

Meeting Agenda

**Policy Development Scrutiny Committee,
Town Hall, Lytham St. Annes
Thursday 8 December 2011, 6:15pm**

The main doors to the Town Hall will be open to the public at 6:00pm
The maximum capacity for this meeting room is 60 persons –
once this limit is reached no other person can be admitted.

POLICY DEVELOPMENT SCRUTINY COMMITTEE MEMBERSHIP

CHAIRMAN	Fabian Craig-Wilson
VICE-CHAIRMAN	Leonard Davies

Councillors

Ben Aitken	Frank Andrews
Susan Ashton	Julie Brickles
David Chedd	Simon Cox
John Davies	David Donaldson
Charlie Duffy	Karen Henshaw JP
Edward Nash	Richard Redcliffe
Elizabeth Oades	Elaine Silverwood

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Our Vision

Fylde Borough Council will work with partners to provide and maintain a welcoming, inclusive place with flourishing communities.

Our Corporate Objectives

- To Promote the Enhancement of the Natural & Built Environment
 - To Promote Cohesive Communities
 - To Promote a Thriving Economy
- To meet the Expectations of our Customers

The Principles we will adopt in delivering our objectives are:

- To ensure our services provide value for money
- To work in partnership and develop joint working



A G E N D A

PUBLIC PLATFORM

*To hear representations from members of the public in accordance with
Committee procedure rules*

ITEM	PAGE
1. DECLARATIONS OF INTEREST: If a member requires advice on Declarations of Interest he/she is advised to contact the Monitoring Officer in advance of the meeting. (For the assistance of Members an extract from the Councils Code of Conduct is attached).	4
2. CONFIRMATION OF MINUTES: To confirm as a correct record the minutes of the Policy Development Scrutiny Committee held on 3 November 2011. As attached at the end of the agenda.	4
3. SUBSTITUTE MEMBERS: Details of any substitute members notified in accordance with council procedure rule 26.3.	4
4. CAPITAL PROGRAMME 2011/12 TO 2015/16 – 2ND QUARTER UPDATE TO 30/09/11	7 - 18
5. GENERAL FUND BUDGET MONITORING REPORT 2011/12 - POSITION AS AT QUARTER ENDED 30TH SEPT 2011	19 - 31
6. MID YEAR PERFORMANCE EXCEPTION REPORT 2011/12	32 - 42
7. FYLDE COAST ECONOMIC DEVELOPMENT STRATEGY – TASK AND FINISH GROUP INTERIM REPORT	43 - 45
8. EXCLUSION OF THE PUBLIC	46
9. LOWTHER GARDENS TRUST	47 - 79
Exempt Item – Not for Publication	

Personal interests

8.—(1) You have a personal interest in any business of your authority where either—

(a) it relates to or is likely to affect—

- (i) any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) any body—
 - (aa) exercising functions of a public nature;
 - (bb) directed to charitable purposes; or
 - (cc) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union),

of which you are a member or in a position of general control or management;

- (i) any employment or business carried on by you;
 - (ii) any person or body who employs or has appointed you;
 - (iii) any person or body, other than a relevant authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties;
 - (iv) any person or body who has a place of business or land in your authority's area, and in whom you have a beneficial interest in a class of securities of that person or body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital (whichever is the lower);
 - (v) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi);
 - (vi) the interests of any person from whom you have received a gift or hospitality with an estimated value of at least £25;
 - (vii) any land in your authority's area in which you have a beneficial interest;
 - (viii) any land where the landlord is your authority and you are, or a firm in which you are a partner, a company of which you are a remunerated director, or a person or body of the description specified in paragraph (vi) is, the tenant;
 - (xi) any land in the authority's area for which you have a licence (alone or jointly with others) to occupy for 28 days or longer; or
- (b) a decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a relevant person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision;

(2) In sub-paragraph (1)(b), a relevant person is—

- (a) a member of your family or any person with whom you have a close association; or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph (1)(a)(i) or (ii).

Disclosure of personal interests

- 9.—(1) Subject to sub-paragraphs (2) to (7), where you have a personal interest in any business of your authority and you attend a meeting of your authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.
- (2) Where you have a personal interest in any business of your authority which relates to or is likely to affect a person described in paragraph 8(1)(a)(i) or 8(1)(a)(ii)(aa), you need only disclose to the meeting the existence and nature of that interest when you address the meeting on that business.
- (3) Where you have a personal interest in any business of the authority of the type mentioned in paragraph 8(1)(a)(viii), you need not disclose the nature or existence of that interest to the meeting if the interest was registered more than three years before the date of the meeting.
- (4) Sub-paragraph (1) only applies where you are aware or ought reasonably to be aware of the existence of the personal interest.

- (5) Where you have a personal interest but, by virtue of paragraph 14, sensitive information relating to it is not registered in your authority's register of members' interests, you must indicate to the meeting that you have a personal interest, but need not disclose the sensitive information to the meeting.
- (6) Subject to paragraph 12(1)(b), where you have a personal interest in any business of your authority and you have made an executive decision in relation to that business, you must ensure that any written statement of that decision records the existence and nature of that interest.
- (7) In this paragraph, "executive decision" is to be construed in accordance with any regulations made by the Secretary of State under section 22 of the Local Government Act 2000(d).

Prejudicial interest generally

- 10.—**(1) Subject to sub-paragraph (2), where you have a personal interest in any business of your authority you also have a prejudicial interest in that business where the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.
- (2) You do not have a prejudicial interest in any business of the authority where that business—
- (a) does not affect your financial position or the financial position of a person or body described in paragraph 8;
 - (b) does not relate to the determining of any approval, consent, licence, permission or registration in relation to you or any person or body described in paragraph 8; or
 - (c) relates to the functions of your authority in respect of—
 - (i) housing, where you are a tenant of your authority provided that those functions do not relate particularly to your tenancy or lease;
 - (ii) school meals or school transport and travelling expenses, where you are a parent or guardian of a child in full time education, or are a parent governor of a school, unless it relates particularly to the school which the child attends;
 - (iii) statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where you are in receipt of, or are entitled to the receipt of, such pay;
 - (iv) an allowance, payment or indemnity given to members;
 - (v) any ceremonial honour given to members; and
 - (vi) setting council tax or a precept under the Local Government Finance Act 1992.

Prejudicial interests arising in relation to overview and scrutiny committees

- 11.—** You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or of a sub-committee of such a committee) where—
- (a) that business relates to a decision made (whether implemented or not) or action taken by your authority's executive or another of your authority's committees, sub-committees, joint committees or joint sub-committees; and
 - (b) at the time the decision was made or action was taken, you were a member of the executive, committee, sub-committee, joint committee or joint sub-committee mentioned in paragraph (a) and you were present when that decision was made or action was taken.

Effect of prejudicial interests on participation

- 12.—**(1) Subject to sub-paragraph (2), where you have a prejudicial interest in any business of your authority—
- (a) you must withdraw from the room or chamber where a meeting considering the business is being held—
 - (i) in a case where sub-paragraph (2) applies, immediately after making representations, answering questions or giving evidence;
 - (ii) in any other case, whenever it becomes apparent that the business is being considered at that meeting;
 unless you have obtained a dispensation from your authority's standards committee;
 - (b) you must not exercise executive functions in relation to that business; and
 - (c) you must not seek improperly to influence a decision about that business.
- (2) Where you have a prejudicial interest in any business of your authority, you may attend a meeting (including a meeting of the overview and scrutiny committee of your authority or of a sub-committee of such a committee) but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

REPORT

REPORT OF	MEETING	DATE	ITEM NO
MGT TEAM	POLICY DEVELOPMENT SCRUTINY COMMITTEE	8 DECEMBER 2011	4

CAPITAL PROGRAMME 2011/12 TO 2015/16 – 2ND QUARTER UPDATE TO 30/09/11

Public Item

This item is for consideration in the public part of the meeting.

Summary

The purpose of this report is to provide an update for the Committee in the Council's Five Year Capital Programme. It includes year to date expenditure and sets out the latest phasing of the programme including the latest estimate of available resources and any additions or changes since the last current position was presented to the Portfolio Holder on 17th August 2011.

Recommendation

The Committee is invited to note the updated Capital Programme position as detailed in the report.

Reasons for recommendation

Not applicable.

Alternative options considered and rejected

None.

Cabinet Portfolio

The item falls within the following Cabinet portfolio:

Finance & Resources – Councillor Karen Buckley.

Report

1. Introduction

- 1.1 The Portfolio Holder for Finance & Resources last noted the Capital Programme position on 17th August 2011. That update showed a surplus on the capital programme position of £1.057m.

2. Implications

- 2.1 Table 1 below gives a summary of the main changes since the previous report:

TABLE 1

Summary of Changes to the Capital Programme – 2011/12 to 2015/16

	£'000	(Adv/Fav)
Surplus in resources at 17 th August 2011	-1,057	(F)
Increases in expenditure	177	(A)
Increases in funding	<u>-177</u>	(F)
Surplus in resources now reported	-1,057	(F)

Note: In line with Council and Cabinet approvals the surplus has arisen as a result of a capital receipt of £1.357m. The estimated surplus reported is £1.057m which has been adjusted to reflect the £300k capital grant approved to Lytham Hall.

- 2.2 The programme has been updated to reflect approved changes in expenditure and funding during April to September 2011. Further details of these changes are shown within Appendix A.
- 2.3 A prudent approach is taken in preparing the programme to ensure that financing resources are only recognised when there is reasonable certainty that they will be received.
- 2.4 Capital schemes are directly linked with the Council's priorities as delivered through a series of key Programmes and via detailed Service Delivery Plans. Major items of enhancement or renewal are identified via the Council's Asset Management Plan and work is underway to review and update this.

3. Quarter 2 Update Position

- 3.1 Appendix B sets out a summary of the Capital Five Year Programme by Directorate as approved by Council on 2nd March 2011, updated to reflect the outturn position for 2010/11 and slippage approved by Cabinet on 28th June 2011 and other known changes, such as Cabinet / Council approvals and changes to the expected timing of expenditure as at 30th September 2011. The Programme has also been rolled forward to include the year 2015/16.

- 3.2 Appendix C sets out the schemes in detail over the Five Year Capital programme, again having taken account of approved changes.
- 3.3 Appendix D sets out details of expenditure on approved schemes for 2011/12 to 30th September 2011 together with a brief explanation of variances.
- 3.4 Appendix E details a key of Finance Indicators that defines the funding of each specific scheme within Appendix D.

4. Capital Programme Re-Phasing of Budgets

- 4.1 As already stated, the Quarter 2 Update sets out the latest phasing of the Programmed Schemes. The detailed explanations on the latest phasing of schemes are set out at Appendix D.

5. Vehicle Purchases

- 5.1 The Council has an agreed Service Modernisation Strategy for Operational Services in place which includes a vehicle replacement programme. This programme includes replacement costs in this current year up to the total value of approximately £650k.

It is within the delegations of the Section 151 Officer to determine how this replacement programme is best financed and a financial business case will be prepared. At the time of writing it is highly likely that it will be cheaper for the Council to borrow rather than lease replacement vehicles which are being reviewed as part of the Modernisation Strategy. The cost of the borrowing will be fully financed from existing revenue budgets (as current vehicles are leased the base revenue budget is already approved and in place). If the borrowing requirement exceeds the approved Prudential Indicator levels approved by the Council in March 2011, then a further report will need to be brought to Council.

