

Environment and Urban Renewal PPB – Priority Based Monitoring Report

Reporting Period: **Quarter 1 – 1st April 2019 – 30th June 2019**

1.0 Introduction

- 1.1 This report provides an overview of issues and progress against key service objectives/milestones and performance targets, during the first quarter of 2019/20 for service areas within the remit of the Environment and Urban Renewal (E&UR) Policy and Performance Board.
- 1.2 Key priorities for development or improvement in 2015-18 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Environment & Urban Renewal Policy & Performance Board i.e.:
 - Development & Investment Services
 - Open Spaces and Waste and Environmental Improvement
 - Highways, Transportation & Logistics and Physical Environment
 - Housing Strategy
- 1.3 The way in which traffic light symbols have been used to reflect progress to date is explained within Section 8 of this report.

2.0 Key Developments

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

Development & Investment Services

Sci-Tech Daresbury

- 2.2 Procurement of Project Violet is ongoing with tender deadline of 3rd July. 5 bidders were invited to tender and the project. On target is on target for start on site in September.
- 2.3 An Armed Forces Covenant was signed by the Joint Venture on behalf of the campus – promoting the benefits to campus companies.

3MG

- 2.4 Alstom have confirmed the land they require at HBC Field for future phases, which consists of 7.4 acres for development and 5 areas for rail sidings. This leaves a balance of 25 acres which can be put to market. A report will be considered by Executive Board in July.

Regeneration

- 2.5 Onward Housing and Riverside have appointed Avison Young to produce a Murdishaw delivery plan and work is anticipated over the coming months on stakeholder and public consultation.

External Funding

- 2.6 In the quarter, 31 new enquiries for funding advice were received; this peaked at 17 in June, and demand remains high.
- 2.7 £41,000 was secured in external funding and bids were submitted in the quarter worth almost £11 million with 2 large scale ESF bids being written on behalf of the Liverpool City Region (LCR).

Asset Management

- 2.8 A schedule of sites has been compiled to form the basis of the asset disposal programme. Next steps to consult internal colleagues further and present the draft programme to the Members Asset review Panel and then seek approval from the Council's Executive Board in September 2019. Additionally the Asset Valuation programme for 2019/20 has now commenced.

Halton Growth Hub

- 2.9 Growth Hub in the Borough of Halton is delivered by Halton Growth Hub Partnership made up of Halton Borough Council and Halton Chamber of Commerce and Enterprise. Halton Chamber of Commerce and Enterprise is the lead partner and contract holder with respect to the delivery of Growth Hub locally.
- 2.10 In Quarter 2019-20 the Halton element of the Liverpool City Region Growth Hub Programme assisted 181 unique companies.

Delivering the Hydrogen Economy North West Event

- 2.11 During quarter 1 a major conference entitled 'Delivering the Hydrogen Economy NW', wholly paid for by commercial sponsorship, was organised and delivered by the Council at The Heath Business and Technical Park, in June 2019. The event attracted over 200 delegates and featured both a high profile speaker programme and two major exhibition spaces and generated positive press and media attention spotlighting the Council, its partners and the emerging northwest hydrogen economy.

Open Spaces and Waste and Environmental Improvement

Waste Management Enforcement Actions

- 2.12 During Quarter 1 Officers continued to take action in relation to the irresponsible disposal of waste by individuals and this included;
- 1 Prosecution secured for fly-tipped waste at Whitehouse Industrial Estate Busway, Runcorn. The offender had been paid by a Runcorn resident to remove and dispose of the waste and subsequently fly-tipped the items. The offender received a criminal conviction and financial penalty totalling £840.
 - 1 x Prosecution secured for a small scale fly-tipping incident. Offender was issued with a Fixed Penalty but failed to pay it. The offender received a criminal conviction and financial penalty of £613.
 - 3 Prosecutions secured for breach of a Section 108 Notice. The Offenders were all suspected of fly-tipping household waste in rear entries and each received a criminal conviction and a financial penalty of between £500 and £734.
 - 47 formal investigations undertaken, with 54 warning letters and 142 statutory notices issued.

Highways, Transportation & Logistics and Physical Environment

Emergency Planning

- 2.13 During the quarter the Emergency Planning team successfully carried out a Control Of Major Hazards (COMAH) Off Site Emergency Plan exercise for Emerald in Widnes in May 2019.
- 2.14 Having dealt with the fire at the Golden Triangle Industrial Estate, Halebank, Officers are continuing to respond to issues in conjunction with other teams within the Council and external partners. A formal debrief will take place in the near future.

Planning and Policy

Local Plan

- 2.15 Work is continuing on the evidence base to support the local plan. The Consultation will begin in late July 2019 and end in September 2019. Following consultation, the plan will then be reported to full Council for consideration prior submission to the Secretary of State.

Planning Applications

- 2.16 An application has been received for the erection of 237 dwellings and 100 extra care apartments, together with car parking, landscaping, roads, bridges, footways, drainage infrastructure at Sandymoor, Runcorn.

Silver Jubilee Bridge and Highway Structures Maintenance

- 2.17 Site works for the Silver Jubilee Bridge (SJB) steel arch painting project have continued, with Phase 7 painting completed in May 2019. Surface preparation and painting work commenced on Phase 8 in June 2019. Additionally steelwork painting on Hutchinson's Sidings Bridge was completed in April 2019.

