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<b>Lead Officers</b>		
<b>Code</b>	<b>Title</b>	<b>Name</b>
AHMN	Area Housing Manager North	Alison Bennett
AHMS	Area Housing Manager South	Audrey Measures
BCM	Building Control Manager	Dave Ewing
BSM	Business Support Manager	Caroline McKenzie
CE	Chief Executive	Peter Murdock
COM	Communications Manager	Carolynne Tasker
CPM	Community Partnerships Manager	David Jayne
DCE	Deputy Chief Executive	Vacant
DCM	Development Control Manager	Nick Morley
E&VM	Estates And Valuation Manager	Vacant
EPM	Environmental Protection Manager	Andy Callingham
FLHM	Food, Licencing, Health&Safety Manager	Stephen Nickolls
FM	Facilities Manager	Steve Wiseman
FRM	Fleet And Refuse Manager	Richard Greenhalgh
FSM	Financial Services Manager	Alison Ball
HBM	Housing Benefits Manager	Viv Butler
HBSO	Housing Benefit Support Officer	Paul Whitworth
HCS	Head Of Corporate Services	Mark Kimberley
HDS	Head of Direct Services	Dave Parton
HHS	Head of Housing Service	Lynn Clayton
HLS	Head of Leisure Services	Keith Tansley
HOCSO	Head Of Customer Services And Organisational Development	Janet Brothwell
HDCS	Head Of Democratic and Community Services	Sue Sale
HOPE	Head Of Planning And Environment	Peter Baguley
HSP	Head Of Strategy and Performance	Stephen Bray
ITP		
MGR	IT Projects Manager	Mark Lane
ITT MGR	IT Technical Manager	Gary Bennett
LFAO	Leisure Finance And Administration Officer	Clare Spencer
LFO	Leisure Facilities Officer	Jayne Cox
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
PM	Personnel Manager	David Archer
PMM	Property Maintenance Manager	Diane Grattage
PPM	Planning Policy Manager	Roger Howe
PSCM	Parks and Street Care Manager	Phil Holland
RSM	Revenue Services Manager	John Vickers
RSM	Resource Services Manager	Vince Rimmington
SAO	Safety Officer	Barry Saunders
SCO	Scrutiny Officer	Tracy Lack
SEO	Strategy and Enabling Officer	Anne Tomanek
SS	Senior Solicitor	Helen Dolby
TCM	Town Centre Manager	Mark Armstrong
TSM	Technical Services Manager	John Evens

**Grand Summary****Revenue Quarterly Budgetary Control Report** **Period 200709**

	<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>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>		<b>£</b>	<b>£</b>
Leader Portfolio	1,922,200	1,881,426	1,888,077	6,651	0	1,883,500	-38,700
Safe & Sustainable Neighbourhoods Portfolio	1,534,900	917,550	551,335	-366,215	-40	1,492,600	-42,300
Customer Services & Efficiency Portfolio	26,900	1,204,700	1,056,100	-148,600	-12	56,200	29,300
Development & Econ Regen Portfolio	558,100	182,425	319,294	136,869	75	596,000	37,900
Direct Services & Property Portfolio	5,406,300	3,851,725	3,832,522	-19,203	0	5,422,600	16,300
Housing & Health Portfolio	1,432,000	439,383	430,471	-8,913	-2	1,368,500	-63,500
Leisure & Youth Portfolio	2,646,100	1,091,990	915,330	-176,660	-16	2,778,400	132,300
Finance Portfolio	1,145,700	2,055,834	1,761,592	-294,242	-14	1,083,500	-62,200
<b>Total General Fund</b>	<b>14,672,200</b>	<b>11,625,033</b>	<b>10,754,721</b>	<b>-870,312</b>	<b>-7</b>	<b>14,681,300</b>	<b>9,100</b>
<b>Cabinets General Fund Maximum Budget</b>	<b>14,786,400</b>					<b>14,681,300</b>	<b>-105,100</b>
<b>Housing Revenue Account</b>	<b>28,700</b>	<b>-2,428,575</b>	<b>4,652,155</b>	<b>7,080,730</b>	<b>-292</b>	<b>-117,300</b>	<b>-146,000</b>
<b>Cabinets HRA Maximum Budget</b>	<b>70,700</b>					<b>-117,300</b>	<b>-188,000</b>

**LEADER PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Strategy &amp; Performance</u></b>					
Employee Expenses	214.0	204.0	10.0		Savings due to vacant posts and reduced working hours.
<b><u>Democratic Mgt &amp; Representation</u></b>					
Employee Expenses	49.2	40.9	11.8		Salary savings owing to reduction in hours for Mayor's Secretary post.
Transport Related Expenses	8.9	6.1	2.8	3.5	Increased Course Fees to be offset by reduced Conferences (see below). Savings on Public Transport and Mileage due to reduced number of meetings.
Supplies & Services	358.7	349.8	5.4		Reduction in Member's Special Responsibility Allowance.
				3.5	Reduction in Member's Conferences to be offset by increased Course Fees (see above).

**LEADER PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Corporate Management</u></b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
Employee Expenses	239.4	217.4	22.0		Salary savings due to vacant post.
<b><u>Legal &amp; Admin Divisn</u></b>					
Supplies & Services	58.6	69.8		11.2	Increased Legal & Professional Fees due to increased activity, increased Tech Books & Publications due to changes in legislation, increased Public Notices Advertising and Land Registry Forms transferred to disc.
<b><u>Elections</u></b>					
Supplies Services	54.0	58.8		4.8	Increased Postages & Operational Equipment required for the Election period.
Income	(12.8)	(15.5)	2.7		Grant received from Ministry of Justice for Election participation.

**LEADER PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Central Print Room</u></b>	<b>£'000</b>	<b>£'000</b>			
Supplies & Services	40.9	53.2		12.3	Increased use of the Print Room for colour copying. Increased recharges in respect of colour copying.
Income	(101.3)	(113.6)	12.3		
<b><u>All other budget heads</u></b>	1,012.6	1,012.6			
<b>PORTFOLIO TOTAL</b>	<b>1,922.2</b>	<b>1,883.5</b>	<b>70.5</b>	<b>31.8</b>	<b>Net Portfolio Total £38,700 Favourable</b>

## Improvement Tasks

## Leader of the Council

<b>TASK</b>	<b>Port folio</b>	<b>Lead Officer</b>	<b>OUTCOME /OUTPUT</b>	<b>TARGET</b>	<b>STATUS AT 31.12.07</b>	<b>COMMENTS</b>
<b>Commission and manage introduction of new performance management system, including links to Community Profiles</b>	LDR	HSP	Performance management embedded within the organisation allowing a proactive approach to managing performance, identifying underperformance and enabling early corrective action to be implemented.	Live date - April 2008 (provisional)	A	Project delayed due to priority attached to Transformation Programme and CPA/Peer Review preparation. Likely to be included in a wider review of Performance Management framework in 2008/09, with amended target.
<b>Review corporate consultation framework</b>	LDR	HSP	Better, more co-ordinated consultation to inform decision making, making use of most appropriate techniques	To be confirmed	A	Some work with County Council carried out around Citizen's Panel. Full review likely to be absorbed into wider communications and customer service work in future.
<b>Review corporate priorities with new administration and ensure these are effectively communicated and feed into future service planning</b>	LDR	CE	Clear statement of priorities that influence service and financial planning	Sep-07	G	



