
REPORT TO THE MEETING OF THE EXECUTIVE 9 NOVEMBER 2011**PORTFOLIO: FINANCE AND RESOURCES****REPORT FROM HEAD OF FINANCE****SUBJECT: QUARTER 2 2011/12 FINANCIAL MANAGEMENT
REPORT & MID YEAR TREASURY MANAGEMENT REVIEW****1 DECISION BEING RECOMMENDED**

- 1.1 To note the current year-end forecasts for the revenue budgets of the Council based on financial performance in period April - September of the financial year 2011/12, as shown in Appendix 1.
- 1.2 To note the current financial performance on key financial indicators, as shown in Appendix 2.
- 1.3 To note and agree the Quarter 2 Capital Monitoring Report in Appendix 3.
- 1.4 To note the list of contracts for tender during next quarter in Appendix 4.
- 1.5 To note the position on the Council's Treasury Management and agree the changes to the strategy for the Investment Counterparty Criteria as highlighted in section 6 of this report.

2 REASONS FOR RECOMMENDATION

- 2.1 The purpose of this report is to provide Members with the latest forecast for the General Fund revenue budgets for the end of the year compared to the original budgets agreed in January 2011. The General Fund is split into cost centres such as Financial Services and Environmental Health and the forecasts for each cost centre are detailed in Appendix 1. These forecasts for the end of year position are based on the information available as at the end of September 2011.
- 2.2 Within the cost centres, there are budget headings which are considered significant to the overall financial position of the authority. An example of this would be salaries which account for £7.5m of total expenditure or significant income streams such as planning fees or parking. These key financial indicators are summarised in Appendix 2.
- 2.3 The Council has strong budgetary control arrangements with the Finance team working with departmental officers to identify potential overspends or under recovery of income. Overspends are usually covered by virements from other budgets. The commentary in Appendix 1 does not attempt to cover all the budgetary changes as cost centres may have over 30 different budget lines, but it draws attention to the key factors affecting the net expenditure for that cost centre. If the variance is under £5,000, there is no

commentary. Some of the forecast under spends are due to staff vacancies which have either been filled or are being held vacant pending budget decisions. The Portfolio Holder for Finance and Resources receives quarterly reports on Staff Vacancies.

- 2.4 The Quarter 2 Capital Monitoring Report provides Members with an up to date position on how projects funded through the capital programme are progressing.
- 2.5 The Council have adopted the Code of Practice on Treasury Management. A requirement of this is to produce a mid year review looking at the Authority's performance in line with the strategy agreed by Council in January.

3 OVERALL FINANCIAL POSITION

- 3.1 The results to the end of September 2011 indicate that for the General Fund, the year-end position is forecast to meet the original estimate of £10.5m.
- 3.2 Income via parking and planning/building control fees is being regularly monitored, revised budgets are being retained at the original estimate level.
- 3.3 The main factors that are reducing the overall net expenditure are:-
- Local Land Charge income is forecast to be £80,000 above original budget.
 - One off £159,000 from Green Waste Recycling that hasn't been included in original estimates but will be built into revised.

3.4 Details of Amounts approved for Write Off

- 3.5 As part of this report Members are given information on the amount of outstanding money approved for write off during the reporting period. The Chief Finance Officer is authorised to write off amounts due or claimed by the Council up to £5,000 and, after consultation with the Leader of the Council, between £5,000 and £15,000. Amounts over £15,000 must be reported to the Executive.

	Council Tax	NNDR	Benefits	Parking	Housing	Total
2009/10	31,213	145,345	7,973	17,418	129	202,078
2010/11	54,891	127,593	19,589	7,665	3,123	212,861
2011/12	22,101	125,974	5,719	5,425	2,034	161,253

The Council collects over £47.5m in council tax and £14.12m in National Non domestic Rates (NNDR). Housing and Council Tax benefits payments total £20.9m per year. For council tax and NNDR, the majority of the write offs are in relation to bankruptcies and insolvencies or where the Council is unable to trace the debtor. The debts written off for benefits are primarily overpayments

where the benefit claimant has been late in advising a change of circumstances. For all types of debts, they are only written off after recovery methods have been exhausted.

4 2011/12 QUARTER 2 CAPITAL MONITORING

- 4.1 This provides an update on the financial progress in completing the Capital Programme for 2011/12, which is shown in the appendix 3 to this report. The current Capital Programme for 2011/12 was agreed by Council on 21 July 2011.
- 4.2 The appendix shows that, in financial terms, 29% of the planned expenditure has been completed, however, the majority of projects are expected to be completed by the end of 2011/12. The exception to this is Hall Road Cemetery Extension, the completion of which may be deferred depending on use of the existing part of the cemetery.
- 4.3 The majority of the capital provision in 2011/12 is for three projects - the heating and electrical upgrade of the Council's offices, Hall Road Cemetery Extension and Cherry Orchard Jubilee Country Park.
- 4.4 The Capital Programme is funded by grants, capital receipts from proceeds of a VAT Shelter arrangement and the sale of council housing under a sharing arrangement with Rochford Housing Association

5 CONTRACTS FOR TENDER

- 5.1 At Council on 22 February 2011 it was agreed that Members be informed of all forthcoming competitively tendered contracts above £25,000. In addition to the Members' Bulletin, these are now included in this Quarterly Financial Management Report.
- 5.2 In addition a full list of our contracts up to 2013 are published on the Rochford District Council website in the "selling to guide".
- 5.3 A full list of contracts due to be competitively tendered in quarter 3 2011/12 can be found in Appendix 4.

6 MID YEAR TREASURY MANAGEMENT REVIEW

- 6.1 The Council employs treasury advisors, Sector Treasury services Ltd, to provide advice on its treasury management strategy and analysis of the economy and expectations for interest rates.