6. Capitalisation

- 6.1 The Council submitted a capitalisation bid in 2011/12 for Statutory Redundancy Costs and approval has been granted by the Government up to the value of £250k. This gives the Council the option to capitalise redundancy costs which would otherwise fall on the Revenue Budget. A capitalisation bid in 2011/12 for Pension Strain cost was not approved, so any pension strain costs arising will fall on the Revenue Budget. In capitalising redundancy costs there will be an impact on the revenue budget by spreading the impact over the twenty year loan period. Utilising this option would be subject to a business case review and would require Member approval. It is expected that a maximum of £150k would be required.

7. Capital Receipts

- 7.1 In July 2011 the council received a capital receipt of £1.357m (£1.375m less professional fees of £18k) for the sale of its interest in Clifton (Lytham) Housing Association Ltd which is included in this update. There is a high probability that the £1.357m capital receipt will need to be adjusted to reflect outstanding repair and maintenance liabilities in progress at the time of the sale and the final cash position for the company at the time of the sale. The latest estimate of this liability is £17k.

There is a potential further capital receipt of £125k due to the Council subject to a successful planning application being lodged. The further fee and the additional receipt has not yet been reflected in the Capital Programme.

8. Ongoing Financial Risks

The following risks are still relevant in respect of the Capital Programme:

8.1 (i) Accommodation Project

The accommodation project is currently included in the programme with the scheme being self-financing from capital receipts from the sale of 3 sites (St David's Road Depot, Derby Road, Wesham site and The Public Offices). If either the estimated cost of the refurbishment, the capital receipts achieved or the phasing of this scheme changes, there could be revenue implications i.e. costs of displacing staff / vehicles and equipment which would be reported to Members and reflected in future revenue budget forecasts accordingly. Actual asset sales and receipts are dependent on market conditions and cannot be predicted with certainty. This results in an inherent risk in the forecast level of programmed resources particularly in the current year of the programme. An update report on this project will be provided to members in November 2011.

This is a high level risk.

(ii) Project Slippage

Any areas of slippage in the Capital Programme must be addressed in future years to ensure that there is no loss of external grant arising due to conditions associated with specific grant awards within specified timescales.

This is a medium level risk.

(iii) Other Capital Receipts

The approved programme for 2011/12 onwards assumes "Target Assets Sales" of £25k and "Right to Buy" receipts of £25k per annum. Future receipts are dependent on prevailing market conditions and values cannot be predicted with certainty. This will be monitored and reviewed during the year and adjusted accordingly in future quarterly monitoring reports, along with the impact this may have on the financing of the programme.

This is a medium level risk.

(iv) Government Grants

The only grant expenditure contained in the current capital programme forecast beyond the current year relates to Disabled Facilities Grants (DFG). The receipt of this grant will always depend on future government decisions. The grant settlements stated from 2011/12 to 2015/16 are currently estimates and are only confirmed in the year they are due. Any fluctuation in government grants will have a direct impact on the level of Capital Programme work that can be undertaken. The Council currently

finances DFG schemes with a 40% capital investment which has been reflected in this capital programme forecast.

This is a medium level risk.

(v) Capital Investment in St. Annes Pool

As part of the arrangement with the YMCA for the operation of the pool, the Council undertook to provide Capital support in the event of major works, repair or breakdown and a provision of £153k is included in the programme for this eventuality. This estimate is based on the currently known condition of the premises, plant and equipment and remains an ongoing risk.

This is a medium level risk

(vi) Sale of Clifton (Lytham) Housing Association Ltd

At the time of writing the report the final accounts for Clifton (Lytham) Housing Association Ltd are currently being finalised and agreed. There is a high probability that the £1.357m capital receipt will need to be adjusted to reflect outstanding repair and maintenance liabilities in progress at the time of the sale and the final cash position for the company at the time of the sale. The latest estimate of this liability is £17k.

This is a low level risk

9. Conclusion

- 9.1 Actual expenditure to 30/09/11 is £1.500m against a full year budget of £3.236m. This equates to 46.4% spend. As can be seen at the half year position scheme expenditure is on the whole in line with the budgeted profile.
- 9.2 The current Capital Programme as updated is showing a surplus of £1.057m, (which includes a level of approved Prudential borrowing) which is mainly due to the capital receipt arising from the recent sale of the Council's interest in Clifton (Lytham) Housing Association Ltd. The programme contains limited capital investment beyond 2011/12.
- 9.3 There are a number of priority areas beginning to emerge across the Council's property asset portfolio that may require further investment in the medium term. Members will have a choice in considering the Capital Programme going forward and options to consider could be to add in new capital schemes up to the surplus position at no additional revenue cost or to reduce to overall level of borrowing, which would result in a reduction in spend in the overall Revenue Budget.
- 9.4 Cabinet and Management Team are currently examining in detail the options available. The future capital programme and the associated financing will be subject to discussion with Members during the coming months in the lead up to the annual budget setting process for 2012/13. Meanwhile the capital expenditure position will be closely monitored.

- 9.5 Any additional expenditure which is not fully funded by external finance would require the generation of capital receipts or further borrowing. The latter would place further pressure on the Revenue Budget from the consequent repayment costs.
- 9.6 It is good practice to maintain a surplus in capital resource to mitigate the risks to the programme.

Report Author	Tel	Date	Doc ID
Joanna Scott	(01772) 906059	10/11/2011	

List of Background Papers		
Name of document	Date	Where available for inspection
MTFS Council Report	02/03/2011	Minutes of Council Meeting 02/03/2011
Cabinet - Capital Funding Request - Lytham Hall	23/03/2011	Minutes of Cabinet Meeting 23/03/2011
Cabinet - Regeneration Vision and the 2012 Open Golf Action Plan	23/03/2011	Minutes of Cabinet Meeting 23/03/2011
Council - Capital grant of £300k to Lytham Hall	28/03/2011	Minutes of Council Meeting 28/03/2011
Cabinet - MTFS Outturn - incl slippage	28/06/2011	Minutes of Cabinet Meeting 28/06/2011
Cabinet - Lytham Hall	28/06/2011	Minutes of Cabinet Meeting 28/06/2011
Cabinet - Replacement Of Two CCTV Vans	28/06/2011	Minutes of Cabinet Meeting 28/06/2011
Cabinet - Community parks improvement programme – Park View Ampitheatre	28/06/2011	Minutes of Cabinet Meeting 28/06/2011
Cabinet - Community Parks Improvement Programme	20/07/2011	Minutes of Cabinet Meeting 20/07/2011
Individual Portfolio Holder Report	05/08/2011	Decision of Individual Portfolio Holder Report 05/08/2011
Quarter 1 Update – Capital Programme	17/08/2011	Section 151 Officer

Attached documents

Appendix A – Changes to the Capital Programme 2011/12 to 2015/16.

Appendix B - Updated Capital Programme 2011/12 to 2015/16.

Appendix C - Capital Expenditure & Financing Statement as at 30/06/11 (i.e. 1st quarter).

Appendix D - Expenditure on approved schemes for 2011/12 to 30th June 2011.

Appendix E - Key of Finance Indicators that defines the funding of each specific scheme.

IMPLICATIONS	
Finance	Contained within the body of the report
Legal	None
Community Safety	None
Human Rights and Equalities	None
Sustainability	None
Health & Safety & Risk Management	None

Changes to the Capital Programme - 2011/12 to 2015/16

The programme has been updated to reflect the following approved changes in expenditure since the last current position was presented to the Portfolio Holder on 17th August 2011 :-

£'000	
9	Increased expenditure on Park View Ampitheatre in 2011/12 fully funded from Section 106 monies.
15	Increased expenditure on Ashton Gardens in 2011/12 fully funded from Direct Revenue Financing.
10	Increased expenditure in 2011/12 for Kirkham Building Refurbishment due to an additional contribution from Lancashire County Developments Ltd.
20	Increased expenditure in 2011/12 for Lytham 2012 due to an additional contribution from Lancashire County Council.
-8	Reduced Capital Spend on CCTV Vehicles
131	Ongoing replacement vehicle programme - currently being reviewed for most cost efficient financing - Assumed borrowing at Quarter 2.
177	(ADVERSE)

The programme has been updated to reflect the following approved changes in funding:-

£'000	
-9	Increased income in relation to Section 106 monies in 2011/12.
-15	Increased Direct Revenue Financing for Ashton Gardens in 2011/12
-10	Increased income in relation to an additional contribution from Lancashire County Developments Ltd. in 2011/12
-20	Increased income in 2011/12 for Lytham 2012 due to a contribution from Lancashire County Council.
8	Reduced Income from LSP for CCTV Vehicles
-131	Estimated additional borrowing for Vehicle Replacement (£645k).
-177	(FAVOURABLE)

UPDATED 5 YEAR CAPITAL PROGRAMME 2011/12 TO 2015/16

APPROVED SCHEMES	Approved Budget	Updated					TOTAL BUDGET
	2011/12 £000	Estimate 2011/12 £000	Estimate 2012/13 £000	Estimate 2013/14 £000	Estimate 2014/15 £000	Estimate 2015/16 £000	
Community Services	801	1,104	610	610	610	610	3,544
Strategic Development	3,397	824	3,030	30	30	30	3,944
Governance & Partnerships	0	43	0	0	0	0	43
Customer & Operational Services	551	1,273	0	0	0	0	1,273
Total Expenditure	4,749	3,244	3,640	640	640	640	8,804
RESOURCES:							
Capital Receipts - General Asset Sales / Ground Rents	50	38	50	50	50	50	238
Capital Receipts - Clifton Lytham Housing Association Ltd	0	1,357	0	0	0	0	1,357
Capital Receipts - Right to Buy Receipts	25	25	25	25	25	25	125
Capital Receipts - (Town Hall Accommodation)	3,000	0	3,000	0	0	0	3,000
Capital Receipts - Vehicle Sales	0	12	0	0	0	0	12
Leasing	0	0	0	0	0	0	0
Disabled Facilities Grant	366	366	366	366	366	366	1,830
Section 106 Monies - Mornington Road	25	25	0	0	0	0	25
Section 106 Monies - Park View Ampitheatre	0	9	0	0	0	0	9
Capital Grant	0	31	0	0	0	0	31
Capital Grant - Repayments	0	8	0	0	0	0	8
Other External Finance (see analysis below)	145	444	0	0	0	0	444
Direct Revenue Finance	543	639	0	0	0	0	639
Prudential Borrowing	595	1,347	199	199	199	199	2,143
Total Financing	4,749	4,301	3,640	640	640	640	9,861
Total surplus (-) / shortfall in year	0	-1,057	0	0	0	0	-1,057
Cumulative surplus (-) / shortfall	0	-1,057	-1,057	-1,057	-1,057	-1,057	

