

QUARTERLY MONITORING REPORT

DIRECTORATE: Health & Community
SERVICE: Culture & Leisure
PERIOD: Quarter 3 to period end 31st December 2009

1.0 INTRODUCTION

This quarterly monitoring report covers the Culture & Leisure Department third quarter period up to 31st December 2009. It describes key developments and progress against 'key' milestones and performance indicators for the service.

The way in which RAG symbols have been used to reflect progress to date is explained in Appendix 5

2.0 KEY DEVELOPMENTS

Widnes Recreation Club closed at the end of the year. The use of the playing pitches and changing rooms is being maintained whilst the future of the facility is determined.

HBC's Olympic initiative, the Get Inspired programme has received national recognition from the British Olympic Committee, and has publicly been praised by Lord Coe.




Monies have been made available through the North West Regional Efficiency Board to introduce Radio Frequency self-service (RFID) with Ditton, Kingsway and Runcorn Egerton Street libraries, phased throughout 2010.

3.0 EMERGING ISSUES

The application for capital funding (£385k) for developing changing facilities at Kingsway Leisure Centre under the Governments Free Swimming initiative has passed Phase 1 scrutiny. Out of 28 applications in the North West, only 8 were successful. We now enter Phase 2, the outcome of which is expected in April 2010.

The recommendations for voluntary sector grant funding will be presented to Executive Board in March 2010.

4.0 PROGRESS AGAINST OBJECTIVES / MILESTONES

Total	5		4		1		0
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All key objectives/milestones are on target except one. This is a joint project with partners and currently requires further discussions, following the commissioning of a desk top review.
Non key objectives/milestones are reported by exception at Quarter 3 Appendix 1 refers.

5.0 SERVICE REVIEW

A response has been made by the Merseyside Cultural Forum on the national Library Review.




The Cultural Forum also asked that a Merseyside view was made to the Regional Strategy 2010 in respect of culture and leisure.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS

Total	4		3		0		1
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A number of key indicators cannot be reported as they are derived from national surveys, such as Place Survey, Public Library Users Survey, which are biennial or annual
Appendix 2 refers

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	2		0		2		0
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Non key indicators are reported by exception in quarter 3
Appendix 3 refers

7.0 RISK CONTROL MEASURES

During the production of the 2009/10 Service 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.

There are no Service Objectives for this service that have been assessed and found to have associated 'High' risks. Therefore, there is no progress to report.

8.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS

During 2008/09 the service was required to undertake an Equality Impact Assessment. Progress against actions identified through that assessment, with associated High priority are to be reported in the quarterly monitoring report in quarters 2 and 4.





There are no High priority actions for this service; therefore, there is no progress to report.

9.0 DATA QUALITY

The author provides assurances 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.

10.0 APPENDICES

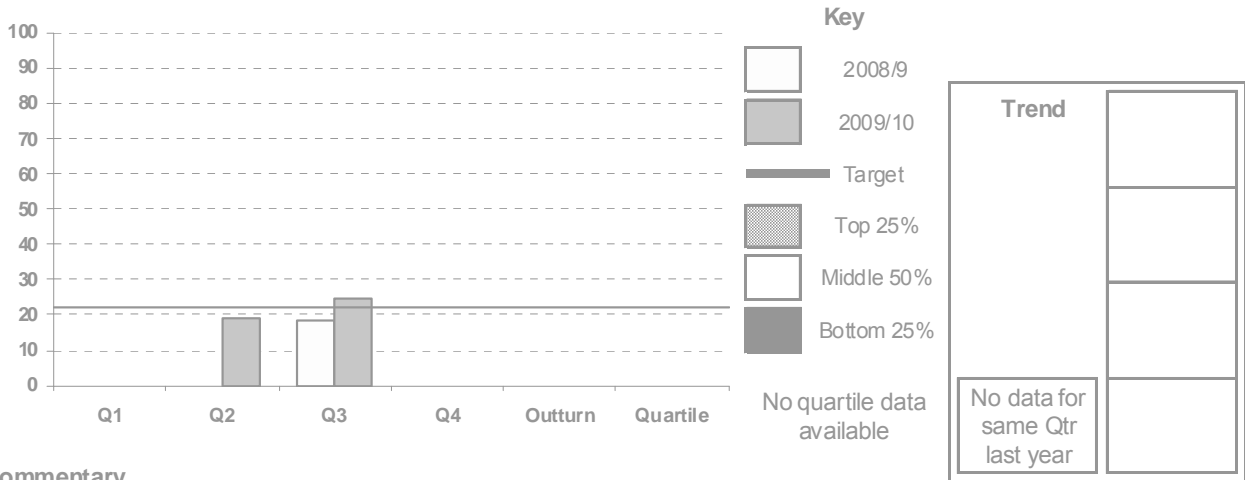
Appendix 1- Progress against Objectives/ Milestones
Appendix 2 – Progress against Key Performance Indicators
Appendix 3- Progress against Other Performance Indicators
Appendix 4- Financial Statement
Appendix 5- Explanation of RAG symbols

