

Reporting Period: Quarter 2, Period July 2013 – 30 September 2013

1.0 Introduction

1.1 This report provides an overview of issues and progress against key service objectives/milestones and performance targets, during the second quarter of 2013/14; for services areas within the remit of the Employment, Learning Skill & Community Policy & Performance Board.

The report has been structured using the below key priorities:

- Supporting Growth and Investment.
- Raising Skill Levels and Reducing Unemployment.
- Enhancing Residents' Quality of Life.

1.2 The way in which traffic light symbols have been used to reflect progress to date is explained within the Appendix (Section 8.0). Please also note initials have been provided to indicate which Operational Director is responsible for commentary to aid members understanding, as shown in the key in the Appendix (Section 8.0).

2.0 Key Developments

2.1 Supporting Growth and Investment (WR)

European Programme 2007-13

Merseyside Business Support (ERDF 4.2) Programme

The Business Improvement and Growth (BIG) Team have been managing the Halton element of the pan-Merseyside ERDF 4.2 Merseyside Business Support Programme for almost twelve months.

The programme supports local eligible SME's, who have been trading for at least twelve months plus one day. Support is in the form of expert advice and guidance on a range of business critical activities following the development of an Action Plan for Growth. To date the programme has:

- Received 131 enquiries since November 2012
- Actively assisted 77 businesses who are receiving assistance via the programme either in the initial diagnostic phase or the subsequent specialist intervention phase.
- Established formal links with Halton Employment Partnership (HEP) to ensure that additional support is available to those businesses seeking assistance with recruitment. Currently 8 businesses have been referred to HEP and there are a further 3 in the pipeline.
- Undertaken a comprehensive expenditure re-profile to extend the end date for financial completion of the programme from September 2014 to March 2015. This means that the programme can support additional eligible local SME's.

Feedback from businesses, which have accessed the programme, has been very positive to date. The programme also recently underwent two audits covering business files, expenditure and compliance. The project was described as “a beacon of good practice”.

Regional Growth Fund

Liverpool City Region Business Growth Grant

The LCR Business Growth Grant scheme has been soft launched and can provide grant of between £50,000 and £750,000 across the LCR based on a private sector leverage ratio of of 5:1 and the creation of sustainable jobs.

The delivery of the scheme in Halton has been fully processed mapped with input from colleagues from the Council’s Legal and Finance Departments.

A report will be presented to Executive Board on October 17 2013 seeking approval to sign the formal agreement with the Liverpool City Region Local Enterprise Partnership to roll out the programme in Halton.

Employment and Skills Governance Board

Merseylink established the Employment and Skills Governance Board which has been put in place to drive forward the Employment and Skills Delivery Plan/ The Divisional Manager for Employment, Learning and Skills and the Halton Employment Partnership will sit on the Board alongside the Divisional Manager for 14-19, the National Apprenticeship Service and colleagues from the Merseylink Consortia. (WR)

2.2 Enhancing Residents’ Quality of Life (CP)

2.2.1 Stadium Fitness

Halton Table Tennis Club received a number of awards this year. Community Sport & Recreation Alliance Award, Karen Tonge MBE received the award in July from his HRH Prince Edward. This award is recognition for the clubs work with schools from all over the country. They also have won the National Club of the year 2013 and the North West Regional Club of the year 2013. Stadium Fitness staff continue to have an excellent working relationship with Karen and the Halton Table Tennis Club.

In July Stadium Fitness started a new Stay and Play session, a mums and tots session every Wednesday. It has been very successful up to date with the numbers increasing each week.

The new Hair & Beauty salon opened in June - Tenda Touch Hair and Beauty, this is a fantastic additional service at Stadium Fitness, and members also receive a discount on any treatments.

The Mayor of Halton attended a Tea Dance last week to celebrate Older People Day, the dance was held in our sports hall, another fantastic turn out, and during the Tea Dance everyone enjoyed afternoon tea of sandwiches and scones.

