



Corporate Policy and Performance Board

**Tuesday, 4 September 2012 6.30 p.m.
Civic Suite, Town Hall, Runcorn**

A handwritten signature in black ink that reads 'David WR'.

Chief Executive

BOARD MEMBERSHIP

Councillor Robert Gilligan (Chairman)	Labour
Councillor Joe Roberts (Vice- Chairman)	Labour
Councillor Ellen Cargill	Labour
Councillor Mark Dennett	Labour
Councillor Stan Hill	Labour
Councillor Chris Loftus	Labour
Councillor Alan Lowe	Labour
Councillor Angela McInerney	Labour
Councillor Norman Plumpton Walsh	Labour
Councillor Gareth Stockton	Liberal Democrat
Councillor Kevan Wainwright	Labour

*Please contact Ann Jones on 0151 511 8276 Ext. 16 8276 or e-mail
ann.jones@halton.gov.uk for further information.
The next meeting of the Board is on Tuesday, 30 October 2012*

**ITEMS TO BE DEALT WITH
IN THE PRESENCE OF THE PRESS AND PUBLIC**

Part I

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1. MINUTES	
2. DECLARATION OF INTEREST (INCLUDING PARTY WHIP DECLARATIONS)	
Members are reminded of their responsibility to declare any personal or personal and prejudicial interest which they have in any item of business on the agenda, no later than when that item is reached and, with personal and prejudicial interests (subject to certain exceptions in the Code of Conduct for Members), to leave the meeting prior to discussion and voting on the item.	
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In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.

REPORT TO: Corporate Policy & Performance Board

DATE: 4 September 2012

REPORTING OFFICER: Strategic Director, Resources

SUBJECT: Public Question Time

WARD(s): Borough-wide

1.0 PURPOSE OF REPORT

1.1 To consider any questions submitted by the Public in accordance with Standing Order 34(9).

1.2 Details of any questions received will be circulated at the meeting.

2.0 RECOMMENDED: That any questions received be dealt with.

3.0 SUPPORTING INFORMATION

3.1 Standing Order 34(9) states that Public Questions shall be dealt with as follows:-

- (i) A total of 30 minutes will be allocated for dealing with questions from members of the public who are residents of the Borough, to ask questions at meetings of the Policy and Performance Boards.
- (ii) Members of the public can ask questions on any matter relating to the agenda.
- (iii) Members of the public can ask questions. Written notice of questions must be given by 4.00 pm on the working day prior to the date of the meeting to the Committee Services Manager. At any one meeting no person/organisation may submit more than one question.
- (iv) One supplementary question (relating to the original question) may be asked by the questioner, which may or may not be answered at the meeting.
- (v) The Chair or proper officer may reject a question if it:-
 - Is not about a matter for which the local authority has a responsibility or which affects the Borough;
 - Is defamatory, frivolous, offensive, abusive or racist;
 - Is substantially the same as a question which has been put at a meeting of the Council in the past six months; or
 - Requires the disclosure of confidential or exempt information.

- (vi) In the interests of natural justice, public questions cannot relate to a planning or licensing application or to any matter which is not dealt with in the public part of a meeting.
- (vii) The Chairperson will ask for people to indicate that they wish to ask a question.
- (viii) **PLEASE NOTE** that the maximum amount of time each questioner will be allowed is 3 minutes.
- (ix) If you do not receive a response at the meeting, a Council Officer will ask for your name and address and make sure that you receive a written response.

Please bear in mind that public question time lasts for a maximum of 30 minutes. To help in making the most of this opportunity to speak:-

- Please keep your questions as concise as possible.
- Please do not repeat or make statements on earlier questions as this reduces the time available for other issues to be raised.
- Please note public question time is not intended for debate – issues raised will be responded to either at the meeting or in writing at a later date.

4.0 POLICY IMPLICATIONS

None.

5.0 OTHER IMPLICATIONS

None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 **Children and Young People in Halton** - none.

6.2 **Employment, Learning and Skills in Halton** - none.

6.3 **A Healthy Halton** – none.

6.4 **A Safer Halton** – none.

6.5 **Halton's Urban Renewal** – none.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

8.1 There are no background papers under the meaning of the Act.

REPORT TO: Corporate Policy and Performance Board
DATE: 4 September 2012
REPORTING OFFICER: Chief Executive
SUBJECT: Executive Board Minutes
WARD(s): Boroughwide

1.0 PURPOSE OF REPORT

- 1.1 The Minutes relating to the Corporate Services Portfolio which have been considered by the Executive Board are attached at Appendix 1 for information.
- 1.2 The Minutes are submitted to inform the Policy and Performance Board of decisions taken in their area.

2.0 RECOMMENDATION: That the Minutes be noted.

3.0 POLICY IMPLICATIONS

- 3.1 None.

4.0 OTHER IMPLICATIONS

- 4.1 None.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 Children and Young People in Halton

None

5.2 Employment, Learning and Skills in Halton

None

5.3 A Healthy Halton

None

5.4 A Safer Halton

None

5.5 Halton's Urban Renewal

None

6.0 RISK ANALYSIS

6.1 None.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

8.1 There are no background papers under the meaning of the Act.

APPENDIX 1

Extracts of Executive Board Minutes that are relevant to the Corporate Policy and Performance Board

EXECUTIVE BOARD MEETING HELD ON 24 MAY 2012

16	TREASURY MANAGEMENT 4TH QUARTER
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The Board received a report of the Operational Director, Finance on the Treasury Management 2011/12 4th Quarter (January to March) which updated them on activities undertaken on the money market as required by the Treasury Management Policy.

The report provided supporting information on the economic forecast, short term investment rates, longer term investment rates, temporary borrowing/investments and new borrowing. The Board noted that during the final quarter of 2011/12, the Council had temporarily breached its Operational Boundary when acquiring further borrowing for the Mersey Gateway, However, this was a short term breach and was eliminated during the first quarter of 2012/13, and there had been no other breaches of approved limits within the Annual Investment Strategy for the quarter ended 30 March 2012.

RESOLVED: That the report be noted.

EXECUTIVE BOARD MEETING HELD ON 28 JUNE 2012

35	2011-12 FINANCIAL OUTTURN
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The Board considered a report of the Operational Director, Finance, on the final revenue and capital spending position for 2011/12.

The Board was advised that the final accounts for 2011/12 were complete; the revenue spending position for each Department, which would be subject to external audit, was attached to the report at Appendix 1. In September 2011, Executive Board had agreed an Action Plan, as a response to the uncertainty on future funding and potential cost pressures in areas such as Community Care. It was noted that the overall net underspend for the year of £198,000 reflected the successful implementation of the Action Plan, aided in part by early implementation of 2012/13 savings approved by Council in December 2012.

The report provided details on the key budget variances (which were in addition to the overall net underspend) in the following services:

- Children and Families
- Economy, Enterprise and Property
- Policy, Planning and Transportation
- Finance
- ICT and Support Services
- Prevention and Assessment
- Commissioning and Complex Care
- Community and Environment and
- Corporate and Democracy

Members were advised that the Council's Reserves and Balances had been reviewed in accordance with the Reserves and Balances Strategy. The Council's General Balances stood at £7,565,000, which, given the financial climate, was considered to be at a reasonable level.

With regard to Capital Spending, details of spending against 2011/12 Capital Programme were attached at Appendix 2. It was noted that spending was £7.9m below the revised capital programme of £60.8m, which represented 87% delivery of the revised capital programme. It was reported that the main areas of significant slippage were in respect of Castlefields Regeneration, Extra Care Housing, Wade Deacon High School, Education programme (General), Windmill Hill Primary School (basic need), Lunts Heath Primary School (basic need) and St Bede's Infant and Junior Schools (basic need) schemes.

RESOLVED: That the report be noted.

48	LOCAL COUNCIL TAX BENEFIT SYSTEM
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The Board considered a report of the Operational Director, Finance, on the Localisation of Council Tax Support.

The Board was advised that, as part of the 2010 Spending Review, the Government announced its intention to localise support for Council Tax from 2013-14 and to reduce expenditure on this benefit by 10%. The Welfare Reform Act 2012 provided for the abolition of Council Tax benefit. It was noted that provisions for the localisation of Council Tax support were included in the Local Government Finance Bill which was currently before Parliament. It was expected that a one off transition to the new localised schemes of support would take place in April 2013.

Although the proposals were for each local authority to draw up its own scheme, there were certain areas which the Government was not leaving to local discretion; these were detailed in Appendix 1, attached to the report. The Government had stated that there would be a 10% overall reduction in the amount of expenditure on this scheme. The implications of this for Halton were that there would be approximately £1.4m less paid out to help towards Council Tax in the Borough.

The report contained details of three funding alternatives to meet the cost for Members' consideration, which were:

- Increase Council Tax
- Cut budgets
- Ring fence within Council Tax Benefit

It was noted that although the new scheme needed to be in place by April 2013, due to the setting of Council Tax and billing process, in reality it would need to be in place by October 2012. Members were advised that the Corporate Services Policy and Performance Board had considered a report and recommended the Executive Board approve the scheme for public consultation.

RESOLVED: That the Localisation of Council Tax Support Scheme, as outlined in paragraph 4.2 of the report, be approved for consultation with the public and major precepting authorities.

REPORT TO: Corporate Policy and Performance Board
DATE: 4 September 2012
REPORTING OFFICER: Chief Executive
SUBJECT: Halton Strategic Partnership Board minutes
WARD(s): Boroughwide

1.0 PURPOSE OF REPORT

1.1 The Minutes relating to the Corporate Services Portfolio which have been considered by the Halton Strategic Partnership Board are attached at Appendix 1 for information.

2.0 RECOMMENDATION: That the Minutes be noted.

3.0 POLICY IMPLICATIONS

3.1 None.

4.0 OTHER IMPLICATIONS

4.1 None.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 Children and Young People in Halton

None

5.2 Employment, Learning and Skills in Halton

None

5.3 A Healthy Halton

None

5.4 A Safer Halton

None

5.5 Halton's Urban Renewal

None

6.0 RISK ANALYSIS

6.1 None.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

8.1 There are no background papers under the meaning of the Act.

HALTON STRATEGIC PARTNERSHIP BOARD

**Minutes of a meeting held on Wednesday, 7 March 2012 at the Karalius Suite,
Stobart Stadium, Widnes**

Present:

Board Members:

Cllr Rob Polhill (Chairman)	HBC
Simon Banks	Halton Clinical Commissioning Group
Paula Cain	Chamber of Commerce
Cllr D Cargill	HBC
Dympna Edwards	NHS Halton & St Helens
Kate Fallon	Bridgewater Community NHS Trust
Cllr R Hignett	HBC
Ray Jones	Faith Communities
Janine Peterson	Job Centre Plus
John Rigby	Orminston Bolingbroke Academy
Noel Sharpe	Halton Housing Trust
Michael Sheehan	Riverside College
Richard Strachan	Cheshire Police
Alex Waller	Cheshire Fire & Rescue Service
Ann McIntyre	HBC – Children’s Trust Representative

Advisors to the Board:

Hazel Coen	HBC
Lynn Derbyshire	HBC
Tim Gibbs	HBC
Alan Graham	HBC
M Noone	HBC
David Parr	HBC
Wesley Rourke	HBC
Shelah Semoff	HBC

Apologies for Absence: N Atkins, Lisa Driscoll, Mike Fry, T Parle and S Young

43 COUNCILLOR JOHN SWAIN

The Board stood in silence as a mark of respect for and the sad passing of Councillor John Swain.

44 MINUTES FROM THE LAST MEETING AND MATTERS ARISING

The minutes of the meeting held on 7 December 2011 having been printed and circulated were agreed as a correct record.

The Chairman reported that Beth Edwards and Diane Sproson had resigned from the Board. He took the opportunity to place on record appreciation of the work undertaken by Beth Edwards and Diane Sproson during their time on the Board.

RESOLVED: That the Board place on record its thanks to Beth Edwards and Diane Sproson and extend its best wishes to them for the future.

45 RIVERSIDE COLLEGE – MICHAEL SHEEHAN

The Board received a presentation from Mr Michael Sheehan, Riverside College which gave the Partners an update on the College in the following areas:-

- Detailed the Strategy;
- Outlined and explained the Performance of the College;
- Detailed the Partnership working that was taking place; and
- Highlighted and set out the positive impact the College was having on young people's education in the Borough.

At the end of the presentation, the Chief Executive reported that the improvements at the college over the last four years were as a result of Mr Sheehan's strong leadership. He added that the Council were 100% in support of the philosophy of the strategic approach that had been taken in education. In addition, the Chief Executive took the opportunity to congratulate the College on their success.

RESOLVED: That

- (1) The presentation and comments be noted; and
- (2) Mr Michael Sheehan be thanked for his informative presentation.

46 GOVERNANCE UPDATE REVIEW

The Board considered a report which provided SSP chair's with an opportunity to comment on the proposed revised HSPB Constitution which was presented to the Board for endorsement.