Service Plan Ref.	Objective	2009/10 Milestone	Progress to date	Commentary
CL 2	Increase the use of libraries promoting reader development and lifelong learning, thereby encouraging literacy skills and quality of life opportunities.	Building refurbishment at Halton Lea Library complete and extended facilities fully operational. Sept 2009. (AOF 15,26)		Library open and operational in August 2009.
		Deliver a programme of good quality Reader Development activities with at least 1 major event per quarter. March 2010 (AOF 15,26)		3 major events held in 3rd quarter, including the launch of Headspace, the teenage area, which was organised by the Volunteers from the Young People's Steering Group.
		Deliver a programme of lifelong learning activities including IAG targets. March 2010 (AOF 15,21)		Various lifelong learning activities delivered including over 100 Information and Advice sessions
CL 3	Increase use and satisfaction with parks and open spaces, promoting healthy lifestyles and providing diversionary activities for young people. Manage the re-furbishment of Runcorn Town Hall Park to establish a 21 st century facility with appropriate facilities and functions.	Re-furbish Runcorn Town Hall Park (AOF12 & 2) Completion March 2010 (AOF 12 & 2)		12 Green Flags achieved. Runcorn Town Hall Park phase 1 new play area completed.

Service Plan Ref.	Objective	2009/10 Milestone	Progress to date	Commentary
CL4	Improve drug and alcohol services through the re-tendering of the contract.	<p>Finalise specification. April 2009 (AOF 30,3)</p> <p>Tender short-listing and interviews. October 2009 (AOF 30,3)</p> <p>Contract signed December 2009. (AOF 30,3)</p> <p>Handover/TUPE January – March 2010 (AOF 30,3)</p>	?	Halton, together with Warrington & St Helens Drug Action Teams have commissioned Mott McDonald to undertake a desk top review with a view to establishing a business case for collaborative commissioning across the three areas. A report has been produced that will be discussed by the three areas at the beginning of February

