

### **Capital**

- The provisional outturn on programmed capital schemes is projected to be £3.365m (£4.530m projected at period 11) compared to a budget of £7.065m. It is also proposed that £2.845m be re-profiled into 2013/14 (£1.788m at period 11) in relation to delayed schemes, which will be subject to Cabinet approval.
- A summary of Capital expenditure by Directorate can be found at Appendix A.

### **Balances**

Balances on the Housing Revenue Account are projected to be in the region of £5.277m at the year-end (£5.014m projected at period 11) compared to £4.774m projected within the 2013/14 budget report. The additional balances above this minimum will be required to provide additional funds for uncertainties that could affect the Council in the forthcoming years.

## **FINANCIAL HEALTHCHECK REPORT – PROVISIONAL OUTTURN PERIOD 12 MARCH 2013**

This section of the report highlights the main issues identified at this point. Cabinet are requested to note the contents of the report and agree any action points and address issues raised.

### **Issues Identified**

- The financial performance review has over the year focussed on the following key areas:
  - The predicted outturn projection of the actual activity to budget for the year;
  - Identification of potential issues and areas for review/action;
  - It should be noted that a detailed review of revenue outturn will be undertaken in order to identify the impact on the medium term financial strategy and revenue patterns for the 2014/15 budgets.

### **General Fund –**

The provisional full year position identifies a favourable variance against budget of £543k or 6.11% below approved budget (£394k or 4.43% favourable projected at period 11).

Significant items currently identified relating to overspends/under achievement of income are,

- Industrial Properties - £50k (£42k reported at period 11). Under achievement of income, £65k, based on current level of occupation offset by saving on business rates £3k & provision for bad debts £8k.
- Tree Maintenance - £12k (£18k reported at period 11). Increase in costs of vehicle hire; reduced income from Housing through a combination of factors leading to some works having to be externalised and significant increase in insurance claims requiring external support.
- Development Control - £13k (£23k reported at period 11). Under recovery of income from planning applications.
- Tamworth Golf Course - £25k (£16k reported at period 11). Bad debt provision increase.
- Assembly Rooms - £17k (£16k reported at period 11). Bar £16k, Salaries £13k overspend due to salaries budgetary funding shortfall (vacancy allowance). Savings have been identified to mitigate this in part.
- Sport Pitches - £20k (£22k reported at period 11). Overspend on Salaries £2k, Electricity £9k, Water £3k and under recovery of income £7k.
- Benefits - £150k (£97k under recovery reported at period 11). Mainly due to increase in bad debt provision.

- Customer Services - £23k (Nil predicted at period 11). Staffs Connects Contribution not budgeted for.
- Tourist Information Service - £19k (£12k predicted at period 11). Salaries & Overtime overspend due to salaries budgetary funding shortfall (vacancy allowance) and casual cover for staff sickness.

Significant items mitigating the financial impact of the above and contributing to the period position,

- Joint Waste Arrangement - £202k (£160k reported at period 11). Contract fees estimated figure based on latest position available from Lichfield District Council.
- Civil Parking Enforcement - £80k (£125k reported at period 11). Amount to be paid by Staffs County and returned from reserves for previous years deficits.
- Corporate Finance - £172k (£172k reported at period 11). £50k Vacancy allowance offsetting overspends on various salaries budgets due to budgetary funding shortfall. £48k Specific Contingency budget not released. IFRS Contingency £25k and Staffordshire Hoard £20k, budgets offered up. £92k written back to revenue from unspent reserves following Cabinet approval April 2013.
- Treasury Management - £39k (£31k reported at period 11). Under spend of £125k due to additional borrowing not being taken, partly netted off as £58k will no longer be charged to the HRA. Overspend of £56k interest payable to HRA due to change in to interest calculation due to HRA reform and £36k MRP due to changes in Icelandic repayments. Over recovery of £45k interest and £33k interest on internal balances.
- Environmental Health - £18k (£19k reported at period 11). Under spend on overtime.
- PR and Consultation - £22k (£23k reported at period 11). Underspends on External Communication £4k, Advertising £5k and Recycling Promotion £3k. £10k budget not required for Sector Research.
- Marmion House - £40k (£52k reported at period 11). Underspend on Electricity £33k.
- Council Tax - £19k (£21k predicted at period 11). Over recovery on court costs £16k and additional income for council tax leaflet mailing.
- Licensing Act - £23k (£20k reported at period 11). Over recovery of legal & annual fees.
- Health Agenda - £18k (£17k reported at period 11). Joint funding post under review, awaiting outcome of SCC restructure of service.
- Community Safety - £16k (£14k reported at period 11). Underspend on salaries.

- Electoral Process - £20k (£13k predicted at period 11). Mainly due to underspend on postage.
- Homelessness - £16k (£12k reported at period 11). Prevention schemes have reduced use of Bed & Breakfast accommodation offset by reduced income. Homes for Homeless scheme under review.
- Human Resources - £12k (£12k reported at period 11). Underspend on Provision of Occupational Health £5k and External Support £5k.
- Training and Development - £32k (£16k reported at period 11). Competency Framework reserve £10k not spent, plus various training budgets underspent.
- Taxi & Private Hire Vehicles - £15k (£11k reported at period 11). Salaries £5k and Consultants Fees £5k.
- Castle & Museum - £25k (£18k predicted at period 11). Mainly due to admission fee income achieved above budget.
- TBC Lighting Maintenance - £11k (£9k predicted at period 11). Underspend on General Maintenance costs.
- Benefits Administration - £12k (£2k predicted at period 11). Underspend on Various Supplies & Services.
- Conveyancing and Right to Buy - £14k (Nil predicted at period 11). Over recovery on Legal Fees – council house sales in excess of anticipated number anticipated when budget was set.

