

Performance Overview Report - Policy & Resources Directorate

Reporting Period: **Quarter 1 – Period 01st April 2013 to 31st June 2013**

1.0 Introduction

- 1.1 This report provides an overview of issues and progress within the directorate that have occurred during the period.

2.0 Key Developments

- 2.1 There have been a number of developments within the Directorate during the period which include:-

Financial Management

- The draft Annual Governance Statement for 2012/13 was presented to the Business Efficiency Board on 26th June 2013 with the final version being presented to the Board in September for approval. The document provides a summary of the Council's governance arrangements, the governance issues facing the Council, and the action being taken to address those issues. The final document is signed by the Leader and Chief Executive and will be published alongside the Council's financial statements.
- The final accounts process for 2012/13 has been undertaken in the first quarter of the financial year. The draft Statement of Accounts was signed off by the Chief Finance Officer on Friday 28 June 2013 and passed to Grant Thornton on Monday 01 July 2013 for them to start the audit of the accounts. Findings of the audit will be reported to the Business Efficiency Board on Wednesday 18th September 2013.
- The 2012/13 outturn was reported to the Executive Board on 27 June 2013, net expenditure for the year was £0.5m under the approved budget. Capital spending for the year was £50.3m, which represented 87% delivery of the revised capital programme. This compares well to slippage of 20% which had been anticipated throughout the year.
- The updated capital programme covering the three years from 2013/14 was reported to the Executive Board on 27 June 2013. There is a planned capital expenditure of £55.9m in 2013/14, with the Mersey Gateway project and 3MG being responsible for over half of the approved capital budget.
- Following governance changes invoked through the Welfare Reform Act 2012 the Bedroom Tax and the Council Tax Support Scheme were brought in on schedule from the 01st April 2013. The Bedroom Tax has seen a corresponding reduction in Housing Benefit payments and the full effect on households will be seen when recovery action is taken by landlords.

- The introduction of the Council Tax Reduction Scheme has resulted in a reduction in support for non-pensioners of 21.55%. 6,000 households were billed for the first time and a further 3,000 households saw a reduction in their entitlement. As would be expected this has led to increased recovery activity during the first quarter period.
- The Discretionary Support Scheme was also brought in on schedule from the 02nd April 2013 and a report on the first quarter activities will be presented to the Corporate Services Policy & Performance Board (PBB) in July 2013. Turnaround times for applications are positive with Emergency Applications being dealt with on the day of application and Community Support applications dealt with within 2 working days.
- A new e-learning module is now available to access through the enable portal. The training covers the key points of the Bribery Act 2010 and how it affects employees, Councillors and the Council as a whole and provides an outline of how to report suspected acts of bribery.
- Following the Review of Policy, Performance and Communications & Marketing, new staffing structures were implemented on 28th April 2013. These are now operational and savings of £580,000 have been generated. The Efficiency Programme Office is currently drawing up Wave 5 of the Efficiency Programme.

Human Resources and Organisational Learning and Development

- All employees have been advised by letter of their individual position with regards to Pension Auto Enrolment. From 01st May 2013 all new employees and those that may meet the criteria as a result of a change in circumstances will be automatically entered into the Scheme and will have to elect to leave should they wish to do so.
- The Council is now meeting its legal duty to report real time tax information to Her Majesty's Revenue and Customs that involves reporting changes to employees pay on a monthly basis rather than at year-end. Additionally advice has been provided to schools as a result of changes to School Teachers Pay and Conditions which allow schools greater discretion to set their own pay and structures which will be aligned to relevant teaching standards.
- The Learning & Development Team are working closely with colleagues in Adults and Communities Directorate to respond to changes as a result of the Social Work Reform. In addition, they have supported five employees to obtain their social work degree.

ICT and Administration Support Services

- Considerable work has been undertaken during quarter 1 to transfer data to the new digital storage system and create a mirrored replica at Runcorn Town Hall which will eventually transfer to the new Data Centre at Picow Farm Road. Work is underway to kit out the centre with networking equipment and server space and it is expected that the Data Centre will become fully operational during autumn 2013. Additionally the Picow Farm Road Records Management Centre is now ready to be fitted out with additional racking and the related scanning and printing equipment.
- The upgrading of the Vault Enterprise Archiving System has continued with all users moving over to the system within the coming months. This will allow data to be retained centrally and redirected to avoid the need to retain data on individual personal devices thereby improving the Council's information governance and data security arrangements.
- Schools Wi-Fi installations are now underway for those schools with whom we have a Service Level Agreement. These chargeable upgrades are aimed at setting the platform for future service provision and the imminent curriculum requirement for mobile devices, such as tablets, within the classroom. Additionally a new Corporate and Schools Virtual Desktop environment has now been developed and deployed which will allow greater levels of security and mobile access.