UPDATED 5 YEAR CAPITAL PROGRAMME 2011/12 TO 2015/16

APPROVED SCHEMES		Approved Budget 2011/12 £000	Slippage B/F from 2010/11 £000	Adjustments Q1 & Q2 £000	Updated Estimate 2011/12 £000	Estimate 2012/13 £000	Estimate 2013/14 £000	Estimate 2014/15 £000	Estimate 2015/16 £000	TOTAL BUDGET £000
COMMUNITY SERVICES										
Z010	Disabled Facilities Programme	610			610	610	610	610	610	3,050
Z024	Pvte Sector Hsng Renewal Grants	66	31	8	105	0	0	0	0	105
Z030	Ashton Gardens Heritage Restoration	0	19	21	40					40
Z078	Mornington Road Playing Field	25		169	194					194
Z083	Kirkham Memorial Gardens	100			100					100
Z091	Park View Ampitheatre	0		55	55					55
Sub total		801	50	253	1,104	610	610	610	610	3,544
STRATEGIC DEVELOPMENT										
Z090	Lytham Hall	0		300	300					300
Z027	Town Hall accommodation	3,000	20	-3,000	20	3,000				3,020
Z076	St Annes Pool	153			153					153
Z036	Cons'n Area Rest'n Scheme St Annes	0	1	-1	0					0
Z045	St Annes Town Centre	72		-72	0					0
Z062	Tourist Board Project - Public Realm Streetworks	77		-77	0					0
Z047	Footway Lighting Schemes	0	3		3					3
Z086	St Annes 2012	0		123	123					123
Z087	Lytham 2012	0		37	37					37
Z088	Ansdell 2012	0		10	10					10
Z051	Kirkham Building Refurbishment	60	46	10	116					116
Z084	Clifton Flood Alleviation Scheme	5			5					5
Z085	Acolaid / Acolate Replacement Systems	0	20		20					20
Z049	Car Park Improvements	30	7		37	30	30	30	30	157
Sub total		3,397	97	-2,670	824	3,030	30	30	30	3,944
GOVERNANCE & PARTNERSHIPS										
Z092	Replacement CCTV Vans	0		43	43	0				43
Sub total		0	0	43	43	0	0	0	0	43
CUSTOMER & OPERATIONAL SERVICES										
Z080	Installation of Cab Technologies	8			8					8
Z089	Routesmart	0		27	27					27
Z038	Replacement Vehicles	0		645	645					645
Z082	Leased Vehicles Purchased	543			543					543
Z093	Leased Wheeled Bins Purchased	0		50	50					50
Sub total		551	0	722	1,273	0	0	0	0	1,273
Total Expenditure		4,749	147	-1,652	3,244	3,640	640	640	640	8,804
RESOURCES:										
	Capital Receipts - General Asset Sales / Ground Rents	50		-12	38	50	50	50	50	238
	Capital Receipts - Clifton Lytham Housing Association Ltd	0		1,357	1,357	0	0	0	0	1,357
	Capital Receipts - Right to Buy Receipts	25			25	25	25	25	25	125
	Capital Receipts - (Town Hall Accommodation)	3,000		-3,000	0	3,000	0	0	0	3,000
	Capital Receipts - Vehicle Sales	0	12		12	0	0	0	0	12
	Leasing	0			0	0	0	0	0	0
	Disabled Facilities Grant	366			366	366	366	366	366	1,830
	Section 106 Monies - Mornington Road	25			25	0	0	0	0	25
	Section 106 Monies - Park View Ampitheatre	0		9	9	0	0	0	0	9
	Capital Grant	0	31		31	0	0	0	0	31
	Capital Grant - Repayments	0		8	8	0	0	0	0	8
	Other External Finance (see analysis below)	145	11	288	444	0	0	0	0	444
	Direct Revenue Finance	543	25	71	639	0	0	0	0	639
	Prudential Borrowing	595	80	672	1,347	199	199	199	199	2,143
Total Financing		4,749	147	-595	4,301	3,640	640	640	640	9,861
Total surplus (-) / shortfall in year		0			-1,057	0	0	0	0	-1,057
Cumulative surplus (-) / shortfall		0			-1,057	-1,057	-1,057	-1,057	-1,057	
See note below for external funding available to finance the above schemes:										
Other External Finance: Analysis										
	Lancashire County Developments Ltd. (Kirkham)	30	23	10	63					63
	Local Strategic Partnership - CCTV Vehicles	0		43	43					43
	Lancashire County Council - Lytham 2012	0		20	20					
	Community Spaces - Lottery - Park View Ampitheatre	0		46	46					46
	Community Spaces - Lottery - Mornington Road Playing Field	0		50	50					50
	Lancashire Environment Fund - Mornington Road Playing Field	0		30	30					30
	Lancashire County Council - Mornington Road Playing Field	0		27	27					27
	Veolia Environment Trust - Mornington Road Playing Field	0		32	32					32
	New Fylde Housing - Mornington Road Playing Field	0		30	30					30
	Youth Capital - Kirkham Memorial Gardens	14	-14		0					0
	Lancashire County Council - Kirkham Memorial Gardens	20	-20		0					0
	Lancashire Environment Fund - Kirkham Memorial Gardens	30			30					30
	Community Spaces - Lottery - Kirkham Memorial Gardens	50			50					50
	Friends of Kirkham Parks - Kirkham Memorial Gardens	1			1					1
	Rural Development Programme - Kirkham Memorial Gardens	0	22		22					22
		145	11	288	444	0	0	0	0	424

CAPITAL PROGRAMME MONITORING - QUARTER 2 TO 30/09/11 - 2011/12

Finance Indicator		Approved Budget 2011/12	Slippage B/F from 2010/11	Adjustments Quarter 1 & 2	Updated Estimate 2011/12	Actuals Quarter 2 (April - Sept)	Variance	Comments	
		£000	£000	£000	£000	£000			
APPROVED SCHEMES									
COMMUNITY SERVICES									
Z010	Disabled Facilities Programme	D1,G	610		610	241	369	Anticipated scheme completion to budget by March 2012	
Z024	Pvte Sector Hsng Renewal Grants	D2	66	31	105	0	105	Adjusted to reflect capital grant repayments received. Anticipated scheme completion to budget by March 2012	
Z030	Ashton Gardens Heritage Restoration	F	0	19	21	40	25	Scheme nearing completion.	
Z078	Mornington Road Playing Field	D6 - D10, H	25		169	194	181	Adjusted to reflect the increased funding agreed by Cabinet 23/03/11. Anticipated scheme completion to budget by December 2011	
Z083	Kirkham Memorial Gardens	D11 - D15, E1	100		100	100	0	Scheme completed to budget	
Z091	Park View Ampitheatre	D5, H	0		55	55	55	New fully funded capital scheme agreed by Cabinet 28/06/11 and increased by Cabinet 20/07/11 Anticipated scheme completion to budget by December 2011	
Sub total			801	50	253	1,104	547	557	
STRATEGIC DEVELOPMENT									
Z090	Lytham Hall	A6	0		300	300	0	New capital donation scheme agreed by Council 28/03/11 subject to the receipt of an equivalent additional capital receipt. Donation completed.	
Z027	Town Hall accommodation	A3 - A5	3,000	20	-3,000	20	8	Update report to be submitted to Cabinet in November. £3m re-profiled into 2012/13. Further profiling to be updated following the report to Cabinet.	
Z076	St Annes Pool	G	153		153		153	No programmed work at present. Budget to be re-profiled into future years if not required in current year.	
Z036	Cons'n Area Rest'n Scheme St Annes	G	0	1	-1	0	0	Adjusted to reflect the virement of capital resources agreed by Cabinet 23/03/11.	
Z045	St Annes Town Centre	G	72		-72	0	0	Adjusted to reflect the virement of capital resources agreed by Cabinet 23/03/11.	
Z062	Tourist Board Project - Public Realm Streetworks	G	77		-77	0	0	Adjusted to reflect the virement of capital resources agreed by Cabinet 23/03/11.	
Z047	Footway Lighting Schemes	G	0	3		3	3	Anticipated scheme completion to budget by March 2012	
Z086	St Annes 2012	G	0		123	123	78	Adjusted to reflect the virement of capital resources agreed by Cabinet 23/03/11. Further funding identified - Detailed cabinet report pending.	
Z087	Lytham 2012	D17, G	0		37	37	20	Adjusted to reflect the virement of capital resources agreed by Cabinet 23/03/11. Further funding identified - Detailed cabinet report pending.	
Z088	Ansdell 2012	G	0		10	10	10	Adjusted to reflect the virement of capital resources agreed by Cabinet 23/03/11. Further funding identified - Detailed cabinet report pending.	
Z051	Kirkham Building Refurbishment	D3, G	60	46	116	108	8	Anticipated scheme completion to budget by March 2012	
Z084	Clifton Flood Alleviation Scheme	D16	5		5	1	4	Anticipated scheme completion to budget by March 2012	
Z085	Acolaid / Acolate Replacement Systems	F	0	20	20	3	17	Anticipated scheme completion to budget by March 2012	
Z049	Car Park Improvements	G	30	7	37		37	Anticipated scheme completion to budget by March 2012	
Sub total			3,397	97	-2,670	824	518	306	
GOVERNANCE & PARTNERSHIPS									
Z092	Replacement CCTV Vans	D4	0		35	35	35	New fully funded capital scheme agreed by Cabinet 28/06/11.	
Sub total			0	0	35	35	0	35	
CUSTOMER & OPERATIONAL SERVICES									
Z080	Installation of Cab Technologies	F	8		8		8	Anticipated scheme completion to budget by September 2011	
Z089	Routesmart	G	0	27	27	27	0	New payback scheme approved by Section 151 Officer 03/06/11.	
Z038	Replacement Vehicles	F, G	0	645	645	324	321	Ongoing replacement vehicle programme - currently being reviewed for most cost efficient financing - assumed borrowing at Quarter 2. Further updates to follow.	
Z082	Leased Vehicles Purchased	F	543		543	34	509	Anticipated spend profiled later in year.	
Z093	Leased Wheeled Bins Purchased	F	0	50	50	50	0	Leased bins purchased - fully funded through direct revenue financing.	
Sub total			551	0	722	1,273	435	838	
Total Expenditure			4,749	147	-1,660	3,236	1,500	1,736	
RESOURCES:									
	Capital Receipts - General Asset Sales / Ground Rents	A2	50		-12	38	8	30	Target sales adjusted to reflect latest position on vehicle sales / disposals below
	Capital Receipts - Clifton Lytham Housing Association Ltd	A6	0		1,357	1,357	0	0	Capital Receipt received £1,375k in July 2011 less fees of £18k
	Capital Receipts - Right to Buy Receipts	A1	25		25		25		
	Capital Receipts - (Town Hall Accommodation - 3 sites)	A3 - A5	3,000		-3,000	0	0	0	Update report to be submitted to Cabinet in November. £3m re-profiled into 2012/13. Further profiling to be updated following the report to Cabinet.
	Capital Receipts - Vehicle sales	A7	0		12	12	12	0	Adjusted to reflect latest position on vehicle sales / disposals
	Leasing	C	0		0		0	0	
	Disabled Facilities Grant	D1	366			366	366	0	
	Section 106 Monies - Mornington Road	H	25		25	25	0	0	
	Section 106 Monies - Park View Ampitheatre	H			9	9		9	
	Capital Grant	D2	0	31	31		31		Adjusted to reflect slippage.
	Capital Grant - Repayments	D2	0		8	8	8	0	Adjusted to reflect capital grant repayments received.
	Other External Finance (see analysis below)	Various	145	11	280	436	92	344	Adjusted to reflect slippage, Cabinet and Council approvals.
	Direct Revenue Finance	F	543	25	71	639		639	Adjusted to reflect slippage.
	Prudential Borrowing	G	595	80	672	1,347		1,347	Adjusted to reflect slippage and borrowing impact of payback scheme approved by Section 151 Officer 03/06/11.
Total Financing			4,749	147	-603	4,293	1,868	2,425	
Total surplus (-) / shortfall in year			0			-1,057			
Cumulative surplus (-) / shortfall			0			-1,057			
See note below for external funding available to finance the above schemes:									
Other External Finance: Analysis									
	Lancashire County Developments Ltd. (Kirkham)	D3	30	23	10	63	40	23	Adjusted to reflect slippage and additional £10k funding agreed.
	Local Strategic Partnership - CCTV Vehicles	D4	0		35	35		35	New capital scheme agreed by Cabinet 28/06/11.
	Lancashire County Council - Lytham 2012	D17	0		20	20	20	0	Portfolio Holder Report - Station Road Public Realm Scheme - 5th August 2011
	Community Spaces - Lottery - Park View Ampitheatre	D5	0		46	46		46	New capital scheme agreed by Cabinet 28/06/11.
	Community Spaces - Lottery - Mornington Road Playing Field	D6	0		50	50		50	Adjusted to reflect the increased funding agreed by Cabinet 23/03/11.
	Lancashire Environment Fund - Mornington Road Playing Field	D7	0		30	30		30	Adjusted to reflect the increased funding agreed by Cabinet 23/03/11.
	Lancashire County Council - Mornington Road Playing Field	D8	0		27	27		27	Adjusted to reflect the increased funding agreed by Cabinet 23/03/11.
	Veolia Environment Trust - Mornington Road Playing Field	D9	0		32	32		32	Adjusted to reflect the increased funding agreed by Cabinet 23/03/11.
	New Fyde Housing - Mornington Road Playing Field	D10	0		30	30		30	Adjusted to reflect the increased funding agreed by Cabinet 23/03/11.
	Youth Capital - Kirkham Memorial Gardens	D11	14	-14		0		0	Adjusted to reflect slippage
	Lancashire County Council - Kirkham Memorial Gardens	D12	20	-20		0		0	Adjusted to reflect slippage
	Lancashire Environment Fund - Kirkham Memorial Gardens	D13	30		30	30		30	
	Community Spaces - Lottery - Kirkham Memorial Gardens	D14	50		50	10	40	40	
	Friends of Kirkham Parks - Kirkham Memorial Gardens	E1	1		1		1		
	Rural Development Programme - Kirkham Memorial Gardens	D15	0	22	22	22	0	0	Adjusted to reflect slippage
			145	11	280	436	92	344	