NI 8

Adult participation in sport DCMS DSO

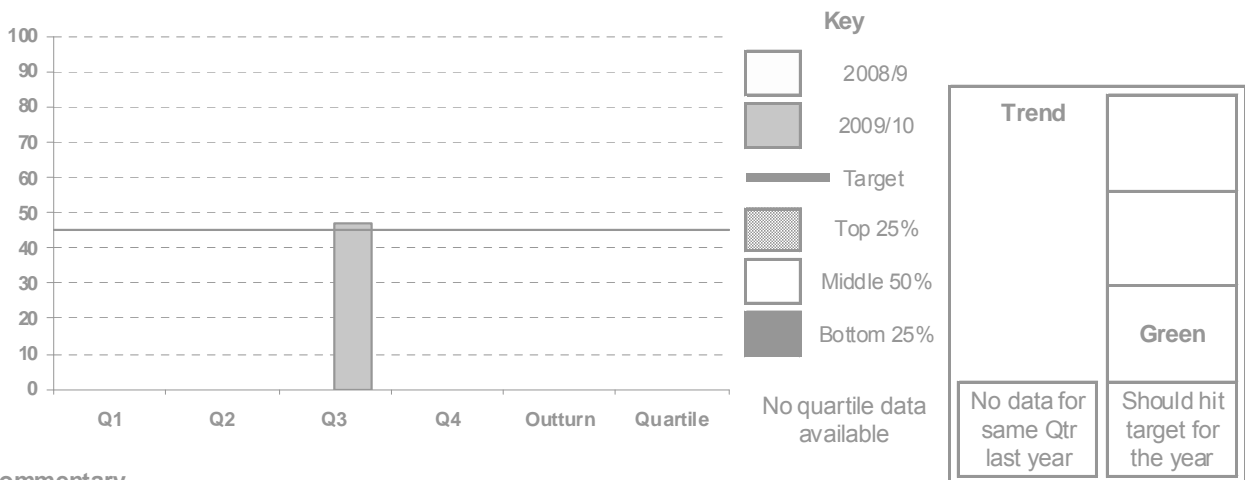


Commentary

The Active People Survey 3 results for this indicator were published on 17.12.09. The score achieved was 21.4%. Although Halton did not achieve it's LAA target the direction of travel for adult participation is upwards as the Active People Survey 3 result for KPI 1 adult participation 3 x30 was recorded at 24.9%. □
 The NI8 score is determined by adding the Active People 2 survey result of 18.5% with the Active People Survey 3 result. □
 The LPSA target 3 indicator was achieved as this was measured against KPI11 result i.e. 24.9%□

