

Departmental Quarterly Monitoring Report

<u>Directorate:</u>	Children & Enterprise
<u>Department:</u>	Economy, Enterprise and Property (Extract)
<u>Period:</u>	Quarter 2 – 1 st July - 30 th September 2011

1.0 Introduction

This quarterly monitoring report covers the Economy, Enterprise and Property the second quarter period up to 30th September 2011. It describes 'key' developments and progress against 'key' milestones and performance indicators for the service. The way in which the traffic lights symbols and direction of travel indicators have been used to reflect progress to date is explained within Appendix 7.

2.0 Key Developments

2.1 Adult Learning & Skills Development

Full roll out of the Single Work Programme overview has been completed.

The Efficiency review of Adult Learning & Skills Development completed (phase 1) resulting in 2 redundancies. The 2 posts lost are those of Tutors, reflecting on the decrease in demand for courses but equally how government is allocating funding to specific activities. There has also been a consultation with Halton People into Jobs (HPiJ) staff in relation to phase 2 of the efficiency review.

Halton Employment Partnership (HEP) supported recruitment for the Hive development – over 75 new jobs created by end of September with the majority going to Halton residents (90+%).

HEP via Construction Halton supported Building Schools for the Future (BSF) contractors in recruitment of new employees/apprentices and work experience placements

Tesco Extra have identified HEP as the preferred supplier of pre employment training and recruitment support for its new Widnes store.

3.0 Emerging Issues

3.1 Adult Learning & Skills Development

Phase 2 of the Efficiency review to take place in Q2/3 for remainder of Division.

Tesco extra comprehensive recruitment (1000 individuals to undergo pre-employment training delivered through Adult Learning & Skills Development).

An Annual Self Assessment Report & QI plan to be completed by end of Q3.

The interim restructure for Halton People into Jobs commencing 4th October 2011.

4.0 Service Objectives / milestones

4.1 Progress against 'key' objectives / milestones

Total	8		6		1		1
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Of 'key' the objectives and milestones, there were 6 which were on course to be achieved, 1 where progress was uncertain at this stage if the target would be met and 1 where progress had been delayed for Apprenticeships not meeting the September target date, but is expected to be achieved.

For further details please refer to appendices 1.

4.1 Progress against 'other' objectives / milestones

Total	11		9		1		1
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Of 'other' the objectives and milestones, there were 9 which were on course to be achieved, 1 where progress was uncertain at this stage if the target would be met and 1 where progress did not meet the September target set for family learning, but is expected to be completed by year end.

For further details please refer to appendices 2.

5.0 Performance indicators

5.1 Progress Against 'key' performance indicators

Total	8		5		3		0
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Of the 8 key performance indicators, there were 5 where progress was as expected, and 3 where progress is uncertain whether it will meet the end of year target. For further details please refer to appendices 3.

5.2 Progress Against 'other' performance indicators

Total	6		5		0		1
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Of the 6 other performance indicators, there were 5 where progress was as expected and 1 where progress will not meet the target. This is in respect of helping local people with disabilities into permitted paid work. Actual data is also reported for four new indicators as a baseline is established this year. For further details please refer to appendices 4.

Other area partner performance indicators are reported in Appendix 5.

6.0 Risk Control Measures

During the development of the 2011 -12 service activity, the service was required to undertake a risk assessment of all Key Service Objectives. No 'high' risk, treatment measures were identified.

7.0 Progress against high priority equality actions

As a result of undertaking a departmental Equality Impact Assessment no high priority actions were identified for the service for the period 2011 – 2012




8.0 Data quality statement

The author provides assurance that the information contained within this report is accurate and valid and that every effort has been made to avoid the omission of data. Where data has been estimated, has been sourced directly from partner or other agencies, or where there are any concerns regarding the limitations of its use this has been clearly annotated.