## Leader of the Council

TASK	Port folio	Lead Officer	OUTCOME /OUTPUT	TARGET	STATUS AT 31.12.07	COMMENTS
<b>Produce new Strategic Corporate Plan, incorporating Best Value requirements, to reflect revised priorities and role of document post White Paper</b>	LDR	HSP	Updated, focused, practical statement of Borough Council Aims and Priorities, linked to wider Community Strategy priorities and outcomes, showing how these will be delivered (likely to link with vision action plan delivery).	March 2008 (BVPP interim update June 2007 if still required)	G	
<b>Coordinate the council's approach to the developing Core Cities agenda, to include work on any future Multi Area Agreement</b>	LDR	HSP	To contribute to economic, social and environmental vitality of Greater Nottingham overall, while ensuring specific needs of the Borough are addressed	To be confirmed	G	
<b>Co-ordinate the Council's approach to Comprehensive Performance Assessment, to include leading arrangements for corporate reassessment, lead role on Direction of Travel, Value-for-Money self-assessment and any Use of Resources inspection</b>	LDR	HSP	Fair assessment of the Council's performance, based on high quality, accurate evidence submitted	Recategorisation request tbc Corporate self-assessment tbc VFM Self Assessment (if required) - Jul 07DoT - tbc UoR inspection - Nov 07	G	Now accepted in corporate reassessment programme, to take place July 2008. Corporate Peer Review (March 2008) to be used as "dry run" for this assessment.
Carry out induction training for new staff on Freedom of Information, Data Protection, Human Rights Act, Regulation of Investigator Powers Act	LDR	HDCS	A well informed work force	Apr-08	G	

## Improvement Tasks

## Leader of the Council

TASK	Port folio	Lead Officer	OUTCOME /OUTPUT	TARGET	STATUS AT 31.12.07	COMMENTS
Devise and implement an induction programme for new members following the borough council election	LDR	HDCS	Increased member capacity	Jul-08	G	
Member Induction and Training in Scrutiny	LDR	HDCS	Improved scrutiny and member capacity	30th Sept 2007	G	
Development of Scrutiny Toolkit	LDR	HDCS	Improved scrutiny and member capacity	30th June 2007	G	
<b>Determine the Council's approach to issues arising from the Local Government White Paper and subsequent legislation and implement</b>	LDR	CE	Programme of activities that address relevant White Paper issues including, leadership, community engagement, place shaping, shared services and customer focus	Various - to be confirmed	G	
Reviewing actions necessary to achieve level 2 of the revised equality standards	LDR	HCSO	Ensuring equality of access to services and employment to meet statutory duties	31st March 2008	G	CEG refreshed to reflect new structure, and workbooks to be amended accordingly. All workbooks have been updated, and CEG is now reviewing the overall position
Carry out an employee survey	LDR	HCSO	Development of high performing culture	31st July 2007	G	Submission to the Best Council's Competition has
Review People Management Strategy in the light of the implementation of the Council's Vision	LDR	HCSO	Ensuring a workforce resourced and skilled to deliver the vision	31st July 2007	G	Draft revised strategy agreed by SMT presented to JCSC on 31st October and to P&R on 3rd December for approval

## Improvement Tasks

## Leader of the Council

<b>TASK</b>	<b>Port folio</b>	<b>Lead Officer</b>	<b>OUTCOME /OUTPUT</b>	<b>TARGET</b>	<b>STATUS AT 31.12.07</b>	<b>COMMENTS</b>
<b>Corporate Governance Framework annual review.</b>	LDR	RSM	Assurance that governance arrangements are being applied to a satisfactory standard.	May-07	G	Completed
<b>Develop and implement action plan for council vision</b>	LDR	DCE	Framework for the future organisation of the council	To be confirmed	G	Gedling Transformation Programme Established
<b>Develop and implement action plan for council vision</b>	LDR	CE	Framework for the future organisation of the council	To be confirmed	G	Gedling Transformation Programme Established
<b>Programme and begin implementation of review of Gedling Community Strategy</b>	LDR	HSP	Clearly expressed vision and priorities to drive future work of Gedling Partnership, through which quality of life will be improved	Complete review by June 2008	R	Good progress is being made, but target date needs to be amended to Dec 08 to reflect discussion and agreement in Gedling Partnership.

## Performance Indicators

**Leader of the Council**

Performance Indicator	Ref	Portfolio	Dept/ Section	Lead Officer	Actual 2006/07	Target 2007/08	Progress At 30.06.07	Progress At 31.12.07	STATUS AT 31.12.07	COMMENTS
The number of working days/shifts per employee lost due to sickness absence	BV 012	LDR	CSO	PM	10.16	9.60	Not available	10.54 days	R	An error identified in the reporting has now been corrected. The data now shows a smaller increase in the level of absence, but target is unlikely to be achieved.
The percentage of standard searches carried out in 10 working days	Local 015 (BV 179)	LDR	PEN	DSM	100.00%	100.00%	100.00%	100.00%	G	

## Non-Executive Functions

Performance Indicator	Ref	Portfolio	Dept/ Section	Lead Officer	Actual 2006/07	Target 2007/08	Progress At 30.06.07	Progress At 31.12.07	STATUS AT 31.12.07	COMMENTS
60% of major planning applications determined in 13 weeks	BV 109a	NEX	PEN-DC	HOPE	79.00%	70.00%	88.00%	85.00%	G	
65% of minor planning applications determined in 8 weeks	BV 109b	NEX	PEN-DC	HOPE	84.00%	76.00%	70.00%	82.00%	G	
80% of other planning applications determined in 8 weeks	BV 109c	NEX	PEN-DC	HOPE	91.00%	90.00%	91.00%	93.00%	G	

**SAFE & SUSTAINABLE NEIGHBOURHOODS PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Environmental Protection</u></b>					
Employee Expenses	282.3	269.2	13.1		} Salary savings due to vacant post, savings required to fund consultancy to cover the vacancy and long term sickness. Computer Oncosts are to be met from IT budget and recharged through Central Support.
Supplies & Services	104.3	118.1	0.4	13.1	
Income	(64.9)	(66.2)	1.3	1.1	
					Report to be submitted for Rechargeable Drainage Works write off. Increased EPA Authorisation Process income partly offset by reduced Rodent Control and Sewer Baiting income.
<b><u>Crime Reduction</u></b>					
Supplies & Services	359.4	353.4	6.0		A reduction in crime in the community has resulted in lower spending on Area Based Initiatives.

**SAFE & SUSTAINABLE NEIGHBOURHOODS PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Community Protection</u></b>					
Supplies & Services	33.9	35.3		1.4	} Additional Administration Equipment required for CCTV Room, funded from operative savings.
Third Party Payments	55.5	54.1	1.4		
<b><u>Community Development</u></b>					
Employee Expenses	34.1	28.4	5.7		Salary savings due to vacant post. Planned improvements to Arnold & Netherfield have been funded by NCC.
Supplies & Services	84.6	79.6	5.0		
<b><u>Community Grants</u></b>					
Supplies & Services	192.2	167.2	25.0		Reduction in Disabled Access and Community Grant requests.
<b><u>All other budget heads</u></b>	453.5	453.5			
<b>PORTFOLIO TOTAL</b>	<b>1,534.9</b>	<b>1,492.6</b>	<b>57.9</b>	<b>15.6</b>	<b>Net Portfolio Total £42,300 Favourable</b>

