

BABERGH DISTRICT COUNCIL

FROM: Head of Finance and Head of Corporate Services

REPORT NUMBER **F177**

TO: **OVERVIEW AND SCRUTINY
(COMMUNITY SERVICES)
COMMITTEE**

DATE OF MEETING 6 February 2007

FINANCE AND PERFORMANCE MANAGEMENT – QUARTERLY MONITORING REPORT

1. PURPOSE OF REPORT

- 1.1 This monitoring report aims to give the committee a clear integrated picture of the significant issues with regard to financial and performance information.
- 1.2 The format follows that of the corporate plan to improve the linkage to the council's corporate priorities.

2. RECOMMENDATIONS

- 2.1 That Members note the key points relating to variations against the 2006/07 Budget, and Best Value Performance Indicators (BVPIs) and key Local Performance Indicators (LPIs).
- 2.2 That Members scrutinise the financial and performance information set out in this report and appendix to determine where further work is required by officers, or recommendations made to the Strategy Committee or Council.

The Committee is able to resolve these matters.

3. KEY FINANCIAL AND PERFORMANCE ISSUES

- 3.1 In terms of the budget, it is now known that a number of significant favourable variations are likely to arise this year. Some of these were highlighted in previous quarterly reports and others are indicated in this report.
- 3.2 It is forecast that net expenditure for the year will be at least £300,000 lower than the approved budget for the year and the Budget report to the Strategy Committee reflects this. Most of this has arisen in areas that come under the responsibility of the O&S (Stewardship) Committee. It is being proposed that this saving is earmarked for future capital projects.
- 3.3 Corporate Plan and performance data suggests good progress in most areas.

4. **KEY INFORMATION**

- 4.1 It is important that Members have a clear picture of the linkages between finance and performance, including the latest position on BVPIs, key LPs and other performance measures. This is the second quarterly report that attempts to integrate financial and performance information. The intention for the future is to present Members with key information as a Balanced Scorecard, but further development is necessary.
- 4.2 Some of the key issues as set out in the Corporate Plan are provided at Appendix 1, and the following key information on performance and finance matters which come under the remit of this Committee are shown below:

Promote healthy living and reduce health inequalities

- Health related courses and activities are being delivered in line with targets set
- The Decent Homes Standard targets are being met, along with energy efficiency targets
- The target for the number of dwellings given financial assistance is not being met, nor is the number of homes being adapted to meet the needs of older or disabled people. A review into this area is being sought through the 2007/08 Corporate Plan
- A good Contact Care service is being provided
- Some inspection targets are not being met within the environmental health area. Reasons will be sought

Increase the supply of housing that local people can afford to rent or buy

- The affordable housing programme continues to be delivered in line with targets
- The number of private dwellings returned to occupation is not being met. This has been the case for some time and a review into this area is being sought through the 2007/08 Corporate Plan
- The homelessness figures are improving
- The average time for re-lets continues to be disappointing, but Members will be aware that this is to be the subject of a BPR review

Maintain a safe, clean and sustainable environment

- The number of domestic burglaries is better than expected
- The percentage of abandoned vehicles removed within 24 hours is slightly less than the target, but this is a new performance indicator
- The amount of waste collected is on target, whilst the percentage of recycled waste is slightly lower, primarily because of contamination levels. It is pleasing to see the amount of waste that is being composted
- Planning application determination times generally below target. Hopefully these will improve as the BPR results are implemented, but this is unlikely to have an effect this year

Raise individual and community ambitions, and encourage active citizenship

- The target for building conversion loans covers two years and is on target. The target for business loans is small and should be achieved.

5. **PERFORMANCE INFORMATION**

5.1 The corporate plan contains a total of 110 BVPIs and key LPIs and the overall position is shown below:

Corporate Priority	On or exceeding target	Below target	Not known	Year end figure	N/A	Total
Promote healthy living and reduce health inequalities	10	5				15
Increase the supply of housing that local people can afford to rent or buy	16	9			1	26
Maintain a safe clean and sustainable environment	19	13		5	5	42
Give easy convenient access to quality services	8	9		3		20
Raise individual and community ambitions and encourage active citizenship	2		2	3		7
Totals	55	36	2	11	6	110
Percentages (based on 93 PIs)	59%	39%	2%			

5.2 Ignoring the year-end and N/A PIs, 57% of the PIs are on or exceeding target, and 41% are either below target or haven't been reported.