### **General Fund – Capital**

- The provisional outturn on capital schemes spend is £1.622m (£1.580m projected at period 11) compared to a full year budget of £3.477m (this includes re-profiled schemes from 2011/12).
- At this point it is proposed that £1.643m (detailed below) should be re-profiled into 2013/14 (£1.725m projected at period 11) which will be subject to Cabinet approval.
  1. Castle Mercian Trail, £350k, resources will need to be carried over into next financial year as it is unlikely that the Trail Partnership will be able to finalise the strategy for the trail exhibitions until after April 2013.
  2. Castle HLF, £263k, The HLF project is now into the capital works phase. This is nearing completion but there have been delays incurred due to poor weather. The completion of the whole project and the final deadline for the HLF money is December 2013, with some participation elements to be finished by July 2014.
  3. Contingency, £250k - subject to future Cabinet reports. To date, £100k allocated by Cabinet for Golf Driving Range and £100k for facility and infrastructure improvements

4. Disabled Facilities Grant, £167k, this type of works is demand led and as such there is work that has been approved but which has not yet been paid.
5. Private Sector Coalfields Funds, £180k, remaining funds will support the delivery of these services in 13/14.
6. Replacement PC's, Printers & Servers, £86k, to be used to fund technology required in support of corporate change projects/agile working.
7. Assembly Rooms Development, £133k, Conservation Management Plan now awarded inception meeting to take place 11/4/13. Project manager tender to launch shortly. Consultation stage one completing this month.
8. Corporate Change Programme – Agile Working, Telephone & Corporate EDRMS, £30k, tenders currently being evaluated but unlikely to incur any spend until 2013-14.
9. Website, £30k, tenders currently being evaluated.
10. Streetscene Tracking System, £30k, Delay in new CRM system implementation until June 2013 means development has been delayed - future agile service delivery dependant on delivery of scheme, anticipated spend summer 2013.
11. HR/Payroll System, £27k, payroll module has now gone live and further development/implementation of replacement of the HR module is in progress, therefore remaining budget requested to be carried over in 2013-14.
12. Gazetteer Development, £24k, implementation to commence once replacement CRM system has gone live, so that the two can be integrated. Therefore budget requested to be re-profiled into 2013-14.
13. Designate New Cemetery Land, £25k, specification being prepared with view to tendering in April 2013.
14. IP/Telephone/Network, £23k, a number of frameworks are currently being evaluated.
15. Replacement ICT – Northgate M3, £8k, project & outstanding commitment to be reviewed & incorporated within corporate change programme.
16. Repair to River Bank Castle, £9k, final payment held on retainer to be paid on completion of works which are weather dependant. Remainder to be used as landscaping to compliment the Gateway project in the Castle grounds.
17. BMX Track, £7k, bulk of project completed - some external works still outstanding.

## Significant variances identified resulting in the increase in net under-spend of £149k

<b>CHIEF EXECUTIVE'S OFFICE</b>				
<b>FINANCIAL HEALTHCHECK REPORT - PROVISIONAL OUT-TURN</b>				
The projected full year position is a favourable variance of £3k compared to the forecast outturn at Period 11 of £31k favourable A decrease in the variance of £28k. The main changes identified are :-				
<u>Significant Variances from P11 Forecasted Out-turn</u>				
	Projected Outturn	Projected Outturn	Difference in Projected Outturn	
	Period 11	Period 12	P12 - P11	
GENERAL FUND	Over/(Under) Spends £000's	Over/(Under) Spends £000's	£000's	Comments
<b>CHIEF EXECUTIVE'S OFFICE</b>				
<i>Director Transformation &amp; Corporate Performance</i>				
<b>Director Transformation &amp; Corporate Performance</b>				
Salaries	0	7	7	Due to shortfall in salaries budgetary funding
<b>Health and Safety</b>				
Health & Safety	0	(5)	(5)	Underspend
<b>PR and Consultation</b>				
External Communications	(5)	(4)	1	Expected underspend
Advertising	(5)	(5)	0	Expected underspend
Recycling Promotion	(3)	(3)	0	Budget not likely to be spent
Sector Research	(10)	(10)	0	Budget not required
<b>Head of Customer Services</b>				
<b>Customer Services</b>				
Staffs Connects Contribution	0	20	20	Staffs Connects final contribution to core team 2012/13 not budgeted
Line Rental Main Switchboard	(15)	(10)	5	Savings against current budgetary provision, plus receipt of £7k credit against previous bills
Contribution to Reserve	15	15	0	Underspend above to fund Shopmob grant £5k in 2013-14, plus further £10k to assist in funding new Telephony requirements next year
<b>Tourist Information Service</b>				
Salaries & Overtime	12	14	2	Due to shortfall in budgetary funding, plus casual cover for staff sickness
<b>TIC Third Party Ticket Sales</b>				
Ticket Sales	8	10	2	Shortfall in commission from ticket sales
<b>Head of Organisational Development</b>				
<b>Human Resources</b>				
Provision of Occupational Health	(8)	(7)	1	Expected underspend
External Support	(4)	(4)	0	Remaining budget unlikely to be required
<b>Training and Development</b>				
Various supplies and services	0	(19)	(19)	Underspends across a number of training budgets, including £4k Management Development & £4.5k Corporate Training
Contribution from Reserve	(10)	(10)	0	Competency Framework reserve which will not now be spent
<b>Other minor non-significant variances</b>				
	(6)	8	14	
<b>CHIEF EXECUTIVE'S OFFICE</b>	<b>(31)</b>	<b>(3)</b>	<b>28</b>	

**EXECUTIVE DIRECTOR CORPORATE SERVICES  
FINANCIAL HEALTHCHECK REPORT - PROVISIONAL OUT-TURN**

The projected full year position is a favourable variance of £156k compared to the forecast outturn at Period 11 of £133k favourable  
A increase in the variance of £23k. The main changes identified are :-