Mersey Gateway

- 2.18 The design process for HBC's preferred option for the Runcorn Approach Viaduct (RAV) western cantilever and parapet modification scheme has been completed and the design process for the SJB cable change project has progressed during Quarter 1 2019/20.
- 2.19 Preparations have been made for HBC's contractor for the SJB works, Balvac, to relocate their site compound to the Widnes side of the bridge in early July (enabling demolition and modification works on the RAV to be completed).

Carriageway Condition Survey

- 2.20 In line with Highways Asset Management plan, the annual surveys for carriageway condition are in the process of being arranged and undertaken following a new procurement exercise. The process of Highways Asset Management seeks to intervene early which may require additional investment in the shorter-term to prevent the need for a greater investment in the longer term.

Work Programme Updates

- 2.21 Liverpool John Lennon Airport Runway End Safety Area. Construction commenced January 2019 and is substantially complete and the Warrington Road to Watkinson Way Halton Housing Trust (HHT) funded footpath link is programmed for August 2019.

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:-

Development & Investment Services

Halton's Visitor Economy Funding

- 3.2 Funding opportunities have been announced to support the role of heritage and culture in promoting the visitor economy. The Council is now working closely with two Lottery Funders, the Arts Council and the Community Fund, to try to ensure more funding comes to the Borough and this is showing some signs of success.
- 3.3 Work is being undertaken with Liverpool City Region (LCR) colleagues on visitor economy matters to raise the profile of the Borough. Additionally a piece of work is being undertaken with the Chamber of Commerce to encourage more businesses to become involved in a visitor economy network.

Open Spaces and Waste and Environmental Improvement

Waste Management

- 3.4 The Council's Executive Board has approved the making of a new Public Spaces Protection Order to provide enhanced powers to tackle dog fouling and other forms of irresponsible dog ownership. This will replace the existing 4 Dog Control orders with one unified order and will introduce controls upon the number of dogs being walked by an individual and a requirement to provide evidence of carrying bags in order to properly dispose of dog waste. In addition it introduces a number of new 'dog exclusion' and dogs on leads' zones.
- 3.5 The new Order will come into effect as of 1st November 2019. This will ensure that there is sufficient time for new signage to be put in place and for communications and awareness raising activity to be undertaken in advance of the Order coming into force to ensure that local people, and those visiting the borough, are fully informed of the control measures that it introduces.
- 3.6 The Order will be in place for 3 years but there is provision for the dog exclusion and dogs on leads zones contained within the Order to be varied during that time.

Parks

- 3.7 The Council has been advised by the operators of Fiddlers Ferry Power Station that the closure of the plant in 2020 will mean that water would no longer be pumped into the Sankey Canal. As the Canal is completely reliant on the water that is pumped into it by the Station Officers are currently working on mitigation solutions and meetings have been held with key stakeholders such as West Bank Boat Club, SCARS and local angling clubs.

Design and Development

- 3.8 Work began on phase 3 of the Peel House Cemetery in Q1 and was progressing well by the end of the period. The Phase 3 works involve laying out the cemetery grounds.

Highways, Transportation & Logistics and Physical Environment

Silver Jubilee Bridge – Widnes Approach

- 3.9 Delay to the completion of Merseylink's works on the Widnes Approach to the Silver Jubilee Bridge has affected Balvac's compound relocation to the Widnes side and measures to mitigate delay to the forthcoming works on SJB and its approaches are being examined.

Waste Transfer Facility

- 3.10 Judicial reviews of the approval for a waste transfer facility in Halebank is to be heard on the 25th July 2019, with a decision to follow.

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 suite of 2019 – 20 Directorate Business Plans.
- 4.2 Progress concerning the implementation of all high-risk mitigation measures relevant to the Board will be reported at Quarter 2.

5.0 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 the achievement of its equality objectives is published on the Council website and is available via:

<http://www4.halton.gov.uk/Pages/councildemocracy/Equality-and-Diversity.aspx>

6.0 Performance Overview

- 6.1 The following information provides a synopsis of progress for both milestones and performance indicators across the key business areas that fall within the remit of the Board.

Development and Investment Services

Key Objectives / milestones

Ref	Milestones	Q1 Progress
EEP 02a	Launch Business Rates scheme on 1 April 2019, commencing in Astmoor	
EEP 02b	Complete the extension arrangements at HBC Field for the options/leases by April 2019	
EEP 02c	Market the remaining land at HBC Field by October 2019	
EEP 02d	(3MG Ditton Corridor) Complete the Foundry Lane flood risk assessment by April 2019	
EEP 02e	(3MG Ditton Corridor) Apply for Homes England and SIF funding for abnormal ground conditions at Foundry Lane by September 2019	
EEP 02f	(3MG Ditton Corridor) Devise a partnership agreement to work with land owners and prospective developer at Foundry Lane by December 2019	
EEP 02g	Commence construction of Project Violet (Sci-Tech Daresbury) by August 2019	
EEP 03a	Roll out the pilot Charging Policy and review by 1st September 2019	
EEP 03b	To secure £2m in external grants into the Borough by end March 2020	
EEP 03c	Deliver an annual training programme to include 4 bid-writing and 2 Monitoring and Evaluation courses by end March 2020	
EEP 04a	Implement Communication Strategy at Runcorn Station Quarter	
EEP 04b	Complete business case for consolidating station car parking	
EEP 04c	Secure funding for new station square public realm	

Supporting Commentary

EEP 02a

Launched 1st April 2019 and marketed to Astmoor businesses and landlords. Also marketed through the Astmoor Business Improvement District (BID) newsletter and to developers known to have expressed interest in Astmoor. Seven requests for information packs received.