The Board was advised that at the September 2011 HSPB meeting, the need to refresh the Governance Documents of the Partnership had been agreed and a proposal made to present the revised documents for endorsement in 2012. As the first part of this process, a proposal for a revised membership was presented to the Board.

The Board was further advised that the endorsed revised membership proposals and the revisions to the membership of the HSPB should leave the Partnership with an appropriate decision making structure for the future. It was also agreed that membership and Governance arrangements would be reviewed on an annual basis. Progress made on the membership review was attached at Appendix A to the report. In addition, it was reported that the

revised draft Governance documents were also attached at Appendix B to the report.

It was reported that a number of areas of governance had been examined and refreshed as necessary as follows:-

- HSPB Constitution;
- Declarations of Interest Rules;
- Implementation of Complaints Procedure; and
- Information Sharing Protocol.

In conclusion, it was reported that once the principles of the Governance Review had been endorsed by the HSPB, the proposed new Governance documents would be checked by the Legal Department at Halton Borough Council to ensure that all aspects of Partnership Governance were appropriately covered.

It was noted that Mr Simon Banks would represent the Clinical Commissioning Group in the absence of GP representatives.

RESOLVED: That

- (1) The SSP chairs note the progress made to date on updating the Governance Documents and comments raised be noted;
- (2) Chairs give consideration to how their SSP Governance arrangements fit into the framework and revise them as necessary following adoption of the documents by the Board; and
- (3) Chairs note the progress made to date on implementing the new Board membership and make recommendations on how to resolve any remaining issues.

47 COMMUNICATIONS STRATEGY

The Board considered a report which updated the Partners of the progress in developing a new Communications Strategy for the Halton Strategic Partnership.

The Board was advised that the Halton Strategic Partnership did not currently have a Communications Strategy in place. The Council's Communications and Marketing Team currently provided support to the Strategic Partnership. However, due to the withdrawal of the Working Neighbourhood Fund (WNF), funding and reductions in public sector spending as a whole, this was at a reduced level than previously.

The Board was further advised that the partnership currently had in place a Community Engagement Strategy which had been endorsed by the Board in June 2011. Attached to the report was the proposed appendix for the Community Engagement Strategy. The partnership also continued to have a web presence which was in the process of being redesigned and migrated across to an updated CMS which offered greater flexibility at a much cheaper cost than the current system. A new suggested layout for the website was attached as Appendix 2 to the report.

The Board noted the list of considerations set out in paragraph 4.1 to 4.5 of the report.

RESOLVED: That

- (1) A new Communications Strategy will not be developed;
- (2) An Appendix be added to the current Communication Engagement Strategy highlighting the importance of communications;
- (3) A responsibility be included in the governance structure upon HSPB members to act in an ambassadorial role for the partnership and to disseminate key messages across both their own organisations, their contacts in other organisations and the wider partnership;
- (4) A mapping exercise to show all Communications Strategies, plans, groups and publications that currently exist across the Board agencies and the wider partnership be endorsed to enable identification of where it would be best to join up effort, reduce duplication and improve consistency of message;
- (5) The proposal for the refreshed, updated HSP website to be implemented from April 2012 be endorsed; and
- (6) The meeting summaries be produced and distributed within five working days, both Board and SSP meetings and that these be produced in the form of an e-newsletter linked to the new website.

48 INFORMATION SHARING PROTOCOL

The Board considered a report which provided the partners with details and the background of a draft Information Sharing Protocol that was being developed as part of the Governance Review of the HSPB.

The Board was advised that the sharing of information between partners was a key element in the effective development and delivery of the Halton Strategic Partnership. Information sharing was essential for any partnership to work effectively together. Sharing information enabled a better understanding of

the needs of the community and improved services in order to meet these needs.

The Board was further advised that information sharing also helped to protect the safety of the workforce and volunteers to alert agencies of any potential dangers, resulting in putting people at unnecessary risk.

It was reported that partners were aware of the need to ensure that information shared by partners was stored and used in a constructive and legal manner. In order to achieve this, an overarching Information Sharing Protocol had been developed and which set out the broad principles of information sharing within the Partnership and the legal framework that governed it.

In addition, it was reported that many of the partners had been working together for years and sharing information in an informal and formal basis. The draft Information Sharing Protocol set the basis for making these relationships more formal and allowed for effective new working relationships between organisations to be formed.

The Board noted the information on considerations set out in paragraphs 4.1 to 4.8 of the report.

RESOLVED: That

- (1) The adoption of shared principles contained within the Draft Information Sharing Protocol be approved;
- (2) The proposal to undertake an audit of the full range of Data Sharing Protocols already in existence throughout the Partnership and Partner organisations to determine whether further, more detailed Information Sharing Agreements are needed be endorsed; and
- (3) A key contact from within their organisation able to provide information in support of the audit and who can assist in the development of more detailed agreements as necessary be identified.

49 ENHANCED PARTNERSHIP WORKING UPDATE

The Board considered a report which detailed the completed work on the three pilot work streams; 'A Stronger Local Workforce' (Appendix B) 'Anti-social Behaviour' (Appendix C) and 'Alcohol Harm Reduction' (Appendix A).

The Board was advised that there was now appreciation and acceptance amongst local partners for the need to embrace a fundamental shift in how the wider Halton Strategic Partnership' did business, moving away from a focus on time-limited externally-funded projects, and moving forward towards much greater collaborative enhanced partnership working. It was reported that this would need to be embedded into the respective delivery and action plans of

each of the partnership SSP's and also the high level strategic work of the Board itself.

The Board was further advised that if rolled out across a broader footprint, it was believed that the framework had the potential to help Halton partners to;

- Understand the impact of cuts and potential changes in service provision;
- Establish activity based costs in order to start looking at value for money and commissioning of services; and
- Explore the monetary and social benefits of Halton's investment in more detail.

The Board noted the barriers set out in the report and some possible ways in which they could be overcome or mitigated in the future.

The results in respect of antisocial behaviour set out on pages 76-97 and the breakdown of costs set out on pages 82 and 83 was noted.

It was suggested that recommendation (3) improving health outcomes represented a very broad remit and this may need to be more focussed. In response, it was reported that overlaps would need to be identified, and collaboration between the partners in order to identify areas that would individually and collectively benefit all organisations.

RESOLVED: That

- (1) The report and comments raised be noted;
- (2) Further use and development of the model around specific partnership issues be endorsed;
- (3) The topics of supporting people into employment and improving health outcomes as further topics which to apply the methodology be approved; and
- (4) The Board commit to ensuring that information, staff time and resource is made available wherever possible in order to enable the task and mapping to be carried out.

50 EQUALITY, ENGAGEMENT AND COHESION UPDATE

The Board considered a report which informed the Partners of the work currently being undertaken by colleagues across the partnership.

The Board was advised that during the past five years, since the adoption of the Partnership's Engagement Strategy, there had been several policy and legal changes to the working environment, which had raised the importance of

equalities and how we empower and engage with our communities. These changes had included the Equality Act 2010, the Localism Act 2011, and the push towards a “Big Society” with community budgets at the forefront.

The Board was further advised that the Partnerships’ Equalities, Engagement and Cohesion Group had taken a strategic lead in relation to empowering and engaging with the communities, around these areas of work, with Cllr John Swain chairing. This Partnership dealt with the equalities and cohesion priorities, ensuring best practice and information was shared across Partners, whilst providing part of the strategic framework for monitoring the revamped Engagement Strategy which had been adopted by the Partnership last year.

The Board noted the current updates set out in paragraph four of the report.

The Chairman reported that nominations for a new Chairperson for the Equalities, Engagement and Cohesion Group could be sent to Shelah Semoff.

RESOLVED: That

- (1) The proposed merger of the Council’s Community Development Practitioners Forum and Partnership’s Community Cohesion Officers group be supported;
- (2) The development of the Safe About Town pilot project be supported;
- (3) Regular updates from the Equalities, Engagement and Cohesion Group be presented to the Board; and
- (4) Consideration be given to a new Chairperson for the Equalities, Engagement and Cohesion Group.

51 OPEN FORUM DISCUSSION TOPICS

The Board considered a report which sought approval and suggestions from Partners on topics for the open forum discussions as agreed at the last Board meeting in December 2011.

The Board was advised that the Partnership Team suggested the following ideas:-

- Health areas;
- Getting people into employment;
- New Public Sector Architecture / New Dependency to Self Help;
- Child and Family Poverty;
- NEETs;
- Better Joint Commissioning;
- Getting the wider /adult part of the ‘Think Family’ approach right; and

- The Welfare Reform Act.

The Chairman reported that the meeting would probably be from 9 am – 12 pm and it gave the Board an opportunity to thoroughly investigate each topic area. In addition, he encouraged Partners to identify further suggestions for future topics and consider nominations for named leads for each topic area.

The Board was further advised that the Partnership Team would progress the agreed topics and the next topic to be discussed would be the Health areas on 13 June 2012.

RESOLVED: That

- (1) The list of topics above be agreed;
- (2) Partners nominate themselves as a named leader for a particular area of discussion to be supported by the Partnership Team; and
- (3) Kate Fallon be nominated lead for the Health areas topic to be considered on 13 June 2012.

52 SSP ACTIVITY REPORTS

The Board considered a report which provided the Partners with information from the 5 SSPs on current key activities.

The Board was advised that meeting summaries had been produced and would be shared across the wider Partnership and the key messages would be taken from the meeting summaries.

The Partners each gave a verbal update on their areas in respect of Healthy and Wellbeing, Children and Young People, Safer Halton, Employment, Learning and Skills and Environment and Regeneration.

Health

It was reported that the Health and Wellbeing Board had met twice and established two sub groups, A Health and Wellbeing Strategy was being developed and areas of responsibility in the future would have an element of social care and this would require a more holistic approach. It was also reported that the Community Engagement Event had been very well attended and successful. In addition Kate Fallon and Mel Pickup, the organisations representatives on health were very keen to look at more integrated health and social care services. A partnership agreement with the Local Authority had been signed last week.

The Chief Executive reported that a single one to one recruitment process had been undertaken for the Director of Public Health St Helens and Halton and the successful candidate would be known by the end of March

2012. In respect of the public health function being transferred to the Local Authority, it was reported that this would feed into the reforms and the transition plan. In addition, it was hoped the new reforms would give the Local Authority more opportunities in respect of public and community health.

Employment, Learning and Skills

It was reported that the Tesco Extra recruitment process had been completed. There had been a considerable amount of work undertaken re pre-employment training and interview skills workshops. In addition, it was reported that 635 people had participated and 1000 had been shortlisted. There had also been an induction day for the successful applicants and unsuccessful applicants would be able to use their skills for future employment opportunities.

Environment and Regeneration

Halton Housing Summit – It was reported that due to the emerging national policy and financial changes, it had been decided that it was not the right time to develop the Housing Strategy and this had been deferred.

Local Sustainable Transport Fund - It was reported that the Council had put in a bid for £4.8 m and the results would be announced in May 2012. If successful, it would help to improve sustainable transport in the Borough. In addition, it was reported that the Council had also submitted a joint bid with Warrington and St Helens for £3m

Children & Young People

It was reported that the Children's Trust / HSCB Joint Frontline Event 2012 would be held tomorrow (8 March 2012) and would be run as two half day sessions. In addition, it was reported that the event would give young people a real opportunity to engage and give their views.

It was reported that the Positive Behaviour Support Service (PBSS) was a new initiative which supported and improved the lives of children and adults with learning disabilities and / or autism, and who exhibited behaviour that challenged services.

It was reported that the Troubled Families Initiative was a national initiative which provided targeted support for troubled families. It was proposed that the Children's Trust and the Safer Halton Partnership should jointly oversee the work within Halton. A new post for a senior level Troubled Families Co-ordinator would be created and be based within Children and Young People Commissioning and would be monitored closely.

Safer

It was reported that from November 2012, Police Authorities would be replaced by a Police and Crime Commissioner (PCC) and to date no candidates had been declared for Cheshire. Police and Crime Panels would be established and elected by the public. The Community Safety Team in Halton had been reviewed and were currently preparing Business Plans for priority activities that would provide the PCC with clear evidence of the benefits of investing in what was being done in Halton.

Anti-social behaviour had also reduced as a result of partnership working i.e. the bonfire initiative which had been a multi-agency approach and had demonstrated the effectiveness of joined up partnership working.

It was reported that the feedback on the victim and witness support scheme had been very good at 92% satisfaction with the service.

RESOLVED: That the report and information from the SSPs be noted.

Note: The following items of business were for information only and were not discussed by the Board.

53 SCS 6 MONTH PERFORMANCE UPDATE

RESOLVED: That the Board noted the information report.

54 HEALTH UPDATE

Dr Kate Fallon, Bridgewater Community Healthcare NHS Trust circulated a booklet 'Your community healthcare services. Your chance to get involved' on the consultation regarding their plans to become a Foundation Trust. It was reported that there had been consultation with the Health and Wellbeing Board and the Health Policy and Performance Board and public consultation events had been organised in order to obtain a public response. It was hoped that Bridgewater would have Foundation Trust status by 2014. Partners were encouraged to consider taking up membership of the Trust.

