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## List of Officer Names

<u>Code</u>	<u>Title</u>	<u>Name</u>
BSM	Business Support Manager	Caroline McKenzie
AHMN	Area Housing Manager North	Alison Bennett
AHMS	Area Housing Manager South	Jacquie Beacroft
BCM	Building Control Manager	Dave Ewing
BM	Benefits Manager	Steve Yallop
FM	Facilities Manager	Steve Wiseman
COM	Communications Manager	Rose Lucas
CPM	Community Partnerships Manager	David Jayne
DCM	Development Control Manager	Nick Morley
E&VM	Estates And Valuation Manager	Andrew Stevens
EPM	Environmental Protection Manager	Andy Callingham
FRM	Fleet And Refuse Manager	Richard Greenhalgh
FLHM	Food, Licencing, Health&Safety Manager	Stephen Nickolls
FSM	Financial Services Manager	Alison Ball
HBO	Housing Benefits Officer	Viv Butler
HBSO	Housing Benefit Support Officer	Paul Whitworth
HCO	Head Of Cabinet Office	Stephen Bray
HHS	Head of Housing Service	Lynn Clayton
HLS	Head of Leisure Services	Keith Tansley
HMDR	Housing Manager (Development and Resources)	Lynn Vernon
HOF	Head Of Finance	Mark Kimberley
HOLDS	Head Of Legal And Democratic Services	Sue Sale
HOPOD	Head Of Personnel And Organisational Development	Janet Brothwell
HPE	Head Of Planning And Environment	Peter Baguley
LFAO	Leisure Finance And Administration Officer	Amanda Lacey
LFO	Leisure Facilities Officer	Paul Clark
PPM	Planning Policy Officer	Alison Gibson
LRO	Leisure Resources Officer	Andy Bowers
PA	Principal Accountant (Treasury)	Sue Healey
PAC	Principal Accountant (Capital)	Nicola Gascoigne
PAFP	Principal Accountant (Financial Planning)	Roger Downing
PAO	Democratic Services Manager	David Graham
PSCM	Parks and Street Care Manager	Phil Hollland
ITP MGR	IT Projects Manager	Mark Lane
ITT MGR	IT Technical Manager	Gary Bennett
PM	Personnel Manager	David Archer
PMM	Property Maintenance Manager	Diane Grattage
RM	Revenues Manager	John Vickers
RSM	Resource Services Manager	Vince Rimmington
SAO	Safety Officer	Barry Saunders
SCO	Scrutiny Officer	Tracy Lack
SS	Senior Solicitor	Anita Bradley
TCM	Town Centre Manager	Mark Armstrong

**Grand Summary****Revenue Quarterly Budgetary Control Report** **Period 200606**

	<b>Current Approved Budget</b>	<b>Profiled Budget</b>	<b>Actual to date</b>	<b>Variance</b>	<b>%</b>	<b>Projected Outturn</b>	<b>Projected Annual Variance</b>
	£	£	£	£		£	£
Leader Portfolio	2,770,700	1,415,500	611,670	-803,830	-57	<b>2,679,800</b>	<b>-90,900</b>
Agenda 21, Crime & Com Devmt Portfolio	1,424,100	712,050	225,656	-486,394	-68	<b>1,409,300</b>	<b>-14,800</b>
E-Government, Members Portfolio	78,100	38,900	348,576	309,676	796	<b>78,100</b>	<b>0</b>
Development & Econ Regen Portfolio	390,500	171,300	84,085	-87,215	-51	<b>396,500</b>	<b>6,000</b>
Direct Services & Property Portfolio	5,016,700	2,509,350	2,051,067	-458,283	-18	<b>5,122,400</b>	<b>105,700</b>
Housing General Fund Portfolio	976,900	488,450	129,405	-359,045	-74	<b>976,900</b>	<b>0</b>
Leisure Portfolio	2,966,200	1,484,600	510,239	-974,361	-66	<b>2,948,000</b>	<b>-18,200</b>
Finance Portfolio	34,600	-1,050	4,799,984	4,801,034	-457,241	<b>52,600</b>	<b>18,000</b>
<b>Total General Fund</b>	<b>13,657,800</b>	<b>6,819,100</b>	<b>8,760,681</b>	<b>1,941,581</b>	<b>28</b>	<b>13,663,600</b>	<b>5,800</b>
<b>Cabinets General Fund Maximum Budget</b>	<b>13,702,200</b>					<b>13,663,600</b>	<b>-38,600</b>
<b>Housing Revenue Account</b>	<b>-112,000</b>	<b>-56,000</b>	<b>2,556,080</b>	<b>2,612,080</b>	<b>-4,664</b>	<b>-144,700</b>	<b>-32,700</b>
<b>Cabinets HRA Maximum Budget</b>	<b>-102,100</b>					<b>-144,700</b>	<b>-42,600</b>

**LEADER PORTFOLIO**

**BUDGETARY CONTROL REPORT - SEPTEMBER 2006**

**REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Licensing</u></b>	<b>£'000</b>	<b>£'000</b>			
Income	(147.7)	(154.7)	7.0		Additional income of £7,000 from Liquor Licensing
<b><u>Development Control</u></b>					
Income	(805.5)	(855.5)	50.0		Additional Planning Fees based on income to date & previous years income.
<b><u>Legal &amp; Admin</u></b>					
Employee expenses	480.2	456.3	23.9		Savings due to vacant post, delayed appointments and appointment at lower spinal column point.
<b><u>Land Charges</u></b>					
Income	(260.6)	(270.6)	10.0		Additional income based on last years actual and the number of searches in the first six months.
<b><u>All other budget heads</u></b>	3,504.3	3,504.3			
<b>PORTFOLIO TOTAL</b>	<b>2,770.7</b>	<b>2,679.8</b>	<b>90.9</b>	<b>0.0</b>	<b>Net Portfolio Total £90,900 Favourable</b>