5.3 This committee has responsibility for 81 PIs and these are shown at Appendix 1 and in the table below:

Corporate Priority	On or exceeding target	Below target	Not known	Year end figure	N/A	Total
Promote healthy living and reduce health inequalities	10	5				15
Increase the supply of housing that local people can afford to rent or buy	8	7			1	16
Maintain a safe clean and sustainable environment	19	13		5	5	42
Give easy convenient access to quality services	1					1
Raise individual and community ambitions and encourage active citizenship	2		2	3		7
Totals	40	25	2	8	6	81
Percentages (based on 67 PIs)	60%	37%	3%			

5.4 Ignoring the year-end and N/A PIs, 60% of the PIs are on or exceeding target, and 40% are either below target or haven't been reported.

5.5 The PIs either below target or not reported are:

Promote healthy living and reduce health inequalities	
LPI 37	The number of rural youth forums set up that allow people in rural areas to participate in leisure and sport: b) New
LPI 7	No. of dwellings given financial assistance
LPI 8	% of high risk houses in multiple occupation inspected
LPI 9	No. of homes adapted to meet the needs of older or disabled people
LPI 40	Percentage of high risk Food and Health and Safety premises and inspections carried out
Increase the supply of housing that local people can afford to rent or buy	
BV 64	Private dwellings - returned to occupation
LPI 15	No. of affordable rent agreements secured
BV 66b	Local authority housing rent collection and arrears recovery: % of tenants with more than 7 weeks rent arrears
BV 66c	Local authority housing rent collection and arrears recovery: % of tenants who have had Notices Seeking Possession served
BV 66d	Local authority housing - % of tenants evicted as a result of rent arrears (0% being TQ)
BV 212	Average time to re-let local authority housing
BV 183a	Homelessness - average length of stay in bed & breakfast (weeks)
Maintain a safe, clean and sustainable environment	
BV 127a	Number of violent offences per 1,000 population
BV 128a	The number of vehicle crimes per 1,000 population
LPI 5.4	Number of places taken up on activity programmes – disaffected youths
LPI 5.6	Number of coaches with new qualifications working with the disaffected service
BV 199a	Local Street and Environmental cleanliness (litter) - proportion that falls below acceptable level
BV 218a	% of abandoned vehicles investigated within 24 hours
BV 218b	% of abandoned vehicles removed within 24 hours
BV 82ai	The % of total tonnage of waste arising which has been recycled
BV 82aii	Tonnage of waste arising which has been recycled
BV 109a	The % of major planning applications determined in 13 weeks
BV 109b	The % of minor planning applications determined in 8 weeks
BV 109c	The % of other planning applications determined in 8 weeks
BV 217	Pollution control improvements complete on time
Raise individual and community ambitions, and encourage active citizenship	
LPI 32	No. of loans provided for building conversions to office space
LPI 33	No. of business start-up and growth loans provided

- 5.6 In terms of the overall General Fund Budget, a revised forecast for net expenditure in the current has been incorporated in the 2007/08 Budget report to Strategy Committee. This indicates an overall net saving compared to the approved budget of around £300,000. The Strategy Committee is being recommended that this should be allocated to future capital projects as part of the overall reserves strategy.
- 5.7 The following additional specific information is provided for Members:
- Leisure Trust and CAST – no major issues to report over and above those reported last quarter. CAST budget being closely monitored within the overall project budget and any variance on year-end will be considered by the CAST Board
 - Council Housing – Expenditure on void repairs above budget (as reported last quarter) but this will be managed within the overall repairs budget. May be a small overspend at the year-end.
- 5.8 There are no other significant variations that are expected for the year that need to be drawn to the attention of the Committee

Capital Programme

- 5.9 The O&S (Stewardship) Committee considered progress on the capital programme (Paper F167) at its last meeting. The key points from the current quarter's monitoring report relating to this Committee's areas of responsibility are:
- Very good progress on Council Housing work with 74% of the budget spent at the end of December 2006, which is a considerable improvement on last year
 - On Other Services, overall progress is very similar to the position a year ago, which is still quite low with only 3 months of the year remaining. Details of variations indicating the potential year-end forecast in each area are provided in Appendix B of Paper F167

6 APPENDIX

Appendix 1– Performance Indicators monitored by the O&S (Stewardship) Committee

7. BACKGROUND PAPERS REFERRED TO:

None.