Legal and Democratic Services

- New structures came into effect on 29th April which involved the creation of a new Communications, Marketing and Design Team and a Customer Intelligence Unit and a transfer of Print Services to the ICT and Administration Department. Work plans for the new teams are now being developed for the current financial year.
- Work continues to make preparations for the introduction of Individual Voter Registration which will end reliance on registration through heads of household and is planned to be fully in place by late 2015. The Electoral Commission will be producing detailed guidance and templates during the transition period and whilst the local authority has primary responsibility for promoting registration the Commission and the Cabinet Office will also be undertaking activity in this area.
- Some clear statutory obligations underpin these activities. Electoral Registration Officers, who work within a set of detailed regulations, are under a general duty to promote participation in the electoral process. They, and the authorities they work for, are also required to have regard to the Public Sector Equality Duty [PSED]. In brief, this requires public authorities to have due regard to the need to eliminate unlawful discrimination, to advance equality of opportunity and to foster good relations between different groups, a framework which includes encouraging people with characteristics that are protected by the Equality Act to participate in public life.

Policy, Planning, and Transportation.

- The Department for Transport has confirmed approval of the scheme submitted by Knowsley Metropolitan Borough Council (MBC) to improve the junction of the A5300 Knowsley Expressway with A562 Speke Road. The Council has supported the Knowsley bid and with the scheme will benefit journeys through the Borough and improve access to the 3MG development.
- The Highways Agency has confirmed the timetable for implementation of highway capacity improvements at J11 of the M56 under the DfT Pinch Point Programme. It is anticipated that their works will commence next year, in April 2014.
- The new Contract with Lafarge Tarmac for the provision of highway improvement and maintenance works became operational on 01 June 2013.

This followed a mobilisation period in which Tarmac transferred staff under the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) from the previous incumbent contractor and established a new operational depot in Alexandra Street, Widnes. This depot is a temporary facility, as a new location is being sought, suitable to act as a central facility for both the Warrington and Halton Contracts. There is also the potential for the facility to accommodate Tarmac supply chain involvement in the Mersey Gateway (MG) project.
- It has now been agreed to install defibrillators at key designated buildings, where there is access for the public, within the borough. They will be provided and maintained by North West Ambulance Service (NWSAS).
- The Control of Major Accident Hazard (COMAH) Regulations off site plan for the new top tier site at Univar has been tested and the actions identified are being progressed. A siren has been installed and will be tested each month. The local residents have been issued with information about what to do in an emergency.
- DfT recently announced that [the devolvement of the Bus Service Operators Grant \(BSOG\)](#) to local authorities will be delayed till January 2014. The BSOG re-imburement will remain at the current level of operating mileage until 2016/17 regardless of whether the operating mileage increases or decreases.
- The Hospital Transport Discharge Service trial which ran until the end of May 2013 was considered by all concerned to be a success. However, due to budget constraints the Clinical Commissioning Group (CCG) have decided that the service could not be moved to a more permanent footing and has therefore unfortunately had to cease.
- The Mersey Gateway Project Team entered into a Competitive Dialogue procurement process with three bidders in March 2012. Final Tenders were received on 10 April 2013, with a Preferred Bidder appointed on [20 June 2013](#) (Merseylink consortium). The Project Team will continue to work with Merseylink, with Financial Close expected by the end of 2013.

- Activities to support the implementation of the Government's Welfare Reform changes have been undertaken. This has included joining up partner organisation activities to improve customer signposting, and the production of an information leaflet focussing on key changes. This sits alongside a matrix which is part of an on-going exercise to map support available locally. This information has been distributed and published on websites, such as www3.halton.gov.uk/adviceandbenefits.
- Work has commenced on Digital Economy and Inclusion Strategy around implementing the Go-On initiative (www.go-on.co.uk) in Halton linked to the Digital by Default (www.gov.uk/service-manual/digital-by-default) and Welfare Reform agendas.
- Halton has now linked into Cheshire Police hate crime scrutiny work and the Crown Prosecution Services Local Involvement and Scrutiny Panel. Two hate crime awareness sessions have been held for Catch 22 Youth Workers, with part of the wider awareness raising work already completed.
- Superfast Broadband roll out under the [Connecting Cheshire](#) project has commenced in Halton. Manor Park and Moore in Runcorn, together with Hale and Halebank (Widnes) will be the first areas to benefit from fibre broadband, with many other areas to follow over the project's delivery phase.
- A Procurement Strategy has been produced with the Procurement Team, covering compliance with the [Public Services \(Social Value\) Act](#) and legislation. This was adopted by the Business Efficiency Board on 26th June 2013. A Social Value policy is also being developed for Halton staff.
- Policies and procedures for Community Right to Bid (Assets of Community Value) under the Localism Act have been produced and approved. The first live trial of these procedures is underway after a request from the Runcorn & District Historical Society for the vacant Egerton St. Library / Waterloo centre.
- The Heath Road Allotments remediation site works are complete and the allotments can now be reoccupied. The leachate treatment project involving reed bed aeration at St. Michaels Golf Course was also completed. Also a funding bid to the Environment Agency has been submitted to undertake site investigations at Hawthorn Avenue in Runcorn, where dwellings are in proximity to a former clay/brick pit, filled with ash.
- The Waste Local Plan (formerly DPD) is to be adopted by Council in July. Halton and Liverpool will be the last of the 6 Councils to adopt the plan. The Waste Local Plan will carry full statutory weight from 18 July 2013 in planning decisions.
- Halton submitted a number of schemes to the European Regional Development Fund (ERDF) "[Call for projects](#)" for Research & Innovation projects on Merseyside. The scheme is to provide small loans to kick start infrastructure, or economic growth with Johnsons Lane in Widnes being identified as a scheme that would benefit from such funding