## Leader Tasks

TASK	Lead Officer	TARGET	STATUS AT 30.09.06	COMMENTS
Produce publication setting out A-Z of services in line with good practice set out in LGA/IDeA "Reputation" programme.	CM	Complete and distribute by Sept 06	G	Completed
Co-ordinate the Council's approach to Comprehensive Performance Assessment, to include lead role on Direction of Travel, Value-for-Money self- assessment and Use of Resources inspection (plus any issues arising from pilot status)	HCO	VFM self Assessment - July/August 2006 DoT - to be confirmed UoR inspection - Nov 06	G	
Update the Strategic Corporate Plan, incorporating Best Value requirements, to roll forward to 2009	HCO	End June 2006	G	Completed
Commission and manage implementation of triennial BVPI Satisfaction Survey	HCO	Autumn 2006	G	
Identify and lead development of opportunities to raise the profile of the Borough Council	HCO		G	Opportunities being explored
Review corporate consultation framework	HCO	to be confirmed	A	Early work on project planning this is likely to be delayed with departure of Policy Officer to a new post.
Delivery of actions arising from the Business Continuity Plan	HDS	Test by March 06 (Cabinet Aug 05) Revised to Test by March 07 (Cabinet Feb 06)	G	
Review Base Maintenance budget as part of Corporate budget process	NG	Dec-06		
Analysis of the requirements of the Electoral Administration Bill and formulation of an action plan for implementation	DSM	Jan-07	G	Action Plan for 2006 Canvass completed.
Complete and review the implementation of Total Land Charges system	DSM	Jan-07	A	Go live date may be delayed by problems with departmental data.

## Leader Tasks

TASK	Lead Officer	TARGET	STATUS AT 30.09.06	COMMENTS
Review departmental pro forma correspondence re equalities issues	HOLADS	Mar-07	G	Not yet undertaken
Design and implement training programme covering the Council's Information, Surveillance and Human Rights obligations	SS	Mar-07	G	RIPA Training programme completed. Human Rights training completed. Programme in place for DPA and FOI
<b>Manage GBC contribution to Nottinghamshire Local Area Agreement, ensuring links made to Community Strategy, Gedling Partnership and GBC performance management</b>	HOPE	Ongoing	G	6 month progress reports submitted Sep 06.
<b>Establish a process by which the Council can learn and share successes and failures for future improvements</b>	HOPOD	March 05 - Revised to Oct 05 (Cabinet Jul 05) - Further revised to July 06 (Cabinet Feb 06)	G	Completed
Achievement of level 2 of the national equality standards	HoPOD	31st March 2007	G	Self assessment against the standards ongoing. Need to review progress and likelihood of reaching standard by March.
<b>Co-ordinate responses to anticipated new legislation, expected to include Local Government Act and Anti-Social Behaviour Act</b>	HCO	TBC	G	Government has delayed until Autumn publication of Local Government White Paper.

## Leader PIs

Performance Indicator	Ref	Dept/ Section	Lead Officer	Actual 2005/06	Target 2006/07	Progress At 30.06.06	Progress At 30.09.06	STATUS AT 30.09.06	COMMENTS	Portfolio
The percentage of standard searches carried out in 10 working days	Local 015 (BV 179)	LDS	DSM	100.00%	100.00%		100.00%	G		LDR



## NEX Tasks

<b>TASK</b>	<b>Lead Officer</b>	<b>TARGET</b>	<b>STATUS AT 30.09.06</b>	<b>COMMENTS</b>
Enforcement arrangements for the Licensing Act 2003	FLHM	May-06	R	Imminent adoption of Notts-wide policy by all involved organisations. Recommend amending target to December 2006.
Development of arrangements to administer the Gambling Act 2005	FLHM	Dec-06	G	Consultation phase finishes end of October within national timeframe. Training arranged early November.

## **NEX PIs**

There are currently no national and local performance indicators suitable for quarterly monitoring in this portfolio area.

**AGENDA 21, CRIME & COMMUNITY DEVELOPMENT PORTFOLIO**

**BUDGETARY CONTROL REPORT - SEPTEMBER 2006**

**REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Food / Health &amp; Safety</u></b>	<b>£'000</b>	<b>£'000</b>			
Employee Expenses	288.0	276.2	11.8		Projected salary savings due to secondment, unpaid leave and changes in working hours. Reduced contribution towards seconded post.
Income	(85.6)	(76.6)		9.0	
<b><u>Crime Reduction</u></b>					
Employee expenses	382.0	325.0	12.0		Domestic Violence Worker post now funded entirely by Rushcliffe Borough Council.
Supplies & Services	457.2	450.7	45.0		CCTV Operatives were originally planned to be appointed as our own employees but, works are now to be carried out by external contractors.
Third Party Payments	0.0	51.5	6.5	51.5	
<b><u>All other budget heads</u></b>	382.5	382.5			
<b>PORTFOLIO TOTAL</b>	<b>1,424.1</b>	<b>1,409.3</b>	<b>75.3</b>	<b>60.5</b>	<b>Net Portfolio Total £14,800 Favourable</b>

## Agenda 21 Tasks

TASK	Lead Officer	TARGET	STATUS AT 30.09.06	COMMENTS
<b>NEW TASK - Support the introduction of pilot Neighbourhood Policing initiative in the Borough</b>	CPM	Shared surgeries to start Autumn 2006	G	
<b>Manage the Area-Based Initiative programme, including introduction of ABIs in two further areas and co-ordinating delivery of first year ABI action plans</b>	CPM	Action Plans for yr 2 ABIs in place by end 2006 Yr 1 Projects in line with Action Plans for each area	G	
Co-ordinate delivery of CCTV system upgrade	EPM	In place by 30/6/06	G	Phase 1 Completed. Phase 2 programmed for completion by jan 07.