CONTACT: Barry Hunter (Finance)
Andrew Hunkin (Performance)

DIRECT LINE: 01473 825819
01473 825820

Appendix 1**Performance Indicators monitored by the O&S (Community Services) Committee****Promote healthy living and reduce health inequalities**

No.	Description	Target 2006/07	Actual to 31st December 2006	Comments on progress made towards target
HEALTH AND LEISURE				
LPI 1	No. of health related exercise courses hosted	6	5	One more course to be booked before Feb 07
LPI 37	The number of rural youth forums set up that allow people in rural areas to participate in leisure and sport:			
	a) Existing	1	1	
	b) New	1	0	
LPI 38	Number of children attending rural activities developed through the rural youth forums	200	200	
HOUSING				
BV 63	Energy Efficiency of local housing stock	63	62.3	On target
BV 184a	Local authority homes which were non-decent at beginning of the year	15%	12%	Target exceeded
BV 184b	Change in proportion of non-decent homes in the year	47%	20%	On target
LPI 6	No. of homes improved through the Fitness Standard	15	22	
LPI 7	No. of dwellings given financial assistance	220	68	
LPI 8	% of high risk houses in multiple occupation inspected	100%	0%	
VULNERABLE PEOPLE				
LPI 5.1	Be Active project No. of coaching hours to schools	60	60	
LPI 5.3	No. of places taken up on activity programmes – disability	80	100	
LPI 9	No. of homes adapted to meet the needs of older or disabled people	27	5	
LPI 39	The number of clients provided with a Contact Care alarm system	180	165	(pro-rata)
PUBLIC HEALTH				
LPI 40	Percentage of high risk Food and Health and Safety premises and inspections carried out	100%	89% (est)	

Increase the supply of housing that local people can afford to rent or buy

No.	Description	Target 2006/07	Actual to 31st December 2006	Comments on progress made towards target
AFFORDABLE HOUSING				
LPI 41	The cumulative total number of affordable units of accommodation in the affordable housing programme between 2004 and 2009:	700 by 2009 (total of a to c)		
	a) completed units	83	205	
	b) units in development	69	53	
	c) units with planning permission	211	286	
PRIVATE SECTOR HOUSING				
BV 64	Private dwellings - returned to occupation	8	0	
LPI 15	No. of affordable rent agreements secured	15	3	
COUNCIL HOUSING				
BV 66a	Proportion of local authority housing rent collected	99.2%	98.55%	On target although some distortion of the outturn because of a rent free period in December when payments are received but debit is static.
BV 66b	Local authority housing rent collection and arrears recovery: % of tenants with more than 7 weeks rent arrears	1%	1.98%	There are 71 cases which fall in category at present. Checking there are 17 cases which have HB assessed and awaiting an interface being run. The closure over Christmas has affected this target.
BV 66c	Local authority housing rent collection and arrears recovery: % of tenants who have had Notices Seeking Possession served	2%	3.09%	Use of Notices Seeking Possession has increased in order to improve recovery of unpaid rent. 110 have been issued to date, this is based on 3593 tenants as at 1/4/2006
BV 66d	Local authority housing - % of tenants evicted as a result of rent arrears (0% being TQ)	0%	0.03%	
BV 164	Does the Authority follow the CRE code of practice & Good Practice Standards and the Good Standard Practice for social landlords?	Yes	Yes	Target met
BV 212	Average time to re-let local authority housing	35 days	39 days	
HOMELESSNESS				
BV 183a	Homelessness - average length of stay in bed & breakfast (weeks)	3	3.14	

No.	Description	Target 2006/07	Actual to 31st December 2006	Comments on progress made towards target
BV 183b	Homelessness - average length of stay in hostels (weeks)	40	34.58	
BV 203	Homelessness - % change in number of families in temporary accommodation	-7%	-32.14%	
BV 214	Repeat homelessness cases	5%	4%	
LPI 42	The number of formal homelessness presentations	200	57	
BV 213	Housing advice service: number of preventing homelessness cases	0.83	0.86	
BV 202	Number of rough sleepers	N/A	N/A	

Maintain a safe, clean and sustainable environment

No.	Description	Target 2006/07	Actual to 31st December 2006	Comments on progress made towards target
CRIME AND DISORDER				
BV 126a	The number of domestic burglaries per 1000 households	4.39	2.2	
BV 127a	Number of violent offences per 1,000 population	9.10	7.3	
BV 127b	Number of robberies per 1,000 population	0.12	0.05	
BV 128a	The number of vehicle crimes per 1,000 population	6.12	4.68	
BV 174	The number of racial incidents reported to the local authority per 100,000 population	0	0	
BV 175	The % of racial incidents resulting in further action	100%	N/A	
BV 225	Actions against domestic violence checklist	63%	63%	
LPI 45	Average time taken to investigate and make an initial assessment of complaints of major anti-social behaviour	28 days	N/A	Collecting data -New PI
LPI 46	Average time taken to investigate and make an initial assessment of complaints of minor anti-social behaviour	36 days	N/A	Collecting data -New PI
LPI 5.4	Be Active project Number of places taken up on activity programmes – disaffected youths	12	4	

