

Merton Council

Cabinet

10 March 2014

Supplementary agenda

11. Financial Monitoring - January 2014

1 - 76

This page is intentionally left blank

Cabinet

Date: 10 March 2014

Subject: Financial Report 2013/14 – January 2014

Lead officer: Paul Dale

Lead member: Mark Allison

Urgent report:

Reason for urgency: The chair has approved the submission of this report as a matter of urgency as it provides the latest available monitoring information for 2013/14. This requires consideration as it has implications for current and future years' budget monitoring and management

Recommendations:

- A. That Cabinet note the financial reporting data relating to revenue budgetary control, showing a forecast underspend at year end of £1,014k (which is 0.19% of the Gross Council Budget) after allowing for a £496k transfer to the Capital Programme, £1,500k transfer to balancing the budget reserve, £1,717k carry forward of Public Health funds and consider any relevant action they may wish to take in respect of variations.
- B. Cabinet note the adjustments and capital virements detailed in Appendix 5b and the Current Capital Programme as detailed in Appendix 5a.
- C. Cabinet note current progress to date on savings.
- D. That Cabinet:
 - a. review departmental performance against service plan indicators as at 31 January 2014, and where possible, to address areas of under performance so targets are met by the end of March 2014.
 - b. Note those measures which are over performing by 20% or above, over target.
 - c. To note the changes of the Single Data List (SDL) 2013-14.
 - d. To note the frequency that performance data will be reported to Cabinet in future.

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 This is the regular financial monitoring report for 2013/14 presented to Cabinet in line with the financial reporting timetable. It is based on expenditure and income as at 31st January 2014.

This financial monitoring report provides:-

- The latest budgetary control information on revenue expenditure and income, forecasting a year end underspend of £1.014m (£1.070m underspend reported last month);
- An update on the capital programme and detailed monitoring information;
- An update on Corporate Items in the budget 2013/14;
- Progress on the delivery of the 2013/14 revenue savings

2. 2013/14 FORECAST OUTTURN BASED UPON LATEST AVAILABLE DATA

2.1 **Executive summary** - As at January, the forecast is expected to be a net £1.014m underspend compared to the current budget.

Summary Position as at 31st January 2014

	Current Budget 2013/14 £000s	Full Year Forecast (Jan) £000s	Forecast Variance at year end (Jan) £000s	Forecast Variance at year end (Dec.) £000s
Department				
3A. Corporate Services	12,140	11,009	(1,131)	(1,355)
3B. Children, Schools and Families	50,925	52,042	1,117	1,226
3C. Community and Housing	63,610	62,375	(1,235)	(919)
3D. Public Health	0	0	0	0
3E. Environment & Regeneration	26,107	25,656	(451)	(709)
NET SERVICE EXPENDITURE	152,782	151,082	(1,700)	(1,756)
3E. Corporate Items				
Impact of Capital on revenue budget	13,878	13,878	0	0
Central budgets	(3,312)	(2,626)	686	686
Levies	914	914	0	0
TOTAL CORPORATE PROVISIONS	11,450	12,166	686	686
TOTAL GENERAL FUND	164,262	163,248	(1,014)	(1,070)
FUNDING				
Revenue Support Grant	(47,221)	(47,221)	0	0
Business Rates	(32,020)	(32,020)	0	0
Other Grants	(8,356)	(8,356)	0	0
Council Tax and Collection Fund	(76,664)	(76,664)	0	0
FUNDING	(164,262)	(164,261)	0	0

A detailed table is provided as Appendix 1.

Chart 1 below shows the forecast year end variance for departmental expenditure with a comparison against 2012/13.

Service Expenditure - Forecast Year End Variance

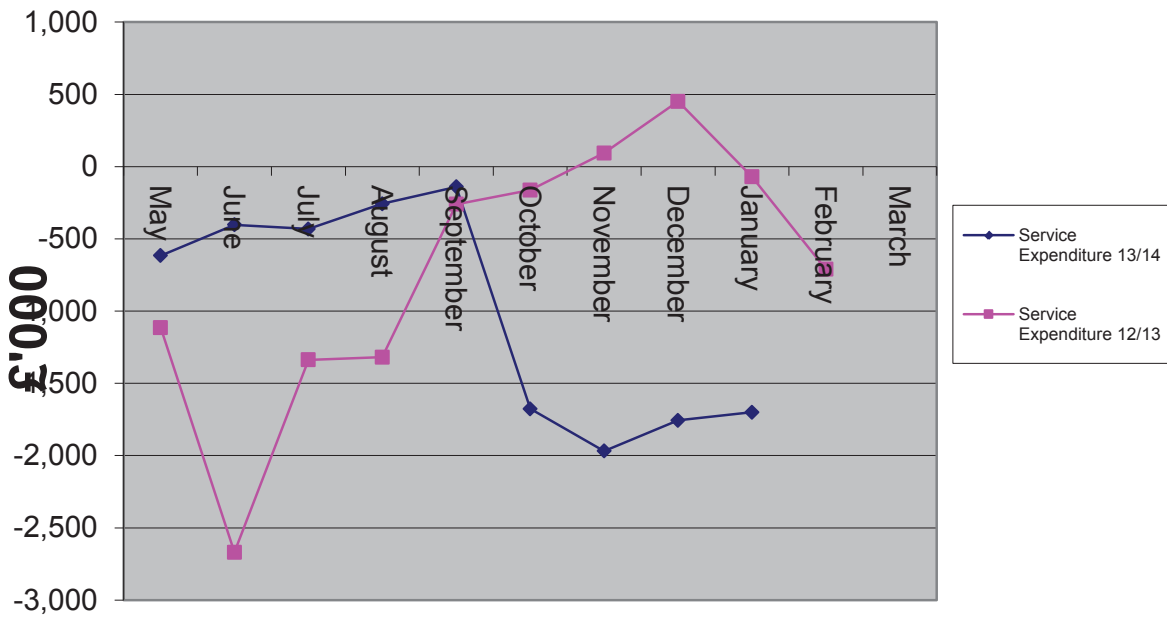
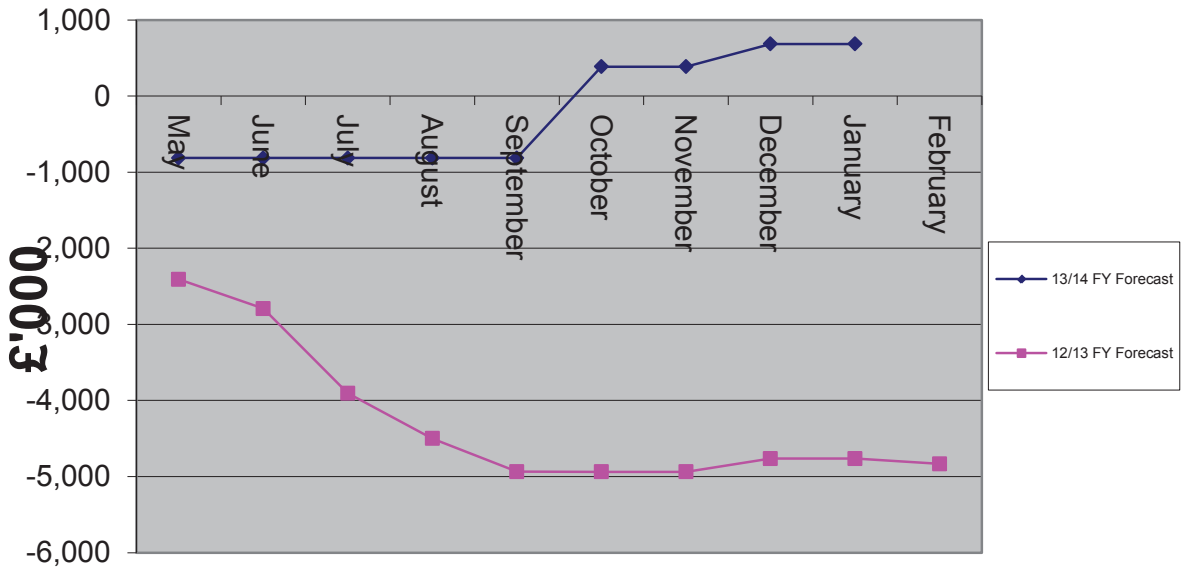


Chart 2 shows the forecast year end variance for corporate provisions with a comparison against 2012/13.

Corporate Provisions - Year End Forecast Variance



The following table shows the summary position for January, in subjective format

	Current Budget 2013/14	Full Year Forecast (Jan)	Forecast Variance at year end (Jan)	Forecast Variance at year end (Dec)
Expenditure	£000	£000	£000	£000
Employees	92,869	93,423	554	486
Premises Related Expenditure	9,999	9,245	(754)	(626)
Transport Related Expenditure	13,158	13,628	469	370
Supplies and Services	163,632	161,949	(1,684)	(849)
Third Party Payments	88,293	85,488	(2,805)	(2,881)
Transfer Payments	95,945	100,892	4,947	11,620
Support Services	32,417	32,417	(0)	(0)
Depreciation and Impairment Losses	13,783	13,780	(3)	(3)
Corporate Provisions	11,480	12,166	686	686
GROSS EXPENDITURE	521,577	522,987	1,410	8,803
Income				
Government Grants	(243,095)	(248,671)	(5,577)	(11,829)
Other Grants, Reimbursements and Contribs	(21,787)	(22,644)	(856)	(1,313)
Customer and Client Receipts	(53,784)	(54,428)	(644)	(364)
Interest	(44)	(24)	20	20
Recharges	(34,296)	(34,295)	0	1
Balances	(4,309)	322	4,631	3,611
GROSS INCOME	(357,315)	(359,740)	(2,424)	(9,873)
NET EXPENDITURE	164,262	163,248	(1,014)	(1,070)

The government grant forecast variance is mainly the Housing Benefits grant. This is based on the DWP mid year estimate. The reasons for the increase are an increase in caseload for private rented sector of over 5% and claims for non-HRA rent rebate (bed and breakfast and licenced accommodation) have also increased over the past 18 months. Based on the audit of the Housing Benefit claim a provision of £400k was forecast against the Housing Benefit Subsidy income. If a further provision is required it will be funded from the corporate contingency. The movement in Transfer payments and Government Grants is as a result of a clearer projection of Housing Benefit spending. We are reviewing the data the system produces

A) Corporate Services Department

	2013/14 Current Budget	Full year Forecast December	Forecast variance at year end (Jan)	Forecast variance at year end (Dec)	2012/13 Variance at year end
	£000	£000	£000	£000	£000
Business Improvement	2,255	2,172	(82)	(8)	4
Infrastructure & Transactions	9,057	8,883	(175)	(189)	20
Resources	7,536	7,304	(233)	(263)	(141)
Human Resources	2,194	2,183	(10)	(87)	253
Corporate Governance	4,523	4,433	(90)	(84)	(195)
Customer Services	2,344	1,596	(748)	(758)	460
Corporate Items including redundancy costs	1,326	1,533	207	34	(9)
Total (controllable)	29,234	28,104	(1,131)	(1,355)	393

Overview

At period 10 (January) the Corporate Services department is forecasting an underspend of £1,131k.

The main variances are summarised in the table below.

<u>13/14</u>	<u>Budget</u> <u>£000</u>	<u>Jan</u> <u>forecast</u> <u>variance</u> <u>£000</u>	<u>Dec</u> <u>forecast</u> <u>variance</u> <u>£000</u>
<u>Human Resources</u>			
School's SLA	(376)	42	42
Training costs	393	(94)	(153)
Other costs	2,177	42	24
Total Human Resources	2,194	(10)	(87)
<u>Resources</u>			
Audit Fee	422	(185)	(185)
Other costs	7,112	(48)	(78)
Total Resources	7,536	(233)	(263)
<u>Customer Services</u>			
Corporate Communications Income	(203)	160	160
Shared Bailiff's service with LB Sutton	(150)	114	115
Bailiff's fees for Merton	(650)	125	70
Local welfare support programme funding	(367)	(312)	(316)
	0	(222)	(222)
CHAS	(930)	(250)	(170)
Summons costs	4,646	(363)	(395)
Other costs			
Total Customer Services	2,346	(748)	(758)

Business Improvement – forecast underspend £82k

The underspend is due to vacant posts and an overachievement on street naming income.

Customer Services – forecast underspend £748k

The Local Welfare Support discretionary scheme continues to show a forecast underspend due to the number of claims to date being significantly lower than anticipated and this is similar across London. Based on year to date claims this budget is expected to underspend by £312k, but the scheme is being kept under review.

The recovery of court costs forecast has increased by £80k as the estimated number of summonses to be issued for non payment council tax has increased. Estimating accurately in advance can be difficult as reliant on payment patterns of taxpayers which is not always predictable.

The Merton and Sutton shared bailiff service is forecasting an underachievement of income of £114k. The level of enforcement costs (non-statutory) that the Merton bailiff team charges have been reduced following a complaint made to the Local Government Ombudsman and the recommendations received from that investigation. These changes have impacted on the level of costs charged by the Merton bailiff team and subsequently the shared service

The forecast shortfall on the Merton Bailiffs fees has increased by £55k. This is due to the Bailiffs reform and new legislation effective from April 2014, the team are prioritising all existing cases which has an affect on new cases and raising fees in line with targets.

The Contractors Health and Safety Assessment Scheme (CHAS) commenced trading as CHAS 2013 Limited t/a CHAS on 3rd June 2013. CHAS has been removed from the Customer services budget to reflect the company trading as a limited company. The surplus generated up to the commencement of trading of £222k remains in Customer services. In future years CHAS profits will benefit LB Merton in the form of dividend income.

There is a forecast underspend of £200k due to vacant posts within the division.

Infrastructure and Transactions – forecast underspend £175k

This underspend is mainly due to the renegotiation of contracts and Facilities management forecasting an overachievement of trading income.

Resources – forecast underspend £233k

The audit fee saving of £185k for future years has been captured early in the current year. Some supplies and services budgets are also forecasting an underspend of £48k.

Human Resources (HR) – forecast underspend £10k

The Learning and Development team are forecasting an underspend on corporate training of £94k. The budgets were centralised in 2013/14 to capture a saving of £230k. This will be overachieved in the first year as processes are established; however training needs and the appraisals process continues to be reviewed and improved to ensure training requirements across the organisation are identified and delivered. This underspend is partly offset by the Schools payroll SLA underachievement of income of £42k. The competition from external payroll providers continues to put this income budget under pressure for future years.

Corporate Governance – forecast underspend £90k

The South London Legal partnership went live on 1st October 2013. The budgets for the Sutton and Kingston structure were uploaded in period 7 balancing net nil as the funding will be received from the partnership boroughs. For the remainder of this financial year this budget will be held separately from the existing Merton and Richmond budget. This is to enable a six month period of shadow charging for Sutton and Kingston whilst the service is embedded within the existing shared service. It is proposed the whole SLLP will move to hard charging from April 2014.

The Merton and Richmond internal trading account, charging £68 per hour for legal advice, has proved very successful with high quality, detailed management information being provided on legal cases commissioned and charged to the relevant service monthly.

The forecast underspend of £90k is on various supplies and services budgets within the Corporate Governance division.

Corporate Items

The forecast overspend has increased by approx. £170k due to council wide redundancy payments. There is also a forecast overspend of £47k on the coroners court.

Management Action

As we approach year end the Finance team work closely with budget managers to make forecasting more robust and accurate.

(B) Children Schools and Families

Children, Schools and Families	2013/14 Current Budget £000	Full year Forecast (Jan) £000	Forecast Variance at year end (Jan) £000	Forecast Variance at year end (Dec) £000	2012/13 Variance at year end £000
Commissioning, Strategy and Performance	9,881	10,362	481	479	548
Education	15,481	15,980	499	672	144
Social Care and Youth Inclusion	11,794	11,887	93	4	(521)
PFI	7,070	7,114	44	71	68
Redundancy costs	2,042	2,042	0	0	(51)
Total (controllable)	46,268	47,385	1,117	1,226	188

Overview

At the end of period 10 (January) Children Schools and Families is forecasting a net overspend of £1,117k on local authority funded services.

Local Authority Funded Services

There are a number of volatile budgets, which require continuous and careful demand management. Significant cost pressures and underspends identified to date are detailed below:

Description	Budget £000	Jan £000	Dec £000
Fostering and residential placements (ART)	4,929	605	528
Legal fees	519	46	46
Other small over and underspends	4,433	(170)	(95)
Subtotal Commissioning, Strategy and Performance	9,881	481	479
Children with Disabilities staff cover	409	191	196
Children with Disabilities personal support	148	225	235
Early Years	548	(100)	0
Statement support team staff cover	337	63	63
SEN Transport	2,912	321	325
SEN transitions and Integrated service support teams	221	(94)	(85)
Contributions above budget	259	(40)	(47)
Other small over and underspends	10,647	(67)	(15)
Subtotal Education	15,481	499	672
Central Social Work	876	228	159
CAMHS	290	(90)	(90)
Family support	444	(67)	(121)
Section 17	159	131	114
Recruitment	121	(75)	(64)
Serious case reviews	75	(75)	(75)
Mash and fire response staffing	586	211	211
Adoption	596	(101)	(97)
Other small over and underspends	8,613	(69)	(33)
Subtotal Children's Social Care and Youth Inclusion	11,760	93	4
Subtotal PFI	7,070	44	71
Subtotal Redundancy cost	2,042	0	0
Grand total Children, Schools and Families	46,268	1,117	1,226

Commissioning, Strategy and Performance Division

- The numbers of Looked After Children and the relative complexity of a significant proportion of cases are combining to cause the net estimated overspend of £605k. This includes on-going pressures in independent agency fostering, in-house fostering, remand costs which now fall to the Council, residential placement budgets, mother and baby placements, as well as secure accommodation.
- The legal budget is expected to overspend by £46k due to additional support required from legal services, including specialist commissioned legal support not available within the council.
- There are various other small over and underspends predicted across the division netting to a £170k underspend. These combine with the significant items described above to arrive at the total reported divisional overspend forecast of £481k.

Education Division

- Due to the number of vacancies at both social worker and manager level in the Children with Disabilities section, agency cover was recruited to sustain the required service delivery. Agency cover will be required till the end of the financial year resulting in a net estimated overspend of £191k. The number of vacancies covered by agency staff varied between 5 and 2 throughout the year. Presently the manager post is covered through a secondment and there are 2 social worker agency staff members. Recruitment of permanent post holders is on-going.
- The Children with Disability section is also forecasting a £225k overspend on their personal support budgets due to rising numbers of children with complex needs being supported in this way. These payments often prevent higher cost interventions being required, e.g. residential out of borough care placements.
- There is one particular new client with full year costs of over £400,000 that has placed pressure on a number of budgets: £250k of spend under children with disability personal support, £120k on SEN Transport, and the balance within DSG education. This prompts more forensic analyses of options around delivering the highest cost cases. The department is working with the Merton and Sutton Clinical Commissioning Group (CCG) to review the panel and processes for commissioning complex needs placements across education, care and health, including the funding of health elements.
- The Early Years section is expected to underspend by £100k due to vacancies held in their provider support and workforce development services.
- The statement support team salary budget is estimated to overspend by £63k due to agency staff covering permanent vacancies.
- SEN and FE transport cost are expected to overspend by £321k due to the increased number of service users and higher than anticipated charges from the service provider. This total includes the cost of the case mentioned above as well as more children with challenging behaviour requiring individual transport with accompanying escorts as well as the additional costs of providing cover for transport escorts who are off sick. Work continues to ensure the most cost effective routing for individual young people.
- The SEN transitions and integrated service support teams are expected to underspend by £94k due to posts kept vacant to offset overspends in other areas of the service.
- Maximising income and contributions from other bodies and sections are expected to provide £40k of additional funding which will be used to offset overspends.
- There are various other small over and underspends predicted across the division netting to a £67k underspend. These combine with the significant items described above to arrive at the total reported divisional overspend forecast of £499k.