## Safe and Sustainable Neighbourhoods Portfolio

TASK	Port folio	Lead Officer	OUTCOME /OUTPUT	TARGET	STATUS AT 31.12.07	COMMENTS
To continue to measure and review air quality levels within the borough	SSN	EPM	To submit report to DEFRA in accordance to their requirements	Mar-08	G	These timescales are eternally set by DEFRA. Task definition amended at Performance Review Scrutiny Committee 10.9.07
<b>Manage Area Based Initiative programme to include: - introduction in 2 further areas, 1st and 2nd phase action plans and 1st phase exit strategies</b>	SSN	CPM	Improved quality of life in Borough's most deprived areas, focussing on issues of most concern to local residents, and capacity within communities to address these issues.	Action Plans for yr 3 ABIs in place by end 2007 Yr 1 and 2 projects in line with Action Plans for each area	G	
Coordinate responses to community safety related legislation included in the Queen's speech as it affects the Borough working with the new S Notts Community Safety Partnership	SSN	CPM	Effective application of new legislation to improve community safety in the Borough	To be confirmed	G	
<b>Work with S Notts partners to develop single Community Safety strategy for South Nottinghamshire</b>	SSN	CPM	Clear and targeted strategy to direct measures to reduce crime and disorder in the area, linked to and consistent with Community Strategy and appropriate regional and national priorities	Complete by March 2008	G	



## Safe and Sustainable Neighbourhoods Portfolio

Performance Indicator	Ref	Portfolio	Dept/ Section	Lead Officer	Actual 2006/07	Target 2007/08	Progress At 30.06.07	Progress At 31.12.07	STATUS AT 31.12.07	COMMENTS
Number of fly-tipping incidents (weighted measure using flycapture database)	LAA S 5.2	SSN	DSV	BSM	3919 weighted	3345 weighted	763	2846	A	Amount and type of waste flytipped beyond our control, this may still be within target.
The proportion of relevant land and highway (expressed as a percentage) from which unacceptable levels of graffiti are visible.	BV 199b	SSN	DSV	BSM	1%	2%	NA	1%	G	
The proportion of relevant land and highway (expressed as a percentage) from which unacceptable levels of fly-posting are visible.	BV 199c	SSN	DSV	BSM	0%	0%	NA	0%	G	
Violence against the person per 1,000 population	BV 127a	SSN	DCS	CPM	13.3	12.00	3.0 (12 month rolling average 12.5)	8.2 (12 month rolling average 11.1)	G	
Robberies per year, per 1000 population in the Local Authority area.	BV 127b	SSN	DCS	CPM	2.2	1.90	0.4 (12 month rolling average 2.2)	1.2(12 month rolling average 1.8)	G	

## Safe and Sustainable Neighbourhoods Portfolio

Performance Indicator	Ref	Portfolio	Dept/ Section	Lead Officer	Actual 2006/07	Target 2007/08	Progress At 30.06.07	Progress At 31.12.07	STATUS AT 31.12.07	COMMENTS
Domestic burglaries per 1,000 households.	BV 126	SSN	DCS	CPM	20.40	18.40	4.3 (12 month rolling average 19.7)	13.6 (12 month rolling average 19.7)	R	Seasonal increase in offences currently being tackled by the CDRP seeking to achieve target by 31/3/08
Vehicle crimes per 1,000 population	BV 128	SSN	DCS	CPM	15.00	18.40	2.7 (12 month rolling average 13.6)	7.6 (12 month rolling average 11.5)	G	

**CUSTOMER SERVICES & EFFICIENCY PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Customer Services</u></b>					
Employee Expenses	486.5	521.2		34.7	Increase in staffing costs in One Stop Shop partly due to absence cover. This will be offset by additional income (below) and salary savings elsewhere in this report. Contribution from Notts. County Council for One Stop Shop facilities, plus Vending Machine income.
Income	(646.3)	(651.7)	5.4		
<b><u>Information Technology</u></b>					
Employee Expenses	386.8	404.8		18.0	} Budget for Gedling Transformation Project to be reallocated from Consultancy to Employee Expenses } Equipment purchased on behalf of EMRLGA to be recharged to EMRGLA
Supplies & Services	732.7	721.7	18.0	7.0	
Income	(1,456.1)	(1,463.1)	7.0		
<b><u>All other budget heads</u></b>	523.3	523.3			
<b>PORTFOLIO TOTAL</b>	<b>26.9</b>	<b>56.2</b>	<b>30.4</b>	<b>59.7</b>	<b>Net Portfolio Total £29,300 Adverse</b>

## Improvement Tasks

## Customer Services & Efficiency Portfolio

<b>TASK</b>	<b>Port folio</b>	<b>Lead Officer</b>	<b>OUTCOME /OUTPUT</b>	<b>TARGET</b>	<b>STATUS AT 31.12.07</b>	<b>COMMENTS</b>
Procurement and implementation of new telephone system	CS&E	ITPM	Improved customer service through electronic means	31st March 2008	G	Go Live Planned for Mid January 2008
Identification of further opportunities for home or mobile working	CS&E	ITPM	Efficiency savings in terms of speed of access to information Release of resources for other priorities	31st March 2008	G	
Implementation of Payroll/Personnel IT system to included web access for managers and employees (Phase II)	CS&E	ITPM	Efficiency savings in terms of speed of access to information Release of resources for other priorities	31st March 2008	R	Decision by Personnel and Payroll Managers to postpone to 2008/09 due to capacity issues.
Implementation of a Disaster Recovery strategy and procedures	CS&E	ITPM	resilience in the event of a disaster	31st March 2008	G	

**DEVELOPMENT & ECONOMIC REGENERATION PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Development &amp; Economic Regeneraion Portfolio</u></b>					
Supplies & Services	73.2	81.3		8.1	Additional spend for LAA Pump Priming and Travel Plan, funded by NCC
Income	(301.8)	(309.9)	8.1		
<b><u>Development Control</u></b>					
Employee Expenses	399.8	394.4	5.4		Salary savings due to vacant posts and recruitment at lower grades.
Supplies & Services	64.0	65.5		2.4	Upgrade of the Public Access system required. Computer Oncosts are to be met from IT budget and recharged through Central Support.
Income	(741.3)	(711.3)	0.9	30.0	
					Reduction in the number of large Planning Applications received.

**DEVELOPMENT & ECONOMIC REGENERATION PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Building Control</u></b>					
Income	(458.4)	(436.5)	12.1	34.0	Reduction in the number of Inspection Applications received partly offset by increased Partnering income, remainder transferred to Building Control Surplus & Deficiency Account. Net effect on General Fund is nil.
Control Account	0.6	(21.3)	21.9		
<b><u>Land Charges</u></b>					
Employee Expenses	61.9	56.1	5.8		Temporary staff no longer required.
Supplies & Services	64.3	58.8	5.5		An increase in the number of Personal Searches with a corresponding reduction in postal searches resulting in lower income.
Income	(287.4)	(264.3)		23.1	
<b><u>All other budget heads</u></b>	1,683.2	1,683.2			
<b>PORTFOLIO TOTAL</b>	<b>558.1</b>	<b>596.0</b>	<b>59.7</b>	<b>97.6</b>	<b>Net Portfolio Total £37,900 Adverse</b>

## Improvement Tasks

## Development and Economic Regeneration Portfolio

TASK	Port folio	Lead Officer	OUTCOME /OUTPUT	TARGET	STATUS AT 31.12.07	COMMENTS
Development of Core Strategy	DE	PPM	Provision of statutory document and to secure PDG	July 08 (Cabinet - Aug 06) Revised to March 2010 as part of review of LDS overall timetable- (Mar 07)	A	Draft Regional Spatial Strategy (Nov 08) introduces new issues that will need to be considered. Issues around alignment across Greater Nottingham being explored. Local Development Scheme may need to be further reviewed in the light of this.
Lambley Conservation Area Reviews	DE	PPM	To assess areas for improvement and to enable securing of funds	Nov-07	G	Adopted Sept 2007
<b>Improve location and design of new open space via development briefs</b>	DE	PPM	Improved consideration of crime and disorder issues	01/07/2007 Revised to Feb 2009 as part of review of LDS overall timetable- (Mar 07)	G	
Implement findings of Planning Review	DE	HOPE	To assess the operation of the service	Mar-09	G	
Complete and review the implementation of total land charges system	DE	HOPE		Sep-08	G	

**DIRECT SERVICES & PROPERTY PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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			
<b><u>Public Land &amp; Buildings</u></b>					
Income	(21.8)	(15.4)		6.4	Reduced number of Retrospective Consents and Surveyors fees received
<b><u>Business Centres</u></b>					
Premises Related Expenses	120.6	112.6	8.0		Estimated savings on Premises Rents based on lower occupancy levels at Calverton
Income	(177.8)	(157.5)		20.3	Reduced Rental Income mainly based on lower occupancy levels at Calverton
<b><u>Public Offices</u></b>					
Premises	371.8	373.4		1.6	Increase in trade waste disposal costs
Supplies & Services	111.2	85.2	26.0		Reduced patrolling budget required due to change in provision arrangements.