Key To Finance Indicators

- A Capital Receipts
 - A1 - Right to Buy Receipts
 - A2 - Target Asset Sales
 - A3 - Sale of St Davids Road
 - A4 - Sale of Public Offices
 - A5 - Sale of Wesham Offices
 - A6 - Sale of Clifton Lytham Housing Association Ltd
 - A7 - Vehicle Sales

- B Use of Earmarked Reserves

- C Leasing

- D Grants
 - D1 - Disabled Facilities Grant
 - D2 - Housing Grant / Repayments
 - D3 - LCDL (Kirkham Building Refurbishment)
 - D4 - Local Strategic Partnership - CCTV Vehicles
 - D5 - Community Spaces - Lottery - Park View Ampitheatre
 - D6 - Community Spaces - Lottery - Mornington Road Playing Fields
 - D7 - Lancashire Environment Fund - Mornington Road Playing Fields
 - D8 - Lancashire County Council - Mornington Road Playing Fields
 - D9 - Veolia Environment Trust - Mornington Road Playing Fields
 - D10 - New Fylde Housing - Mornington Road Playing Fields
 - D11 - Youth Capital - Kirkham Memorial Gardens
 - D12 - Lancashire County Council - Kirkham Memorial Gardens
 - D13 - Lancashire Environment Fund - Kirkham Memorial Gardens
 - D14 - Community Spaces - Lottery - Kirkham Memorial Gardens
 - D15 - Rural Development Programme - Kirkham Memorial Gardens
 - D16 - Environment Agency - Clifton Flood Alleviation
 - D17 - Lancashire County Council - Lytham 2012

- E Contributions
 - E1 - Friends of Kirkham Parks - Kirkham Memorial Gardens

- F Contribution from Revenue

- G Borrowing

- H Section 106 Monies

REPORT

REPORT OF		MEETING	DATE	ITEM NO
MANAGEMENT TEAM		POLICY DEVELOPMENT SCRUTINY COMMITTEE	8 DECEMBER	5

GENERAL FUND BUDGET MONITORING REPORT 2011/12 - POSITION AS AT QUARTER ENDED 30TH SEPT 2011

Public Item

This item is for consideration in the public part of the meeting.

Summary

This report shows the updated position on the General Fund (GF) Revenue Budget as at 30th September 2011. The report sets out significant variances from the profiled latest budget and details the actions taken to address these.

Recommendations

To note the current position and the comments outlined in the report.

Reasons for recommendation

In order to exercise proper financial control it is essential that all expenditure is contained within agreed budgets and that agreed savings targets are achieved.

Alternative options considered and rejected

None

Cabinet Portfolio

The item falls within the following Cabinet portfolio:

Finance & Resources – Councillor Karen Buckley

Report

1. Revenue Budget Monitoring

- 1.1 The Council operates a system of Revenue Budget Monitoring which revolves around the production of detailed monthly monitoring reports for budget holders. Significant issues arising from these monthly reports are summarised in quarterly reports to the Portfolio Holder for Finance and Resources. This report details the findings and issues emerging from budget monitoring carried out during 2011/12 to 30th September 2011.
- 1.2 It should be noted that work is continuing on developing budget profiling across the Council so that budgets more accurately reflect the spending pattern during the financial year. This will improve budget monitoring by identifying true variances rather than budget profiling issues.
- 1.3 Council approved the 2011/12 budget at its meeting on 2nd March 2011. Subsequently on 28th June 2011 Cabinet approved the Council's outturn position for 2010/11. The impact of those approvals, including savings and growth options approved at Council and slippage from 2010/11 approved at Cabinet, are now reflected in the Council's financial ledger and therefore this report monitors expenditure and income against the updated approved budgets.
- 1.4 Appendix A shows details of significant variances highlighted by budget monitoring undertaken during the year to 30th September 2011.
- 1.5 Appendix B sets out the in year position against the targeted savings approved by Budget Council on 2nd March 2011.

2. Budget Areas for Further Attention/Concern

There are a number of budget areas to bring to the Portfolio Holder's attention on this second quarter General Fund Budget Monitoring report:

i) Employee Costs

a) Review of Management Structures

The current budget forecast which was approved by Budget Council in March 2011 assumes a saving from 'payroll efficiencies' of £150,000 in 2011/12 (rising to £400,000 by 2013/14). Management Team continue to closely monitoring this savings target, and based on information at the time of writing, the staff salary sacrifice scheme, the senior management restructure and a number of flexible retirements will deliver recurring 'payroll efficiencies' that will achieve the required savings for 2011/12 and 2012/13.

However, the commitment to review the staff salary sacrifice scheme by March 2013 and the need to achieve further savings to meet the target figure for 2013/14 will be addressed through a review of the management structures across the Council. The review will be completed with the objective to implement new managerial arrangements from April 1st 2012. The latest estimates reported to Management Team, which assume that the salary sacrifice scheme ends in March 2013, estimate that £220,000 of further payroll efficiency savings will need to be delivered from

2013/14 onwards in order to achieve the budgeted target in full. The review of management structures across the Council will include current vacancies, agency, fixed term and contracted resources.

b) Vacancy savings

The Council's base budget includes an annual savings target of £40k in respect of vacancy savings.

Vacancy savings are generated from the gap in employment which exists between an employee leaving the Council's employment and a new employee being recruited. During last year, as a result of the future financial uncertainties facing the Council, Management Team introduced a control measure whereby all vacant and new posts are subject to consideration by Management Team before a decision is made whether or not to recruit. This measure remains in place. The vacancy savings target was exceeded last year due largely to this "gate keeping" approach. The vacancy saving target for 2011/12 has already been exceeded by September 30th 2011.

A number of vacant posts have now been filled which will slow down the level of savings forecast and it should be noted that the continued low level of sickness has had a positive impact on overtime and agency staff costs in the year to date. Any increase in absence levels from the present low level will have an adverse impact on these costs later in the year.

All current vacant posts have been identified and will be included in the review of management structures. The review will result in a recurring saving from vacant posts that will address the continued under spend on employee costs.

(ii) Building Control Fee Income

Building Control Fee Income is below the budgeted level as a result of economic conditions continuing to depress the level of fee income being received by the Council. Officers will continue to monitor levels of income as the year progresses and take any action as appropriate, but it may be necessary in the light of the continuing reduced level of income to reflect this change in a future update of the Council's Financial Forecast.

(iii) Planning Application Fee Income

Income from planning application fees is currently £58k more than the profiled budget for the year to date. Within the income to date is £68K of receipts in advance from 2010/11 to fund applications to be worked on in 2011/12, and a one off major application fee of £105K. Some of this additional income may be needed to offset additional costs in assessing the application. Officers will continue to monitor levels of income as the year progresses, and it may be necessary in the light of this favourable variance to reflect this change in a future update of the Council's Financial Forecast

(iv) Land Charges

The fees paid to Lancashire County Council have reduced and income from the sale of quality data for land charge is better than expected. However there remains an ongoing legal challenge to allow for access to unrefined data under the Environmental Information Regulations 2004 and there is a possibility that there could be some

eligible refunds, the value of which is not known at the time of writing. It is suggested that any favourable variance at year end on land charges is transferred to the Land Charges reserve to fund these potential legal claims arising from Government legislation. Officers will continue to monitor the situation as the year progresses.

(v) Fleet Costs

Expenditure on fleet costs for the year to date indicates a favourable variance against budget. Much of this is due to the fleet replacement programme and efficiencies generated from revised working practices as part of the modernisation strategy. However, experience shows that expenditure on items such as fuel (which is subject to price volatility) and vehicle hire (which can increase due to vehicle breakdowns) can be difficult to predict and the current favourable position could change.

Officers will continue to monitor levels of expenditure as the year progresses, and it is suggested that any favourable variance at year end on fleet costs is transferred to the vehicle maintenance reserve to fund future year's vehicle maintenance costs.

(vi) Council Tax and Housing Benefits

There are currently a number of significant variances on the various control accounts in respect of Council Tax and Housing Benefits, particularly Rent Allowance expenditure which has increased more than anticipated this financial year. However, as the majority of these are directly re-imbursed from central government grant a large variance at year end is not currently anticipated and the variances have therefore been excluded from Appendix A.

Work is continuing with colleagues from Blackpool Council to ensure that Fylde receive appropriate financial information on a timely basis to reconcile Council Tax, Business Rates and Housing Benefit systems. Considerable progress has been made so far in this area.

3. Budget information - points to note

The following notes are for information, rather than variances identified by budget monitoring:

i) Wyre Waste Contract

Wyre Council issued a variation to the contract in September 2011 as a result of the significantly reduced commercial customer base. This was an anticipated variation after discussions with the officers at Wyre and as a result the financial impact of the variation has been budgeted for. The variation reduced the contract payments by £75,000 from September 1st 2011 to the end of the contract on March 31st 2012. Corresponding reductions in service delivery cost has mitigated the impact of the contract payment reduction.