EEP 02b

A report is being tabled at Executive Board on 18th July 2019 outlining the new options arrangement with Alstom. Subject to approval a new contract will be entered into.

EEP 02c

A report is being tabled at Executive Board on 18th July 2019 requesting permission to market HBC Field. Subject to approval Savills, the retained agents for the site, will be appointed.

EEP 02d

The report is complete. The Council is trying to secure a meeting with the Environment Agency to check the modelling assumptions.

EEP 02e

Due diligence is being undertaken by Homes England’s consultants on a Council owned site and the site which Stobart own on Foundry Lane. If successful, the Council will purchase the Stobart site and undertake the preparatory works to bring the site to market for housing. Approximately 86 units could be accommodated across the two sites.

EEP 02f

All of the discussions are at different stages with the land owners. The Council is starting with Stobart as this site is vacant and the most straight forward site. However, the Council is willing to talk to all landowners to assemble as much of the site as possible for residential.

EEP 02g

On target for contract to be awarded in August 2019 with start on site commencing in September following the necessary procurement periods.

EEP 03a

The pilot period ends on 31st August and a full review will be produced.

EEP 03b

£41,000 secured in qtr1; however, £11m worth of projects submitted in the qtr and £18m worth of bids in the pipeline.

EEP 03c

All courses booked in to end March 2020; new courses being planned, including Now You’ve Got Your Grant.

EEP 04a

Work is progressing as planned.

EEP 04b

Business case being developed with Network Rail.

EEP 04c

Funding bid submitted to Combined Authority.

Key Performance Indicators

Ref	Measure	18 / 19 Actual	19 / 20 Target	Q1 Actual	Q1 Progress	Direction of travel
EEP LI 03	Commercial and investment portfolio – rent receivable against the budget to monitor receipt of income of rents and service charges.	-	TBC	N / A	N / A	N / A
EEP LI 04	Occupancy rates of commercial and investment portfolio.	99% Investment and 93% commercial	TBC	N / A	N / A	N / A

Ref	Measure	18 / 19 Actual	19 / 20 Target	Q1 Actual	Q1 Progress	Direction of travel
EEP LI 05	Occupancy of Widnes Market Hall.	84%	84%	87%		
EEP LI 06	Unit Costs – office accommodation (reported annually).	£1,054	£1028	N / A	N / A	N / A
EEP LI 07	Number of companies benefitting from the Council's intensive Key Account Management Service.	55	TBC	56		

Supporting Commentary

EEP LI 03 and 04

Produced annually and awaiting sign of the Council's asset disposal plan

EEP LI 05

The market has taken on a number of new tenants in the past few months hence the occupancy figures have risen.

EEP LI 06

This indicator can only be completed at year end, there are no interim figures available.

EEP LI 07

Because of competing priorities the current resource dedicated to KAM is reduced. The number of companies receiving KAM has, therefore, remained fundamentally static.

Policy, Planning and Transportation

Key Objectives / milestones

Ref	Milestones	Q1 Progress
PPT 02	To deliver the 2019/20 LTP Capital Programme March 2020	
PPT 03	Ensure continued unrestricted availability of the Highway network and to allow future maintenance to be delivered on a steady state, lifecycle planned basis.	
PPT 04	Continue to maintain the Highway Authorities statutory duties in accordance with Section 41 and 58 of the Highways Act.	
PPT 05	Consult on a revised draft Delivery and Site Allocations Local Plan (DALP)	
PPT 06	To ensure that at least one exercise is carried out each financial to test the COMAH plans March 2019	

Supporting commentary

PPT 02

- STEP funded improvements to Runcorn East Station Car Park to provide additional car parking was completed in the period.
- STEP funded Astmoor Busway cycle and walking improvements. Construction is progressing well and programmed for completion Summer 2019.
- STEP funded improvements to RAV West to provide footpath widening. Construction programmed for commencement July 2019 for 3 months.
- STEP funded improvements to Widnes Approach Viaduct to provide reconfigured footway cycleway. Programmed for construction in August 2019 for 3 months
- STEP funded walking and cycling improvements to Runcorn Canal Tow Path. Construction commenced March 2019 and is due for Autumn 2019 awaiting release of funding for completion

PPT 03

Footway Reconstruction Programme. Works programmed for Birkdale road, Ryder Road, Hough Green Road, Hale road, Blackburn Avenue to Lovell Terrace, Fieldway Lacey Sreet Alforde Street, Bishops Way. Footway reconstruction schemes will progress more quickly following the appointment of 2 new Engineers to the team.

Carriageway Resurfacing Programme. Schemes currently programmed for 19/20, Prescot Road, railway bridge to Heath Road, Runcorn road Moore, Liverpool road haunch repair, Hale road haunch repair. Works are due to commence to provide full width and depth carriageway reconstruction at Liverpool Road from Chesnut Lodge junction to Heath Road, this work requires a road closure and is programmed for 22 July to 31 August 2019

Carriageway Surface Treatment is were completed in the period19 at Daresbury Expressway to Central Expressway to Pitts Heath Lane roundabout, Northwich Road and Weston point slip road to Rocksavage.