Plans for the new Ladies Gym are in place and should be ready for the January; with the new treadmills in the main gym we will see an increase in the gym membership.

Below is a table outlining the current levels of membership at the Stadium:

Type of membership	Totals
Full	705
Casual Adult	1,771
Casual Junior	649
Halton Leisure Card	124
Overall Total	3,249

2.2.2 Libraries

The Library Strategy

The Library Strategy has now been endorsed by Executive Board and progress is underway to implement it, with action plans being drawn up for each of the five priorities. The Strategy consultation has now closed and 311 responses were received. The question asking people whether they agreed or disagreed with each of the 5 strategic priorities reflected overwhelming support for each of the priorities. The consultation also asked what people considered to be the most important services offered by the library, the 5 highest ranked were “to borrow books”, “to use books and printed material within the library”, “to use the internet”, “to get advice from library staff” and “as a way to spend my spare time”.

Try Reading Project

The public library services in the North West and Yorkshire & Humber regions (30 in total) were successful in their joint bid to the Arts Council for “Grants for Arts: Libraries” funding for the creative project “Try Reading”. The project celebrates the Rugby League World Cup 2013 and encourages people to read more and engage in writing and drama.

In July young people from Bankfield School took part in a professionally led workshop based on Mick Martin's play, “Broken Time” which tells the story of the birth of Rugby League, participants used scenes from the play to explore writing about character and how to create tension through the written word. During August the author of two rugby themed children's books Tom Palmer brought his Rugby Reading Game to Widnes Library. Children and parents were joined by players from Widnes Vikings and took part in the game and goal kicking competition.

One of the aims of Try Reading is to develop the digital skills capacity of staff in libraries, to support the project commissioned training in web and social media skills which staff have now attended and this will be cascaded over the next few months.

Summer Reading Challenge 2013

Children aged four to eleven took part in this year's Summer Reading Challenge which aimed to keep them reading throughout the summer holidays. The theme was the “Creepy House” and on entering the challenge children embarked upon an exciting adventure with friendly characters as they explored the three creaking floors of the Creepy House.

Participants had to read six books of their choice and after every two books another part of the Creepy House adventure was unlocked and new a hair-raising character revealed. Children could read any books they liked and there were activities to participate in and rewards along the way. 830 children joined the Creepy House Summer Reading Challenge with 39% of those who originally started, finishing the challenge. This is a 29% increase of children taking part in last year's challenge.

Reminiscence Therapy

The Library Service has established a resource collection of "memory boxes" which can be borrowed and used in the care of people with dementia. This is an extension of the Pictures to Share Collection which has proved to be extremely popular; the memory boxes will provide a variety of resources including books, photographs, objects, smells and music which help stimulate memory and are provided together as one themed collection.

Reminiscence Therapy is widely used in the care of people with dementia and consists of a carer stimulating the memories of the person living with dementia using content such as images and physical items as the catalyst to stimulate memory. This can be delivered either in the home, at a day centre or in a care home. One of the main advantages of this therapy is that it is an informal process that can be done by anyone, with minimal training.

Memory boxes provide the resources to look at themed topics that should help stimulate memories of the past and long term memory. Memory boxes provide an excellent way of consolidating all the resources the library has including the wealth of local history material by providing a one-stop aid to reminiscence. This also compliments the libraries other resources such as Mood Boosting Books, Books on Prescription and strengthens the services offer and commitment to improving the health and well-being of local people.

2.2.3 Sports and Recreation

The Brindley

In Q2 the Brindley, Arts and Events functions were merged through a small scale restructure within the Open Space Service. There was obvious synergy within the three functions and they are now managed by a Brindley, Arts and Events Manager.

Through the restructure associated with the Brindley a new post of Open Space Officer (Trees and Woodlands) has been created. The post was a recommendation of an Environment Policy and Performance Board Tree Working Group and will allow the Council to meet its legal obligations with regards to tree inspection. The post has been created within existing resources.

