

Departmental Quarterly Monitoring Report

<u>Directorate:</u>	Policy & Resources
<u>Department:</u>	Policy, Planning & Transportation (Extract)
<u>Period:</u>	Quarter 3 - 1 st October – 31 st December 2011

1.0 Introduction

This quarterly monitoring report covers the Policy, Planning & Transportation Department 3rd quarter period (extract) up to 31st December 2011. It describes 'key' developments and progress against 'key' milestones and performance indicators for the service.

2.0 Key Developments

2.1 Policy & Development Services

Policy Update

The Core Strategy has been examined by the Planning Inspectorate with Hearing sessions held over the period 28 November to 22 December. The next stage is public consultation on the proposed changes resulting from the examination. Following this exercise final receipt of the Inspectors report is expected in July 2012.

The Corporate People Plan has now been finalised and will be presented to the Corporate Policy & Performance Board in February 2012. Integral to the success of the People Plan is a framework comprising of 4 Key Strategic Aims:

1. Attract, Develop and Retain Excellent People
2. Excellence in Leadership & Management Development
3. Being an Excellent Employer
4. Promoting Organisational Excellence

This Plan also strongly links to the wider demands of the organisation which includes The Equality Act 2010 and mandatory requirements such as the National Minimum Data Set (NMDS) Adult and Children's Social Care.

Work has been completed on the publication of equalities data to comply with PSED (Public Sector Equality Duty).

Halton's Strategic Partnership has undergone a review to improve productivity. This process has yielded revised governance, agenda management, membership, and work streams to enhance partnership working.

Some 200 Child Social Care policies and procedures concerned with Children in Care, Care Leavers, Fostering, Adoption and Children's Residential Services have all been reviewed and updated in line with new statutory duties,

A number of Adult Social Care policies and procedures have been developed, reviewed and updated including the Direct Payments Policy, Prevention from Exclusion Policy and a policy concerned with Halton Supported Housing's Service User's Finances.

A corporate Volunteer Policy to allow the controlled use of volunteers has been agreed for implementation. There is currently no overall framework for co-ordinating volunteering activity across the Council.

This policy (and associated procedures) will provide such a framework. Present volunteer practices differ widely across the Council. All activities undertaken by volunteers are not activities undertaken by staff and therefore represent added value to Council services.

This policy will deliver a standardised and consistent approach to dealing with volunteering and volunteers. The Council currently uses the services of a number of volunteers to provide additional support to service users. We use volunteers to, amongst other things to:

- Drive people to and from appointments;
- Help vulnerable people with basic tasks, e.g. shopping;
- Providing IT support in people's homes;
- Providing support to victims of crime and anti-social behaviour.

The Resident's Survey has been completed and draft results will be available soon.

The Private Rented Sector scrutiny review has been completed and two more (Autism and Homelessness) are due for completion in the next quarter.

The JSNA (Joint Strategic Needs Assessment) for Health has been reviewed and updated. This evidence base underpins the Health and Well Being Strategy and Commissioning Plans,

2.2 Performance & Improvement

Support, advice and guidance has been provided by the Performance & Improvement Division to support the continuing inspection regimes for both Children's Services and Adult Social Care. On 8th November 2011, Ofsted's Annual Children's Services Assessment was published, Halton being assessed as "Performing Well".

For Adult Social Care work is ongoing to prepare for the introduction of new returns for 2011/12 -The Adult Social Care Outcomes Framework (ASCOF) designed to be of value both locally and nationally to demonstrate the achievement of outcomes for people who use adult social care services. Also, to replace the CQC annual performance assessment, the DoH now requires Councils to produce a 'Local Account' which reflects annual performance in Adult Social Care, where local residents are the audience, as opposed to a regulatory body. This new report explains services currently provided by the Council. It will be shared with all key partners in line with the Communications actions plan in January and February 2012.

Consultation has also been undertaken with Elected Members as to Directorate priorities, objective/ milestones and performance measures to be included in medium term Directorate Business Plans for 2012 to 2015. Draft Directorate Plans will be presented to Executive Board on 9th February 2012.

3.0 Emerging Issues

3.1 Policy & Development Services

The Design of Residential Development Supplementary Planning Document (SPD) is going out for a six week period of public consultation from Friday 27th January to Friday 9th March.

Four key Bills, three of which have now become Acts, are being tracked with interest as they will have a wide ranging impact on the role and governance arrangements of local government. These are:

Localism Act 2011

The intention of the Act, which received Royal Assent in November, is to devolve greater powers to councils and neighbourhoods and give local communities more control over housing and planning decisions.