Economic update

- 6.2 Following zero growth in the final half of 2010/11 the UK economy grew by a weaker than expected 0.1% in the first quarter of 2011/12, providing a knock on effect to future growth prospects. The announcement by the Monetary Policy Committee (MPC) on 6 October of a second round of quantitative

easing (QE) of £75bn emphasised how seriously the MPC now views recession as being a much bigger concern than inflation. Inflation remains stubbornly high. UK government gilts continue to be seen as a safe haven from the EU sovereign debt crisis and the consequent increase in demand has sent PWLB borrowing rates to low levels.

6.3 The outlook for the next six months remains uncertain due to the:-

- the increase in risk that the UK, US and EU could fall into recession
- the likely political gridlock in the US preventing significant government fiscal action to boost growth ahead of the Presidential elections in November 2012
- the potential for a major EU sovereign debt crisis which could have a significant impact on financial markets and the global and UK economies
- the degree to which government austerity programmes will dampen economic growth;
- the potential for further quantitative easing, and the timing of this in both the UK and US
- the speed of recovery of banks' profitability and balance sheet imbalances and the risk of substantial losses being incurred on EU sovereign debt
- the overall balance of risks is weighted to the downside as the expectation is for the low Bank Rate to continue for at least 24 months, coupled with a possible further extension of quantitative easing. This will keep investment returns depressed. The expected longer run trend for PWLB borrowing rates is for them to rise, primarily due to the need for a high volume of gilt issuance in the UK, and the high volume of debt issuance in other major western countries. However the current safe haven status of the UK may continue for some time, postponing any increases until 2012.

6.4 Sector's interest rate forecast

	NOW	Dec-11	Mar-12	Jun-12	Sep-12	Dec-12	Mar-13	Jun-13	Sep-13	Dec-13	Mar-14	Jun-14	Sep-14	Dec-14	Mar-15
BANK RATE	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.75	1.00	1.25	1.50	2.00	2.25	2.50
3 month LIBID	0.75	0.70	0.70	0.70	0.70	0.70	0.75	0.80	0.90	1.20	1.40	1.60	2.10	2.40	2.60
6 month LIBID	1.00	1.00	1.00	1.00	1.00	1.00	1.10	1.20	1.40	1.60	1.80	2.00	2.50	2.70	2.90
12 month LIBID	1.50	1.50	1.50	1.50	1.50	1.60	1.70	1.80	1.90	2.20	2.40	2.60	3.10	3.20	3.30
5 yr PWLB	2.30	2.30	2.30	2.30	2.30	2.40	2.50	2.60	2.70	2.80	2.90	3.10	3.30	3.50	3.70
10 yr PWLB	3.30	3.30	3.30	3.30	3.40	3.40	3.50	3.60	3.70	3.80	4.00	4.20	4.40	4.60	4.80
25 yr PWLB	4.20	4.20	4.20	4.20	4.30	4.30	4.40	4.50	4.60	4.70	4.80	4.90	5.00	5.10	5.20
50 yr PWLB	4.30	4.30	4.30	4.30	4.40	4.40	4.50	4.60	4.70	4.80	4.90	5.00	5.10	5.20	5.30

Treasury Management Strategy Statement and Annual Investment Strategy update

- 6.5 The Treasury Management Strategy Statement (TMSS) for 2011/12 was approved by Council in on 25 January 2011.
- As a result of the continuous changes to credit ratings, the places available for the authority to place funds is reducing. One of the safe rated places to still place funds is within money markets. The Council currently uses two money market funds with a £2m limit per fund. This may not be sufficient as limits reduce on other counterparties. Therefore it is proposed to increase the limit to £3m per fund.
 - All other areas of the strategy including Prudential Indicators remain the same.

Investment Portfolio 2011/12

- 6.6 In accordance with the Code, it is the Council's priority to ensure security of capital and liquidity, and to obtain an appropriate level of return which is consistent with the Council's risk appetite. Investment returns are likely to remain low due to the continuing economic problems.
- 6.7 The Council held £6.6m of investments as at 30 September 2011 (£3.8m at 31 March 2011) and the investment portfolio yield for the first six months of the year is 1.32% against a benchmark of 0.5%.
- 6.8 The Chief Financial Officer confirms that the approved limits within the Annual Investment Strategy were not breached during the first six months of 2011/12.
- 6.9 The Council's budgeted investment return for 2011/12 is £91,400, and performance for the year to date is £2,600 above budget.
- 6.10 The financial institutions that the Authority are investing with are monitored on a regular basis in line with the risk document issued by Sector, the treasury advisors.

7 RISK IMPLICATIONS

- 7.1 Current general economic conditions still have the potential to adversely affect some of our major income streams, such as Parking, Building Control and Development Control income. Further falls in activity may lead to further reductions in income. Benefits activity has increased which may increase expenditure on processing claims if turnaround times are to be maintained. Changes to benefits may also increase the number of homeless.
- 7.2 Collection rates for council tax remain consistent with previous years. Collection rates are being maintained through effective recovery action of arrears and continued promotion of direct debit.

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- 7.3 Changes to legislation, economic factors and external funding can put pressure on resources. Regular monitoring of those budgets with the higher risk considerations will assist in controlling resource risk.
- 7.4 With £1.2m worth of savings and additional income built into the 2011/12 budgets, following the announcement of Rochford's cut in grant funding to £3.637m, budgets will need to be closely monitored to ensure that all identified cost reductions are achieved and remain ongoing.
- 7.5 Delays in completing the items on the Capital Programme could prevent the Council from achieving its strategic objectives and lead to adverse publicity.

I confirm that the above recommendation does not depart from Council policy and that appropriate consideration has been given to any budgetary and legal implications.

SMT Lead Officer Signature: _____

Head of Finance

Background Papers:-

None.

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If you would like this report in large print, Braille or another language please contact 01702 318111.