**Significant Variances from P11 Forecasted Out-turn**

	Projected Outturn	Projected Outturn	Difference in Projected Outturn	Comments
	Period 11	Period 12	P12 - P11	
GENERAL FUND	Over/(Under) Spends £000's	Over/(Under) Spends £000's	£000's	
<b>EXECUTIVE DIRECTOR CORPORATE SERVICES</b>				
<b>Corporate Director Resources</b>				
Salaries	10	11	1	Overspend due to shortfall in salaries budgetary funding
<b>Solicitor and Monitoring Officer</b>				
<b>Solicitor to the Council</b>				
Salaries	(8)	(8)	0	Underspend due to vacant solicitor post
Legal Fees	0	4	4	Overspend
<b>Member Services</b>				
Members Allowances	(8)	(8)	0	Actual claims/payments below budget
<b>Electoral Process</b>				
Postage	(8)	(9)	(1)	No further costs anticipated
Software Support Licences	(23)	(23)	0	One-off budgets established to fund requirements relating to Individual Voter Registration, transferred to reserve as costs now expected in 2013/14 (delay in legislation)
Computer Equipment	(6)	(6)	0	
Contribution to Reserve	29	29	0	Underspent budgets above transferred to reserve
<b>Conveyancing and Right to Buy</b>				
Legal Fees - Sale of Council Houses/HRA	0	(13)	(13)	Higher than budgeted number of council houses sold
<b>Land Charges</b>				
Contribution to Reserve	8	10	2	Additional income transferred to reserve/contingent liability pending outcome of legal action
Land Charges	(8)	(10)	(2)	Income above budget
<b>Head of Benefits</b>				
<b>Benefits</b>				
Net of Expenditure & Subsidy Income	21	32	11	Based on initial final claim to DWP (subject to audit)
Bad Debt Provision	76	118	42	Based on position as at end March
<b>Benefits Administration</b>				
Salaries	10	7	(3)	Overspend due to budgetary funding shortfall 'vacancy allowance.'
Overtime	(26)	(25)	1	Underspent budget funded from DWP grant, transferred to reserve at year end
Various Supplies and Services	(20)	(29)	(9)	Various budget underspends including £8k underspend on Postage budget; £8k re Welfare benefits campaign; and £8k Other Supplies and Services
Contribution to Reserve	42	42	0	Underspent overtime budget & unspent DWP grant income re Welfare benefits changes transferred to reserve at year end
Government Grants	(8)	(8)	0	Government Grant income re welfare reforms transferred to reserve at year end
<b>Head of Internal Audit</b>				
<b>Internal Audit</b>				
External Support	(7)	(7)	0	Remaining budget not required
<b>Director of Technology &amp; Corporate Programmes</b>				
<b>ICT and Transformation</b>				
Salaries	28	27	(1)	Overspend due to shortfall in salaries budgetary funding
Hardware Maintenance	(18)	(11)	7	Reduced spend required
Internet Access & Security	0	(5)	(5)	Reduced spend required
Software Maintenance	18	(2)	(20)	Expected overspend did not occur - a number of commitments cleared off at year end plus review of payments made throughout the year to ensure we were only paying for items we used has resulted in further savings.
Application Software	(20)	(20)	0	Underspent pending requirements re agile working - transferred to reserve at year end
Various other supplies and services	(23)	(26)	(3)	Underspends projected against Training, Disaster Recovery, Data Protection and Miscellaneous budgets
Contribution to Reserve	20	20	0	Application Software reserve above
External Service Provision	21	21	0	Income budget increased this year in expectation of additional income from shared service provision, which was not received



	Projected Outturn	Projected Outturn	Difference in Projected Outturn	
	Period 11	Period 12	P12 - P11	
GENERAL FUND	Over/(Under) Spends £000's	Over/(Under) Spends £000's	£000's	Comments
<b>Director of Finance</b>				
<b>Corporate Finance</b>				
Healthy Living Programme	(15)	(15)	0	Underspent budget transferred to reserve at year end to fund work in 2013-14
Specific Contingency	(48)	(48)	0	Remaining budget not required to be released
Public Liability Insurance	0	71	71	Establishment of accrual and provision re Municipal Mutual Insurance potential levy
Vacancy Allowance	(50)	(50)	0	Offsetting overspends on various salaries budgets due to budgetary funding shortfall
IFRS Contingency	(25)	(25)	0	Budget not required to be spent
Staffordshire Hoard	(20)	(20)	0	Offsetting £4k overspend on Castle & remaining budget offered up
Contribution to Reserve	30	30	0	Underspent Healthy Living budget £15k and Government Grant income £15k transferred to reserve at year end
Audit Fee	(20)	(6)	14	Underspend on move to Grant Thornton - expected saving not achieved in full due to additional work on grant claims
Government Grants	(24)	(24)	0	Includes receipt New Burdens grant re Community Right to Challenge, which was not budgeted
Efficiency Savings	0	14	14	Procurement savings achieved but virements not approved in year
Contribution from Reserves	0	(117)	(117)	Including £92k written back to revenue from various unspent reserves
<b>Treasury Management</b>				
External Interest Payable	(122)	(125)	(3)	New borrowing below budgeted amount
Interest Payable to HRA	18	56	38	Changes to interest calculation due to HRA reform
Minimum Revenue Provision	36	36	0	Budget based on higher forecast Icelandic capitalisation reduction
Impairment Investments	0	9	9	Impairment on Icelandic investments
Housing Revenue Account	58	58	0	New borrowing below budgeted amount
Misc Interest & Dividends	(23)	(45)	(22)	Estimated over recovery of interest
Interest on Internal Balances	0	(33)	(33)	Icelandic investments
<b>Head of Revenues</b>				
<b>Council Tax</b>				
Legal Fees	(10)	(10)	0	Lower spend than anticipated
Contribution to Reserve	10	10	0	Underspend above transferred to reserve at year end
Contrib from Staffs C C	(9)	(9)	0	Additional income received from SCC & OPCC re council tax leaflet mailing with bills
Court Costs	(12)	(16)	(4)	Income above budget
<b>Other minor non-significant variances</b>	(7)	(8)	(1)	
<b>EXECUTIVE DIRECTOR CORPORATE SERVICES</b>	(133)	(156)	(23)	