This scheme will provide a spine road into the site, as this has been the major barrier to development on this site. Halton has already received interest in developing a section of this site if the spine road was in place. The loan of £500k if granted would be repaid via land receipts.

Public Health

- Public health responsibility, under the Director of Public Health and their team became the responsibility of the Local Authority on 1st April following implementation of the Health and Social Care Act 2012. The Environmental Health and Public Protection team has now also become part of the Public Health Team.
- The Public Health Team have led the development of a Joint Health & Wellbeing Strategy which has cancer, alcohol, falls, mental health and child development as key priorities. The implementation of Action Plans to address these priorities will impact positively on the milestones and performance indicators outlined. This is the first quarter monitoring report since the development of that strategy.

3.0 Emerging Issues

- 3.1 A number of emerging issues have been identified during the period that will impact upon the work of the Directorate including:-

Financial Management

- I. The Chancellor of the Exchequer published Government spending details covering the financial year 2015/16 on 26th June 2013. Funding for Local Government will be cut by £2.1bn which in real terms is a 10% reduction from 2014/15. There will be additional cuts to the Educational Services Grant and New Homes Bonus Grant, although details of how these will be delivered and the impact on Halton are still unknown.
- II. The Medium Term Financial Forecast will be continually updated as more details resulting from the spending review come to light. The forecast budget gap for 2014/15 is now £15.2m and a further gap of £28.6m for the following two years.
- III. From 15th July 2013 the total amount of benefits that a working age household is entitled to receive will be capped. In the short term, any benefit over the capped amount will be deducted from Housing Benefits payments. In the long term it will form part of the new Universal Credit system.
- IV. In Halton there are approximately 90 households who will be affected by the benefits cap and various seminars and presentations have been delivered to Elected Members.

- V. The Department for Works and Pensions (DWP) has written to these claimants a number of times asking them to make contact with an Advisor who can offer appropriate help and support. During quarter 2 the DWP will inform the council which claimants will be affected by the benefits cap and the amount of Housing Benefit reduction..
- VI. Due to the local retention of Non-Domestic Rates from 01st April 2013, the amount of rates collected will have a significant impact on the Authority's finances in 2013/14 and in future financial years. Procedures have now been implemented to monitor the amount of rates available for retention by HBC.
- VII. Changes to the welfare system have continued to generate a high volume of enquiries and place heavy demands upon available resources. There has been a 35% increase in calls to the dedicated Council Tax and Benefits lines in the Contact Centre and response times have become extended as a result.

Human Resources and Organisational Development

- VIII. Work has begun to understand the forthcoming changes to pensions from April 2014 and it is envisaged that this will also have a significant impact on how payroll is processed as the move to career average earnings is implemented.

ICT and Administration Support Services

- IX. ITC related work will progress across a number of areas during the coming year including:
 - A new project has been initiated to deliver essential changes and enhancements to the Children's Services Aspect of the main Care First application – enabling greater levels of management reporting and client reporting.
 - The USB device management/restriction, which is an essential aspect of our data governance and security strategy as an authority, will be further extended. It is understood the use of these devices can be beneficial to users but the security implications associated with the loss of such devices has to be acknowledged. As such as part of the Active Directory management process USB ports on all corporate devices will start to be locked down and restrict the use of certain devices.
 - Enhancements to major systems such as CareFirst, Agresso and Revenues and Benefits will continue to be a priority together with the hundreds of other smaller applications supported by the technical and administrative teams.
 - Trials of the next Microsoft and Apple Operating systems will be undertaken to determine the suitability of application deployment through the HBC Cloud rather than needing to deploy a standard desktop to a user thereby reducing future operating costs.

Legal and Democratic Services.

- X. Working with colleagues across the Merseyside region, consideration is being given to the development of a combined authority, which will continue to require substantial legal involvement as will the continued delivery of the Mersey Gateway Project.

Policy, Planning, and Transportation.