Variations to the contract can be issued at any point and it is uncertain whether Wyre will issue any further variations to the contract in the final six months as they make changes in preparation for the new service provider. If any further variations are issued there could be a further reduction on the contract payments. At this stage it is anticipated that the contract will be delivered within the existing budget..

ii) Lowther Gardens Trust

Further to the Cabinet meeting of 28th June 2011, a £30k subsidy has been agreed for award to the trustees of Lowther Gardens Trust (subject to conditions). There is currently no budgetary provision approval for any further subsidy above the £30k already agreed and negotiations continue with the Trustees in relation to reaching a subsidy settlement, which may be higher than the approved budget provision. As some of the conditions specified in the cabinet report remain unsatisfied there remains a risk that the proposed transfer of responsibility to the Trustees will be delayed.

4. Savings targets for 2011/12

Appendix B sets out the in year position against the targeted savings for 2011/12 approved by Budget Council on 2nd March 2011. As detailed in the appendix all savings are either achieved or on target with the exception of those in relation to the Accommodation Project, which have been delayed due to ongoing negotiations with prospective buyers for the assets earmarked for disposal.

5. Risk Assessment

This item is for information only and makes no recommendations. The budget areas of more significant concern and potential financial risk are addressed in the report.

6. Conclusions

- 6.1 The Council continues to operate within an environment where tight financial control is essential. Quarterly monitoring reports are an integral part of the Council's financial monitoring framework, and the Portfolio Holder will receive further updates on a quarterly basis to highlight budget areas requiring further attention.
- 6.2 We are now at the half way point of 2011/12, and there are a number of budget variances which have emerged which may or may not have a financial impact on the Council's Financial Forecast.
- 6.3 The key issues detailed in this report along with the financial risks facing the Council, as set out in the Five Year Financial Forecast Update Report to Council in November 2011 still remain. Instructions issued by Management Team that budget holders are to refrain from non-essential expenditure and recruitment remain in place. This will help contribute towards generating additional revenue balances to help prepare the Council for the uncertain financial times ahead.

Report Author	Tel	Date	Doc ID
Joanna Scott	(01772) 906059	10 th November 2011	

List of Background Papers

Name of document	Date	Where available for inspection
MTFS Budget report 2011/12	2nd March 2011	Council agenda 2 nd March 2011 at www.fylde.gov.uk
MTFS Outturn report 2010/11	28th June 2011	Cabinet agenda 28 th June 2011 at www.fylde.gov.uk
General Fund Budget Monitoring – Qtr 1 2011/12	29 th Sept. 2011	Policy Development Scrutiny Committee 29 th Sept 2011 www.fylde.gov.uk
Financial Forecast Update report 2011/12 to 2015/16	16 th Nov. 2011	Cabinet agenda 16th Nov 2011 at www.fylde.gov.uk





Appendix A – 2011/12 year to date budget variances










Appendix B – 2011/12 saving targets










IMPLICATIONS












Finance	Financial implications are contained within the body of the report.
Legal	None.
Community Safety	None.
Human Rights and Equalities	None.
Sustainability and Environmental Impact	None.
Health & Safety and Risk Management	None.










2ND QUARTER - "HOT SPOTS"










KEY:		Potentially ADVERSE variance impacting on General Fund resources - requires close monitoring and may need to be reported in a future update of the Council's financial forecast
		Potentially FAVOURABLE variance impacting on General Fund resources - requires close monitoring and may need to be reported in a future update of the Council's financial forecast
		Variance currently showing but expected to be on target at year end, requires action e.g. re-profiling of budget or virement required
		Variance currently showing but expected to be on target at year end

Service Area	Detail Description	Full Year Budget	Profiled budget to period 6	Actual income / expenditure at period 6	Variance at period 6	Favourable (F) / Adverse (A)	Budget Holder	Alert	Budget Holder Comments
EMPLOYEE COSTS									
All areas across the Council	Employee costs including pension, NI, and overtime, plus agency costs	10,561,991	5,390,068	5,127,719	-262,349	F	Phillip Woodward		See paragraph 2 (i) of the report for full details.
CHIEF EXECUTIVE									
Organisational Improvement	Consultants Fees	65,251	32,637	0	-32,637	F	Phillip Woodward		Spend against this budget is related to funding received from Team Lancashire which is earmarked for shared-service and corporate development work such as One Connect Ltd, the three tier forum and service review. If not fully required in-year it is proposed to generate an earmarked reserve or slip forward into 2012/13 for use in future years.
CUSTOMER & OPERATIONAL SERVICES DIRECTORATE									
Customer Services Specialists	Computer - Program Licence Chgs	19,000	9,502	3,018	-6,484	F	Joceline Greenaway		Web Labs invoice of £12,000 received in October 2011 - re-profiling of budget will be submitted to Finance.
Computer Services	Purchase of Computer Equipment	68,649	25,084	42,968	17,884	A	Andrew Marriott		Purchase of a large number of PC's made to catch up on previous hold on replacement programme. Virements from computer other services and development costs budgets have been approved - the budget will then be on target.
	Computer - Development Costs	20,597	10,301	0	-10,301	F			Development work is behind schedule as a result of a current vacant post. Virement to the equipment account above along with external support planned for projects in the second half of the year will result in this budget being spent by the year end.
	Computer - LCC Service Charge	41,972	20,994	-5,810	-26,804	F			The service charge arrangements have been changed but the budget is still required to accommodate the invoices when they are submitted. Once the new payment arrangements are agreed the budget will be profiled.
	Computer - Other Expenditure	45,363	30,542	10,626	-19,916	F			£18,500 virement to the equipment account will result in this budget being on target.
	Subscripns and Levies General	15,000	7,500	500	-7,000	F			The GovConnect subscription of £11,000 has now been paid and future payment terms are being discussed to determine whether this needs to be or can be profiled accurately.
Website & Intranet Management	Integration Costs	17,562	8,784	0	-8,784	F	Allan Oldfield		Final payment on web development project scheduled for November 2011 after the new designs have been approved.

Service Area	Detail Description	Full Year Budget	Profiled budget to period 6	Actual income / expenditure at period 6	Variance at period 6	Favourable (F) / Adverse (A)	Budget Holder	Alert	Budget Holder Comments
Fylde Waste Schemes	Replacement Bin / Sacks	105,250	52,626	10,418	-42,208	F	Kathy Winstanely		Chargeable policy has reduced the demand for additional / replacement containers, resulting in a year to date underspend. The position will be monitored closely and reviewed after a formal stock take this may result in a favourable adjustment in a future update of the Council's financial forecast.
	Sale of Refuse Bins	0	0	-6,835	-6,835	F			Unbudgeted income from sale of chargeable containers. The position will be monitored closely and may result in a favourable adjustment in a future update of the Council's financial forecast.
Wyre Waste Schemes	Bin Sacks	120,000	60,024	69,750	9,726	A	Kathy Winstanely		There has been higher demand for replacement / additional green bins for Wyre food waste than expected. It is anticipated that this budget will be on target by the year end because the new wheeled bins have been introduced in Fleetwood which will significantly reduce the number of sacks required.
Wyre Waste Schemes	Protective Clothing Prchse/Rep	18,882	9,444	1,887	-7,557	F	Kathy Winstanely		Running down protective clothing stock due to end of contract any surplus will be reflected in increased income on the Wyre contract.
	Contract - Contract Sum	-4,379,140	-2,190,446	-2,047,867	142,579	A			Invoices to Wyre are raised through the year over 13 valuation periods which creates this variance. It is currently expected that income at year end will be in line with budget. Profiling work will not be carried out because the contract is due to end in March 2012.
	Contract - Unspecified Works	-65,000	-32,510	-47,061	-14,551	F			Additional income generated from extra blue bin round and co-mingling savings that will contribute to the final income from the Wyre contract.
	Contract - Additnl Properties	-340,909	-170,521	-155,183	15,338	A			Invoices to Wyre are raised through the year over 13 valuation periods which creates this variance. It is currently expected that income at year end will be in line with budget. Profiling work will not be carried out because the contract is due to end in March 2012.
Trade Waste Service	Bulk Bin Lease Charges	-34,340	-33,653	-46,030	-12,377	F	Sarah Wilson		Retention of existing customers but a reduction in the volume of waste collected has resulted in a positive impact on the bin lease charges budget but has had a negative impact on disposal related budgets. Figures are only ever calculated at the end of quarter 2 to allow the fluctuation of losses and gains of customers to stabilise. A full budget review and the associated virements will be completed during quarter 3, when a clearer position will be known.
	Bulk Bin Collection Charges	-137,360	-134,612	-127,357	7,255	A			
	Bulk Bin Disposal Charges	-163,760	-160,484	-122,604	37,880	A			
FMS	Oil, Lubricants and Grease	0	0	22,177	22,177	A	Steve Marsh		These variances relate to expenditure on vehicle consumables, oil and lubricants which are coded to a holding code before being recharged to the appropriate vehicle when they are used, the cost of which is budgeted for on the vehicles. As such the variances will no longer exist when the recharges are carried out.
	Consumable Materials	3,148	1,576	9,154	7,578	A			

Service Area	Detail Description	Full Year Budget	Profiled budget to period 6	Actual income / expenditure at period 6	Variance at period 6	Favourable (F) / Adverse (A)	Budget Holder	Alert	Budget Holder Comments	
Fleet	FMS Materials Cost	395,926	198,153	63,337	-134,816	F	Steve Marsh		Expenditure on materials for fleet repairs fluctuates year on year. Due to the Modernisation Strategy many of the high maintenance vehicles are new and as a result expenditure on materials for the year to date is less than budgeted. At year end some of the underspend will be set aside to the established Vehicle Maintenance reserve in order to support future years vehicle maintenance costs however, if the trend continues through the third quarter funds will be released as a one off in year saving.	
	Repairs by Commercial Garage	2,036	1,022	38,132	37,110	A			Currently fuel is at slightly favourable prices - however, fuel prices are volatile and the current favourable position could change.	
	Fuel Costs	725,574	362,921	351,473	-11,448	F			Improved management of the contract, driver training and taking appropriate action against drivers have contributed to this favourable variance - tyre expenditure can fluctuate. If the trend continues in the third quarter then one off in year savings will be identified.	
	Tyres Renewal	83,931	42,107	21,731	-20,376	F			The annual licence fee has been paid and we will look to profile this new item.	
	Bartec - In Cab Technology	23,750	10,206	17,020	6,814	A				Expenditure is determined by demand from various sources and is not spent in equal monthly installments and one major breakdown of a refuse vehicle loss can result in hire costs in excess of £3k per month - the budget has been based on previous years expenditure and is required at this stage. The position will be monitored closely and may result in a favourable adjustment in a future update of the Council's financial forecast.
	Hire of Transport	150,267	75,038	10,597	-64,441	F				
<u>STRATEGIC DEVELOPMENT DIRECTORATE</u>										
Development Control	Planning Application Fees	-380,000	-277,400	-335,557	-58,157	F	Mark Evans		Income for the year to date includes £105k from a major application submitted during the year. Some income in respect of fees received during the year but where work is not undertaken until the following year will need to be accrued to next year. The position will be monitored closely and may result in a favourable adjustment in a future update of the Council's financial forecast.	
Building Control	Consultants Fees	25,000	12,502	130	-12,372	F	Andrew Dickson		Continued downturn on applications has resulted in reduced spend on structural engineers' services which will offset some loss of income in the Building Regulations Charge account. Action is being taken to minimise trading account losses which are incurred over the medium term. The position will be monitored closely and may result in an adverse adjustment in a future update of the Council's financial forecast.	
	Plan Fee Ind/Comm	-25,365	-12,687	-1,947	10,740	A				
	Inspection Fee - Dom Ext	-55,649	-27,836	-16,423	11,413	A				
Economic Development	Lancs Econ Ptnshp Subscription	10,000	5,002	0	-5,002	F	Paul Drinnan		The budget saving decision of £10K from subscriptions agreed previously has already been taken. This budget line contains the only other monies for economic development initiatives and needs to be vired.	
	Miscellaneous Expenses	0	0	19,861	19,861	A			Expenditure incurred in repsect of the 1940's weekend event - a virement will be actioned by the Director of Strategic Development Services from the approved Events and Tourism Promotion Reserve to cover this expenditure.	
Land Charges	Land Charges Fees - LCC	21,674	10,840	5,383	-5,458	F	Andrew Dickson		Fees paid to LCC reduced and income on the sale of quality data for land charge better than expected. Suggest shortfall in cost/excess income is transferred to the Land Charges reserve to fund potential legal claims arising from Government legislation.	
	Local Land Charge Searches	-21,757	-10,882	-37,115	-26,233	F				
Footway Lighting	Other General Repairs and Mtce	20,000	10,004	2,872	-7,132	F	Andrew Dickson		The budget is currently partly committed and remains on track to be fully spent by year end - the budget will be re-profiled.	
Wesham Offices	Rent of Stands/Site	-1,944	-972	4,443	5,415	A	Gary Sams		Awaiting payment from LCC	