More detail can be found in the DCLG's 'Plain English Guide to the Localism Act':

<http://www.communities.gov.uk/documents/localgovernment/pdf/1896534.pdf>

An operational response to the provisions of the Act and their impact on particular services is being prepared. This includes workshops for Members and Chief Officers.

Education Act 2011

Following agreement by both Houses on the text of the Bill it received Royal Assent on 15 November. The Bill is now an Act of Parliament (law). Key areas of the Act include:

- provision for the introduction of targeted free early years care for children under compulsory school age
- makes changes to provisions on school discipline and places restrictions on the public reporting of allegations made against teachers
- abolishes five quangos and gives new powers to the Secretary of State as a consequence of some of these changes
- removes certain duties on school governing bodies, local authorities and further education institutions, including the duty on local authorities to appoint school improvement partners
- makes changes to the arrangements for setting up new schools, and makes provision for 16 to 19 academies and alternative provision academies
- includes measures relating to school admissions, school meals, composition of school governing bodies, school inspection, school finance and permitted charges.

Police Reform and Social Responsibility Act 2011

The Act, which received Royal Assent on 15 September, has five distinct policy areas i.e.:-

police accountability and governance / alcohol licensing / the regulation of protests around Parliament Square / misuse of drugs / and the issue of arrest warrants in respect of private prosecutions for universal jurisdiction offences.

A key local impact for Halton will be the elections held in November 2012 to create Police and Crime Commissioners in 41 force areas outside London. Their job includes setting priorities for their police force, overseeing its budget and hiring the chief constable.

Health and Social Care Bill

The next stage of the Bill is reporting to the House of Lords on 8 Feb 2012. Key areas of this Bill are:

- establishes an independent NHS Board to allocate resources and provide commissioning guidance
- increases GPs' powers to commission services on behalf of their patients
- strengthens the role of the Care Quality Commission
- develops Monitor, the body that currently regulates NHS foundation trusts, into an economic regulator to oversee aspects of access and competition in the NHS
- cuts the number of health bodies to help meet the Government's commitment to cut NHS administration costs by a third, including abolishing Primary Care Trusts and Strategic Health Authorities.

At a local level, the new shadow Health and Wellbeing Board held its first meeting on 5th Dec. Public health transition planning work is being undertaken and is supported by a number of other initiatives. The LinK (Local Involvement Network) transition to 'Health Watch' will now happen in April 2013. The Joint Strategic Needs Assessment (JSNA) for Health is now live and will be supported by a 'data work book' to update the evidence base as new statistics become available.

Asset mapping will also be incorporated into the JSNA. A Health and Well Being Strategy is being prepared with a deadline of Oct 2012 to link in with clinical commissioning plans being prepared by the Clinical Commissioning Group. Health Zones are being discussed as a policy response to coordinate health improvement activity on an Area Forum basis.

3.2 Emerging Performance Frameworks

A new Public Health Outcomes framework has recently been published on 23rd January 2012 which sets out the desired outcomes for public health and how these will be measured. Councils will be judged on how they improve public health in future, focusing on two high level outcomes to be achieved across the Public Health system to:

- Increase healthy life expectancy
- Reduce differences in life expectancy and healthy life expectancy between communities.

This will be underpinned by a set of 60 supporting indicators that will help to assess progress both locally and nationally on an annual basis, grouped into four domains:

- Improving the wider determinants of health
- Health improvement
- Health Protection
- Healthcare public Health and preventing premature mortality.


Councils will then be able to determine what are the most important Public Health concerns for them and spend the money transferring from the PCT appropriately.

Also, on 23rd January 2012 the Department for Education published a consultation on Children's Safeguarding Performance Information seeking views on the proposed children's safeguarding national performance information dataset.

These frameworks will be further considered by the Performance & Improvement team with Council Officers and key external partners.

4.0 Service Objectives / milestones

4.1 Progress against 'key' objectives / milestones

Total	12		11		0		1
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With the exception of the Joint Waste Development Plan the significant proportion of service objectives are being delivered as planned. Further details of progress against all key objectives / milestones are provided within Appendix 1.

4.2 Progress against 'other' objectives / milestones

Total	8		5		0		3
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A small number of 'other' objectives / milestones relating to the adoption of the Core and Climate Change Strategies are being reported by exception this period and additional details are provided within Appendix 2.