**ASSETS AND ENVIRONMENTAL SERVICES  
FINANCIAL HEALTHCHECK REPORT - PROVISIONAL OUT-TURN**

The projected full year position is a favourable variance of £342k compared to the forecast outturn at Period 11 of £233k favourable  
A increase in the variance of £109k. The main changes identified are :-

**Significant Variances from P11 Forecasted Out-turn**

	Projected Outturn	Projected Outturn	Difference in Projected Outturn	
	Period 11	Period 12	P12 - P11	
GENERAL FUND	Over/(Under) Spends £000's	Over/(Under) Spends £000's	£000's	Comments
<b>ASSETS AND ENVIRONMENTAL SERVICES</b>				
<b>Commercial Property Management</b>				
Provision for Bad debts	0	11	11	Saving as at end of the period, however potential for full requirement by year end position will be closely monitored and updated throughout the year
Rental Income	36	6	(30)	Based on current level of occupation includes back dated invoice for £30k for 69 Caledonian
<b>Industrial Properties</b>				
Rental Income	66	65	(1)	Based on current level of occupation
Business Rates	(8)	(3)	5	Reduction in payment off Business rates on vacant units
Provision for Bad debts	(13)	(8)	5	Saving as at end of the period, however potential for full requirement by year end position will be closely monitored and updated throughout the year
<b>Marmion House</b>				
Electricity	(28)	(33)	(5)	Estimated outturn based on current expected usage till the year end
Contribution to common Services	0	21	21	Reflects reduction in running costs of Marmion House
<b>Outside Car Parks</b>				
Maintenance of external areas	0	(10)	(10)	Delays in delivery of software for new machines Reduction in amount payable to Henry Boot as a result of less income being received on Spinning School Lane car park. The situation was monitored closely and forecast outturn reported throughout the year.
Refundable Deposits - Henry Boot	(9)	(11)	(2)	
Fees & Charges	43	29	(14)	Significant reduction in occupancy levels compared to last years figures - in line with national trends.
<b>Civil Parking Enforcement</b>				
Miscellaneous Income	(125)	(80)	45	Amounts to be paid by Staffs County and returned from Reserves for previous years deficits. £51k received from county in January. £30k returned from Reserves coded to GC0501
<b>Environmental Health</b>				
Salaries and Overtime	(5)	(5)	0	underspend on overtime. Unexpected call on salary budget negates the previously forecast underspend
<b>Taxi &amp; Private Hire Vehicles</b>				
Salaries and Overtime	(5)	(5)	0	Vacant post. Future of this is still under discussion
<b>Licensing Act</b>				
Legal Fees	(8)	(8)	0	
Annual Fees/Applications	(8)	(11)	(3)	Demand led
<b>Pollution Control</b>				
Consultants Fees	(10)	(10)	0	Air Quality Assessment to be undertaken 2013/2014. Funding released from contingency during 2012/2013 therefore temporary reserve will be requested
Contribution to reserves	10	10	0	Temp Reserve requested to carry forward funding for Air Quality Assessment
<b>Joint Waste Arrangement</b>				
Contract Fees	(160)	(202)	(42)	Figure based on provisional outturn provided by LDC

	Projected Outturn	Projected Outturn	Difference in Projected Outturn	
	Period 11	Period 12	P12 - P11	
GENERAL FUND	Over/(Under) Spends £000's	Over/(Under) Spends £000's	£000's	Comments
<b>Cemeteries</b>				
Maintenance of grounds and security	(18)	(18)	0	Situation will be continually reviewed however, there may be some further spend required on health and safety grounds
Repair and Maintenance of Monuments	(14)	(14)	0	Expenditure reduced to offset reduced income - situation will be continually reviewed. However there may be some further spend required on health and safety grounds should any arise
Fees and Charges	22	24	2	Reduction in income - position will be closely monitored and updated throughout the year
Contribution to reserves	18	15	(3)	Contribution to the Cemeteries retained fund
<b>Public Spaces</b>				
Salaries	17	(1)	(18)	
Supplies and Services	(1)	(1)	0	Additional costs due to Diamond Jubilee and Olympic celebrations - compensatory savings made elsewhere within the service
<b>Trees</b>				
Various Supplies and Services / Income	13	12	(1)	Increase in costs of vehicle hire; Reduced income from Housing through a combination of factors leading to some works having to be externalised and significant increase in insurance claims requiring external support. Potential over winter to increase further costs due to weather conditions.
<b>TBC Highways Maintenance</b>				
General Maintenance works	(51)	(59)	(8)	Estimated underspend at this stage but may experience increased costs due to winter weather. Works with the County closely monitored.
Temporary Reserves	51	59	8	Retained fund to be created to meet the future costs of watercourse maintenance works
<b>Lighting Maintenance</b>				
General maintenance	(19)	(19)	0	Costs considerably less than anticipated
<b>Street Wardens</b>				
Salaries	9	9	0	Overspend due to salaries budgetary funding shortfall (vacancy allowance)
<b>CCTV</b>				
Salaries	4	4	0	Overspend due to salaries budgetary funding shortfall (vacancy allowance) combined with recent compromise agreement.
<b>Other minor non-significant variances</b>	(40)	(109)	(69)	
<b>ASSETS AND ENVIRONMENTAL SERVICES</b>	(233)	(342)	(109)	