**DIRECT SERVICES & PROPERTY PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Depot &amp; Fleet Management</u></b>					
Employee Expenses	220.8	229.5		8.7	Due to higher sickness levels overtime and related oncosts are expected to overspend. Reduction in trade waste disposal costs New shower and toilet facilities partially funded from NCC transport to work initiatives income.
Premises Expenses	371.8	387.0	0.5	15.7	
Income	(687.1)	(696.8)	9.7		
<b><u>Waste Management</u></b>					
Employee Expenses	1,898.7	1,938.7		40.0	Higher sickness levels, mainly on street cleansing, have resulted in an increased agency staff requirement. Staff mileage budget no longer required Subscription to ECO Database Additional recycling and charges for green waste shredding Additional recycling credits expected from NCC. Sponsorship from adverts on dog waste bins Sale of recycled textiles Additional trade sweeping undertaken Additional trade waste income partly due to increased customer base.
Transport Expenses	1,153.3	1,147.0	6.3		
Supplies & Services	492.3	500.5		8.2	
Third Party Payments	111.5	132.5		21.0	
Income	(1,051.6)	(1,114.5)	24.0		
			4.3		
			9.0		
			2.4		
			23.2		

**DIRECT SERVICES & PROPERTY PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Technical Services</u></b>					
Transport expenses	0.0	6.7		6.7	Budget required based on claims submitted
<b><u>Landscape</u></b>					
Premises	206.6	207.7		1.1	Increase in trade waste disposal costs
<b><u>All other budget heads</u></b>	2,286.0	2,286.0			
<b>PORTFOLIO TOTAL</b>	<b>5,406.3</b>	<b>5,422.6</b>	<b>113.4</b>	<b>129.7</b>	<b>Net Portfolio Total £16,300 Adverse</b>

## Improvement Tasks

## Direct Services and Property Portfolio

TASK	Port folio	Lead Officer	OUTCOME /OUTPUT	TARGET	STATUS AT 31.12.07	COMMENTS
Implementation of new summer service for the collection of domestic waste on a weekly basis.	DS	HDS	Introduce weekly collection of black bin for 12 weeks from 25th June 2007 to increase public satisfaction and reduce complaints	June-07	G	Completed successfully
Implementation of new charging arrangements for trade waste customers	DS	HDS	New charging by weight arrangements for trade customers in order to increase market share , provide an incentive to local businesses to divert waste from landfill and reduce operating costs	April-08	G	Amended target, due to data issues and cost issues with County
Review of fleet Management arrangements and operations	DS	HDS	Review of all fleet mgt issues including vehicle maintenance and utilisation of the fleet to ensure maximum use of resources and reduction in vehicle costs	Apr-08	G	At this stage following benchmarking and challenging our current operations culminating in the award for best transport operations, some further procedural enhancements have been made.
Review and update business plan taking into consideration partnership working	DS	HDS	Revision of business plan to move department towards the Council's vision.	Mar-08	G	
Decriminalisation of Parking enforcement - work with County Council	DS	TSM	Implement new arrangements for on-street parking enforcement	November 2007. Revised to May 2008 (Cabinet 2/08/07)	G	Still on Target for May 2008

## Improvement Tasks

## Direct Services and Property Portfolio

TASK	Port folio	Lead Officer	OUTCOME /OUTPUT	TARGET	STATUS AT 31.12.07	COMMENTS
Delivery of actions arising from the Business Continuity Plan	DS	HDS	Continuation and restoration of services following major disruption	Mar-08	G	
Review charging for trade waste customers to ensure that all customers receive the appropriate charges and discounts for the amount of waste collected and disposed of.	DS	BSM	To ensure charging rates are fair and equal to all customers based on amount of waste generated	Apr-08	G	Charging by weight due to start in April so this will eliminate any differences.
Review of bulky household waste collection to ensure the collection arrangements do not disadvantage the elderly, infirm or those with disabilities	DS	BSM and F&RM	To ensure collection policy is suitable for all residents	Dec-07	G	
Review the taxi plating service to ensure that all vehicle inspections are undertaken to the same standard	DS	PASCM	To ensure all taxi drivers are treated fairly and in accordance with the standards required for taxi plating	Dec-07	G	Amend date as one mechanic has been off sick for 6 months so unable to include, will produce action plan by March. Need to link with GTP for licensing

## Improvement Tasks

## Direct Services and Property Portfolio

<b>TASK</b>	<b>Port folio</b>	<b>Lead Officer</b>	<b>OUTCOME /OUTPUT</b>	<b>TARGET</b>	<b>STATUS AT 31.12.07</b>	<b>COMMENTS</b>
Finalisation of twin bin roll out and determination of facilities for properties with no space for it	DS	HDS		Sep-07	G	Completed successfully
Issue new contract for building cleaning	DS	HDS	To improve quality of service provision	Apr-08	G	Tendering process commenced
Review of public buildings including parks pavilions to re-assess the alterations necessary to comply with DDA requirements	DS	TSM	To develop a work programme of improvements to bring facilities up to required standards	Dec-07	G	Progressing

## Direct Services and Property Portfolio

Performance Indicator	Ref	Portfolio	Dept/ Section	Lead Officer	Actual 2006/07	Target 2007/08	Progress At 30.06.07	Progress At 31.12.07	STATUS AT 31.12.07	COMMENTS
Percentage of household waste arising which have been sent by the Authority recycling.	BV 082a 1 & LAA S 4.1a	DSP	DSV	BSM	31.43%	29.00%	30.19%	29.88%	G	Estimate only for December quarter as still awaiting
Percentage of the total tonnage of household waste arising which have been recycled	BV 082a2	DSP	DSV	BSM	13622 tonnes	13750 tonnes	4179.11	10182.79	G	
Percentage of the total tonnage of household waste arising which has been composted	BV 082b1 & LAA S 4.1a	DSP	DSV	BSM	4.26%	3.50%	6.75%	5.95%	G	Estimate only for December quarter as still awaiting residual disposal figures for December from County
The tonnage of household waste sent by the Authority for composting or treatment by anaerobic digest.	BV 082b2	DSP	DSV	BSM	1846.47 tonnes	1300.00 tonnes	763.64	2026.66	G	
Number of kilograms of household waste collected per head	BV 084a	DSP	DSV	BSM	387.1kg	400.0 kg	101.2	304.9	G	Estimate only for December quarter as still awaiting residual disposal figures for December from County