Children's Social Care and Youth Inclusion

- Staffing pressures are causing an estimated £228k overspend in the Children's Central Social Work Service due to an increased number of children in the system and the need to have safe and manageable caseloads.
- Analysis of our increasing LAC population revealed a number of trends. Earlier in the year it was identified that higher than expected numbers of children are being brought into care by the Police using their protection powers, these children often stay in care for a very short time but can be quite costly due to the nature of securing emergency placements. This has now reduced but the in year costs remain. There is also a continued rise in older children 15+ becoming LAC. This is a combination of an increase in Unaccompanied Asylum Seekers (who are allocated to London boroughs), young people who are homeless, and an increase in children with disabilities who trigger LAC status due to the length of placements. At the other end of the spectrum over the course of the year we have had an unusual number of relinquished babies to accommodate. This is affecting both CSC staffing requirements and placement costs dealt with under CSP Division above.
- The Children and Adolescent Mental Health Service (CAMHS) is expecting to underspend by £90k due to vacancies.
- Due to staff vacancies, the Family Support Service is forecasting a £67k underspend for the year.
- The Section 17 and "no recourse to public funds" (NRTPF) budgets are forecast to overspend by £131k for the current financial year. The council has to respond to recent case law regarding housing families with no recourse to public funds (Zambrano & Clue cases). The families presenting needs are housing. Meetings have been held with the council's housing service to discuss alternative housing pathways for young homeless people to see how we can better stimulate supply. The expansion of the Merton Action for Single Homeless Hostel agreed at Cabinet will assist but much greater local supply is required. Discussions are on-going regarding the most economic way of procuring housing for families with no recourse to public funds.
- A task group has been set up to review the NRTPF cases of the CSF department. Twenty eight families have been identified with an estimated cost of £500k. This group is reviewing the processes and procedures for managing the service and will also review each case with the aim to reduce the overall caseload and cost.
- Recruitment and various other administration budgets are expected to underspend by £75k.
- The serious case review budget is expected to underspend by £75k because there has been no further need to commission reviews during the current financial year.
- The MASH and first response team is expected to overspend by £211k. The overspend resulted from a combination of agency cover which is more expensive than budgeted posts and additional staffing required as a result of increase in caseloads. In order to manage this increased requirement management agreed a realignment of the team through redeploying staff from other teams. This move aims to reduce the financial impact of the additional requirement with the aim to reduce this overspend in future months.
- The adoption team is forecasting a net underspend of £101k relating to staff vacancies.

- There are various other small over and underspends predicted across the division netting to a £69k underspend. These combine with the significant items described above to arrive at the total reported divisional overspend forecast of £93k.

Dedicated Schools Grant

DSG funded services are expected to underspend by £2.889m in 2013-14. These budgets are not within the council's general fund and such underspends cannot be offset against overspends on local authority funded budgets. Any underspend at year-end will be added to the DSG reserve and applied as agreed by the Schools Forum. Variances between individual subjectives have been shown in the overall departmental subjective analyses.

Based on current client costs, independent residential SEN placements are expected to underspend by £1,478k by the end of the year. New assessments during the remainder of the financial year could reduce this underspend, as spend is volatile depending on caseload and the needs of individual children.

Management Action

Managers across CSF have been working to reduce spend where possible to address cost pressures that arise throughout the year. A number of areas of planned underspend are detailed in the report above as a result of this action.

Transport: a review of the costs of the provision involves all departments is taking place as part of our Transformation work. Issues regarding the costing methodology are being resolved and departments are working closely together to ensure the buses and taxis are used most cost efficiently. E&R are working hard to reduce staff sickness levels, which remain significantly higher than the council average, to reduce the costs of agency cover.

Children in care: The Director and AD CSC&YI have reviewed all LAC to ensure the council's threshold for care is being applied consistently, and to identify the particular trends underlying the overall increase in LAC, as described under CSC above. There is currently a pan London review of the allocation of unaccompanied asylum seekers allocations to boroughs to ensure that the allocations are fair and shared across all boroughs. We are also working with housing colleagues to address the needs of homeless 17 year olds on a corporate basis and how best to address the housing needs of families with no recourse to public funds within the council's limited resources. Discussions are on going regarding potential alternative pathways for the young homeless with the VCS.

Children with complex needs: We are working with the CCG to review the tripartite panel which oversees the placement and funding of packages of support for children with complex needs.

Staffing: the department has to operate safe caseloads and working practices including having sufficient social workers and supervising social workers (ATMs, Team managers etc.) This means that vacancies have to be covered and the cost of agency staff exceeds the costs of permanent staff. Currently we have c30 agency staff posts covering vacant posts and a small number of additional posts to manage the current volume of activity. These are all reviewed regularly by the AD CSC/AD Education and the relevant service managers.

(C) Community and Housing

As at the end of period 10 (Jan), C&H is forecast to under-spend by £1,235k

Community and Housing	2013/14 Current Budget £000	Full Year Forecast (Jan) £000	Forecast Variance (Jan) £000	Forecast Variance (Dec) £000	2012/13 Variance at year end £000
Access and Assessment	43,512	41,977	(1,535)	(1,426)	(1,380)
Commissioning	5,091	5,097	6	(6)	(324)
Direct Provision	4,779	5,029	249	451	48
Directorate	892	928	37	18	81
Adult Social Care	54,274	53,031	(1,243)	(963)	(1,575)
Libraries and Heritage	2,512	2,507	(5)	20	4
Merton Adult Education	(95)	(14)	81	144	(3)
Housing General Fund	1,738	1,670	(68)	(120)	(230)
Total (controllable)	58,429	57,194	(1,235)	(919)	(1,804)

The total NHS Social care income of £2.676m has been reflected in the above budget and forecast following discussions with the CCG on its allocation

Overview

Description	Budget £000	Forecast Variance (Jan) £000	Forecast Variance (Dec) £000
Gross Placements	37,463	2,786	2,590
Client Contribution Income	(8,835)	(153)	(65)
CCG Contribution Income	(2,132)	(987)	(1,178)
NHS Social Care transfer Income	(0)	(2,676)	(2,676)
Subtotal Net Placements	26,496	(1,030)	(1,329)
Concessionary Fares & Taxicard	8,803	(54)	(78)
Miles Reablement	2,687	(334)	(310)
Care-first	132	(70)	(70)
Other A&A	5,394	(47)	361
Total A&A	43,512	(1,535)	(1,426)
Commissioning			
Brokerage, Contracts, Performance & Planning & Comm	1,120	(194)	(205)
Voluntary Organisations - grants	894	211	198
Voluntary Organisations - contracts	721	(55)	(60)
Supporting People grant	2,356	44	61
Sub-total Commissioning	5,091	6	(6)
Direct Provision			
Supported Living	841	47	185
Day Centres	2,513	6	46
Residential	732	210	236
Mascot	365	(2)	(3)
Other Direct Provision	328	(12)	(13)
Subtotal Direct Provision	4,780	249	451
Directorate	892	37	18
Sub-total Adult Social Care	54,275	(1,243)	(963)
Libraries	2512	(5)	20
Merton Adult Education	(95)	81	144
Housing			
Temporary Accommodation	81	5	(41)
Ethnic Minorities Innovation Fund	0	0	(15)
Homelessness Prevention	446	(22)	(22)
Housing Advice & Options	487	51	51
Housing Needs	282	(73)	(67)
Housing Strategy	135	0	0
Housing Supply & Development	257	(15)	(15)
Merton Action Single Homeless	50	(13)	(11)
Sub-total Housing	1,738	(67)	(120)
Grand total Community and Housing	58,429	(1,235)	(919)

Access and Assessment - £1,535k under-spend

Access and Assessment	Forecast Variance
	£000
Miles –Reablement underspend	(334)
A&A under-spend	(171)
Gross Placements overspend	2,786
Sub-total Net over-spend	2,281
Net over-achievement of Income	
Over achievement of Client Contribution	(153)
Over achievement of CCG Contribution	(987)
NHS Social Care Transfer Income	(2,676)
Sub-Total over-achievement of Income	(3,816)
Total A&A Forecast under-spend	(1,535)

Placements Budget Overview

Placements

The total gross placement budget for 2013-14 is £37.463m.

This includes £1m net growth allocated in setting the budget and savings of £2.282m.

The Gross placements budget is forecast to over-spend by £2.786m. This is based on the latest data but is subject to wide potential variation.

There is £147k forecast over-spend on transport related expenditure.

The impact of the savings on the budget position for 2013-14 and future years are being monitored closely. There is a potential risk that £851k savings proposals relating to placements may not be achieved.

The table below identifies the movement in care package numbers:

	No of Care Packages as at October 2012 (budget setting)	No of Care Packages as at Jan 2014	Increase/ (decrease) since Budget Setting	Total Yearly Commitment @ Jan 14 £000
Activity Data – Care Package Numbers				
Service Area				
Mental Health	175	154	(21)	£1,654
Physical and Sensory	275	279	4	£3,938
Learning Disabilities	375	377	2	£12,845
Older People	1,634	1,607	(27)	£20,802
Substance Misuse	10	6	(4)	£173
No recourse to public funds	21	14	(7)	£197
Transport				321
Other Placement Expenditure				320
TOTAL Gross placement expenditure	2,490	2,437	(53)	£40,250

Gross expenditure in the placements budget is complex to monitor and depends on CareFirst records and care packages always being up to date. Whilst this is generally achieved, it would appear that a restructure within Access and Assessment in 2013 may have led to some packages not being closed down on CareFirst, which in turn leads to an over estimate of spending. Income receivable is also being understated on the system due to the complexities of how forecast and actual income are calculated and recorded: this is one issue being addressed in the procurement of a revised or new system. Estimated adjustments have been made to the figures above but the backlogs need to be cleared to give more accurate data.

Income

The income budget was increased by £800k to reflect historic understatement . Against this revised budget the current net estimated over-achievement of Income is a further £1,138k.

The monitoring of income is a key budget area where enhancement of the monitoring is being further developed

The coding of income on the Carefirst system is being reviewed as it appears that contribution collected by providers is sometimes coded to CCG contribution.

Winter Pressures

ASC have been allocated Winter pressures funding of £35,912 from Sutton CCG and £95k from Wandsworth CCG.

With the funding comes a requirement to achieve and report on key outcomes for the health and care system, which in turn requires extra capacity in key areas. This extra capacity is being arranged through temporary measures as the funding is non recurrent and there may be no other source of funding in 2014/15.

Commissioning is expected to over-spend by - £6k

- Due to vacancies across the commissioning teams, salaries budgets are forecast to under-spend by £148k, there is also an additional net under-spend of £45k on other budgets .
- £216k additional Transition funding approved to voluntary organisations. There was no allocated budget for the grant.
- Voluntary organisations contracts for Dementia, Pollards Hill and Shared lives are forecast to underspend by £51k as the amounts paid are now less than the allocated budget.
- Based on contract commitments Supporting People Grant is forecast to over-spend by £44k. This is due to a provider implementing their contractual right to terminate their block contract, resulting in spot purchasing.

Direct Provision is expected to over-spend by £249k

- Supported Living - £47k overspend

Mainly arises due to increase in staff levels recruited over budget. The service model has changed over the years from one residential unit to a supported living service supporting service users on multiple sites. It has been more cost effective for extra service users to be added to the numbers supported rather than their going into residential care. However the budget for direct provision has not been sufficient to support all of these extra people and so there is an overspend.

There is now an SLA in place between direct provision and commissioning which states measurable outcomes agreed against the budget, and in doing this direct provision have zero based their staffing budget in line with the SLA. Where direct provision takes numbers over the SLA then funding has to flow from the placements budget. Equally if direct provision under performed against the SLA there would be a clawback back to the placements budget.

There has been a transfer from the placements budget of £155k across to the direct provision budget. This has added to the overspend on the placements budget. This cannot be avoided: the service users in question meet our eligibility criteria and have a statutory right to services. However the overspend would be greater if the service users had gone into independent sector residential placements.

The other effect of this SLA is that service users using direct provision will have all care packages entered into CareFirst and some will be financially assessed for the first time in line with those using independent sector services. The estimated client contribution is £70k , based on 29 service users.

The current position is that the client assessments are almost complete, but details have not yet been entered on CareFirst. We expect to be able to change to collecting client contributions from April.

- **Residential - £210k over-spend**

£185k of the variance is under-achievement of income due to adjustment required to write back income charged in 2012/13 and loss of client contribution income for a client.

- **Libraries £5k under-spend by £5k.**

Although Libraries is underachieving the income target by £40k and there is a £22k overspend due to expenditure incurred to upgrade the self service machine, this overspend is offset by under-spends on salaries due to short-term vacancies.

- **MAE - £81k over-spend**

The overspend is a decrease of £63k from last month as Heads of Dept have reduced forecast Tutor Salary costs to year end and more comprehensive monitoring has been undertaken

The pressures are mainly as a result of significant funding changes imposed by the Skills Funding agency. This impacts adversely on MAE's ability to achieve contract delivery on courses.

In addition there has been lost income due to the centralisation of the adult social care learning and development budgets to corporate HR, discussions are taking place on how much this can be remedied. The service has a substantial savings target in 2014/15 that must be delivered or alternatives found elsewhere in the department.

The head of service has produced an action plan detailing the measures being taken to move towards a balanced budget in 2013/14 and 2014/15, Following a savings package of £176,000 towards the C&H savings target the net cost to the council of MAE in 2014/15 is £39,000. The budget will require tight monitoring in 2014./15 to ensure that this saving is delivered and overspending is eradicated .Any more radical or strategic options will be incorporated into the Target Operating Model being finalised in March.

Housing is expected to under-spend by £67k

- Temporary Accommodation (Bed & Breakfast) - £5k overspend
The temporary accommodation budget is made up of spend on individual temporary accommodation providers and is offset by client contributions and housing benefit income. The net budget is £81k but the forecast net spend is £86k consisting of £1.374m expenditure and £1.288m housing benefit and client contribution.
It is possible that the overall spend will be within budget at year end.
- Housing advice and options staff is forecasting to overspend by £51k overspend as a result of recruitment of 2 temporary housing options advisers that were recruited at the end of last financial year. This was an invest to save initiative in order to avoid extensive homelessness applications and claims on discretionary housing benefit, and will be absorbed within the overall Housing needs budget.
- Housing needs is forecasting a £73k underspend, due to £12k under-spend on salaries as there have been some staff vacancies, £47k under-spend on supplies and services budgets and £12k over-achievement on income budget.
- Homelessness prevention budget is forecast to underspend by £23k as forecast spend on rent deposits is less than budget.
- Due to staff vacancies Housing supply and development is forecasting a £15k underspend for the year.
- Merton Action Single Homeless is forecast to underspend by £12k as Repairs and maintenance costs likely to decrease over the next 3 months due to capital improvement project agreed by Cabinet.

Forecasts of the underspend on housing has fluctuated significantly throughout the year and the out-turn will need to be scrutinised to determine the reasons for this.

Public Health

Description	2013/14 Current budget £000	Full Year Forecast (Jan) £000	Forecast Variance (Jan) £000	Forecast Variance (Dec) £000
PH - Directorate	626	527	(99)	(99)
PH- Contraception*	582	598	16	1
PH - STI Testing and Treatment (GUM)*	2,024	2,020	(4)	0
PH - SH Advice, Prevent and Promotion*	334	326	(8)	(8)
PH - NHS Health check*	226	172	(54)	(75)
PH - Falls Prevention	64	56	(8)	(8)
PH - Obesity	339	372	33	33
PH - Community Development and Health Course	6	6	0	0
PH – Livewell (including smoking cessation)	346	346	0	0
PH - Health Promotion Resources	16	16	0	0
PH - Substance Misuse (drugs and alcohol)	2,086	1,864	(222)	(222)
PH - School Nursing (including National Child Measurement programme)*	611	581	(30)	(30)
PH - Surveillance and Control of Infectious Diseases	63	0	(63)	(56)
PH - Community Services Contract Estates	187	187	0	0
PH - New Investments	1,378	100	(1,278)	(1,278)
Underspend on grant to transfer to Public Health reserve			1,717	1,742
Total (Controllable)	8,888	7,171	0	0

It is estimated that £100k of the allocated new investments will be incurred in this financial year.

The underspend will be carried forward for Public health use as it is a ring fenced grant.

PH are currently disputing £309k of recharges from MCCG for Community Services contracts. £130k for Flu jab, as this is the responsibility of NHSE but has been included in the s included in the recharges for the contracts.

£179k for estates as this is higher than the agreed allocation.

The Director for PH is working with MCCG to resolve this on-going dispute.

(D). Environment & Regeneration

Environment & Regeneration	2013/14 Current Budget £000	Full year Forecast (Jan) £000	Forecast Variance at year end (Jan) £000	Forecast Variance at year end (Dec) £000	2012/13 Variance at year end £000
Public Protection & Development	(6,603)	(6,251)	352	247	229
Sustainable Communities	2,002	2,043	41	(145)	(190)
Traffic & Highways	8,303	8,428	125	139	728
Waste Services	16,666	15,554	(1,112)	(872)	(651)
Safer Merton	979	861	(118)	(118)	(77)
Other	(522)	(259)	262	40	(76)
Total (Controllable)	20,825	20,376	(450)	(709)	(37)

Description	2013/14 Current Budget £000	Forecast Variance at year end (Jan) £000	Forecast Variance at year end (Dec) £000
Shortfall in Building & Development Control (B&DC) income	(1,816)	228	234
Employee underspend within B&DC	1,644	(54)	(88)
General Supplies & Services underspend within B&DC	232	(57)	(81)
Employee underspend within Parking Services	2,407	(66)	(88)
Underachievement of Customer & Client Receipts in Parking Services	(11,725)	345	312
Employee overspend within EHTS&L	1,518	86	99
Proceeds of Crime Act (POCA) income received	0	(58)	(58)
Other	1,137	(72)	(83)
Total for Public Protection & Development	(6,603)	352	247
Employee overspend within Greenspaces	2,265	88	88
Premises related underspend within Greenspaces	899	(106)	(106)
Underachievement of Customer & Client Receipts in Greenspaces	(2,273)	178	178
General Supplies & Services underspend within Greenspaces	537	(32)	(32)
Underachievement of Customer & Client Receipts in Leisure & Culture	(493)	80	86
General Supplies & Services underspend in Leisure & Culture	282	(41)	(25)
Premises related overspend within Property Management	377	73	(74)
Overachievement of property rental income	(4,046)	(66)	(60)
Employee overspend within FutureMerton	1,102	82	65
Employee underspend within Senior Mgmt & Support	767	(35)	(35)
Other	(2,585)	(180)	(255)
Total for Sustainable Communities	2,002	41	(145)
Employee overspend within Waste Services	7,351	190	496
General Supplies & Services underspend within Waste Services	1,258	(130)	(81)
Reduced SLWP related costs	8,520	(1,295)	(1,339)
Transport related underspend within Waste Services	2,004	(176)	(190)
Shortfall in Waste Services income – principally Commercial Waste	(2,527)	287	268
Employee related underspend within Traffic & Highways	1,851	(186)	(171)
Reduction in ability to Capitalise expenditure	(691)	445	443
Overspend on highways maintenance contract reactive works	640	170	170
Premises related underspend within Traffic & Highways	1,318	(71)	(81)
Overachievement of Customer & Client Receipts in Traffic & Highways	(1,444)	(149)	(123)
Transport Services	(522)	262	40
Other	6,689	(72)	(125)
Total for Street Scene & Waste	24,447	(725)	(693)
Employee related underspend	925	(94)	(94)
Other	54	(24)	(24)
Total for Safer Merton	979	(118)	(118)
Total Excluding Overheads	20,825	(450)	(709)

Overview

The department is currently forecasting an underspend of £450k at year end. The main areas of variance are Traffic & Highways, Transport Services, Greenspaces, Parking Services, and Building & Development Control that are forecasting overspends whilst Waste Services and Safer Merton are forecasting an underspend.

Pressures

Public Protection & Development

Building & Development Control

The section is currently forecasting an overspend of £106k due to the recent and further anticipated changes in permitted development rights. This will impact on the section's fee revenue, as well as potentially the S106 contributions for affordable housing received by the Council. Work is currently being undertaken to assess the extent of the impact on revenue arising from the permitted development changes and to explore ways to counter this shortfall.

The section's building control market share is subject to further analysis involving the development of a commercialisation strategy designed to increase market share and, by association, revenue levels.

Parking Services

The section is currently forecasting an overspend of £293k mainly due to a shortfall in parking income compared to estimates for the year. This is being partially offset by an employee underspend.

In addition, free parking was offered in car parks for weekends in December leading up to Christmas, which is estimated to have created an additional revenue pressure of £60k.