FINANCIAL MANAGEMENT REPORT
FORECAST YEAR-END POSITION FOR 2011/12 AS AT END OF SEPTEMBER 2011

SERVICE: CHIEF EXECUTIVE INCLUDING PEOPLE & POLICY UNIT

Service Area	2011/12 Original Budget £	End of Year Forecast £	Variance (Bracketed figures are favourable) £	Comment
Chief Executive's Office	186,300	177,242	(9,058)	Savings part of salary savings target and due to staff turnover.
Human Resources	204,600	142,899	(61,701)	Savings part of salary savings target and due to staff turnover.
Corporate Management Account	171,900	179,959	8,059	Costs are showing as higher this year due to a change in the timing for External Audit's billing; this will come back in line during 12/13.
Emergency Planning & Health and Safety	69,000	42,537	(26,463)	Savings due to staff turnover.
Corporate Policy & Partnership	164,900	82,429	(82,471)	Savings part of salary savings target and due to staff turnover.
Environmental Initiatives	10,300	10,000	(300)	
Communications	30,977	30,977	-	

SERVICE: COMMUNITY SERVICES

Service Area	2011/12 Original Budget £	End of Year Forecast £	Variance (Bracketed figures are favourable) £	Comment
Council Tax	242,100	216,537	(25,563)	Savings due to staff turnover.
Housing Benefit Administration	(4,900)	(17,692)	(12,792)	Savings due to staff turnover.
Community Services Client Account	118,900	115,602	(3,298)	
Business Rates	(57,600)	(55,916)	1,684	
Council Tax Benefits	(44,500)	(61,000)	(16,500)	Subsidy payments are based on grant claims submitted at key times in the year. Current claims are based upon the latest claim submitted. Current forecast resembles actual outturn for prior year.
Housing Benefit Payments	(222,600)	(11,600)	211,000	
Revenues Investigation Section	174,400	173,502	(898)	
Culture & Heritage – Windmill	31,800	34,497	2,697	
Leisure Premises	1,576,100	1,578,675	2,575	
Sports Development & Promotion	20,200	(21,700)	(41,900)	Salary costs have been moved from one cost centre to another to better reflect where staff are situated. Budgets will be moved during estimate process.
Leisure Client Account	119,200	155,610	36,410	
Housing Strategy	134,500	88,290	(46,210)	Savings due to staff turnover and part of salary savings target.

SERVICE: COMMUNITY SERVICES

Service Area	2011/12 Original Budget £	End of Year Forecast £	Variance (Bracketed figures are favourable) £	Comment
Private Sector Housing Renewal	517,900	517,383	(517)	
Homelessness	278,100	232,117	(45,983)	Savings due to staff turnover and part of salary savings target.
Community Safety	100,800	96,850	(3,950)	

SERVICE: ENVIRONMENTAL SERVICES

Service Area	2011/12 Original Budget £	End of Year Forecast £	Variance (Bracketed figures are favourable) £	Comment
Woodlands	134,400	45,017	(89,383)	Savings due to staff turnover and salary savings target.
Maintenance of Grounds Holding Account	950,900	929,870	(21,030)	Savings due to staff turnover.
Parks & Open Spaces	270,700	264,425	(6,275)	Additional income from hire of pitches.
Environmental Health	608,500	592,607	(15,893)	Savings due to staff turnover and salary savings target.
Licensing	(15,200)	(18,838)	(3,638)	
Public Health	16,100	16,100	-	
Public Conveniences	91,300	98,100	6,800	Savings approved as part of 2011-12 budget process and are currently being reviewed. Budgets will be amended accordingly.
Street Cleansing	670,000	668,640	(1,360)	
Recycling Collection	2,305,300	2,155,887	(149,413)	Income of £160,000 that was not budgeted for has been received. This was a one off payment from County to help in the delivery of recycling.
Recycling Disposal	(1,016,200)	(1,007,753)	8,447	£10,000 budget for payment to contractors not part of original estimates, now needed, so will be included as part of the revised estimates.
Depot	329,300	337,490	8,190	Relates to overtime costs.
Highways/Roads Routine	(17,200)	(20,205)	(3,005)	

SERVICE: FINANCE

Service Area	2011/12 Original Budget £	End of Year Forecast £	Variance (Bracketed figures are favourable) £	Comment
Coast Protection	2,200	2,000	(200)	
Financial Services	445,300	429,478	(15,822)	Savings due to staff maternity leave.
Cashiers	47,000	50,105	3,105	
Audit & Performance Management	181,500	178,474	(3,026)	

SERVICE: INFORMATION AND CUSTOMER SERVICES

Service Area	2011/12 Original Budget £	End of Year Forecast £	Variance (Bracketed figures are favourable) £	Comment
Conducting Elections	123,500	109,787	(13,713)	Payments to canvassers are forecast to be £2,000 below budget, revised budgets will be amended to reflect this. Savings of £1,500 are forecast on postal budgets, again to be reflected in revised budgets. There have been some changes to staffing structure and therefore budgets will be adjusted to reflect actual salaries being paid.
Registration of Electors	81,900	68,868	(13,032)	
Reception	154,400	108,627	(45,773)	Savings due to staff turnover.
Information & Support Services	517,300	450,789	(66,511)	Savings relate to postal, printing and central stationery budgets. All to be adjusted as part of revised estimates.
Computer Services	1,436,123	1,304,755	(131,368)	IT contracts budget is forecasted to achieve savings, plus savings from staff turnover.
Customer Services	358,100	338,163	(19,937)	Savings due to staff turnover.

SERVICE: LEGAL, ESTATES AND MEMBER SERVICES

Service Area	2011/12 Original Budget £	End of Year Forecast £	Variance (Bracketed figures are favourable) £	Comment
Office Accommodation Rochford	349,800	350,787	987	Forecasted overspend of £26,000 on electricity costs reflecting the volatility in the energy market.
Office Accommodation Rayleigh	86,300	91,396	5,096	Whilst the overall cost of cleaning has reduced, the portion charged to Rayleigh for cleaning the Civic Suite has increased by £5,000. Internal Recharges have been amended to better reflect the cost of providing accommodation to external bodies at a reduced rate, therefore there is an additional income stream to Rayleigh Office Accommodation from Economic Development. This does not affect the net revenue figure.
Local Land Charges	(12,300)	(97,094)	(84,794)	Income from land searches is expected to exceed original budget, to be increased at revised estimate time.
Cemeteries & Churchyards – Open/Closed	(114,300)	(112,700)	1,600	
Estate Management Services	165,900	162,954	(2,946)	
Legal Services	333,500	353,011	19,511	There are forecasted savings of £45,000 due to staff turnover. Off setting this saving is an overspend on Legal Fees expenditure.