RESOLVED: That the verbal update and information report be noted.

55 RESIDENTS SURVEY

RESOLVED: That the Board noted the information report.

56 WNF FINANCIAL SUMMARY UPDATE

RESOLVED: That the Board noted the information report.

Meeting ended at 11.00 a.m.

REPORT TO: Corporate Policy & Performance Board

DATE: 4th September 2012

REPORTING OFFICER: Strategic Director Resources

PORTFOLIO: The Leader

SUBJECT: HSP Topic Group Review

WARDS: All

1.0 PURPOSE OF THE REPORT

- 1.1 To provide members with a copy of the Topic Group Review report on the Halton Strategic Partnership recently undertaken by elected members on that Group.

2.0 RECOMMENDATION: That

- (1) Members comment upon the content of the report and, dependent upon their views, recommend the HSP Topic Group Review Report to the Council's Executive Board for approval.**

3.0 SUPPORTING INFORMATION

- 3.1 The Board, as part of their topic programme, took a decision to examine the role and function of the Halton Strategic Partnership (Halton's LSP) and identify where opportunities exist for future development and closer collaboration with the Council.
- 3.2 A group of elected members was selected and a programme of meetings arranged around the topic. At the first meeting, Terms of Reference for the group were established for the group as follows:
- Understanding the Future Role of the HSP
 - Asking does it meet the Council's Partnership check list requirements for "Partnerships"
 - What its short and long term objectives are
 - How they dovetail and inter-relate to the Council
 - How its ongoing activities can be effectively scrutinised and how it is held to account.
- 3.3 During the meetings, the history, purpose, membership, objectives, activities and role of the Halton Strategic Partnership (HSP) were

considered. Members also put forward proposals for how the relationship between the PPBs and the HSP could be strengthened, how agendas could be more closely interrelated and how ongoing activities could be effectively scrutinised. A report structure was agreed at the second meeting, with an agreement to prepare a draft report for discussion by Topic Group members prior to presentation to Corporate Services PPB in September.

- 3.4 Members also considered the context and background to why the Halton Strategic Partnership was established and the role it has played to date.
- 3.5 Local Strategic Partnerships (LSPs) were established as non-statutory bodies following the Local Government Act 2000, as the best way of promoting the social, economic and environmental wellbeing of communities. LSPs consist of a range of public, voluntary and community, and private sector organisations working with the local community on issues that impact on the local area.
- 3.6 In Halton, the LSP has badged itself as the 'Halton Strategic Partnership' (HSP). The HSP has been in existence since 2001. The HSP built on the previous good work of the original 'Halton Partnership' which had been instrumental in developing and managing successful applications for Single Regeneration Budget funding, amongst other initiatives.
- 3.7 Membership of the HSP is drawn from representatives from across key sectors and organisations within the Borough and was recently revised in March 2012 to reflect the changes taking place within the structure of the public sector as a result of changes in policy from central government.
- 3.8 Sitting underneath the main board of the HSP are five Specialist Strategic Partnerships (SSPs) The SSPs each take responsibility for co-ordinating the partnership agenda around each of Halton's 5 Strategic Priorities of Health, Children & Young People, Employment Learning & Skills, Environment and Regeneration and Safer Halton. The SSPs report back to the HSP on progress on outcomes and targets.
- 3.9 There are also a number of other thematic groups sitting underneath the HSP which take responsibility for co-ordinating some of the cross-cutting issues of the HSP such as Equality, Engagement & Cohesion, Transport, Housing and Child & Family Poverty. These also report back to relevant SSPs and the HSP on progress and activities.

4.0 POLICY IMPLICATIONS

- 4.1 As part of the Local Government Act 2000, a statutory duty was place upon local authorities to prepare and publish a Sustainable Community

Strategy (SCS) for their area, in consultation with partner agencies and other sectors. Despite their non-statutory role, guidance on the formation of LSPs was issued 2001 recommended LSPs as the most appropriate body to undertake the production of an SCS. Sustainable Community Strategies are intended to provide a 10-30 year strategic vision for the area, and also underpin the land use planning process. Since 2001 the HSP has been the vehicle for developing and overseeing the SCS. Halton revised and refreshed its 3rd SCS in April 2011.

4.2 Our SCS sets out a clear vision and aims for Halton as:

Halton will be a thriving and vibrant Borough where people can learn and develop their skills, enjoy a good quality of life with good health, a high quality, modern urban environment, the opportunity for all to fulfil their potential , develop greater wealth and equality sustained by a thriving business community and live in safer, stronger and more attractive neighbourhoods.

4.3 The SCS also establishes the five key strategic priorities of:

- A Healthy Halton
- Environment and Regeneration in Halton
- Employment, Learning & Skills in Halton
- Children & Young People in Halton
- A Safer Halton

4.4 The SCS for Halton forms part of the 'Golden Thread' hierarchy of plans running through HBC from the SCS, down through the Council's Corporate Plan and the Directorate Service Plans. The five priorities are also embedded throughout the work of the partners in Halton.

4.5 The HSP has also had a significant role to play in Halton in helping to discharge The Duty to Involve, which came into force in April 2009, placed a statutory obligation on councils, requiring them to consult and involve individuals, groups, businesses or organisations likely to be affected by their actions and inform, consult and involve citizens in decision-making where appropriate. At one stage it appeared that the coalition government was planning to repeal the duty to involve, but the Localism Bill repeals only a separate set of requirements relating to local democracy. The HSP has been, and continues to be a useful vehicle for undertaking the statutory obligation.

4.6 LSPs have also traditionally been viewed as one of the main ways through which local authorities have exercised a wider 'community leadership' role, as reinforced by the 2006 White Paper Strong and Prosperous Communities, the 2007 Local Government and Public

Involvement in Health Act, and the Total Place programme of the previous government, which is continuing on in many senses through current initiatives such as Community Budgets and Troubled Families.

- 4.7 Since the general election in May 2010, the context for local partnership working has changed. Alongside substantial cuts in public spending and a drive towards ever greater efficiencies, councils and their partners have been responding to:
- the Localism Act, with its plans for extended 'community rights' to challenge for services, changes to the planning system, and elected mayors for 12 major cities
 - radical plans for NHS reform and for transfer of public health responsibilities to local government
 - the Police and Social Responsibility Bill, and proposals for directly elected Police and Crime Commissioners
 - the Big Society agenda
 - Treasury and Cabinet Office proposals for public service reform, such as the Open Public Services White Paper and the Local Government Finance Reform Bill.
- 4.8 While the coalition government places less emphasis than the previous government on formalised local partnership arrangements, collaboration and joint working remain a key part of the national agenda on health reform, policing, and economic development. LSPs, in their own right are not statutory bodies - therefore, their success depends on the voluntary participation of partners. That said, increasingly the performance of a range of public agencies is being judged by government on their achievements through partnership working. Partnership relationships are central to government plans to delivering on the government decentralisation and localism agenda.

5.0 FINANCIAL AND RESOURCE IMPLICATIONS

- 5.1 Support for the Halton Strategic Partnership and associated SSPs is currently met from within Halton Borough Council. This includes the time of one full time Partnership Officer with support from the Lead Policy Officer for Corporate and Organisational Policy, as well as support from Policy Officers to each of the SSPs. Additional resource also comes in the form of support as needed from council's Communications and Marketing team, Committee Services, Finance and Research and Intelligence
- 5.2 In addition to staff time, there are costs associated with meeting the running costs of Partnership activity, including room hire, refreshments, printing etc. These have previously been met via Working Neighbourhoods Funding (WNF), however, the removal of the funding means that from 2013 onwards these costs will need to be met elsewhere.

- 5.3 The Policy and Strategy Division currently responsible for providing the majority of Partnership Support are currently undergoing an Efficiency Review of the service, the outcome of which, and its impact on Partnership delivery, is not yet known.
- 5.4 One of the recommendations contained within this report is that the possibility of partners making either a financial or in-kind contribution is explored from the 2013/14 period onwards in order to recognise the strategic importance and contribution the HSP makes in improving outcomes for partners and residents of Halton and to alleviate some of the financial burden on Halton Borough Council in these times of diminishing resources.
- 5.5 Partnership working between councils and other local agencies could have potential in redesigning public services and commissioning to ensure good outcomes for residents at lowest cost, particularly critical at these times of austerity and dramatic cuts in public sector funding. This is something that will need to be explored further by the Partnership.
- 5.6 All of the recommendations contained within the report are either procedural improvements to process as a way of improving communications and strengthening links between Council members and the HSP, or will be facilitated as part of the normal Partnership work programme development cycle. As such all can be met from within existing resources.

6.0 IMPLICATIONS FOR THE COUNCILS PRIORITIES

6.1 Children and Young People in Halton

The Halton Strategic Partnership is responsible for developing and overseeing Halton's Sustainable Community Strategy which sets out Children and Young People as a key priority. Activity undertaken by the SSP for Children and Young People is reported back to the HSPB.

6.2 Employment, Learning and Skills in Halton

The Halton Strategic Partnership is responsible for developing and overseeing Halton's Sustainable Community Strategy which sets out Employment, Learning and Skills as a key priority. Activity undertaken by the SSP for Employment, Learning and Skills is reported back to the HSPB.

6.3 A Healthy Halton

The Halton Strategic Partnership is responsible for developing and overseeing Halton's Sustainable Community Strategy which sets out Health as a key priority. Activity undertaken by the Health and Wellbeing Board is reported back to the HSPB.

6.4 A Safer Halton

The Halton Strategic Partnership is responsible for developing and overseeing Halton's Sustainable Community Strategy which sets out Safer Halton as a key priority. Activity undertaken by the Safer Halton SSP is reported back to the HSPB.

6.5 Environment & Regeneration in Halton

The Halton Strategic Partnership is responsible for developing and overseeing Halton's Sustainable Community Strategy which sets out Environment and Regeneration as a key priority. Activity undertaken by the SSP for Environment and Regeneration is reported back to the HSPB.

7.0 RISK ANALYSIS

7.1 Partnerships, along with the rest of the public sector are faced with the additional pressure of managing a significant reduction in resources – both in terms of support staff and also the money available for joint activities (performance-related grants etc.) – at a time when, if anything, even greater effort needs to be put in to keep partners 'at the table'. LSPs, in their own right are not statutory bodies - therefore, their success depends on the voluntary participation of partners.

7.2 While an individual agency can be responsible and held accountable for its outputs, accountability is difficult to assess in relation to partnerships delivering complex outcomes. This is because of the practical and conceptual difficulty of knowing what difference the contributions each of the partners made to the final outcome, and the fact that most issues, (such as health, crime, environment etc.), are also the responsibility of non-public sector bodies and the general public themselves. Holding a partnership to account for non-delivery of complex outcomes is therefore complicated.

7.3 The HSP offers an opportunity to join up partner activities and maximise resources which is more critical than ever at these times of austerity and dramatic cuts in public sector funding. The challenge is therefore to develop and harness the power of the partnership to achieve this opportunity

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 The Equality Act 2010 brings together into one Act all previous legislation around Equality and Diversity. Under the Duty a public authority must, in carrying out its functions, take into account the need to: -

- (a) Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- (b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- (c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

8.2 The Act defines a number of characteristics which are protected: -

- (a) Age
- (b) Disability
- (c) Gender reassignment
- (d) Marriage and civil partnership
- (e) Pregnancy and maternity
- (f) Race
- (g) Religion or belief
- (h) Sex
- (i) Sexual orientation

8.3 An Equality Impact assessment has not been undertaken at this stage.

HALTON STRATEGIC PARTNERSHIP TOPIC GROUP

Report to Corporate Services PPB

1.0 BACKGROUND

- 1.1 The Corporate Services PPB, as part of their topic programme, took a decision to examine the role and function of the Halton Strategic Partnership (Halton's LSP) and identify where opportunities exist for future development and closer collaboration.
- 1.2 A cohort of elected members was selected and a programme of meetings arranged around the topic. At the first meeting, Terms of Reference for the group were established for the group as follows:
 - Understanding the Future Role of the HSP
 - Asking does it meet the Council's Partnership check list requirements for "Partnerships"
 - What its short and long term objectives are
 - How they dovetail and inter-relate to the Council
 - How its ongoing activities can be effectively scrutinised and how it is held to account.
- 1.3 During the meetings, the history, purpose, membership, objectives, activities and role of the Halton Strategic Partnership (HSP) were considered. Members also put forward proposals for how the relationship between the PPBs and the HSP could be strengthened, how agendas could be more closely interrelated and how ongoing activities could be effectively scrutinised. A report structure was agreed at the second meeting, with an agreement to prepare a draft report for discussion by Topic Group members prior to presentation to Corporate Services PPB in September.
- 1.4 This report presents the discussions and recommendations of the HSP Scrutiny Topic Group for consideration.

2.0 CONTEXT

- 2.1 Members initially considered the context and background to why the Halton Strategic Partnership was established and the role it has played to date.
- 2.2 Local Strategic Partnerships (LSPs) were established as non-statutory bodies following the Local Government Act 2000, as the best way of promoting the social, economic and environmental wellbeing of communities. LSPs consist of a range of public, voluntary and community, and private sector organisations working with the local community on issues that impact on the local area.