## Direct Services and Property Portfolio

Performance Indicator	Ref	Portfolio	Dept/ Section	Lead Officer	Actual 2006/07	Target 2007/08	Progress At 30.06.07	Progress At 31.12.07	STATUS AT 31.12.07	COMMENTS
The percentage of roads, pavements and public land with significant or heavy levels of litter and detritus	BV 199 a & LAA S 5.1 & S 7.5	DSP	DSV	BSM	6.0%	8.0%	NA	6.0%	G	
Percentage of new reports of abandoned vehicles investigated within 24 hours of notification.	BV 218a	DSP	DSV	BSM	98.27%	95.00%	99.04%	99.06%	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	DSP	DSV	BSM	100.00%	99.00%	100.00%	100.00%	G	

**HOUSING & HEALTH PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Licencing &amp; Hackney Carriages</u></b>					
Supplies & Services	47.7	58.7		11.0	Increased Hackney Carriages expenditure due to new legislation. Increased Hackney Carriages income due to new legislation.
Income	(162.3)	(190.1)	27.8		
<b><u>Renovation Grants</u></b>					
Supplies & Services	82.6	39.3	43.3		Handover of Home Improvement Agency incomplete.
<b><u>Homelessness Admin</u></b>					
Employee Expenses	154.5	191.4		36.9	} Homelessness grant to be used for additional staff to support existing projects within the Homeless and Housing Options Team.
Supplies & Services	122.9	86.0	36.9		
<b><u>Other Gen Fund Housing Svs</u></b>					
Income	(1,017.0)	(1,020.4)	3.4		Domestic Violence Worker recharges to NCC.
<b><u>All other budget heads</u></b>	2,203.6	2,203.6			
<b>PORTFOLIO TOTAL</b>	<b>1,432.0</b>	<b>1,368.5</b>	<b>111.4</b>	<b>47.9</b>	<b>Net Portfolio Total £63,500 Favourable</b>



## Improvement Tasks

## Housing and Health Portfolio

TASK	Port folio	Lead Officer	OUTCOME /OUTPUT	TARGET	STATUS AT 31.12.07	COMMENTS
Produce revised Homelessness Strategy, submit to GOEM and implement	HH	AHM	March 2006 - Revised to Sept 06 (Cabinet - Jun 06). Further revised to: - Preventative elements - Mar 07; Full strategy - Dec 07 (Cabinet 2/11/06)	Sep-07	G	
Review, revise and implement the Private Sector Housing Renewal Strategy	HH	SEO	Policy and Strategy revised to effectively address private sector stock condition within the	Sep-07	G	
<b>To implement the action plan with regard to the Children Act 2004</b>	HH	<b>HHS</b>	<b>To meet the requirements of the legislation and participate in the county partnerships with regard to this</b>	<b>Mar-08</b>	G	
<b>To implement the council's decision with regard to stock transfer in accordance with DCLG guidance</b>	HH	<b>HHS</b>	<b>To develop and deliver a Housing Management Service in accordance with tenants wishes</b>	<b>Dec-08</b>	G	

## Improvement Tasks

## Housing and Health Portfolio

TASK	Port folio	Lead Officer	OUTCOME /OUTPUT	TARGET	STATUS AT 31.12.07	COMMENTS
Produce a revised Housing Strategy, submit to GOEM and implement	HH	SEO	In consultation with GOEM development of this Strategy will be rescheduled to take account of the stock transfer process. New proposed date for completion June 2008.	Jul-08	R	Good progress is being made, but agreement has been reached with GOEM to put back date to reflect timetable for housing stock options. Also looking to incorporate in Community Strategy, which would represent innovative good practice. Therefore recommend amended target date to Dec 08.
<b>Implement on-line licensing</b>	HH	FLHM	Provision of an electronic end-to-end licensing system	Mar-09	R	Introduction deferred until 2008-9 period.

## Housing and Health Portfolio

Performance Indicator	Ref	Portfolio	Dept/ Section	Lead Officer	Actual 2006/07	Target 2007/08	Progress At 30.06.07	Progress At 31.12.07	STATUS AT 31.12.07	COMMENTS
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	HH	HSG	AHMS	10 weeks	9 weeks	9 weeks	10 weeks	R	Households spending longer in hostel due to slow turnover of suitable properties
Average time to re-let local authority housing	BV 212	HH	HSG	AHM	47 days	40 days	51	43 days	R	DTL properties impacting on overall performance
Proportion of homelessness applications on which the authority makes a decision and issues written notification to the applicant within 33 working days.	Local 006a	HH	HSG	AHMS	91.20%	98.50%	94.70%	91.00%	R	This indicator will be removed from April 2008 and replaced by (the indicator which measures average time to determine homeless app's) which more realistically reflects performance in this area

## Housing and Health Portfolio

Performance Indicator	Ref	Portfolio	Dept/ Section	Lead Officer	Actual 2006/07	Target 2007/08	Progress At 30.06.07	Progress At 31.12.07	STATUS AT 31.12.07	COMMENTS
Average re-let times for Local Authority dwellings let in the financial year exc. Difficult to Lets	Local 007b	HH	HSG	AHMN	26 days	21 days	29 days	22 days	A	Continued improved performance is reflected in steady reduction in re-let time excluding dtls.
Local Authority rent collection and arrears: proportion of rent collected	BV 066a	HH	HSG	HMDR	99.16%	99.00%	95.36%	99.36%	G	Performance exceeding target
Local Authority rent collection and arrears recovery: 7 weeks arrears	BV 066b	HH	HSG	HMDR	3.30%	3.09%	2.64%	2.17%	G	Performance exceeding target
Local Authority rent collection and arrears recovery: NSPs	BV 066c	HH	HSG	HMDR	8.83%	8.50%	2.33%	10.71%	G	Performance exceeding target
Local Authority rent collection and arrears recovery: evictions	BV 066d	HH	HSG	HMDR	0.14%	0.36%	0.12%	0.36%	G	Performance on target
Housing Advice service: Preventing homelessness	BV 213	HH	HSG	AHM	1.80%	1.80%	0.28%	1%	G	On target
Local Authority rent collection and arrears: Rent arrears of council tenants as a proportion of the authority rent roll.	Local 005	HH	HSG-DR	HMDR	1.81%	1.75%	1.35%	1.16%	G	Performance exceeding target
Average time to process homelessness applications	Local 006b	HH	HSG	AHMS	New PI	23 days	New PI (Cabinet 2/08/07)	21 days	G	Performance exceeding target

## Housing and Health Portfolio

Performance Indicator	Ref	Portfolio	Dept/ Section	Lead Officer	Actual 2006/07	Target 2007/08	Progress At 30.06.07	Progress At 31.12.07	STATUS AT 31.12.07	COMMENTS
Percentage of responsive (but not emergency) repairs during 2007/08, for which the authority both made and kept an appointment	Local 008	HH	HSG	PMM	98.70%	98.70%	98.14%	99.10%	G	Performance exceeding target
The percentage of urgent repairs completed within Government time limits.	Local 009	HH	HSG	PMM	98.84%	99.0%	97.89%	99.07%	G	Performance exceeding target
The percentage of all repairs completed within target.	Local 011	HH	HSG-PM	PMM	98.64%	98.00%	95.09%	98.35%	G	
The average time taken to complete non-urgent responsive repairs	Local 010	HH	HSG	PMM	11 days	10 days	10 days			Audit of data currently being undertaken