## Agenda 21 PI's

Performance Indicator	Ref	Dept/ Section	Lead Officer	Actual 2005/06	Target 2006/07	Progress At 30.06.06	Progress At 30.09.06	STATUS AT 30.09.06	COMMENTS
The proportion of relevant land and highway (expressed as a percentage) from which unacceptable levels of graffiti are visible.	BV 199b			2.00%	2.00%	Not due for completion until end of July	0	G	
The proportion of relevant land and highway (expressed as a percentage) from which unacceptable levels of fly-posting are visible.	BV 199c			0.00%	0.00%	Not due for completion until end of July	0	G	

**DEVELOPMENT & ECONOMIC REGENERATION PORTFOLIO**

**BUDGETARY CONTROL REPORT - SEPTEMBER 2006**

**REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Business Units</u></b>	£'000	£'000			
Premises	105.2	111.2		6.0	Backdated adjustment for previous years rents, owed to the Partners.
<b><u>All other budget heads</u></b>	285.3	285.3			
<b>PORTFOLIO TOTAL</b>	<b>390.5</b>	<b>396.5</b>	<b>0.0</b>	<b>6.0</b>	<b>Net Portfolio Total £6,000 Adverse</b>

## DevTasks

TASK	Lead Officer	TARGET	STATUS AT 30.09.06	COMMENTS
Continue implementation of planning service improvement plan	HoPE	Jun-06	G	Ongoing.
Continue investigation of service delivery for Building Control in partnership with conurbation districts and City	BCM	Jun-06	G	Ongoing.
Carry out review of planning enforcement	DCM	Dec-06	G	
Detailed review and assessment of NO2 levels	EPM	Apr-07	G	

## **DEV PI'S**

There are currently no national and local performance indicators suitable for quarterly monitoring in this portfolio area.



**DIRECT SERVICES & PROPERTY SERV**

**BUDGETARY CONTROL REPORT - SE**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance	
			Favourable £'000	Adverse £'000
<b><u>Public Offices</u></b>	£'000	£'000		
Premises	318.7	381.1		62.4
<b><u>Depot &amp; Fleet Management</u></b>				
Employee Expenses	213.5	223.9		10.4
Supplies & Services	419.5	424.7		5.2
<b><u>Waste Management</u></b>				
Employee Expenses	1,561.5	1,679.6		118.1
Transport	1,006.2	1,000.2	6.0	
Supplies & Services	228.2	227.2	1.0	
Third Party Payments	152.3	137.3	15.0	
Income	(723.3)	(810.7)	88.4	1.0
<b><u>Landscapes</u></b>				
Employee Expenses	977.4	1,006.4		29.0

**DIRECT SERVICES & PROPERTY SERV**

**BUDGETARY CONTROL REPORT - SE**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance	
			Favourable £'000	Adverse £'000
<b><u>Building Services</u></b>	£'000	£'000		
Employee Expenses	120.7	110.7	10.0	
<b><u>All other budget heads</u></b>	742.0	742.0		
<b>PORTFOLIO TOTAL</b>	<b>5,016.7</b>	<b>5,122.4</b>	<b>120.4</b>	<b>226.1</b>

## ICES PORTFOLIO

SEPTEMBER 2006

<b>Reason for Variance (New Items Only)</b>
<p>Increased NNDR due to change in rateable value of Civic Centre backdated to 2005/06. Possibility of appeal.</p> <p>Agency and contractual overtime as per Direct Services report elsewhere on this agenda. Mobile Radio Contract higher then expected.</p> <p>Agency and contractual overtime as per Direct Services report elsewhere on this agenda. Reduced staff mileage claims per Direct Services report elsewhere on this agenda. Scheme to purchase Home Composters for resale is now done through WRAP scheme. Savings offset by reduced income below. Delivery of twin bins carried out by GBC employees instead of external contractors. Home Composter scheme see above. Additional income from NCC (Garden Waste), Glass Recycling, Trade Waste and Recycling Banks per Direct Services report elsewhere on this agenda.</p> <p>Agency and contractual overtime as per Direct Services report elsewhere on this agenda.</p>

**ICES PORTFOLIO**

**SEPTEMBER 2006**

<b>Reason for Variance (New Items Only)</b>
<p>Salary savings from vacant post identified in Direct Services report elsewhere on this agenda.</p>
<p><b>Net Portfolio Total £105,700 Adverse</b></p>