**HOUSING & HEALTH**  
**FINANCIAL HEALTHCHECK REPORT - PROVISIONAL OUT-TURN**

The projected full year position is a favourable variance of £42k compared to the forecast outturn at Period 11 of £30k favourable  
A increase in the variance of £12k. The main changes identified are :-

**Significant Variances from P11 Forecasted Out-turn**

	Projected Outturn	Projected Outturn	Difference in Projected Outturn	
	Period 11	Period 12	P12 - P11	
GENERAL FUND	Over/(Under) Spends £000's	Over/(Under) Spends £000's	£000's	Comments
<b>HOUSING &amp; HEALTH</b>				
<b>General Fund Housing</b>				
Actuarial Strain Payments	10	10	0	Costs associated with flexible retirement
<b>Homelessness</b>				
Provision for Bad Debts	0	(4)	(4)	Provision based on current level of arrears, subject to change
Bed & Breakfast Cost	(50)	(51)	(1)	Prevention schemes have reduced use of Bed & Breakfast accommodation
Homes for Homeless	(12)	(12)	0	Under review
Bed & Breakfast Income	50	51	1	Reduced income offset by reduced expenditure
<b>Homelessness Prevention Schemes</b>				
Bond Scheme	(9)	(9)	0	Demand led scheme, grant funded
Repossession Prevention	(51)	(49)	2	Demand led scheme, grant funded
Contribution to Reserves	83	83	0	Reserve requested to carry forward any unused grant
Sanctuary Scheme	(18)	(18)	0	Demand led scheme, grant funded
<b>Strategic Housing</b>				
Housing Strategy Statement	(7)	(7)	0	Strategy reviewed every 3 years
<b>Homelessness Strategy</b>				
Homelessness Prevention	(266)	(266)	0	Projects to utilise the grant funding are currently being reviewed.
Repossession Prevention	(36)	(36)	0	Demand led scheme, grant funded
Contribution to Reserves	302	302	0	Reserve requested to carry forward any unused grant
<b>Health Agenda</b>				
Health Promotions Joint Funding	(17)	(18)	(1)	Post under review, awaiting outcome of SCC restructure of service
<b>Other minor non-significant variances</b>	(9)	(18)	(9)	
<b>HOUSING &amp; HEALTH</b>	(30)	(42)	(12)	

**COMMUNITIES, PLANNING & PARTNERSHIPS  
FINANCIAL HEALTHCHECK REPORT - PROVISIONAL OUT-TURN**

The projected full year position is an un- favourable variance of £13k compared to the forecast outturn at Period 11 of £33k un-favourable  
A decrease in the variance of £20k. The main changes identified are :-

**Significant Variances from P11 Forecasted Out-turn**

	Projected Outturn	Projected Outturn	Difference in Projected Outturn	
	Period 11	Period 12	P12 - P11	
GENERAL FUND	Over/(Under) Spends £000's	Over/(Under) Spends £000's	£000's	Comments
<b>COMMUNITIES, PLANNING &amp; PARTNERSHIPS Development Control</b>				
Fees & Charges Planning Apps	32	28	(4)	There are several new developments being discussed but this will slip into the new financial year.
<b>Building Control Partnership</b>				
LDC Joint Provision	(35)	(35)	0	Reduced costs offset by reduced income
Partnership contributions	35	35	0	Reduced costs offset by reduced income
<b>AD Strategic planning &amp; Dev</b>				
Other Expenses	(34)	(33)	1	Community Infrastructure Levy. Implementation slipped into 2013/14 options are still being considered. Temporary reserve needed
External Support	(18)	(16)	2	PAS Planning improvement grant. Waiting on update from PAS. Temporary Reserve will be needed
Contribution to Reserves	52	51	(1)	Reserves requested to carry unspent PAS grant and CIL into next financial year
<b>Conservation</b>				
Conservation Grants	(20)	(29)	(9)	Grants not paid in line with profile. Higher than anticipated level of grant slipped into new year. Underspend will be reserved for potential large scheme next year
Contribution to Reserves	20	29	9	Temporary reserve will be requested to carry unspent conservation grants into next financial year
<b>Local Development Framework</b>				
Local Development Framework	(16)	(16)	0	Local Plan likely to be adopted in May 2013. Temporary reserve will be requested to meet any costs in the next financial year.
Contribution to Reserves	16	16	0	Temporary reserve will be requested to carry unspent LDF budget into next financial year
<b>Dev. Plan Local &amp; Strategic</b>				
Salaries	(9)	(8)	1	Member of staff on career break
Contribution to Reserves	9	8	(1)	Reserve requested to meet any potential superann liability for employee on career break
<b>Economic Dev Shared Service</b>				
Temporary Staff	(10)	(10)	0	Budget was part of business case which supported VR.
Contribution to Reserves	11	12	1	Reserve requested to carry unspent budget for temporary staff into next financial year .
<b>DD - Communities, Planning &amp; Partnerships</b>				
Salaries	7	7	0	Overspend due to salaries budgetary funding shortfall (vacancy allowance)
<b>Community Development</b>				
Education Campaigns	(21)	(21)	0	Prudent use of budget has enabled scheme to be continued into 2013/2014. Temporary reserve sought
Other supplies and services budgets	(14)	(15)	(1)	Prudent use of budget has enabled scheme to be continued into 2013/2014. Temporary reserve sought
Temporary Reserve	35	36	1	Prudent use of budget has enabled scheme to be continued into 2013/2014. Temporary reserve sought
<b>Locality Working- Glascote</b>				
Education Campaigns	(20)	(5)	15	Prudent use of budget has enabled scheme to be continued into 2013/2014. Temporary reserve sought
Contribution to Reserves	20	5	(15)	Temporary reserve requested to carry unspent budget into next financial year
<b>Locality Working - Belgrave</b>				
Education Campaigns	(6)	(6)	0	Prudent use of budget has enabled scheme to be continued into 2013/2014. Temporary reserve will be sought
Contribution to Reserves	6	6	0	Temporary reserve will be requested to carry unspent budget into next financial year

