

Priority Based Report

Directorate: Employment, Learning and Skills

Reporting Period: Quarter 1, 01 April 2015 – 30 June 2015

1.0 Introduction

- 1.1 This report provides an overview of issues and progress towards the priority of Employment, Learning and Skills, that have occurred during the period of the report. The way in which traffic light symbols have been used to reflect progress to date is explained within Appendix 1 (section 8).
- 1.2 Please note initials have been provided to indicate which officer is responsible for the commentary to aid Members. A key is provided at the end of the report in Appendix 1 (section 8).

2.0 Key Developments

2.1 Merseyside Business Support Programme (WR)

The programme is now coming to an end. The project closedown plan has been completed and suppliers informed of a timetable for the completion of all outstanding work and invoices. Ongoing tasks include the collection of additional information of the impact of the programme on employment, the final financial claims and ensuring that project documentation is in order to comply with future audits.

2.2 Liverpool City Region Business Growth Grant Programme (WR)

The Liverpool City Region Business Growth Grant can provide grant of between £10,000.00 and £1,000,000.00 to eligible companies across the LCR based on a private sector leverage ratio of 5:1 and the creation of sustainable jobs.

The deadline for final company claims for grant from the RGF 3 element of the programme (grant between £50,000.00 and £1,000,000.00) was Friday 29 May. Halton Borough Council then had two weeks to process all claims and submit a corresponding claim to the LEP to reimburse the Council for grant paid to businesses.

All RGF 4 final claims were processed by the 12 June deadline.

A total of £3,027,954.20 of private sector leverage was invested in the Borough as a consequence of the RGF 4 scheme against total project expenditure of £3,649,077.27.

To date the RGF 3 programme has created 26 jobs and safeguarded a further 23 jobs.

2.3 3MG (WR)

The Council is waiting to hear if HBC Field has been shortlisted by a transport and logistics operator. The rail scheme is progressing through Network Rail's approval process. Good progress is being made on the construction of a Biomass Plant and a new bridge which will span Stewards Brook.

2.4 Sci-Tech Daresbury (WR)

- Galliford have started on site for both the Tech Space construction and site connectivity.
- The JV and STFC have agreed a price for the hostel plot, which now requires approval.

2.5 European Funding (WR)

The Divisional Manager worked with colleagues across the city region in submitting a £31m ESF/YEI/YCU funding outline proposal to DWP called 'Ways to Work'. Full applications will be required if the outline bid is successful.

2.6 Tutor Coaching and Training (WR)

Three colleagues are undertaking ILM 3 coaching training to establish a coaching programme within the service that will provide Tutors with the support they need to develop their practice, create opportunities to learn and apply new skills and promote professional discussion. The coaching of the Tutors will positively impact on the learning of our service users.

2.7 MIS – Adult Learning (WR)

A new Management Information System (MIS) called PICS went live for the Adult Learning Team in Q1. This replaced the existing Capita Unit-e system and will bring a £15k saving per annum to the team.

2.8 Merseylink (WR)

The Division continued to work with Merseylink on delivering pre-employment programmes, volunteer training and supporting recruitment campaigns. The second year of Timebank support was launched in quarter 1 and Halton Borough Council submitted a couple of applications relating to the play areas in Victoria Park, Widnes.

2.9 Library Service Efficiency review (CP)

New library service staff structure has now been in place since April 13th. All vacant posts have now been filled and following a period of transition the service is now operating at full head count. The mobile library has now been removed from service.

The newly created Library Development Team are working on a number of projects to deliver the library strategy priorities.

2.10 Summer Reading Challenge (CP)

This year's Reading Agency Summer Reading Challenge has a record breakers theme and launches 10th July. The Summer Reading Challenge encourages children aged 4 to 11 to read six books during the summer holiday. They will be rewarded with stickers and incentives as they go along and all children who complete the challenge will receive a certificate and medal. Events to support the challenge will take place in every Tuesday.

2.11 Community Library Service (CP)

The first stage of the development of a comprehensive library service to be delivered outside the static buildings has begun with the migration of mobile library users to the home delivery

service. Next step is a pilot programme of service delivery in a number of care / residential homes beginning in September.

2.12 Society of Chief Librarians (SCL) Universal Offers – Learning Offer (CP)

Work has begun on the fifth Universal Offer due for launch this autumn. The aim of the SCL Learning Group is to ensure all library authorities in England sign up to a baseline offer that includes access to free internet, learning resources, and community spaces. In addition SCL are developing national partnerships around online learning, code clubs and family literacy.