NI 9

Use of public libraries DCMS DSO

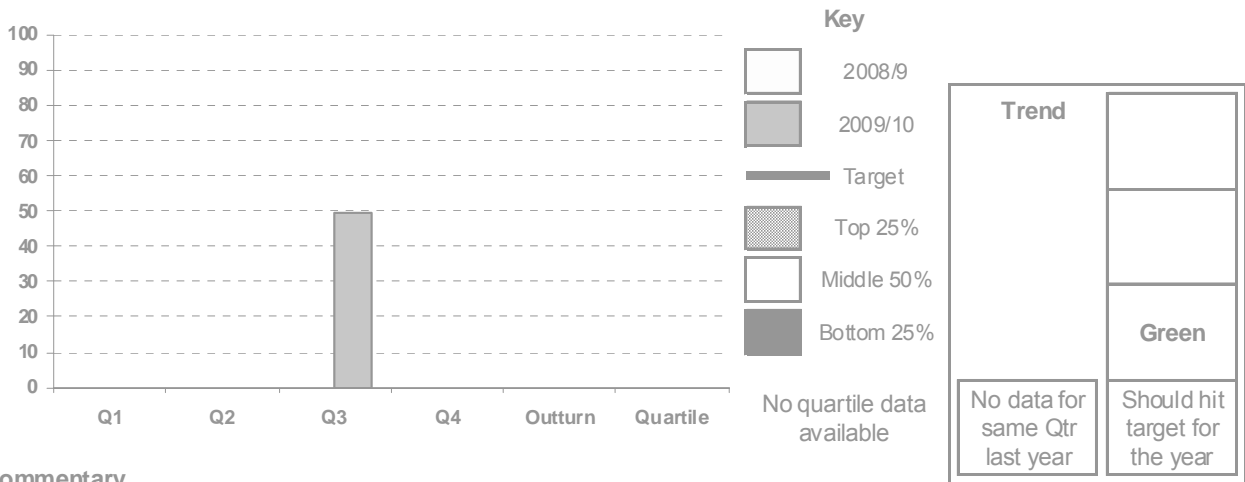


Commentary

Interim figure from active people survey

NI 10

Visits to museums or galleries DCMS DSO

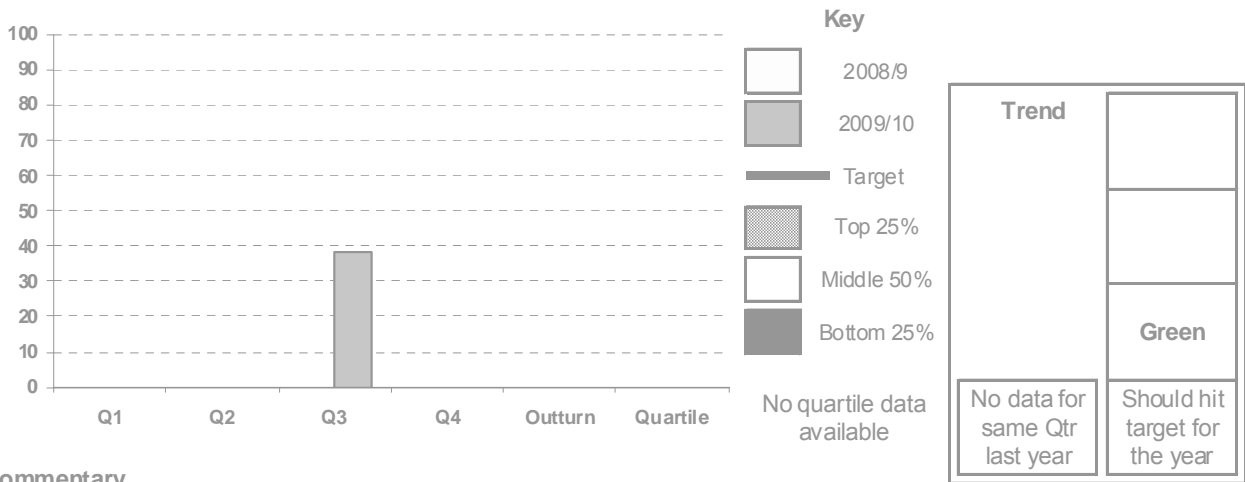


Commentary

Interim figure from active people survey

NI 11

Engagement in the arts DCMS DSO



Commentary

Interim figure from active people survey

The following key indicators have not been reported at quarter 3 for the reasons stated: -

CL LI4 % Overall satisfaction of Library Users (Previously BVPI 118c): -
CIPFA Public Library Users Survey being undertaken in Qtr 4

CL LI5 % of residents satisfied with sport and leisure (Previously BVPI 119a): -
Figure taken from bi-annual Place Survey, next survey October 2010

NI 17 Perception of anti-social behaviour: -
Figure taken from bi-annual Place Survey, next survey October 2010

At the time of producing this report no Quarter 3 information was available for the following key performance indicators: -

CL LI1

NI 20

NI 33

Area Partner National Indicators:

The indicators below form part of the new National Indicator Set introduced on 1st April 2008. Responsibility for setting the target, and reporting performance data will sit with one or more local partners. As data sharing protocols are developed, baseline information and targets will be added to this section

NI 32	Repeat incidents of domestic violence	N/Av	28%	31%	?	Data is for Apr – Oct 09(GONW MARAC report).
NI 40	Drug users in effective treatment	467	528	29	?	Data is provided by the NTA 3 months in arrears and is currently at month 5 (Aug 09). The actual number reported for August 09 is 429 - 11 below the expected figure for August of 440. The percentage of new treatment journeys (YTD) in effective treatment at 98% (49/50) is the highest in the country.

¹ Key Indicators are identified by an **underlined reference in bold type**.

Cultural & Leisure Services

Revenue Budget as at 31st December 2009

	Annual Revised Budget	Budget To Date	Actual To Date	Variance To Date (overspend)	Actual Including Committed Items
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	4,401	3,332	3,334	(2)	3,334
Grounds Maintenance	2,854	0	0	0	0
Premises Support	1,202	904	904	0	904
Other Premises	633	434	426	8	619
Book Fund	216	162	162	0	163
Hired & Contracted	908	597	588	9	717
Promotions	385	289	284	5	358
Other Supplies & Serv.	2,000	1,223	1,219	4	1,908
Transport	52	33	31	2	31
Leisure Mgt. Contract	1,395	930	930	0	930
Grants	653	613	615	(2)	615
Other Agency	68	3	8	(5)	9
Asset Charges	1,745	0	0	0	0
Support Services	1,914	785	785	0	785
Total Expenditure	18,426	9,306	9,287	19	10,373
Income					
Sales	-258	-193	-194	1	-194
Fees & Charges	-1,033	-739	-756	17	-756
Rents	-18	-13	-25	12	-25
Support Recharges	-1,097	0	0	0	0
Grant Funding	-851	-420	-419	(1)	-419
Reimbursements	-2,187	-1,375	-1,371	(5)	-1,371
Total Income	-5,443	-2,742	-2,766	24	-2,766
Net Expenditure	12,983	6,564	6,521	43	7,607

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Comments on the above figures:

In overall terms revenue spending to the end of quarter 3 is below the budget profile.

The "Other Premises Costs" budget heading is currently showing expenditure of £8,000 below the budget profile. However, expenditure on energy costs will need careful monitoring in the final quarter. In particular, expenditure on gas and electricity costs are anticipated to increase in the later stages of the year as a result of seasonal trends. Remedial action may be needed to ensure a balanced budget is achieved.

Income budgets are running slightly above target at this stage of the financial year. This results mainly from increased income generation at the Brindley Arts Centre, and the Community Centres. However, some of the surplus will be offset by increased costs resulting from the income generation.

At this stage it is anticipated that overall revenue spending will be in line with the Departmental budget by the end of the financial year.