- XI. The Council has submitted a major funding bid to [Liverpool City Region \(LCR\) Local Transport Body \(LTB\)](#) (£1.1m/year for 3 years commencing 2016/17) to finance a programme of steady state maintenance in the SJB complex to allow future maintenance to be carried out on a lifecycle planned basis rather than allowing significant backlogs to grow as has been historically been the case.
- XII. Discussions are on-going with bus operators regarding the re-imburement rate for the current concessionary travel scheme. The Council is seeking a cut of 9% in the rate which is in line with the Revenue Support Grant (RSG) settlement from Central Government. Initial discussions with operators have identified that if the rate is reduced by the suggested 9% this will have a detrimental effect upon some borderline services which may result in these services being withdrawn.
- XIII. There is concern that bus service punctuality will be adversely affected following a statement of intent to close the bus only lanes on the approaches to Liverpool City Centre. This will not only have a detrimental effect on the cross boundary services but also services that operate solely within the Borough due to the interworking of service in operator schedules.
- XIV. A study to review potential release of land from the Green Belt of North Widnes and Hale is underway. The first stage is to set out the methodology and criteria by which sites will be assessed. The government Inspector who examined the Core Strategy stipulated that this review must be undertaken. This study is likely to attract significant public and developer interest.

Public Health

- XV. Transfer and access to some required data sets, particularly relating to NHS data for which Public Health, now within the Local Authority, have accountability for reporting is problematic. This is a national issue and solutions are being sought both locally and nationally. Some data sets may not therefore be as current as possible and provisional data may not yet be verified as a result of this situation
- XVI. Transfer and access to some required data sets, particularly relating to NHS data for which Public Health, now within the Local Authority, have accountability for reporting is problematic. This is a national issue and solutions are being sought both locally and nationally. Some data sets may not therefore be as current as possible and provision data may not yet be verified as a result of this situation.

- XVII. Also options are being identified to retender for the stray dog kennelling contract in cooperation with other Merseyside Authorities including Liverpool, Knowsley and Sefton Councils.

4.0 Risk Control Measures

Risk control forms an integral part of the Council's Business Planning and performance monitoring arrangements.

As such progress concerning the implementation of all high risk mitigation measures will be monitored in Quarter 2 and Quarter 4.

5.0 High Priority Equality Actions

Equality issues continue to form a routine element of the Council's business planning and operational decision making processes. Additionally the Council must have evidence to demonstrate compliance with the Public Sector Equality Duty (PSED) which came into force in April 2011.



As a result the Board will receive further information following the completion of the Annual Equality Assessment which will be undertaken during Quarter 3.

6.0 Performance Overview

The following information provides a synopsis of progress for both milestones and performance indicators across the key business areas that have been identified by the Directorate.

Financial Management

Key Objectives / milestones





Ref	Milestones	Q1 Progress
FS 01	Report Medium Term Financial Strategy to Executive Board. November 2013	
FS 03	Complete the Draft Abstract of Accounts for certification by the Chief Financial Officer by 30 June 2013 . Publish the Abstract of Accounts by 30 September 2013 .	

Supporting Commentary

The medium Term Financial Strategy remains on track to be reported as planned and the financial forecast is being regularly updated.

The Draft Abstract of Accounts was certified by the Chief Finance Officer on 28th June 2013 as planned. The Audit of the Statement of Accounts began on 01st July and at this stage publication remains as planned.

Key Performance Indicators

Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
FS LI 05	Proportion of Council Tax that was due that was collected.	97.11%	96.00+	28.52		
FS LI 06	The percentage of Business Rates which should have been received during the year that were received.	97.13%	96.00+	30.31		
FS LI 08	Achieve investment returns for the year higher than the benchmark.	1.91	N/A	N/A	N/A	N/A

Supporting Commentary



Although the collection of Council Tax is marginally down when compared to the same period last year (29.2%) this remains a significant achievement when considering the implementation of the new Council Tax Reduction Scheme and changes to empty property discounts which have both increased amounts payable by individuals.

The retrospective inclusion of 2 large assessments by the Valuation Office Agency in the Rating List has had a negative impact and collection is slightly down on last year's figure of 30.83%.

Information concerning investment returns is not yet available although a report will be presented to Executive Board in September 2013.

Human Resources & Organisational Development

Key Objectives / milestones

Ref	Milestones	Q1 Progress
HRLD 01	To commence Real Time Tax information reporting to HMRC by June 2013 . To further enhance i-Trent system capabilities. March 2014	
HRLD 02	Promote and take forward the delivery of actions identified within the Corporate Peoples' Plan. March 2014 Monitor and review the implementation of revised Employee Development Review (EDR) process. December 2013	















Supporting Commentary

Real Time Tax information reporting has now commenced. The effects on those employees whose pay fluctuates, and who may also claim benefits, is being closely monitored to ensure that any negative impact upon individuals can as far as possible be minimised. Work is in-hand to further develop i-Trent with the provision of electronic payslips currently being explored.