The new offer will underpin and support the existing universal offers (health, information, reading, digital), and has a strong connect with the Children's Promise, digital offers and supports the broader reading offer programme which includes Reading Ahead. The Library Strategy and Development Manager is the NW lead on this project.

2.13 Sports Strategy Delivery 2015/16 (CP)

Theme 1: Increase Participation and Widen Access

During June Sport England released Active People quarterly 2 results, Halton Participation rates:

- 3 x 30 mins per week, formerly NI8, 25.2% (highest rate Halton has recorded in the survey) Wirral 26.3%; Warrington 25.3% all other Merseyside L.A's below Halton with Liverpool showing a significant decrease 18.9%
- 16+ years 1 x 30 per week 35.1% (up on last year but down on results from last quarter 36.8%)
- 14+ years 1 x 30 per week 37.2% (same as previous results)

Get Active Project quarter 1 new participants registered 562, Parkrun – 1189, total for project = 1751. 19 new classes on the Get Active with Exercise Trends timetable, including Pram-fit, Meta-fit, Zumba, Fitclub, Outdoor fitness, Pilates and Yoga. (38 classes in total on the new timetable). All participants attend a minimum of 6 activity sessions once they have signed up. Lots of new sessions will be programme in at Frank Myler.

Get Halton Cycling in partnership with British Cycling project started in May – 12 month programme.

Walking Football for over 50 men has now been formalised, the group will continue at KLC on Thursday mornings, 15 regularly attending.

Sportivate for ages 14 – 25 years. Y5 Q1 & 2 ongoing, sessions include American Football, Runnercise and Netball. Plan for Y5 Q3 & 4 to be submitted 24th July – new activity planned in partnership with Widnes Vikings and Halton Young Addaction.

As a result of the Street Games Pop Up Tennis Project during summer 2014, Cronton College were given the opportunity to take 4 students and a staff member for some coaching at the National Tennis Centre at Roehampton followed by a trip to Wimbledon, to watch Tennis on Court 1 on July 1.

Facilitated a partnership with Places for People Leisure and Riverside College, PfP submitted an application to Street Games and received CLUB1 funding for activity targeted at increasing female participation for 14 – 25 year olds.

In addition to all the new activities the Sports Development Team continues to support over 50 established community classes and the many and varied voluntary sports clubs operating throughout Halton. Events and tasters during quarter 1:

- Walk down memory lane events delivered for Dementia awareness week Widnes and Runcorn.
- Spring Watch walks delivered for Wellbeing Enterprise Widnes and Runcorn.
- Taster Tai Chi sessions delivered to Breath-easy support groups Widnes and Runcorn.
- Push and Tone taster delivered to Brookvale children's centre (offered to all children's centres).
- Yoga taster delivered to Widnes Sangaku karate club.
- Archery Taster delivered to men's badminton group based at Kingsway Leisure Centre
- Archery Taster delivered to Southlands Court.
- Multi-generational archery taster delivered St Georges Court.
- Widnes Tennis Academy Promotion at Morrisons and Open Day – 50 new members.

Halton Sports Coach Scheme Q1:

Has delivered over 100 hours of coaching from grass roots to excellence at schools, special schools, clubs, charities & organisations. 1653 contacts made in schools; 203 in community settings and 159 adults received training.

Sports coaching and support Schools SLA provides a professional coaching service, 27 packages have been purchased for 2015.

Leisure Centre Activity:

Sports centre visits April – June 152,564 up slightly on last year, the sales team have been working hard to sign up new members. A large number of members moved to the new low cost Gyms in Runcorn and Widnes.

Children in Need Grant

On behalf of the Halton Sports Partnership, the Sports Development Team secured a Children in Need grant of £9,700 to deliver 4 multi sports clubs in Halton, 2 in Runcorn and 2 in Widnes. The aim is to engage young people aged 8 to 18yrs, and will start in September 2015 for one year.

The project will deliver a number of out of school hours sports clubs and as the project develops every week, the children and young people will feedback and assist the coaches with the planning of the sessions, changing what and how it is delivered. Through this initial involvement in planning and having a say in what is delivered, will then hopefully turn them from participants to becoming leaders and volunteers, not only in this project but also in their school lives and in any other clubs or organisations they may be involved with. The Halton Sports

Partnership have a Volunteer Scheme for ages 8yrs+ where they can volunteer up to 200 hours in various sporting scenarios and receive recognition for the volunteering they do. It is hoped that this mentoring we will be doing with the children and young people will carry on throughout their lives, in all walks of life. It is hoped that this pilot will leave a legacy of a community sports club at each of the sites once the funding has finished. The sites will be in the Kingsway, Hough Green, Halton Castle and Grange wards.