9.0 Appendices

- Appendix 1 Progress Against 'key' objectives / milestones
- Appendix 2 Progress against 'other' objectives / milestones
- Appendix 3 Progress against 'key' performance indicators
- Appendix 4 Progress against 'other' performance indicators
- Appendix 5 Area Partner performance indicators
- Appendix 6 Financial Statement
- Appendix 7 Explanation of use of symbols


Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective	
EEP7 (previous reference: EEB02)	Foster Enterprise and entrepreneurship in order to grow an enterprise culture in Halton	
Milestones	Progress Q2	Supporting Commentary
Deliver Enterprising Halton Business Start Up Programme (WNF). Deliver 90 contracted outputs by March 2012 .		Halton People into Jobs (HPIJ) continues to deliver an extended business start up programme in Halton. During Q2, 16 new business start ups were supported and each successfully secured £500 business start up grant.
Deliver 12 Kick Start courses by March 2012 .		3 Kick Start courses were delivered in quarter 2, providing pre-start up advice to 41 local residents. Individuals have now been referred to access one-to-one practical support with a business advisor.
Manage Intensive Start Up Support Programme (North West Development Agency) on behalf of A4e. Deliver 67 contracted outputs by December 2011 .		The Intensive Start Up Support (ISUS) programme supported 23 new business start ups in quarter 2. HPIJ is now working with Princes Trust and Elect to ensure 12 monthly reviews are carried out to measure sustainability and increase the number of jobs created in the borough.
Source alternative funding to continue Enterprise Services beyond March 2012 .		In August 2011 HPIJ submitted a bid to the Department for Work and Pensions (DWP) to deliver the New Enterprise Allowance Scheme (NEA) in Halton. Announcements to be made in October 2011.

Appendix 1: Progress Against 'key' objectives / milestones



Ref	Objective	
EEP8 (previous reference: EEB3)	Reduce unemployment/worklessness by assisting people to secure employment	
Milestones	Progress Q2	Supporting Commentary
Deliver the extended Apprenticeship Support Programme. Deliver 43 contracted outputs by March 2012 .		HPIJ have continued to manage and promote the Apprentice Business Support programme encouraging local employers to recruit new or additional apprentices. During quarter 1, seven companies had secured funding from this programme and by the end of quarter 2, 25 companies had secured funding to recruit 27 apprentices.
Develop Apprenticeships within the Council by September 2011 .		An apprenticeship pilot scheme to create circa 6 new apprenticeship vacancies within the Waste Management Division was approved by Management Team in Q2. Interviews with apprenticeship framework providers took place and a preferred provider identified. Discussions are now underway with the unions and HR to finalise the project and work towards a go live date for the recruitment via HPIJ. The objective will be achieved but not by the end of Q2.
Secure future funding for HPIJ from the DWP Work Programme – June 2011 .		At the end of Q1 it was unclear if the authority had been successful as sub-contractor for the DWP work programme. Although it is confirmed that we are successful in this venture we do not receive funding up front. The contract is for 5 years and Halton People in to Jobs are paid by result with fees coming from Job Centre Plus referrals.

Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective	
EEP8 (Continued) (previous reference: EEB3)	Reduce unemployment/worklessness by assisting people to secure employment	
<p>Deliver the Work Programme in Halton via sub contract arrangement to Prime Contractors A4e and Ingeus Deloitte. Deliver 1279 starts on joint programmes, 257 job entries and 94 sustained job outcomes by March 2012.</p>		<p>There have been numerous issues which have impacted upon delivery for Ingeus, but mainly around IT, training and volume of customers. An action/improvement plan has been developed for the following quarter.</p> <p>Please note that due to contract requirements Work programme data cannot be published</p> <p>IT issues have impacted upon implementation but not to the same extent as Ingeus. An action/improvement plan has been developed for the following quarter.</p>




Appendix 2: Progress Against 'other' objectives / milestones

Ref	Objective
EEP8 (previous reference: EEB3)	Reduce unemployment/worklessness by assisting people to secure employment