**LEISURE & YOUTH PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Leisure Services</u></b>	<b>£'000</b>	<b>£'000</b>			
Supplies & Services	186.8	76.5	120.0	9.7	Reduction of £120,000 expenditure offset by reduced income of £100,000 due to the Changing Lifestyles Action Plan scheme, deferred until next year. Funding received from Big Lottery for 'Making Play Matter In Gedling' scheme. £9,700 for Play Forum costs and £3,500 for scheme management.
Income	(788.9)	(702.1)	13.2	100.0	
<b><u>Leisure Areas</u></b>					
Transport	7.7	4.7	3.0		Anticipated savings on Park Ranger mileage.
Supplies & Services	115.0	155.0		40.0	Funding of £40,000 received from Big Lottery for 'Making Play Matter In Gedling' scheme - re Lambley playground project, offset by corresponding expenditure in grants. £1,200 shortfall on cricket income, offset by additional football income of £2,700 relating to 06/07 charges to Arnold Town Football Club.
Income	(234.4)	(275.9)	42.7	1.2	
<b><u>Cemeteries</u></b>					
Third Party Payments.	11.7	-	11.7		Due to there being no Muslim burials so far, the current budgets are to be removed and reinstated as required.
Income	(379.2)	(374.2)		5.0	

**LEISURE & YOUTH PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Calverton Leisure Centre</u></b>	<b>£'000</b>	<b>£'000</b>			
Income	(246.0)	(244.7)		1.3	Overall shortfall of £1,300 anticipated, mainly from shortfalls of £6,100 on General Swimming, £3,300 Fitness Room, Squash £2,000 and sales of sporting equipment £1,300, these have been offset by increases of £7,400 on Holiday Activities, DNA membership £1,700 and Swimming Lessons £1,300.
<b><u>Carlton Forum Leisure Centre</u></b>					
Premises	165.1	172.6		7.5	Due to an administrative error by Notts County Council, water charges relating to 2006/07 have only just been identified.
Income	(1,335.6)	(1,213.7)		121.9	Anticipated shortfall mainly consists of DNA membership anticipated to reduce by £65,800 - various actions have been implemented to prevent further losses. Fitness Room reduced by £17,200, General Swimming by £12,000, Swimming Lessons by £12,000, Aerobics Studio by £6,000 and Main Hall by £3,000.

**LEISURE & YOUTH PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Redhill Leisure Centre</u></b>	<b>£'000</b>	<b>£'000</b>			
Employee Expenses	355.4	350.9	4.5		Anticipated savings on Superannuation mainly as a result of casual staff covering contracted staff vacancies.
Income	(607.7)	(614.3)	6.6		Overall increase of £6,600 anticipated, mainly due to Fitness Room £5,700, DNA membership £2,900 and Refreshments £1,800, which have been offset by shortfalls on Main Hall hire £1,900 and Bar drink sales £1,900.
<b><u>Arnold Leisure Centre</u></b>					
Premises	196.7	225.7		29.0	Cost of urgent repairs to Pool Calorifier, Bulk Tank and external water leak, including paving & signage.
Income	(356.8)	(339.7)		17.1	As a result of the Calorifier breaking down, it is anticipated that there will a shortfall on General Swimming of £6,000 and Swimming Lessons £6,800 and due to the lack of corporate bookings there will be a shortfall on Main Room hire of £4,300.



**LEISURE & YOUTH PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Richard Herrod Leisure Centre</u></b>						
Income	(359.7)	(361.0)	1.3		Overall increase of £1,300 by outturn consisting of £7,000 increase on Bar sales, £3,000 additional income from Activity Room use by playgroups, offset by shortfall of £6,000 on Main Hall due to lack of corporate bookings and £2,700 on snooker, as a result of strong local competition for users.	
<b><u>Sports Development</u></b>						
Employee Expenses	126.2	129.6		3.4		Funding of £3,400 received from The Big Lottery towards the temporary part time employment of a Community Physical Activities Officer.
Supplies & Services	147.4	152.4		5.0		Contribution of £5,000 received from Notts County Council towards the Activity Friends scheme.
Income	(97.2)	(105.6)	8.4		Contributions received - see above.	
<b><u>All Leisure Centres</u></b>						
Premises - refuse collection	9.5	12.1		2.6	Increased trade waste recharges.	
<b><u>All other budget heads</u></b>	5,730.1	5,730.1				
<b>PORTFOLIO TOTAL</b>	<b>2,646.1</b>	<b>2,778.4</b>	<b>211.4</b>	<b>343.7</b>	<b>Net Portfolio Total £132,300 Adverse</b>	

## Improvement Tasks

## Leisure and Youth Portfolio

TASK	Port folio	Lead Officer	OUTCOME /OUTPUT	TARGET	STATUS AT 31.12.07	COMMENTS
Provide procurement options for the future management of the Borough's leisure centres.	LS	LFO	A range of options for consideration for the future management of the Borough's leisure facilities with the recommendation for the best way of delivering leisure services to the community.	Sep-08	G	
Develop a programme of use and management arrangements for Honeywood Gardens Community Centre.	LS	LFO	A centre managed by and delivering activities for the community.	Mar-08	G	
To obtain Green Flag status for Arnot Hill Park.	LS	LRO	An urban park that has a nationally recognised benchmark of excellence in recreational green areas, with a commitment to continuous improvement.	Aug-08	G	
To relocate Teal Close recreational area, working in partnership with Gedling Town F.C.	LS	LRO	Increased provision of grass and synthetic pitches for community use. A stadium for higher league football with community access and activities.	To be confirmed	G	

## Improvement Tasks

## Leisure and Youth Portfolio

TASK	Port folio	Lead Officer	OUTCOME /OUTPUT	TARGET	STATUS AT 31.12.07	COMMENTS
Development of the King George V Park, Arnold to provide enhanced community facilities.	LS	LRO	Provision of a park with enhanced children's play facilities, youth facilities, walkways, footpaths and seating areas. This will create a safe and suitable environment for future provision of sports and general activities.	Mar 07 - Revised to Mar 08 (Cabinet - Aug 06)	R	Arnold Town F.C. have been granted permission to play a further season at the ground, this will delay the site improvement project by a year. It is <b>recommended that the target date be amended to September 2010.</b>

FINANCE PORTFOLIO

BUDGETARY CONTROL REPORT - DECEMBER 2007

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>Financial Services</u></b>	£'000	£'000			
Employee Expenses	575.9	562.9	13.0		Savings on maternity and agency cover.
Income	(868.7)	(878.3)	10.0		Increased recharge to Rushcliffe for provision of payroll service.
				0.4	Advertising service on payslips no longer takes place
<b><u>Banking</u></b>					
Supplies & Services	53.3	55.3		2.0	Increase in Card Transaction costs
<b><u>Revenue Incomes</u></b>					
Employee Expenses	387.4	406.1		18.7	Additional Agency staff required to clear backlog caused by maternity, sickness & vacancies
Supplies & Services	119.0	133.0		16.5	Increased costs of Print Room charges and cost of production of Council Tax leaflets.
			1.0		Reduced number of Bankruptcy charges
			1.5		Reduction in Debt Collection charges due to delayed start of recovery processes.
Income	(436.9)	(438.2)	0.6		Fee for posting 'Warm Front' letters
			0.7		Additional Bankruptcy income received

**FINANCE PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Central Capital Financing</u></b>					
Interest on Negative HRA Capital Financing Requirement	153.5	173.6		20.1	Higher Interest rates resulting in increased interest paid to the Housing Revenue Account
Interest Received on HRA Balances	60.0	70.1		10.1	
External Borrowing (PWLB)	429.0	420.0	9.0		Reduction based on current borrowing
Temporary Loan Interest	0.0	5.0		5.0	Small amounts of borrowing at commencement of year plus allowance for cashflow loans towards March
Serviced Debt -Principal	36.1	36.2		0.1	Exact charge received from Broxtowe
Serviced Debt - Interest	24.7	22.1	2.6		Reduction in Interest Rates
Rev. Appropriations - Expend.	1.2	1.1	0.1		Reduction in Interest rates
Bank Charges Abatement	(1.5)	(2.0)	0.5		Increased due to higher rates
Interest on Investments	(590.0)	(679.0)	89.0		Increased balances available & higher rates in 07/08
Other Interest Received	(3.4)	(2.7)		0.7	Reduction in Interest rates