Founders Walk – 24 July 2015

The Rugby League are organising a Founders walk, which is a 120 mile walk from 19th July-24th July 2015 going to all 22 original ground sites, with Runcorn and Widnes on the final day. They will leave Warrington on Friday 24th July 2015, walk to Runcorn for a short stop off at Canal Street and then walk over the bridge to the Stadium before leading off a Community Walk to Wilmere Lane. The Council is working in partnership with the Widnes Vikings to support and promote this initiative.

Blue Plaques

To commemorate 120 years of the commencement of the game of Rugby. A blue plaque is being erected close to the site of all the Founder clubs original grounds. A blue plaque will be put at St Edward's Catholic Primary School, Runcorn and at the Select Security Stadium Halton, Widnes. These will be unveiled at the beginning of September, as close to the date of the first matches. A Masters will also take place to mark the occasion.

Theme 2: Club Development

Sports Fair booklet has been produced to advertise the many opportunities available to residents, over 60 activities will be delivered over Sports Fair Week 18 – 26 July. Most will be delivered by our voluntary sports clubs in the borough with additional sessions being delivered in Leisure Centres and by the Sports Development Team. This will go out electronically to as many partners as possible in addition to hard copies being delivered to HDL's, Libraries, Leisure Centres, Community Centres and the Halton Sports Partnership database.

Club Matters, Sport Englands, new online tool provides free guidance, support and learning on all aspects of running a club. Club Matters is a convenient and flexible tool designed to fit around volunteers, with practical guidance to help clubs attract and retain members, to improve and develop skills and build a club that lasts. Sports Development Officer will have access to additional resources to assist clubs with club accreditation, development plans etc.

75 clubs receive direct mailings, providing updates, such as, grants opportunities, coaching courses receive ongoing support with club accreditation.

New Boxing Club support for set up at Riverside Boxing Club.

Halton Sports Awards – nominations now open, with the evening being on Thursday 24 September at Select Security Stadium Halton.

Theme 3: Coach Education and Volunteering

Coach education courses

Coach education & volunteering – Street Games dance activators course delivered at Brookvale Recreation Centre in partnership with OBA

Theme 4: Sporting Excellence

Sports specific development work with local clubs continues to support talented athletes, coaches and officials to reach their full potential.

Theme 5: Finance and Funding for Sport

Sports Development Grant Scheme

Q1: 3 bursaries and 1 group grants Sports Development Grants

Name	Support towards	Award
Halton Lions	Support for new team	£300
William Avon	Training at Blackpool FC	£200
Alex Shaw	Representing GB Hockey	£200
Sammi Simpson	Representing England RL	£100

Theme 6: Sports Facilities

Assisted Kingsway Boxing Club re-location to Optimum Fitness, supported them applying for an Area Forum grant of £6000.

Assisted Liverpool County FA – facilitating all football clubs to register with Whole Game Website.

Supported Halton Spartans to secure 5 Home Games at the Stadium, on-going support for Development and Funding

Liverpool Road Playing Fields Project

The building has been partially handed over and contactors are working through the snagging list. There have been a number of issues accessing a BT line, hopefully this will be resolved soon and the building will be fully operational over the summer. Sports coaching will be provided, for young people, over the school holidays and a programme of indoor activity classes will commence for the community.

Assisting a number of clubs with their facility improvement plans and funding applications including:

- St Michaels Football Club
- Widnes Tennis Academy
- West Bank Bears RL
- Runcorn Rowing Club
- Halton & District Junior League
- Runcorn Boys Club
- Halton Borough FC
- Cronton Villa FC

3.0 Emerging Issues

3.1 Growth Hub (WR)

The Liverpool City Region Local Enterprise Partnership (LEP) has developed a proposal to create a 'Growth Hub' for the city region. A Growth Hub is not a physical entity but rather a virtual organisation to provide business support services across the City Region.

At a city region level an initial funding package of £550,000.00 has been agreed between the LEP and BIS to support the development of a LCR Growth Hub. The LEP plan to recruit a team of 'Business Brokers'. A core team of Business Brokers will be based at the LEP and a single Business Broker will be based within each Local Authority area, embedded within the Local Authority.

Halton Borough Council and Halton Chamber of Commerce and Enterprise submitted a joint response to the Growth Hub tender as Halton Growth Hub Partnership.