Milestones	Progress Q2	Supporting Commentary
Increase the number of Information and Advice interventions. Deliver 1431 one to one sessions by March 2012 .		HPIJ continues to deliver Next Step (Information & Advice) in Halton on behalf of Greater Merseyside Connexions Partnership (GMCP). During Q2, 307 one to one sessions were delivered.
Develop and implement Employer Engagement Action Plan by October 2011 .		In discussions with the OD Enterprise, Economy & Property, it has been agreed that as part of the phase 2 efficiency within Employment, Learning & Skills, a number of dedicated posts will be created to undertake employer engagement in relation to skills and recruitment. It has also been agreed that the Halton Employment Partnership group will determine the priorities for employer engagement activity. Job descriptions for Business Account Officers (Skills & Recruitment) are being developed and will be completed in Q3.




Appendix 2: Progress Against 'other' objectives / milestones

Ref	Objective
EEP9 (previous reference: EEB3)	To provide opportunities for families to learn together and thereby improve relationships that can impact on other areas of family life

Milestones	Progress Q2	Supporting Commentary
To undertake a needs analysis across stakeholders by the end of September 2011 to ensure that the family learning offer meets the needs of their emerging agendas.		Needs analysis sent to schools, children's centres, setting managers and elected members with a return date of 21 st October.
To review the family learning curriculum during autumn term to reflect the outcomes of the needs analysis.		Awaiting the outcome of the needs analysis. However the Family Literacy, Language and Numeracy provision is piloting the delivery of Functional Skills during the autumn term in response to the Skills Funding Agency focus on literacy/numeracy qualifications during 2010/11.
To monitor management information at the end of each term (April 2011 and August 2011) including: <ul style="list-style-type: none"> the number of families engaging with the family learning service in schools the number of families engaging with family learning in children's centres; feedback from families and stakeholders regarding effectiveness; retention rates, attendance rates 		For management information monitoring information at the end of quarter 2, please see below: <ul style="list-style-type: none"> No of parents engaged in school provision = 143 enrolled/127 individuals No of parents engaged in children's centre provision = 126 enrolled /91 individuals No of families recommending the service = 100% No of schools recommending the service = 100% Overall retention rate for area 16 = 90.71% Overall attendance rate for area 16 = 89.57%


Appendix 2: Progress Against 'other' objectives / milestones

Ref	Objective
EEP11 (previous reference: EEB03)	To widen participation in adult learning and skills by providing a boroughwide, community based accessible service, which breaks down barriers traditionally associated with returning to learn


Milestones	Progress Q2	Supporting Commentary
Develop and implement a marketing campaign by September 2011 to raise awareness of the Skills for Life Assessment service.		The new Skills for Life Assessment Service leaflet was distributed and will be included in the Adult Learning and Skills Spring term prospectus. This milestone has been completed.
To offer periodical professional development opportunities related to Skills for Life for all tutors working across the whole adult learning and skills development curriculum – continuous improvement workshops in April 2011 .		Embedding Skills for Life within vocational programmes remains a priority, for example, a Numeracy tutor has supported the Floristry tutor in identifying the numeracy skills used within Floristry and producing learning resources to support the development and application of numeracy skills. This milestone has been completed.
To increase the number of community partners and/or venues delivering skills for life services.		Skills for Life provision has been delivered in 15 different venues across the borough up to the end of Quarter 2. The Halton Skills for Life group has been relaunched and invitations to attend the first meeting in October 2011 have been sent out to learning providers involved in the delivery of Skills for Life in the borough. Terms of Reference will be agreed by the group. One of the key aims will be to record the Skills for Life curriculum that is being delivered, identify any gaps in provision and explore funding opportunities to meet the needs of adults who live and/or work in the borough.

Appendix 2: Progress Against 'other' objectives / milestones

Ref	Objective
EEP11 (Continued) (previous reference: EEB03)	To widen participation in adult learning and skills by providing a boroughwide, community based accessible service, which breaks down barriers traditionally associated with returning to learn


Milestones	Progress Q2	Supporting Commentary
To continue to develop and maintain the number of individuals accessing services and courses, including Skills for Life and qualifications in Literacy and Numeracy		363 Skills for Life assessments were completed in Quarter 2. Of the 226 individuals (some completed more than one assessment i.e. Literacy and Numeracy), 189 learners were directed to a learning programme.