SERVICE: LEGAL, ESTATES AND MEMBER SERVICES

Service Area	2011/12 Original Budget £	End of Year Forecast £	Variance (Bracketed figures are favourable) £	Comment
Member & Committee Services	531,600	531,133	(467)	

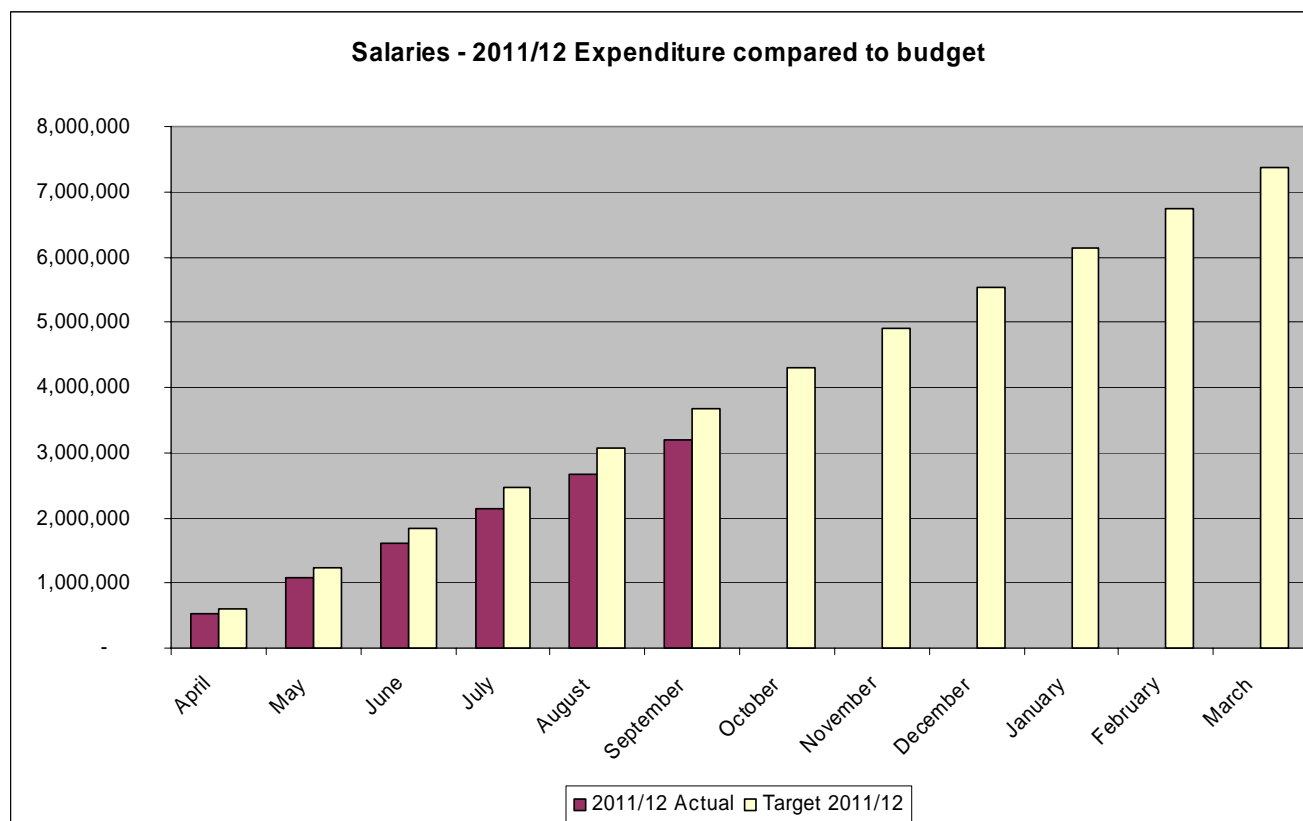
SERVICE: PLANNING AND TRANSPORTATION

Service Area	2011/12 Original Budget £	End of Year Forecast £	Variance (Bracketed figures are favourable) £	Comment
Building Control Client Account	243,400	237,215	(6,185)	Saving relates to change in staffing arrangements.
Building Control Fee Account	(300,000)	(246,500)	53,500	Income from Building Control charges not expected to meet budget. This is a result of the fall in the number of applications being received, which has dropped from 249 in Quarter 2 2010/11 to 238 in 2011/12.
Planning Policy	285,300	260,094	(25,206)	Savings due to staff turnover.
Development Management	207,200	122,563	(84,637)	Savings due to staff turnover.
Planning & Building Control Administration	129,500	91,258	(38,242)	Savings due to staff turnover.
Hackney Carriage	6,500	3,892	(2,608)	