PPT 04

Review of the Highway Safety Inspection Policy and guidance is underway and proposed for implementation by the end of July 2019.

PPT 05

Executive Board has authorised public consultation on the Plan after the May election. Consultation is due to commence on the 25th July 2019.

PPT 06

On target as exercise has been carried out this financial year and another exercise is planned for quarter 4 2019/20.

Key Performance Indicators

Ref	Measure	18 / 19 Actual	19 / 20 Target	Q1 Actual	Q1 Progress	Direction of travel
PPT LI 01	Percentage of third party compensation claims due to alleged highway / footway defects successfully defended. Annual Calculation.	N/A	TBC	N / A	N / A	N / A

Ref	Measure	18 / 19 Actual	19 / 20 Target	Q1 Actual	Q1 Progress	Direction of travel
PPT LI 02	Net additional homes provided	597	552	N / A	N / A	N / A
PPT LI 03	Number of affordable homes delivered (gross)	63	TBC	N / A	N / A	N / A
PPT LI 04	Processing of planning applications (%) as measured against targets for, a) 'major' applications b) 'minor' applications c) 'other' applications	100% 96% 98%	TBC TBC TBC	100% 96.4% 98%	  	  
PPT LI 05	To ensure a rolling five year supply of housing land. Deliverable supply (units) as a % of rolling 5 year requirement.	197 *	100%	N/A	N/A	N/A
PPT LI 06	No. of people killed or seriously injured (KSI) in road traffic collisions. (5 Year Av.)	37.6	TBC	N/A		N/A
PPT LI 07	No. of children (<16) killed or seriously injured (KSI) in road traffic collisions. (5 year Av.)	4.4	TBC	N/A		N/A
PPT LI 08	No. of people killed or seriously injured (KSI) in road traffic collisions. (5 Year Av.)	277	TBC	N/A		N/A
PPT LI 12	Damage to roads and pavements (% above intervention levels) repaired within 24 hours.	100%	TBC	100%		
PPT LI 15	% of network where structural maintenance should be considered: a) Principal Roads b) Non-Principal Roads c) Unclassified Roads	0.3% 1.00% 3%	2.00% 4.00% 9.00%	N / A N / A N / A	N / A N / A N / A	N / A N / A N / A
PPT LI 16	Bus service punctuality, Part 1: The proportion of non-frequent scheduled services on time (%):					

Ref	Measure	18 / 19 Actual	19 / 20 Target	Q1 Actual	Q1 Progress	Direction of travel
	a) Percentage of buses starting route on time	98.55%	98.55%	100%		
	b) Percentage of buses on time at intermediate timing points	95.00%	95.00%	82.30%		
PPT LI 18	% of bus stops with Quality Corridor accessibility features. (No. of stops – 603)	78.00% (455 Bus Stops)	80%	78%		

Supporting Commentary

PPT LI 01

Figures not available

PPT LI 02

Completions are measured annually. There were 601 (Gross) completions in 2018/19, boosted by the conversion of Castle View House to apartments under permitted development rights. Against 369 the previous year. There were 4 losses through conversion.

PPT LI 03

Completions are recorded annually. A total of 63 affordable completions were recorded, down from 92 the previous year.

PPT LI 04

All outcomes remain well above central government target figures

PPT LI 05

This is a provisional assessment. As the Core Strategy policy is over 5 years old the assessment is now carried out against the proposed policy figure from the Delivery & Allocations Local Plan.

PPT LI 06, 07, 08, 09, 10 & 11

Data not available from Cheshire Police.

PPT LI 12

works continuing to achieve the target

PPT LI 14

Works in line to meet target and similar to same period last year

PPT LI 15

Reported Annually

PPT LI 16

The percentage of buses starting route on time in Q1 2019/20 continues to perform above target and at the same level as 2018/19.

During Quarter 1 of 2019/20, the percentage of buses on time at intermediate timing points has shown a dip compared to the final result for 2018/19, although, it is anticipated performance will improve for Q2.

Bus operators continue to monitor services to make adjustments to schedules and ensure journeys operate to time.

PPT LI 17

Reported Annually.

PPT LI 18

Nine bus stops locations have been identified for improvements this year. Designs are being carried out for installation during Q2 and Q3 of 2019/20.

Waste and Environmental Improvement

Key Objectives / milestones

Ref	Milestones	Q1 Progress
CE 03a	Manage greenspace areas as per the agreed specification - March 2020.	
CE 04a	Continue to deliver communications and awareness raising initiatives to ensure that participation with the Council's recycling services is maximised and that residents comply with the requirements of the Council's Household Waste Collection Policy - March 2020.	
CE 04b	Undertake a review of the Council's Waste Management Strategy and associated Policies and update as necessary - March 2020.	

CE 03a

Q1 scheduled maintenance activities have all gone to plan.

CE 04a

This activity will be on-going throughout the year. During this first quarter a number of community engagement events were held in locations across the borough; including Victoria Park, Runcorn Town Hall and town centre. At each location Officers provided advice and guidance on recycling and waste prevention and it is estimated that circa 400 residents were engaged with during the events.

CE04b

The review of Polices and Strategy remains on-going with any decisions on updates being informed by the outcome of government consultation on proposals set out in its Waste and Resources Strategy.