The Organisational Staff Development Group continues to oversee the implementation of the Corporate People Plan and a report will be presented to Management Team in August and Corporate Services Policy and Performance Board in September providing an update on progress in year one i.e. to March 2013.

Additionally the EDR documentation has now been simplified and rates of return are being monitored.

Key Performance Indicators

Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
HRLD LI 1	The number of working days / shifts lost due to sickness (Corporate).	10.06	8.5	2.63		
ODHR LI 5	% of training delegates attending as proportion of places reserved.	88	85	91		
ODHR LI 6	The percentage of top 5% of earners that are:					
	a) Women	55.04	50	55.77		
	b) From BME Communities	2.91	1.0	2.88		
	c) With a disability	0.65	5.0	0.61		
ODHR LI 7	No of staff declaring that they meet the Disability Discrimination Act as a % of the total workforce.	1.36	7.50	1.34		
ODHR LI 8	Minority of Ethnic Community staff as a % of total workforce.	0.89	1.00	0.91		

Supporting Commentary

Although subject to in-year variation Sickness absence is marginally higher than last year's quarter 1 position of 2.22 days and this situation is being closely monitored.

There have been only marginal changes to the workforce profile when compared to the same period last year and at this stage it is unlikely that the ambitious targets that were set in relation to staff with a disability will be achieved. As will be appreciated the workforce profile is subject to a broad range of influences and HR practices will continue to be adopted that ensure equality of opportunity in employment.

ICT Infrastructure

Key Objectives / milestones

Ref	Milestones	Q1 Progress
ICT 01	SharePoint and Records Management enhancement. March 2014 Continued Social Care Systems Service Support Programme. March 2014 Schools Cloud Service Developments. September 2013 Interactive Web Services and further SharePoint integration. March 2014 Development of commercial ICT opportunity within Desktop, hosting and Disaster Recovery provision. March 2014	
ICT 02	Continued development of document management and distribution services. March 2014	
ICT 03	Deliver operational Records Management Unit Services. August 2013	
ICT 04	Conduct and evaluate point of contact satisfaction survey for ICT & Support Services. March 2014	



Supporting Commentary







The SharePoint project continues to progress and will enable to delivery of the Records Management Unit as well as forming the base of the Electronic Social Care Record. There will also be a considerable focus of ICT resource to deliver necessary enhancements to Social Care systems support as specified by colleagues within the Children's Directorate.

Following successful trials of the new Cloud Desktop work will be undertaken to enhance the offering to Schools prior to the September term. Additionally developments of ICT commercial opportunities are continuing and the planning phase of a new internet delivery is underway.

Document Management and Distribution and Records management are now well progressed as discussed within the Key Developments section of this report and the undertaking of a satisfaction survey for ICT and support remains as planned.

Key Performance Indicators

Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
ICT LI 1	Average availability of the Council's operational servers (%).	99	99	99		



Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
ICT LI 2	Average availability of the Council's WAN infrastructure (%).	99	99	99		
ICT LI 4	% of all responsive repairs completed within 2 working days.	92	80	95		
ICT LI 8	Average working days from order to completion of a new PC.	9	10	9		

Supporting Commentary

Significant levels of performance continue to be achieved with regards to infrastructure and support and the deployment and maintenance of equipment.

Legal & Democracy





Key Objectives / milestones



Ref	Milestones	Q1 Progress
LOD 01	Secure renewal of Lexcel and ISO Accreditations. January 2014	
LOD 03	To ensure that all members have been given the opportunity of having a MAP meeting.	

Supporting Commentary

Internal audit work continues and reaccreditation is progressing as planned and Member meeting continue to place as we move throughout the year.

Key Performance Indicators

Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
LD LI 03	Average Time taken to issue prosecutions from receipt of full instructions (working days).	7	10	7		
LD LI 04	Average time taken to send out first draft business lease from receipt of complete instructions from Property Services (working days).	15	20	15		

Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
LD LI 05	Average time taken to file application for Care proceedings at Court from receipt of all written evidence from client department (working days).	1	3	1		
LD LI 15	% satisfaction with Inside Halton.	99	90	N/A	N/A	N/A





Supporting Commentary

All measures are showing positive levels of performance at quarter 1.

Satisfaction with inside Halton is determined via an annual survey. The current contract expires in December 2013 and a review of the magazine will be conducted during the summer months.

[Policy , Planning and Transportation](#)

Key milestones

Ref	Milestones	Q1 Progress
PPT 01	Review progress, revise SJB maintenance strategy document and deliver 2013/14 major bridge maintenance works programme. March 2014.	
PPT 02	To deliver the 2013/14 LTP Capital Programme March 2014.	
PPT 03	Develop and consult on a local flood risk strategy for Halton (June-Nov 2013) and progress to adoption by March 2014.	
PPT 07	Mersey Gateway – Full business case approval, Financial close and Contract award and mobilisation – November 2013.	

