2.2 The intended benefits of LSPs as originally envisaged can be summarised as follows:

Intended Benefits of Local Strategic Partnerships		
<i>for local people</i>	<i>for local business</i>	<i>for partner agencies</i>
<ul style="list-style-type: none"> • better services • a stronger voice for disadvantaged communities and focus on their needs • greater influence over local strategies and spending priorities • new approaches and projects which tackle the roots of decline in neighbourhoods 	<ul style="list-style-type: none"> • a business voice and contribution in shaping strategies and spending priorities - and in making things happen • local strategies which strengthen local competitiveness and jobs • public investments in skills and infrastructure, influenced by LSP priorities • projects and improved services which tackle the roots of decline in neighbourhoods 	<ul style="list-style-type: none"> • greater impact • achievement of organisational targets • improved use of resources • new and better ways of doing things through joint working • better solutions to local challenges

2.3 In Halton, the LSP has badged itself as the 'Halton Strategic Partnership' (HSP). The HSP has been in existence since 2001. The HSP built on the previous good work of the original 'Halton Partnership' which had been instrumental in developing and managing successful applications for Single Regeneration Budget funding, amongst other initiatives.

2.4 Membership of the HSP is drawn from representatives from across key sectors and organisations within the Borough and was recently revised in March 2012 to reflect the changes taking place within the structure of the public sector as a result of changes in policy from central government. The current membership list of the HSP Board is attached at **Appendix 1**.

2.5 Sitting underneath the main board of the HSP are five Specialist Strategic Partnerships (SSPs) The SSPs each take responsibility for co-ordinating the partnership agenda around each of Halton's 5 Strategic Priorities of Health,

Children & Young People, Employment Learning & Skills, Environment and Regeneration and Safer Halton. The SSPs report back to the HSP on progress on outcomes and targets. A structure diagram is attached at **Appendix 2**.

- 2.6 There are also a number of other thematic groups sitting underneath the HSP which take responsibility for co-ordinating some of the cross-cutting issues of the HSP such as Equality, Engagement & Cohesion, Transport, Housing and Child & Family Poverty. These also report back to relevant SSPs and the HSP on progress and activities.
- 2.7 A key reason for the original existence of LSPs was the national Neighbourhood Renewal Strategy together with the accompanying Neighbourhood Renewal Funding (NRF) and subsequent Working Neighbourhoods (WNF) funding which was made available to the 88 most deprived areas in England. The HSP, with HBC as the accountable body for the management and distribution of the funding, was awarded significant amounts of both NRF and WNF funding in the period up to 2010. Establishing HBC as the accountable body reflected HBCs leadership and influencing role, as well as recognising that the Council had the skills and expertise to carry out such a role. HBC has also taken on the roles of Chair and Secretariat for the HSPB as well as providing a support function in the form of officer time in the period since 2001.
- 2.8 As part of the Local Government Act 2000, a statutory duty was place upon local authorities to prepare and publish a Sustainable Community Strategy (SCS) for their area, in consultation with partner agencies and other sectors. Despite their non-statutory role, guidance on the formation of LSPs was issued 2001 recommended LSPs as the most appropriate body to undertake the production of an SCS. Sustainable Community Strategies are intended to provide a 10-30 year strategic vision for the area, and also underpin the land use planning process. Since 2001 the HSP has been the vehicle for developing and overseeing the SCS. Halton revised and refreshed its 3rd SCS in April 2011.
- 2.9 Our SCS sets out a clear vision and aims for Halton as:

Halton will be a thriving and vibrant Borough where people can learn and develop their skills, enjoy a good quality of life with good health, a high quality, modern urban environment, the opportunity for all to fulfil their potential , develop greater wealth and equality sustained by a thriving business community and live in safer, stronger and more attractive neighbourhoods.

- 2.10 The SCS also establishes the five key strategic priorities of:
- A Healthy Halton
 - Environment and Regeneration in Halton
 - Employment, Learning & Skills in Halton

- Children & Young People in Halton
 - A Safer Halton
- 2.11 The SCS for Halton forms part of the 'Golden Thread' hierarchy of plans running through HBC from the SCS, down through the Council's Corporate Plan and the Directorate Service Plans. The five priorities are also embedded throughout the work of the partners in Halton.
- 2.12 Guidance on preparing a SCS was last included as part of the 2008 publication 'Strong Safe and Prosperous Communities'. No more recent guidance on SCS preparation has been published, so this duty remains in force. The government have spoken of proposed their intention to repeal this but this has not happened to date.
- 2.13 The SCS for Halton was produced following extensive consultation with the community, elected members and partners. The SCS tells Halton's 'story of the place' for Halton – the distinctive vision and ambition of the area, backed by clear evidence and analysis and contains the following elements:
- the long-term vision based firmly on local needs – this will be underpinned by a shared evidence base informed by community aspirations
 - Key priorities for the local area, based upon this vision which may realistically be achieved in the medium term.
- 2.14 From 2008-2011, the local 'action plan' or implementation plan for the SCS took the form of a local area agreement (LAA), which was brought in a statutory duty for public bodies. LAAs ceased to be statutory at the end of March 2011, but within Halton we have continued to maintain a medium-term action plan for the SCS for the next five years, setting out local priorities, outcomes, and locally-defined targets for measuring progress. In 2011 a revised set of Performance Targets for both the SCS and Corporate Plan were developed and approved by both HBC and the HSP. In addition, the SSPs produce 5 year action plans setting out their priorities for action over the short and medium term.
- 2.15 The HSP has also had a significant role to play in Halton in helping to discharge The Duty to Involve, which came into force in April 2009, placed a statutory obligation on councils, requiring them to consult and involve individuals, groups, businesses or organisations likely to be affected by their actions and inform, consult and involve citizens in decision-making where appropriate. At one stage it appeared that the coalition government was planning to repeal the duty to involve, but the Localism Bill repeals only a separate set of requirements relating to local democracy. The HSP has been, and continues to be a useful vehicle for undertaking the statutory obligation.
- 2.16 LSPs have also traditionally been viewed as one of the main ways through which local authorities have exercised a wider 'community leadership' role, as reinforced by the 2006 White Paper Strong and Prosperous Communities, the 2007 Local Government and Public Involvement in Health Act, and the Total Place programme of the previous government, which is continuing on in many

senses through current initiatives such as Community Budgets and Troubled Families.

3.0 CURRENT POLICY CONTEXT

3.1 Since the general election in May 2010, the context for local partnership working has changed.

3.2 Alongside substantial cuts in public spending and a drive towards ever greater efficiencies, councils and their partners have been responding to:

- the Localism Act, with its plans for extended 'community rights' to challenge for services, changes to the planning system, and elected mayors for 12 major cities
- radical plans for NHS reform and for transfer of public health responsibilities to local government
- the Police and Social Responsibility Bill, and proposals for directly elected Police and Crime Commissioners
- the Big Society agenda
- Treasury and Cabinet Office proposals for public service reform, such as the Open Public Services White Paper and the Local Government Finance Reform Bill.

3.3 Some proposals are supportive of integration and collaborative working at the local level. Others will be more challenging in that they change accountabilities or shift responsibilities to different, and less coterminous, spatial levels.

3.4 They include the following:

- **GP commissioning Groups** enter the scene as a new player. Responsible for £80bn of NHS expenditure, and with limited involvement to date of local partnership working. Consortia will have no electoral accountability, although scrutiny arrangements for health services are due to be enhanced through the new Act.
- **Health and Wellbeing Boards** will be established within all first tier local authority areas. They will have statutory status, with duties and powers, conferred from April 2013. Their primary role will be a joint duty (with commissioning consortia) to prepare and implement the Joint Strategic Needs Assessment for the area, and (in future) a Joint Health and Wellbeing Strategy (JHWS).
- **Children's Trusts** have been relieved of statutory requirements. The Department of Education is however giving out the message that Trust's should carry on as they are for now, including the preparation of Children and Young Persons Plans (CYPP). It is expected that where areas have found children's trust arrangements useful and constructive in pushing forward the strategic development of children's services they may well continue with this arrangement. However, in the absence of the LAA framework, coupled with

no formal requirement to prepare a CYPP, hard-pressed partner agencies may question the level of input they make to the work of Trusts. Oversight of joint commissioning with the NHS for children's care, public health, and health improvement, is due to become a responsibility of Health & Wellbeing Boards.

- **Police and Crime Commissioners** will replace Police Authorities, in 41 of the English and Welsh forces, from November 2012. They will be directly elected and hence with a separate mandate from the local authorities in the area. Commissioners will be expected to play an active role in local partnership working, but in practice this will be constrained by their extensive responsibilities and the number of LSPs and CSPs in any force area.
- **Police and Crime Panels**, also at force level, will be a further new addition. They will include a minimum of 10 elected members from local authorities in the area, along with a minimum of 2 co-opted members.
- In terms of **enterprise and economic development, Local Enterprise Partnerships** cover some parts of the country and not others. Their membership will be a 50/50 split of business and public sector members and these Partnerships are business-led.
- At regional and sub-regional level, the partnership landscape has also changed with the **abolition of RDAs and regional spatial Strategies**.
- Building on the ethos of Total Place, **Community (Place-based) budgets** related to families with complex and multiple needs were piloted across 16 areas of the country, with a number of new areas being announced for 2012/13. In addition, 4 pilots are underway looking at 'Whole Place'. 10 'Neighbourhood Level' budgets are also being trialled.
- The **Troubled Families** initiative is currently underway for 120 000 families in England. The programme will run primarily on a payment-by-results basis to incentivise local authorities and other partners to take action to turn around the lives of troubled families in their area by 2015. The Government is offering to pay up to 40 per cent of local authorities' costs of dealing with these families (Payment by Results Model) payable only when they and their partners achieve success with families.

4. THE CURRENT NEED FOR THE HSP.

- 4.1 Topic group members, as well as examining the history and original purpose of the HSP, felt that it would be beneficial to look in more detail at the current position of the LSP and determine whether there was still an accepted need. In doing so they considered the current political context as well as the potential future need for and benefit from the HSP
- 4.2 Since taking office in May 2010, the Coalition Government has continued to support the broad principles of partnership working at local level. But it has said little on the subject of LSPs. The abolition of LAAs from March 2011, along with the removal of WNF funding and the abolition of Government

Offices, has removed a substantive set of statutory tasks that LSPs used to undertake. In addition, as part of the move towards Localism, the coalition government, in addition to removing the LAA framework, has dismantled much of the previous national performance framework such as Public Service Agreements (PSAs), Comprehensive Area Assessments (CAAs) and the former national performance management regimes.

- 4.3 As a result, in common with Halton, councils nationally, regionally and locally, together with their partner agencies have been reviewing the role and responsibilities of local partnerships. In most cases partnership bodies have been retained, generally with different functions and modified roles, often involved in the search for cost savings or in reconfiguration of local public services. In some cases, LSPs have been wound up or replaced with a different body.
- 4.4 In Halton, the HSP was consulted during 2011 on what they felt was the value of the partnership and agreed that they would like the current arrangements to continue. Therefore, since 2011 extensive work has been undertaken in developing a development plan for the Board to ensure that it remains able to deliver and evolve in the rapidly changing world of the public sector. Governance documents have been refreshed and rewritten and now reflect the Council's Governance Checklist for Partnerships. Membership has been reviewed, communications replanned and meetings have been refocused to ensure that they are shorter, more strategic and focus on one or two key issues where collaborative working could potentially make the most difference to the community of Halton.
- 4.5 Many partnerships, including the HSP, have found it useful to maintain oversight and coordinate community consultation and engagement activities of individual partners and, where appropriate, combine them. This saves costs and helps avoid 'consultation fatigue' for local people. Work on community engagement culminated in the production of a new Community Engagement Strategy in 2011 which was endorsed by the HSP and the Council and which is being implemented by the HSP's Equality, Engagement and Cohesion group.
- 4.6 While the coalition government places less emphasis than the previous government on formalised local partnership arrangements, collaboration and joint working remain a key part of the national agenda on health reform, policing, and economic development. LSPs, in their own right are not statutory bodies - therefore, their success depends on the voluntary participation of partners. That said, increasingly the performance of a range of public agencies is being judged by government on their achievements through partnership working. Partnership relationships are central to government plans for the Big Society and delivering on the government decentralisation and localism agenda

- 4.7 Members of the group discussed the intended purpose of LSPs in bringing about more coherence to the diverse plans, services and initiatives of all the public agencies who contribute to promoting local quality of life. It was agreed that they offer an opportunity to join up partner activities which could be viewed as part of the overall government drive to improve the delivery of public services.
- 4.8 LSPs have always been encouraged to build up oversight of the alignment of resources in the locality - where relevant to delivery of the SCS – in order to achieve more effective and efficient commissioning and ultimately better outcomes. This role grew in significance under the Total Place programme of the previous government, and remains key to the development of Community Budgets. If, as seems likely, the Community Budget approach is rolled out further, the HSP could be the vehicle for coordination and delivery and our strong partner networks will be tested.
- 4.9 Topic Group members felt that Partnership working between councils and other local agencies could have potential in redesigning public services and commissioning to ensure good outcomes for residents at lowest cost, particularly critical at these times of austerity and dramatic cuts in public sector funding. This is something that will need to be explored further by the Partnership.
- 4.10 There are also a range of other potential benefits which were discussed by Topic Group members which could arise from continued working in partnership such as sharing skills and knowledge, designing creative solutions and creating social equity. These are often hard to quantify but are vital in helping to maintain a thriving, successful area.
- 4.11 It is therefore concluded that in relation to both local need and political drivers, a need remains for a forum in which key local decision makers are able to come together to share knowledge, expertise and help achieve our long term vision for Halton. The challenge is therefore to develop and harness the power of the partnership to achieve this vision.