**FINANCE PORTFOLIO**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Central Unapportioned Overhead</u></b>					
Employee Expenses	113.5	114.6		1.1	Increased monthly charge and Actuarial Fee, which is charged once every three years
<b><u>Housing Benefit Admin</u></b>					
Employee Expenses	697.1	688.8	8.3		Savings on Agency staff
Supplies & Services	249.4	262.9		13.5	Implementation of Data Scan changes offset by additional income from Dept. of Works and Pensions
Income	(874.2)	(887.7)	13.5		
<b><u>Concessionary Fares</u></b>					
Third Party Payments	32.1	109.6		77.5	Additional setting up costs of new Travel Concession scheme offset by 2nd tranche of Travel Concession Grant.
Income	(33.1)	(110.6)	77.5		
<b><u>Miscellaneous Finance Portfolio</u></b>					
Premises Related Expenditure	15.6	15.0	0.6		Reduction in Drainage Board Levy
<b><u>All other budget heads</u></b>	1,005.7	1,005.7			
<b>PORTFOLIO TOTAL</b>	<b>1,145.7</b>	<b>1,083.5</b>	<b>227.9</b>	<b>165.7</b>	<b>Net Portfolio Total £62,200 Favourable</b>

## Improvement Tasks

## Finance Portfolio

<b>TASK</b>	<b>Port folio</b>	<b>Lead Officer</b>	<b>OUTCOME /OUTPUT</b>	<b>TARGET</b>	<b>STATUS AT 31.12.07</b>	<b>COMMENTS</b>
Implementation of changes to NNDR Empty Property Rate Relief	FIN-REV	RSM	Legislation changes completed	Mar-08	G	Software changes received.
Implementation of Local Housing Allowance Scheme	FIN-REV	RSM	Legislation changes completed and new scheme in place.	Mar-08	G	On Going
<b>Annual Assurance statement and SIC for previous year.</b>	FIT	RSM	Assurance given in respect of previous years financial statements.	Jun-07	<b>G</b>	Completed
Annual Billing NDDR/Ctax issued timely and accurately.	FIT	RM	Annual bills reissued for the 1 April instalment.	Mar-08	G	On Going
<b>Close Final Accounts for 2006/2007.</b>	FIT	FSM	Clear and timely overview of the Council's financial health in line with WGA initiative.	By end June 07	<b>G</b>	Completed
<b>Produce budget estimates for 2008/09</b>	FIT	FSM	Robust estimates that enable the council to set the annual level of council tax to be levied.		G	On-going
<b>Carry out financial review of Capital Strategy</b>	FIT	HCS	Continued strong financial management, linked to delivery of key aims and objectives	Dec-07	G	Strategy completed.

## Improvement Tasks

**Finance Portfolio**

<b>TASK</b>	<b>Port folio</b>	<b>Lead Officer</b>	<b>OUTCOME /OUTPUT</b>	<b>TARGET</b>	<b>STATUS AT 31.12.07</b>	<b>COMMENTS</b>
Review Base Maintenance budget as part of Corporate budget process	FIT	PAC	Replacement and maintenance schedule for all equipment and buildings linked to AMPs	Mar-08	G	Resources to undertake review have been affected by maternity leave, Transfer of Estates function, and limited window of opportunity for review to impact on budget. Target altered to March 08.



### Finance Portfolio

Performance Indicator	Ref	Portfolio	Dept/ Section	Lead Officer	Actual 2006/07	Target 2007/08	Progress At 30.06.07	Progress At 31.12.07	STATUS AT 31.12.07	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*	FIT	CSV	FSM	94.22%	100.00%	98.20%	95.41%	R	Delay in Week 36 payments due to system error.
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	FIT	CSV	FSM	94.22%	97.50%	98.20%	95.41%	A	Delay in week 36 payments due to system error. Continued improved weekly performance should see annual local target being met.
Percentage of Council Tax collected	BV 009*	FIT	CSV	RSM	98.29%	98.50%	30.20%	87.88%	G	
The percentage of business rates due for the financial year which were received by the authority	BV 010*	FIT	CSV	FSM	98.73%	99.00%	33.10%	90.57%	G	Above target at present.
The number of fraud investigators employed by the local authority, per 1000 caseload.	BV 076b	FIT	CSV	RSM	0.31	0.29	0.25	0.25	G	

### Finance Portfolio

Performance Indicator	Ref	Portfolio	Dept/ Section	Lead Officer	Actual 2006/07	Target 2007/08	Progress At 30.06.07	Progress At 31.12.07	STATUS AT 31.12.07	COMMENTS
The number of Housing Benefit and Council Tax Benefit (HB/CTB) fraud investigations carried out by the local authority per year, per 1000 caseload.	BV 076c	FIT	CSV	RSM	31.8	30	6.75	25.40	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	FIT	CSV	RSM	4.10	4.5	0.75	3.63	G	
Average time for processing new claims	BV 078a*	FIT	CSV	RSM	32.4 days	30.0 days	23.6	21.0	G	
Average time for processing notifications of changes of circumstances	BV 078b*	FIT	CSV	RSM	11.0 days	7.0 days	12.1	9.0	G	This is within the top performance range of <10 days for performance standard. Would suggest target amended to <10 days.

## Performance Indicators

**Finance Portfolio**

<b>Performance Indicator</b>	<b>Ref</b>	<b>Portfolio</b>	<b>Dept/ Section</b>	<b>Lead Officer</b>	<b>Actual 2006/07</b>	<b>Target 2007/08</b>	<b>Progress At 30.06.07</b>	<b>Progress At 31.12.07</b>	<b>STATUS AT 31.12.07</b>	<b>COMMENTS</b>
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*	FIT	CSV	RSM	97.20%	98.00%	96.80%	98.40%	G	

**HOUSING REVENUE ACCOUNT**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Housing General Mgt &amp; Admin</u></b>					
Employee Expenses	150.4	152.7		2.3	Additional costs due to pay award. Savings in computer equipment & software budgets, offset by the need for a postages budget.
Supplies & Services	44.6	26.6	25.0	7.0	
<b><u>Housing General Management</u></b>					
Employee Expenses	519.0	473.2	45.8		Savings mainly owing to reduction in NI and superannuation owing to use of agency staff, and vacancies left un-filled for part of the year. Increase in premiums in respect of material damage and leaseholder properties Savings in legal fees, tenant consultation, books & estate agents, offset by consultancy fees (relating to new asset management system, plus ISO & benchmarking), conferences & subscriptions.
Premises Related Expenses	69.2	82.7		13.5	
Supplies & Services	109.7	101.1	23.6	15.0	

**HOUSING REVENUE ACCOUNT**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Housing Special Services</u></b>					
Employee Expenses	353.9	359.8		5.9	Projected overspend relating to use of agency due to difficulty filling vacancies, partially offset by savings in NI & superannuation. Savings anticipated on utilities and window cleaning Savings predicted on protective clothing.
Premises	393.5	348.8	44.7		
Supplies & Services	114.6	113.6	1.0		
<b><u>Supporting People</u></b>					
Employee Expenses	424.1	399.6	24.5		Savings owing to vacancies.
<b><u>Housing Repairs</u></b>					
Employee Expenses	383.2	381.0	2.2		Savings in NI & superannuation, partially offset by overspend on basic pay owing to use of agency staff due to difficulty filling vacancies.
<b><u>Homeless Accommodation</u></b>					
Employee Expenses	11.8	6.7	5.1		Savings owing to vacancies.