Supporting commentary

The delivery of the major bridge maintenance programme is now underway with programmes being adjusted in line with budget availability. In regards to the LTP Capital Programme integrated transport schemes are currently at the design, consultation or construction phase and the first phase of footway reconstruction schemes will commence in July.

A draft local flood risk strategy has now been prepared and is at the internal consultation stage. A report detailing the findings of the strategy will be reported to the Environment and Urban Renewal Policy and Performance Board in November.

In regards to the Mersey Gateway Project work is progressing to submit a further business case to the Department for Transport to secure the final funding decision in order that the project reaches financial close. This will include confirmation of the governance structure, staffing and budget arrangements and the policies and constitution of the Mersey Crossings Board Ltd.

Key Performance Indicators

Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
PPT LI 02	Net additional homes provided.	N/A	552	N/A	N/A	N/A
PPT LI 03	Number of affordable homes delivered (gross).	N/A	100	N/A	N/A	N/A
PPT LI 04	% of planning applications processed:					
	a) 'Major' applications > 13 weeks	66.7	60	10		
	b) 'Minor' applications > 8 weeks	30.9	83	43.48		
	c) 'Other' applications > 8 weeks	70.4	83	77.22		
PPT LI 11	Damage to roads and pavements (% dangerous damage repaired within 24 hours).	74	98	100		
PPT LI 15 (Ex NI 178)	Bus service punctuality, Part 1: The proportion of non-frequent scheduled services on time (%):					
	a) Percentage of busses starting route on time	97.74	97.80	96.73		
	b) Percentage of busses on time at intermediate timing points	89.31	97.40	83.80		
PPT LI 17	Number of passengers on community based accessible transport.	275,518	255,000	68,879		
PPT LI 19	Number of local bus passenger journeys originating in the authority area in one year (000s).	5,491	5,500	1.360		

Supporting commentary

Data concerning additional and affordable homes is not currently available and we are now in the process of recruiting a monitoring Officer.

With regards to the processing of planning applications the low figure for major applications results from a focus upon dealing with the backlog of older cases. However 2 new staff have now been recruited and will be in post by quarter 2 and this should have a positive impact upon performance.


The percentage of dangerous damage to roads and pavements repaired within 24 hours has been positively influenced by the implementation of the new contract with Lafarge Ltd and is currently at ceiling.

Bus service punctuality is slightly lower when compared to the same period last year and operators have indicated that this is the result of emergency roadwork's being carried out during the first 3 months of this financial year.

The number of passengers on community based accessible transport is showing a slight increase as compared to the same period last year and demand remains high. Although the numbers of passenger journey's originating in the area are showing a decrease of 1.6% when compared to the same period last year they are slightly higher than the preceding quarter and within expected levels.


Public Health

Key milestones

Ref	Milestone	Q1 Progress
PHO3	Work with the public and service providers to raise awareness of the early signs and symptoms of bowel, breast and lung cancer so we can identify it an early stage in the population. March 2014	


The Health Improvement Team have concentrated their efforts on raising public awareness of lung and skin cancer symptoms in the community and at summer events particularly working closely with the Community Development Team. Health Improvement Team volunteer's continue to support and raise cancer awareness at events. Data is collected at each event which includes gender, age and postcode. Many responses are recorded and followed up, with people encouraged to see their GP.

The team have engaged one to one with around 1,500 people with many more via leaflets, posters and a national marketing campaign which is currently on the Television and Radio and national newspapers

Ref	Milestone	Q1 Progress
PH 03	Increase smoking quitter rates amongst 16+ age range by working with local Hospital Trusts and the local 'Stop Smoking Service'. March 2014	


Halton Q1 target is 287 people 16+ quitting smoking. The Health Improvement Stop Smoking service continues to work across a multitude of providers to increase quit rates. Particular emphasis has been placed on pregnant smokers and workplaces. Work is currently being undertaken to establish relationships with 5 Boroughs mental health trust to develop referral pathways for patients into the service. Halton has been selected as a pilot site for a sub-regional COPD initiative which will aim to increase referrals of clients with COPD into Stop Smoking.

Pressure on service – regionally there has been a marked drop (12%) in people accessing all services in Cheshire/Merseyside due to the emerging popularity of the E cigarette (which are not recognised as a quit aid by the NHS) and the current economic downturn


Ref	Milestone	Q1 Progress
PH 03	Reduce obesity rates in the local population, thereby reducing the incidence of bowel cancer through promoting healthy eating and screening programmes for adults and children via a range of services. March 2014	

The Health Improvement Team delivers a comprehensive weight management programme for children and adults across Halton Borough.


An extensive range of services have been delivered across early year's settings, schools and the community to children and families. During quarter one, 22 programmes were delivered across children's settings engaging over 500 children and 100 parents. The adult service which is delivered as a joint service with Halton and Warrington Hospital has seen 200 adults engaged on the service with 100% of those completing the programme recording between 3 – 5% weight loss at 12 weeks.