3.2 Pan-Merseyside CRM (WR)

As part of the development of a LCR Growth Hub the LEP has also proposed a pan-Merseyside CRM system to manage investment projects, commercial property enquiries and future grant and business support programmes.

The BIG Team have been working closely with developers Alcium and the Council's ICT Team to migrate data from the existing system to the new Evolutive system. It is anticipated that the system will go live from the first week in August 2015.

Halton Borough Council will be the first LCR Local Authority to adopt the system

3.3 European Funding (Business Support) (WR)

Government published the first round of calls for the European Structural and Investment Funds in March 2015. The calls were for Research and Innovation, Low Carbon, SME Support, Access to Employment and Technical Assistance.

A consortium made up of the LCR Local Authorities, the LCR LEP and some, but not all, LCR Chambers of Commerce submitted an Expression of Interest (EOI) under Priority 3c 'SME Support' to government for funding from the European Programme 2014-20.

The project will provide eligible SME's across the Liverpool City Region, who would not typically engage with providers of business support, with the capacity and support they need to grow and prosper. The project will be a bridge between start-up support and more bespoke, intensive or specialist support typically provided by the private sector.

The project will provide participating SME's with the following quantifiable outputs:-

- An intensive Business Diagnostic
- A Strategic Business Plan
- A dedicated Relationship Manager
- Informed brokerage into commercial business support

- More intensive support, where appropriate, focusing upon the management of people, processes and resources

The Halton element of the overall project will be for a project spend of £530,073.00 and will aim to assist 164 companies and create 140 new jobs.

3.4 Mersey Gateway Regeneration (WR)

On the 1st June the Regeneration Team commenced a 12 month project to explore securing local economic benefits from the Mersey Gateway Project, following its completion. The main focus being:

- Identifying development site / site assembly opportunities resulting from the construction of the bridge;
- Place-making benefits through local infrastructure (highway / landscape) projects;
- Place-promotion & marketing opportunities.

There are 6 Spatial areas of focus: - 1) Rock Savage / M56 J12., 2) Halton Lea / Hallwood Park; 3) Astmoor; 4) West Bank / South Widnes (including SJB de-linking); 5) Ditton / A562 corridor; 6) Runcorn Old Town SJB De-linking.

Upon completion of the 12 month project, a report will be presented which will set out a deliverable programme of actions that can be taken forward to help secure investment in Halton and improve perceptions of the area. Costs and benefits for each action will be outlined.

3.5 Employment, Learning & Skills (WR)

The ESF/YEI/YCU full application will need to be completed over the summer and this will require working collaboratively on the bid with city region colleagues. It is hoped, if successful, the Ways to Work project will commence in the autumn.

4.0 Risk Control Measures

- 4.1 Risk control forms an integral part of the Council's Business Planning and performance monitoring arrangements. As such, Directorate Risk Registers were updated in tandem with the development of the 2015-17 Directorate Business Plans. Progress concerning the implementation of all Directorate high risk mitigation measures relevant to this Directorate will be reported at quarter two.

5.0 Progress against high priority equality actions

- 5.1 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.
- 5.2 The council's latest annual progress report in relation to achievement of its equality objectives is published on the Council's website.

6.0 Performance Overview

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





Priority: Supporting growth and investment

Key Milestones and Measures

CED 063: Inward investment enquiry conversion rate				SCS ELS02: Increase the proportion of business diversity within the following sectors: knowledge economy, superport, low carbon/green, visitor economy				SCS ELS01: Increase the number of active enterprises within the borough			
Current progress	Target	Quarterly Progress	Direction of Travel	Current progress	Target	Quarterly Progress	Direction of Travel	Current progress	Target	Quarterly Progress	Direction of Travel
71%	10%			27.8%	28.5%			2915	2800		

Ref	Milestones	Quarterly progress
CED11a	Undertake evaluation of Business Support Programme by September 2015	
CED11b	Development of a marketing and promotions plan for the boroughs markets by June 2015	

Ref	Measure	14/15 Actual	15/16 Target	Current	Direction of Travel	Quarterly progress
SCS ELS03	Increase the number of people classed as self-employed	6.1%	7.25%	6.4%		
CED060	Occupancy of HBC industrial Units	89%	90%	90%		
CED061	Occupancy of Widnes Market Hall	85%	95%	82%		

Ref	Measure	14/15 Actual	15/16 Target	Current	Direction of Travel	Quarterly progress
CED062	Number of inward investment enquiries per annum	239	250	38 (Q1 only)		
CED064	Number of funding enquiries per annum	113	110	35	N/A	
CED065	Proportion of successful funding bids	N/A	25%	80%	N/A	
CED078	Number of new business start ups	20	25	Division no longer has a usiness start-up service so can no longer report on this measure		

Supporting Commentary (key measures and notable exception reporting)

Conversions of investment enquiries has exceeded all expectations due to a number received in 2014/15 which have only come to fruition in quarter 1 2015/16, and the lower numbers received within the quarter. Sustaining this level of conversion will be unlikely.