	Projected Outturn	Projected Outturn	Difference in Projected Outturn	
	Period 11	Period 12	P12 - P11	
GENERAL FUND	Over/(Under) Spends £000's	Over/(Under) Spends £000's	£000's	Comments
<b>Tamworth Golf Centre</b>				
Bad Debt Provision	16	30	14	Based on debts in respect of 2011/2012. Increase as it is clear that there are little assets available and likely to be no financial return from the liquidator
<b>Assembly Rooms</b>				
Salaries and Wages	11	13	2	Overspend in part due to salaries budgetary funding shortfall (vacancy allowance). There are savings in other areas across the service that compensate.
Premises related Expenses	0	(8)	(8)	
<b>Assembly Rooms Bar</b>				
Bar Sales and Catering Sales	21	16	(5)	Bar sales are under recovered. Potential underspends of £7k across the cost centre have been identified to mitigate this in part.
<b>Assembly Rooms 3rd Party Tickets</b>				
Performers Fees	22	15	(7)	in part offsets under recovery of income
Private Hire Tickets Exp	(18)	(19)	(1)	Underspend offset by reduced income
Private Hire Tickets	(7)	(6)	1	Offset by overspends elsewhere
Admission Fees	(5)	8	13	Income taken higher than previous year although some income was taken in advance and has been carried into the new financial year
Split Profit Event Income	0	9	9	under recovery of income offset by underspends
<b>Arts Development</b>				
Registrations	0	(8)	(8)	registrations higher than budgeted for
<b>Pleasure Grounds</b>				
Salaries and Wages	25	25	0	Budgetary shortfall (vacancy allowance) Additional hours were worked to cover cardiac courses funded by PCT
Gymnasium	(25)	(22)	3	Income received from PCT to run cardiac courses and covers overspend on salaries and wages
<b>Castle &amp; Museum</b>				
Admission Fees	(18)	(19)	(1)	Budget was set at at prudent level as it was unclear how the major building works at the Castle would impact on visitor levels.
<b>Castle Shop Trading Account</b>				
Sale of Souvenirs	11	11	0	Visitors have not been spending in the shop. The lack of toilet facilities during the building works have discouraged visitors from remaining at the castle after their tour. This should be offset by an under spend of £7k on Stock purchases for resale
<b>Castle Schools Education</b>				
Wages	(8)	(8)	0	Reduced activity. During major capital building works between July to February there had been no access to public toilets which prevented school visits.
Schools Programme - Income	11	7	(4)	Reduced activity. During major capital building works between July to February there had been no access to public toilets which prevented school visits. Numbers returning after works completed has been better than forecast
<b>Castle Events</b>				
Split Profit Ticket Expenditure	(9)	(10)	(1)	Less events were held. Offset by reduced income
Split Profit Ticket Income	12	13	1	Offset by under spend on expenses as less events are being held
<b>Staffordshire Hoard</b>				
Wages	4	2	(2)	Use of invigilators to ensure security of the Hoard Exhibition. Offset by an underspend of the £20k Staffordshire Hoard Contingency budget
<b>Community Leisure Management</b>				
Salaries	7	8	1	Overspend due to salaries budgetary funding shortfall (vacancy allowance)
<b>Community safety</b>				
Salaries	(10)	(11)	(1)	Employee on maternity leave & others not in pension fund although budgeted for. Part time post was vacant since December
<b>Play Development</b>				
Salaries & Wages				
Consultants Fees	(7)	(7)	0	Scheme being delivered in a different manner
Registrations	10	10	0	Scheme being delivered in a different manner
<b>Other minor non-significant variances</b>	(50)	(75)	(25)	
<b>COMMUNITIES, PLANNING &amp; PARTNERSHIPS</b>	33	13	(20)	
<b>Various Cost Centres - Annual leave &amp; Flexi adjustments</b>	0	(13)	(13)	
<b>GENERAL FUND</b>	<b>(394)</b>	<b>(543)</b>	<b>(149)</b>	

## Housing Revenue Account –

- The projected full year projected position identifies a favourable variance against budget of £1.911m (£1.647m projected at period 11).

### **Significant items currently identified relating to overspends/under achievement of income are,**

- Garage Rents - £79k (£79k reported at period 11). Rental income shortfall due to the continuing increase in voids. A number of garage sites are currently being considered for re-development for social housing.

### **Significant items mitigating the financial impact of the above and contributing to the predicted out-turn position,**

- Contribution to Repairs Account - £1.402m (£1.387m reported at period 11). Under spend due in part to a reduced repairing obligation under the repairs policy, competitive procurement and reduced SOR costs, improved links between response and planned works – together with ongoing robust management of new contract arrangements.
- Rents - £118k (£115k reported at period 11). Projected outturn over recovery against budget partly due to a quicker turnaround of void properties reducing overall void levels.
- Compensation Payments - £115k (£115k reported at period 11). £75k budget re staffing restructure.
- Contribution from Reserves - £106k (Nil predicted at period 11). Write back of 2011-12 temporary reserve for estimated pension costs re finalisation of old repairs contract following confirmation of payment by MFS.
- Item 8 Debit - £54k (£58k reported at period 11). Under spend due to additional borrowing not being taken.
- General Business Support - £33k (£31k reported at period 11). £15k Audit fee as 40% reduction in costs expected. £13k Salaries as post holder on secondment offset by £18k payments for temporary staff.
- Sheltered Housing General – £21k (£19k reported at period 11). Under spend identified to offset shortfall in income at Sheltered schemes due to cut in Supporting People funding
- Housing Advice - £16k (£16k reported at period 11). Sanctuary scheme under review.
- Interest Internal Balances - £56k (£18k reported at period 11). Over recovery of income as a result of changes to interest calculation due to HRA reform and underspent capital funds.