The Vintage Rally

The Vintage Rally took place at Victoria Park on 28th and 29th September 2013. The weather was perfect and many thousands attended. Feedback has suggested the event was one of the best yet.

USA Rugby League Visit

Halton will provide the USA training team camp base for the duration of their tournament stay. A mascot competition received over 300 entries from young people in Halton, the mascot has been launched and Tom the Eagle is proving extremely

popular having already visited local schools and businesses, community events will be held to promote participation in sport.

Sports Development Update

During the last two quarters the Sports Development Team, in addition to regularly circulating information to over 400 sports contacts, has supported other agencies and HBC colleagues and provided specific advice and support to many groups, such as, Widnes Football Forum, Halton Sports Partnership, Get Active Forum, and sports specific clubs such as Widnes RUFC, Avon Athletic FC. Assisted 9 coaches with coaching qualifications and distributed 17 bursary grants and 7 sport group grants.

The Councils Leisure facilities will have to compete with 2 low cost Gyms. In order to remain competitive they will launch their own Gym only membership in the next quarter.

3.0 Emerging Issues

3.1 Supporting Growth and Investment (WR)

European Programme 2014-20

Work continues via an internal cross directorate officer sub-group to develop Halton's priorities for the 2014-20 programme of funding. Halton has now received an indicative allocation of £17.9 million and we are working to prioritise the best use of this funding.

The Business Improvement & Growth Team are developing a number of potential business support programmes under the 'Business' thematic portfolio

Potential projects include:

- SME Competiveness (follow on project for the current ERDF 4.2 Business Support Programme)
- Business Engagement (to proactively engage with the most significant employers and fastest growing companies in the Borough)
- Advanced Manufacturing (to develop a bespoke Halton advanced manufacturing programme which compliments existing sub-regional and national provision, for example AMSCI and the MAS)
- Maximising the Benefits of Superfast Broadband
- Open Innovation (in partnership with STFC and others)
- Place Marketing

The Council are also discussing with Sci-Tech Daresbury and The Heath Business and Technical Park the development of series of stand-alone propositions to complement the above.

The proposals for the Inclusive Economy European priorities are currently being worked up and will be finalised during Q3, when the proposals will be shared with Liverpool City Region

£100m grant funding is to be made available to Enterprise Zones in the next few months. Initial guidance suggests that projects that were eligible for LIF will not be able to apply. The funding is for major infrastructure projects which will remove barriers for EZs and create employment within the EZ. DCLG are looking to fund a small number of large scale projects but some smaller projects (£1m to £5m) will be supported.

Again, the project will need to be legally committed by March 2015. The project must lever either private or public match to the project. Proposed projects should create tangible results: infrastructure, buildings and or creation of new businesses.

A proposed bid for Daresbury includes:

1. Making Lord Daresbury plot land ready for development
2. Making hostel land ready for development
3. Project Broadband

The outcomes of the ELS Division efficiency review are yet to be finalised. It is hoped that these will be agreed during Q3.

Greater emphasis on supporting those furthest away from being 'job ready' into work will be a challenge for the division. 'Priority Group' customers that enter employment will result in greater income being received. Other changes to the Work Programme payment model include the loss of income for 'attaching' customers onto the Work Programme.

The annual Self-Assessment Report for Adult Learning & Skills will need to be completed by the end of Q3.

The Annual Adult Learners' Awards Ceremony which usually takes place in May during Adult Learners' Week will take place on 21st November 6-9pm at the Halton Stadium. As well as nominated learners, invitations will be sent to SSP and PPB members.

Merseylink held its first 'Meet the Buyer' event on 23rd September. A further event will take place in February 2014.

Merseylink are currently recruiting an Employment & Skills Co-ordinator. The post holder will be key to driving the Employment & Skills Delivery Plan forward and engaging closely with HEP. It is hoped the post will be in place in January 2014.

A number of working groups associated with the Employment & Skills Delivery Plan are to be established. It is expected that the Divisional Manager for Employment, Learning & Skills and the Halton Employment Partnership Manager will lead on a number of these.