5.0 Performance indicators

5.1 Progress Against 'key' performance indicators

Total	0		0		0		0
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There are no indicators of this type to be reported.

5.2 Progress Against 'other' performance indicators

Total	1		1		0		0
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The one other indicator relates to an internal satisfaction survey which is planned to be undertaken in quarter 4. Further information will be provided at year-end.

6.0 Risk Control Measures

During the production of the 2011 - 14 Directorate Plan, the service was required to undertake a risk assessment of all Key Service Objectives.

Where a Key Service Objective has been assessed and found to have associated 'High' risk, progress against the application of risk treatment measures is to be monitored, and reported in the quarterly monitoring report in quarters 2 and 4.

7.0 Progress against high priority equality actions

Any high priority equality actions identified by the service will be reported in quarters 2 and 4.

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 Financial Statement



Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
PPT 01	Deliver the framework of statutory plans and other key strategies to provide a clear corporate direction for Council services and external partners.

Milestones	Progress Q 3	Supporting Commentary
Adoption of the Children and Young People's Plan 2011 – 2016. April 2011		The Children and Young People's Plan has been approved by the Children's Trust Board and Executive Board.
Adoption of Local Transport Plan 3 2011 – 2026. April 2011		The Local Transport Plan 3 has been completed and submitted to the Department of Transport.
Adoption of Sustainable Community Strategy. April 2011		The Sustainable Community Strategy has been adopted by the Halton Strategic Partnership Board.
Adoption of Corporate Plan 2011 - 2016. October 2011		The Corporate Plan has been approved by both the Executive Board and Corporate Services Policy and Performance Board. The Corporate Plan will go to Full Council in October.
Examination in Public for the Core Strategy. May 2011		The Core Strategy was examined by the Planning Inspectorate during December 2011. A report identifying any required modifications is anticipated during quarter 4.
Consultation on Site Allocations Development Plan Document. October 2011		Consultation on the Site Allocations DPD has commenced with work undertaken on the Call for Sites and Strategic Housing Land Availability Assessment.
Waste Development Plan Document (DPD) Examination in Public. November 2011		The Joint Waste DPD was placed on public consultation 25 November – 20 January 2012. The Waste DPD is being produced by Halton, Liverpool, St Helens, Knowsley, Wirral and Sefton as a joint document.


Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
PPT 02	Improve the effectiveness of the support, intelligence, and advice provided to the Council and its partners to inform decisions on policy, resource planning, service delivery and performance and improvement; demonstrating transparency and accountability to our stakeholders and compliance with inspection and regulatory frameworks.

Milestones	Progress Q 3	Supporting Commentary
Monitor performance against the Sustainable Community Strategy Targets 2008-11 and review delivery plans with partners June 2011 .		This work is complete and was reported to the Halton Strategic Partnership Boards in June 2011 and all Policy & Performance Boards in May and June 2011 in the Sustainable Community Strategy Performance Report.
Review Council and partnership performance frameworks October 2011 .		<p>Recommendations resulting from a review of the Council's existing performance framework were approved by Executive Board in September 2011 to ensure that our Council's organisational arrangements for the monitoring and management of performance remain robust and fit for purpose.</p> <p>The consideration of future performance management and monitoring arrangements has run in tandem with the development of a revised Sustainable Community Strategy and the Corporate plan for the period 2011-16. These plans identified local priorities at a partnership level and organisational level respectively. Key Council and Partner performance measures and targets to improve outcomes for each of the priority areas were approved by Halton Strategic Partnership Board on 7th December 2011.</p> <p>In some areas given changing national frameworks, placeholder measures have been included pending finalisation of new reporting requirements and further regulatory changes.</p>


Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
PPT cont'd	02 Improve the effectiveness of the support, intelligence, and advice provided to the Council and its partners to inform decisions on policy, resource planning, service delivery and performance and improvement; demonstrating transparency and accountability to our stakeholders and compliance with inspection and regulatory frameworks.