Sustainable Communities

Greenspaces

An overspend of £87k is being forecast, mainly due to a shortfall in interment income of £61k based on current estimates, and an employee overspend of £88k as a result of ad hoc overtime incurred to maintain service standards, and overtime in relation to litter picking within the borough's parks. This overspend is being partially mitigated by an underspend on premises related expenditure of £106k.

Street Scene & Waste

Traffic & Highways

The section is forecasting an overspend of £125k, mainly as a result of a clearer understanding of guidelines and actual patterns of expenditure meaning that the section charges a lower level of highways maintenance spend to Capital than previously and, as a result, incurs increased revenue costs. This increased cost is being partially offset by an employee underspend of about £186k, and a one-off rebate of about £120k due to previous overpayments on electricity usage.

During Period 9, new revenue budgets were set up within the section following advice from the Capital team in relation to TfL grant funded work, some of which has been deemed to be revenue as opposed to capital related. This has resulted in an increase to both their expenditure and income budgets of £213k, but has not affected their overall budget total.

Waste Services

The section is currently forecasting an underspend of £1,112k, which is mainly due to renegotiating the SLWP contract costs, and a reduction in the levels of residual waste being taken to landfill.

It should be noted that with respect to the renegotiated contract costs, the forecast includes projections based on revised prices for waste treatment, recycling and landfill that were agreed with the current contractor Viridor in November 2013. However, the variation agreement is still to be formally signed and, therefore, may impact on forecasts.

Although the section is forecasting an overall underspend, there are a few notable pressures. The first notable pressure relates to Commercial activities (including Commercial Waste, clinical waste and bulky waste collection), which is forecasting an income shortfall of around £396k. This compares to a shortfall of £245k in 2012/13. However, an agreed saving of £150k has been implemented in 2013/14 for Commercial Waste. A review of the commercial waste business has been carried out and an action plan is being delivered to address issues around future growth of the business together with improved efficiencies and cost control. As part of this work, the section has increased its customer base to 28% of the available market.

In addition, the section is currently projecting an employee related over spend of about £190k. This is as a result of a combination of issues, including the need to realign the budget with the actual cost of activities undertaken by refuse collection and street cleansing. There is also an element of non-contractual overtime, and agency cover for sick leave absences. Actions are being taken in order to reduce this overspend wherever possible, including an action plan to reduce the level of sick leave absence, and not covering absences with agency staff where this does not impact on service delivery.

The South London Waste Partnership took over the management of the re-use and recycling centre from EWC earlier this year. A review of the site and it's operations has revealed a number of issues that may affect the financial forecast, but work is underway to resolve and minimise the impact on the budget.

The estimated outturn for Waste Services includes projections based on revised prices for waste treatment, recycling and landfill agreed with the current contractor Viridor in November 2013. The variation agreement is still to be formally signed and may impact on forecasts.

Transport Services

A review of the costs of the provision involving all departments is taking place as part of our transformation work. Issues regarding the costing methodology are being resolved and departments are working closely together to ensure the buses and taxis are used most cost efficiently. E&R are working hard to reduce staff sickness levels, which remains higher than the council average, to reduce the costs of agency cover.

Safer Merton

Safer Merton is currently forecasting an underspend of £118k. This is mainly due to vacancies (£94k), especially within the Offender Management and ASB teams, which are funded through PRG.

During period 9, the budgets that are now the responsibility of Public Health were removed. This accounting adjustment resulted in a reduction in both their expenditure and income related budgets of c£1,474k, but had an overall net nil affect on the Safer Merton budgets.

Management Action

All managers are aware of the need to contain expenditure and maximise income wherever possible. Corporate guidance regarding the filling of vacant posts will be strictly adhered to.

(E) Corporate Items

The details comparing actual expenditure up to 31 January 2014 against budget are contained in Appendix 2. The main areas of variance as at 31 January 2014 are:-

Corporate Items	Current Budget 2013/14 £000s	Full Year Forecast (Jan.) £000s	Forecast Variance at year end (Jan.) £000s	Forecast Variance at year end (Dec.) £000s
Cost of borrowing	14,261	14,111	-150	-166
Investment Income	-383	-729	-346	-346
Use for Capital Programme	0	496	496	512
Impact of Capital on revenue budget	13,878	13,878	0	0
Pension Fund	5,087	5,087	0	0
Pay and Price Inflation	1,314	1,000	-314	-314
Contingencies and provisions	3,979	4,979	1,000	1,000
Depreciation and Impairment	-13,692	-13,692	0	0
Income Items	0	0	0	0
Central Items	10,566	11,252	686	686
Levies	914	914	0	0
TOTAL CORPORATE PROVISIONS	11,480	12,166	686	686

There has been a small revision of £16k to the cost of borrowing following a review of the capital programme. This has no overall effect in 2013/14 as the balance on revenue capital financing costs is taken to the reserve for capital purposes for use in future years.

4. CAPITAL PROGRAMME 2013-17

4.1 Capital Expenditure

4.1.1 Over the past two financial years considerable work has been undertaken to reduce the Capital Programme to levels that can be delivered with our current staffing complement. Historically this has been shown to be around £40 million per annum. In January 2013, the budgeted capital programme is just over £32 million.

Comparison of Spend to January between 2011/12 and 2013/14

Department	Spend To January 2011	Spend To January 2012	Spend To January 2013	Variance 2011 to 2013	Variance 2012 to 2013
Community and Housing	1266	901	1,068	(198)	167
Corporate Services	2,762	1,735	3,075	313	1,340
Children Schools and Families	15,226	21,401	7,912	(7,314)	(13,489)
Environment and Regeneration	13,434	7,092	7,321	(6,113)	229
Total Capital	32,688	31,129	19,376	(13,312)	(11,753)

Outturn £000s	42,300	40,487	
Budget £000s			32,203
Projected Spend January 2013 £000s			31,042
Percentage Spend to Budget			60.17%
Percentage Spend to Outturn/Projection	77.28%	76.89%	62.42%

4.1.2 January is ten months of the way through the financial year however departments have only spent 61% of their budgets or 63% of their forecast, in the last two years spend was over 76% of the final outturn by this point. To achieve a projected spend of £30.8m officers will need to spend an average of £5.75m per month for each of the next 2 months. The table below shows that in January 2014 they managed to spend just over £1.5 million.

Department	Spend To December 2013	Spend To January 2014	Variance
Community and Housing	943,308	1,067,613	124,305
Corporate Services	3,071,277	3,074,550	3,273
Children Schools and Families	7,383,346	7,912,445	529,099
Environment and Regeneration	6,463,431	7,321,159	857,728
Total Capital	17,861,362	19,375,767	1,514,405

4.2 Capital Programme 2013/14

4.2.1 The Table below shows the movement in the Capital Programme since the December 2013 Monitoring Report:

Department	Proactis Budget	Increase/ (Decrease)	Revised Budget
Community and Housing	1,763,680	0	1,763,680
Corporate Services	4,946,460	0	4,946,460
Children Schools and Families	12,862,110	0	12,862,110
Environment and Regeneration	12,165,270	465,940	12,631,210
Total	31,737,520	465,940	32,203,460

- (a) Children, Schools and Families – although the overall budget has not changed a small number of virements within the primary expansion programme are proposed as detailed in Appendix 5b.
- (b) Environment and Regeneration –the capital programme is adjusted for the following items:
- Multi Use Games Area at the Canons (£50,000) and St Marks Academy – Flood Lights (64,500) were both approved as part of last month’s monitoring but were not built into control totals.
 - A298/A238 Strategic Corridor (£64,490) will be funded by Transport for London.
 - Green Lane Share Path (£150,000) will be funded by additional Transport for London Funding. This scheme will also be funded by two further virements from TFL schemes of £20,000 from Cycle access/parking and £30,000 from Victoria Rd Bus Access Improvements
 - A virement between Section 106 schemes of £17,500 from shop front improvements to street scene.
 - B671 Victoria Road (£30,280) to be funded by Section 106
 - B674a-d Phase 1 Lambton Rd (£33,000) to be funded by Section 106
 - B673a-c Phase 2 Lambton Rd (£25,000) to be funded by Section 106
 - B672a-f Connecting Colliers Wood (£48,670) to be funded by Section 106

4.2.2 The Table below shows the movement in the 2013/14 corporate capital programme since its approval at March 2013 Council:

Dept.	Approved Cabinet March 2013	Slippage from 2012/13	Re-profiling	Revenuisation / Relinquished	Clawed Back for Overspend 2012/13	Additional External Funding	New Internally Funded	Schools Contributions	Dec 2013 Cabinet Report	Increase / (Decrease)	Jan Monitoring Report
C&H	1,535	303	(2,351)		0	2,276	0		1,763	0	1,763
CS	7,252	186	(2,746)	0	0		254		4,946	0	4,946
CSF	28,428	2,836	(18,094)	(718)	(175)	362	0	224	12,863	0	12,863
E&R	12,860	1,685	(3,206)	(124)	(361)	1,576	(265)		12,165	466	12,631
Total	50,075	5,010	(26,397)	(842)	(536)	4,214	(11)	224	31,737	466	32,203

4.2.3 The table below summarises the position in respect of the Capital Programme as at January 2014 the detail is shown in Appendix 5a:

Merton - January 2014 - Summary Departmental Capital Monitoring Information

Scheme Description	Total Budget	YTD Actual	YTD Budget	Variance To Date	Forecast For Year	Forecast Variance
Community and Housing	1,763,680	1,067,613	1,209,550	(141,937)	1,763,680	0
Corporate Services	4,946,460	3,074,550	4,178,568	(1,104,018)	4,789,455	(157,005)
Children Schools and Families	12,862,110	7,912,445	7,650,772	261,673	11,976,114	(885,996)
Environment and Regeneration	12,631,210	7,321,159	8,310,044	(988,885)	12,513,085	(118,125)
Total Capital	32,203,460	19,375,767	21,348,934	(1,973,167)	31,042,334	(1,161,126)

- a) Corporate Services – Currently IT Services are out to tender and require additional information before an order can be placed for IT Equipment, the year-end projection assumes this delay will result in spend occurring in 2014/15.
- b) Children, Schools and Families – There is a £50k forecast underspend on School Equipment loans, most the remainder of the variance is on school expansions.
- c) Environment and Regeneration – The forecast variance is made up of numerous smaller variances detailed in Appendix 5a, however, the majority of these schemes are funded from external sources and the delay in expenditure will not result in these funds being lost.

5. PERFORMANCE MANAGEMENT

- 5.1 The council's Business Plan for 2013/17, which comprises the divisional Service Plans, Resource Plans, Performance and Risk Management and the Procurement Plan brings together our budget and service planning processes giving a precise picture of how the council will operate during the year.




5.2 Service Plan: A service plan has been created for each council service as listed below. The plans describe what the service does, its objectives for the future, how these will be delivered within budget, and its key performance indicators.

Children, Schools and Families	Community and Housing	Corporate Services	Environment and Regeneration	
Children's social care	Adult social care	Business improvement	Commercial waste	Property
Commissioning, strategy & performance	Housing needs & enabling	Corporate governance	Development & building control	Safer Merton
Education	Libraries	Customer services	Environmental health	Street cleaning
	Merton Adult Education	Human resources	Future Merton	Traffic & highways
		Infrastructure & transactions	Leisure & cultural development	Transport commissioning
		Resources	Parking	Transport passenger fleet
		Shared legal services	Parks & green spaces	Waste management

5.3 The table below details the number of Service Plan indicators (2013-17) per department and the reporting frequency.

Dept	Monthly	Quarterly	Annual	Total
C&H	16	4	3	23
CS	27	19	5	51
CSF	10	11	4	25
E&R	30	33	25	88
Total	83	67	37	187

5.4 The table below details January 2014 performance RAG status totals per department (excluding some annual indicators which are not yet due). A more detailed breakdown can be found in Appendix 8(l) of this report.

Dept							DNR		NMTP		Grand total
	No	%	No	%	No	%	No	%	No	%	
C&H	2	11	2	11	15	79	0	0	0	0	19
CS	15	36	4	10	20	48	1	2	2	5	42
CSF	6	40	1	7	7	47	1	7	0	0	15
E&R	30	38	7	9	42	53	0	0	0	0	79
Grand Total	53	34	14	9	84	54	2	1	2	1	155

(DNR = Data Not Received & NMTP = Not Measured This Period)

Performance Indicators Exceeding Target

- 5.5 There are currently 21 (13.5%) measures which are performing over target by 20% and over. By department this is broken down as follows;

Dept.	No. over target
C&H	5
CS	2
CSF	2
E&R	12

- 5.6 Appendix 8(II) of this report details the measures and the percentage by which they are over target. The measures are listed in order of over performance. It is important that these results are taken into consideration when preparing targets for measures in the 2014-18 service plans to ensure that targets set are realistic but challenging.
- 5.7 Single Data List (SDL) 2013-14: In October 2010, the Government announced that it was establishing a single transparent list of every piece of data that central government requires from councils. The SDL is simply a catalogue of all central governments data requirements from local government. It was assembled to aid transparency rather than monitoring the performance management of local councils and to facilitate the control of the volume of data central government asks of local government. The first SDL came into effect in April 2011 and is open to regular review, scrutiny and challenge.
- 5.8 The list of central government department's data requirements from local authorities for 2013-14 has now been finalised, and was published on the Communities and Local Government's (CLG) website in December 2013. The list contains 159 returns, 154 of these, requiring 576 data items, are applicable to Merton. This is a slight reduction on the previous year which required 157 returns, requiring 600 data items. The detailed list for 2013/14 can be found at the CLG website. www.gov.uk/government/organisations/departments-for-communities-and-local-government
- 5.9 The Business Planning team are reviewing the SDL, monitoring those returns which have been stopped, reduced and added and have advised the relevant responsible officer/s (work continues to allocate officers to some returns) of the changes on the 8 January 2014. Attached in Appendix 8(III) of this report is a list of the returns. Responsible officers will need to ensure that their return is completed and submitted by the specified deadline.
- 5.10 The number of returns and data sets per department is broken down as follows

Department	No. of returns	No. of data sets
Corporate Services	52	134
Environment & Regeneration	47	271
Children's, Schools & Families	37	105
Community & Housing	18	66
Total	154	576

- 5.11 The reporting frequency for the 154 returns ranges from monthly to every three years however; the majority of returns are annual (61%) followed by quarterly (13%) and monthly (4%).
- 5.12 Performance reporting to Cabinet: At present, reports regarding performance against departmental service plan measures are produced and presented to Cabinet twice a year. The first is usually presented in January and the second, is at year end looking at April to March performance and is presented in May of the following year. Due to the twice yearly reporting to Cabinet, the performance returns presented are dated and therefore there is not much scope for input. In order to address this, performance monitoring reports will be presented to Cabinet alongside the Financial Monitoring Report on a quarterly basis with effect from this report.

6. DELIVERY OF SAVINGS FOR 2013/14

- 6.1 The savings proposed for 2013/14 of £9.3m are shown below summarised by risk ranking:

SAVINGS	Proposed 2013/14 £000	Red £000	Amber £000	Green £000	Expected 2013/14 £000
Corporate Services	524	220	0	304	358
Children, Schools and Families	822	280	0	542	822
Environment and Regeneration	1,652	427	0	1,225	1,225
Community and Housing	6,317	1,127	567	4,623	5,240
TOTAL	9,315	2,402	567	6,346	7,645

The savings expected to year end are reported in Appendix 6.

7. CONSULTATION UNDERTAKEN OR PROPOSED

- 7.1 All relevant bodies have been consulted.

8. TIMETABLE

- 8.1 In accordance with current financial reporting timetables.

9. FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 9.1 All relevant implications have been addressed in the report.

10. LEGAL AND STATUTORY IMPLICATIONS

- 10.1 All relevant implications have been addressed in the report.

11. HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

- 11.1 Not applicable

12. CRIME AND DISORDER IMPLICATIONS

12.1 Not applicable

13. RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

13.1 Contained in the body of the report.

14. APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

Appendix 1 – Detailed monthly position table

Appendix 2 – Detailed Corporate Items table

Appendix 3 – Pay and Price Inflation as at June 2013

Appendix 4 – Treasury Management: Outlook

Appendix 5a – Current Capital Programme 2013/14

Appendix 5b – Capital Adjustments

Appendix 5c - Capital Programme Funding summary

Appendix 6 – Progress on savings

Appendix 7 - Forecast year end variance by department

Appendix 8 – Performance Information

I – Performance against Business Plan indicators as at January 2014

II – Over performing performance indicators as at January 2014

III – 2013-14 Single Data List.

15. BACKGROUND PAPERS

15.1 Budgetary Control files held in the Corporate Services department.

16. REPORT AUTHOR

– Name: Paul Dale

– Tel: 020 8545 3458

– email: paul.dale@merton.gov.uk

**Summary Position as at 31
January 2014**

APPENDIX 1

	Original Budget 2013/14 £000s	Current Budget 2013/14 £000s	Year to Date Budget (Jan) £000s	Year to Date Actual (Jan) £000s	Full Year Forecast (Jan) £000s	Forecast Variance at year end (Jan) £000s	Forecast Variance at year end (Dec) £000s
Department							
3A. Corporate Services	10,529	12,140	22,532	21,534	11,009	(1,131)	(1,355)
3B. Children, Schools and Families	50,712	50,925	155,544	144,551	52,042	1,117	1,226
3C. Community and Housing							
Adult Social Care	58,040	58,125	48,819	47,490	56,882	(1,243)	(963)
Libraries & Adult Education	3,476	3,517	3,127	3,022	3,593	76	164
Housing General Fund	1,958	1,968	1,912	1,334	1,900	(68)	(120)
3D. Public Health		0	(1,277)	(5,776)	0	0	0
3E. Environment & Regeneration	25,777	26,107	13,651	9,010	25,656	(451)	(709)
NET SERVICE EXPENDITURE	150,492	152,782	244,309	221,165	151,082	(1,700)	(1,756)
3E. Corporate Items							
Impact of Capital on revenue budget	13,878	13,878	4,732	3,517	13,878	0	0
Transfer to Capital financing reserve							
Transfer to Closing the Gap Reserve							
Other Central items	-1,022	-3,312	5,516	4,480	-2,626	686	686
Levies	914	914	824	824	914		0
TOTAL CORPORATE PROVISIONS	13,770	11,480	11,071	8,821	12,166	686	686
TOTAL GENERAL FUND	164,262	164,262	255,380	229,986	163,248	-1,014	-1,070
Funding							
- Business Rates	-32020	-32020			-32020	0	0
- RSG	-47221	-47221			-47221	0	0
- Council Tax Freeze Grant 2011/12						0	0
- Council Tax Freeze Grant 2013/14	-835	-835			-835	0	0
- New Homes Bonus	-2724	-2724			-2724	0	0
- PFI Grant	-4797	-4797			-4797	0	0
Grants	-87,597	-87,597	0	0	-87,597	0	0
Collection Fund	-2545	-2545	0	0	-2545	0	0
Council Tax							
- General	-73850	-73850	0	0	-73850	0	0
- WPC	-269	-269	0	0	-269	0	0
Council Tax and Collection Fund	-76664	-76664	0	0	-76664	0	0
FUNDING	-164,261	-164,261	0	0	-164,261	0	0
NET	1	1			-1,013	-1,014	-1,070

	Original Budget 2013/14	Current Budget 2013/14	Year to Date Budget (Jan)	Year to Date Actual (Jan)	Full Year Forecast (Jan)	Forecast Variance at year end (Jan)	Forecast Variance at year end (Dec)
Expenditure	£	£000	£000	£000	£000	£000	£000
Employees	85,766	92,869	76,182	75,743	93,423	554	486
Premises Related Expenditure	8,153	9,999	8,604	5,556	9,245	(754)	(626)
Transport Related Expenditure	10,617	13,158	10,826	10,276	13,628	469	370
Supplies and Services	163,012	163,632	134,198	124,274	161,949	(1,684)	(849)
Third Party Payments	83,137	88,293	70,965	64,262	85,488	(2,805)	(2,881)
Transfer Payments	98,995	95,945	8,354	7,351	100,892	4,947	11,620
Support Services	34,317	32,417	32	10	32,417	(0)	(0)
Depreciation and Impairment Losses	13,990	13,783	(173)	0	13,780	(3)	(3)
Corporate Provisions	13,770	11,480	11,071	8,821	12,166	686	686
GROSS EXPENDITURE	511,757	521,577	320,059	296,293	522,987	1,410	8,803
Income							
Government Grants	(237,082)	(243,095)	(9,393)	(11,516)	(248,671)	(5,577)	(11,829)
Other Grants, Reimbursements and Contribs	(17,646)	(21,787)	(10,594)	(7,393)	(22,644)	(856)	(1,313)
Customer and Client Receipts	(55,695)	(53,784)	(42,226)	(43,927)	(54,428)	(644)	(364)
Interest	(44)	(44)	(37)	0	(24)	20	20
Recharges	(36,047)	(34,296)	0	(930)	(34,295)	0	1
Balances	(1,080)	(4,309)	(2,429)	(2,540)	322	4,631	3,611
GROSS INCOME	(347,594)	(357,315)	(64,678)	(66,307)	(359,740)	(2,424)	(9,873)
NET EXPENDITURE	164,162	164,262	255,381	229,986	163,248	(1,014)	(1,070)