## DS Tasks

TASK	Lead Officer	TARGET	STATUS AT 30.09.06	COMMENTS
Joint working with other County districts on Waste Services	HDS	1 - 01/12/2006 2 - June 2007	G	Gedling results are expected in December 06. Final report on proposals by consultancy is expected in June 07
Joint working with other County districts on Vehicle Procurement	HDS	October-06	G	Completed
Review and update Business Plan taking into consideration partnership working	HDS	March-07	G	Take into consideration Capital Programme, result of joint refuse project and other work opportunities likely through partnerships etc.
Review of Building Cleaning Services	HDS	March-07	G	Take into consideration Capital Programme, result of joint refuse project and other work opportunities likely through partnerships etc.
Finalization of twin bin roll out and determination of facilities for properties with no space for it	HDS	Dec 06	G	All general properties have received second bin. Issues of communal areas etc. now being addressed.
Decriminalization of parking - work with County Council	HDS	March-07	R	Revise target to Oct. 07. County have now advised us that they plan to go operational in Sept. 07
Joint working with neighbouring authorities on: Trade Waste (recycling), and Medical Waste	HDS	01/08/2005. Revised to June 2006, if viable (Cabinet - Feb 06) Further revised to Sept 06 (Cabinet - Jun 06)	G	Medical waste started May 06 - recycling trade waste due to start next year - following successful part funding bid - need to revise target
Development of new strategy/policy for building services related functions (including caretaking)	HDS	July 2006 - Revised to March 2007 (Cabinet - Aug 06)		See above
Implementation of new waste disposal contractual arrangements with Notts CC	BSM/FRM	March-07	A	Document provided by N.C.C. on 29.09.06 - revise target to March 07. Negotiations still ongoing

## DS Tasks

TASK	Lead Officer	TARGET	STATUS AT 30.09.06	COMMENTS
Implementation of new Financial and Waste management software	BSM/FRM	June-06	G	
Prepare for implementation of Arnold Master Plan	E&VM	Mar-07	G	Awaiting final draft from consultants

## DS PI's

Performance Indicator	Ref	Dept/ Section	Lead Officer	Actual 2005/06	Target 2006/07	Progress At 30.06.06	Progress At 30.09.06	STATUS AT 30.09.06	COMMENTS
The tonnage of household waste sent by the Authority for composting or treatment by anaerobic digest.	BV 082b2	DSV	ACSM	1207.77 tonnes	1250 tonnes	609 tonnes	1173 tonnes	G	
Number of kilograms of household waste collected per head	BV 084	DSV	ACSM	399.78 kg	390 KG	140 kg	159.79kg	G	
The percentage of roads, pavements and public land with significant or heavy levels of litter and detritus	BV 199 a	DSV	ACSM	12.0%	11.50%	Not due for completion until end of July	7%	G	
Percentage of new reports of abandoned vehicles investigated within 24 hours of notification.	BV 218a	DSV	ACSM	93.37%	94.00%	96.40%	97.98%	G	
Percentage of abandoned vehicles removed within 24 hours from the point at which the Authority is legally entitled to remove the vehicle.	BV 218b	DSV	ACSM	98.66%	99.00%	100%	100%	G	

**E-GOVERNMENT MEMBER PORTFOLIO**

**BUDGETARY CONTROL REPORT - SEPTEMBER 2006**

**REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
					No variances to report.
<b><u>All Budget Heads</u></b>	78.1	78.1			
<b>PORTFOLIO TOTAL</b>	<b>78.1</b>	<b>78.1</b>	<b>0.0</b>	<b>0.0</b>	<b>Net Portfolio Total £0 variance</b>



## E Gov Tasks

TASK	Lead Officer	TARGET	STATUS AT 30.09.06	COMMENTS
Implement on line Licensing	FLHM	Mar-07	G	Demonstration arranged for mid-October.
<b>Achieve National Procurement Standards</b>	HoPOD	March 2006 - Revised to March 07 for outstanding items (Cabinet - Jun 06)	G	Draft Procurement Strategy agreed with Portfolio Holder with minor amendments for a formal decision. To be published in November and actions included to address the National Procurement Standards
<b>Support Departments in the corporate rollout of EDRMS, including technical advise and process re-engineering to achieve organisational efficiencies and savings</b>	HoPOD	Mar-07	R	Pre procurement activity in progress - actual implementation will be delayed until 2007/08.Recommend amending target date to March 08.

## **E-GOV PI's**

There are currently no national and local performance indicators suitable for quarterly monitoring in this portfolio area.

**FINANCE PORTFOLIO**

**BUDGETARY CONTROL REPORT - SEPTEMBER 2006**

**REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<b><u>Provisions</u></b>					
Supplies & Services	19.5	121.4		13.9	Transfer of additional 2005/6 LABGI contribution
				88.0	Transfer 2006/7 LABGI contribution to General Fund balances
Income		(101.9)	13.9		Additional 2005/06 LABGI grant received
			88.0		Additional 2006/07 LABGI grant received
<b><u>Elderly &amp; Disabled Welfare</u></b>					
Supplies & Services	23.3	21.3	2.0		Reduction in number of TV Licence grants issued.
<b><u>Housing Benefit Admin</u></b>					
Supplies & Services	92.0	112.0		20.0	External processing support following increase of 4% in caseload.
<b><u>All other budget heads</u></b>	(100.2)	(100.2)			
<b>PORTFOLIO TOTAL</b>	<b>34.6</b>	<b>52.6</b>	<b>103.9</b>	<b>121.9</b>	<b>Net Portfolio Total £18,000 Adverse</b>