5. SUCCESSES TO DATE

- 5.1 Topic Group members felt that it was important within their review to consider and reflect on some of the successes of the Partnership to date which have been achieved through working in partnership and which have added value to Halton. Some of these have been delivered as result of the regeneration funding Halton was able to access as a result of forming the HSP and some have come as a consequence of the robust relationships built by Halton partners over the years which have led to multi-agency solutions to issues. A number of these examples are discussed here.
- 5.2 In preparation for Halton's announced multi-agency Ofsted inspection, a working group was set up in 2009 to begin the planning needed to ensure a

successful inspection. This included representatives from all agencies within Halton Children's Trust and Halton Safeguarding Children Board

- 5.3 Halton's inspection took place in February 2011, with a two week preparatory period and the final report showed the level of planning and preparation had been worthwhile – Halton was graded as either 'outstanding' or 'good' against all 22 criteria for both Safeguarding and Looked After Children. This highlights the robust systems in place locally and the strength of partnership working across Halton within children and young people's services.
- 5.4 2012 and 2011 data from the Department of Education showed significant improvement in performance amongst young people from Halton at both Level 2 and Level 3. These improvements have exceeded expectations and indicate that the action plans implemented by the multi-agency 14-19 strategic partnership are focused on the right actions to build real improvements.
- 5.5 At level 2 74.8% of Halton learners achieved a qualification by age 19, a 7.6% increase on 2009 and the largest annual increase recorded nationally. The level of improvement has been achieved whilst trying to reduce the inequality gap, including those eligible for Free School Meals, which was reduced by 2%. Further growth in Level 2 attainment was achieved in 201, with 82.6% securing a level 2 qualification.
- 5.6 At Level 3, 42.3% of Halton learners achieved a qualification by age 19, an 8.4% increase compared to 2009, and the second highest level of increase recorded nationally. This level was exceeded in 2011, with 50.3% achieving this level, an 8.4% increase on 2010.
- 5.7 The Halton Health Partnership has recently been succeeded by the Health and Wellbeing Shadow Board as a result of the changes within public health. However, Some of the key successes and activities in Health during the lifetime of the Halton Health Partnership have included the major 2002 Health Study undertaken by Lancaster University to understand the factors affecting health in Halton, running a series of Healthy Halton weeks and supporting the targeted 'Get Checked' campaign which has led to more cancers being diagnosed and improving the smoking quit rate year on year for the past 5 years, with Halton and St Helens now having the 4th highest quit rate in the North west.
- 5.8 Recently, the Halton Partnership and its associated Transport Partnership have been instrumental in the preparation of a bid for £5.5 million to the Local Sustainable Transport Fund which is heavily based on partnership working to address carbon emissions and to improve access to employment. As part of the bid criteria there was a need to demonstrate how partners had been consulted and what match funding was available. Letters of support have been received from partners and match contributions have included free advertising space on buses which would otherwise cost £130k over 3 years, a contribution to clearer safer pathways and cycleways to Astmoor at a cost of £15k per year, a contribution to a bus servicing a business park costing 30k a

year and reduced travel costs to areas if employment to new employees coming of JSA. The outcome of the bid process is expected shortly.

- 5.9 A range of highly visible initiatives have been funded by, or coordinated by the Safer Halton Partnership in terms of practical support and advice, including the Blue Lamp project which funded a team of Police Community Support Officers across the Borough. A programme of Burglary Days of Action have taken place in a bid to help residents protect their homes including providing advice on keeping homes safe, fire safety advice and handing out Smartwater property marking kits. This provides an enhanced service to residents compared with other areas in Cheshire.
- 5.10 A series of Respect weeks have been held engaging local people with local partners to deliver a co-ordinated approach to tackling anti-social behaviour and associated environmental projects in communities where the perception of crime and ASB is the greatest. The Respect weeks have pulled together crime reduction activities and environmental improvement initiatives, activities for children and young people, opportunities for employment education and training and health and older people's projects. The Respect programme has focused on seasonal ASB periods including school holidays, Halloween and Bonfire Night and the lead up to Christmas.
- 5.11 An integrated offender management programme has also been operational aimed at looking at ways to work in partnership to reduce reoffending in Halton by ensuring an integrated offer from and information from partners in housing, employment, children and family support, community safety, social care etc. is available and considered in order to ensure that a full family package of support is available. This has been instrumental in helping to reduce crime.
- 5.12 Employment, Learning and Skills activity in Halton has been increasingly focused around the work of the Halton Employment Partnership (HEP) which was created through the ELS SSP. The HEP supports inward investors and local businesses with a 'complete employment offer'. Services include support with recruitment and training and the HEP have been involved in providing a full range of recruitment support to the Tesco Distribution Centre at 3MG in Widnes where 450 people were helped into employment of which 73% were Halton residents and more recently with Tesco Extra where as a result of negotiations open days, interviews skills workshops, interviews and pre-employment training were agreed with Tesco.. In total 94 unemployed Halton residents were moved into employment with Tesco as a direct result of HEP intervention. Out of 23 job offers made at Reel Cinemas, 20 went to Halton residents through the HEP, 15 of whom had previously been unemployed.

6. ISSUES AND RECOMMENDATIONS

- 6.1 A key part of the remit of this Topic Group was to consider ways in which the accountability of the HSP could be increased, what activities could form part of its future role and to make recommendations to strengthen the relationship

between HSP, SSPs and PPBs. The group discussed a variety of methods and the main points of the discussion together with some recommendations are contained below.

6.2 Members felt that the changing policy landscape and emerging new public sector architecture means that **elected members will increasingly play a key role** (alongside others in the partnership) in bringing together the work of thematic SSPs and the HSP Board across a range of spatial levels. For instance at the sub regional level, elected leaders sitting on LEPs or Police and Crime Panels will need to balance strategic thinking with place-based priorities and ensure that the decisions made a sub-regional level are actually delivered or deliverable locally. At the more local level, the role of non-executive elected members is also being recast, and enhanced, as more control over the way services are shaped and delivered is increasingly being devolved down to lower spatial levels through the Localism agenda.

6.3 The role of elected members within the Partnership arena is therefore critical and the work of scrutiny can add value and improvement, for example through:

- **Better outcomes:** improving the work of the partnership by finding new ways to tackle problems and improving strategies through wider community engagement
- **Better processes:** improving how the HSP works structurally and improving councillor engagement with HSP.
- Providing **democratic input** into non-council services
- Creating greater **openness** of the partnerships
- Providing a means, through scrutiny, for **community and user engagement** with partnerships
- Exercising their democratic '**leadership of place**'

6.4 Councils have a unique community leadership role and our elected council members also provide a vital link between local people and service providers. Therefore the legitimacy of elected members and local authorities in driving this partnership agenda derives from their role as democratic bodies. All councillors have a role in community leadership and greater involvement in the overview and scrutiny of the Partnership through strengthened links with the HSP and SSPs is one vital way of ensuring councillors are engaged in this. The potential to **invite partners to PPB meetings around specific agenda topics** and items to further exercise the value of the scrutiny role could also be explored with partners.

6.5 Members felt that involvement with the HSP and SSPs should be strengthened beyond that of simply receiving minutes. It has been proposed that **meeting summary reports** are produced within 5 days of the HSPB or SSP meeting taking place. These summary reports will give brief details of the key issues discussed at the meeting, as well as proposed actions. It is suggested that these are also **distributed to PPB members** so that they have an awareness of the key decisions and discussions at meetings without

the need to wait for formal minutes, therefore giving them the opportunity to contribute and comment at an early stage.

- 6.6 In terms of further communications, an **annual report for the HSP** could be considered, focusing on progress against targets and the key achievements of the year and ensuring that the work of the partners and its impact on Halton is documented and made more visible. This can be tied into the annual performance reporting framework and be added to the revised communications programme for the partnership which aims to improve the ways in which we engage and communicate with the community of Halton and which is being taken forward by the Equality, Engagement and Cohesion Group.
- 6.7 Members suggested that **joint meetings could be arranged between HSPB and SSP members and PPB members. Taking place on an annual or bi-annual basis, and themed around a topic** or around performance targets, these could provide the opportunity to discuss Halton's priorities in a joined up fashion and to begin to understand more about partner and council priorities, motivations and contributions. It would also offer the opportunity to begin to further explore areas of joint working.
- 6.8 Partnerships, along with the rest of the public sector are of course faced with the additional pressure of managing a significant reduction in resources – both in terms of support staff and also the money available for joint activities (performance-related grants etc.) – at a time when, if anything, even greater effort needs to be put in to keep partners 'at the table'. Budget pressures, organisational change and conflicting priorities means there is a risk of individual partners slipping into a 'bunker mentality' which is why members felt that it was important that the Partnership develops a **practical focus on where joint endeavours can add most local value**. Partners are much more likely to stay at the table and be prepared to commit both time and resources to joint endeavours if the collaborative advantage is clearly evident (i.e. evidence of achievements that could not have been attained by any of the organisations acting alone).
- 6.9 While accountability is still important in partnerships, it is complicated to manage and to assess how the efforts of the partnership have added value. There are a variety of practical problems in working in partnership, which are well known, and which impact on managing performance. They include:
- having to work through trust and influence
 - partners being driven by different imperatives and reporting to different 'parent departments' across Whitehall
 - varying levels of commitment and 'buy-in'
 - a reliance on strong local leadership
 - differences in geographical boundaries
 - compatibility of different systems, cultures and languages
 - problems with data sharing

- 6.10 While an individual agency can be responsible and held accountable for its outputs, accountability is difficult to assess in relation to partnerships delivering complex outcomes. This is because of the practical and conceptual difficulty of knowing what difference the contributions each of the partners made to the final outcome, and the fact that most issues, (such as health, crime, environment etc.), are also the responsibility of non-public sector bodies and the general public themselves. Holding a partnership to account for non-delivery of complex outcomes is therefore complicated and **new systems for measuring performance and the value of partnerships and partnership interventions need to be developed.**
- 6.11 This does not mean that outcomes are unimportant. What is needed is **a greater sense of ownership, involvement and responsibility from all relevant partner bodies and the public.** All too often under the previous arrangements, partner agencies were able to be passive participants and the general public passive recipients. Instead, all now have to take responsibility for their part in delivering outcomes. Unless **all partners exercise some degree of leadership** to ensure that the decisions taken collectively, (at the partnership table), direct, or at least influence, relevant decisions taken back in each of their own respective organisations, the effect of the LSP will be minimal.
- 6.12 Members recognised that partners are being increasingly asked to bring a **greater contribution** to the partnership in terms of both their expertise and the resources their organisations can offer through improved joining up of activity and smarter working. Audits are underway around both **data sharing and communications** to ensure that we are making best use of available resources around shared use of data and making best advantage of partners' communication channels and staff in these times of budget cuts which have significantly reduced the budgets available for marketing and research. Partners are also being asked to take the lead in facilitating open forum topics around shared priorities.
- 6.13 Recognising the increasingly important role partnerships will need to play in delivering the emerging policy agenda, the potential could now be explored to **further increase this contribution from partners from a financial and support point of view.** Topic group members suggested that partners could be asked to **contribute to supporting the operational and running costs of the Partnership** and proposed that talks begin with partners to explore this possibility and reduce the burden upon HBC.
- 6.14 Topic group members wanted to examine how the HSP adds value. Recently, the HSP has been piloting a new approach to measuring and assessing the value of work undertaken by undertaking an approach of **mapping the resources** deployed in tackling some of our key issues such as approaches to tackling anti- social behaviour and addressing the issues associated with skills development. Customer journey mapping exercises are carried out to develop understanding of what the intervention is, who is involved and what systems are in place. Mapping of resources then takes place across each stage of the customer journey to understand the costs of the intervention and

where resources are deployed. This pilot project aims to help identify duplication, improve efficiency, identify new ways of working and understand more of the benefits associated with the intervention, not just financial but also of the social value created. In this way, alongside the traditional Performance Management Framework adopted in 2011, it is hoped that a better understand the value of Partnership working which will assist with this aspect of the Topic group's enquiry. **Results of this exercise could be reported back to PPBs as well as the HSP.**

- 6.15 Members discussed the communications of the HSP and awareness levels of it. It was suggested that the HSP should do more to celebrate its successes, whilst still ensuring that its constituent agencies identities are not subsumed. It is recommended that this is further examined by HSP.
- 6.16 **It is recommended that the work of the HSP is reviewed again in 12 months' time to assess the contributions made by the partners, the work achieved by the HSP and SSPs** and to examine the issue of both funding of and officer support for the HSP in more detail. This will allow us to consider the implications of the work of the Partnership and to make a more accurate assessment of the resource needs of the Partnership when weighed against Council and Borough priorities.
- 6.17 **These recommendations are summarised on at Appendix 3**

7.0 Resource Issues and Implications

- 7.1 Support for the Halton Strategic Partnership and associated SSPs is currently met from within Halton Borough Council. This includes the time of one full time Partnership Officer with support from the Lead Policy Officer for Corporate and Organisational Policy, as well as support from Policy Officers to each of the SSPs. Additional resource also comes in the form of support as needed from council's Communications and Marketing team, Committee Services, Finance and Research and Intelligence
- 7.2 In addition to staff time, there are costs associated with meeting the running costs of Partnership activity, including room hire, refreshments, printing etc. These have previously been met via Working Neighbourhoods Funding (WNF), however, the removal of the funding means that from 2013 onwards these costs will need to be met elsewhere.
- 7.3 The Policy and Strategy Division currently responsible for providing the majority of Partnership Support are currently undergoing an Efficiency Review of the service, the outcome of which, and its impact on Partnership delivery, is not yet known.
- 7.4 One of the recommendations contained within this report is that the possibility of partners making either a financial or in-kind contribution is explored from the 2013/14 period onwards in order to recognise the strategic importance and contribution the HSP makes in improving outcomes for partners and

residents of Halton and to alleviate some of the financial burden on Halton Borough Council in these times of diminishing resources.