- Provision for bad debts - £27k (Nil predicted at period 11). Provision based on current level of arrears which are expected to rise due to the impact of the welfare reforms.
- HRA Subsidy - £52k (Nil predicted at period 11). Prior year adjustment re overpayment for 2011-12 following final audited claim.

### **Housing Revenue Account – Capital**

- The provisional outturn on programmed capital schemes is projected to be £3.365m (£4.530m projected at period 11) compared to a budget of £7.065m. It is also proposed that £2.845m be re-profiled into 2013/14 (£1.788m at period 11) in relation to delayed schemes, which will be subject to Cabinet approval.
  1. Kerria Estate Project, £650k.
  2. Gas Central Heating Upgrade & Renewals, £360k, new replacement programme contract with Morrisons commenced late. Renewal of heating systems to sheltered housing schemes unlikely to take place until summer 2014. Survey and design work has commenced and proposals are being drawn up, this accounts for £250k of the reprofiled amount, the remainder relates to works agreed but not completed at year-end.
  3. External & Environmental Works, £360k. Although works have commenced across multiple sites, late changes to specifications and a need to formalise some of the non-SOR costings have resulted in a delay in completing works. The programme will be finalised during April.
  4. Environmental Improvements, £200k, although works have commenced across multiple sites, late changes to specifications and a need to formalise some of the non-SOR costings have resulted in a delay in completing works. The programme will be finalised during April. The project is linked to the main Environmental Works project.
  5. Enhancements to Flats, £195k, works identified and being linked with the environmental project. Although works have commenced across multiple sites, late changes to specifications and a need to formalise some of the non-SOR costings have resulted in a delay in completing works. The programme will be finalised during April.
  6. Fire Upgrades to Flats, £195k, it is not anticipated that the risk assessments will be completed until late in the first quarter of 2013. The budget will need to be re-profiled to allow works to commence upon completion of the audits.
  7. High Rise Lift Renewals 2012, £293k, the lifts to be refurbished have now been identified but delays in securing the sub-contractor will mean that this work will not commence until 2013/14.
  8. Structural Works, £135k, some works have now been completed but a major job has been delayed whilst waiting on a suitable decant property for the tenant. This will be picked up as early as possible.



9. Roofing Overhaul & Renewals, £187k, works are on site but were delayed due to weather, project due to be complete in May 2013.
10. Sheltered Schemes, £83k, the works were either complete or on site at year-end. Some of the works are linked with the Environmental Works project and delays in agreeing specifications and non-SOR costs have resulted in delays in completion and a need to reprofile a portion of the budget. This work will be finalised during April.
11. Bathroom Renewals, £78k, the vast majority of works were either complete or on site at the end of March. Some properties on site but not complete will require a re-profiling of budget.
12. Electrical Upgrades, £39k, as this work is directly linked to the bathroom and kitchen programmes there will be some reprofiling to reflect works on site but not yet completed.
13. Roofing High-Rise, £39k, works have been delayed due to weather, we are now awaiting a date for the telephony masts to be powered down by the telecom company.
14. Disabled Adaptation, £30k, there will be some carry forward for referrals that arrived late in the financial year.

## Significant variances identified resulting in the increase in net under-spend of £264k

<b>HOUSING REVENUE ACCOUNT</b>				
<b>FINANCIAL HEALTHCHECK REPORT - PROVISIONAL OUT-TURN</b>				
The projected full year position is a favourable variance of £1.911m compared to the forecast outturn at Period 11 of £1.647m favourable A increase in the variance of £264k. The main changes identified are :-				
<b>Significant Variances from P11 Forecasted Out-turn</b>				
	Projected Outturn	Projected Outturn	Difference in Projected Outturn	
	Period 11	Period 12	P12 - P11	
HOUSING REVENUE ACCOUNT	Over/(Under) Spends £000's	Over/(Under) Spends £000's	£000's	Comments
<b>HOUSING &amp; HEALTH</b>				
<b>General - Business Support</b>				
Salaries	(13)	(13)	0	Substantive postholder on secondment
Payments for Temporary Staff	18	18	0	Cover for above post
Audit Fee	(19)	(15)	4	40% reduction in costs expected
<b>General - Operations</b>				
Salaries	30	32	2	Regraded post and backdated costs
Contents Insurance	0	(31)	(31)	Year end adjustment for actual costs
Contribution to Reserves	0	31	31	Insurance contribution to excess fund
Software Maintenance & Improvements	(15)	(15)	0	Underspend due to workload causing projects to be delayed until new financial year
<b>Allocations</b>				
Contribution to Reserves	16	16	0	Reserve requested to carry forward any unused budget for HomeLoss payments
Financial Incentive to Move	(11)	(11)	0	Demand led and subject to availability of suitable properties. Potential underspend earmarked for HomeLoss payments as per Cabinet report
<b>Income Management</b>				
Printing & Stationery	(5)	(6)	(1)	Underspend
<b>Regeneration Project</b>				
Consultants Fees	(69)	(70)	(1)	Reserve requested to carry forward unused budget for Regeneration project
Contribution to Reserves	69	66	(3)	Reserve requested to carry forward unused budget for Regeneration project
<b>Caretakers</b>				
Electricity	(15)	(19)	(4)	Multiple sites
<b>Sheltered Housing General</b>				
Maintenance and Security	(20)	(22)	(2)	Underspend identified to offset shortfall in income at Sheltered schemes due to cut in Supporting People funding
<b>Tenant Participation</b>				
Support - Tenant Consultation	(29)	(29)	0	Potential underspend earmarked for HomeLoss payments as per Cabinet report
Contribution to Reserves	20	20	0	Reserve requested to carry forward any unused budget for HomeLoss payments
<b>Housing Advice</b>				
Salaries	11	11	0	Cover for sickness/vacancy allowance
Sanctuary Scheme	(20)	(20)	0	Scheme currently under review
<b>Womens Refuge</b>				
Service Charge - Flats	25	27	2	Management of refuge passed to Pathways. Shortfall in income offset by underspends on expenditure budgets
<b>Repairs Contract</b>				
Payments for Temporary Staff	45	45	0	Cost of additional staff to be recharged to Capital scheme/Repairs contract
TBC Capital Works	(34)	(32)	2	Cost of additional staff to be recharged to Capital scheme/Repairs contract
Housing Repairs Account	(26)	(28)	(2)	Cost of additional staff to be recharged to Capital scheme/Repairs contract
<b>Housing Investments</b>				
Salaries	(10)	(11)	(1)	Vacant post
TBC Capital Works	12	14	2	Reduced recharge due to lower salary costs