The relocation of HPIJ/HEP staff from Moor Lane to HDL is yet to be finalised. It is hoped that attendance at the Vintage Rally on 28th and 29th September by the ELS division will result in new enquiries for the division.

Prime Contractors bidding to deliver the National Careers Service from April 2014 have invited the ELS Division to submit expressions of interest to become subcontractors.

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 Progress against 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

6.1 The following information provides a synopsis of progress for both milestones and performance indicators across the key thematic priority areas.

Supporting Growth & Investment (WR)









Key Milestones

Ref	Milestones	Q2 Progress
EEP2	Deliver the BID Year 5 action plan by March 2013	

Supporting Commentary

EEP 02: All outputs associated with the BID year 1 Action Plan are on programme and on budget (WR)

Key Performance Indicators

Ref	Measure	11/12 Actual	12/13 Target	Q2	Current Progress	Direction of Travel
SCS ELS01	Increase the number of active enterprises within the Borough	2715 (2012)	2675	2775		
SCS ELS02	Increase the proportion of business diversity in the following sectors: Knowledge Economy, Superport, Low carbon/green, Visitor Economy	26%	26%	27.03% (March 2013)		
DIS LI 05	Number of inward investment enquiries per annum	246	180	126		
DIS LI 06	Inward investment enquiry conversion rate percentage	15%	10%	12%		

Supporting Commentary

SCS ELS01: The latest data released on 3rd October 2013 is a snapshot of the Inter Departmental Business Register (IDBR) taken on 12 March 2013. This shows the highest performance since 2008. (WR)


SCS ELS02: The measure is in line with the Liverpool City Region priority agreed sectors for growth. (WR)

DIS LI05: Enquiries continue to rise. At the same period in 2012/13, the number of enquiries was 108. (WR)

DIS LI06: Conversion rate are higher than the same period last year. (WR)

Raising Skills Levels & Reducing Unemployment (WR)









Key Milestones





Ref	Milestones	Q2 Progress
EEP3	Deliver Work Programme via sub contract arrangements to Prime Contractors A4E and Ingeus Deloitte in line with the contract	

Supporting Commentary

EEP 03: Job Start and Job Outcome targets for Ingeus were achieved in Q2. Performance on the A4e contract was slightly behind target but performance and a Performance Development Plan was implemented.

Key Performance Indicators

Ref	Measure	11/12 Actual	12/13 Target	Q2	Current Progress	Direction of Travel
SCS ELS03	The number of people classed as self-employed	6.2%	6.5%	6% (Local Economic Assessment HBC July 2013)		
SCS ELS04	Number of new starts into permitted work for local people with disabilities (over 12 months)	14	20	8		
SCS ELS05	The proportion of people achieving NVQ Level 4 and above	24.5%	11.25%	24.5% (Jan to Dec 2012)		
SCS ELS07	The percentage of people registered unemployed and seeking employment (JSA Claimants)	5.2%	5.2% Under review with JC Plus	4.4%		

SCS ELS08	The percentage of the working age population claiming out of work benefits	16.87%	17% Under review with JC Plus	15.74%		
ELS LI 03	Number of starts on DWP work programme	1271	1572	509		
		489 (A4E)	454 (A4E)	173 (A4E)		
		782 (Ingeus)	1118 (Ingeus)	336 (Ingeus)		

Supporting Commentary

SCS ELS 03: HBC does not own this NI data. The latest data available from ONS relates to 2011/12. However, 29 learners accessing HPIJ's Enterprising Halton service have become self-employed during quarter 1 and quarter 2. (WR)

SCS ELS 04: 5 individuals started permitted work this quarter. In addition 2 individuals that started permitted work in quarter 1 have now secured permanent employment with a local employer. (WR)

SCS ELS 05: There has been an increase in the range of courses and places offered at level 4 and above at Riverside College. Courses include: Counselling; DTLLS; Advanced Practice in Early Years; Business and Management; Health and Social Care; IT and Systems Development; and Sport. (WR)

SCS ELS 07: The JSA count up to September 2013 is 3548 which is 4.4% of the working age population. This is a decrease of 16.3% on the JSA count during August 2012. (WR)



SCS ELS 08: The Employment Support Allowance and Incapacity Benefit statistics for February 2013 is 7550. The Income Support (Lone Parents) statistics for February 2013 is 1570.