Appendix 2

3E. Corporate Items	Council 2013/14 £000s	Original Budget 2013/14 £000s	Current Budget 2013/14 £000s	Year to Date Budget (Jan.) £000s	Year to Date Actual (Jan.) £000s	Full Year Forecast (Jan.) £000s	Forecast Variance at year end (Jan.) £000s	Forecast Variance at year end (Dec.) £000s
Cost of Borrowing	14,221	14,221	14,261	5,019	4,064	14,111	-150	-166
Investment Inc.	-343	-343	-383	-287	-547	-729	-346	-346
Use for Capital Programme	0	0	0	0	0	496	496	512
Impact of Capital on revenue budget	13,878	13,878	13,878	4,732	3,517	13,878	0	0
Pension Fund	5,087	5,087	5,087	4,910	4,910	5,087	0	0
Corporate Provision for Pay Award	790	790	0	0	0	0	0	0
Provision for inflation in excess of 1.5%	314	314	314	0	0	0	-314	-314
Utilities Inflation Provision	1,000	1,000	1,000	250	236	1,000	0	0
Pay and Price Inflation	2,104	2,104	1,314	250	236	1,000	-314	-314
Contingency	1,500	1,500	1,494	0	0	994	-500	-500
Single Status/Equal Pay	474	474	474	356	377	474	0	0
Bad Debt Provision	500	500	500	0	0	500	0	0
CHAS - change in basis	1,226	1,226	0	0	0	0	0	0
Cost of disposals - 4%	0	0	-52	0	0	-52	0	0
T/F to Closing the Budget Gap Reserve	0	0	0	0	1,500	1,500	1,500	1,500
Revenuisation and miscellaneous	1,778	1,778	1,563	0	3	1,563	0	0
Contingencies and provisions	5,478	5,478	3,979	356	1,880	4,979	1,000	1,000
Local Services Support Grant	0	0	0	0	-82	0	0	0
Education Services Grant	0	0	0	0	-2,464	-3,344	-3,344	-3,344
Use for capital purposes(net of appropriate adjustment for new school becoming an academy)	0	0	0	0	0	3,344	3,344	3,344
VAT Savings	0	0	0	0	0	0	0	0
Income Items	0	0	0	0	-2,546	0	0	0
Depreciation and Impairment	-13,691	-13,691	-13,692	0	0	-13,692	0	0
Central Items	12,856	12,856	10,566	10,247	7,997	11,252	686	686
Levies	914	914	914	824	824	914	0	0
TOTAL CORPORATE PROVISIONS	13,770	13,770	11,480	11,071	8,821	12,166	686	686

Pay and Price Inflation as at January 2014

In 2013/14, the budget includes 1% for increases in pay and 1.5% for increases in general prices, with an additional amount of £0.314m which is held to assist services that may experience price increases greatly in excess of the 1.5%

Inflation allowance provided when setting the budget. At present it is not anticipated that there will be a call on this budget but this will not be released until there is greater clarity.

Pay:

2013/14 – The MTFs approved by Council on the 6th March 2013 includes 1% for increases in pay. This equates to £0.790m and is held as a corporate provision.

A pay award has been agreed for 2013/14. The pay settlement is for a 1% pay increase for the current year, The settlement also includes deletion of pay scale point 4, the lowest on the salary spine, from October 2013. This will increase the minimum salary from £12,145 to £12,435, including the pay rise.

The Government has stipulated that it wants to restrict public sector pay awards to an average of 1% for 2014/15 (Autumn Statement 2011) and 1% for 2015/16 (Spending Round 2013).

Prices:

CPI annual inflation stands at 1.9% in January 2014, which is down from 2.0% in December 2013. The main reasons for the fall were a reduction in the prices of recreational goods and services, furniture and household goods and alcoholic beverages and tobacco. These were partially offset by an upward movement in the price of miscellaneous goods and services.

CPIH, the new measure of consumer price inflation including owner occupiers' housing costs, grew by 1.8% in the year to January 2014, down from 1.9% in December 2013. Owner occupiers' housing costs increased by 0.1% between December 2013 and January 2014.

RPI annual inflation stands at 2.8% in January 2014, up from 2.7% in December 2013.

Outlook for inflation:

On 6 February 2014, the Bank of England's Monetary Policy Committee (MPC) voted to maintain the Bank Base Rate at 0.5%. The Committee also voted to continue with its programme of asset purchases totalling £375 billion, financed by the issuance of central bank reserves.

The MPC reached its decisions in the context of the monetary policy guidance announced alongside the publication of the August 2013 Inflation Report.

The MPC published its latest Inflation Report on 12 February 2014. In the report it notes that the UK economy grew by 1.9% in 2013, the strongest annual growth for six years but this has so far not been accompanied by a material pickup in productivity. However, "employment gains have been exceptionally strong and unemployment has fallen much more rapidly than expected. The LFS headline unemployment rate is likely to reach the MPC's 7% threshold by the spring of this year." The MPC also believes that "the inflation outlook is sensitive to several factors. The path of inflation will depend on the pace at which slack is absorbed and the impact that slack has on wages and prices. It is possible that the recent unexpectedly sharp falls in inflation reflect underlying cost and price pressures that are weaker than currently judged. Inflation will also be sensitive to developments in commodity prices and the exchange rate, both of which can move sharply."

In reaching its decision to hold the Bank Base Rate at 0.5% the MPC felt that CPI inflation had reduced to the 2% target more quickly than previously anticipated and with domestic costs continuing to be contained, CPI inflation would be expected to remain at or below the target of 2% for the next few years.

The latest inflation and unemployment forecasts for the UK economy, based on a summary of independent forecasts are set out in the following table:-

Source: HM Treasury - Forecasts for the UK Economy (February 2014)			
	Lowest %	Highest %	Average %
2013 (Quarter 4)			
CPI	2.1	2.7	2.2
RPI	2.6	2.7	2.6
LFS Unemployment Rate	6.9	7.7	7.2
2014 (Quarter 4)			
CPI	1.1	3.3	2.2
RPI	2.1	4.0	3.0
LFS Unemployment Rate	5.9	7.5	6.7

Clearly where the level of inflation during the year exceeds the amount provided for in the budget, this will put pressure on services to stay within budget and will require effective monitoring and control.

Treasury Management: Outlook

The Bank Base Rate has been kept at its low of 0.5% since March 2009. On 6 February 2014, the Bank of England's Monetary Policy Committee (MPC) voted to maintain the Bank Base Rate at 0.5%. The Committee also voted to continue with its programme of asset purchases totalling £375 billion, financed by the issuance of central bank reserves.

The MPC reached its decisions in the context of the monetary policy forward guidance announced alongside the publication of the August 2013 Inflation Report. This guidance was summarised and reported in the July monitoring report.

The MPC has agreed its intention not to raise Bank Rate from its current level of 0.5% or to reduce its stock of asset purchases at least until the LFS headline unemployment rate has fallen to a threshold of 7%, subject to three 'knockout' conditions. Since the MPC announced its policy guidance last August the LFS headline unemployment rate has fallen much more rapidly than it anticipated and is likely to reach the MPC's 7% threshold by the spring of this year.

In its Inflation Report published on 12 February, the MPC "judges that there remains spare capacity concentrated in the labour market. Inflation is likely to remain close to the target over the forecast period. Given this, and with spare capacity remaining, the MPC judges that there remains scope to absorb slack further before raising Bank Rate." In reaching its decision to hold the Base Rate at 0.5% and to continue with its programme of asset purchases totalling £375 billion in February, the MPC explained that it will seek to close the spare capacity in the economy over the next two to three years "while keeping inflation close to the target. To that end, it judges that there is scope for the economy to recover further before Bank Rate is raised and, even when Bank Rate does rise, it is expected to do so only gradually and to a level materially below its pre-crisis average of 5%."

The Inflation Report for February 2014 provided a summary of the Bank of England's approach to its proposed monetary policy as the economy recovers and once the unemployment threshold has been reached:-

- The MPC sets policy to achieve the 2% inflation target, and, subject to that, to support the Government's economic policies, including those for growth and employment.
- Despite the sharp fall in unemployment, there remains scope to absorb spare capacity further before raising Bank Rate.
- When Bank Rate does begin to rise, the appropriate path so as to eliminate slack over the next two to three years and keep inflation close to the target is expected to be gradual.
- The actual path of Bank Rate over the next few years will, however, depend on economic developments.
- Even when the economy has returned to normal levels of capacity and inflation is close to the target, the appropriate level of Bank Rate is likely to be materially below the 5% level set on average by the Committee prior to the financial crisis.
- The MPC intends to maintain the stock of purchased assets at least until the first rise in Bank Rate.

- Monetary policy may have a role to play in mitigating risks to financial stability, but only as a last line of defence if those risks cannot be contained by the substantial range of policy actions available to the Financial Policy Committee and other regulatory authorities.

Forecasts for Bank Base Rates, based on December 2013 are summarised in the following table:-

	End Q.4 2013	End Q.1 2014	End Q.2 2014	End Q.3 2014	End Q.4 2014	End Q.1 2015	End Q.2 2015	End Q.3 2015	End Q.4 2015	End Q.1 2016	End Q.2 2016	End Q.3 2016	End Q.4 2016
Capita	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.75%	1.0%	1.0%
Capital Economics	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%				
UBS	0.5%	0.5%	0.5%	0.5%	0.5%								

Community and Housing Capital Monitoring - January 2014

Scheme Description	Total Budget	YTD Actual	YTD Budget	Variance To Date	Forecast For Year	Forecast Variance
Adult Social Care	662,040	304,816	517,238	(212,422)	662,040	0
Libraries	0	0	0	0	0	0
Adult Education and Community	0	0	0	0	0	0
Housing	1,101,640	762,797	692,312	70,485	1,101,640	0
Total Community and Housing	1,763,680	1,067,613	1,209,550	(141,937)	1,763,680	0

Corporate Services Capital Monitoring - January 2014

Scheme Description	Total Budget	YTD Actual	YTD Budget	Variance To Date	Forecast For Year	Forecast Variance
Business Improvement	226,100	2,202	180,880	(178,678)	226,100	0
Cloud Computing	0	0	0	0	0	0
Corporate Governance	2,000	2,000	2,000	0	2,000	0
Corporate Items	30,730	30,730	0	30,730	30,730	0
Facilities Management	3,282,110	2,265,377	2,590,198	(324,821)	3,282,110	0
IT	1,405,520	774,241	1,405,490	(631,249)	1,248,515	(157,005)
Resources	0	0	0	0	0	0
IT Transformation	0	0	0	0	0	0
Corporate Services Total	4,946,460	3,074,550	4,178,568	(1,104,018)	4,789,455	(157,005)

Children, Schools & Families Capital Monitoring - January 2014

Scheme Description	Total Budget	YTD Actual	YTD Budget	Variance To Date	Forecast For Year	Forecast Variance
Aragon Expansion	187,770	145,115	152,830	(7,715)	187,770	0
BENEDICT PRIMARY SCHOOL EXP	36,670	(36,034)	30,390	(66,424)	36,670	0
Cranmer Expansion	1,989,000	1,341,100	271,880	1,069,220	1,989,000	0
Hollymount Primary School Exp	30,000	17,261	30,000	(12,739)	30,000	0
Joseph Hood Primary School Exp	194,910	(42,126)	204,850	(246,976)	104,910	(90,000)
William Morris PCP	32,740	9,614	32,740	(23,126)	32,740	0
Holy Trinity Expansion	237,490	172,644	220,120	(47,476)	242,490	5,000
St Mary's expansion	514,250	351,920	24,808	327,112	514,250	0
Pupil Growth - Unallocated	0	84,567	0	84,567	0	0
All Saints/ South Wim YCC exp	224,940	172,617	199,940	(27,323)	219,940	(5,000)
Gorringe Park expansion	850,750	769,661	741,581	28,080	850,750	0
Hillcross School Expansion	669,130	231,606	56,590	175,016	669,130	0
Merton Abbey Temp Accomodation	663,520	396,416	279,680	116,736	663,520	0
Pelham School Expansion	558,560	400,645	157,370	243,275	518,562	(39,998)
Cricket Grn Exp-Chapel Orchard	47,340	38,489	44,778	(6,289)	47,340	0
Dundonald expansion	200,130	76,384	195,190	(118,806)	135,130	(65,000)
Poplar Permanent Expansion	1,021,750	526,754	832,162	(305,408)	1,021,750	0
Liberty expansion	76,190	11,726	74,522	(62,796)	76,190	0
Singlegate expansion	314,010	138,007	0	138,007	264,010	(50,000)
Wimbledon Park expansion	2,573,490	1,858,360	2,046,150	(187,790)	2,118,490	(455,000)
Peiseid Primary Phase	200,000	181,810	132,114	49,696	190,000	(10,000)
Wimbledon Chase Expansion	78,220	0	78,220	(78,220)	4,220	(74,000)
Total Primary Expansion	10,700,860	6,846,536	5,805,915	1,040,621	9,916,862	(783,998)

Children, Schools & Families Capital Monitoring - January 2014

Scheme Description	Total Budget	YTD Actual	YTD Budget	Variance To Date	Forecast For Year	Forecast Variance
Devolved Formula Capital	421,000	328,841	327,738	1,103	421,000	0
SEN Centre of Excellence	0	1,634	0	1,634	0	0
Early Years	0	(59,158)	0	(59,158)	0	0
Garden PCP	289,320	223,443	246,513	(23,070)	289,320	0
Schools Access Initiative Inc	34,750	(6,020)	27,800	(33,820)	34,750	0
Bishop Gilpin New Classroom	0	(5,531)	0	(5,531)	0	0
SS Peter & Paul PCP	20,000	17,859	20,000	(2,141)	20,000	0
Behaviour Unit	3,910	0	3,910	(3,910)	3,910	0
Primary school autism unit	20,000	0	20,000	(20,000)	0	(20,000)
Short Breaks Disabled Children	89,540	83,028	71,632	11,396	89,540	0
Primary Capital Improvements	41,010	62,305	31,844	30,461	45,302	4,292
Former Royal Sun Alliance SG	103,420	13,283	103,420	(90,137)	71,420	(32,000)
Schools Loans	50,000	0	0	0	0	(50,000)
Ursuline School Loan	600,000	0	600,000	(600,000)	600,000	0
Youth Centres	119,010	120,823	100,000	20,823	119,010	0
CSF Other	369,290	285,402	292,000	(6,598)	365,000	(4,290)
Total Other	2,161,250	1,065,909	1,844,857	(778,948)	2,059,252	(101,998)
Total Children, Schools and Families	12,862,110	7,912,445	7,650,772	261,673	11,976,114	(885,996)

Environment and Regeneration Capital Monitoring - January 2014

Scheme Description	Total Budget	YTD Actual	YTD Budget	Variance To Date	Forecast For Year	Forecast Variance
Footways Planned Works	1,065,390	735,496	650,740	84,756	1,065,390	0
Greenspaces	896,640	417,868	583,476	(165,608)	824,398	(72,242)
Highways General Planned Works	559,750	414,637	328,320	86,317	506,365	(53,385)
Highways Planned Road Works	1,590,000	975,069	1,155,000	(179,931)	1,590,000	0
Leisure Centres	418,000	226,366	201,167	25,199	418,000	0
Other E&R	1,431,890	987,791	1,296,890	(309,099)	1,361,937	(69,953)
On and Off Street Parking	100,000	56,704	100,000	(43,296)	72,000	(28,000)
Plans and Projects	74,090	74,368	71,530	2,838	71,530	(2,560)
Regeneration Partnerships	878,330	183,414	308,164	(124,750)	1,218,745	340,415
Street Lighting	644,580	482,170	514,580	(32,410)	644,580	0
Street Scene	339,450	186,783	226,436	(39,653)	339,450	0
Transport for London	2,675,480	1,164,516	1,767,608	(603,092)	2,519,314	(156,166)
Traffic and Parking Management	282,000	204,697	254,333	(49,636)	276,000	(6,000)
Transport and Plant	162,470	46,898	82,470	(35,572)	96,236	(66,234)
Safer Merton - CCTV & ASB	25,000	5,818	12,500	(6,682)	11,000	(14,000)
Environmental Health	1,329,810	1,136,180	656,500	479,680	1,329,810	0
Waste Operations	158,330	22,384	100,330	(77,946)	168,330	10,000
Environment and Regeneration	12,631,210	7,321,159	8,310,044	(988,885)	12,513,085	(118,125)

CAPITAL VIREMENTS AND REPROFILING JANUARY 2013 MONITORING

Environment and Regeneration	2013/14 Budget	Adjustments	Virements	Revised 2013/14 Budget
	£			£
Leisure Centres				
Multi Use Games Area at Canons*	0	50,000		50,000
St Marks Academy Flood Lights*	0	64,500		64,500
Street Scene				
B591b Shop Front Improvement	42,160		(17,680)	24,480
B591a Street Scene Improvement	0		17,680	17,680
Highways General Planned Works				
B671 Victoria Road		30,280		30,280
B674a-d Phase 1 Lambton Rd		33,000		33,000
B673a-c Phase 2 Lambton Rd		25,000		25,000
Regeneration Partnerships				
B672a-f Connecting Colliers Wood		48,670		48,670
Transport for London				
Cycle access/parking	230,000		(20,000)	210,000
Victoria Rd Bus Access Impr	156,000		(30,000)	126,000
Green Lane Share Path	0	150,000	50,000	200,000
A298/A238 Strategic Corridor	248,000	64,490		312,490
Total Environment and Regeneration	676,160	465,940	0	1,142,100

* Approved by Cabinet in February 2014 but not built into the Capital Programme or Control Figures

CAPITAL VIREMENTS AND REPROFILING JANUARY 2013 MONITORING

Children, Schools and families	2013/14 Budget	Adjustments	Virements	Revised 2013/14 Budget
	£			£
Holy Trinity Expansion	242,490		(5,000)	237,490
All Saints/South Wim YCC	219,940		5,000	224,940
Morden Safer Access Scheme	10,000		(4,290)	5,710
Beecholme Automated Gates	30,000		1,080	31,080
St Marks Pri-Automated Gates	30,000		1,970	31,970
Wimb Chase Dining Hall Roof	34,000		1,060	35,060
West Wim Boiler & Perim fnc	30,000		180	30,180
Total Children, Schools and Families	596,430	0	0	596,430

CAPITAL PROGRAMME FUNDING SUMMARY 2013/14

	Funded from Merton's Resources	Funded by Grant & Capital Contributions	Total
	£000s	£000s	£000s
Revised - Cabinet February 2013	11,992	19,747	31,738
Environment and Regeneration			
Multi Use Games Area at Canons		50	50
St Marks Academy Flood Lights		65	65
A298/A238 Strategic Corridor		64	64
B591b Shop Front Improvement		(18)	(18)
B591a Street Scene Improvement		18	18
B671 Victoria Road		30	30
B674a-d Phase 1 Lambton Rd		33	33
B673a-c Phase 2 Lambton Rd		25	25
B672a-f Connecting Colliers Wood		49	49
Green Lane Share Path		150	150
Revised - Cabinet March 2014	11,992	20,213	32,204