No.	Description	Target 2006/07	Actual to 31st December 2006	Comments on progress made towards target
LPI 5.6	Number of coaches with new qualifications working with the disaffected service	5	2	
LITTER AND ENVIRONMENTAL CRIME				
BV 199a	Local Street and Environmental cleanliness (litter) - proportion that falls below acceptable level	15%	20%	
BV 199b	Local Street and Environmental cleanliness (graffiti)	5%	2%	
BV 199c	Local Street and Environmental cleanliness (fly posting)	9.5%	0%	
BV 199d	Local Street and Environmental cleanliness (fly tipping) - year on year reduction in number of incidents and number of enforcement actions taken	Grade 2	Grade 2	On target
BV 218a	% of abandoned vehicles investigated within 24 hours	90%	71%	
BV 218b	% of abandoned vehicles removed within 24 hours	75%	62%	Slightly lower due to Christmas - contractors have missed some dates
WASTE MANAGEMENT AND RECYCLING				
BV 82ai	The % of total tonnage of waste arising which has been recycled	31%	25.31%	
BV 82aii	Tonnage of waste arising which has been recycled	11000	6938.54	
BV 82bi	The % of total tonnage of waste arising which has been sent for composting	6%	9.33%	Exceeds target - increase in subscribers
BV 82bii	Tonnage of waste arising which has been sent for composting	2160	2242.89	
BV 84a	Number of kilograms of household waste collected per head	430	308.63	On target
BV 84b	Household waste collection % change per head of pop'n	2.4%	1.30%	
BV 86	Cost of waste collection per household	£35.00	Year end	
BV 91a	Population served by a kerbside collection of recyclables (1 recyclable)	100%	100%	
BV 91b	Population served by a kerbside collection of recyclables (2 recyclable)	100%	100%	
BUILT AND NATURAL ENVIRONMENT				
BV 106	New homes on brown field sites	40%	88%	
BV 109a	The % of major planning applications determined in 13 weeks	65%	61%	A bad Q3 has reduced figures – Steps in hand to improve in Q4 but loss of professional staff, changes in technical staff and other initiatives will make improvement unlikely.
BV 109b	The % of minor planning applications determined in 8 weeks	75%	64%	
BV 109c	The % of other planning applications determined in 8 weeks	85%	76%	

No.	Description	Target 2006/07	Actual to 31st December 2006	Comments on progress made towards target
BV 200a	Did you submit the Local Development Scheme (LDS) by 31/03/05 & thereafter maintain a 3-year rolling programme?	Yes	Year end	
BV 200b	Have you met the milestones that the current LDS sets out?	Yes	Year end	
BV 200c	Did you publish an LDS annual monitoring report by 31/12 the last year?	Yes	Year end	
BV 204	The % of planning appeal decisions allowed against the authority's decision to refuse on planning decisions	30%	24%	Remember a low figure is good
BV 219a	Conservation areas – number	28	28	Contextual
BV 219b	% of conservation areas with an up to date character appraisal	3.57%	3.57%	
BV 219c	% of conservation areas with published management plans	0%	0%	
BV 205	Score against a quality of planning services checklist	90%	90%	
ENVIRONMENTAL POLLUTION				
BV 166a	Score against an Environmental Health checklist	90%	90% (est)	
BV 216a	No. of 'sites of potential concern' with respect to land contamination	489	489	Contextual
BV 216b	No. of sites for which sufficient detailed information is available to decide whether remediation of the land is necessary	5%	Year end	BVPI text specifies reporting on 31/3/07 (not before)
BV 217	Pollution control improvements complete on time	5	3	

Give easy convenient access to quality services

No.	Description	Target 2006/07	Actual to 31st December 2006	Comments on progress made towards target
IMPROVE ACCESS				
BV 156	The % of authority buildings open to the public in which all facilities are suitable for people with disabilities	100%	100%	Target met

Raise individual and community ambitions, and encourage active citizenship

No.	Description	Target 2006/07	Actual to 31st December 2006	Comments on progress made towards target
INDIVIDUAL AND COMMUNITY AMBITION				
LPI 5.2	Be Active project No. of coaching hours to clubs	90	174	
LPI 5.5	Number of coaches with new qualifications working with the disability service	10	11	
BV 226a	Total amount spent by the local authority on advice and guidance services provided by external organisations	£56,610	Year end	
BV 226b	% of money spent on advice and guidance services which was given to organisations holding the CSL Quality Mark	100%	Year end	
BV 226c	Total amount spent on advice and guidance which is provided directly by the authority to the public	£33,167	Year end	
ECONOMIC DEVELOPMENT				
LPI 32	No. of loans provided for building conversions to office space	4 (2006 – 2008)		
LPI 33	No. of business start-up and growth loans provided	2		

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