Service Area	Detail Description	Full Year Budget	Profiled budget to period 6	Actual income / expenditure at period 6	Variance at period 6	Favourable (F) / Adverse (A)	Budget Holder	Alert	Budget Holder Comments
Property Management Team	Ext Management (Contract/Fees)	40,000	20,008	12,038	-7,970	F	Andrew Dickson		Reduced activity over recent months. The position will be monitored closely and may result in a favourable adjustment in a future update of the Council's financial forecast.
Property Management	Other Miscellaneous Repairs	216,550	112,726	44,029	-68,697	F	Andrew Dickson		The budget is currently partly committed and remains on track to be fully spent by year end - the budget will be re-profiled.
Corporate Utilities	Electricity	140,571	70,332	24,163	-46,169	F	Andrew Dickson		The favourable variances currently showing are as a result ongoing work in monitoring and challenging utility usage across the Council which has meant that invoices have not been paid and expenditure has not yet hit the ledger. Overall it is currently expected that expenditure will be within budget at year end.
	Gas	74,107	37,071	14,861	-22,210	F			
	Water Charges - Metered	79,745	39,001	23,882	-15,119	F			
	Sewerage & Environmental Services	64,847	32,460	28,898	-3,562	F			
Coast Protection	Other General Repairs and Mtce	89,744	0	5,176	5,176	A	Paul Walker		Tenders have been sought and some work let. Expenditure substantially committed and expected to be on target at year end.
Car Parks General	General Maintenance of Grounds	20,600	10,304	0	-10,304	F	Paul Walker		The costs in respect of this budget are processed at year end. It is currently expected that expenditure will be within budget at year end. The budget will be re-profiled.
Car Parking	Decrim - Off-Street Pkng Fees	-41,561	-20,789	-36,422	-15,633	F	Paul Walker		Additional PCN's have been issued which have generated £15k more income than expected at the half year. This will help to offset a reduction in car parking income, which at the half year point is showing a shortfall of £19k against the budget. It is therefore currently expected that overall income from car parks will not show a significant variance against the targets at year end.
Car Parks General	Car Parking Fees	0	0	-9	-9	F			
North Promenade Car Park		-38,613	-32,834	-32,252	582	A			
Stanner Bank Car Park		-18,654	-13,998	-11,706	2,292	A			
St Pauls Ave Car Park		-3,020	-2,006	-1,603	403	A			
Open Air Baths Car Park		-27,178	-21,324	-26,494	-5,170	F			
Fairhaven Road Car Park		-17,745	-13,668	-15,049	-1,381	F			
Lytham Station Car Park		-18,278	-10,237	-9,208	1,029	A			
Pleasant Street Car Park		-128,284	-70,299	-65,090	5,209	A			
Wood Street Car Park		-26,866	-14,209	-11,978	2,231	A			
Lytham Green Car Park		-106,118	-62,926	-55,975	6,951	A			
North Beach Car Park		-15,000	-11,250	-6,678	4,572	A			
St Annes Square Car Park		-86,685	-45,527	-42,363	3,164	A			
Public Offices Car Park		-430	-216	0	216	A			
Lowther - Parks Operational		-4,040	-2,022	-3,374	-1,352	F			

Service Area	Detail Description	Full Year Budget	Profiled budget to period 6	Actual income / expenditure at period 6	Variance at period 6	Favourable (F) / Adverse (A)	Budget Holder	Alert	Budget Holder Comments
COMMUNITY SERVICES DIRECTORATE									
Homelessness	B&B	45,775	22,896	6,637	-16,260	F	David Gillett		Reduced use of B&B. Saving offset by reduced level of housing benefit receipts. On target for year end.
Homelessness	Housing Benefit Repayment	-29,400	-14,704	-3,920	10,784	A			Reduced housing benefit receipts. Income offset by saving in B&B budget. On target for year end.
Cemetery	Interments	-163,878	-75,385	-82,066	-6,681	F	Darren Bell		Income up due to slight increase in the number of interments - income projected to be on target at year end.
Crematorium	Contract Repair and Mtce	41,417	20,717	10,765	-9,952	F	Darren Bell		Awaiting invoice for maintenance contract - expenditure is expected to be within budget at year end.
Crematorium	Memorials	20,000	10,004	18,478	8,474	A			New memorial walls have been built. This expenditure will be offset from additional income from memorial sales.
Crematorium	Cremations	-565,552	-260,156	-295,533	-35,377	F			Income up due to increase in number of cremations against budget - the financial forecast update presented to Members in November 2011 reflects an adjustment of £20k for additional income in 2011/12 and a projected £30k per annum in future years.
St Annes Swimming Pool	Contract Management Fee	125,596	62,822	51,540	-11,282	F	Darren Bell		Awaiting invoice - expenditure is expected to be within budget at year end.
Management of the Arts	Donations	0	0	-7,085	-7,085	F	Clare Platt		Donation received further to exhibition of Fuseli. Offset by expenditure on it's restoration.
GOVERNANCE & PARTNERSHIPS DIRECTORATE									
Members Expenses	Standards Committee Invstgtns	10,000	5,002	0	-5,002	F	Ian Curtis		This reflects the lower number of standards complaints. There is presently one external investigation in progress, the costs of which will be met from this budget.

Directorate	Cost Centre Code	Saving	Savings Target 11.12 £	Director	Achieved / On Target / Not on Target	Anticipated Outturn FAV / ADV	Director Update on Latest Position
Corporate	2113	Payroll efficiencies	-145,000	Phil Woodard	On Target	FAV	The MT voluntary salary sacrifice from April 2011, flexible retirements, and for all other staff the salary sacrifice scheme to be implemented from 1st November 2011, together with additional profit earned from external grounds maintenance contracts is currently forecast to generate c£194k savings for the year and c£328k per annum thereafter.
	2113	Service change costs	80,000		On Target	FAV	Includes Cabinet decision to award £30k subsidy to Lowther Trust subject to conditions. Remaining £50k is an estimated provision in respect of redundancy and pension strain costs, the extent and timing of which will be dependent upon redundancies during the remainder of the year.
	Corporate Sub-total		-65,000				
Community Services	2700	Reduction in grant to Age Concern	-4,000	Clare Platt	Achieved	FAV	Grant reduced
	3142	Removal of coastal ranger post	-27,000		Achieved	FAV	Vacant Post removed
	3250	Reduction in cem & crem staffing	-5,000		On Target	FAV	On target
	3325	Pest Control	-5,000		On Target	FAV	Combination of reducing expenditure and increasing income
	5001	Energy Efficiency	-2,000		Achieved	FAV	Budget removed
	9051	Grounds Maintenance - Income generation	-15,000		On Target	FAV	Income from new external contracts currently on target.
	Community Services Sub-total		-58,000				
Customer and Operational Services	3470	Depot Rationalisation to St.annes	-36,000	Allan Oldfield	On Target	FAV	Restructure completed and savings being achieved
	Customer & Operational Services Sub-total		-36,000				
Governance and Partnerships	2010	Mayoralty - Policy revision	-3,000	Tracy Scholes	On Target	FAV	Savings identified and on track for delivery
	2104	Reduction in external audit fee	-10,000		On Target	FAV	Reduction in fee anticipated in line with external audit correspondence
	2111	Removal of legal officer post	-15,000		Achieved	FAV	Post removed
	2300	Revs & Bens - Contract service efficiencies	-12,000		Achieved	FAV	Contract sum reduced
	2303		-5,000		Achieved	FAV	
	5350		-12,000		Achieved	FAV	

Directorate	Cost Centre Code	Saving	Savings Target 11.12 £	Director	Achieved / On Target / Not on Target	Anticipated Outturn FAV / ADV	Director Update on Latest Position
Governance and Partnerships	3060	Sports Development - Removal of one post	-25,000	Tracy Scholes	Achieved	FAV	Post removed
	3381	LSP - Sharing of costs, contributions to FBC etc	-25,000		On Target	FAV	£25k contribution agreed by LSP executive
	Governance & Partnerships Sub-total		-107,000				
Strategic Development	3305	FLoWE - Ceasing work on initiative	-25,000	Paul Walker	Achieved	FAV	Post removed
	3802	Ecomonic Development - Cancel subscription to LEP	-10,000		Achieved	FAV	Subscription cancelled
	3819	Accommodation review - Buildings costs	-4,000		Not on target	ADV	Delay in previously assumed asset disposal timescales - additional forecast impact of £21k reflected in Nov forecast update.
	7071		-2,000				
	7802		-4,000				
	4400	Concessionary fares - Cease discretionary payments	-27,000		Achieved	FAV	Decision taken by Leader's Group - payments ceased
	Strategic Development Sub-total		-72,000				
2010/11 Total Savings Target			-338,000				

REPORT

REPORT OF	MEETING	DATE	ITEM NO
GOVERNANCE & PARTNERSHIPS	POLICY DEVELOPMENT SCRUTINY COMMITTEE	8 DECEMBER 2011	6

MID YEAR PERFORMANCE EXCEPTION REPORT 2011/12

Public Item

This item is for consideration in the public part of the meeting.

Summary

The report examines areas of under and over performance for the Authority based on the indicator set newly devised for the year 2011/12 to capture current levels of performance in each service area of the Authority.

For each item of over or under performance an explanation is given for its current condition and, where appropriate, a statement of intent for the solution derived.

Recommendations

That the committee examines the report and its supporting Appendix, scrutinises any areas of over or under performance and seeks additional information on issues it considers appropriate.

That the committee accepts the delay in the VfM assessment of the Authority and requests its presentation at a meeting of the committee as appropriate after the financial year end.

Performance Management System – Performance Plus

What does it all mean?

Status Icons



Over Performance - The Indicator or Action is over performing against target. If this is an action it may be the action has been completed early or to a better standard than first anticipated.



On track - The Indicator or Action is performing within tolerance of target. If this is an action it may be completed to an acceptable level and to an acceptable standard. It has produced the result expected.