DEPARTMENT: CORPORATE SERVICES - PROGRESS ON SAVINGS 13-14

Panel	Ref	Description of Saving	Type of Saving (see key)	2013/14 Savings Required £000	2013/14 Savings Expected £000	RAG	Comments	R/A Included in Forecast Over/Under spend? Y/N
		<u>Customer Services - Bailiffs</u>						Y
O&SC	CS7	Service Joint service with Sutton for the end of 12/13 & 13/14.	SI2	150	35	R	Charges have been reviewed following a complaint made to the Local Government Ombudsman, resulting in a reduced level of fees	
O&SC	CS22	<u>Infrastructure & Transactions - IT Service Delivery</u> Reduction of 2 FTE's	SS2	72	72	G		
		<u>Infrastructure & Transactions - Facilities Management</u>						Y
O&SC	CS37	Service Introduce a charge for the Archive Service Facility	SI2	15	0	R	Saving will be found elsewhere within the department	
O&SC	CS39	Service <u>Infrastructure & Transactions - Facilities Management</u> Close Worsfold House and relocate service to Civic Centre.	SPROP	13	13	G		
O&SC	CS43	Service <u>Infrastructure & Transactions - Transactional Services</u> Recovery of overpayments and other VAT recovery.	SP1	(50)	(50)	G		
O&SC	CS44	Service <u>Human Resources - L&D</u> Centralisation of L&D spend	SP1	230	230	G		
O&SC	CS51	Service <u>Human Resources - Employee Relations</u> Staff side	SS2	20	9	R	Saving will be found elsewhere within the department	Y
O&SC	CS52	Service <u>Human Resources - Employee Relations</u>						Y
O&SC	CS54	Service Review Employee Relations team <u>Corporate Governance - Democracy Services</u> Delete Deputy Head of Service or a Democratic Services Officer post	SS2	35	10	R	Different delivery model to be implemented in December, full year saving will not be achieved in current year	
O&SC	CS56	Service <u>Corporate Governance - Democracy Services</u> Reduction in overtime payments to staff in Mayor's Office.	SS2	1	1	G		
O&SC	CS59	Service <u>Corporate Governance - Contingencies budget</u> Within the public duties budget is the contingency sums for additional payments to staff who are used during an emergency situation such as the Riots and gas supply loss situations. This contingency covers payments not covered under departmental budgets as well as payments for external third party organisations initiated by the borough.		14	14	G		
		Total Corporate Services Department Savings for 2013-14		524	358			

DEPARTMENT: CHILDREN, SCHOOLS & FAMILIES SAVINGS PROGRESS: 2013-14

APPENDIX 6

Ref	Description of Saving	Type of Saving (see key)	2013/14 Savings Required £000	2013/14 Savings Expected £000	RAG	Comments
CSF01	CSF Children Social Care & Youth Inclusion Commissioning saving from re-designing the service previously provided by Action for Children.		15	15	G	
CSF02	CSF Children Social Care & Youth Inclusion Reduction in Youth Offending Team budgets		17	17	G	
CSF03	CSF Children Social Care & Youth Inclusion Reduction in premises budget as we no longer need the contingency for repairs and maintenance for south Wimbledon and Wryvern.		20	20	G	
CSF04	CSF Children Social Care & Youth Inclusion Reduction in connexions commissioning		50	50	G	
CSF05	CSF Children Social Care & Youth Inclusion The Youth Service Manager post currently operationally manages all of Merton's direct youth work provision.		45	45	G	
CSF07	CSF School Standards and Quality Increased income generation and management efficiencies		60	60	G	
CSF08	CSF Early Years Service restructuring and realignment to deliver efficiencies		80	80	G	
CSF09	CSF SEND Integrated Service Management efficiencies and improvement in commissioning		30	30	R	Salary budgets will be overspend due to management and social work vacancies covered by agency. Additional budget was identified to permanently increase management support.
CSF10	CSF Contracts, Procurement and School Organisation Efficiency savings in contracts function		13	13	G	
CSF11	CSF Contracts, Procurement and School Organisation Efficiencies achieved through shared service with LB Sutton		27	27	G	
CSF12	CSF Commissioning Function and Commissioning Budgets Reduction in commissioning budgets for Early Intervention and Prevention service		90	90	G	
CSF13	CSF Commissioning Function and Commissioning Budgets Reduce expenditure on LAC and SEN placements		200	200	R	Base budgets were reduced, increased cost due to increased caseload is causing a cost pressure, some of which is covered by grant funding. If grant funding does not continue, this could lead to an even bigger cost pressure in future years.

CSF15	CSF SEN Transport Introduce new models of fulfilling the council's statutory responsibilities for the provision of SEN transport		50	50	50	R	Base budgets were reduced. The annual SLA charge for 2013/14 increased by £316k which would cause a budget pressure for CSF. This increase is currently under investigation. Overall transport budget is forecasting an overspend due to increase taxi costs
CSF17	CSF Children Social Care & Youth Inclusion Division Saving from restructuring / administrative efficiencies in Children's Social Care Division.			75	75	G	
CSF18	Education Division Savings through restructuring / administrative efficiencies in Education Division.			25	25	G	
CSF19	Commissioning, Strategy and Performance Division Savings through restructuring / administrative efficiencies in Commissioning, Strategy and Performance Division.			25	25	G	
	Total Children, Schools & Families Department Savings for 2013-14			822	822		

APPENDIX 6

DEPARTMENT: COMMUNITY & HOUSING SAVINGS PROGRESS

Ref	Description of Saving	Type of Saving (see key)	2013/14 Savings Required £000	2013/14 Savings Expected £000	RAG	Comments
ASC17	Service Description Adult Social Care Optimise use of shared lives		200	0	R	One LD customer identified to move so far - suspended because of family objection. A meeting to look at specific challenges scheduled for 12.09.13 - the project is unlikely to achieve the savings target for 2013-14
ASC7	Service Description Adult Social Care 0% inflation uplift to third party suppliers		600	600	G	
ASC8 / ASC38	Service Description Adult Social Care Optimising the use of block and spot contracts		600	150	R	Circa £100k achieved to date through releasing voids; further re-negotiations on-going; unlikely to meet full year target
ASC18	Service Description Adult Social Care Fanon & Imagine Contract		154	154	G	
ASC36	Service Description Adult Social Care CADL's (complex equipment)		100	100	G	
ASC33 & ASC34	Service Description Adult Social Care CFC + high cost. (Brokerage)		200	165	G	
ASC14	Service Description Adult Social Care Supported Living (Incl de-registration)		233	313	G	
ASC35	Service Description Adult Social Care Supporting People		350	289	A	There is still circa £61k savings to find - there is a risk this project will not meet the full savings target
ASC43	Service Description Adult Social Care Procurement opportunities		42	18	G	
ASC39	Service Description Adult Social Care Reviewed Service packages		110	96	A	Circa £96k savings achieved to date (pre LBM Finance verification); reviews continue - this project should meet the full target
ASC37	Service Description Adult Social Care Care-tech contract		50	50	G	
ASC16	Service Description Adult Social Care Transitions		25	18	G	
ASC19 & ASC40	Service Description Adult Social Care Monitoring of high value/high cost placements		75	39	A	Circa £31k projected to date - further reviews being identified

Ref	Description of Saving		Type of Saving (see key)	2013/14 Savings Required £000	2013/14 Savings Expected £000	RAG	Comments
ASC6	Service Description	Adult Social Care Transport		112	0	R	Budget manager is in discussion with transport services for Core routes for Day centres
ASC10	Service Description	Adult Social Care Optimise telecare usage		165	0	R	It is suggested that telecare for new customers is cost avoidance - not savings against current customers - this project will meet the savings target for 2013-14
ASC41	Service Description	Adult Social Care Staffing savings in Direct Provision		114	114	G	
ASC42	Service Description	Adult Social Care Reduction in Mental Health Placement		32	32	G	This project should achieve its target
ASC23	Service Description	Adult Social Care Partnerships :The health and social care system . Reablement		3,000	3,000	G	
	Service Description	Merton Adult Education Increase income from commercial courses and cafe		50	6	R	Due to delayed implementation of the new commercial structure generating the target profit is unlikely to happen. New roles have been recruited to and will work on making up time.
	Service Description	Merton Adult Education Reduce administrative and marketing costs		18	36	G	The slowing pace of enrolments has required increased marketing activity and intervention . However re-structure has resulted in saving target being achieved
	Service Description	Merton Adult Education Close Canons House site and seek alternative venues without incurring costs		32	5	A	Closure of canons house occurred at the end of July
	Service Description	Libraries Completion of changes to opening hours, rationalisation of a number of small contracts and increase in income.		13	13	G	
	Service Description	Housing Deletion of 1x Strategy Officer post.		42	42	G	
	Total Community & Housing Department Savings for 2013-14			6,317	5,240		

Appendix 6

DEPARTMENT: ENVIRONMENT & REGENERATION SAVINGS PROGRESS: 2013-2014

Ref	Description of Saving	Type of Saving (see key)	2013/14 Savings Required £000	2013/14 Savings Expected £000	RAG	Comments
ER01	Service Description Parks, Greenspaces & Cemeteries Reduction x 1 cemetery supervisor, fee/income increases, 10k reduction in grant to Michtham Common Conservators		89	89	G	
ER04	Service Description Leisure & Culture Reductions in supplies & services budgets, reduction of a total of 0.7 fte, reduction of theatres grant & removal of olympics budget.		55	55	G	
ER05	Service Description Leisure & Culture Reduce the Arts Special Project Budget (£12k) – this being part of some additional funding that came about from London Councils Repatriation Funding; Remove Leisure & Business Development Officer (loss 1 fte); Delete post of Leisure & Business Projects Officer (0.7 fte); Increase income through installation of multi use games area to rear of Canons Leisure Centre to provide additional provision for sport/youth activity and generate income.		103	103	G	
ER06	Service Description Greenspaces A phased reduction in the grant to Deen City Farm of fifteen thousand per year for the next three years.		15	15	G	
ER07	Service Description Development & Building Control Changes in fee regulation		(200)	(200)	G	

Appendix 6

DEPARTMENT: ENVIRONMENT & REGENERATION SAVINGS PROGRESS: 2013-2014

Ref	Service Description	Description of Saving	Type of Saving (see key)	2013/14 Savings Required £000	2013/14 Savings Expected £000	RAG	Comments
ER14	<p>Parking Services</p> <p>Enforcement of moving traffic offences, reduce car park costs due to removal of car park and stream line tariffs, channel Migration, reduce phone calls, reduce CEO sickness and gain CEO efficiencies.</p>			380	145	R	<p>Reduce Car park costs - This saving was based upon the disposal of Kenley Rd Car Park, which cannot now be achieved as the authority needs to keep this car park due to the loss of Morden Station Car Park which TFL have now taken back.</p> <p>Chanel migration and a reduction in phone calls - This saving was based upon the introduction of online improvements which has now been introduced. Whilst this has generated efficiencies in officers time it also coincided with a 40% increase in workload (including phone calls) thus negating the efficiencies made by the on line improvements.</p> <p>CEO efficiencies - At this moment in time these efficiencies have not been achievable (reduction in sickness levels and staffing numbers) but progress is being made</p> <p>This shortfall will be managed and mitigated by the section</p>
ER17	<p>Waste Management</p> <p>Reductions in landfill tonnage and anticipated Slwp contract cost, staff saving and legislative change to close Landfill Allowance Trading Scheme in March 2013</p>			191	191	G	

Appendix 6

DEPARTMENT: ENVIRONMENT & REGENERATION SAVINGS PROGRESS: 2013-2014

Ref	Description of Saving	Type of Saving (see key)	2013/14 Savings Required £000	2013/14 Savings Expected £000	RAG	Comments
ER18	Waste Management Introduction of 6 day working week for refuse, recycling and food collection from Oct 2012		271	271	G	
ER20	Traffic & Highways Introduce Streetworks Permitting Scheme, income from fixed penalty notices(FPN's), savings on energy and service charges associated with the existing Street Lighting Contract.		245	203	R	£42k relating to renegotiation of Highways contract not likely to be met.
ER21	Traffic & Highways 15% reduction in staffing and reductions in Footway Maintenance/Street Furniture/Dictingwatercourses/Street Lighting & Walksheet budgets.		79	79	G	
ER22	Traffic & Highways A further 15% reduction in staffing		60	60	G	
ER25	Commercial Services Potential to income generate In Commercial Waste and Recycling due to withdrawal of the LATS requirement.		150	0	R	Saving unlikely to be met. Work continuing in order to maximise income potential.
EN01	Legal Budget/PP&D Reduction in spend on legal cases by way of a combination of proactive resolution of issues at first point and/or drawing on section budgets to cover shortfall.		14	14	G	
EN08	Building and Development Control 10% increase in pre application planning fees and additional charge for tree pre-application advice		10	10	G	
EN15	Waste and Street Cleansing Operations Improved performance management and implementation of the Council's new sickness policy resulting in a reduction in agency staff usage.		25	25	G	
EN22	Traffic and Highways Reduction in Street Lighting Budget		50	50	G	
EN30	Traffic and Highways Reduction in supplies and Services Costs		6	6	G	

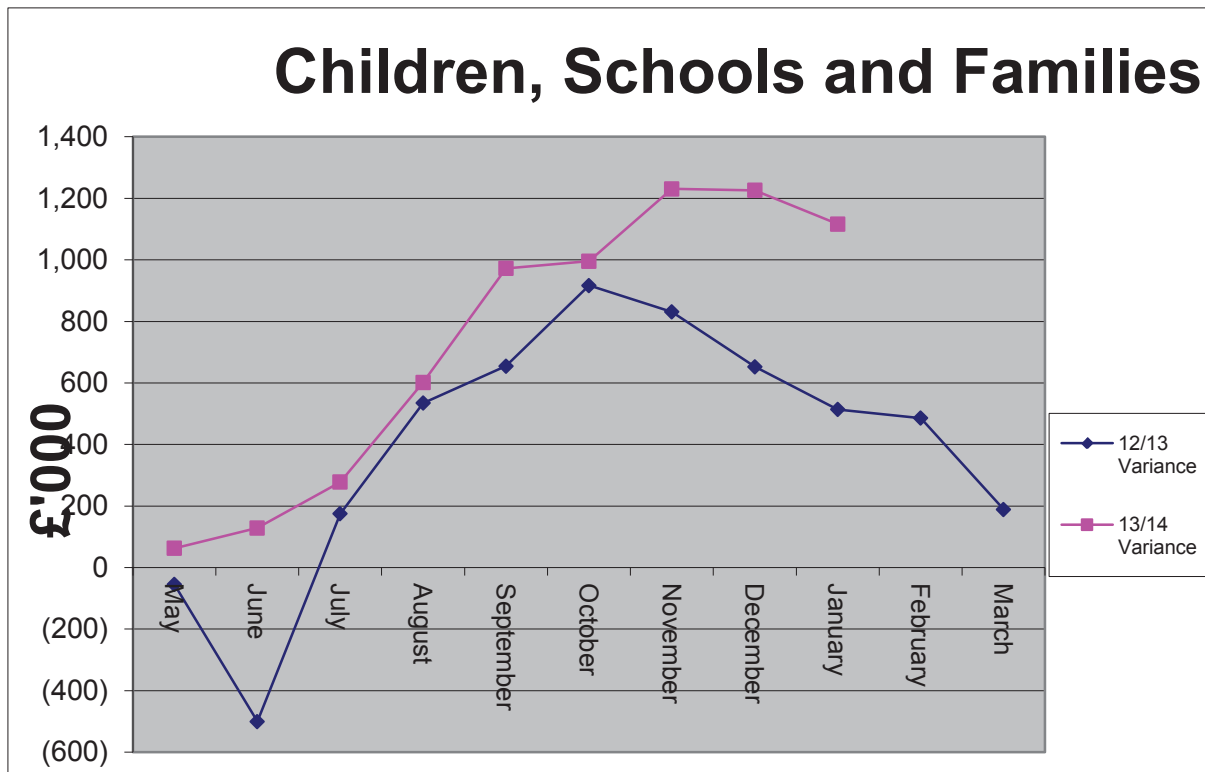
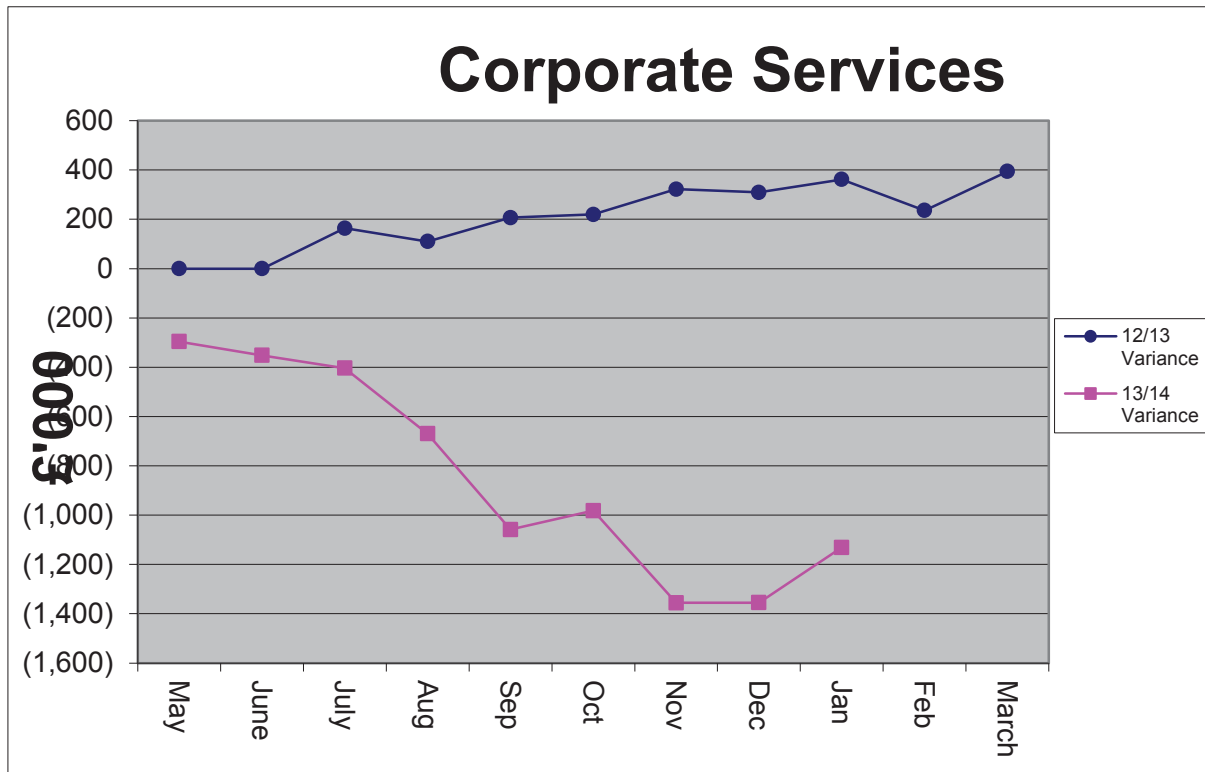
Appendix 6

DEPARTMENT: ENVIRONMENT & REGENERATION SAVINGS PROGRESS: 2013-2014

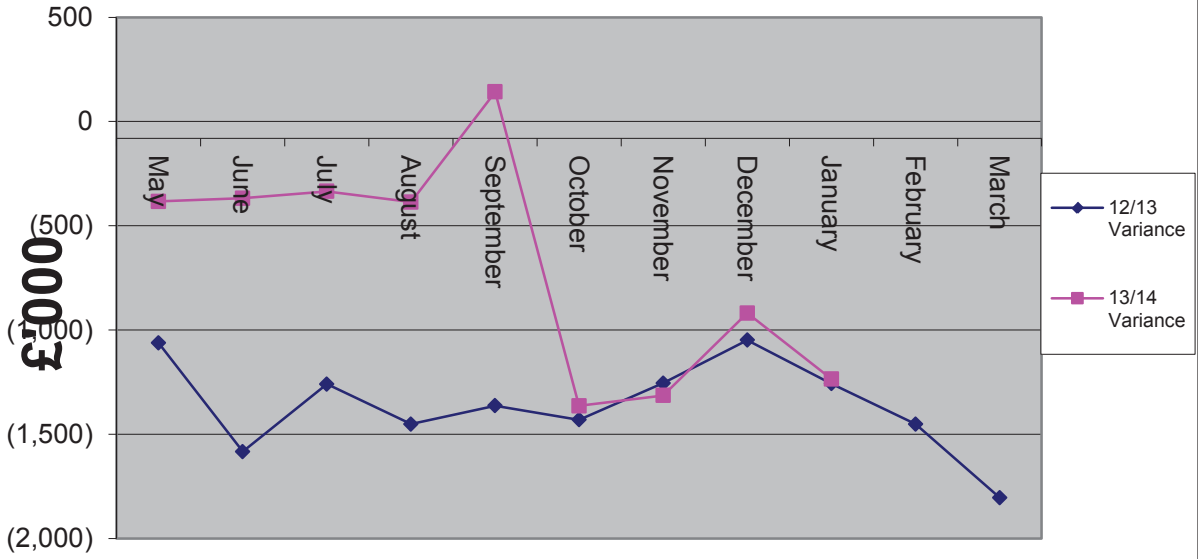
Ref	Description of Saving	Type of Saving (see key)	2013/14 Savings Required £000	2013/14 Savings Expected £000	RAG	Comments
EN34	Service Description Leisure & Culture Development Team Various Budgets - Reduction in supplies & services		6	6	G	
EN38	Service Description Leisure & Culture Development Team Reduction of Core Arts Grants to Polka Theatre - Proposal to further reduce Polka theatre's grant by £4k per annum in each of 2013/14 & 2014/15 financial years		4	4	G	
EN39	Service Description Senior Management & Support Removal of vacant Policy & Projects Officer post.		44	44	G	
EN40	Service Description Senior Management & Support Reduction in various supplies and services budgets within the section, including stationery and subscriptions.		55	55	G	
Total Environment & Regeneration Department Savings for 2013-2014			1,652	1,225		