SERVICE: PLANNING AND TRANSPORTATION

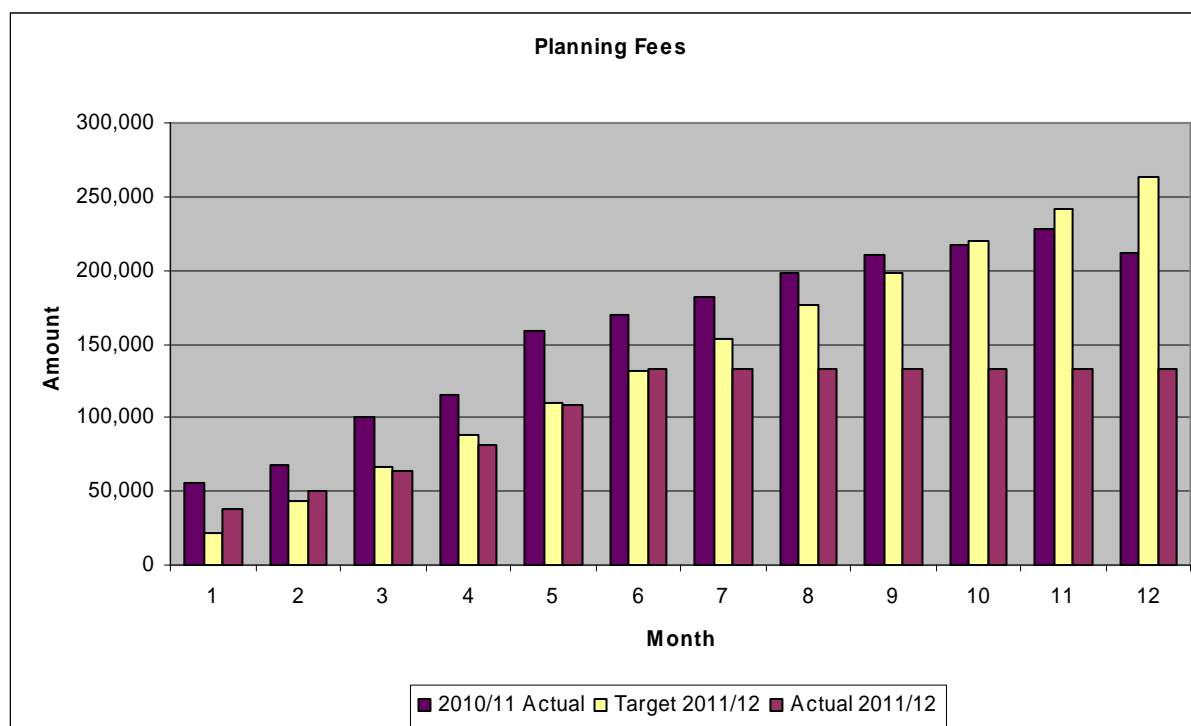
Service Area	2011/12 Original Budget £	End of Year Forecast £	Variance (Bracketed figures are favourable) £	Comment
Off St Parking	(765,500)	(730,266)	35,234	Parking income is expected to be £73,000 below budget despite the new charging regime from October 2011. Current indications are that income from Season tickets and penalty charge notices will be below budget by a combined amount of £55,000. Prior to a formal agreement the salaries of the on street parking attendants were included within off street salary costs. Therefore savings of £79,000 are forecast due to the transfer of on street parking to the South Essex Partnership. Savings of £7,000 are also forecast on the machine maintenance budget due to the replacement of the car park ticket machines.
Public Transport	26,700	(16,274)	(42,974)	Income from Essex County Council of £39,700 received to administer the bus pass scheme in the district was not confirmed until after the estimates were set.
Economic Development	224,600	256,559	31,959	Adverse variance reflects new charging regime to more accurately reflect the cost of providing accommodation for the Citizens Advice Bureau; as this is an internal recharge to Office Accommodation there is no overall effect on the total revenue budget.

FINANCIAL MANAGEMENT REPORT
KEY FINANCIAL INDICATORS AS AT END OF QUARTER 2

Salaries**Commentary**

Total salaries are estimated at £6.637m which includes a salary strategy saving of £921,000 as detailed in the MTFS. There is no planned cost of living rise for the current year.

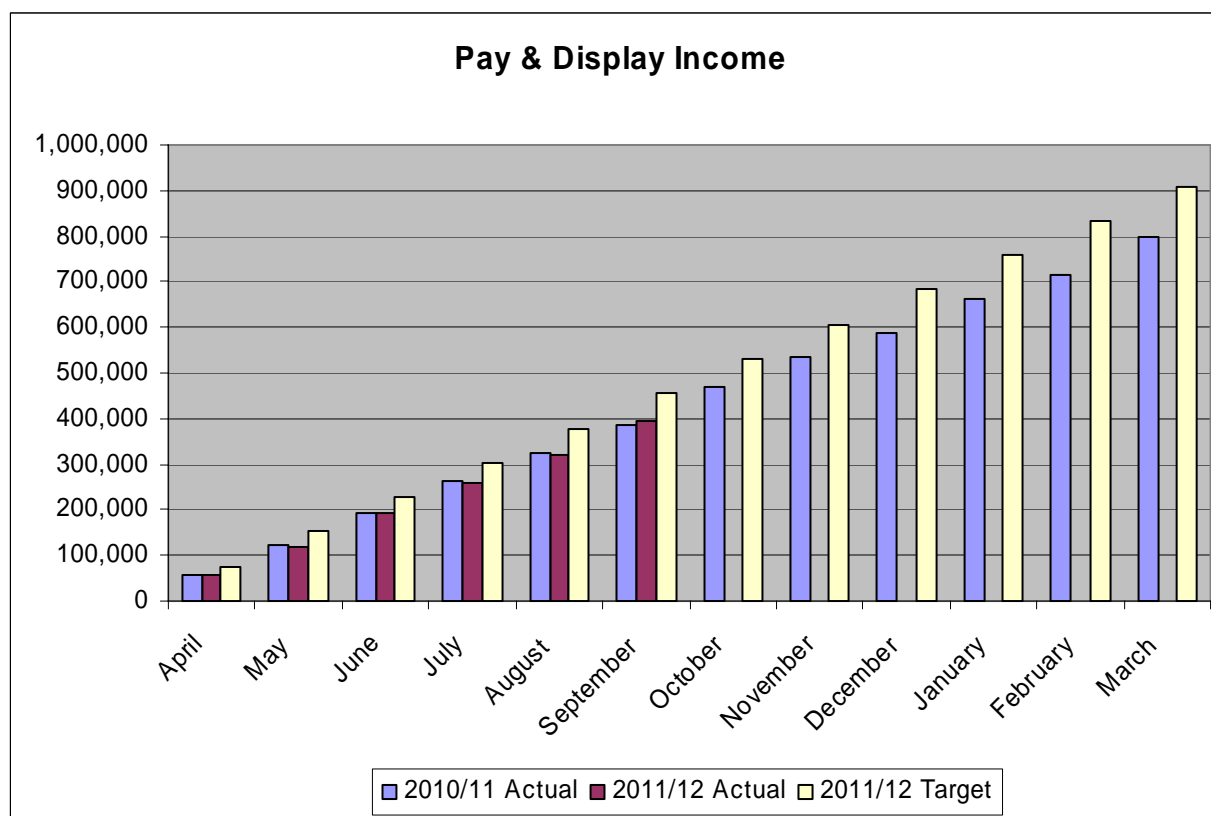
Expenditure on salaries is managed corporately and will be kept within the overall total. There is a possibility of further savings on salaries depending on staff turnover in the remainder of the year.