Cautionary Under Performance - The Indicator or Action is moderately under performing. Whilst the indicator has slipped from target it may be a minor blip overall or minor action will remedy it. If this is an action it may have slipped in terms of time or quality or been completed but not to satisfactory standards or produced the result expected.



Under Performance - The Indicator or Action is under performing against target. If this is an action it will have slipped more than one quarter behind expected delivery, have been delivered on time but not within other tolerances such as quality, budget or will have failed to deliver most or any of the expected results.



Missing Data - The Indicator or Action is missing information. It has not been updated, no progress either positive or negative can be shared or the effect evaluated.

Mid Year Performance 2011/12.

Governance & Partnerships

(xNI181) Time taken to process Housing Benefit/ Council Tax Benefit new claims and change events continues to underperform although has shown improvement from the end of last year. Currently the time taken is 17.65 days against a target of 15 days.

The backlog of work resulting from the new systems implementation has impacted on the cumulative performance data but it is anticipated that month on month improvement will be achieved by year end.

The caseload remains over 25% higher than pre recession caseload and as a result the incoming workload is considerably higher.

(PM9) 1.42% of Freedom of Information requests (FOI) have been overdue in the 1st half of the year with the aim to have none.

Additionally, (PM10) it has taken an average of 5.32 days to respond to all FOI requests in comparison to the aim which is 5 days this is still well below the 20 days required statutorily.

The data in the report provides a snapshot of the first six months of the year. However, when taken with more recent data, the average time for processing is now marginally under five days and the percentage of late requests has gone down to 1.18%.

Community Services

The satisfaction of non-business customers with the service provided by Public Protection (PM26) is under target at 65% satisfaction against the target of 90%.

The small numbers of surveys returned (6 of 18) means that any negative responses have a significant impact on the percentage figure reported. The reasons for the dissatisfaction have been investigated - one of the six did not relate to the service, but a different matter; three reflected unattainable customer expectations in terms of action available; and the remaining two cited the lack of follow up communication. Officers have been reminded of the need to maintain regular contact with customers during the course of investigations. In terms of business satisfaction rates, the Service is maintaining the 100% satisfaction rate achieved in the previous Quarter.

The number of homeless households placed in the Council's temporary accommodation (PM28) is double the target of 6 households with 12 being placed.

There has been an increase in enquiries for advice related to potential homelessness, with almost the same number of new cases opened in the first 6 months as in the whole of last year. In addition, for those households placed in temporary accommodation they presented with complex needs, not just related to housing, which could not be easily resolved and resulted in a longer time in temporary accommodation whilst their needs were resolved.

The percentage of households in mortgage difficulties who approach the LA, for whom a positive outcome is reached (PM30) has slipped behind target in the first half of the year with 81% receiving a positive outcome against the target of 100%.

There is evidence that households facing repossession though mortgage difficulties are leaving it too late in the process to enable intervention measures by the housing team to be taken to prevent homelessness. Three households in particular presented too late for assistance and accordingly were assisted through our temporary

accommodation/homelessness service

Families spent an average of 3 weeks in Bed and Breakfast accommodation (PM31) where the aim is to have no families accommodated in this manner.

Due to the pressures on the availability of temporary units, the need for accommodation by homeless families had to be addressed through the use of Bed and Breakfast accommodation. Two families had to be provided with Bed and Breakfast accommodation, resulting in a stay in B & B for periods of 19 days and 5 days respectively; an average of 12 days in total. As soon as a suitable temporary unit is available the household is moved from the B & B into the temporary unit.

Strategic Development

The aim is to determine at least 60% of Major planning applications (PM36) within 13 weeks according to national standards however only 50% were determined in this time frame in September and only 40% on average for the year so far. On average Major applications are taking nearly 295 days to determine.

Two of the four major applications required very complex negotiations and section 106 agreements. These two alone took 292 and 786 days to complete such that a permission could be issued.

Customer and Operational Services

The number of customer transactions carried out online (PM48) are less than anticipated for the quarter and year to date. For the quarter (July-September) 8231 transactions were completed against a target of 9250 and for the year to date (April-September) 17123 were carried out against a target of 18500.

Value for Money assessment.

In the last 12 months there have been several changes to the statutory requirements placed upon the Authority with regard to Performance Management, Inspections and data reporting.

The previous Audit Commission Use of Resources Framework has been removed by the government. This means that focus of external audit work is now on value for money, financial probity and good governance. The need to focus on other areas of work such as asset management, the use of natural resources and the use of human resources has been removed.

As part of the revised Corporate Plan it is proposed that Value for Money is an overarching theme that runs through all of the councils operations and activities. This will be monitored and assessed through the collection of performance indicators, as above, and through key financial information taken from standard government returns.

When combined, this data will allow us to assess performance, across each directorate and service, in terms of the service level performance and the costs associated with delivering that service. Over time this will show the progress that Fylde Borough Council has made in safeguarding its key front line services whilst meeting the challenging budget reductions placed upon it.

This work is ongoing in collaboration with the other 11 districts of Lancashire and

Lancashire County Council. The next meeting of the group is due to take place on the 22nd November with a view to provisional results being drawn up shortly after that.

A finalised set of results will be presented to the committee at year end for consideration.

Portfolio Holder

The Cabinet Portfolio Holder for Finance & Resources is Councillor Karen Buckley.

Risk Assessment

This item is makes only recommendations that present no risk to the council. Therefore there are no risks to address

Report Author	Tel	Date	Doc ID
Darius Ward	(01253) 658624	15/11/2011	

IMPLICATIONS	
Finance	There are no direct financial implications arising from the report
Legal	There are no direct legal implications arising from the report
Community Safety	There are no direct community safety implications arising from the report
Human Rights and Equalities	There are no direct human rights and equalities implications arising from the report
Sustainability and Environmental Impact	There are no direct sustainability and environmental implications arising from the report
Health & Safety and Risk	There are no direct health and safety or risk management



Management	implications arising from the report
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Appendix A

Fylde Borough Council









Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
?	?		PM1: Total Cost of Service (Corporate)	?	?	
Comments • Financial data still under development in cooperation with Lancashire Benchmarking Club.						
6.54	7	★	PM2: Average number of days sickness per FTE (Corporate)	6.54	7	★
Comments						
485	1750	★	PM3: Number of Complaints (Corporate)	485	1750	★
Comments						
99.3	99	●	PM4: % responded to within 5 working days (Corporate)	99.3	99	●
Comments						
45	?	!	PM5: % of Long Term Sickness	45	?	!
Comments						
FBC: Governance & Partnerships						
Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
?	?		PM1.1: Cost of Service (G&P)	?	?	
Comments • Financial data still under development in cooperation with Lancashire Benchmarking Club.						
?	7	?	PM2.1: Average Number of Days Sickness per FTE (G&P)	?	7	?
Comments						
FBC: Benefits Shared Service						
Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
4064	4870	★	xNI180 The number of changes of circumstances affecting HB/CTB entitlement processed within the year	4064	4870	★
Comments • Data no longer collected through DWP. Target is actual from the same time last year.						
17.65	15	▲	xNI181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	17.65	15	▲
Comments						
6421	?	!	PM20: Average Caseload	6421	?	!
Comments • No target set, baseline year						
1225	?	!	PM21: Total New Claims Received	1225	?	!
.						
14867	?	!	PM22: Total Changes Received	14867	?	!
Comments • No target set, baseline year						
FBC: Governance						
Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
2	0	▲	PM9: Percentage of overdue Freedom of Information requests (FOI)	1.42	0	▲
Comments						
5.99	5	▲	PM10: Average number of days to respond to all Freedom of Information requests (FOI)	5.99	5	▲
Comments						
47	22.5	★	PM11: Percentage of Audit plan completed	47	22.5	★
Comments						
99.5	90	★	PM12: Percentage satisfaction rating indicated by post-audit surveys	99.5	90	★
Comments						
100	95	●	PM13: Percentage of audit recommendations agreed with Management	100	95	●
Comments						

FBC: Finance



Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
93.39	95		PM14: Percentage of invoices paid within 30 days or receipt or within agreed payment terms	93.25	95	

Comments

FBC: Partnerships









Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
0.05	0.05		PM15: Serious violent crime rate per 100,000	0.2	0.16	
0.38	0.38		PM16: Serious acquisitive crime rate per 100,000	2.21	2.16	
0.33	0.3		PM17: Assault with injury crime rate per 100,000	2.2	2.08	
14.29	16.67		PM18: Repeat incidents of Domestic Violence	14.29	16.67	

FBC: Community Services

Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
?	?		PM1.2: Cost of service (Community Services)	?	?	
Comments • Financial data still under development in cooperation with Lancashire Benchmarking Club.						
?	7		PM2.2: Average number of days sickness per FTE (Community Services)	?	7	









Comments

FBC: Leisure Services

Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
5	5		PM20: Number of Major parks achieving a 'Green Flag' award	5	5	
Comments						
22	20		PM21: Number of community groups supported (including 'in bloom' & 'friends of')	22	20	
Comments						
17	9		PM22: Number of 'in bloom' awards achieved by groups working with LA	17	9	
Comments						
13984	?		PM23: Number of swims at St Annes pool	40056	?	





Comments • Target not established, baseline year.

FBC: Public Protection































Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
100	90		PM24: Satisfaction of business users with the service provided	100	90	
Comments						
90.7	85		PM25: % of premises scoring 3 or higher on the food hygiene rating scheme	90.7	85	
Comments						
65	90		PM26: Satisfaction of non-business customers with the service	65	90	
Comments • The small numbers of surveys returned (6 of 18) means that any negative responses have a significant impact on the percentage figure. The reasons for the dissatisfaction are being addressed.						
54	50		PM27: Percentage of high risk food hygiene inspections completed (Category A to C)	54	50	

Comments • The completion rate for the half year is intarget. However the additional resources being allocated to the cockling operations will have an impact on the next quarters inspection rate.