APPENDIX 7

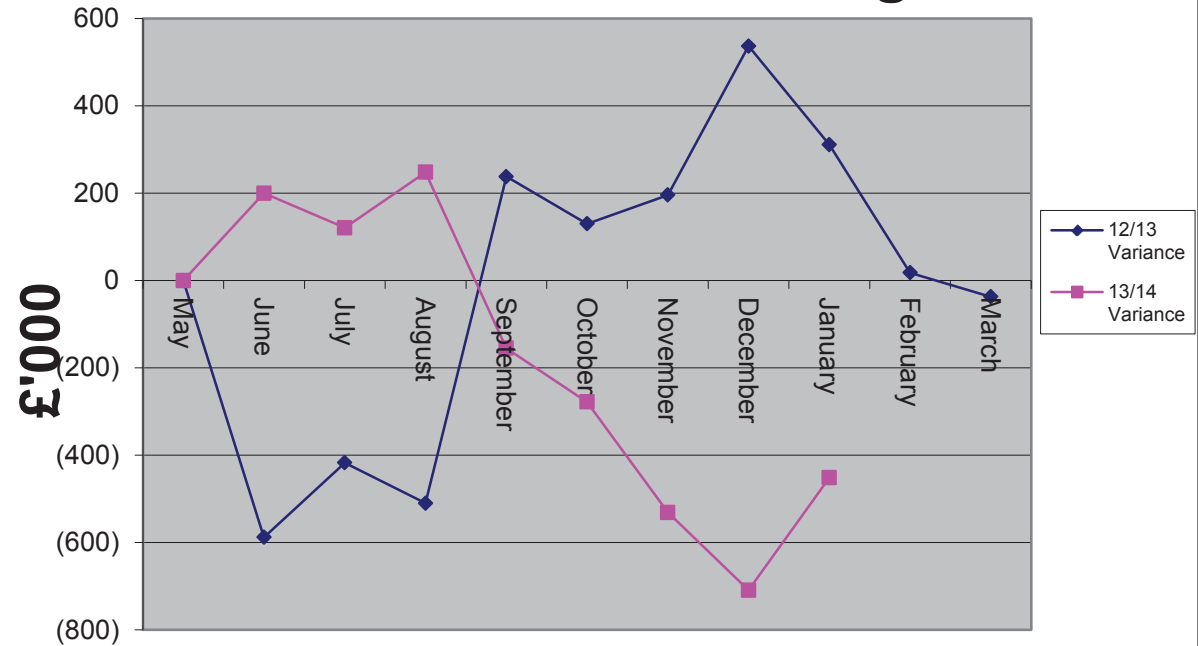
The following charts show the forecast year end variance by department with a comparison for 2012/13:

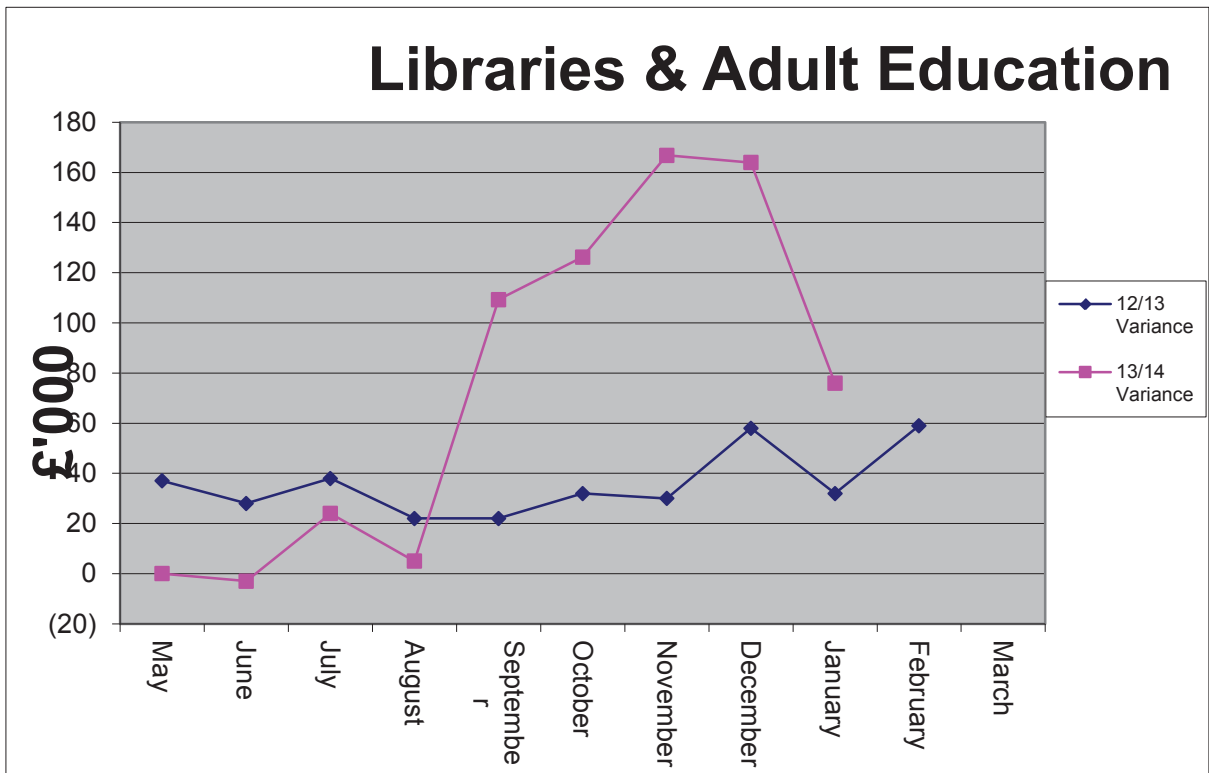
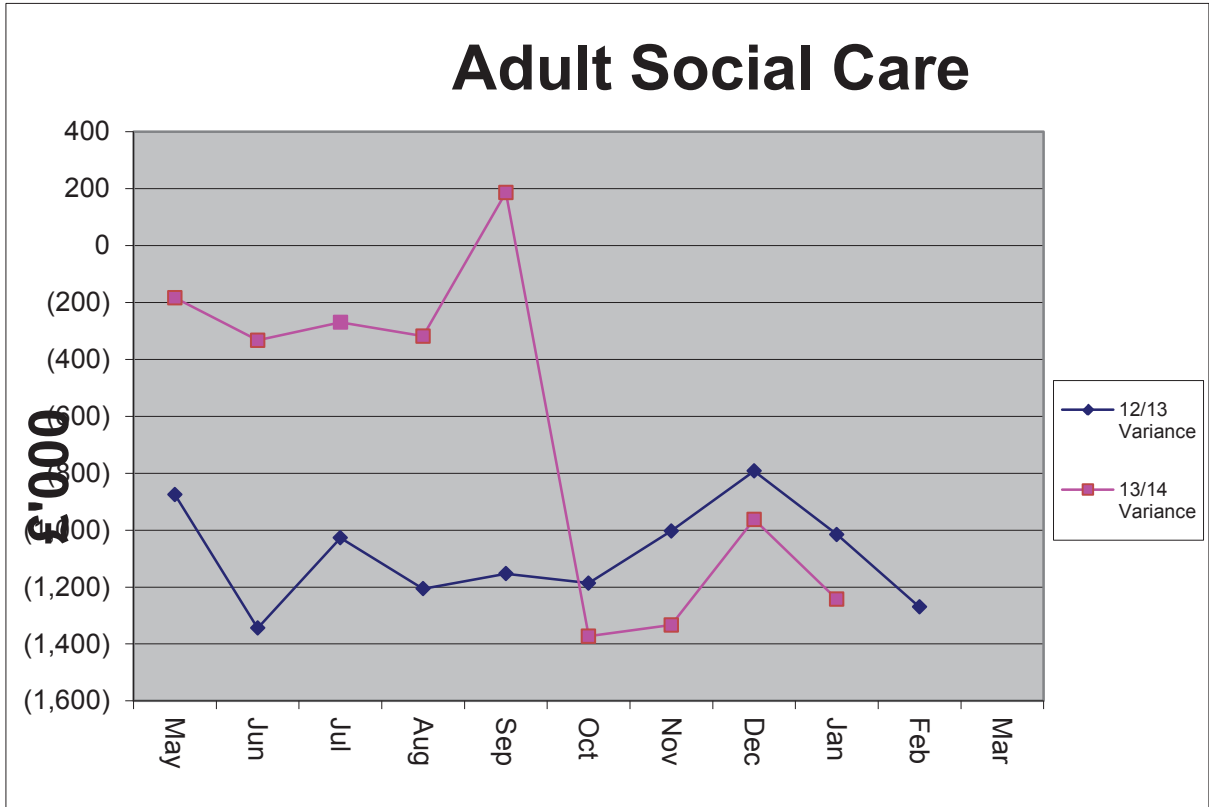


Community and Housing

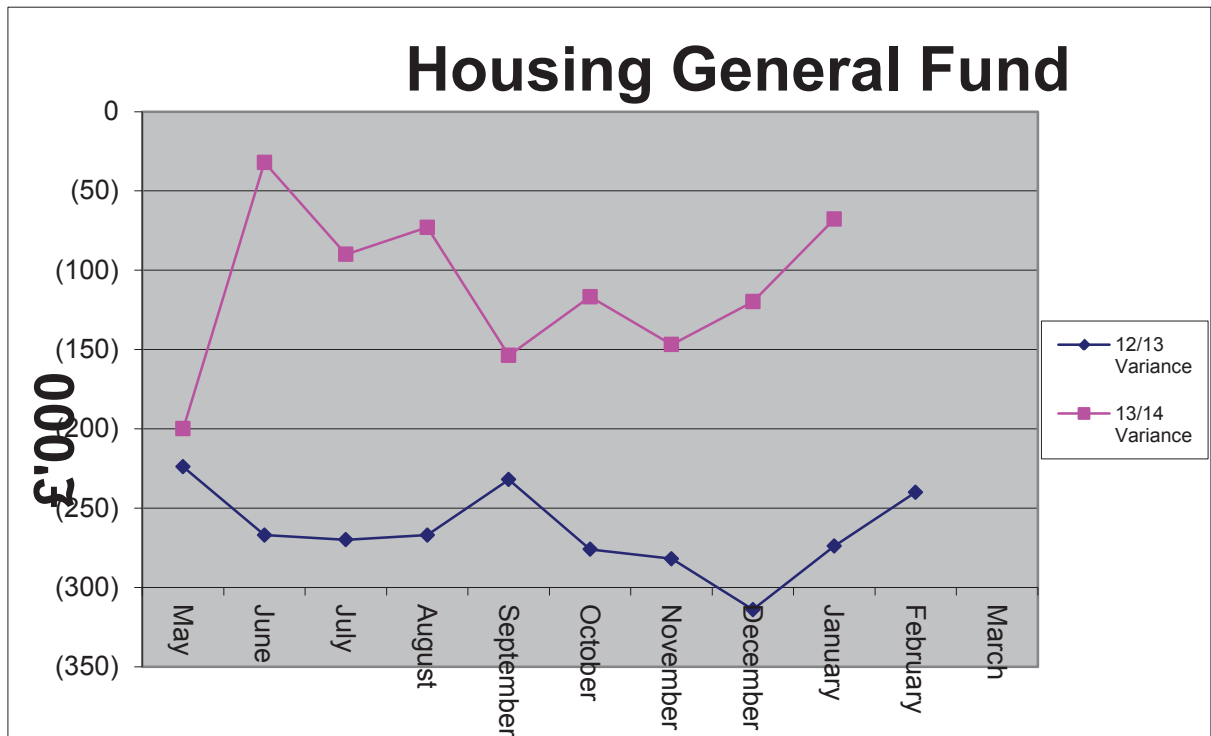


Environment and Regeneration



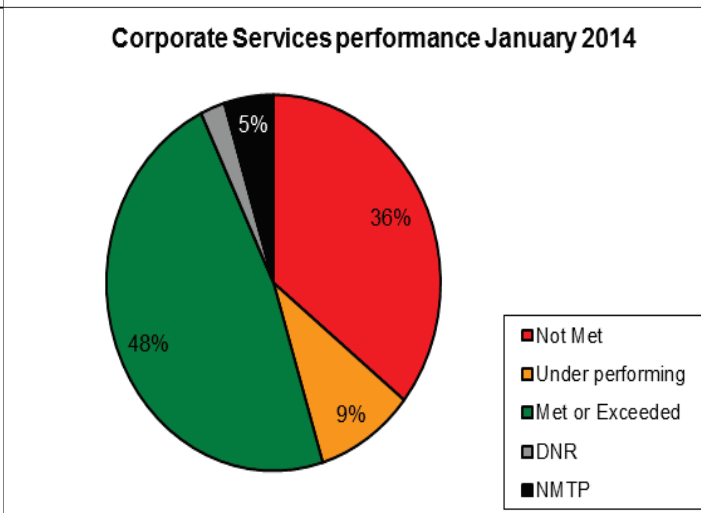
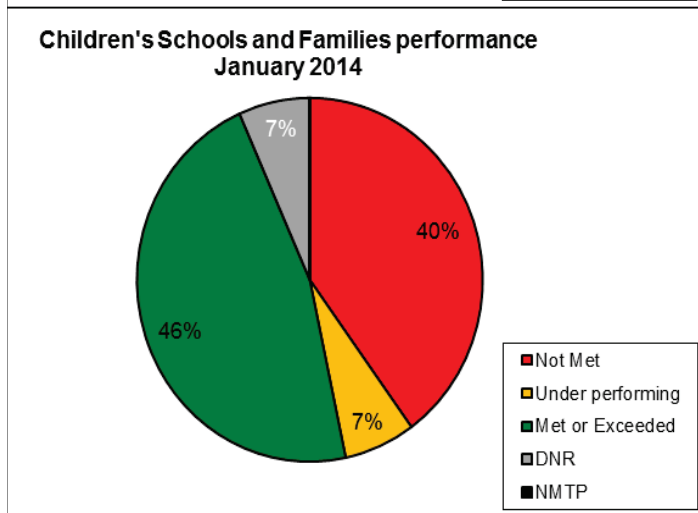
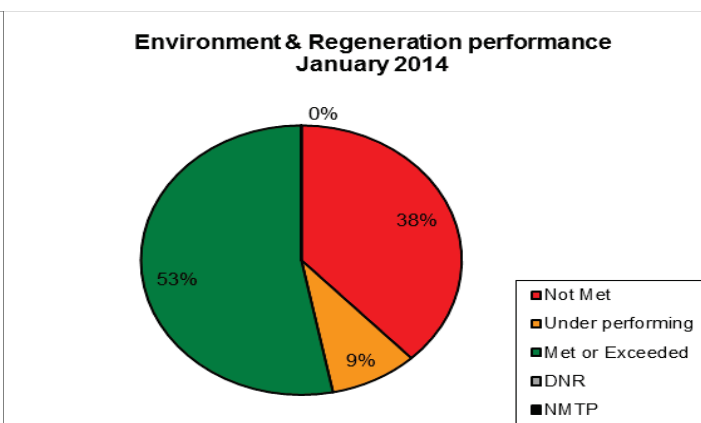
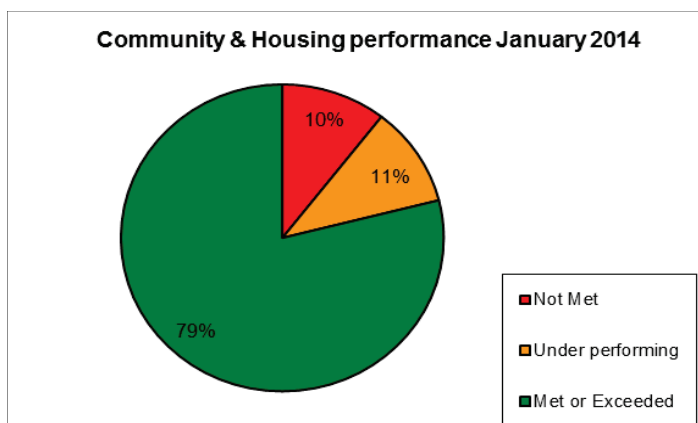
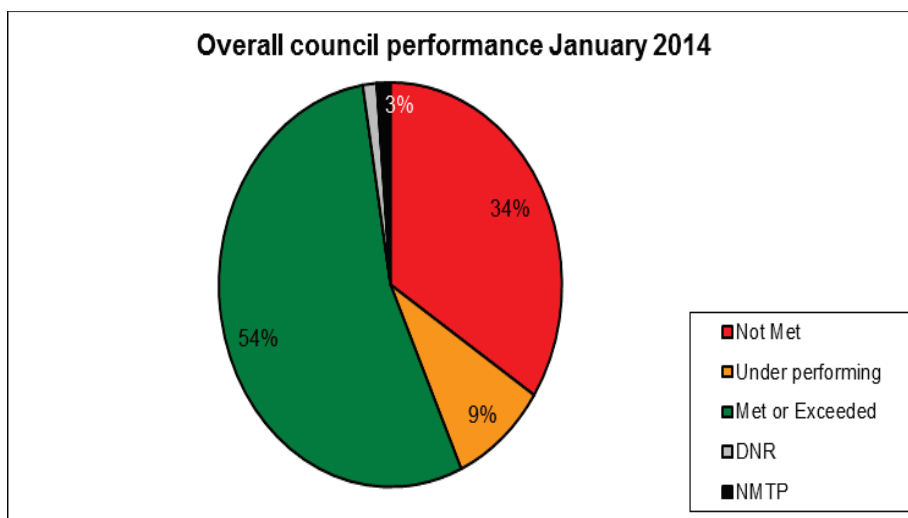


Housing General Fund



Performance against Business Plan Indicators as at January 2014

Departmental and overall council performance charts



Community & Housing Department

PI Code & Description	Polarity	January 2014						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
CRP 054 / SP 039 No. of adults inc. carers in receipt of Direct Payments or Personal Budgets as a % of all customers & carers receiving community based services	High	81%	69%				81%	69%		
CRP 055 / SP 275 Weekly rate of Delayed Transfers of care from hospital (both Merton & NHS responsible) (Rolling year To Date)	Low	3.3	6.5				3.3	6.5		
CRP 057 / SP 274 No. of adults receiving community based services e.g. personal care, to help them to continue to live in their own homes as % of all customers receiving a service (Rolling Year To Date)	High	87%	82%				87%	82%		
CRP 058 / SP 273 Number of adults on the Occupational Therapy waiting list (month end snapshot)	Low	46	80				46	80		
CRP 059 / SP 008 No. of people accessing the library by borrowing an item or using a peoples network terminal at least once in the previous 12 months	High	60,310	54,000				60,310	54,000		
CRP 060 / SP 009 No. of visitors accessing the library service on line	High	141,307	92,000				141,307	92,000		
CRP 062 / SP 035 Number of homelessness preventions	High	469	458				469	458		
CRP056SP054MP021 % Carers receiving a service or information and advice (Rolling 12 month)	High	32%	26.5%				32%	26.5%		
CRP061SP036MP045 Number of households in temporary accommodation	Low	103	100				103	100		
SP 037 Highest no. of families in Bed and Breakfast accommodation during the year	Low	1	10				1.5	10		
SP 038 Highest no. of adults in Bed and Breakfast accommodation	Low	3	7				3	7		
SP 279 % Self-service usage for stock transactions (libraries)	High	94%	95%				94%	95%		
SP 280 Active volunteering numbers in libraries (Rolling 12 Month)	High	313	180				313	180		
SP 282 Partnership numbers (Libraries)	High	28	25				28	25		
SP 284 Income Target (Merton Adult Education)	High	£32,402	£43,010				£404,008	£601,850		