Planning Fees**Commentary**

The original budget for planning fees income is £264,000.

At this stage, the year to date position is over budget by £1,000. With this in mind, year end forecasts predict total income to be near the original budget of £264,000. It must be noted though that changes in legislation mean that Planning fees are currently being reviewed, the new fee structure is currently expected to commence 1 April 2012.

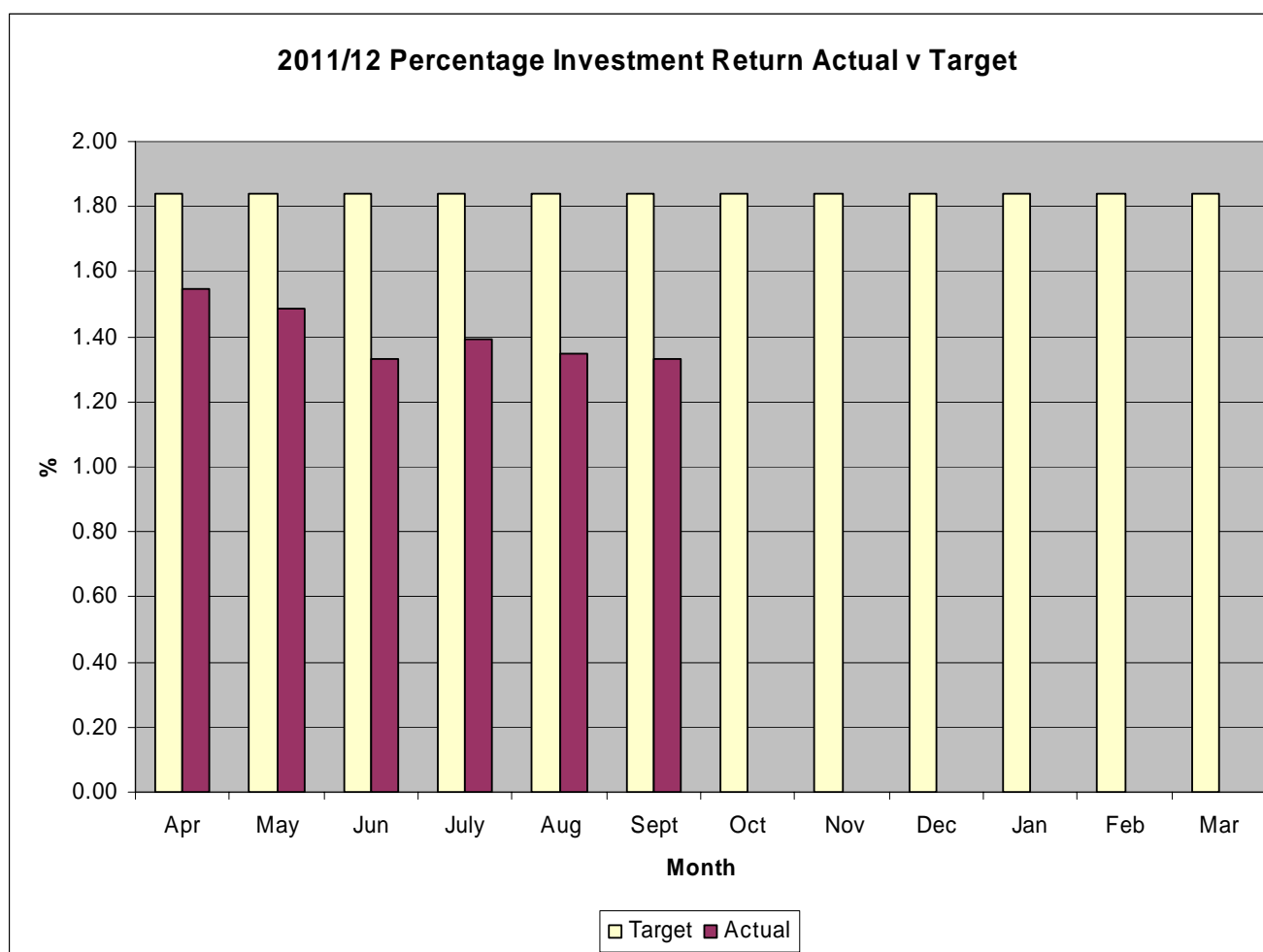
Compared to the same period in previous years, 2011/12 income at £133,006 is down by £36,894 against 2010/11 and down £13,551 against 2009/10.

Parking Fees**Commentary**

The original budget for 2011/12 is set at £910,000.