Key Performance Indicators

Ref	Measure	18 / 19 Actual	19 / 20 Target	Q1 Actual	Q1 Progress	Direction of travel
CE LI 05	Residual household waste per household.	607kg	TBC	141kg		
CE LI 06	Household waste recycled and composted.	40%	TBC	43%		

Supporting Commentary

CE LI 05 and 06

These are estimated figures and are subject to seasonal variations but indications are at this stage that these targets will be met.

7.0 Financial Statements

COMMUNITY & ENVIRONMENT DEPARTMENT

Revenue Budget as at 30 June 2019

	Annual Budget £'000	Budget To Date £'000	Actual £'000	Variance (overspend) £'000	Forecast Outturn Position £'000
<u>Expenditure</u>					
Employees	14,474	3,622	3,644	(22)	(89)
Premises	2,104	797	792	5	21
Supplies & Services	1,026	279	270	9	34
Book Fund	155	45	40	5	18
Hired & Contracted Services	929	63	87	(24)	(95)
Food Provisions	461	83	83	0	0
School Meals Food	2,010	250	250	0	0
Transport	133	27	21	6	26
Other Agency Costs	334	114	108	6	26
Waste Disposal Contracts	6,140	56	56	0	(138)
Grants To Voluntary Organisations	67	4	4	0	48
Grant To Norton Priory	172	86	87	(1)	(1)
Rolling Projects	5	5	5	0	0
Total Expenditure	28,010	5,431	5,447	(16)	(150)
<u>Income</u>					
Sales Income	-1,747	-491	-383	(108)	(433)
School Meals Sales	-2,396	-425	-428	3	12
Fees & Charges Income	-5,963	-1,684	-1,524	(160)	(640)
Rents Income	-209	-53	-52	(1)	(2)
Government Grant Income	-1,198	-31	-31	0	(209)
Reimbursements & Other Grant Income	-648	-44	-40	(4)	(16)
Schools SLA Income	-1,349	-1,349	-1,351	2	2
Internal Fees Income	-161	-57	-62	5	22
School Meals Other Income	-254	-37	-19	(18)	(72)
Catering Fees	-114	-16	-12	(4)	(19)
Capital Salaries	-173	-37	-44	7	27
Transfers From Reserves	-24	-12	-12	0	0
Total Income	-14,236	-4,236	-3,958	(278)	(1,328)
Net Operational Expenditure	13,774	1,195	1,489	(294)	(1,478)
<u>Recharges</u>					
Premises Support	1,499	375	375	0	0
Transport Recharges	2,365	580	541	39	155
Central Support Services	3,892	973	973	0	0
Asset Charges	146	0	0	0	0
HBC Support Costs Income	-426	-106	-106	0	0
Net Total Recharges	7,476	1,822	1,783	39	155

Net Department Expenditure	21,250	3,017	3,272	(255)	(1,323)
-----------------------------------	---------------	--------------	--------------	--------------	----------------

Comments on the above figures

The net Department spend is £0.255m over budget at the end of Quarter 1 and the estimated outturn overspend for 2019/20 is £1.323 million.

Employee spend is over budget, primarily due to staff turnover saving targets which are not being achieved in many areas due to the need to maintain front line services. This is a particular issue for Schools Catering due to the service operating over a large number of sites, with a small number of permanent staff at each site, meaning cover for staff absence is essential.

There has been a staffing restructure at the Stadium which came into effect in mid-June and should result in a reduction in spend on permanent salaries compared to last year. Spend on casual staff has decreased by £35k compared to Quarter 1 in 2018/19, despite an increase in casual pay rates. The increase in casual pay rates continues to have a significant effect on The Brindley and the Stadium which rely on large numbers of casual staff due to the uncertain nature and timing of events.

Budgeted employee spend is based on full time equivalent staffing numbers of 481.

Hired & contracted services spend is currently £0.024m over budget, mostly due to spend on acts at The Brindley. Artists performing at The Brindley are paid based on a percentage split of ticket sales. Ticket sales have been increasing year on year, and are forecast to increase again in 2019/20, therefore payments made to artists have had to increase due to the contract terms.

No invoices relating to the main waste disposal and recycling contracts have been received for 2019/20 which makes this area extremely difficult to project for. Projections based on similar tonnages to 2018/19 would lead to an overspend of approximately £138k on the contracts once reconciliations have been carried out by Merseyside Recycling and Waste Authority.

Sales income has underachieved by £108k in Quarter 1. The main issues are with catering sales at the Stadium and in the Commercial Catering division. Sales income at the Stadium has been adversely affected by lower attendances at Widnes Vikings matches since their relegation from Super League. There is currently no sponsor for the Stadium, meaning that the sponsorship income target of £40k will not be achieved. Low Commercial Catering sales have been an issue for several years and the situation has not improved so far in 2019/20. There are plans to relaunch the Stadium Café once staff have migrated from Kingsway House to the Stadium, which may improve sales in the second half of the year. Registrar's income appears to be recovering after a poor year in 2018/19 which was caused by a nationwide reduction in marriage rates. The General Register Office has increased statutory registration fees this year which is likely to lead to increased income for the service.

Fees and charges income is once again the main area of budgetary pressure within the Department. There is no major concert planned at the Stadium for 2019/20, therefore the associated £105k income target will not be achieved. Stadium executive suite hire dropped significantly last year due to the relegation of Widnes Vikings, and it is impossible to project anything more positive for the new season starting in early 2020. Fees income at the leisure centres is likely to underachieve in 2019/20. A major reason for this is due to difficulties in the recruitment and retention of swimming and fitness instructors, leading to cancelled swimming lessons and a lack of fitness classes, and should therefore be considered alongside a significant staffing underspend across the three centres.