- 7.5 All of the recommendations contained within the report are either procedural improvements to process as a way of improving communications and strengthening links between Council members and the HSP, or will be facilitated as part of the normal Partnership work programme development cycle. As such all can be met from within existing resources.

Appendix 1

Halton Strategic Partnership Membership List – Revised March 2012

	Sector	Agency
1	Health	Health and Wellbeing Board
2	Health	Clinical Commissioning Consortia
3	Health	Director of Public Health
4	Health	Health Care Provider ²
5	Health	PCT
6	Employment, Learning and Skills	ELS SSP
7	Employment, Learning and Skills	Jobcentre Plus
8	Employment, Learning and Skills	Riverside College
9	Safer Halton	Safer Halton SSP
10	Safer Halton	Cheshire Police Authority/Police and Crime Commissioner
11	Safer Halton	Cheshire Constabulary
12	Safer Halton	Cheshire Fire and Rescue
13	Environment and Regeneration	Environment and Regeneration SSP
14	Environment and Regeneration	Environment Agency
15	Children and Young People	Children's Trust
16	Children and Young People	Halton Youth Cabinet
17	Children and Young People	School Sector Representative
18	Local Government	Halton Borough Council
19	Local Government	Halton Borough Council
20	Business Sector	Halton Chamber of Commerce
21	Business Sector	Employer
22	Voluntary and Community Sector	Halton and St Helens VCA
23	Voluntary and Community Sector	Faith Community
24	Voluntary and Community Sector	Halton Sports Partnership
25	Voluntary and Community Sector	Community Representative
26	Housing	Halton Housing Partnership

Appendix 2



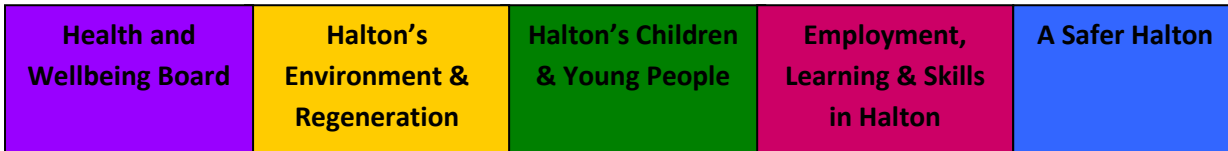
Halton Strategic **PARTNERSHIP**

The Virtual Organisation

Halton Strategic Partnership Board

Halton Partnership Support

SSP Chairs Group



Sector Based Partnerships

- Child & Family Poverty
- Business Forum
- Equalities, Engagement & Cohesion
- Strategic Housing

Area	Area	Area	Area	Area	Area	Area
Forum 1	Forum 2	Forum 3	Forum 4	Forum 4	Forum 6	Forum 7

Resources Management

Appendix 3

HSP Topic Group – Table of Recommendations

Action	How	By Whom
Enhance the role of elected members within the Partnership environment.	<ul style="list-style-type: none"> • Bringing together Partnership activity across different spatial levels (e.g HSPB. Police and Crime Panels etc) • Increasing control over shaping local services via localism agenda • Providing democratic input • Enhancing community engagement and leadership of place 	HSPB and Elected Members to explore.
Explore further opportunities for Joint working and achieving collaborative advantage.	<ul style="list-style-type: none"> • Identifying areas where we can develop a practical focus on where joint working can add local value that could not be achieved by one partner alone 	PPB members HSPB members Policy and Strategy Support.
Design new ways of assessing the impact and effectiveness of the Partnership to be explored.	<ul style="list-style-type: none"> • Explore new systems for measuring and evaluating complex outcomes such as Social Value measurements, Cost Benefit analysis approaches and Systems thinking alongside traditional Performance Frameworks and progress reports 	Policy and Strategy Staff to support the process and make recommendations to PPB and HSP.
Increasing the leadership role and contributions of partners.	<ul style="list-style-type: none"> • Encourage partners to ensure that decisions taken collectively by the HSP direct, or at least influence, decisions taken within individual partner operations • Review whether a financial or in kind contribution should be requested from partners to support the operational and 	PPB Members and Council officers to explore and make further recommendations

	running costs of the HSP.	
Review Full Programme of Activity after 12 month period	<ul style="list-style-type: none"> Undertake a further review to scrutinise progress of the Partnership, including running costs, outcomes achieved and assess future support arrangements. 	PPB Members and Council officers
Partners invited to attend PPB meetings on specific topics	<ul style="list-style-type: none"> To further strengthen the scrutiny role and improve partnership links 	PPB/ HSP members
Meeting Summary Reports	<ul style="list-style-type: none"> To be produced and distributed within 5 working days of the meeting and to be distributed to PPB members to improve sharing and communication of information 	Policy and Strategy Staff / Communications and Marketing Staff
Annual Report Produced	<ul style="list-style-type: none"> Produce report at end of financial year to highlight and emphasise the achievements of the HSP and partners 	Policy and Strategy Support
Joint meetings of HSPB/ PPB/ SSP to be explored	<ul style="list-style-type: none"> On an annual or bi-annual basis and to be themed in order to join up discussions about key issues in Halton 	PPB members HSPB members Policy and Strategy Support
Data Sharing and Communications Audit	<ul style="list-style-type: none"> To improve sharing and communication of information and ensure data is effectively shared and communications joined up and efficient. to further enhance and recognise the contribution partners make to achieving our outcomes 	Policy and Strategy Support

REPORT TO:	Corporate & Policy PPB
DATE:	4 th September 2012
REPORTING OFFICER:	Strategic Director Communities
SUBJECT:	Local Area Forums 2011/12
PORTFOLIO:	Neighbourhood, Leisure & Sport
WARDS:	Borough Wide

1.0 PURPOSE OF THE REPORT

- 1.1 To inform members of the spending profiles of the Local Area Forums for the financial period 1st of April 2011 to 31st March 2012.

2.0 RECOMMENDATION: That

- (1) The report be discussed and a recommendation on introducing a revised funding application and approval letter agreed (appendix A &B).

3.0 SUPPORTING INFORMATION

- 3.1 Local Area Forums were set up in 2001 taking decisions and policy development into communities and bridging the gap between key agencies working within the Borough. Each Local Area Forum is led by local Councillors and supported by a Senior Officer from the Council. Other partner organisations such as the Police, Fire Service, Housing Associations, Youth and voluntary sector bodies also attend Local Area Forums to keep the community informed of local developments and to respond to local concerns. The Local Area Forum Projects Coordinator works closely with the Local Councillors, Community Development, External Funding, Housing Associations, and local residents in addition to other partners.
- 3.2 Each year funding has been allocated to the Local Area Forums to spend on small-scale projects that are identified by the community or to support larger scale initiatives providing improvements to the local area. In 2011/12, £600,000 was allocated to the Area Forum. It is allocated on a per capita basis across the seven Local Area Forums that cover the Borough.

AF1 – Broadheath, Ditton, Hough Green and Hale
AF2 – Appleton, Kingsway and Riverside
AF3 – Birchfield, Farnworth and Halton View
AF4 – Grange, Heath, Halton Brook and Mersey,

AF5 – Halton Castle, Norton North, Norton South and Windmill Hill
AF6 – Beechwood and Halton Lea
AF7 – Daresbury

- 3.3 The local community are invited to raise ideas for neighbourhood projects to enhance their local area. Access to funding requires a form being submitted to the Area Forum. A revised form is attached (appendix A) it is proposed is introduced. This will help gather more information to support accountability and reporting information and for clarity to support any Council decisions. The Forum then considers these ideas involving partners and securing other sources of funding as appropriate and an action plan agreed. Actions must have community support and not result in a long-term financial commitment.
- 3.4 The Community Development team support locality working through the Local Area Forums encouraging community involvement and developing community initiatives in the neighbourhoods. They support local community groups to engage with members, council departments, partner agencies and support the leverage of additional funding to community development projects.

4.0 LOCAL AREA FORUM EXPENDITURE

- 4.1 The projects funded through the Local Area Forums are wide and varied. However they have been categorised into a number of key areas, which are listed below:-

Landscapes

This category includes increased planting, allotments and provision of dog bins.

Safety

This category includes road safety improvements, traffic calming and speed surveys.

Youth Facilities

This category includes Improvements to youth and community centres including facilities, lighting, creation of kick about areas and sporting equipment.

Improved Parks

This category refers to an initiative which allows the provision of gardeners in parks at the weekends which helps deter vandalism, improves public reassurance and the general appearance of the parks. In addition the forum provides additional planting and improved facilities such as benches.

Pedestrian Access

This category is for making improvements to the local infrastructure, such as pathways.

Security

This category includes alley gating initiatives. It also includes other projects such as fencing and lighting to deter crime and anti-social behaviour.

Other

This category is for community facilities and resources, community initiatives, sports facilities, events organised by local groups and improvements at pre-school venues. This supports thriving, cohesive, vibrant and safer communities throughout Halton.

- 4.2 Case study information is appended to the report (appendix C) to demonstrate the community impact of area forum grants.

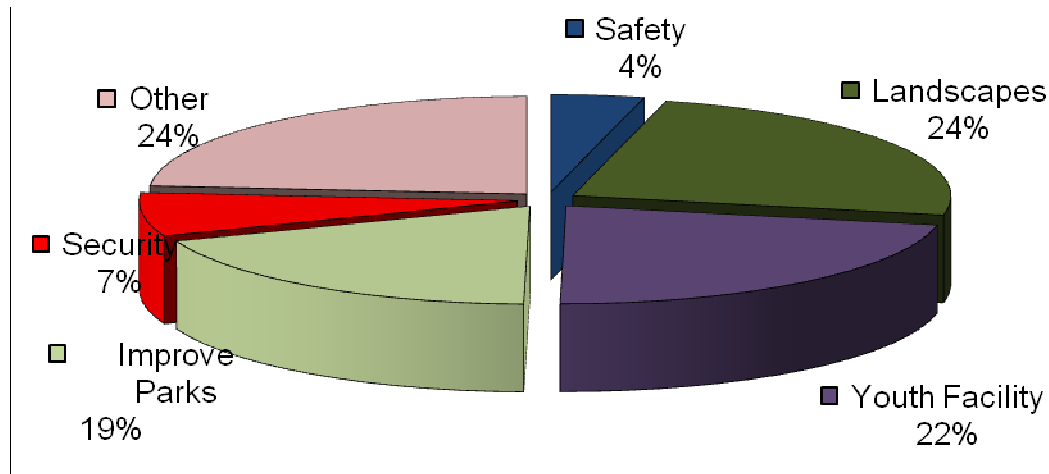
5.0 BREAKDOWN OF FUNDING

The budget detailed below is allocated using the population levels for each area. The spend category indicated below is the actual spend for 2011/2012 (this includes accrual from previous year of £4,368)

Local Area Forum	Forum Funding	
	Budget	Spend
Broadheath, Ditton, Hough Green and Hale	105517	114013
Appleton, Kingsway and Riverside	88032	88031
Birchfield, Farnworth and Halton View	99250	94225
Grange, Heath, Halton Brook and Mersey	126943	126942.4
Halton Castle, Norton North, Norton South and Windmill Hill	108549	108549
Beechwood and Halton Lea	49373	49373
Daresbury	22336	23225
Totals	£600,000	£604,368