Milestones	Progress Q 3	Supporting Commentary
Redesign the performance framework for Adult Social Care having regard to the Department of Health "Transparency in Outcomes" framework and the Care Quality Commission March 2012.		<p>The government has published details of performance outcomes frameworks (2011-12) for Adult Social Care and the NHS with a further Public Health outcomes framework (2012 – 13) published on 23.1.2012. Such frameworks identify a set of measures that have been agreed to be of value in measuring progress nationally and locally, as noted above.</p> <p>Thus, performance measures from the new statutory and revised statutory returns e.g. Adult Social Care Survey, ASCOF (Adult Social Care Outcomes Framework), RAP (Referrals, Assessments, Packages of Care), ASCAR (Adults Social Care Combined Activity Return) have been embedded in Directorate Business Plans, monthly performance reports e.g. NI130 Personalisation. The Care Quality Commission now monitors twenty eight Provider Quality Standards (Outcomes).</p> <p>In Halton this is assessed by the Quality Assurance team in the Communities Directorate who inspect Halton Providers. Discussions are ongoing with the Quality Assurance Team to ensure this information is captured and reported to Members.</p>


Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
PPT 02 [Continued]	Improve the effectiveness of the support, intelligence, and advice provided to the Council and its partners to inform decisions on policy, resource planning, service delivery and performance and improvement; demonstrating transparency and accountability to our stakeholders and compliance with inspection and regulatory frameworks.

Milestones	Progress Q 3	Supporting Commentary
Revise Children and Young Persons' performance framework having regard to new inspection arrangements for Schools December 2011 .		<p>New Performance Management Framework was agreed with the Children's Trust on 06th September which considers the new inspection arrangements for Schools and the Children's Services Assessment.</p> <p>Frameworks for Children's Services are continuing to be monitored with the new Ofsted framework for School Inspections implemented in January 2012. Schools will be judged on a smaller number of core aspects than before, but those areas will be examined in greater depth.</p> <p>The Bill specifies that inspections in future will report on 'the quality of education provided in the school' and must give priority to; the achievement of pupils at the school; the quality of teaching in the school; the quality of the leadership in and management of the school; and the behaviour and safety of pupils at the school.</p>




Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
PPT 02 [Continued]	<p>Improve the effectiveness of the support, intelligence, and advice provided to the Council and its partners to inform decisions on policy, resource planning, service delivery and performance and improvement; demonstrating transparency and accountability to our stakeholders and compliance with inspection and regulatory frameworks.</p>

<p>Support unannounced and announced statutory inspections in Children's & Young Peoples Directorate March 2012.</p>	<p style="text-align: center;"></p>	<p>All relevant documentation for future announced and unannounced inspections is now uploaded into a Children's Trust repository ready for easy access within any future inspection.</p> <p>Details of new arrangements for the inspection of local authority children's services were published on 31st January 2012, to be implemented from May 2012. These will focus on the child's journey as a key element in the inspection of child protection and for children in care. The Division will closely scrutinise these developments so that Performance information can be provided accordingly, supporting existing good practice / service improvements in the Children and Enterprise Directorate.</p>
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Appendix 2: Progress Against 'other' objectives / milestones

Ref	Objective
PPT 01	Deliver the framework of statutory plans and other key strategies to provide a clear corporate direction for Council services and external partners.

Milestones	Progress Q 3	Supporting Commentary
Adoption of Climate Change Strategy – June 2011		A draft strategy is currently at an advanced stage and it is hoped that it will be available for political approval by the end of the current financial year.
Examination in Public for the Core Strategy. May 2011		Following the Examination held in December 2011, the Inspector appointed by the Secretary of State will now make their report on proposed modifications to the Core Strategy (approx. 6 weeks). Any modifications required will undergo a further round of public consultation.
Adoption of the Core Strategy by the Council following public examination December 2011 .		

Appendix 3: Financial Statement

POLICY, PLANNING & TRANSPORTATION DEPARTMENT

Revenue Budget as at 31st December

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)
	£'000	£'000	£'000	£'000
<i>Expenditure</i>				
Employees	6,245	4,622	4,542	80
Other Premises	278	166	155	11
Hired & Contracted Services	557	325	268	57
Supplies & Services	367	234	208	26
Street Lighting	1,733	1,065	1,058	7
Highways Maintenance	2,364	1,252	1,241	11
Bridges	89	33	29	4
Fleet Transport	1,322	1,059	1,062	(3)
Lease Car Contracts	786	665	664	1
Bus Support – Halton Hopper Tickets	163	143	143	0
Bus Support	663	377	343	34
Out of Borough Transport	51	34	34	0
Finance Charges	358	327	332	(5)
Grants to Voluntary Organisations	83	83	83	0
NRA Levy	60	45	45	0
Total Expenditure	15,119	10,430	10,207	223
<i>Income</i>				
Sales	-242	-220	-225	5
Planning Fees	-416	-378	-407	29
Building Control Fees	-182	-136	-140	4
Other Fees & Charges	-453	-322	-420	98
Rents	-14	-11	-10	(1)
Grants & Reimbursements	-503	-323	-341	18
School SLAs	-38	0	0	0
Recharge to Capital	-353	-65	-68	3
	-74	-45	-45	0
Contribution from Reserves				
Total Income	-2,275	-1,500	-1,656	156
Net Controllable Expenditure	12,844	8,930	8,551	379