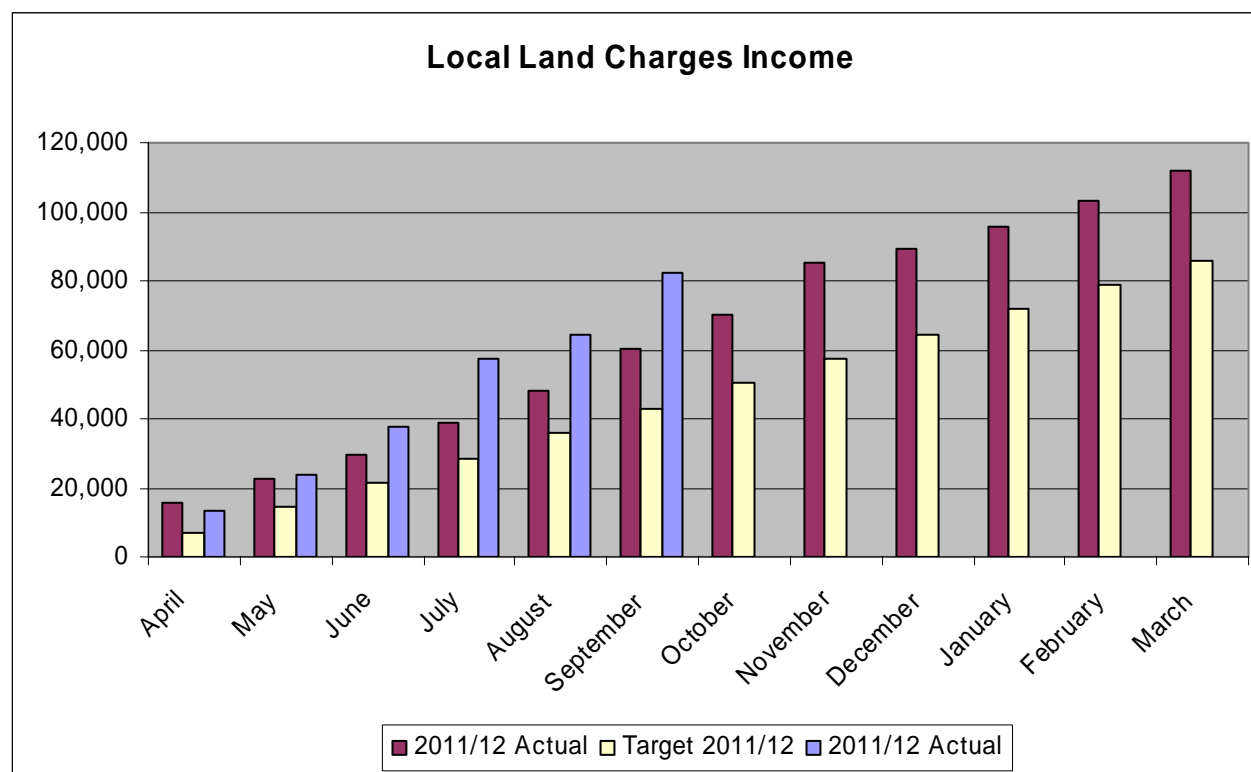
Income at £396,005 is down against the year to date target of £455,000. This compares to £387,553 for the same period, against a final figure for 2010/11 of £797,713.

At the beginning of October 2011, a new pricing structure came into effect and is forecast to generate an additional £47,000 in income. The current forecast for the end of year is £837,000 but this will be monitored as the impact of the new charges becomes more apparent.

Investment IncomeCommentary

The original estimate for investment income for 2011/12 is £91,400. Current indications are that income from investments will be around £94,000 for 2011/12. Current interest rates are between 0.75% and 0.85% for short term deposits. For 12 months deposit we are currently able to get between 1.80% and 1.95%. Original budget was set assuming there will a base rate rise of 0.25% in Quarter 3 2011/12. Rates were then expected to rise slowly over the remainder of the year. This is now unlikely with rates expected to remain at 0.50% for the duration of 2011/12.

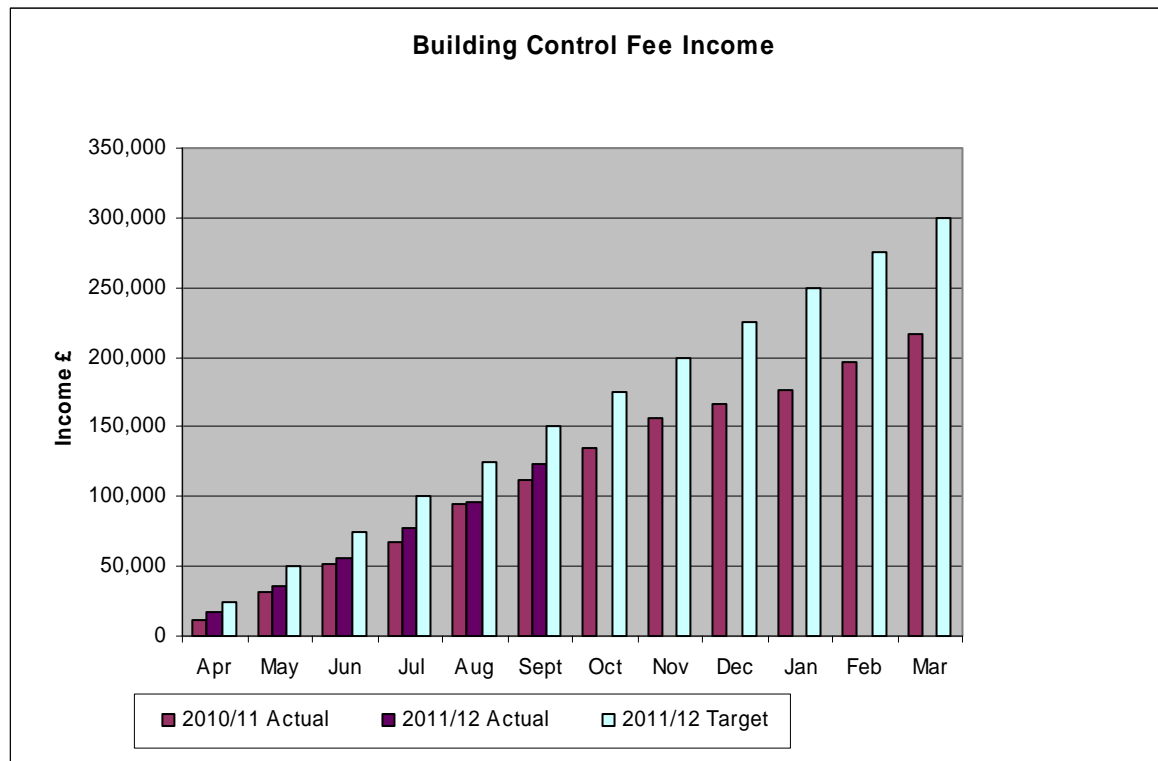
The risk of a further fall in base rate is considered small but there is a risk that the rates on the money markets may fall if liquidity improves.