In August 2013, the percentage of the working age population claiming out of work benefits was 15.74% (12,783) – an improvement on the same time last year and an improvement on Q1 2013/14 performance. (WR)

ELS LI03: There have been 253 starts across both Ingeus and A4e Work Programme contracts in quarter 2 (163 Ingeus starts and 90 A4e starts). (WR)

Enhancing Residents' Quality of Life (CP)

Key Milestones

Ref	Milestones	Q2 Progress
CE1	Implement the new Sports Strategy (2012-2014) - March 2014 .	
CE4	Undertake CIPFA PLUS Survey (Public Library User Survey for Children) due to take place September 2013 .	

Supporting Commentary






CE1: A monthly report is produced by the Sport and Recreation Team highlighting the key areas of work under the Strategy headings. (CP)

During Q2 2013/14 Community Sports coaches delivered 304 hours coaching; 2595 coaching contacts and 413 training opportunities. 2 workshops delivered 21 attendees; 16 leaders and 21 young leaders trained. 5 clubs attended funding and information clinic. Other activities included; hosting Valiant International Boccia competition with Faroe Islands, Sport coaching at Halebank and West Bank community days attracted 65 participants.

- The Widnes Football Cup took place on Sat 24th August 2013. The Football Forum clubs will soon all be Charter Standard.
- Join In at the Community Games – 3rd Aug. 100 people attended.
- Sport Coaching at Party in the Park attracted 40 young people.
- Supported set up of No Strings Badminton sessions – 15 registered, this is to continue Wed.
- Swim for Health 23 signed up to 6 week course
- Girls Football Project – Just Play sessions started 25th Sept at the Stadium for school years 3 to 6.
- Launched RLWC mascot at Widnes Vikings home game – good press coverage and Twitter profile and page set up (124 followers).
- Re-Brand Walking schedule with new Walking for Health UK branding. Distributed Halton schedule for Oct-Dec to over 150 contacts, walks led by volunteers.
- On-going support to community exercise classes, over 50 groups.
- 285 class timetables distributed at community events.
- Taster New Age Bowls activity, volunteer training at Runneymede Court.
- Coordinated and delivered the Halton Sports Awards 100+ in attendance. Nominations came in from 20 different sports / organisations.
- Runcorn Boxing Club opened at new base during September ‘Murdishaw Youth Club’ – 50 people have tried boxing in first week.
- 165,044 Leisure centre visits during Jul/Aug/Sept. Total visits since 1 April 2013 340,196.
- 1073 Leisure Card applications.
- 5 Sportivate activities operating (sport sessions for 14 – 25 year olds).

CE4: The new format survey has been delayed but we are on schedule for this to be undertaken in the next allocated timeslot between 17th February 2014 and 1st March 2014. (CP)

Key Performance Indicators

Ref	Measure	11/12 Actual	12/13 Target	Q2	Current Progress	Direction of Travel
<u>CE LI 6</u>	Number of active users of the library service during the last 12 months.	16,468	23,000	16,257		
<u>CE LI 6a</u>	Number of visits to libraries (annual total).	621,109	600,000	184,909		
<u>CE LI 7</u>	Percentage of the adult population (16+) participating in sport each week (Previously NI8).	21.7%	24%	TBC		N/A

Supporting Commentary

CE LI6: 66,535 registered users, current figure of 16,257, having using the service in the last 12 months. This is down on the equivalent quarter last year, however the number of new borrowers joining in this quarter has risen by 20%. (CP)

CE LI6a: Based on current figures target will be achieved. (CP)

CE LI7: Active People Survey 7 results expected December 2013. (CP)