Appendix 3: Financial Statement

Recharges				
Premises Support	844	471	461	10
Transport Recharges	461	330	321	9
Asset Charges	8,748	0	0	0
Central Support Recharges	3,322	2,489	2,490	(1)
Departmental Support Recharges	348	0	0	0
Support Recharges Income – Transport	-3,896	-2,872	-2,856	(16)
Support Recharges Income – Non Transport	-3,992	-2,258	-2,259	1
Net Total Recharges	5,835	-1,840	-1,843	3
Net Departmental Total	18,679	7,090	6,708	382

Comments on the above figures:

In overall terms revenue spending at the end of quarter 3 is below budget profile. This is due to a number of expenditure and income budget areas.

Staffing is below budget to date due to vacancies within the Bridge & Maintenance, Highway Development, and Policy and Development Services divisions. Most of these have now been filled and others offered up as 12/13 savings.

Hired and Contracted Services is below budget mainly due to the LTP support budget. Following the production and publication of LTP3 in 2010/11, the level of LTP support work has been lower than profiled expenditure to date. LTP planning and transportation modelling work for major projects was funded from previous years' capital budgets and these are still feeding through. Further expenditure in quarter 4 will complete current project modelling. In addition, the systems rental budget in Risk Management is not intended to be spent. These monies will be used to offset the unfavourable variance in relation to the Emergency Centre room hire.

Supplies & Services is below budget due to a combination of small variances to date across all the divisions. However, there is insufficient budget for the room hire for the Emergency Centre at the Stadium so Supplies & Services may be higher than budget at the financial year end. This should be met by the spare monies within Hired and Contracted Services as above.

Bus Support is below budget due to contracts not being renewed as part of the agreed savings for 2012-13.

Planning and Building Control fee budgets were reduced in this financial year as the targets were unachievable due to increased competition from the private sector and the current economic climate. These income streams are above budget to date as a result of exceptionally large applications due to large developments. These are one off items so the high income level is not expected to continue in future years.

Appendix 3: Financial Statement

Fees and charges is above budget to date partly due to MOT fees performing better than anticipated at this point in time. The remaining variance relates to Traffic Management where there have been additional road closures, higher than expected number of defects and overstays by statutory undertakers. This will not continue as Statutory Undertakers are taking action to improve their efficiency and standards of work to avoid incurring these charges and challenging/refusing to pay invoices.

Grants and reimbursements is above budget to date due to different areas. Supervision of private sector development income is above budget to date as this income is ad hoc and therefore difficult to estimate. In previous financial years this has been below budget.

At this stage it is anticipated that overall spend will be lower than the Departmental budget at the financial year-end.

Appendix 3: Financial Statement

POLICY, PLANNING & TRANSPORTATION

Capital Projects as at 31st December

	2011/12 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
Local Transport Plan				
Bridges & Highway Maintenance				
Bridge Assessment, Strengthening & Maintenance	4,915	4,445	2,249	2,666
Road Maintenance	1,483	1,645	1,058	425
	6,398	6,090	3,307	3,091
Total Bridge & Highway Maintenance				
	648	325	63	585
Integrated Transport				
	145	140	60	85
Network Management & Street Lighting				
	7,191	6,555	3,430	3,761
Total Local Transport Plan				
Halton Borough Council				
Early Land Acquisition Mersey Gateway	28,870	16,450	4,649	24,221
Development Costs Mersey Gateway	5,000	2,796	812	4,188
Flood Defence	106	60	0	106
Street lighting – Structural Maintenance	200	150	95	105
Risk Management	120	100	0	120
Fleet Replacements	370	352	327	43
Total Halton Borough Council	34,666	19,908	5,883	28,783
	642	642	262	380
Growth Point Award				
Section 106/External Funded Work				
B&Q Site – Public Transport	39	0	0	39
Asda Runcorn	60	0	0	60
Pot Hole Repairs	348	150	82	266
Surface Water Management Grant	266	2	2	264
Total Section 106/External Funded work	713	152	84	629
Total Capital Programme	43,212	27,257	9,659	33,553