Although some areas are struggling to achieve their budgeted fees and charges income, there are other areas within the Department that are performing well. Crematorium fees are up on their Quarter 1 position last year assisted by the new resident's funeral package. The Brindley's lettings and promotions income is significantly higher than at the same point in 2018/19 due to an increase in ticket sales. The green waste

collection licence fee was increased for 2019/20 which has led to £74k more income being achieved in Quarter 1 this year in comparison to last year.

Government grant income is projected to underachieve in 2019/20 due to a shortfall in the Universal Infants Free School Meals Grant due to more schools converting to academy status. This is likely to have a significant impact on the Schools Catering budget. Other school meals income is currently £18k short of budget and is projected to be £72k short of budget at year end.

Transport recharges are currently lower than expected in Open Spaces and Waste and Environmental Improvement leading to an underspend of £39k in Quarter 1.

The outturn forecast is currently projecting an overspend at 31 March 2020 in the region of £1.3m.

COMMUNITY & ENVIRONMENT DEPARTMENT

Capital Projects as at 30th June 2019

	2019/20 Capital Allocation £'000	Allocation to Date £'000	Actual Spend £'000	Total Allocation Remaining £'000
Stadium Minor Works	39	10	0	39
Stadium Pitch	21	0	0	21
Children's Playground Equipment	149	3	3	146
Landfill Tax Credits Scheme	20	2	2	18
Upton Improvements	13	0	0	13
Crow Wood Park Play Area	250	166	166	84
Open Spaces Schemes	143	100	66	77
Peelhouse Lane Cemetery	900	4	0	900
Peelhouse Lane Cemetery – Enabling Works	11	4	4	7
Phoenix Park	3	0	0	3
Victoria Park Glass House	305	13	13	292
Sandymoor Playing Fields	40	26	26	14
Bowling Greens	32	5	1	31
Widnes & Runcorn Cemeteries – Garage & Storage	190	60	45	145
Town Park	200	5	2	198
Litter Bins	20	0	0	20
Community Shop	50	0	0	50
Libraries IT Equipment	94	0	0	94
Total	2,480	398	328	2,152

Comments on the above figures.

Stadium Pitch - It was necessary to replace the iPitch last year as the previous pitch did not meet FIFA standards for football matches. The work is mostly complete and the pitch is now in use by Widnes Vikings and Widnes FC. The contractor needs to come back on site to complete some follow up works later this year.

Children's Playground Equipment - This is an ongoing project which includes spend on maintenance and improvements within the borough's playgrounds.

Crow Wood Park – This project comprises a replacement park building, upgrades to paths and entrances and further play provision, and is now more than 50% complete.

Open Spaces Schemes – This covers spending on a variety of externally funded projects, including works to Runcorn Locks, Sunnybank Park, Phoenix Park BMX Track, Runcorn Station Quarter, Hale Lighthouse Approach and Runcorn Hill Bowling Green.

Peelhouse Lane Cemetery – Work on the drainage at the site has now been completed. The main cemetery infrastructure works have now commenced and should be largely completed by the end of 2019/20.

Phoenix Park – Work at the site has been completed with a retention payment due later in 2019.

Victoria Park Glass House – A contractor has been appointed and it is anticipated that work will begin on site soon.

Sandymoor Playing Fields – The all-weather pitches and courts have now been completed and the grass pitches and planting are now in the establishment phase.

Widnes & Runcorn Cemeteries - Garage & Storage – Work on the storage areas is under way and is due to be completed in late July.

Town Park – Work on the Southern Pathways at the Town Park is in an early phase and it is hoped that this will start later in the summer.

Community Shop – Planning permission for change of use is due to be submitted by the end of July. It is anticipated that the Council will release the funding to Community Shop in Quarter 3.

Libraries IT Equipment – The equipment has recently been installed in the libraries and is now in use. It is expected that payment will be made in Quarter 2.

ECONOMY ENTERPRISE & PROPERTY DEPARTMENT

Revenue Budget as at 30 June 2019

	Annual Budget £'000	Budget To Date £'000	Actual £'000	Variance (overspend) £'000	Forecast Outturn Position £'000
<u>Expenditure</u>					
Employees	4,513	1,157	1,141	16	55
Repairs & Maintenance	2,149	590	590	0	0
Premises	61	53	51	2	0
Energy & Water Costs	667	131	128	3	10
NNDR	530	526	521	5	5
Rents	301	95	95	0	1
Economic Regeneration Activities	34	2	2	0	0
Supplies & Services	1,630	362	364	(2)	(2)
Grants To Voluntary Organisations	48	11	11	0	0
Total Expenditure	9,933	2,927	2,903	24	69
<u>Income</u>					
Fees & Charges Income	-172	-38	-38	0	(1)
Rent – Commercial Properties	-1,109	-166	-149	(17)	(68)
Rent – Investment Properties	-44	-11	-12	1	0
Rent – Markets	-768	-179	-178	(1)	(3)
Government Grant Income	-1,866	-17	-17	0	0
Reimbursements & Other Grant Income	-185	-85	-84	(1)	(3)
Schools SLA Income	-516	-369	-359	(10)	(16)
Capital Salaries	-111	-9	-9	0	0
Transfers From Reserves	-716	-242	-242	0	0
Total Income	-5,487	-1,116	-1,088	(28)	(91)
Net Operational Expenditure	4,446	1,811	1,815	(4)	(22)
<u>Recharges</u>					
Premises Support	1,868	467	467	0	0
Transport	28	7	7	0	0
Asset Charges	4	0	0	0	0
Central Support Services	1,943	486	486	0	0
Accommodation Income	-2,135	-533	-533	0	0
Repairs & Maintenance Income	-2,381	-595	-595	0	0
Central Support Income	-2,234	-559	-559	0	0
Net Total Recharges	-2,907	-727	-727	0	0
Net Department Expenditure	1,539	1,084	1,088	(4)	(22)