FBC: Housing

Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
12	6		PM28: Number of households living in temporary accommodation	12	6	
Comments						
86	90		PM29: % of cases where homelessness prevented and households able to remain in own home or assisted	86	90	

Comments

81	100		PM30: % households in mortgage difficulties who approach the LA, for whom a positive outcome is reached	81	100	
Comments						
3	0		PM31: Average time accommodated in B&B - family only (weeks)	3	0	
Comments						
6	0		PM32: Average time accommodated in B&B - all homeless households (days)	6	0	
Comments						
10	10		PM33: Average time accommodated in interim facilities (inc holiday flats, leased properties)(weeks)	10	10	
Comments						
6	12		PM34: Average time accommodated-all homeless households rehoused into permanent accommodation	6	12	
Comments						
7	7		PM35: Number of private sector dwellings achieving improved thermal comfort	7	7	
Comments						
FBC: Strategic Development						
Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
?	?		PM1.3: Cost of service (Strategic Development)	?	?	
Comments • Financial data still under development in cooperation with Lancashire Benchmarking Club.						
?	7		PM2.3: Average number of days sickness per FTE (Strategic Development)	?	7	
Comments						
FBC: Planning Services						
Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
50	60		PM36: Percentage of major applications determined within 13 weeks	40	60	
Comments • Two of the four major applications required very complex negotiations and section 106 agreements. These two alone took 292 and 786 days to complete such that a permission could be issued.						
77.78	65		PM37: Percentage of minor applications determined within 8 weeks	65.14	65	
Comments						
83.33	80		PM38: Percentage of other applications determined within 8 weeks	80.38	80	
Comments						
294.5	91		FLIPS001aiii: The average speed of determination for major applications	294.5	91	
Comments • Two of the four major applications required very complex negotiations and section 106 agreements. These two alone took 292 and 786 days to complete such that a permission could be issued.						
64	56		FLIPS001biii: The average speed of determination for minor applications	64	56	
Comments						
64	56		FLIPS001ciii: The average speed of determination for other applications	64	56	
Comments						
FBC: Technical Services						
Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
15	?		PM39: Net additional homes provided	80	?	
Comments						
16	?		PM40: Number of affordable homes delivered (Gross)	21	?	
Comments						
?	?		PM41: Carbon Footprint of Council operations (Co2 Production)	?	?	
Comments • Indicator still under development						
?	?		PM42: Energy efficiency of Town Hall Complex (Energy Certificates)	?	?	
Comments • Indicator still under development						

FBC: Customer & Operational Services

Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
?	?		PM1.4: Cost of Service (Customer & Operational Services)	?	?	
Comments • Financial data still under development in cooperation with Lancashire Benchmarking Club.						
7.48	7		PM2.4: Average number of days sickness per FTE (Customer & Operational Services)	7.48	7	
Comments						

FBC: Human Resources (Shared Service)

Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
?	?		PM43: Cost of recruitment per vacancy	?	?	
Comments • Annual indicators to be reported in year end report.						
?	?		PM44: Cost of HR service per employee	?	?	
Comments • Annual indicators to be reported in year end report.						
?	?		PM45: Cost of HR function as a % of organisational expenditure	?	?	
Comments • Annual indicators to be reported in year end report.						
?	?		PM46: Leavers in the last 12 months as a % of average total staff	?	?	
Comments • Annual indicators to be reported in year end report.						





FBC: Customer Services

Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
109956	87500		PM47: The number of unique hits on the Council's website www.fylde.gov.uk	202383	175000	
Comments						
8231	9250		PM48: Number of customer transactions carried out online	17123	18500	
Comments						
80.21	79		PM49: Percentage of phone calls to 01253 658658 answered	83.84	79	
Comments						
90.79	93		PM50: Percentage of customers satisfied with the service they received	93.07	93	
Comments						
3.33	4		PM52: Average User Satisfaction Rating (AUSR) with the council website (1 to 5)	3.33	4	
Comments • this covers period Aug - Oct						
76	72		PM53: Percentage of face to face customers whos waiting time was less than 15 minutes	77.5	72	
Comments						
100	100		PM54: Percentage of emails to listening@fylde.gov.uk responded to within 1 working day	100	100	
Comments						

FBC: Operational Services

Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
0.05	0.05		PM55: Missed bins as a percentage of all collections	0.05	0.05	
Comments						
46.32	44		PM56: Percentage of household waste recycled	46.32	44	
Comments • Q1 figure only. Still awaiting Q2 figures from LCC.						
71	70		PM57: Percentage satisfaction with the cleanliness of the local area	71	70	
Comments						
?	70		PM58: Percentage satisfaction with the waste collection service	?	70	
Comments						

FBC: ICT

Period Actual	Period Target	Period Performance		YTD Actual	YTD Target	YTD Performance
87	95		PM63: % of helpdesk calls resolved in 1 working day	89	95	
Comments						
?	75		PM64: % satisfaction with IT service overall	?	75	
Comments						

REPORT



REPORT OF	MEETING	DATE	ITEM NO
GOVERNANCE AND PARTNERSHIPS	POLICY DEVELOPMENT	8 DECEMBER 2011	7

FYLDE COAST ECONOMIC DEVELOPMENT STRATEGY – TASK AND FINISH GROUP INTERIM REPORT

Public Item

This item is for consideration in the public part of the meeting.

Summary

This Report advises the Committee of the current progress on the review of issues in relation to the review of the Fylde Borough Economic Development Strategy and the correlation with Blackpool Council's Fylde Coast Economic Development Strategy.

Recommendation

That the Committee notes the report.

Cabinet Portfolio

The item falls within the following Cabinet portfolio:
Planning and Development Councillor Trevor Fiddler

Report

Background

1. At the Committee meeting held on 27 July 2011, a task and Finish Group was appointed to look into the issues regarding a review of the Economic Development Strategy. Members are reminded that Cabinet had considered the topic in June and had asked that the Scrutiny Committee consider the strategy in the light of the council's strategic approach to economic development.

Current Progress

2. The Task Group considered that there was a need to look at the strategy in detail and how those issues could be brought into line with current issues and develop a plan for the future. With that in mind, the Task Group is in the process of assessing the Council's relationship with the public sector and partner organisations, rural sector organisations and also the private sector involvement with the strategy. The Group took the view that in order to achieve a holistic vision, it would be useful to have face to face discussions with those public and private organisations.
3. The Task and Finish Group has become acquainted with some strategic changes to the environment of economic development including the demise of the North West Development Agency, new Local Enterprise Partnership, the announcement of the Enterprise Zone at Warton, the role of Fylde Council and changes within Lancashire County Council.
4. Arrangements were made to hold four day long discussion events with the above organisations with three of those already having taken place.
5. The Task Group has also visited Lytham, Kirkham and St Annes Town Centres to take account of topics of concern with an extensive dialogue on those visits with business representatives from the three towns. A separate visit was also made to Ansdell shopping area to review issues.
6. It should be noted that this work is very time consuming but necessary in order to report back to the Committee with considered views.

Risk Assessment

This item is for information only and makes no recommendations.

Conclusion

Members are informed that a further update report will be made to the next meeting.

Report Author	Tel	Date	Doc ID
Paul Rogers	(01253) 658491	21 November 2011	

List of Background Papers		
Name of document	Date	Where available for inspection
Document name		Council office or website address

Attached documents

None

IMPLICATIONS	
Finance	There are no direct financial implications arising from this report.
Legal	There are no direct legal implications arising from this report.
Community Safety	There are no direct community safety implications arising from this report.
Human Rights and Equalities	There are no direct human rights and equalities implications arising from this report.
Sustainability and Environmental Impact	There are no direct sustainability and environmental implications arising from this report.
Health & Safety and Risk Management	There are no direct health and safety implications arising from this report.

REPORT



REPORT OF	MEETING	DATE	ITEM NO
GOVERNANCE & PARTNERSHIPS	POLICY DEVELOPMENT	8 DECEMBER 2011	8

EXCLUSION OF THE PUBLIC - LOWTHER PAVILLION

Public Item

This item is for consideration in the public part of the meeting.

Recommendation

1. Members are invited to consider passing a resolution concerning the exclusion of the public from the meeting in accordance with the provisions of Section 100(A)(4) of the Local Government Act 1972 on the grounds that the business to be discussed is exempt information as defined in paragraph 3 of Schedule 12A of the Act.

Policy Development Scrutiny Committee



Date	03 November 2011
Venue	Town Hall, St Annes
Committee members	Councillor Fabian Craig-Wilson (Chairman) Councillor Leonard Davies (Vice-Chairman) Ben Aitken, Frank Andrews, Susan Ashton, Julie Brickles, David Chedd, Peter Collins, John Davies, David Donaldson, Charlie Duffy, Edward Nash, Richard Redcliffe
Other Councillors	Sue Fazackerley; Tim Ashton
Officers	Kathy Winstanley; Annie Womack
Others	Andy Ashcroft (LCC); representatives from Wesham Parish Council and Weeton Parish Council

Public Platform

There were no members of the public wishing to speak

1. Declarations of interest

Members were reminded that any personal/prejudicial interests should be declared as required by the Council's Code of Conduct adopted in accordance with the Local Government Act 2000. There were no declarations.

2. Confirmation of minutes

RESOLVED: To approve the minutes of the Policy Development Scrutiny Committee meeting held on 29 Sept 2011 as a correct record for signature by the chairman, subject to the following amendment:

That Cllr Leonard Davies is added to the list of councillors nominated to the Car Parking Strategy Task and Finish Group .

3. Substitute members

Cllr Peter Collins for Cllr Simon Cox

4. Winter Service 2011/2012 Briefing

Mr Andy Ashcroft, Public Realm Manager from LCC, gave a briefing to the committee on the Winter Service in Fylde.

He explained that the "Winter Service" is the term used to express the LCC's duty to ensure that they fulfil their responsibility, to ensure that people can use the highways safely without being endangered by ice and snow, so far as is reasonably practicable.

He described for members the ways in which this is achieved, using rock salt, and how much they intend to have in reserves for the coming winter, based on their experience of the previous year. He also said that work would continue to try to identify options for increasing salt storage capacity. Their job is to be prepared, even though it is not possible to predict how harsh this coming winter will be. He said that the last 2 winters had been bad, and if this year was also bad, then it would be a noticeable trend which would help them to shape future winter services.

Mr Ashcroft covered the cost of the service, and what resource was required in usual circumstances, and what additional resources were available for severe weather. In particular there were stocks of de-icer to be used in exceptionally severe weather, at temperatures below which rock salt ceases to be effective. He also talked about having made use of suitable equipment supplied by the local agricultural community at times when county council resources were stretched.

Mr Ashcroft spoke about a successful pilot scheme which LCC had entered into with some parish councils, although he made it clear that it was simply not possible to grit every road, and he acknowledged that the rural areas presented particular problems. He outlined for members the priority road and footway networks. He also drew members' attention to the additional routes which had been added to the priority network in Fylde.

Members raised several issues. Mr Ashcroft was asked whether the grit bins which had been stolen last year would be replaced. He said he would look into the matter. He was also asked whether he could supply useful self-help hints for members of the public, and also some guidance for shopkeepers. Mr Ashcroft told members that the government had produced the "snow code" which contained the overall principles of what people can do and could be accessed online.

It was queried whether the de-icer referred to was a pollution risk and Mr Ashcroft agreed that it was, but probably no more so than rock salt.

Members had queries about specific areas, streets and footways, and he agreed to look into their concerns and get back to those members individually.

Representatives of the Parish councils spoke about their areas, and expressed concerns about access into and out of their villages, and were particularly worried that the smaller parishes were overlooked. They asked whether grit bins would be supplied to their local schools. Mr Ashcroft said that there was an initiative to work with parish councils to develop local pilot projects, and if anyone wanted to discuss that they should contact him direct. He also confirmed that they would be working with schools this year.

(For anyone who is interested in obtaining more information which will address many of the issues, please go to www.lancashire.gov.uk/winter and follow - what we do – where we salt – gritting route map (bottom right tab) this will show the route information in map form.)

After the debate the committee RESOLVED:

- 1 To thank Mr Ashcroft and County Cllr Tim Ashton for attending and to note the briefing.

There was no recorded vote as the Chairman decided that the matter was not controversial.

5. Appointment of Task & Finish Group to Review Council Assets Let at Below Market Value

The Chairman reported that a request had been received to appoint a Task & Finish Group to undertake a review of assets let at below market value.

The Chairman nominated some councillors to sit on the Group and the committee RESOLVED:

1. To appoint a time-limited Task and Finish Group to look at the matter in more detail, and to report back to a later committee and to Cabinet.
2. To appoint to the Task and Finish Group the following members:
Cllrs Fabian Craig-Wilson; Len Davies; Julie Brickles; David Chedd and Peter Wood

There was no recorded vote as the Chairman decided that the matter was not controversial.

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