Compared to last year the number of applications for Widnes Market Hall has declined. The economic recession continues to affect retailers along with competition from supermarkets, out-of-town shopping centres and online shopping. During the quarter five new traders started trading, and three businesses have changed ownership. It is hoped this will ensure their long-term sustainability. Ten traders have left the market during the quarter, many of which have only traded for a few months. Development of a marketing and promotions plan for the boroughs markets is being finalised and is scheduled for completion in August 2015.

Priority: Raising skills levels and reducing unemployment

Key Milestones and Measures

CED073: Number of starts on DWP programme Ingeus				CED066: Number of new apprenticeship starts in Halton Borough Council				SCS ELS 05: Increase the percentage of people achieving NVQ Level 4 and above																																																									
<table border="1"> <caption>CED073: Number of starts on DWP programme Ingeus</caption> <thead> <tr><th>Year</th><th>Ingeus</th><th>Ingeus Target</th></tr> </thead> <tbody> <tr><td>2012/13</td><td>780</td><td>1118</td></tr> <tr><td>2013/14</td><td>650</td><td>1118</td></tr> <tr><td>2014/15</td><td>280</td><td>1118</td></tr> <tr><td>2015/16</td><td>80</td><td>1118</td></tr> </tbody> </table>				Year	Ingeus	Ingeus Target	2012/13	780	1118	2013/14	650	1118	2014/15	280	1118	2015/16	80	1118	<table border="1"> <caption>CED066: Number of new apprenticeship starts in Halton Borough Council</caption> <thead> <tr><th>Year</th><th>Halton</th><th>Target</th></tr> </thead> <tbody> <tr><td>2014/15</td><td>5</td><td>5</td></tr> <tr><td>2015/16</td><td>13</td><td>5</td></tr> </tbody> </table>				Year	Halton	Target	2014/15	5	5	2015/16	13	5	<table border="1"> <caption>SCS ELS 05: Increase the percentage of people achieving NVQ Level 4 and above</caption> <thead> <tr><th>Year</th><th>Halton</th><th>Target</th><th>England average</th><th>SN average</th><th>NW Average</th></tr> </thead> <tbody> <tr><td>2011</td><td>24%</td><td>22%</td><td>33%</td><td>29%</td><td>29%</td></tr> <tr><td>2012</td><td>25%</td><td>24%</td><td>34%</td><td>30%</td><td>30%</td></tr> <tr><td>2013</td><td>25%</td><td>25%</td><td>35%</td><td>31%</td><td>31%</td></tr> <tr><td>2014</td><td>26%</td><td>25%</td><td>36%</td><td>31%</td><td>31%</td></tr> </tbody> </table>				Year	Halton	Target	England average	SN average	NW Average	2011	24%	22%	33%	29%	29%	2012	25%	24%	34%	30%	30%	2013	25%	25%	35%	31%	31%	2014	26%	25%	36%	31%	31%
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Ref	Milestones	Quarterly progress
CED12b	By March 2016 provide a comprehensive programme of training through targeted 'Inspire' and 'Continuous Improvement Workshops'	✓
CED12c	Submit proposal for year 2 delivery of the Youth Employment Gateway (Work Factor) programme by November 2015	✓
CED12d	Complete the annual Matrix review to retain Matrix accreditation across the ELS division by December 2015	✓
CED12e	Deliver year 5 of the A4e/Ingeus Work Programme contracts (initially 5 year contracts) by June 2015	✓
CED12f	Secure extension to the A4e/Ingeus Work Programme contracts (initially 5 year contracts) by June 2015	✓

Ref	Measure	14/15 Actual	15/16 Target	Current	Direction of Travel	Quarterly progress
SCS ELS04	Reduce the proportion of people with no qualifications	11%	11%	10%	↑	✓
CED067	Overall success for learners through the adult learning programme	Available at end of Quarter 2				