Ref	Objective
EEP12 (previous reference EEB04)	To offer a range of employability skills programmes and initiatives that relate to growth employability sectors in the Borough

Milestones	Progress Q2	Supporting Commentary
To undertake periodical research, including a Business Perceptions Survey every 2 years (next one due March 2012) to ensure the Division has up to date intelligence on growth sector plans		A comprehensive survey focusing on the key sectors of science, technology and advanced manufacturing will take place during Q3, with final evaluation being reported early in Q4. Peat Associates have undertaken this piece of work on behalf of the Halton Employment Partnership.

Appendix 2: Progress Against 'other' objectives / milestones





Ref	Objective
EEP12 (Continued) (previous reference EEB04)	To offer a range of employability skills programmes and initiatives that relate to growth employability sectors in the Borough

Milestones	Progress Q 2	Supporting Commentary
To devise and deliver a programme of employability programmes responsive to the employment need of the Borough (timetabling takes place as a minimum in June 2011, October 2011, January 2012 and April 2012).		<p>Employability programmes delivered include:</p> <ul style="list-style-type: none"> • 8 Generic HEP Award courses – 2 week programme • 6 Sector Specific HEP Award courses (1 Customer Care, 3 Retail and 2 Hospitality) – 2 week programme • 3 Employability Skills courses – 12 week programme <ul style="list-style-type: none"> • 121 enrolled on HEP Award courses (2 week programme) – retention rate was 97.52%, achievement rate 96.43% and success rate was 89.26% • 34 learners enrolled on Employability Skills courses (12 week programme). As this is a roll on, roll off course, the retention, achievement and success rates will be available at the end of the year <p>A Pre-employment Training programme is being planned in partnership with Tesco Extra and Jobcentre Plus. Up to 1000 residents will be eligible for the recruitment programme. Up to 125 places on the pre-employment programme will be available for residents who have been unemployed for 6 months+. It is anticipated that the recruitment process will commence in November 2011 and delivery of the employability training will commence in January 2012.</p>



Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
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Employment, Learning & Skills

Service Delivery							
<u>ELS LI01</u> (previous reference EEB LI04)	Number of enrolments on Employment and Learning Courses (for the academic year)	3763	3450	2621			1395 enrolments for Q2 shows that enrolments are above targets set for 2011/12. Despite a reduction in staffing and delivery, enrolments per class remain the same as the same period last year at an average of 7 enrolments per class.
<u>ELS LI02</u> (new)	Number of adults engaged in Skills for Life learning	New indicator	500	286			<p>Data shows that 286 individuals participated in Adult Literacy and Numeracy learning programmes, working towards nationally recognised qualifications.</p> <p>A target of 500 individuals has been set for the 2011/12 academic year, which is ambitious in view of the reduction in staffing and the delivery of less courses following the restructure which came into effect from September 2011. This is compared to a total of 556 individuals in the 2010/11 academic year.</p>





Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
<u>ELS LI03</u> <u>(new)</u>	Number of starts on DWP Work Programme	N/A	1557	Refer to comment		N/A	The number of referrals from Jobcentre Plus has been much higher than the original profiles that were set by the prime contractors; hence the contracts are on target to exceed the number of starts upon the Work Programme. (Please note that due to contract requirements Work programme data cannot be published)
<u>ELS LI04</u> <u>(new)</u>	Number of job starts on DWP Work Programme	N/A	514	Refer to comment		N/A	The number of job outcomes on the Work Programme is below profile due to a number of reasons but mainly the impact of the IT issues creating a backlog of customers to be dealt with. The trend is that the number of job starts is increasing month on month and an action plan has been developed to improve performance. (Please note that due to contract requirements Work programme data cannot be published)

Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
<u>ELS LI05</u> <u>(new)</u>	Number of sustained (13/26wks) job outcomes on DWP Work Programme	N/A	232	Refer to comment		N/A	Customers only commenced employment from August onwards and have therefore not yet reach the 13/26 week threshold. (Please note that due to contract requirements Work programme data cannot be published)
<u>ELS LI06</u> <u>(new)</u>	Number of new or additional apprenticeships created using £3,000 Apprentice Support Grant	154	43	27		N/A	There has been a reduction in funding for this activity from 2010/11. Therefore data comparison is not relevant. In 2011/12, nearly all 43 grants have been either awarded or committed in just 2 quarters. Additional funding has been secured via A4e to support the recruitment of an additional 3 apprentices alongside this programme.



Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
<u>ELS LI07</u> <u>(new)</u>	Learners accessing HBC services achieving a Level 1 qualification in literacy (links to NI161)	44	30	12			<p>12 Literacy Level 1 qualifications have been achieved up to the end of Quarter 2. This is compared to 27 qualifications achieved at the same point in 2010.</p> <p>A target has been set for 30 achievements in the 2011/12 academic year in view of the reduction in Literacy tutors and Literacy courses following the restructure in Employment Learning and Skills effective from 1st September 2011.</p>
<u>ELS LI08</u> <u>(new)</u>	Learners accessing HBC services achieving a Level 3 qualification in numeracy (links to NI162)	33	50	35			<p>35 Numeracy Entry Level 3 qualifications have been achieved up to the end of Quarter 2. This is compared to 14 achievements at the same point in 2010.</p> <p>A target has been set for 50 achievements in the 2011/12 academic year.</p>





Appendix 4: Progress Against 'other' performance indicators

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
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Employment, Learning & Skills

Service Delivery							
ELS LI09 (previous reference EEB LI03)	Number of learners	2704	2041	1031			1031 actual learners attended ELS courses, with 942 in Q1 and 89 in Q2, which show that figures are above targets set for 2011/12. Despite a reduction in staffing and delivery, enrolments per learner remain at 1.3.
ELS LI10 (new)	Number of employability skills opportunities offered	New indicator	New indicator	17 courses 155 enrolments	N/A	N/A	Data shows 14 HEP Award courses and 3 Employability courses have been delivered (155 enrolments) up to the end of Quarter 2.
ELS LI11 (new)	The number of parents who would recommend their course to others	New indicator	New indicator	100%	N/A	N/A	End of course feedback shows that parents continue to value their family learning programme, with 100% saying they would recommend their course to others

Appendix 4: Progress Against 'other' performance indicators

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
ELS LI12 (new)	The number of stakeholders who would recommend the Family Learning service to other organisations	New indicator	New indicator	100%	N/A	N/A	At the end of each course, headteachers are asked for their views regarding impact and efficiency; 100% of schools said they would recommend the service. Similarly, from the results of the stakeholder survey, to date 100% of stakeholders would also recommend the service.
ELS LI13 (new)	The number of parents receiving accreditation	New indicator	New indicator	40	N/A	N/A	Of the 59 parent registrations submitted during Q2 (summer term) 40 (68%) achieved a full qualification and a further 14 (24%) achieved unit accreditation
ELS LI14 (previous reference EEB LI09)	Number of Business Start Up's created via the Intensive Start Up Support (ISUS) programme	94	67	23			23 new business starts were supported via the ISUS programme in quarter 2. It is anticipated that this target will be achieved by the end of the year.
ELS LI15 (previous reference EEB LI09)	Number of new business start-ups supported with £500 start up grant	148	90	16			Enterprising Halton supported 16 businesses business starts up in quarter 2.