Local Land Charges**Commentary**

The original budget for 2011/12 is £86,000 and income to date is £82,118 against a year to date target of £43,000.

In August 2010, legislation changed regarding personal searches. Local Authorities can no longer charge for them. Given a cost of £22 per individual personal search, the budget was revised down accordingly.

However, income for the year is now forecast to be around £80,000 more than original budget based on the income received to date, and will be revised accordingly during the estimate process.

Building Control Income**Commentary**

The original estimate for 2011/12 is £300,000, income to date is £123,251 against a year to date target of £150,000. This compares to £112,228 for the same period last year.

A new structure for Building Control Charges came into effect on 1 October 2010. This should have resulted in an upward curve in income; however, application rates have dropped from 249 in Quarter 2 2010/11 to 238 in quarter 2 2011/12. Given the continuing problems economically, levels are likely to remain low for the forecasted period. Income as at the end of 2011/12 is forecast to be around £55,000 below original budget.

QUARTER 2 CAPITAL MONITORING REPORT 2011/12

	Client Officer	Approved 2011/12	Actual 2011/12	Commentary
Information & Communications				
ICT Strategy	Sarah Fowler	50,000	-	The funding will be used for a remote access solution that is compliant with the Code of Connection (CoCo) and will also assist in funding the move of the Council's servers to an offsite data centre.
Vehicles and Equipment				
Wheelie Bins	Richard Evans	102,208	70,469	Budget is used to buy stocks of bins as required and to complete the final roll out of Kerbside scheme for flats.
Vehicle Replacements	Yvonne Woodward	23,700	12,500	Funds were released to purchase a road worthy tractor for use at the District's open spaces.
Equipment Replacement Programme	Sarah Fowler/ Shaun Scrutton	161,874	108,323	The replacement of the photocopiers is scheduled to be completed in quarter 3. The purchase and installation of the new car park machines has been completed.
Operational Assets				
Hall Road Cemetery Extension	Albert Bugeja	222,383	14,978	Expenditure so far relates to works on the Access Road started in 2010/11. Remaining works are under review.

	Client Officer	Approved 2011/12	Actual 2011/12	Commentary
Rochford Offices -Heating and Electrical Works	Albert Bugeja	400,000	59,837	The heating installation is currently underway. The radiators are now all installed, however there is a delay in installing the main gas supply for the system. Electrical Works have been tendered. The plans are being finalised with the contractor and work anticipated to start early November.
Rayleigh Office Accommodation - Structural Repairs	Albert Bugeja	25,000	9,729	2011/12 works is reroofing of Civic Suite, this has been approved by Portfolio Holder. Works have been completed.
Council buildings - Climate CO ₂ de Actions	Albert Bugeja	52,104	47,328	The boiler works in the Council's Old and Red houses have been completed.
Pavilion Refurbishments	Richard Evans	30,000	-	The Executive will approve the programme for 2011/12. Options for leases of some of the pavilions have been looked at which has delayed potential works.
Parks & Play Facilities				
Play Spaces	Richard Evans	75,380	25,000	2011/12 programme has been approved by Executive.

	Client Officer	Approved 2011/12	Actual 2011/12	Commentary
Cherry Orchard Jubilee Country Park	Richard Evans	227,842	-	2011/12 programme:- Permissive Route for horses 45,000 Woodlands Assistant 20,000 Services Building 140,000 Arboretum 10,000 Works on the permissive route are still subject to determining land ownership. All trees for the arboretum are purchased, they now need to be planted.
Parks & Open Spaces Programme	Richard Evans	111,596	19,991	Expenditure relates to final payments for 2010/11 programme. 2011/12 programme has been approved by Executive.
Fairview Drainage	Richard Evans	35,000	-	Works were tendered in quarter 2 and will be started once responses received and evaluated.
Turret Farm Drainage	Richard Evans	15,000	-	Works were tendered in quarter 2 and will be started once responses received and evaluated.
Externally Funded Projects				
Thames Gateway Private Sector Renewal Grant	Jeremy Bourne	135,075	55,545	Grant funded, works are carried out throughout the year.
Housing				
Home maintenance and Adaptation Grants	Jeremy Bourne	70,000	53,290	This is demand led dependant on grant applications. All expenditure is expected to be committed prior to year end.

	Client Officer	Approved 2011/12	Actual 2011/12	Commentary
Disabled Facilities Grants	Jeremy Bourne	256,000	105,919	This is demand led dependant on grant applications. All expenditure is expected to be committed prior to year end.
Total Expenditure		1,993,162	582,909	29% Completed

CONTRACTS FOR TENDER DURING QUARTER 3

The following contract is valued at £25,000 or more and is expected to be tendered in the third quarter of financial year 2011/12 (between October-December 2011):-

No.	Responsible Officer	Contract Title	Location	Proposed method of Procurement	Estimated Cost
2934	Steve Neville/ James Andrews	Provision of emergency temporary accommodation for the homeless.	<p>Rochford District is preferred, although the Strategic Housing Service will consider accommodation within the boundaries of:</p> <ul style="list-style-type: none"> • Basildon Borough Council • Castle Point Borough Council • Rochford District Council • Southend Borough Council 	Competitive tender.	£170,000 per annum. (Contract expected to run for 2 years.)