	Projected Outturn	Projected Outturn	Difference in Projected Outturn	
	Period 11	Period 12	P12 - P11	
HOUSING REVENUE ACCOUNT	Over/(Under) Spends £000's	Over/(Under) Spends £000's	£000's	Comments
<b>HRA Summary</b>				
Compensation Payments	(115)	(115)	0	Budget earmarked for staffing restructure (£75K) and Asset Management Strategy (£40K) which will now be finalised in 2013/14. A reserve has been requested to carry forward the AMS budget.
Contribution to the Repairs Account	(1,387)	(1,402)	(15)	Multiple Contracts, of which the Responsive Repairs contract is £726K underspent and the Planned Maintenance contract £336K underspent. The underspend is due in part to a reduced repairing obligation under the repairs policy, competitive procurement and reduced SOR costs, improved links between response and planned works, together with ongoing robust management of new contract arrangements.
Provision for Bad Debts	0	(27)	(27)	Provision based on current level of arrears which are expected to rise due to the impact of the welfare reforms. Reduction at year end due to impact of 2 rent free weeks.
Specific Contingency	(30)	(30)	0	Cabinet approved release of Contingency for HomeLoss payments but unavailability of suitable properties means that a reserve has been requested to carry the funds forward.
Contribution to Reserves	70	70	0	Reserves requested to carry forward budget for HomeLoss payments & Asset Management Strategy
HRA Subsidy	0	(52)	(52)	Prior year adjustment re overpayment for 2011-12 following final audited claim.
Item 8 Debit	(58)	(54)	4	New borrowing below budgeted amount
Contribution from Reserves	0	(103)	(103)	Write back of 2011-12 temporary reserve for estimated pension costs re finalisation of old repairs contract following confirmation of payment by MFS
Rents	(115)	(118)	(3)	Projected outturn over recovery against budget partly due a quicker turnaround of void properties reducing overall void levels
Garage Rents	79	79	0	Rental income shortfall due to the continuing increase in voids. A number of garage sites are currently being considered for re-development for social housing
Interest on Balances (Item 8 CR)	(18)	(59)	(41)	Changes to interest calculation due to HRA reform and udspent capital funds
<b>Other minor non-significant variances</b>	<b>(33)</b>	<b>(58)</b>	<b>(25)</b>	
<b>HOUSING REVENUE ACCOUNT</b>	<b>(1,647)</b>	<b>(1,911)</b>	<b>(264)</b>	

## APPENDIX A

**CAPITAL PROGRAMME 2012-13 SUMMARY**

Period 13 - Ledger Info @ 09/05/13

<u>Directorate</u>	<u>Budget b/f from 11/12</u>	<u>12/13 Predicted Spend</u>	<u>12/13 Project Budget (Incl b/f from 11/12)</u>	<u>Predicted Re-profile to 13/14</u>	<u>12/13 Resultant Variance</u>
	£	£	£	£	£
CORPORATE SERVICES	119,140	141,239	371,140	229,120	-781
COMMUNITY SERVICES	1,036,490	1,481,018	3,105,580	1,413,847	(210,715)
GENERAL FUND TOTALS	1,155,630	1,622,257	3,476,720	1,642,967	(211,496)
HOUSING REVENUE ACCOUNT	3,690	3,364,777	7,065,390	2,844,909	(855,704)
<b>TOTAL APPROVED CAPITAL</b>	<b>1,159,320</b>	<b>4,987,034</b>	<b>10,542,110</b>	<b>4,487,876</b>	<b>(1,067,200)</b>
<i>Specific Project Contingencies</i>	<i>130,000</i>	<i>0</i>	<i>130,000</i>	<i>130,000</i>	<i>0</i>
<b>TOTAL (incl spec' contingencies)</b>	<b>1,289,320</b>	<b>4,987,034</b>	<b>10,672,110</b>	<b>4,617,876</b>	<b>(1,067,200)</b>
<i>GF General Contingency</i>	<i>40,000</i>	<i>0</i>	<i>40,000</i>	<i>0</i>	<i>(40,000)</i>
<i>HRA General Contingency</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Invest To Save Contingency</i>	<i>160,000</i>	<i>0</i>	<i>160,000</i>	<i>160,000</i>	<i>0</i>
<b>ALL CAPITAL</b>	<b>1,489,320</b>	<b>4,987,034</b>	<b>10,872,110</b>	<b>4,777,876</b>	<b>(1,107,200)</b>