## Finance Tasks

TASK	Lead Officer	TARGET	STATUS AT 30.09.06	COMMENTS	Portfolio
Carry out financial review of Capital Strategy	HOF	Dec 05 - Revised to Dec 06 (Cabinet - Feb 06)		Could see this task slip beyond Dec 06 possibly.	FIN
Implement Rushcliffe Borough Council payroll	HOF	Apr-07	G		FIN
Annual Assurance statement and SIC for previous year	CR	Jun-06	G	Completed	FIN
Corporate Governance Framework annual review	CR	May-06	G	completed	FIN
Implementation of Concessionary Fares Partnership Decision re new scheme	JV	Apr-06	G	Completed	FIN
Development of Payroll Services for Rushcliffe Borough Council	AB	Mar-07	G		FIN
Telephony trial in OSS involving Housing Benefit and Council Tax enquiries	JV/SY	Mar-07	G		FIN
<b>Close Final Accounts for 2005/2006</b>	<b>AB</b>	<b>By end June 06</b>	<b>G</b>	<b>Completed</b>	<b>FIN-FS</b>
Further development of the Agresso FMS product in line with the development plan	AB	Aug 06 Nov 06			FIN-FS
<b>Impact assesment of replacement financial systems - Agresso/Northgate</b>	<b>AB</b>	<b>June 06 - Revised to Dec 06 (Cabinet - Aug 06)</b>	<b>G</b>		<b>FIN-FS</b>
IBS - Further Developments of the Councils integrated revenues system	SY/JV	Sep-06	R	target date now changed to December 2006	FIN-HB
Level 2 DDA Implementation of Council strategy	SY/JV	Sep-06	G		FIN-HB/REV
Cash Receipting Replacement IT System	JV	Oct-06	G	Go live date fixed for 24/10/06	FIN-REV
Annual Billing NDDR/Ctax issued timely and accurately	JV	Mar-07	G		FIN-REV
Staffing review post IBS and document management system implementation	JV/SY	Sept 06 - Revised to Dec 06 (Cabinet - Aug 06)	G	Structural review progressing, with aim of reporting to personnel & resources ctte on 04/12/06	FIN-REV

## Finance PI's

Performance Indicator	Ref	Dept/ Section	Lead Officer	Actual 2005/06	Target 2006/07	Progress At 30.06.06	Progress At 30.09.06	STATUS AT 30.09.06	COMMENTS
The percentage of invoices for commercial goods and services which were paid by the authority within 30 days of such invoices being received by the authority.	BV 008*	FIN	FSM	94.81%	100.00%	65.40%	90.56%	R	Improvements continuing to be made, final target may be met for final quarter only.
Percentage of Council Tax collected	BV 009*	FIN	RM	97.50%	98.00%	30.02%	58.79%	A	Slightly below estimate.
The percentage of business rates due for the financial year which were received by the authority	BV 010*	FIN	FSM	96.10%	98.50%	34.86%	61.95%	G	Above estimate.
The number of fraud investigators employed by the local authority, per 1000 caseload.	BV 076b	FIN	BM	0.3	0.29	0.29	0.38	G	
The number of Housing Benefit and Council Tax Benefit (HB/CTB) prosecutions and sanctions, per year, per 1000 caseload, in the local authority area.	BV 076d	FIN	BM	7.46	3	0.51	2.04	G	
Average time for processing new claims	BV 078a*	FIN	BM	41.6 days	38days	37.33%	39.61%	A	Improvement expected over remaining part of year.
Average time for processing notifications of changes of circumstances	BV 078b*	FIN	BM	11.29 days	8days	11.84 days	12.45 days	R	Performance Standard now 9 days. Target will not be met this year- amend to 12 days standard to be met in 07-08.

## Finance PI's

Performance Indicator	Ref	Dept/ Section	Lead Officer	Actual 2005/06	Target 2006/07	Progress At 30.06.06	Progress At 30.09.06	STATUS AT 30.09.06	COMMENTS
The percentage of cases for which the calculation of the amount of benefit due was correct on the basis of the information available for the determination for a sample of cases checked post-determination	BV 079a*	FIN	BM	96.20%	97.00%	98.00%		A	Improvement expected over remaining part of year.
The amount of Housing Benefit overpayments (HB) recovered during the period being reported on as a percentage of HB deemed recoverable over-payments during that period.	BV 079b 1	FIN	BM	71.05%	75%	N/A	50.8	G	
HB over-payment recovered during the period as a percentage of the total amount of HB over-payment debt outstanding as the start of the period plus amount of HB over-payment identified during the period.	BV 079b 2	FIN	BM	42%	45%	N/A	14.5	R	Target being reviewed.
HB over-payments written off during the period as a percentage of the total amount of HB overpayment debt outstanding at the start of the period, plus amount of HB over-payments identified during the period.	BV 079b 3	FIN	BM	4.23%	4%	N/A	2.16	G	

## Finance PI's

Performance Indicator	Ref	Dept/ Section	Lead Officer	Actual 2005/06	Target 2006/07	Progress At 30.06.06	Progress At 30.09.06	STATUS AT 30.09.06	COMMENTS
The percentage of invoices for commercial goods and services which were paid by the authority within 30 days of such invoices being received by the authority.	Local 003	FIN	FSM	94.81%	97.00%	65.40%	90.56%	R	Improvements continuing to be made, final target may be met for final quarter only.

**HOUSING PORTFOLIO**

**BUDGETARY CONTROL REPORT - SEPTEMBER 2006**

**REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
	£'000	£'000			No new variances to report
<u>All Other Budget Heads</u>	976.9	976.9			
<b>PORTFOLIO TOTAL</b>	<b>976.9</b>	<b>976.9</b>	<b>0.0</b>	<b>0.0</b>	