7.0 Financial Statements

Economy Enterprise & Property Department

Summary Financial Position As At 30th September 2013

	Annual Budget £'000	Budget To Date £'000	Actual to Date £'000	Variance To Date (overspend) £'000
<u>Expenditure</u>				
Employees	4,360	2,184	2,225	(41)
Repairs & Maintenance	2,541	1,264	1,262	2
Energy & Water Costs	603	283	279	4
NNDR	647	806	809	(3)
Rents	372	291	291	0
Marketing Programme	85	15	12	3
Promotions	60	12	6	6
Supplies & Services	1,240	536	526	10
Capital Financing	7	4	4	0
Other	4	5	5	0
Agency Related Payments	176	90	90	0
Total Expenditure	10,095	5,490	5,509	(19)
Fees & Charges	-501	-398	-398	0
Rent - Markets	-758	-382	-382	0
Rent - Industrial	-970	-440	-422	(18)
Rent – Commercial	-516	-324	-320	(4)
Government Grant Income	-916	-431	-431	0
Transfer from Reserves	-215	-100	-100	0
Recharges to Capital	-649	-325	-325	(0)
Reimbursements & Other Grant Income	-370	-39	-38	(1)
Schools SLA Income	-501	-501	-501	0
Total Income	-5,396	-2,940	-2,917	(23)
NET OPERATIONAL BUDGET	4,699	2,550	2,592	(42)
Premises Support Costs	1,498	767	767	0
Transport Support Costs	38	16	16	0
Central Support Service Costs	1,707	870	870	0
Asset Rental Support Costs	2,390	0	0	0
Repairs & Maintenance Recharge Income	-2,185	-1,093	-1,093	0
Accommodation Recharge Income	-2,759	-1,380	-1,380	0
Central Supp. Service Rech Income	-1,891	-946	-946	0
Total Recharges	-1,202	-1,766	-1,766	0
Net Expenditure	3,497	784	826	(42)

Comments

Expenditure for employees remains above budget as staff savings targets are not being achieved. This is due to an insufficient level of staff turnover across the department. In particular the Building and School Cleaning Staffing Service which needs to be fully staffed at all times.

The adverse variances relating to property income has continued in year as tenant's vacate Moor Lane ready for the demolition of the site, There still remains a shortfall in income on Seymour Court and contingency plans are in place for 2014/15 budgets. Income within the remaining Industrial sites remains steady at the end of Quarter 2 with most units fully occupied.

The under achievement of Commercial Rent has reduced in Quarter 2 due to renegotiation of contacts which have resulted in additional income received in year.

Work has been undertaken with Managers during the last quarter to realign the budgets based on in year pressures and this is reflected in the variances above.

In overall terms it is anticipated that net expenditure will be above the overall Departmental budget by year-end, primarily as a result of the Staff Savings target and the shortfalls in income.

Community & Environment Department

Revenue Budget As At 30th September 2013

	Annual Budget £'000	Budget To Date £'000	Actual to Date £'000	Variance To Date (overspend) £'000
<u>Expenditure</u>				
Employees	12,107	5,881	5,985	(104)
Other Premises	1,366	745	683	62
Supplies & Services	1,457	665	626	39
Book Fund	225	129	129	0
Promotional	264	108	70	38
Other Hired Services	1,019	305	306	(1)
Food Provisions	835	343	323	20
School Meals Food	1,660	546	529	17
Transport	55	27	18	9
Other Agency Costs	877	60	64	(4)
Waste Disposal Contracts	4,799	1,030	1,015	15
Leisure Management Contract	1,492	634	655	(21)
Grants To Voluntary Organisations	333	142	141	1
Grant To Norton Priory	222	111	113	(2)
Rolling Projects	6	6	6	0
Capital Financing	54	11	11	0
Total Spending	26,771	10,743	10,674	69
<u>Income</u>				
Sales Income	-2,174	-1,117	-1,058	(59)
School Meals Sales	-2,224	-737	-762	25
Fees & Charges Income	-2,655	-1,316	-1,251	(65)
Rents Income	-156	-68	-68	0
Government Grant Income	-111	-31	-38	7
Reimbursements & Other Grant Income	-443	-157	-185	28
Schools SLA Income	-278	-248	-232	(16)
Internal Fees Income	-104	-40	-35	(5)
School Meals Other Income	-2,265	-1,768	-1,790	22
Meals On Wheels	-218	-91	-102	11
Catering Fees	-173	-86	-33	(53)
Capital Salaries	-103	-51	-23	(28)
Transfers From Reserves	-62	0	0	0
Rolling Projects	-6	-6	-6	0
Total Income	-10,972	-5,716	-5,583	(133)
Net Controllable Expenditure	15,799	5,027	5,091	(64)