**HOUSING REVENUE ACCOUNT**

**BUDGETARY CONTROL REPORT - DECEMBER 2007**

**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>Rents, Rates, Taxes &amp; Other</u></b>					
Premises	47.5	59.9		12.4	Council tax charges on empty properties higher than estimated.
<b><u>Capital Financing Charges</u></b>					
Income	(418.9)	(439.0)	20.1		Higher interest rates resulting in increased interest.
<b><u>HRA Other Income</u></b>					
Income	(64.2)	(74.3)	10.1		Higher interest rates resulting in increased interest.
<b><u>All other budget heads</u></b>	(2,109.7)	(2,109.7)			
<b>PORTFOLIO TOTAL</b>	<b>28.7</b>	<b>(117.3)</b>	<b>202.1</b>	<b>56.1</b>	<b>Net Portfolio Total £146,000 Favourable</b>

**FINANCIAL MANAGEMENT REPORT - CAPITAL BUDGET MONITORING**
**PERIOD 9 DECEMBER 2007**

	Original Capital Programme	Carry Forwards	Virements & Supplements	Quarter 1 Cabinet	Quarter 2 Cabinet	Quarter 3 Cabinet	Revised Cap Prog inc c/f & supp	Actual To Date	Committed	Latest Projected Outturn	Projected Annual Variance	
											£+ / (-)	%+ / (-)
<b>EXPENDITURE</b>	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Development and Economic Regeneration	69.0	0.0	0.0	(69.0)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Direct Services & Property	1,524.2	99.1	(13.0)	10.0	0.0	(140.0)	1,480.3	1,050.4	87.6	1,439.2	(41.1)	(2.8)
Customer Services and Efficiency	673.0	8.0	0.0	(515.9)	(23.8)	(22.4)	118.9	110.1	5.9	118.9	0.0	0.0
Finance	57.1	33.5	0.0	0.0	0.0	0.0	90.6	13.6	12.6	90.6	0.0	0.0
Housing and Health Leader	4,816.3	453.9	0.0	107.5	52.7	(730.2)	4,700.2	2,281.0	2,380.6	4,700.2	0.0	0.0
Leisure and Youth	62.0	0.0	0.0	50.0	0.0	(106.0)	6.0	0.0	0.0	6.0	0.0	0.0
Safe & Sustainable Neighbourhoods	2,646.6	88.2	13.0	(1,855.4)	25.0	(57.0)	860.4	259.6	528.1	866.4	6.0	0.7
	7.0	0.0	0.0	0.0	0.0	3.5	10.5	2.8	0.0	10.5	0.0	0.0
	<b>9,855.2</b>	<b>682.7</b>	<b>0.0</b>	<b>(2,272.8)</b>	<b>53.9</b>	<b>(1,052.1)</b>	<b>7,266.9</b>	<b>3,717.7</b>	<b>3,014.8</b>	<b>7,231.8</b>	<b>(35.1)</b>	<b>(2.1)</b>
<b>RESOURCES</b>												
Major Repairs Allowance	2,024.3	0.0	0.0	0.0	0.0	(242.1)	1,782.2			1,782.2	0.0	0.0
Specific Capital Grant - Disabled Facilities Grant	240.0	8.6	0.0	0.0	0.0	0.0	248.6			248.6	0.0	0.0
Borrowing	4,900.0	0.0	0.0	(33.9)	(23.8)	(719.8)	4,122.5			4,122.5	0.0	0.0
East Midland Regional Housing Board Grant	199.0	114.7	0.0	123.5	0.0	0.0	437.2			437.2	0.0	0.0
DEFRA Waste Performance & Efficiency Grant	47.9	0.0	0.0	0.0	0.0	0.0	47.9			47.9	0.0	0.0
Other Contributions	300.0	0.0	0.0	(300.0)	62.7	0.0	62.7			62.7	0.0	0.0
Bond	0.0	25.0	0.0	0.0	0.0	0.0	25.0			25.0	0.0	0.0
Nottinghamshire County Council Contributions	35.0	0.0	0.0	0.0	15.0	25.0	75.0			75.0	0.0	0.0
RBC - Rushcliffe Payroll Implementation	12.0	0.0	0.0	(12.0)	0.0	0.0	0.0			0.0	0.0	0.0
Allotment Associations	7.5	0.0	0.0	0.0	0.0	0.0	7.5			7.5	0.0	0.0
Capital Receipts	1,529.5	530.9	0.0	(2,060.4)	0.0	4.8	4.8			4.8	0.0	0.0
Revenue Contribution from Housing Revenue A/C	150.0	0.0	0.0	0.0	0.0	0.0	150.0			150.0	0.0	0.0
Capital Receipts - LSVT	410.0	0.0	0.0	0.0	0.0	(410.0)	0.0			0.0	0.0	0.0
Capital Contribution - New Charter	0.0	0.0	0.0	0.0	0.0	290.0	290.0			290.0	0.0	0.0
Revenue Contribution from Reserves/Funds	0.0	3.5	0.0	0.0	0.0	0.0	3.5			3.5	0.0	0.0
Flood Recovery Grant	0.0	0.0	0.0	10.0	0.0	0.0	10.0			10.0	0.0	100.0
	<b>9,855.2</b>	<b>682.7</b>	<b>0.0</b>	<b>(2,272.8)</b>	<b>53.9</b>	<b>(1,052.1)</b>	<b>7,266.9</b>	<b>0.0</b>	<b>0.0</b>	<b>7,266.9</b>	<b>0.0</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>0.0</b>	<b>0.0</b>	<b>0.0</b>			<b>(35.1)</b>		

**NOTES :-**

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

List Of Virements Approved By Portfolio Holders For TheQuarter Ended December 2007

<u>REVENUE</u>	£
<b><u>General Fund</u></b>	
<b>Leader</b>	
Corporate Management - Salary savings to Gedling Transformation Project	(18,000)
<b>Safe &amp; Sustainable Neighbourhoods</b>	
Environmental Protection - Contaminated Land	(2,500)
Environmental Protection - Course Fees	2,500
Crime Prevention - CCTV Operatives	(10,000)
Community Protection - External Contractors	10,000
<b>Leisure &amp; Youth</b>	
Crime Prevention budgets from Redhill, Calverton and Arnold Leisure Centres to provide security for additional parking area at Redhill Leisure Centre	(3,000)
Richard Herrod Leisure Centre - electricity	3,000
Calverton Leisure Centre - electricity	(10,000)
	10,000
<b>Finance &amp; I.T</b>	
Resources Salaries	(40,000)
Private Audit Services	40,000
Gedling Transformation Project - Consultancy	18,000
Interest on Investments	(15,000)
Data Security Review	15,000
<b>Housing &amp; Health</b>	
Homelessness - Projects & Activities First Lets Project	(9,000)
Housing Strategy - Projects & Activities	9,000
<b>General Fund Total</b>	<b>0</b>
<b><u>Housing Revenue Account</u></b>	
<b>HRA Total</b>	<b>0</b>
<b><u>CAPITAL</u></b>	
<b>£</b>	
<b>Direct Services</b>	
Contribution to Calverton Leisure Centre New Reception from DDA budget	(13,000)
<b>Leisure Services</b>	
Contribution from DDA budget to Calverton Leisure Centre New Reception	13,000
<b>General Fund Total</b>	<b>0</b>