PI Code & Description	Polarity	January 2014					YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend			
SP 287 Maintain Income (Libraries) (12 Month Rolling)	High	£207,619	£235,000				£207,619	£235,000	

PI Code & Description	Polarity	Q3 2013/14					YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend			
CRP 063 / SP 242 Number of Personal Development Learners (academic year)	High	1,569	1,500				1,569	1,500	
SP 277 Social Housing Lets	High	296	290				296	290	
SP 333 Number of Commercial learners (Merton Adult Education)	High	148	75				375	225	

Corporate Services Department

PI Code & Description	Polarity	January 2014						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
CRP 004 / SP 351 Average number of working days lost to sickness, including schools	Low	DNR	5.8	DNR	NA	NA	4.68	5.22		
CRP 036 / SP 155 % of Business Rates collected	High	94.64%	95%				94.64%	95%		
CRP 041 / SP 192 % FOI requests dealt with in time (Monthly in arrears)	High	86.24%	90%				87.42%	90%		
CRP 043 / SP301 % Successful website visits	High	87.04%	81.4%				82.22%	81.5%		
SP 157 % of Merton Bailiff Service files paid in full (excluding parking and miscellaneous debt)	High	43.45%	58%				57.23%	58%		
SP 158 Time taken to process Housing Benefit / Council Tax Benefit new claims and change events	Low	16.20 days	16.00 days				13.74 days	16.00 days		
SP 163 % of people at Merton Link seen within 30 minutes (including housing waiting times)	High	95.99%	92%				92.16%	92%		
SP 164 Calls answered by switchboard in 5 rings	High	84%	85%				81.22%	85%		
SP 170 Number of events (marriages & civil partnerships)	High	39	55				650	785		
SP 182 Compliance with corporate Performance Management timetable	High	100%	100%				100%	100%		
SP 193 % Complaints dealt with in time (Monthly in arrears)	High	76.92%	90%				80.89%	90%		
SP 203 Completed planned Health and Safety workplace inspections.	High	6	4				49	50		
SP 210 Benefit investigation sanction target	High	3	5				54	56		
SP 212 Proactis payment requests (invoices, refunds, grant payments) paid within 30 days of receipt by Transactional Services	High	95.21%	95%				96.39%	95%		
SP 213 Proactis invoices paid in 30 days of receipt by LBM	High	91.61%	91%				93.2%	91%		
SP 217 CareFirst invoices paid in 30 days from invoice date	High	93.86%	88%				92.75%	88%		

PI Code & Description	Polarity	January 2014						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
SP 224 % Calls logged through Self Service	High	33.2%	49%		↑	↑	31%	49%		
SP 226 Measure & improve first time fix rates for faults	High	67%	65%		↑	↑	63.57%	65%		
SP 227 Improve customer satisfaction results for service requests (IT service delivery)	High	79.31%	93%		↓	↓	86.96%	93%		
SP 239 No. of budget forecasts received from managers within the deadline	High	89.8%	80%		↑	↑	83.96%	80%		
SP 240 No. Unallocated identified balances over 3 days old	Low	0	0		-	-	0	0		
SP 300 Priority A Health & Safety actions completed on time (Reported eight weeks in arrears)	High	80%	75%		↓	↓	89.95%	75%		
SP 302 Time (for HR) to hire - days	Low	90	90		↓	↓	90.6	90		
SP 336 Chargeable hours (Shared Legal Services)	High	3,152	3,440		↑	↓	32,331	30,152		
SP 339 % System Availability	High	99.84%	80%		↑	↑	99.5%	80%		

PI Code & Description	Polarity	Q3 2013/14						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
CRP 037 % complaints progressed to stage 2	Low	7.94%	10%		↑	↑	8.64%	10%		
CRP 074 Number of staff working from Civic Centre	High	1,139	1,275		↑	↑	1,139	1,275		
SP 160 HB overpayments with no recovery action	Low	29.78%	15.5%		↓	↓	28.49%	15.5%		
SP 175 % Councillors who agree L&D is good in terms of relevance, convenience and quality	High	96.43%	81%		↓	↓	98.81%	81%		
SP 189 No. supplementary agendas issued	Low	4	7		↑	↑	11	21		
SP 198 No. of audits completed against plan	High	73.33%	90%		↓	↓	91.11%	90%		





PI Code & Description	Polarity	Q3 2013/14						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
SP 199 Audit actions implemented by agreed date	High	86.89%	90%				88.57%	90%		
SP 223 Total external fee income (facilities management)	High	£49,122	£55,000				£79,517	£125,000		
SP 307 Risk action plans in place	High	96.75%	90%				96.75%	90%		
SP 340 % of bespoke IT systems	Low	41.44%	53%				41.44%	53%		
SP 341 % systems integrated (where required)	High	55.71%	56%				55.71%	56%		
SP 342 % of Business Improvement projects completed on time and within budget	High	66.67%	85%				61.12%	85%		
SP 343 % satisfaction with projects / interventions (where measured)	High	66.67%	85%				66.65%	85%		
SP 344 % teams with a working information centre	High	42.44%	75%				42.44%	75%		
SP 358 Reduce photocopying costs by 10% (Shared Legal Services)	Low	NMTP	10,800	NMTP	NA	NA	8,993	10,800		
SP 359 Reduce storage costs by 20% (Shared Legal Services)	Low	NMTP	1,400	NMTP	NA	NA	6,802	2,800		

PI Code & Description	Polarity	Annual 2013/14				YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend			
SP 185 Residents agree people get on well together (annual)	High	90%	90%			90%	90%	

Children Schools & Families Department

PI Code & Description	Polarity	January 2014						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
CRP_066 / SP_290 % Looked After Children in foster care placed with external agency carers	Low	46.43	38.00		↑	↑	46.43	38.00		
CRP_069 / SP_078 % outcome of Ofsted Inspection schools rated Good or Outstanding	High	86.79%	77%		↑	↑	86.79%	77%		
CRP064SP075MP030 % of children who become subject of a Child Protection Plan for a second or subsequent time	Low	12.58%	10%		↑	↓	12.58%	10%		
CRP065SP095MP012 Number of special guardianship orders and adoptions finalised during the year ending 31 March	High	11	9		-	↑	11	9		
CRP071SP091MP014 First time entrants to the Youth Justice System aged 10-17 years	Low	65	80		↓	↓	65	80		
CRP072SP319MP034 % 16-19 year olds Not in Education, Employment or Training (NEET)	Low	3.8	8.3		-	↑	3.8	8.3		
SP_004 % of Children Protection Plan visits on time (child seen)	High	83.04%	95%		↓	↓	83.04%	95%		
SP_346 % of Single Assessments completed within the agreed timescale.	High	72.01%	90%		↑	↓	72.01%	90%		

PI Code & Description	Polarity	Q3 2013/14						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
CRP_067 / SP_293 Average time to recruit in house foster carers	Low	5	6		↓	↓	5	6		
CRP_068 / SP_084 % of Good or outstanding Ofsted inspections in children's centres	High	100%	100%		-	-	100%	100%		
CRP_070 / SP_100 % All SEN statements issued in 26 weeks (with exceptions)	High	92.86	95.00		↑	↑	92.86	95.00		
SP_088 Completion rates for parenting programmes (Quarterly in arrears)	High	54% (Q2)	76% (Q2)		↓	↓	54%(Q2)	76% (Q2)		
SP_096 Provision of short breaks (quarterly in arrears)	High	DNR	300	DNR	NA	NA	528	100		
SP_103 Major capital projects % green/amber to time and cost	High	82.35%	90%		↓	↓	82.35%	90%		

PI Code & Description	Polarity	Q3 2013/14						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
SP.291 Statutory returns to government on time	High	100%	100%				100%	100%		

Environment & Regeneration Department

PI Code & Description	Polarity	January 2014						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
CRP 045 / SP 118 Income (Development and Building Control)	High	163,012	164,000				1,488,138	1,640,000		
CRP 047 / SP 068 Number of refuse collections including recycling and kitchen waste missed per 100,000	Low	75.11	60.00				55.06	60.00		
CRP 049 / SP 059 Number of fly tips reported in streets and parks	Low	222	275				2,505	2,750		
CRP 051 / SP 114 % Major applications processed within 13 weeks	High	75%	60%				40%	60%		
CRP 052 / SP 115 % of minor planning applications determined within 8 weeks	High	40%	65%				54.51%	65%		
CRP 053 / SP 116 % of 'other' planning applications determined within 8 weeks (Development Control)	High	56.76%	80%				68.1%	80%		
SP 015 Income generated - Merton Active Plus activity	High	£3,048.00	£2,000.00				£40,830.00	£55,000.00		
SP 028 Total LBM cemeteries income	High	41,555	43,666				385,125	436,660		
SP 029 Total outdoor events income	High	£0.00	£10,000.00				£395,604.50	£290,000.00		
SP 040 % Market share retained by LA (Building Control)	High	63.78%	75%				68%	75%		
SP 041 % of service requests replied to in 5 working days (EHTSL)	High	87%	90%				90.5%	90%		
SP 042 Income generation by EHTSL	High	40,850	9,570				495,605	332,540		
SP 046 Total Income from commercial waste	High	311,091	120,834				1,287,603	1,208,340		
SP 065 Household waste recycled and composted	High	36.51%	42%				38.72%	42%		
SP 066 Residual waste kg per household	Low	436.63	426.6				436.63	426.6		
SP 067 % of municipal solid waste sent to landfill (waste management & commercial waste)	Low	55.94%	48.00%				50.67%	48%		
SP 127 % of parking permits issued within 5 working days	High	95%	90%				95.7%	90%		



PI Code & Description	Polarity	January 2014						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
SP 145 No. of cases discussed at Multi Agency Risk Assessment (domestic abuse)	High	11	9				134	91		
SP 245 Reduce the number of cases lost at PATAS	Low	21	15				196	150		
SP 246 Number of new Anti Social Behaviour cases	Low	33	50				451	500		
SP 247 % CCTV cameras operational	High	95.05%	95%				95.02%	95%		
SP 250 Income from Morden Assembly Hall	High	£9,488	£2,000				£33,608	£20,000		
SP 251 Income from Watersports Centre	High	£2750	£3660				£315871	£375660		
SP 252 No. of participants engaged at Watersports Centre per annum	High	0	300				132,672	125,000		
SP 253 Pest Control income	High	£10,592	£13,000				£114,280	£130,000		
SP 318 Number of outdoor events in parks	High	0	5				159	115		
SP 322 Increase the number of cases won at PATAS	High	52	35				443	350		
SP 323 Reduce the number of cases where the council does not contest at PATAS due to new evidence	Low	20	14				204	140		
SP 324 No. of participant hours, leisure development Merton Active Plus	High	64	500				3,584	11,500		
SP 327 % of Emergency callouts (traffic & highways)	Low	100%	100%				99.23%	100%		
SP 328 % Streetworks permitting determined	High	99.9%	98%				99.81%	98%		
SP 348 No of participants hours leisure and arts activities and events exc. MAP	High	14,674	1,600				50,025	29,000		
SP 349 14 to 25 year old fitness centre participation at leisure centres	High	8,452	4,921				81,029	47,603		
SP 350 Percentage of jobs completed where no Fixed Penalty Notice issued	High	90.9%	96%				96.76%	96%		
SP 354 Total waste arising from households	Low	75.21	73.00				721.23	730.00		

PI Code & Description	Polarity	January 2014					YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend			
		SP 355 Spot checks on contractors (Transport Commissioning)	High	3	4				

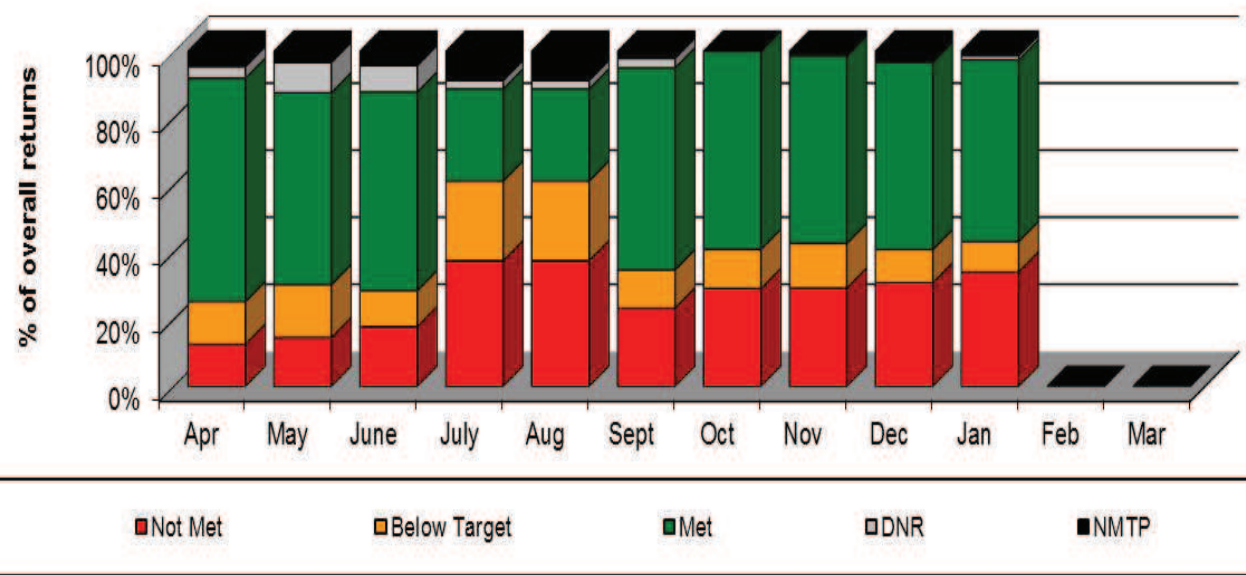
PI Code & Description	Polarity	Q3 2013/14						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
		CRP 046 / SP 023 Maintain level of Capital receipts to support the financial strategy (excluding Merton Priority Homes)	High	£1.6m	£3.5m					
SP 024 % Vacancy rate of prop. owned by council	Low	0.8	5				1	5		
SP 025 % Debt owed to LBM by tenants inc businesses	Low	7.3%	9.8%				7.27%	9.8%		
SP 045 % of out of light lamp columns under LA control repaired within 3 working days	High	88%	87%				86.67%	87%		
SP 058 % of sites surveyed on local street inspections for litter that are below standard (KBT)	Low	5.02%	8.5%				5.48%	8.5%		
SP 061 Days lost through sickness per FTE (street cleaning)	Low	4.2	3				9.86	9		
SP 062 % Sites surveyed below standard for graffiti	Low	3.39%	5.5%				4.21%	5.5%		
SP 063 % Sites surveyed below standard for flyposting	Low	0.23%	1%				0.7%	1%		
SP 071 Days lost from through sickness per FTE (waste management)	Low	5.53	3				13.1	9		
SP 110 % Projects completed (Development & Building Control)	High	80%	60%				79.67%	60%		
SP 111 No. of underage sales test purchases	High	32	55				122	165		
SP 113 Number of enforcement cases closed	High	104	150				441	450		
SP 117 % appeals lost (Development & Building Control)	Low	31%	35%				24.33%	35%		
SP 120 No. of enforcement/improvement notices	High	44	44				106	131		

PI Code & Description	Polarity	Q3 2013/14						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
SP 123 Minimum number of DF/SR Grants approved	High	15	19				55	55		
SP 135 % MOT vehicle pass rate (transport passenger fleet)	High	92%	95%				95.73%	95%		
SP 136 Average % time passenger vehicles in use (transport passenger fleet)	High	91%	65%				90.13%	65%		
SP 139 % Sites surveyed below standard for weeds	Low	1.52%	14.5%				4.75%	14.5%		
SP 140 % Sites surveyed below standard for Detritus	Low	5.37%	12.5%				5.48%	12.5%		
SP 248 No of one stop shop sessions	High	13	12				36	36		
SP 254 % Data capture from air pollution monitoring sites	High	100%	90%				93.33%	90%		
SP 255 % licensing apps. processed within 21 days.	High	98.7%	95%				95.53%	95%		
SP 257 % Town centre vacancy rates	Low	5.6%	10%				5.6%	10%		
SP 258 Sickness- No of days per FTE (parking)	Low	3.99	3				8.46	9		
SP 260 % Streetworks inspections completed	High	31.69%	32%				36.56%	32%		
SP 312 % Commercial waste contract cancellations	Low	2.72%	9%				2.72%	9%		
SP 314 External funding and internal investment £	High	6,955	62,000				21,300	186,000		
SP 317 Successful completion of drugs treatment	High	30.02% (Q2)	34% (Q2)				28.85% (Q2)	34% (Q2)		
SP 332 no. of local multi agency problem solving meetings	High	7	7				24	19		
SP 356 % turnaround time of request forms - 3 days (transport commissioning)	High	100%	90%				100%	90%		
SP 357 % turnaround time of requests forms (complex clients) - 10 days (transport commissioning)	High	100%	90%				100%	90%		

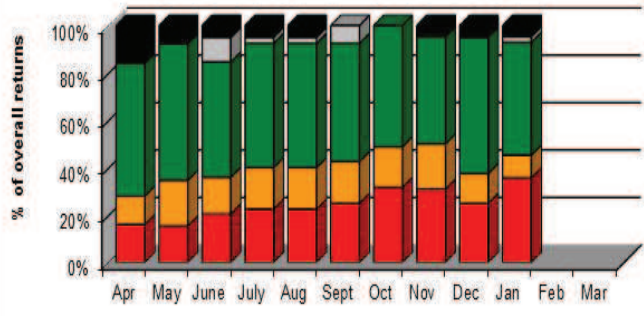
PI Code & Description	Polarity	Annual 2013/14						YTD Result	Annual YTD Target	YTD Status
		Value	Target	Status	Short Trend	Long Trend				
SP 147 / MP 009 % of residents feeling well informed about what is being done to tackle Anti Social Behaviour (annual)	High	35	37				35	37		
SP 330 / MP007 % perception of residents worried about drunk and rowdy behaviour (annual)	Low	41	42		NA	NA	41	42		
SP 331 / MP 008 % perception of residents worried about crime (annual)	Low	50	51				50	51		
SP 026 Residents % satisfaction with parks & green spaces (annual)	High	70	71				70	71		
SP 027 Young peoples % satisfaction with parks & green spaces (annual)	High	70	70				70	70		
SP 032 Number of Green Flags (annual)	High	5	5				5	5		
SP 064 % Residents satisfied with refuse collection (annual)	High	72	74				72	74		
SP 146 % perception of resident worried about drug users (annual)	Low	33	33				33	33		
SP 150 % perception of residents worried about Anti Social Behaviour (annual)	Low	44	44				44	44		
SP 262 % Residents satisfied with recycling facilities (annual)	High	69	73				69	73		
SP 269 % Residents satisfied with street cleanliness (annual)	High	54	58				54	58		
SP 325 % of residents rating Leisure & Sports facilities Good to Excellent (annual)	High	51	48.5		NA	NA	51	48.5		

Key	
C&H	Community & Housing
CS	Corporate Services
CSF	Children Schools & Families
E&R	Environment & Regeneration
	Red signifies that current YTD performance is below target by more than the specified target deviation.
	Amber signifies that current YTD performance is below target, but remains within the specified target deviation.
	Green signifies that the current YTD target has been met, but not exceeded by more than the specified target deviation.
DNR	DNR signifies that data was not received by deadline.
NMTP	NMTP signifies not measured this period.
Short trend arrows	
Long trend arrows	
	<p>Show whether performance for the period is improving (up) or deteriorating (down) compared to last month.</p> <p>Show whether performance for the period is improving (up) or deteriorating (down) compared to average past two years performance</p>

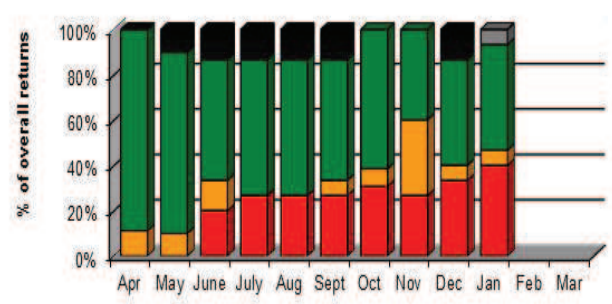
All Departments Monthly Dashboard Results 2013-14



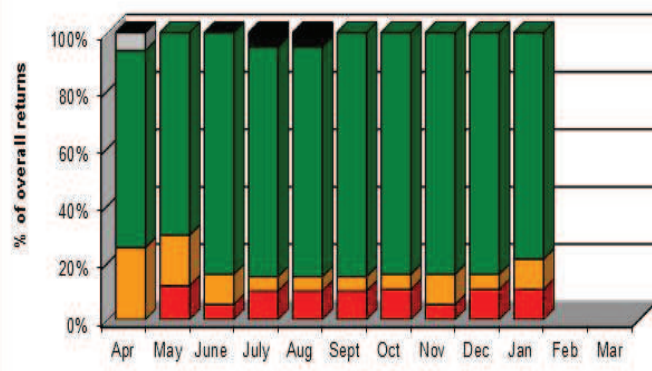
Corporate Services Monthly Dashboard Results 2013-14



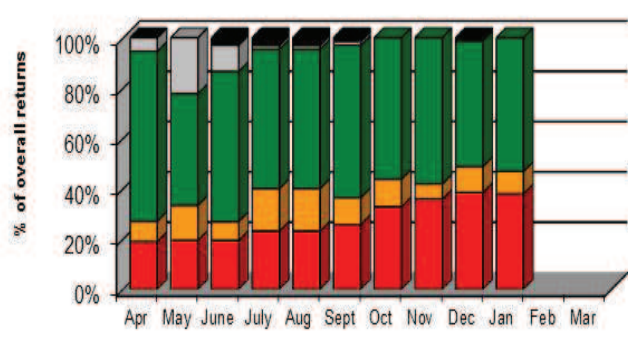
Children Schools & Families Monthly Dashboard Results 2013-14



Community & Housing Monthly Dashboard Results 2013-14



Environment & Regeneration Monthly Dashboard Results 2013-14



Over performing Indicators - January 2014

This report details those measures which are over performing against target by 20% or more.