Comments on the above figures

Finance has worked closely with Departmental colleagues to update the projections to try and achieve a balanced budget. The department continues to identify financial resources available to support the delivery of the service and allocate resources where needed most, whilst ensuring budget pressures are met.

Whilst the department can maintain effective control over expenditure, income still remains a budget pressure as majority of the income is externally funded and difficult to project.

Budgeted employee spend is based on full time equivalent staffing numbers of 127.

Due to a number of properties becoming vacant and some subsequently being disposed of, the rental income has reduced this financial year, causing budget pressures. Operating costs continue to be incurred where commercial properties become vacant.

School SLA income will not be achieved again this financial year. Although the department has increased the SLA charges for 19/20, 100% of the costs are not being recovered because of the need to use causal/agency staff to cover sickness/leave in delivering the service. A review of SLA charges will be undertaken ahead of the next financial year.

The Department has put a hold on all vacancies within the various service areas to ensure the staff saving targets are met and also help reduce the negative variance within the income budgets.

The 19/20 savings target put forward by the Department will be achieved in year and every effort will be made to ensure that expenditure on controllable budgets is kept to a minimum within the financial year.

The outturn forecast is currently projecting an overspend at 31 March 2020 in the region of £0.022m.

ECONOMY ENTERPRISE & PROPERTY DEPARTMENT

Capital Projects as at 30 June 2019

	2019-20 Capital Allocation £'000	Allocation to Date £'000	Actual Spend £'000	Total Allocation Remaining £'000
3MG	126	23	23	103
Sci Tech Daresbury – EZ Grant	96	40	40	56
Solar Panel Golf Course	709	16	16	693
Murdishaw Redevelopment	38	0	0	38
Widnes Waterfront (inc Bayer)	1,000	0	0	1,000
Venture Fields	41	20	20	21
Former Crossville Depot	331	0	0	331
Linnets Club House	140	2	2	138
Advertising Screen at The Hive	100	0	0	100
Equality Act Improvement Works	300	77	77	223
Widnes Market Refurbishment	100	32	32	68
Broseley House	461	7	7	454
Stadium changes to Karalius Suite	14	0	0	14
The Croft	30	0	0	30
Total	3,486	217	217	3,269

Comments on the above figures.

Sci Tech Daresbury EZ Grant – The remaining draw down for the project is being progressed by the Joint Venture. The project is currently out to tender with a contract award expected in September. Final draw down is expected in Quarter 2.

Solar Panel Golf Course – The department is in the process of awarding a contractor to design, build and install the solar farm.

Linnets Club House – New power and water supplies have been installed in the junior changing building. Quotes requested for making good works to be carried out prior to switching over to new power supply and removal of generator. New Linnets changing pavilion remedial works to the ventilation system are now complete. Final account for the snagging has been agreed.

Widnes Market Refurb – The re-roofing works (incl. internal decorations) are complete. Extension of Time and Loss and Expenses claim agreed; the remaining Widnes Market projects to be reviewed and prioritised in line with the remaining budget.

Murdishaw Regeneration – The department is exploring options for Council investment into projects which will further the masterplan way. Currently costing up bus stops on Barnfield Way, new signage and improvement to the community centre. Will also cost further highways improvements to local centre.

Equality Act Improvement Works – Work on Catalyst Museum and Bredon is now complete, awaiting final invoices. Work is continuing on site on Phoenix Park changing places facility and Crow Wood Park Pavilion

Karalius Suite – Works are now complete on the Karalius Suite and the enlarged venue is now in full use.

Broseley House- Demolition works cannot commence until all the ground floor tenants have vacated. Only 2 tenants now remain, the final lease expiring in July 2021. The oil tank store building has now been demolished and the security measures enhanced to the upper floors.

3MG – Alstom are in the process of approving and confirming their land take. HBC Field will be marketed in the autumn, with an aim to have all land subject to option or sale by June 2020.

Former Crossville Depot – Awaiting confirmation of retention invoices over the next quarter.

Widnes Waterfront – Budget set aside for remedial land works. Scope of timing of works still to be set out.