Ref	Measure	14/15 Actual	15/16 Target	Current	Direction of Travel	Quarterly progress	
CED068	Number of tutors graded good or outstanding	Available at end of Quarter 2					
CED071	Number of new (additional) interventions undertaken by the service	N/A	3	1	N/A		
CED072	Number of starts on DWP programme A4e	115	454	29	N/A		
CED074	Achieve 128% performance against DWP targets on A4e Work Programme contract for customer groups Payment Group 1, Payment Group 2, Payment Group 6a, Payment Group 6b	N/A	128%	Customers into work: PG1 – 120% PG2 – 150% PG6a – 100% PG6b – 0% Job outcomes: PG1 – 60% PG2 – 71% PG6a – 100%			
CED075	Achieve 128% performance against DWP targets on A4e Work Programme contract for customer groups Payment Group 1, Payment Group 2, Payment Group 6a, Payment Group 6b	N/A	128%	Customers into work: PG1 – 45% PG2 – 178% PG6a – 188% PG6b – 267% Job outcomes: PG1 – 136% PG2 – 221% PG6a – 188% PG6b – 133%			
CED076	Monthly reviews of performance of the Work Programme contract undertaken	100%	100%	100%			
CED077	Number of new starts into permitted/paid work for local people with disabilities	44	15	7			

Supporting Commentary (key measures and notable exception reporting)

The number of starts on the DWP Work Programme continue to be lower than targets set. All reviews of performance are undertaken and the contracts for Ingeus and A4e have been extended for a 5th year.

There have been some positive improvements in the number of new apprenticeships within Halton Borough Council which have exceeded the target set for the year.

Priority: Enhancing residents' quality of life

Key Milestones and Measures

SCS ELS09: Increase the gross weekly earnings by residents				CE LI2: Diversity –number of community groups accessing stadium facilities				CE LI4: Number of active users (physical & digital resources) of the library service during the last 12 months			
Current progress	Target	Quarterly Progress	Direction of Travel	Current progress	Target	Quarterly Progress	Direction of Travel	Current progress	Target	Quarterly Progress	Direction of Travel
£458	N/A			26	15			13576	16500		N/A

Ref	Milestones	Quarterly progress
CED12a	Work with colleagues to roll out a digital inclusion strategy across the borough by March 2016	
CE1 a	Continue to deliver new Sports Strategy (2012-15) by March 2016	
CE1 b	Prepare 2016-2020 Sports Strategy	
CE1 c	Active people survey results report adult sports participation rates in Halton continue to be maintained or increase compared to previous years by March 2016	
CE2 a	Identify area for improvement of community usage of the stadium to maintain and improve the health of Halton residents in line with the Business Plan and Marketing Plan	
CE4 a	Implement the action plan for delivery of the Library Strategy 2013-16 by March 2016	
CE4 b	Deliver a programme of extended informal learning opportunities including support for digital inclusion meeting identified local targets	

Ref	Measure	14/15 Actual	15/16 Target	Current	Direction of Travel	Quarterly progress
CED070	Number of residents supported to get online	Available at end of Quarter 2				

Ref	Measure	14/15 Actual	15/16 Target	Current	Direction of Travel	Quarterly progress
CE LI4	Number of active users (physical & digital resources) of the library service during the last 12 months	N/A	16,500	13,576	N/A	?
CE LI4 a	Number of physical and virtual visits to libraries (annual total)	598,632	612,000	Due to technical faults not available at present		
CE LI5	Percentage of adult population (16+) participating in sport each week	25%	24%	Available at Q4 only		

Supporting Commentary (key measures and notable exception reporting)

Weekly IT Clinics has been delivered at both Halton Lea and Widnes Libraries as part of the roll out for digital inclusion. Weekly workclubs sessions supported by GMB have also been delivered this quarter.

The Library strategy is being delivered. Meeting the priority of inspiring a community of readers and learners the following activities have been delivered;

- Schools – 7 schools have been engaged in activities with the service this quarter with 426 children and young people participating in class visits.
- Reading Groups – 17 Reading Group sessions have been held this quarter with 90 attendees.
- Rhymetime – 690 children and parents attended 42 Rhymetime sessions in this quarter.