Ref	Milestone	Q1 Progress
PH 03	Meet the target for the take up of HPV vaccination in girls 11-13, to reduce cervical cancer rates by working proactively with the School Nursing Service and GPs. March 2014	

HPV vaccination is undertaken during the academic school year. Activity has been underway this year. Published data on performance shows we met the national target for 2013. Uptakes rates have been increasing over previous years


Ref	Milestone	Q1 Progress
PH O3	Work proactively with GPs, all service providers, Alcohol Liaison Nurses, teachers in schools to reduce the number of people drinking to harmful levels and alcohol related hospital admissions given the rise in pancreatic and liver cancer rates. March 2014	

An Action plan for the Reduction of Harm from Alcohol has been developed as part of the Health and Wellbeing Board Strategy. The plan identifies on-going action with key contacts and training for all front line workers including GPs, Alcohol Liaison Nurses, and children's workers etc., to identify and moderate unhealthy drinking behaviour. Alcohol rates are currently reducing.

Ref	Milestone	Q1 Progress
PH O3	Implement and monitor the new Cancer Action plan to decrease morbidity and mortality from cancer locally. March 2014	


An Action plan for the Prevention and Early Detection of Cancer has been developed as part of the Health and Wellbeing Board Strategy. The plan identifies an overall target of a 1% Reduction in under 75 mortality rate from cancer (Baseline 2010 – 147.96/100,000).

Work has commenced on supporting a "Sun Safety" campaign, aimed at Early Years settings and Primary Schools, and also Environmental Health activity to mystery shop underage access to sunbeds

Ref	Milestone	Q1 Progress
PH O4	Facilitate the Early Life Stages development which focusses on a universal preventative service, providing families with a programme of screening, immunisation, health and development reviews, and health, well-being and parenting advice for ages 2½ years and 5 years. March 2014	


Through the Health and Wellbeing board a draft under 5's child development strategy is in place and actions are underway towards meeting this target. The 0-5 universal healthy child programme is being delivered and includes all components.

The Department of Health programme to increase the numbers of health visitors who deliver the universal child health programme is on target in Halton

Ref	Milestone	Q1 Progress
PH 04	Facilitate the Halton Breastfeeding programme so that all mothers have access to breastfeeding-friendly premises and breastfeeding support from midwives and care support workers. March 2014	


The infant feeding team are providing breastfeeding support across Runcorn and Widnes.

Preparations are in on target for the UNICEF baby friendly initiative inspection of Bridgewater community health services in November. This inspection determines if health premises are supportive of breastfeeding. We have Continued to maintain Baby Welcome public venues, where women who breastfeed can go to feed their child


Ref	Milestone	Q1 Progress
PH 05	Working with all service providers, implement the action plan to reduce falls at home in line with the Royal Society for the Prevention of Accidents (ROSPA) guidance as outlined in the new Falls Strategy. March 2014	

The Halton Falls Pathway has been reviewed and subsequently redesigned to include both universal prevention and education, and specialist treatment services. A comprehensive action plan, as part of the Health and Wellbeing board, has been implemented to deliver a community wide approach embracing the full range of community services with a robust performance framework for monitoring and evaluation.

Through a series of events held during national Falls Awareness Week in June a number of local organisations worked together to educate 400 older people across Halton about the dangers, how to avoid falls and stay healthy


Ref	Milestone	Q1 Progress
PH 06	Implement the alcohol harm reduction plan working with a range of providers including schools, focusing on preventive interventions and behaviour change to target the following vulnerable groups – pregnant women, women with babies and young people under 16 years. March 2014	

An Action plan for the Reduction of Harm from Alcohol has been developed as part of the Health and Wellbeing Board Strategy. A range of actions across the whole life course, targeting all age groups have been developed, focussing largely on prevention and treatment to help provide a shift in attitudes and awareness of acceptable drinking habits and reduced alcohol harm

Ref	Milestone	Q1 Progress
PH 07	Implement the Mental Health and Wellbeing Programme in all schools and provide training for GP Practices and parenting behaviour training in the Children's Centres. March 2014	

An integrated Child and Adolescent Mental Health Strategy that will focus upon prevention, early detection and treatment across Public Health, Children's Services and NHS provision is currently in development. A stakeholder workshop around local provision took place in July 2013.

The Strategy will focus upon meeting the needs of local children, young people and their families and will focus upon the role of schools, GPs, Children Centres and other local facilities to support the implementation of the Mental Health and Wellbeing Programme

Ref	Milestone	Q1 Progress
PH 07	Implement the Mental Health and Wellbeing Action Plan to improve the physical wellbeing of people with mental ill health. March 2014	

An Action plan for the Prevention and Early Detection of Mental Health Problems has been developed as part of the Health and Wellbeing Board Strategy. A range of actions across the whole life course have been developed, focussing largely on prevention to help provide a shift in attitudes and awareness of mental health issues.