Appendix 4: Progress Against 'other' performance indicators

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
ELS LI16 (new)	Number of Kick Start courses delivered	14	12	6			In quarter 2 Enterprising Halton delivered 3 Kick Start courses. 41 customers attended and completed the courses.
ELS LI17 (new)	Number of Next Step Information and Advice interventions.	1497	1431	661			During quarter 2, 307 customers accessed one to one interventions with a Next Step advisor. It is anticipated that this target will be achieved by the end of the year.
ELS LI18 (previous reference EEB LI2)	Number of local people with disabilities into permitted/paid work	29	33	3			The impact of the Work Programme has been great. It was hoped that the Work Programme would provide a source of referrals but to date all referrals have been JSA customers and none on health related benefits. In addition, at present 1 member of staff works on sourcing permitted placements but for only 1/2 day per week and unlike 2010/11 there is no additional funding for permitted work. HPiJ will undergo a restructure during the next quarter which may have a positive impact upon this.

Appendix 5: Progress Against 'area neighbours' performance indicators

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
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Employment, Learning & Skills

Area Partner National Indicators							
NI 146	Adults with Learning Disabilities in Employment	32	28	Refer to comment	?	N/A	The economic recession has continued to have an impact on the no of disabled people in employment. This is a DWP indicator.
NI 150	Adults in contact with secondary mental health services in employment.	13	7	Refer to comment	?	N/A	This National Indicator is the responsibility of the NHS 5 Borough Partnership.
NI 151	Overall employment rate	66.6% (2009/10)	TBC	67.4% (Dec 2010)	✓	↑	Latest data: Jan 2010-Dec 2010 67.4% source annual population survey. During Q2, recruitment at the Hive leisure development created 75 new jobs the majority of which went to previously unemployed Halton residents.
NI 152	Working age people on out of work benefits	18.9% (Feb 2011)	18.0%	18.6% May 2011	?	↑	In Halton 18.6% of the working age population are claiming out of work benefits. The figure for the North West region currently stands at 14.9% and nationally at 11.8%.

Appendix 5: Progress Against 'area partners' performance indicators


Ref	Description	Actual 2010/11	Target 2011/12	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
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Area Partner National Indicators (Continued)							
NI 161	Learners achieving a Level 1 qualification in literacy	549 (2007-08)	TBC	630 (latest data 2008/09)	?	N/A	HBC does not own this NI data, which is only available from Skills Funding Agency 18 months after learners achieve the qualification.
NI 162	Learners achieving an Entry Level 3 qualification in numeracy.	51 (2007-08)	TBC	143 (latest data 2008/09)	?	N/A	HBC does not own this NI data, which is only available from Skills Funding Agency 18 months after learners achieve the qualification.
NI 163	Working age population qualified to at least Level 2 or higher	60.4% (2009)	TBC	61.4%	?	N/A	61.4% Jan-Dec 2010 source Annual Population Survey HBC does not own this NI data, which is only available from Skills Funding Agency 18 months after learners achieve the qualification.
NI 164	Working age population qualified to at least Level 3 or higher	37.5% (Jan 09 – Dec 09)	TBC	40.3%	?	N/A	40.3% Jan-Dec 2010 source Annual Population Survey HBC does not own this NI data, which is only available from Skills Funding Agency 18 months after learners achieve the qualification.

Appendix 5: Progress Against 'area partners' performance indicators

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
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Area Partner National Indicators (Continued)

NI 165	Working age population qualified to at least Level 4 or higher	18.3% (Jan 09 – Dec 09)	22.0%	21.3%	?	N/A	21.3% Jan-Dec 2010 source Annual Population Survey HBC does not own this NI data, which is only available from Skills Funding Agency 18 months after learners achieve the qualification.
NI 166	Average earnings of employees in the area	£443.60 (March 2010)	To close the Gap to the North West Average	N/A	N/A		This data is available annually and will be added once published. The Gross median weekly earnings of residents is £501.80 for all England and £471.20 for the North West. A rising trend was noted from 2008 to 2010 showing an increase in gross weekly earnings of Halton residents.
NI 171	Business growth rate (rate per 10,000 population aged 16+)	39.1 (2009)	TBC	Refer to comment	N/A	N/A	Historically, Halton has had a low level of new VAT registrations, but equally has also seen a low level of de-registrations. The most up to date data is from 2009 (2 years in arrears) in the worst period of the recession.