## Housing Tasks

TASK	Lead Officer	TARGET	STATUS AT 30.09.06	COMMENTS
Produce revised Homelessness Strategy, submit to GOEM and implement	AHMN	March 2006 - Revised to Sept 06 (Cabinet - Jun 06)	R	Staffing issues causing delays although some progress has been made. Recommend amending target to: - Prevention elements by March 2007 - Full strategy by December 2007.
<b>Produce an action plan with regard to the Children act 2004 and implement across the council</b>	HHS	<b>Mar-07</b>	G	Action plan devised. Bid for training submitted to LGA by N&SDC on behalf of all district councils of which the outcome is awaited.
Progress and monitor the Joint Homeless Innovation Fund initiative with regard to the Private Rented Sector	HMDR	Ongoing to March 07	G	Project now progressing on schedule following successful appointment of staff.
Review Leaseholder charges and agreements in line with updated Leaseholders Legislation	AHMN	Mar-07	G	Not Commenced
<b>Develop and implement an action plan following the decision determining the outcome of the Stock Option Appraisal with regard to the preferred option for the Housing Service</b>	HHS	<b>Dec-08</b>	G	Partner selection process due to complete in November 06. Selection of Legal and Communications consultants currently in progress.
<b>Progress and implement the Partnership for Planned and Responsive Management</b>	PMM	<b>Planned - Jul-06 - Responsive -Apr-07</b>	A	Contracts for planned projects set for signing on 13th October with start date 16.10.06 responsive shortly after with start date April 07.
Produce a revised Housing Strategy, submit to GOEM and implement	HMDR	Mar-07	R	GOEM confirmed that Housing Strategy not required at this time. New strategy to be produced when outcome of tenants ballot re stock options is known – this is anticipated to be Summer 2007. Recommend amending target to September 2007 to reflect this.
Review, revise and implement the Private Sector Housing Renewal Policy and Strategy	HMDR	March 07	G	Not Commenced

## Housing Tasks

TASK	Lead Officer	TARGET	STATUS AT 30.09.06	COMMENTS
Undertake a Housing Market Assessment in partnership with the South Notts Sub Region	HMDR	Mar-07	G	Consultant appointed and work started. On target.
To undertake a Housing Needs Assessment for Gypsy's and Travellers as required by the Housing Act 2004 in partnership with all Notts Authorities	HMDR	Mar-07	G	Summer survey completed. In process of appointing consultant to undertake winter survey and further research. On target.

## Housing PI's

Performance Indicator	Ref	Dept/ Section	Lead Officer	Actual 2005/06	Target 2006/07	Progress At 30.06.06	Progress At 30.09.06	STATUS AT 30.09.06	COMMENTS
Local Authority rent collection and arrears: proportion of rent collected	BV 066a	HSG	HMDR	98.94%	99.00%	96.91%	98.54%	G	The performance is cumulative therefore on target.
Local Authority rent collection and arrears recovery: 7 weeks arrears	BV 066b	HSG	HMDR		3.10%	2.80%	2.87%	G	
Local Authority rent collection and arrears recovery: NSPs	BV 066c	HSG	HMDR		7.45%	1.15%	2.77%	G	
Local Authority rent collection and arrears recovery: evictions	BV 066d	HSG	HMDR		0.37%	0.00%	0.09%	G	
The average length of stay in bed and breakfast accommodation of households which include dependent children or a pregnant woman and which are unintentionally homeless and in priority need.	BV 183a	HSG	AHMS	4.25 weeks	4 Weeks	0.00%	0	G	
The average length of stay in hostel accommodation of households which include dependent children or a pregnant woman and which are unintentionally homeless and in priority need	BV 183b	HSG	AHMS	10.92 weeks	9 weeks	9.1 weeks	2 weeks	G	
Average time to re-let local authority housing	BV 212	HSG	AHM	36.9 days	30 days	42 days	44 days	R	Underperformance being addressed at all stages of void process. Pilot scheme with dedicated allocation officer (hsg offr) being introduced.

## Housing PI's

Performance Indicator	Ref	Dept/ Section	Lead Officer	Actual 2005/06	Target 2006/07	Progress At 30.06.06	Progress At 30.09.06	STATUS AT 30.09.06	COMMENTS
Housing Advice service: Preventing homelessness	BV 213	HSG	AHM	1.59%	1.70%				
Proportion of households accepted as statutorily homeless who were accepted as statutorily homeless by the same authority within the last two years.	BV 214	HSG	AHM	0%	1.5%	0	0	G	
Local Authority rent collection and arrears: Rent arrears of council tenants as a proportion of the authority rent roll.	Local 005	HSG-DR	HMDR	1.62%	1.47%	1.39%	1.44%	G	
Proportion of homelessness applications on which the authority makes a decision and issues written notification to the applicant within 33 working days.	Local 006	HSG	AHMS	84.14%	98.50%	93.30%	89.30%	R	
Average re-let times for Local Authority dwellings let in the financial year exc. Difficult to Lets	Local 007b	HSG	AHMN	29 days	24 days	28 days	26 days	R	
The percentage of urgent repairs completed within Government time limits.	Local 009	HSG	PMM	96.00%	96.5%	99.20%	99.43%	G	
The average time taken to complete non-urgent responsive repairs	Local 010	HSG	PMM	13 days	10DAYS	10 days	10 days	G	
The percentage of all repairs completed within target.	Local 011	HSG-PM	PMM	95%	96.50%	98.95%	98.72%	G	

## Housing PI's

Performance Indicator	Ref	Dept/ Section	Lead Officer	Actual 2005/06	Target 2006/07	Progress At 30.06.06	Progress At 30.09.06	STATUS AT 30.09.06	COMMENTS
Percentage of responsive (but not emergency) repairs during 2006/07, for which the authority both made and kept an appointment	LOCAL 018	HSG	PMM	98.10%	98.60%	98.80%	98.80%	G	