7.0 Financial Summaries

ECONOMY, ENTERPRISE & PROPERTY DEPARTMENT

SUMMARY FINANCIAL POSITION AS 30th JUNE 2015

	Annual Budget £'000	Budget to Date £'000	Expenditure to Date £'000	Variance to Date (overspend) £'000
<u>Expenditure</u>				
Employees	4,242	1,073	1,099	(26)
Repairs & Maintenance	2,485	399	398	1
Premises	41	36	36	0
Energy & Water Costs	599	95	98	(3)
NNDR	544	504	501	3
Rents	446	120	120	0
Marketing Programme	23	3	3	0
Promotions	9	4	4	0
Supplies & Services	1,726	290	285	5
Agency Related Expenditure	42	2	3	(1)
Grants to Non Voluntary Organisations	323	301	301	0
Surplus Property Assets	-685	-75	0	(75)
Revenue Contrib'n to / from Reserves	35	35	35	0
Total Expenditure	9,830	2,787	2,883	(96)
<u>Income</u>				
Fees & Charges	-654	-268	-274	6
Rent - Markets	-766	-164	-166	2
Rent - Industrial Estates	-605	-120	-123	3
Rent - Investment Properties	-627	-111	-119	8
Transfer to / from Reserves	-518	-518	-518	0
Government Grant – Income	-1,827	-537	-537	0
Reimbursements & Other Income	-46	-32	-36	4
Recharges to Capital	-227	-3	-3	0
Schools SLA Income	-510	-437	-434	(3)
Total Income	-5,780	-2,190	-2,210	20
NET OPERATIONAL BUDGET	4,050	597	673	(76)
Premises Support Costs	1,924	508	508	0
Transport Support Costs	32	5	5	0
Central Support Service Costs	2,049	542	542	0
Asset Rental Support Costs	2,543	0	0	0
Repairs & Maint. Rech. Income	-2,558	-640	-640	0
Accommodation Rech. Income	-2,763	-691	-691	0
Central Supp. Service Rech. Income	-2,061	-515	-515	0
Total Recharges	-834	-791	-791	0
Net Expenditure	3,216	-194	-118	(76)

Comments

Spend against the employee budget is higher than the profiled budget as at quarter 1. This relates to the staff turnover savings target which has not been achieved due to low turnover of staff within the Department.

Premises costs have remained constant during Quarter 1. Property Services will continue to utilise council accommodation wherever possible and outsource accommodation space to external

agencies to generate additional income, at the same time as aiming to continue to keep expenditure to a minimum.

It is anticipated that the Surplus Property Assets savings target will not be fully achieved by year-end. An action plan has been developed and is being implemented in conjunction with the Members Asset Review Panel, to assist with achieving the savings target at the earliest opportunity.

NNDR budgets are under budget, as most of the Investment Properties are fully occupied (HBC not being liable for many empty rates at present).

In order to ease budget pressures spending will be restricted in-year on Supplies & Services; Promotions and Marketing has also been kept to a minimum in an effort to achieve savings for the Department.

It is projected Investment Properties and Industrial Estates rental income will remain constant during the year and envisaging minimal change in the occupancy rates.

Market rental income is slightly above budget at the end of Quarter 1. Both market hall and open market income has remained stable during the first quarter of the year.

Work will continue with Managers to deal with any in-year budget pressures. In overall terms it is anticipated that net expenditure will be over budget by year-end. In the main this is due to the savings target against surplus property assets. However work is being undertaken to minimise this where possible.

ECONOMY ENTERPRISE & PROPERTY CAPITAL PROJECTS

SUMMARY FINANCIAL POSITION AS AT 30th JUNE 2015

	2015/16 Capital Allocation £'000	Allocation To Date £000's	Expenditure to Date £'000	Variance to Date (overspend) £'000
Castlefields Regeneration	635	19	19	0
3MG	3,493	121	121	0
Widnes Waterfront	1,000	0	0	0
Johnsons Lane Infrastructure	450	0	0	0
Decontamination of Land	6	0	0	0
Sci Tech Daresbury	10,965	5	5	0
Former Crossville Depot	518	25	25	0
Fairfield Primary School	380	0	0	0
Fairfield High Site - Contingency	64	9	9	0
Peel House Lane Cemetery	1,017	1	1	0
Peel House Lane Roundabout & Cemetery Access	53	2	2	0
John Briggs House	350	0	0	0
Travellers Site - Warrington Road	1,286	604	604	0
Widnes Town Centre Initiative	21	0	0	0
Lower House Lane Depot – Upgrade	38	4	4	0
Equality Act Improvement Works	250	10	10	0
Grand Total	20,526	800	800	0

Comments

The timing of spend for Castlefields Regeneration scheme is unknown as the main expenditure item relates to a compulsory purchase order claim (which is likely to be referred to Lands Tribunal).

The bulk of the capital allocation for 3MG will be used to fund the construction of rail sidings which will commence in quarter 2.

Widnes Waterfront and Bayer project will only commence once the developer has an end user in place so timing of spend is hard to predict at this moment in time.

Decontamination of Land allocation will fund final contract retention payment.