All Area Forums for 2011/2012 Expenditure								
	Safety	Landscapes	Youth Facility	Pedestrian Access	Improve Parks	Security	Other	Total
AF 1	4522	27601	25180	0	21537	8200	26973	114013
AF 2	5966	16250	0	225	20510	9031	36050	88031
AF 3	1505	0	5000	0	52674	14852	25194	94225
AF 4	2000	1483.32	17154.00	13500	24000	17359.2	51445.9	126942.4
AF 5	2000	21112	17638	11405	7698	7804	40892	108549
AF 6	800	0	16754	925	0	0	30894	49373
AF 7	5165	10330					6840	22335
	21958	76776	81726	26055	126419	57245	213290	603468
	4%	13%	13%	4%	21%	9%	36%	

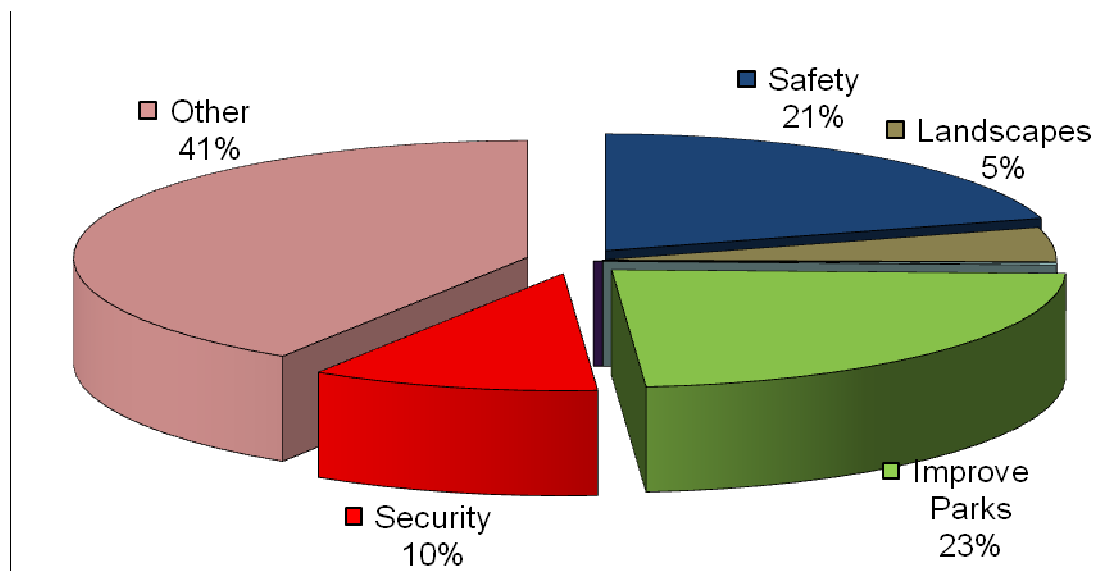
Breakdown of spend for Local Area Forum 1 – (Broadheath, Ditton, Hough Green and Hale)



5.1 Broadheath, Ditton, Hough Green and Hale

The highest category is “Other” which includes a contribution to the refurbishment of Hale Village Hall and contribution to the Widnes and District Horticultural Society. The next highest is “Youth Facility” which includes a contribution towards a scheme at Upton play area,

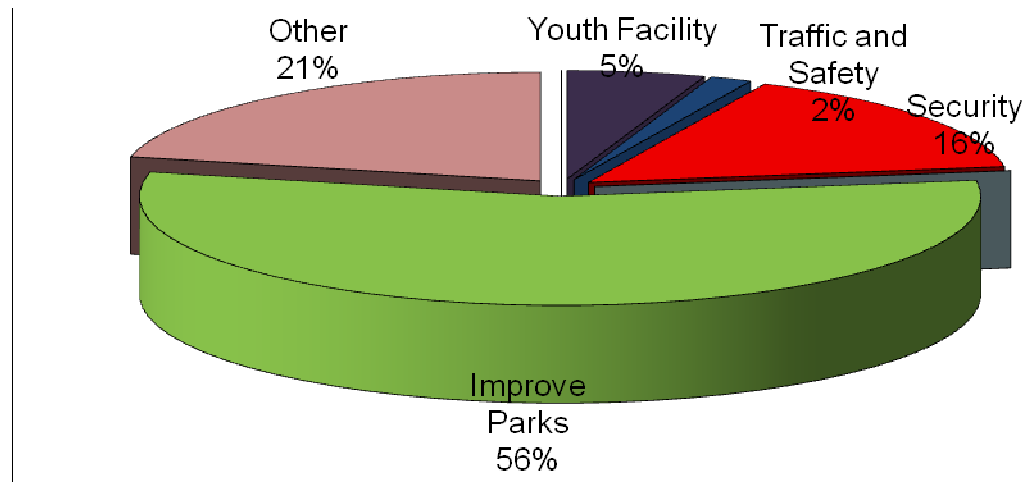
Breakdown of spend for Local Area Forum 2 – (Appleton, Kingsway and Riverside)



5.2 Appleton, Kingsway and Riverside

The highest category is “Other” which includes a contribution to Widnes Baptist Church in support of a bid to WREN and a contribution towards the return and refurbishment of the paintings from St Patricks Church in Widnes. Next highest is “Improve Parks” which is improvements to Victoria Park.

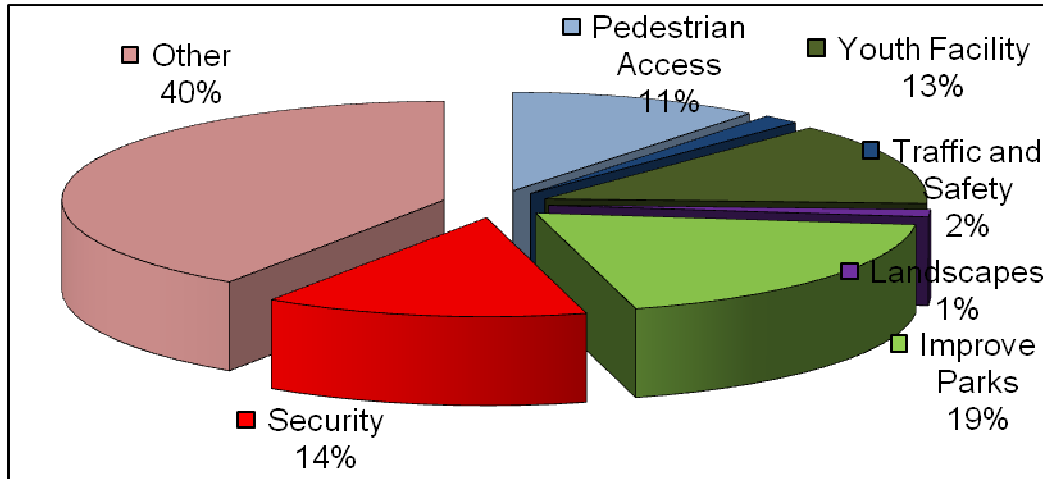
Breakdown of spend for Local Area Forum 3 – (Birchfield, Farnworth and Halton View)



5.3 Birchfield, Farnworth and Halton Brook

The highest category is “parks” which includes Fencing at Bishops Way and Crow Wood Park and Weekend Gardeners at the parks. The next highest is “other” which includes Heating for St Luke’s scout and guide group building.

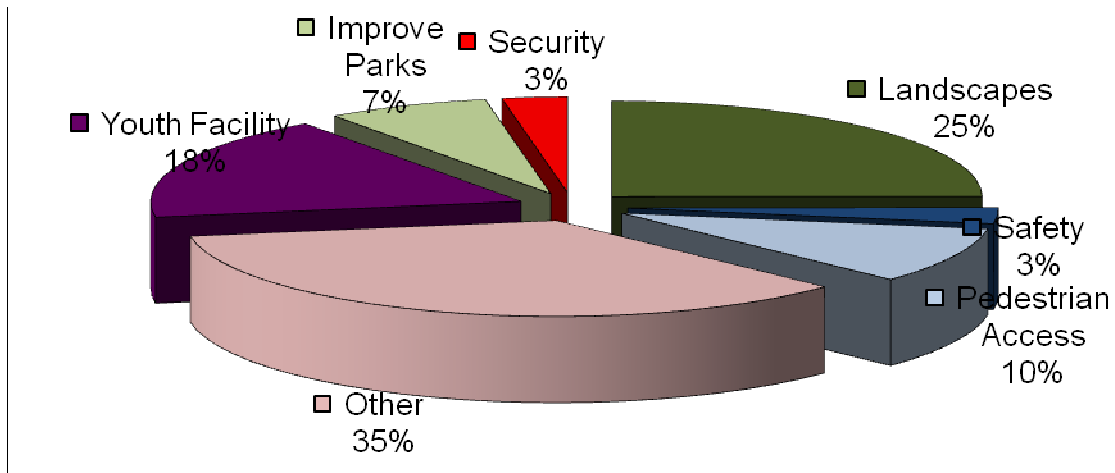
Breakdown of spend for Local Area Forum 4 – (Grange, Heath, Halton Brook and Mersey)



5.4 Grange, Heath, Halton Brook and Mersey

The highest category is “Other” which refers to many community schemes and one in particular which is St Andrews Church Community Room Refurbishment. The next highest is “Improving Parks” which refers to the weekend gardeners in the parks and benches at Runcorn Town Hall Park.

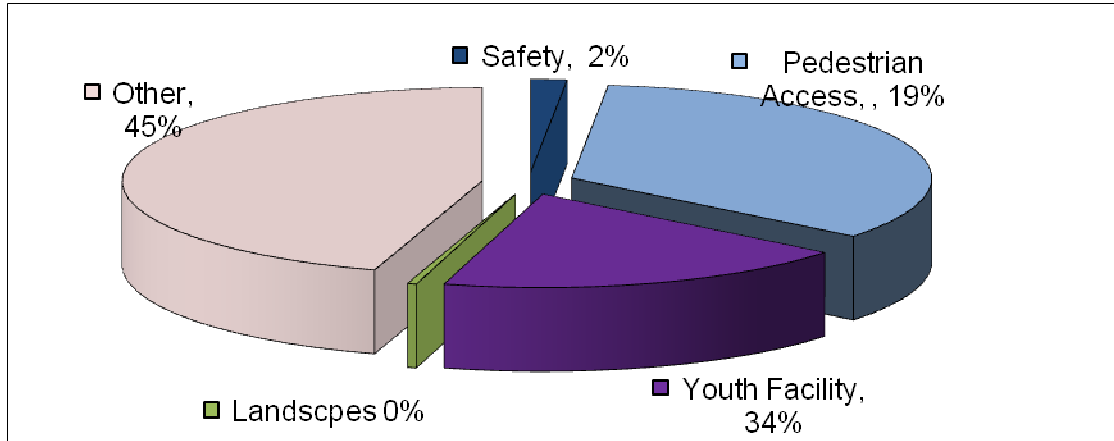
Breakdown of spend for Local Area Forum 5 – (Halton Castle, Norton North, Norton South and Windmill Hill)



5.5 Halton Castle, Norton North, Norton South and Windmill Hill

The highest category is “Other” referring to many community schemes such a Hanover Community Room. The next highest is “Landscapes” which includes skip schemes for local people.

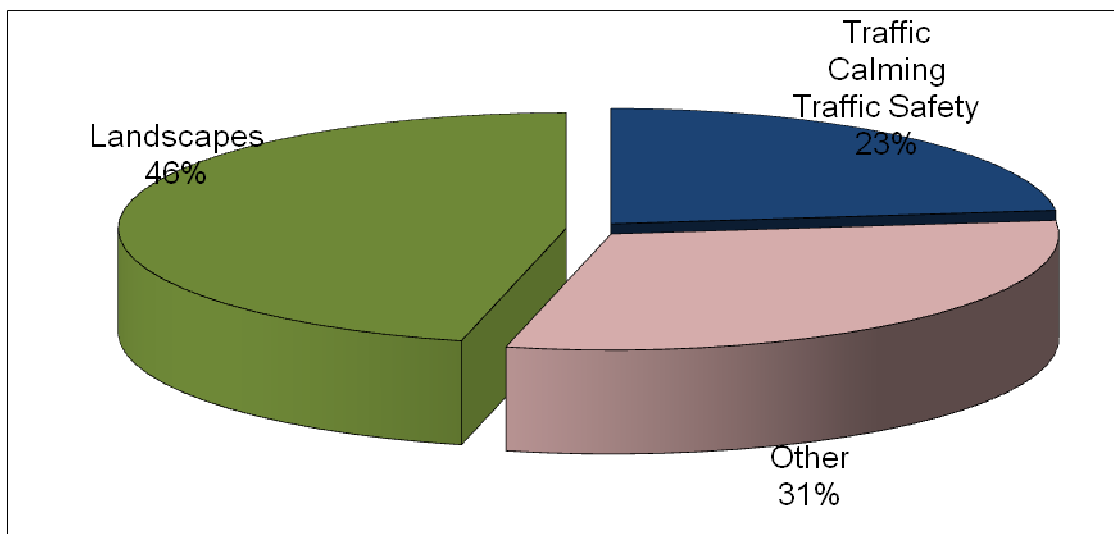
Breakdown of spend for Local Area Forum 6 – (Beechwood and Halton Lea)



5.6 Beechwood and Halton Lea

The highest category is “Other” which includes the refurbishment of the Delemere Room at Halton Hospital in addition to other Community Schemes. Next Highest is “Youth Facilities” which includes to the Glen Play Area and other youth schemes.