Dept.	PI code and description	Current YTD Value	Current YTD Target	Value Vs Target (%)
CSF	SP 096 Provision of short breaks (quarterly in arrears)	528	100	428%
C&H	SP 243 Number of accredited learners (Academic year)	957	500	91.4%
C&H	SP 280 Active volunteering numbers in libraries (Rolling 12 Month)	313	180	73.89%
E&R	SP 348 No of participants hours leisure and arts activities and events exc. MAP	50,025	29,000	72.5%
E&R	SP 349 14 to 25 year old fitness centre participation at leisure centres	81,029	47,603	70.22%
E&R	SP 250 Income from Morden Assembly Hall	£33,608	£20,000	68.04%
C&H	SP 333 Number of Commercial learners (Merton Adult Education)	375	225	66.67%
C&H	CRP 060 / SP 009 No. of visitors accessing the library service on line	141,307	92,000	53.6%
E&R	SP 042 Income generation by EHTSL	495,605	332,540	49.04%
E&R	SP 145 No. of cases discussed at Multi Agency Risk Assessment (domestic abuse)	134	91	47.25%
E&R	SP 136 Average % time passenger vehicles in use (transport passenger fleet)	90.13%	65%	38.66%
E&R	SP 318 Number of outdoor events in parks	159	115	38.26%
E&R	SP 029 Total outdoor events income	£395,604.50	£290,000.00	36.42%
E&R	SP 110 % Projects completed (Development & Building Control)	79.67%	60%	32.78%
E&R	SP 322 Increase the number of cases won at PATAS	443	350	26.57%
E&R	SP 332 no. of local multi agency problem solving meetings	24	19	26.32%
CS	SP 339 % System Availability	99.5%	80%	24.37%
E&R	SP 020 Housing supply - new build units (annual)	453	370	22.43%
CSF	CRP065SP095MP012 Number of special guardianship orders and adoptions finalised during the year ending 31 March	11	9	22.22%
CS	SP 175 % Councillors who agree L&D is good in terms of relevance, convenience and quality	98.81%	81%	21.99%
C&H	CRP056SP054MP021 % Carers receiving a service or information and advice (Rolling 12 month)	32%	26.5%	20.76%

Single list of central government data requirements from local government - 2013-14

Ref	Central government departments	No. of data topics	Gov Dept.	Merton Dept.	Collection frequency
001-00	Weights and measures enforcement (section 70)	2	BIS/NMO	E&R	Annual
002-00	House Building Return (P2a)	2	DCLG	E&R	Quarterly
003-00	Housing Flows Reconciliation Form (HFR)	5	DCLG	E&R	Annual
004-00	Housing Strategy Statistical Appendix (HSSA)	NA	DCLG	C&H	
005-00	HRA Business Plan Statistical Appendix (BPSA)	NA	DCLG	CS	
007-00	Mortgage Rescue Scheme return	1	DCLG	C&H	
008-00	Housing Monitoring (P1B)	NA	DCLG	E&R	
009-00	Local Authority activity under the homelessness provisions of the 1996 Housing Act (P1E)	6	DCLG	C&H	Quarterly
010-00	Rough sleepers - Local Authority Form	2	DCLG	C&H	Annual
013-00	Count of gypsy and traveller caravans	3	DCLG	C&H	1/2 yearly
016-00	Housing Revenue Account Subsidy Claim form - advance final	NA	DCLG	CS	
017-00	Housing Revenue Account Subsidy Claim form - auditor final	NA	DCLG	CS	
020-00	Annual Green Belt (AGB1) return	1	DCLG	E&R	Annual
021-00	PSF General Development Control statistical returns	12	DCLG	E&R	Quarterly
022-00	CPS1/2 General Development Control statistical returns	5	DCLG	E&R	Quarterly
026-00	Revenue Summary (RS)	1	DCLG	CS	Annual
027-00	Revenue Grants (RG)	1	DCLG	CS	Annual
028-00	Revenue Outturn (RO)	6	DCLG	CS	Annual
029-00	Trading Services Return (TSR)	1	DCLG	CS	Annual
030-00	Subjective Analysis Return (SAR)	1	DCLG	CS	Annual
031-00	Business Improvement Districts Outturn (BIDO)	NA	DCLG	CS	Annual
032-00	Revenue Account budget (RA)	1	DCLG	CS	Annual
033-00	Revenue Account Specific and Special Grants (SG)	1	DCLG	CS	Annual
034-00	Business Improvement Districts (BID) Revenue Account	NA	DCLG	CS	Annual
035-00	Capital Outturn Return (COR) 1/2	2	DCLG	CS	Annual
036-00	Capital Outturn Return (COR) 3	1	DCLG	CS	Annual
037-00	Capital Outturn Return (COR) 4	3	DCLG	CS	Annual
038-00	Capital Outturn Return (COR) 5: supplementary return	2	DCLG	CS	Annual
039-00	Capital Forecast Return (CFR)	1	DCLG	CS	Annual
040-00	Capital Estimates Return (CER)	4	DCLG	CS	Annual
041-00	Capital Payments and Receipts (CPR1 to CPR 4)	4	DCLG	CS	Quarterly
042-00	Council Tax requirement (CTR1/CTR2/CTR3)	9	DCLG	CS	Annual
043-00	Quarterly Return of Council Taxes and Non-domestic rates (QRC1 to QRC3)	3	DCLG	CS	Quarterly
044-00	Quarterly Revenue Outturn (QRO)	1	DCLG	CS	Quarterly
045-00	Council Tax Base (CTB)	9	DCLG	CS	Annual
046-00	National Non-domestic Rates Return (NNDR) 1	6	DCLG	CS	Annual
047-00	National Non-domestic Rates Return (NNDR) 2: downward calculation	1	DCLG	CS	As required
048-00	National Non-domestic Rates Return (NNDR) 3	2	DCLG	CS	Annual
050-00	Local Government Pension Scheme Funds Form (SF3)	11	DCLG	CS	Annual
051-00	Monthly Borrowing and Lending Inquiry	2	DCLG	CS	Monthly
052-00	Quarterly Borrowing and Lending Inquiry	2	DCLG	CS	Quarterly
053-00	Quarterly Return of Wages and Salaries (QRW)	NA	DCLG	CS	Monthly
054-00	Quarterly Public Sector Employment Survey - local authority data collection	2	ONS	CS	
066-00	CORE (Continuous Recording) of lettings by local authorities-	NA	DCLG/TSA	C&H	
067-00	Emissions from local authority own estate and operations (former NI 185)	1	DECC	E&R	Annual
068-00	Imports of products of animal origin from third countries	1	DEFRA	E&R	Monthly
069-00	Animal Welfare: during transport	1	DEFRA	E&R	Annual
070-00	Animal Movement Licensing System (AMLS)	1	DEFRA	E&R	Continuous
071-00	Animal Health & Welfare Management and Enforcement System (AMES): on farm enforcement activity.	10	DEFRA	E&R	Continuous
073-00	Return of expenditure incurred and prosecutions undertaken under the Animal Health Act 1981 and incidences of disease in imported animals	1	DEFRA	E&R	Half yearly
075-00	Local Pollution Control Statistical Survey (LPCSS)	6	DEFRA	E&R	Annual
078-00	Incidents under the Environmental Damage Regulations 2009	1	DEFRA	E&R	Annual
079-00	Fly-tipping incidents (Flycapture)	4	DEFRA	E&R	Monthly
080-00	Flood and coastal erosion risk management and sustainable drainage systems	7	DEFRA	E&R	Annual
082-00	WasteDataFlow - LA waste management statistics	1	DEFRA	E&R	Quarterly
083-00	Local Authority Private Water Supplies Data submission	2	DEFRA	E&R	Annual
086-00	Child Death Review Panels (LSCB1)	1	DfE	CSF	Annual
087-00	Children in Need Census	8	DfE	CSF	Annual
088-00	Children Looked After (CLA) (SSDA903)	8	DfE	CSF	Annual
090-00	Private Fostering (PF1)	2	DfE	CSF	Annual
091-00	Safeguarding - new information needs arising from Professor Munro's review	1	DfE	CSF	TBC
092-00	Secure Children's Homes (SA1)	2	DfE	CSF	Annual
094-00	Children's Centres and other parts of the Early Intervention Grant	NA	DfE	CSF	As required
096-00	Early Years Census	10	DfE	CSF	Annual
098-00	Early Years Foundation Stage Profile (EYFSP)	2	DfE	CSF	Annual
100-00	Admissions: Parental Preferences met	3	DfE	CSF	Annual
101-00	Admissions: report to the School Adjudicator	1	DfE	CSF	Annual
102-00	Alternative Provision Census	5	DfE	CSF	Annual
104-00	Parental Responsibility (Attendance and Behaviour) [PRAB]	1	DfE	CSF	Annual
105-00	Pupil Referral Unit Census	10	DfE	CSF	Annual
107-00	School Admissions Appeals	1	DfE	CSF	Annual

Single list of central government data requirements from local government - 2013-14

Ref	Central government departments	No. of data topics	Gov Dept.	Merton Dept.	Collection frequency
108-00	School Capacity	1	DfE	CSF	Annual
109-00	School Exclusion Appeals	1	DfE	CSF	Annual
111-00	School Workforce Census	8	DfE	CSF	Annual
113-00	Section 251 financial return	5	DfE	CS	Annual
114-00	Special Educational Needs – new information needs arising from the Green Paper	NA	DfE	CSF	TBC
115-00	Special Educational Needs Statement Completion	1	DfE	CSF	Annual
117-00	Teacher Pension Contributions	1	DfE	CS	Annual
118-00	Teacher Pension Service	1	DfE	CSF	
119-00	NEET 16-18 Year-Olds	1	DfE	CSF	Monthly
120-00	Chief Finance Officer Sign-Off Statements	1	DfE	CS	Annual
121-00	Concessionary Travel Survey	6	DfT	E&R	TFL
122-00	Local bus and light rail punctuality	2	DfT	E&R	TFL
125-00	Taxi Survey	6	DfT	E&R	TFL
127-00	Blue Badge Parking Survey	2	DfT	E&R	Annual
128-00	Civil Parking Enforcement Survey	3	DfT	E&R	Annual
129-00	Highway inventory data	1	DfT	E&R	Not due this year
130-00	Road condition data	4	DfT	E&R	Annual
132-00	Road Lengths Survey	1	DfT	E&R	Annual
133-00	Personal Social Services Expenditure (PSSEX1) return	2	DH	C&H	Annual
134-00	Referrals, Assessments and Packages of Care (RAP)	16	DH	C&H	Annual
135-00	Adult Social Care Survey (ASCS)	2	DH	C&H	Annual
136-00	Adult Social Care Combined Activity Return (ASC-CAR)	6	DH	C&H	Annual
137-00	Abuse of Vulnerable Adults (AVA) return (final collection due 2013)	15	DH	C&H	Annual
138-00	Mental Health Guardianship (SSDA702) return	1	DH	C&H	Annual
139-00	Deprivation of Liberty Safeguards (DoLS) Return	1	DH	C&H	Quarterly
140-00	Carers Survey	2	DH	C&H	Annual
142-00	National Minimum Data Set – Social Care (NMDS-SC) workforce data	1	DH	CS	Annual
144-00	Register of blind and partially sighted people (SSDA902)	3	DH	C&H	Term - 3 a year
146-00	Single Housing Benefit Extract (SHBE)	16	DWP	CS	Monthly
147-00	Housing Benefits Recoveries and Fraud Return (HBRF)	2	DWP	CS	Quarterly
148-00	Returns on outcome of DWP data-matching referrals on HB & CTB claims	1	DWP	CS	As required
149-00	Returns on individual HB & CTB related prosecutions and sanctions	1	DWP	CS	As required
150-00	Housing Benefit (HB) & Council Tax Benefit (CTB) subsidy estimates and claims	1	DWP	CS	Quarterly
151-00	Discretionary Housing Payment (DHP) estimates and claims	1	DWP	CS	Term - 3 a year
153-00	LPG pipework inspection	1	DWP/HSE	CS	
154-00	Health & Safety Enforcement Data (LAE1)	3	DWP/HSE	E&R	Quarterly
155-00	Health & Safety Prosecutions database	3	DWP/HSE	E&R	Continuous
159-00	School Census	14	DfE	CSF	Term - 3 a year
160-00	Local nature conservation/biodiversity	1	DEFRA	E&R	Annual
161-00	Key Stage assessment data	2	DfE	CSF	Annual
162-00	Family Intervention Project (FIP) monitoring	1	DfE	CSF	Continuous
163-00	Alcohol and Late Night Refreshment Licensing	1	HO	E&R	TBC
166-00	Quarterly Return of Council Taxes and Non-domestic rates (QRC4)	1	DCLG	CS	Annual
167-00	Housing Capital Receipts pooling - LOGASNet collection	1	DCLG	CS	
168-00	Housing Capital Receipts pooling - signed paper return	NA	DCLG	CS	
170-00	National Fraud Initiative (NFI)	1	DCLG/AC	CS	Every 2 years
171-00	Consistent Financial Reporting (CFR)	1	DfE	CS	Annual
180-00	Youth Justice Management Information System (YJMIS)	1	MoJ/YJB	CSF	Quarterly
183-00	Whole of Government Accounts (WGA)	2	HMT(DCLG)	CS	Quarterly
184-00	County Matters Planning Fees statistical returns (FEE 2)	4	DCLG	E&R	Quarterly
188-00	Institution level data for maintained schools converting to academy status	NA	DfE	CSF	As required
189-00	Children with Statements of Special Educational Needs (SEN2)	1	DfE	CSF	TBC
190-00	Food Hygiene (LAEMS)	59	FSA	E&R	Annual
191-00	Food Standards (LAEMS)	58	FSA	E&R	Annual
192-00	Imported Food (LAEMS)	18	FSA	E&R	Annual
193-00	Central Lists of Feed Business Establishments	1	FSA	E&R	Half yearly
194-00	Approved Food Premises	1	FSA	E&R	As required
195-00	Imported Food Safeguard Measures	2	FSA	E&R	Quarterly
196-00	Animal Feed Data returns	16	FSA	E&R	Annual
197-00	Food Hygiene Rating Scheme (FHRS)	4	FSA	E&R	Monthly
200-00	Newly Qualified Teachers - Induction Returns	1	DfE/GTC	CSF	Term - 3 a year
203-00	Schools capital outturn	1	DfE/PfS	CSF	Annual
204-00	Young Apprenticeships (YA) (TO CEASE DURING 2011/12)	NA	DfE/YPLA	CSF	
206-00	Information to support calculations of the minimum funding guarantee to Academies	1	DfE/YPLA	CSF	As required
207-00	Gambling Licensing Authority Returns	1	DCMS/GC	E&R	Q & Annual
213-00	Public Contracts Regulations 2006	2	DCLG	CS	Annual
215-00	Electoral Statistics	1	ONS	CS	Annual
216-00	School Condition	1	DfE	CSF	Continuous
217-00	Adoption data set and adoption self assessment	1	DfE/Ofsted	CSF	Annual
218-00	Children's Services Assessment (commissioned services).	1	DfE/Ofsted	CSF	Annual
219-00	Childcare inspection data	1	DfE/Ofsted	CSF	As required
221-00	Safeguarding & Looked After Children data	1	DfE/Ofsted	CSF	As required

Single list of central government data requirements from local government - 2013-14

Ref	Central government departments	No. of data topics	Gov Dept.	Merton Dept.	Collection frequency
222-00	Foster care data set and self assessment	1	DfE/Ofsted	CSF	Annual
224-00	Local Authority Data Collection of Linked and Federated Provision	1	DfE/Ofsted	CSF	Term - 3 a year
225-00	Local Authority Adult and Community Learning provision.	1	DfE/Ofsted	C&H	
227-00	Performance Standards for Electoral Registration Officers	1	EC	CS	Annual
228-00	Performance Standards for Returning Officers	1	EC	CS	Annual
229-00	Statement of Postal Ballot Papers	1	EC	CS	Annual
230-00	Annual Financial Information return	1	EC	CS	Annual
231-00	Electoral administration plans	1	EC	CS	Annual
232-00	Return of statistical information relating to conduct of elections	1	EC	CS	Annual
242-00	Fraud and Corruption Survey	9	DCLG/AC	CS	
243-00	Developments in flood risk areas	1	DEFRA	E&R	Annual
244-00	Flood risk management capacity	1	DEFRA/EA	E&R	Annual
245-00	Strategic Overview of Flood and Coastal Erosion risk	2	DEFRA/EA	E&R	Annual
246-00	Reporting on EU flood risk regulations	3	DEFRA/EA	E&R	Every six years
249-00	Electoral Registration supporting data	1	EC	CS	Annual
250-00	Statement of results	1	EC	CS	Annual
251-00	Winter salt stock holdings	1	DfT	E&R	As required
New	Added since March 2012				
252-00	Local Authority Housing Statistics	1	DCLG	C&H	TBC
253-00	National Child Measurement Program (NCMP)	1	DH	CSF	Annual
254-00	Collation of NHS Health Check quarterly data due	2	DH	C&H	Quarterly
255-00	Collation of KT31 annual contraception data return	1	DH	C&H	Annual
256-00	Pollutant Release and Transfer Register	2	DEFRA	E&R	Annual
257-00	Local Authorities statistical information on Smallholdings (County Farms)	4	DEFRA	NA	Annual
258-00	Safeguarding	7	DH/HSCIC	CSF	Annual
259-00	Child-level data on the reason a two-year-old is being funded for an early education place	1	DfE	CSF	Annual
	Deleted from list since March 2012				
	Last year of reporting				
	Responsible officer and / or reporting frequency TBC				