An overarching Mental Health Strategy is in development, which will be further supported by the development of a Child and Adolescent Mental Health (CAMHS) Strategy

Key Performance Indicators

Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
PH LI 03	Excess weight rates in Primary School Age Children ¹ :	Latest published data (2010/11)	Maintain in line with the North West average	Unpublished /provisional annual data for 2012/13		
	In Reception (Age 4-5	28.4%		25.1%		
	In Year 6 (Age 10-11	37.5%		36.5%		
PH LI 04	MMR Immunisation Rates for children (By age 2).	90%* (2011/12)	95%	96%* (cumulativeQ 3 2012/13)		
PH LI 05	Infant Mortality Rates (3 year rolling average)	4.8 (2009-11)	4.75 (based on 3 year rate)	4.1* (2010-12 provisional)		

Provisional data for 2012/13 compared to 2010/11 suggests that the proportion of children with excess weight has reduced.

Year on year improvements have been achieved and for the first time uptake of MMR has exceeded national target. Halton is currently amongst the highest performers nationally

Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
PH LI 06 (SCS HH5a)	All age, all-cause mortality rate per 100,000 Males (Previously NI 120a) 2011	811.4 (2010)	755.2	741.4* (2012)		
PH LI 07 (SCS HH5b)	All age, all-cause mortality rate per 100,000 Females (Previously NI 120b) 2011	573.6 (2010)	567.9	599.9* (provisional) (2012)		
PH LI 08 (SCS HH6)	Mortality rate from all circulatory diseases at ages under 75 (Previously NI 121) 2011	74.0 (2011)	73.3	80.6* (provisional may change) (2012)		

In relation to male mortality Rates continue to improve year on year. 2010 is latest published data and Halton was worse than England average. The annual target is now out of date and is being reviewed.



*Data is provisional or from local unpublished sources

¹ Data available and reported one year in arrears – 11/12 actuals now confirmed with the Department of Health

² Data only available & published annually



For females 2010 is latest published data – Halton was worse than England. Local data shows rates have fluctuated recently but there has been no overall reduction since 2010, this is due in the main to our cancer rates for females.

In relation to under 75 yrs mortality rates 2011 is the latest published data – Halton was worse than England. Local data shows significant improvement since 2000 with a 47% reduction by 2011. This now appears to have plateaued. Halton is on a par with statistical neighbours for CVD.



Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
PH LI 09 (SCS HH7)	Mortality from all cancers at ages under 75 (Previously NI 122) 2011	126.4 (2011)	125.1	145.6* (2012)	?	
PH LI 10 (SCS HH8)	16+ current smoking rate prevalence – rate of quitters per 100,000 population (Previously NI 123)	1235.5 (2011/12)	1263.6	930.4* (provisional) (2012/13)	?	

In relation to cancer mortality 2011 is the latest published – Halton was worse than England average. Local data shows rates have not reduced since 2011.





Halton’s smoking rate is just above the national average. Smoking quit rates are seasonal with most people quitting in January. We cannot yet say whether we will meet the target for 2013/14. Rate of quitters for 2012/13 did not reached expected targets. This was partly due to population changes from census data. But predominantly related to the impact of electronic cigarettes which are impacting upon those achieving quit status (e-cigarettes are not an NHS recognised quit tool)

Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
PH LI 11 (SCS HH2)	Prevalence of Breastfeeding at 6-8 weeks	17.81%	24%	25.5%		

Quarter 1 outturn looks promising and represents an improvement in the number of women continuing to breastfeed at 6-8 weeks

Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
PH LI 12 New SCS Measure Health 2013-16	Falls and injuries in the over 65s (Public Health Outcomes Framework)	2962 (2011/12)	TBC	2942* (2012/13)		

Please note 2012/13 is based on local data and published rate may eventually be different due to population estimate changes, which affect the rate. Number in 11/12 was 659; 622 in 2012/13 (provisional)




Ref	Measure	12 / 13 Actual	13 / 14 Target	Q1 Actual	Q1 Progress	Direction of travel
PH LI 13 (SCS HH1)	Alcohol related hospital admissions, AAF > 0, rate per 100,000 population (previously NI 39)	2837 (2011/12)	3,142	2746.1* (2012/13)		
PH LI 14 (SCS HH1)	Admissions which are wholly attributable to alcohol AAF = 1, rate per 100,000 population	994.5 (2011/12)	1039	873.4* (2012/13)		

Current data suggests that there has been an improvement in relation to both of these measures although Halton is currently significantly worse than the England average.

The 2012 – 13 local rate represents provisional data and will be updated nationally in December 2013 and the rate is likely to increase.




7.0 Application 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 intervention or remedial action taken.</i>

Direction of Travel Indicator

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

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