Cultural & Leisure Services
Capital Projects as at 31st December 2009

	2009/10 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
<u>Show Pitches</u>	20	0	0	20
<u>Improvements To Pavilions/Changing Facilities</u>	28	28	23	5
<u>Skate Park</u>	100	50	0	100
<u>Halton Lea Library Refurbishment</u>	790	790	118	672
<u>Multi Use Games Areas</u>	200	0	0	200
<u>Electronic Access Bollards - Parks</u>	72	15	0	72
<u>Runcorn Town Hall Park</u>	354	245	176	178
<u>Improvements To Allotments</u>	60	30	27	33
	1,624	1,158	344	1,280

Cultural & Leisure Services

WNF, External or Grant Funded Items as at 31st December 2009

	Annual Revised Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000	Actual Including Committed Items £'000
<u>Priority 1: Healthy Halton</u>					
Sports Partnership	61	46	35	10	37
Health & Physical Activity	40	30	24	6	24
Alcohol Harm Reduction	225	169	0	169	0
Enhanced Sports	75	56	10	47	10
Sub Total	401	301	69	232	71
<u>Priority 4: Employment Learning & Skills</u>					
Citizen's Advice Bureau	68	51	36	17	36

Sub Total	68	51	36	17	36
Priority 5: Safer Halton					
Youth Splash	128	96	86	10	89
Blue Lamp	505	378	252	126	252
Domestic Violence	100	75	36	39	85
Prolific & Persistent Offenders	45	34	22	11	22
Sub Total	778	583	396	186	448
	1,247	935	501	435	555

Comments on the above figures:

Regular monitoring reports are sent to the Local Strategic Partnership (LSP) in respect of all LSP projects and any areas of concern are dealt with throughout the year by the LSP support team and individual project managers. Some variances against the budget to date are expected, as the LSP have deliberately over-programmed in order to ensure that the full allocation of Working Neighbourhoods Fund grant is spent during the year.

FAIR TRADING & LIFE EVENTS

Revenue Budget as at 31st December 2009

	Annual Revised Budget	Budget To Date	Actual To Date	Variance To Date (overspend)	Actual Including Committed Items
	£'000	£'000	£'000	£'000	£'000
<u>Expenditure</u>					
Employees	436	331	335	(4)	335
Premises Support	332	135	135	0	135
Other Premises	119	89	51	38	82
Hired & Contracted Services	23	17	24	(7)	25
Supplies & Services	60	45	52	(7)	59
Transport	33	23	11	12	11
Support Services	310	223	223	0	223
Contract Recharge	423	247	245	2	245
Asset Charges	59	0	0	0	0
Total Expenditure	1,795	1,110	1,076	34	1,115
<u>Income</u>					
Sales	-91	-63	-75	13	-75
Fees & Charges	-674	-451	-413	(38)	-413
Grants	-1	-1	-1	0	-1
Rents	-4	0	0	0	0
Support Recharge	-4	0	0	0	0
Total Income	-773	-515	-489	(25)	-489
Net Expenditure	1,022	595	587	9	626

Comments on the above figures:

In overall terms the revenue spending to the end of quarter 3 is £9000 below the budget profile.

The under spend on the "Other Premises" budget head relates to the maintenance budgets for the cemeteries and crematoria. An under spend is projected as a result of remedial action required to offset the forecast under-achievement on burials and cremations income.

Income from burials & cremations are running approximately £38,000 below the budget profile for the first three quarters of the year. This is partially offset by £13,000 income above target to date. It is proposed to defer expenditure on the repair and maintenance budgets in order to meet the remaining deficit. Other income budgets are running broadly to budget at this stage in the financial year.

At this stage it is anticipated that overall revenue spending will be in line with the Departmental budget by the end of the financial year.

Capital Projects as at 31st December 2009




	2008-09 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
Headstone Safety Programme Screened Tip Area	25 25	19 25	19 0	6 25
Total	50	44	19	31

WNF, External or Grant Funded Items as at 31st December 2009

	Annual Revised Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000	Actual Including Committed Items £'000
Budgeting Skills Project	33	24	17	7	17

Regular monitoring reports are sent to the LSP in respect of all LSP projects and any areas of concern are dealt with throughout the year by the LSP support team and individual project managers. Some variances against the budget are expected, as the LSP have deliberately over-programmed in order to ensure that the full allocation of Working Neighbourhood Fund grant is spent during the year.

The RAG symbols are used in the following manner:

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