**LEISURE SERVICES PORTFOLIO**

**BUDGETARY CONTROL REPORT - SEPTEMBER 2006**

**REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reasons for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<b><u>Misc. Expenses/Contrib.</u></b>					
Supplies & Services	143.4	103.4	40.0		Gedling Colliery site development delayed by a year, therefore the 2006/7 contribution will not be required.
<b><u>Recreation &amp; Leisure Areas</u></b>					
Supplies & Services	39.5	42.4		2.9	Contribution of £2,200 received from Severn Trent for repairs at Thackeray's Lane. Contribution of £700 received from Bestwood Tennis Club towards the cost of green tarmac painting.
Income	(180.5)	(183.4)	2.9		
<b><u>Cemeteries</u></b>					
Income	(330.2)	(316.2)		14.0	Less internments and fewer external burials has resulted in an anticipated shortfall of £14,000 income.
<b><u>Calverton L.C.</u></b>					
Income	(265.9)	(268.0)	2.1		Relocation of swimming clubs from Arnold Leisure Centre for its closure period.
<b><u>Carlton Forum Leisure Centre</u></b>					
Employee Expenses	751.0	754.5		3.5	Increased security costs following the introduction of new legislation.
Premises	178.7	182.9		4.2	Increased NCC Grounds Maintenance charges.

**LEISURE SERVICES PORTFOLIO**

**BUDGETARY CONTROL REPORT - SEPTEMBER 2006**

**REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reasons for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<b><u>Redhill Leisure Centre</u></b>					
Premises	67.4	61.3	6.1		Grounds Maintenance budget no longer required.
<b><u>Arnold L.C.</u></b>					
Income	(337.9)	(338.4)	0.5		A reduction in the loss of income forecasted for the closure period.
<b><u>Richard Herrod Leisure Centre</u></b>					
Employee Expenses	259.5	269.0		9.5	Additional costs resulting from sickness and
Income	(367.0)	(361.5)		5.5	Due to the delay of the Pavillion/ Changing Room capital scheme, it is anticipated there will be a shortfall in income of £5,500 against original projections.
<b><u>Community Centres</u></b>					
Premises	60.1	53.9	6.2		Refund of £6,200 from Severn Trent Water following conclusion of dispute re Westdale Lane Community Centre.
<b><u>All Other Budget Heads</u></b>	<b>2,948.1</b>	<b>2,948.1</b>			
<b>PORTFOLIO TOTAL</b>	<b>2,966.2</b>	<b>2,948.0</b>	<b>57.8</b>	<b>39.6</b>	<b>Net Portfolio Total £18,200 Favourable</b>

## Leisure Tasks

TASK	Lead Officer	TARGET	STATUS AT 30.09.06	COMMENTS
Provide procurement options for the future management of the Borough's leisure centres.	LFO	Dec 06 - Revised to Sept 07 (Cabinet - Aug 06)	G	Current ongoing process
Provide recreational facilities in the Old Brickyard site on the Honeywood Gardens estate.	LRO	Oct-06	G	Facilities completed. Working on Management Agreement with local community (HEAT)
Develop a Referral Pathway for Children.	LRO	Sept 05 - Revised to Nov 05. Further revised to Nov 06 (Cabinet - Jun 06)	G	Pilot scheme commenced September 2006
Development of the King George V Park, Arnold to provide enhanced community facilities.	LRO	Mar 07 - Revised to Mar 08 (Cabinet - Aug 06)	G	



## **Leisure PI's**

There are currently no national and local performance indicators suitable for quarterly monitoring in this portfolio area.

**HOUSING REVENUE ACCOUNT**

**BUDGETARY CONTROL REPORT - SEPTEMBER 2006**

**REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<b><u>Repayment of Negative Subsidy</u></b>	4,089.1	3,989.1	100.0		Payment of Rental Constraint allowance to compensate for lost rent income owing to the 5% Government rent increase limit
<b><u>Dwelling Rents</u></b>	(8,360.2)	(8,313.4)		46.8	Mainly due to increased void rate ,including loss of rent income from Killisick Court
<b><u>Non Dwelling Rents</u></b>	(261.5)	(271.3)	9.8		Additional Rent from Shops & Garages
<b><u>Fees &amp; Charges</u></b>	(583.6)	(527.0)		56.6	Reduction in Grounds Maintenance charges as Tenants now have choice to opt out -£17,700 Supporting People -income reduced owing to increased void rate-£11,000 Heating Charges-income reduced owing to increased void rate-£20,600 Meal Charges-income reduced owing to increased void rate-£7,300
<b><u>Housing Special</u></b>					
Employee Expenses	325.4	318.5	6.9		Salary Savings Killisick Court
Premises Expenses	348.3	328.9	19.4		Mainly savings on Grounds Maintenance & fuel costs (partly offsets fees & charges income loss)
<b><u>All Other Budget Heads</u></b>	4,330.5	4,330.5			
<b>PORTFOLIO TOTAL</b>	<b>(112.0)</b>	<b>(144.7)</b>	<b>136.1</b>	<b>103.4</b>	<b>Net Portfolio Total £32,700 Favourable</b>