	Annual Budget £'000	Budget To Date £'000	Actual to Date £'000	Variance To Date (overspend) £'000
<u>Recharges</u>				
Premises Support	1,491	632	632	0
Transport Recharges	2,242	860	868	(8)
Departmental Support Services	9	0	0	0
Central Support Services	3,119	1,601	1,602	(1)
Asset Charges	3,052	0	0	0
HBC Support Costs Income	-375	-375	-374	(1)
Net Total Recharges	9,538	2,718	2,728	(10)
Net Departmental Total	25,337	7,745	7,819	(74)

Comments

Net operational expenditure is £74,000 over budget profile at the end of the second quarter of the financial year.

Staffing expenditure is over budget profile by £104,000, primarily due to the premium pay savings target for the year to date of £128,200. Although there remains some spending on agency staffing it is approximately £70,000 less than at the same stage last year. With the exception of the Stadium, all other divisional employee budgets are under budget profile to date therefore contributing to the achievement of the staff turnover saving targets of £309,948 for the year to date.

The Leisure management contract is over budget profile and is expected to overspend by approximately £ 40,000 by year end. Work is on-going to renegotiate the contract price for 2014/15 to ensure a balance budget is achieved.

Expenditure on other premises and supplies and services is currently £ 101,000 under budget profile to date. The main reasons for this being there is very little advertising across the division, utility bills are lower than expected due to staff being more energy efficient and savings being made on some consumables budgets.

Most Income budgets are underachieving particularly Sales, Fees & Charges, Catering Fees and Capital Salaries. Sales and fees are still struggling to meet inflated income targets in the recessionary market whilst capital salaries has begun to suffer due to changes in capital grant conditions for which some projects do not now permit claims for in-house staff time.

Although waste disposal contract invoices continue to arrive late, recent invoices have been lower than expected giving an expected underspend. However, larger invoices are yet to arrive and revisions to projections will continue to be monitored.

School Meals continues to perform well against budgets, with sales and food costs both having favourable variances.

The budget for the Department will overspend by circa £150,000 by the end of the current financial year. This will be contained within the overall budget for the Directorate.




Community & Environment Department

Capital Projects As At 30th September 2013

	2013/14 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
<u>Capital Project</u>				
Stadium Minor Works	60	0	0	60
Stadium Gym Equipment	30	0	0	30
Children's Playground Equipment	81	20	14	67
Playground Third Party Funding	340	17	13	327
Arley Drive (Upton)	66	4	1	65
Crow Wood	13	0	0	13
Open Spaces Schemes	51	45	45	6
Runcorn Cemetery Extension	9	3	1	8
Runcorn Busway Works For Gas Powered Buses	30	30	30	0
Litter Bins	50	29	29	21
Cremators At Widnes Crematorium	396	0	0	396
Runcorn Hill Park	120	25	22	98
Widnes Recreation Site	2,680	0	0	2,680
Total Capital Programme	3,926	173	155	3,771




8.0 Appendix – Explanation for use of symbols

Symbols are used in the following manner:

<u>Progress</u>	<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 is <u>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.

Key for Operational Director Lead

WR – Wesley Rourke - Operational Director Economy, Enterprise & Property

CP – Chris Patino - Operational Director Community and Environment