Policy, Planning & Transportation Department

Revenue Budget as at 30 June 2019

	Annual Budget £'000	Budget To Date £'000	Actual £'000	Variance (overspend) £'000	Forecast Outturn Position £'000
<u>Expenditure</u>					
Employees	4,654	1,187	1,088	99	248
Premises	169	82	70	12	47
Contracted Services	186	16	93	(77)	(159)
Supplies & Services	152	5	38	(33)	(136)
Street Lighting	1,583	220	206	14	56
Highways Maintenance	2,495	545	520	25	100
Fleet Transport	1,314	213	203	10	43
Halton Hopper Tickets	193	38	38	0	0
Bus Support	519	76	76	0	0
Finance Charges	17	0	1	(1)	(6)
Grants to Voluntary Organisations	61	30	30	0	0
LCR Levy	882	0	0	0	0
NRA Levy	66	65	65	0	0
Contribution to Reserves	432	10	0	10	41
Total Expenditure	12,723	2,487	2,428	59	234
<u>Income</u>					
Sales	-121	-30	-60	30	124
Planning Fees	-546	-273	-263	(10)	(44)
Building Control Fees	-213	-31	-33	2	9
Other Fees & Charges	-754	-158	-181	23	85
Grants & Reimbursements	-127	-10	-28	18	71
Government Grant Income	0	-13	-19	6	27
Halton Hopper Income	-203	-40	-40	0	0
Efficiency Savings	-68	-7	0	(7)	(28)
School SLA's	-44	-42	-42	0	2
Capital Salaries	-317	-35	-7	(28)	(110)
LCR Levy Reimbursement	-882	0	0	0	0
Total Income	-3,275	-639	-673	34	136
Net Operational Expenditure	9,448	1,848	1,755	93	370
<u>Recharges</u>					
Premises Recharges	542	135	135	0	0
Transport Recharges	687	178	167	11	43
Asset Charges	1,036	7	0	7	26
Central Support Services	1,643	411	411	0	0
Transport Recharge Income	-4,296	-1,116	-1,075	(41)	(163)
Support Service Income	-650	-162	-162	0	0
Net Total Recharges	-1,038	-547	-524	(23)	(94)
Net Department Expenditure	8,410	1,301	1,231	70	276

Comments on the above figures

In overall terms revenue spending at the end of quarter 1 is under the profiled budget to date. Employees are projected to be largely under budget this financial year due to various vacancies across the whole department, in particular the Highways and Traffic divisions.

Premises related expenditure is projected to come in under budget due to a reduction in running costs for Lowerhouse Lane Depot.

Contracted services and supplies and services budgets are projected to be over budget due to survey costs and plans that have been required in both the Planning and Highways Division.

Street Lighting will be under budget due to a reduction in street lighting maintenance costs expected throughout the year as the street lighting upgrade progresses. It is worth noting that electricity rates have increased by 20% from 18/19 to the 19/20 financial year.

Highways Maintenance budgets are showing as under budget by the end of the financial year due to the capitalisation of works wherever possible. Budget holders are making a conscious effort to ensure that expenditure is coded to the capital projects where applicable.

Fleet Transport costs are currently under the profiled budget for the year to date. This is mostly due to fleet being replaced for newer models that are much more efficient and this has led to a reduction in consumables such as vehicle parts, tyres and fuel. This in turn then has an impact on the costs recharged out to other services within the Council.

Planning fee income is projected to come in under its income target as it has in previous years. Building control income however is expected to overachieve due to the new shared service with KMBC.

Other fees and charges income is currently over achieving due to additional income being received in relation to Section 74 overrun charge's, inspection fees and repairs income.

Capital salaries is not projected to meet its income target as in previous financial years.

Every effort is being made by budget holders to keep expenditure at a minimum and budgets are being monitored at the highest level across the various divisions.

Based on current projections it is forecast the Department's net spend will be below the available budget by £0.276m.

Policy, Planning & Transportation Department
Capital Projects as at 30 June 2019

	2019-20 Capital Allocation £'000	Allocation to Date £'000	Actual Spend £'000	Total Allocation Remaining £'000
Local Transport Plan				
Bridges & Highway Maintenance				
Bridge Assess, Strength & Maintenance	2,457	386	386	2,071
Road Maintenance	3,410	731	731	2,679
Total Bridge & Highway Maintenance	5,867	1,117	1,117	4,750
Integrated Transport	604	91	91	513
STEP Schemes	2,013	477	477	1,536
SJB MM – Arch Painting	3,526	1,498	1,498	2,028
SJB – Deck Reconfiguration	600	0	0	600
SJB – Decoupling	5,705	1,186	1,186	4,519
KRN – Earle Rd Gyratory	238	3	3	235
Widnes Loops	4,553	107	107	4,446
Total Local Transport Plan	23,106	4,479	4,479	18,627
Halton Borough Council Schemes				
Street Lighting	415	5	5	410
Lighting Upgrades	1,340	61	61	1,279
Risk Management	377	13	13	364
Fleet Vehicles	1,471	457	457	1,014
Travelodge / Watkinson Way footpath	128	0	0	128
SUD Green Cycle	245	1	1	244
Total Halton Borough Council Schemes	3,976	537	537	3,439
Total Capital Expenditure	27,082	5,016	5,016	22,066

Comments on the above figures.

The fifth year of the STEP (Sustainable Transport Enhancement Package) programme has begun with grant allocations being agreed by the LCR (Liverpool City Region).

The SJB MM (Silver Jubilee Bridge Major Maintenance) arch painting programme is continuing although it has been delayed due to various unforeseen circumstances such as bad weather.

Works are continuing for the lighting upgrade programme. A larger amount of expenditure is expected in Q2 and Q3.

Spend on capital projects are quite low in Q1 but it is expected to pick up with some project expenditure pushed back in later quarters of the financial year.

8.0 Application of Symbols

Symbols are used in the following manner:

Progress Symbols

<u>Symbol</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 <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

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.