**FINANCIAL MANAGEMENT REPORT - CAPITAL BUDGET MONITORING**
**PERIOD 6 SEPTEMBER 2006**

	Original Capital Programme £000's	Current Cap Prog inc c/f & supp £000's	Proposed Quarter 2 Changes £000's	Revised Cap Prog for Approval £000's	Actual To Date £000's	Committed £000's	Latest Projected Outturn £000's	Projected Annual Variance	
								£+/-)	%+/-)
<b>EXPENDITURE</b>									
Agenda 21, Crime & Community Development Leader	0.0	70.0	36.6	106.6	81.8	0.0	106.6	0.0	0.0
E-Government, Members & Property Services	74.0	74.0	(68.5)	5.5	5.5	0.0	5.5	0.0	0.0
Direct Services	408.4	444.4	(111.4)	333.0	58.2	29.3	333.0	0.0	0.0
Leisure Services	1,147.2	1,129.0	(7.0)	1,122.0	496.6	272.9	1,121.8	(0.2)	(0.0)
Finance	2,054.1	2,176.8	165.0	2,341.8	686.4	685.1	2,336.6	(5.2)	(1.4)
Housing Investment Programme	87.1	121.3	0.0	121.3	28.3	13.6	122.5	1.2	0.0
	4,619.3	5,592.5	52.3	5,644.8	928.9	954.2	5,644.8	(0.0)	(0.8)
<b>TOTAL</b>	<b>8,390.1</b>	<b>9,608.0</b>	<b>67.0</b>	<b>9,675.0</b>	<b>2,285.8</b>	<b>1,955.1</b>	<b>9,670.8</b>	<b>(4.2)</b>	<b>0.0</b>
<b>RESOURCES</b>									
Major Repairs Allowance	1,981.2	2,013.6		2,013.6	0.0	0.0	2,013.6	0.0	0.0
Specific Capital Grant - Disabled Facilities Grant	251.0	251.0		251.0	0.0	0.0	251.0	0.0	0.0
Specific Capital Grant - CCTV Project	0.0	70.0		70.0	0.0	0.0	70.0	0.0	0.0
Borrowing	3,519.4	3,519.4		3,519.4	0.0	0.0	3,519.4	0.0	0.0
East Midland Regional Housing Board Grant	199.0	303.0		303.0	0.0	0.0	303.0	0.0	0.0
DEFRA Waste Performance & Efficiency Grant	45.7	45.7		45.7	0.0	0.0	45.7	0.0	0.0
Public Service Agreement Reward Grant	85.0	85.0		85.0	0.0	0.0	85.0	0.0	0.0
Department of Works & Pensions	0.0	0.0		0.0	0.0	0.0	0.0	0.0	-
IEG Grant	0.0	1.6		1.6	0.0	0.0	1.6	0.0	0.0
Football Foundation Grant	0.0	0.0	145.0	145.0	0.0	0.0	145.0	0.0	0.0
Netherfield Boys and Girls Football Club contribution	0.0	0.0	10.0	10.0	0.0	0.0	10.0	0.0	0.0
Section 106 Contributions	0.0	0.0		0.0	0.0	0.0	0.0	0.0	-
NCC - Calverton LC New Entrance	35.0	35.0		35.0	0.0	0.0	35.0	0.0	0.0
NCC - Carlton Forum Changing Facilities	50.0	50.0		50.0	0.0	0.0	50.0	0.0	0.0
NCC - Redhill Replace All Weather Pitch Fencing	0.0	30.0		30.0	0.0	0.0	30.0	0.0	0.0
NCC - Redhill Refurbish Changing Rooms	0.0	0.0	10.0	10.0	0.0	0.0	10.0	0.0	0.0
RBC - Rushcliffe Payroll Implementation	0.0	0.0	75.0	75.0	0.0	0.0	75.0	0.0	0.0
Allotment Associations	7.5	7.5		7.5	0.0	0.0	7.5	0.0	0.0
Capital Receipts	1,819.8	2,796.7	(209.6)	2,587.1	0.0	0.0	2,582.9	(4.2)	(0.0)
Revenue Contribution from Housing Revenue A/C	350.0	350.0		350.0	0.0	0.0	350.0	0.0	0.0
Revenue Contribution from General Fund	46.5	49.5	36.6	86.1	0.0	0.0	86.1	0.0	0.0
Revenue Contribution from Reserves/Funds	0.0	0.0		0.0	0.0	0.0	0.0	0.0	-
<b>TOTAL</b>	<b>8,390.1</b>	<b>9,608.0</b>	<b>67.0</b>	<b>9,675.0</b>	<b>0.0</b>	<b>0.0</b>	<b>9,670.8</b>	<b>(4.2)</b>	<b>0.0</b>
<b>UNDER/(OVER RESOURCED)</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2,285.8</b>	<b>1,955.1</b>	<b>0.0</b>		

**NOTES :-**

- All budgets are grossed up with any contribution from outside bodies shown as income in the Resources section.

**CABINET****List Of Virements Approved By Portfolio Holders For The****Quarter Ended September 2006**

<b><u>REVENUE</u></b>	<b>£</b>
<b><u>General Fund</u></b>	
<b>Leader</b>	
Corporate Management -Appointment of consultants to assist in developing the Council's approach to shared services - from Finance	40,000
Building Control - Funds from the Building Control Reserve used to cover overtime and temporary staffing costs.	(20,000) 20,000
<b>Finance</b>	
Performance Rewards Provision - Appointment of consultants to assist in developing the Council's approach to shared services - to Leader	(40,000)
<b>General Fund Total</b>	<u><u>0</u></u>
<b><u>CAPITAL</u></b>	
<b>Direct Services</b>	
Savings on Refuse freighter (PASC) and DDA Works to Car Parks to fund additional works to Arnold Leisure Centre Pool Tiling/Air Handling - to Leisure	(15,000)
Vehicles - Budget not required for Tree Wagon to be used to purchase Triple Mower.	(26,000) 26,000
<b>Leisure</b>	
Arnold Leisure Centre - Savings on Refuse freighter (PASC) and DDA Works to Car Parks to fund additional works to Pool Tiling/Air Handling - from Direct Services	15,000
<b>Housing</b>	
HIP - Savings on Voids to fund additional work to roofs at Carlton on THAWS	(6,000) 6,000
HIP - Savings on Rewires to fund additional costs on Roofing	(7,000) 7,000
HIP - Savings on Private Sector Stock Condition Survey to be transferred to Private Sector Grants	(21,000) 21,000
	<u><u>0</u></u>