Sci Tech Daresbury spend will relate to purchase of Tech Space building which is expected to be towards the end of the financial year.

In regards to Peel house Lane scheme, Officers are meeting up on a on a regular basis to progress the works and also financial profile remains estimated subject to the results of the tender.

Johnsons Lane road construction has been completed up to its wearing course and currently work is being carried out to secure the remaining sites from unauthorised use.

COMMUNITY & ENVIRONMENT DEPARTMENT

Revenue Budget as at 30 June 2015

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000
<u>Expenditure</u>				
Employees	12,018	3,022	3,039	(17)
Other Premises	1,182	479	471	8
Supplies & Services	1,565	374	347	27
Book Fund	142	35	35	0
Hired & Contracted Services	1,151	225	239	(14)
Food Provisions	652	163	162	1
School Meals Food	2,077	389	382	7
Transport	54	9	5	4
Other Agency Costs	674	169	142	27
Waste Disposal Contracts	5,160	525	536	(11)
Leisure Management Contract	1,496	260	280	(20)
Grants To Voluntary Organisations	322	137	131	6
Grant To Norton Priory	222	115	117	(2)
Rolling Projects	20	21	21	0
Capital Financing	9	2	0	2
Total Spending	26,744	5,925	5,907	18
<u>Income</u>				
Sales Income	-2,259	-607	-563	(44)
School Meals Sales	-2,180	-349	-357	8
Fees & Charges Income	-3,235	-1,029	-1,000	(29)
Rents Income	-235	-48	-63	15
Government Grant Income	-1,186	-8	-8	0
Reimbursements & Other Grant Income	-516	-96	-100	4
Schools SLA Income	-79	-79	-83	4
Internal Fees Income	-120	-25	-30	5
School Meals Other Income	-2,270	-1,373	-1,375	2
Meals On Wheels	-196	-49	-37	(12)
Catering Fees	-225	-39	-15	(24)
Capital Salaries	-53	-13	-13	0
Transfers From Reserves	-32	0	0	0
Total Income	-12,586	-3,715	-3,644	(71)
Net Controllable Expenditure	14,158	2,210	2,263	(53)
<u>Recharges</u>				
Premises Support	1,947	522	522	0
Transport Recharges	2,390	165	164	1
Departmental Support Services	9	0	0	0
Central Support Services	3,146	845	845	0
Asset Charges	3,005	0	0	0
HBC Support Costs Income	-382	-382	-382	0
Net Total Recharges	10,115	1,150	1,149	1
Net Departmental Total	24,273	3,360	3,412	(52)

Comments on the above figures:

The net budget is £52,000 over budget profile at the end of the first quarter of the 2015/16 financial year.

Employee expenditure is subject to savings this year which have yet to take effect so the position is slightly worse than anticipated at this stage of the year. The use of agency staff across the

department has fallen significantly since the introduction of the apprenticeship schemes and vacant posts being filled.

Other Agency costs are £27,000 under budget mainly due to underspending on the Area Forums for projects not yet started.




The Leisure Contract is now in its final year and will end in January 2016, the contract price exceeds budget and will overspend this year.

Expenditure on Waste contracts is currently over budget to date and will remain a pressure throughout the year. This budget will be closely monitored to ensure expenditure is brought back in line.

Sales income, Fees & Charges and Internal Catering Fees across the Department will significantly struggle to achieve income targets for the year. Last year income for these specific areas underachieved by over £322,000, although this was partially offset by other income streams. Sales targets have increased this year and as a result income budgets will be closely monitored and if necessary income targets will be realigned where possible. Income relating to the collection of green waste, approved as a saving item for 2015/16 is on target with the budget for the year.




8.0 Appendix 1 – Explanation for use of symbols

8.1 Symbols are used in the following manner:

Progress	Milestone	Measure
Green 	Indicates that the milestone is on course to be achieved within the appropriate timeframe.	Indicates that the annual target is on course to be achieved.
Amber 	Indicates that it is uncertain or too early to say at this stage whether the milestone will be achieved within the appropriate timeframe.	Indicates that it is uncertain or too early to say at this stage whether the annual target is on course to be achieved.
Red 	Indicates that it is highly likely or certain that the objective will not be achieved within the appropriate timeframe.	Indicates that the target will not be achieved unless there is an intervention or remedial action taken.

8.2 Direction of Travel Indicator

Where possible 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.

8.3 Key for Operational Directors

WR	Wesley Rourke, Operational Director, Economy Enterprise and Property Services (EEP)
CP	Chris Patino, Operational Director, Community and Environment Services (CE)