Appendix 6: Financial Statement

ECONOMY, ENTERPRISE & PROPERTY DEPARTMENT

Revenue Budget as at 30th September 2011

	Annual Budget £'000	Budget to Date £'000	Expenditure to Date £'000	Variance to Date (Overspend) £'000
<u>Expenditure</u>				
Employees	4,563	2,546	2,584	(38)
Repairs & Maintenance	2,555	986	982	4
Energy & Water Costs	936	311	308	3
NNDR	918	919	913	6
Rents	1,061	726	732	(6)
Marketing Programme	11	6	6	0
Promotions	35	18	14	4
Development Projects	85	0	0	0
Supplies & Services	1,921	1,357	1,360	-3
Agency Related Payments	193	50	57	(7)
Property Rationalisation Saving Target	-327	0	0	0
Total Expenditure	11,951	6,919	6,956	(37)
<u>Income</u>				
Rent - Markets	-806	-380	-361	(19)
Rent - Industrial	-952	-425	-411	(14)
Rent - Commercial	-560	-284	-289	5
Sales	-3	-1	-5	4
Fees & Charges	-336	-74	-70	(4)
Reimbursements	-440	-161	-162	1
Government Grant Income	-945	-233	-228	(5)
Recharges to Capital	-1,008	-33	-33	0
Schools SLA Income	-735	-692	-697	5
Transfer from Reserves	-815	-222	-222	0
Total Income	-6,600	-2,505	-2,478	(27)
Net Operational Expenditure	5,351	4,414	4,478	(64)
<u>Recharges</u>				
Premises Support	1,522	612	612	0
Office Accommodation	153	51	51	0
Transport	57	28	28	0
Central Support Services	2,203	735	735	0
Asset Charges	2,307	3	3	0
Accommodation Recharge	-3,705	-1,215	-1,215	0
Support Service Recharges	-1,876	-987	-987	0
Repairs & Maintenance	-2,599	-866	-866	0
Total Recharges	-1,938	-1,639	-1,639	0
Net Departmental Total	3,413	2,775	2,839	(64)

Appendix 6: Financial Statement

Comments on the above figures

Overall revenue spending at the end of Quarter 2 is above budget to date.




Employee expenditure is above budget as staff savings targets are not being achieved. This is due to an insufficient level of staff turnover compared to the level assumed when setting the budget. However, the situation can be managed by utilising employee budget underspends in other Departments within the Directorate.

Rental Income (including Markets and Industrial Estates) is currently showing a shortfall due to vacant units across the three areas. Work is being carried out to promote these units and again budgets will be monitored closely through out the year to make sure the financial impact is limited and action taken to balance the Departmental budget at year-end.

Budget savings were approved for 2011/12 in respect of running costs associated with the sale of surplus land and property assets and rationalisation of accommodation. However, these are not yet being achieved primarily due to the impact of the current economic climate upon the land and property market.




Appendix 7: Explanation of Symbols

Symbols are used in the following manner:

Progress		<u>Objective</u>	<u>Performance Indicator</u>
Green		Indicates that the <u>objective is on course to be achieved</u> within the appropriate timeframe.	<i>Indicates that the annual target <u>is on course to be achieved</u>.</i>
Amber		Indicates that it is <u>uncertain or too early to say at this stage</u> , whether the milestone/objective will be achieved within the appropriate timeframe.	<i>Indicates that it is <u>uncertain or too early to say at this stage</u> whether the annual target is on course to be achieved.</i>
Red		Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.	<i>Indicates that the target <u>will not be achieved</u> unless there is an <u>intervention or remedial action</u> taken.</i>

Direction of Travel Indicator

Where possible performance measures will also identify a direction of travel using the following convention

Green		<i>Indicates that performance is better as compared to the same period last year.</i>
Amber		<i>Indicates that performance is the same as compared to the same period last year.</i>
Red		<i>Indicates that performance is worse as compared to the same period last year.</i>
N/A		<i>Indicates that the measure cannot be compared to the same period last year.</i>