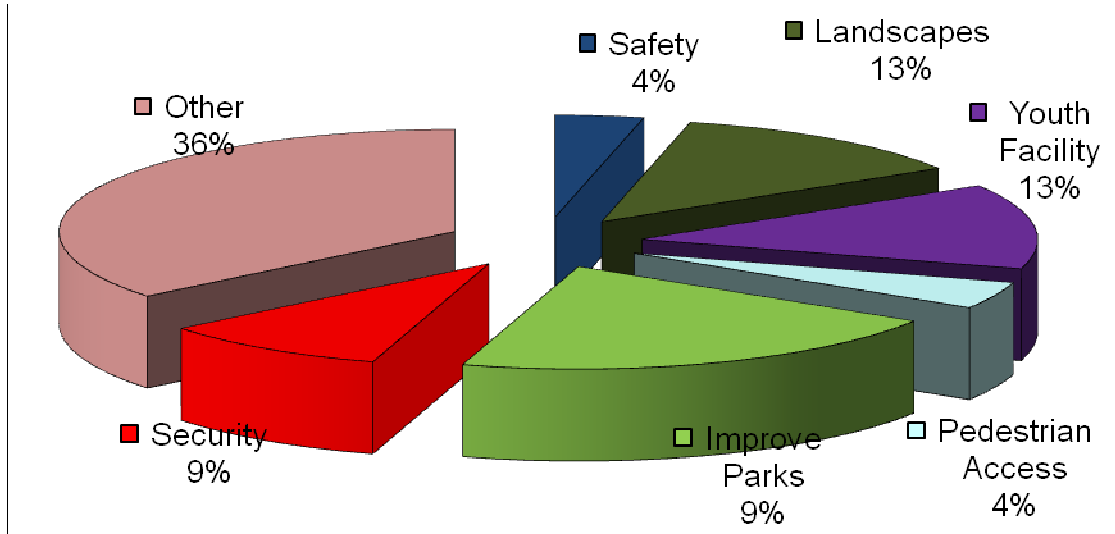
Breakdown for Local Area Forum 7 – (Daresbury)



5.7 Daresbury

The schemes for the Daresbury forum are divided amongst the four parishes and they decide along with the parish council how this is to be spent for the coming year. The majority of the funding is spent on items identified in the local parish plans.

All Forums 2011/2012

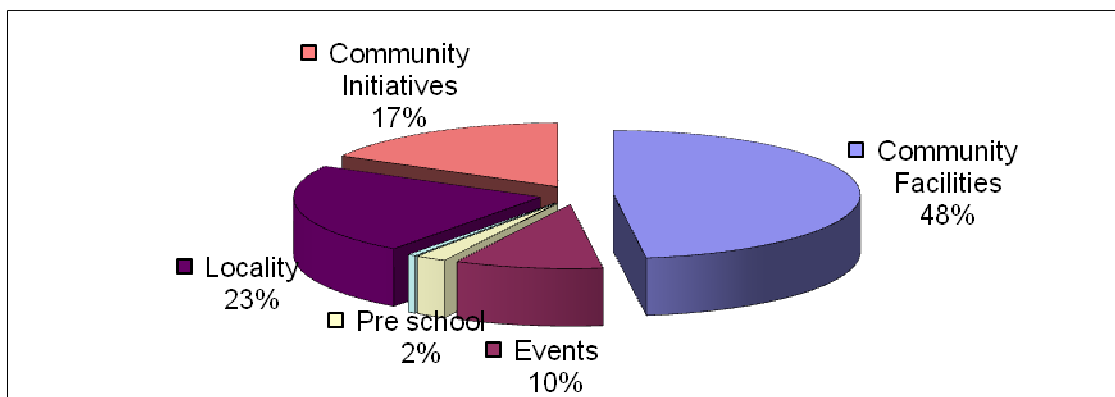


5.8 Breakdown of All Local Area Forums 2011/2012

The graph illustrated shows the breakdown of funding across the categories for 2011/12. The largest proportion of funding across the borough was expended on the category “other” and a breakdown of that spend is listed below

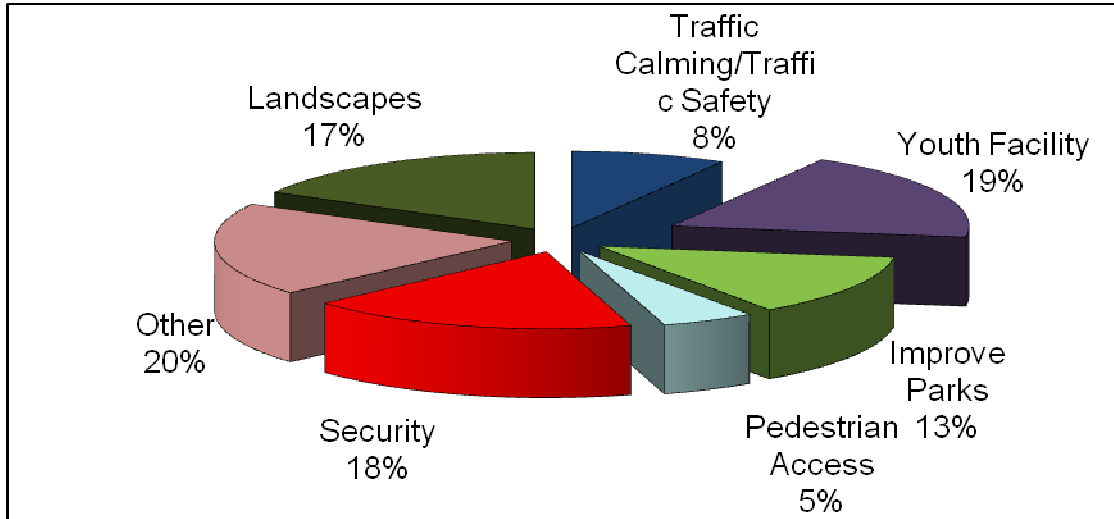
Breakdown of the Category “Other” for 2011/2012

Community Facilities	Events	Pre School	Sports	Locality	Community Initiatives
48%	10%	2%	1%	23%	17%



This category represents 35% of the total expenditure for 2011/2012, Identified as “Other”.

All Forums from 2003 to 2012



5.9 All Forums from 2003 to 2012

The graph illustrated show the breakdown of funding across the categories from 2003 to 2012. The largest proportion of funding across the borough was expended on the category “Other”. Other refers to community groups or schemes.

Area Forum from 2003 to 2012

YEAR	Traffic Calming/Traffic Safety	Youth Facility	Improve Parks	Pedestrian Access	Security	Other	Landscapes
2003/2004	12%	23%	15%	7%	20%	11%	11%
2004/2005	10%	26%	7%	5%	25%	12%	14%
2005/2006	7%	17%	11%	12%	25%	8%	19%
2006/2007	13%	21%	11%	5%	13%	14%	23%
2007/2008	9%	16%	13%	4%	22%	18%	18%
2008/2009	7%	20%	18%	4%	11%	16%	24%
2009/2010	6%	19%	11%	1%	17%	27%	19%
2010/2011	8%	13%	9%	5%	19%	35%	10%
2011/2012	4%	14%	21%	2%	8%	36%	14%
Average over 2003/2012	8%	19%	13%	5%	18%	20%	17%

5.10 Supporting Funding

The forum budget has been supported with other grants and through joint working has levered in money from agencies such as Biffa, Wren, Housing Associations, Awards for all, and the Lottery, Community groups contributions and the PCT. Listed below is the supporting funding analysis for 2011 to 2012. This table does not represent all of the funding but gives an indication of the additional support to the Projects.

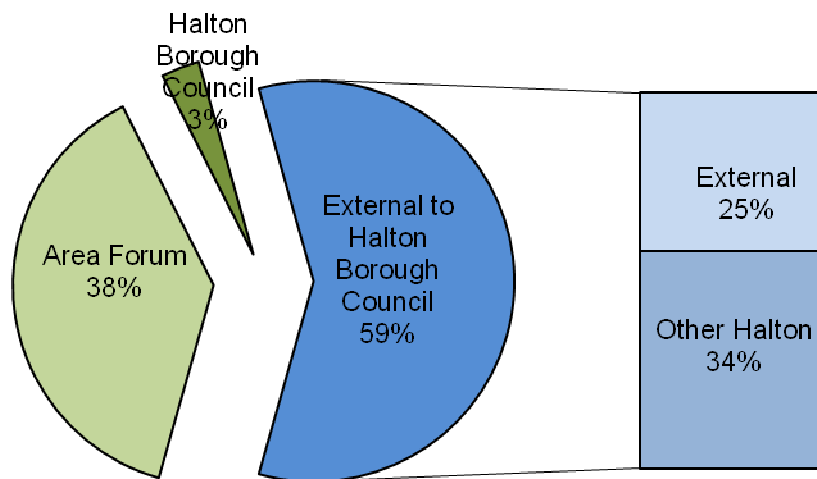
Key: HBC refers to other funding provided by Halton Borough Council such as highways and Landscapes.

Other Halton refers to funding provided by other agencies such as the PCT, Housing Trusts within Halton.

External refers to funding coming from outside Halton Borough from WREN, Biffa and Lottery.

FOR EVERY £1 OF AREA FORUM FUNDING A FURTHER £1.54 OF EXTERNAL FUNDING WAS LEVERED IN TO SUPPORT THESE PROJECTS FROM OUTSIDE HALTON BOROUGH COUNCIL

Area Forums and Supporting Funding



Area Forums is funding allocated to the forums from Halton Borough Council
HBC is funding from Halton Borough Council mainstream Budgets,
Other: is both External and Other Halton.

External is funding from outside of Halton Borough

Other Halton is funding from Halton that is not Halton Borough Council

Note: This includes supporting funding from 2011/12 schemes

FOR EVERY £1 OF AREA FORUM FUNDING A FURTHER £1.54 OF EXTERNAL FUNDING WAS LEVERED IN TO SUPPORT THESE PROJECTS FROM OUTSIDE HALTON BOROUGH COUNCIL

Area Forum	HBC	External	Other Halton	TOTAL
£600,000	48416	£390,586	£535,378	1574379
38%	3%	25%	34%	
TOTAL EXTERNAL FUNDING				£925,963.55
AREA FORUM				£600,000.00
FOR every £1 from the forum. This amount is brought into the borough				£1.54

This table refers to Supporting Funding and does not include the £600,000 provided by the Area Forum.

Area Forum	Forum Funding		Supporting funding				Grand Total
	Budget	Spend	HBC	Other Halton	External	Total	
Broadheath, Ditton, Hough Green and Hale	105517	114013	39816	48465	140334	228614	342640
Appleton, Kingsway and Riverside	88032	88031	0	26355	88196	1145511	202582
Birchfield, Farnworth and Halton View	99250	99225	2800	221164	21104	245068	344293
Grange, Heath, Halton Brook and Mersey	126943	126942	3400	125643	83452	212495	339438
Halton Castle, Norton North, Norton South and Windmill Hill	108549	108606	1600	92678	50500	144778	253327
Beechwood and Halton Lea	49373	49123	800	21073	7000	28873	78246
Daresbury	22336	23225	0	0	0	0	23226
Totals	600000	603276	48416	535378	390586	974379	1583752

Number of schemes still awaiting decision
3
2
4
6
3
1
0
19

The total external budget brought into Halton is £340,586 and the table above is the total is details of some of the funding which totals £924,379 and includes WREN and the Lottery. The remaining has been provided by other agencies such as Housing Associations, the Fire Service and the PCT etc.

There are 19 schemes still waiting for a decision from one of the external funding organisations from 2011/2012. These figures are NOT included in this report.

In developing Area Forum Projects negotiations with partner agencies with either a service delivery or geographical interest are embedded into the approach. This aims to maximise funding opportunities and to realise the positive impacts of the projects.

6.0 POLICY IMPLICATIONS

6.1 The Local Area Forums are a key tool in engaging with local residents and the budget provides a means of funding minor schemes in response

to local needs and aspirations. In addition, area forum grants often provide much needed 3rd party or match funding to support larger schemes, helping to lever in much larger pots of external funding from outside the borough. This mechanism provides a platform for community engagement at a neighbourhood level which can be utilised to inform strategic objectives and policy development.

- 6.2 The projects support safer neighbourhoods generating an increased satisfaction for local residents with their area and a willingness to participate in community life. Area Forums contribute to building cohesion in Halton's communities through projects and initiatives that encourage community connectedness.
- 6.3 The projects funded are all required to demonstrate a contribution to the Council's five priorities.

7.0 FINANCIAL IMPLICATIONS

- 7.1 These are contained within the report.

8.0 RISK ANALYSIS

- 8.1 There are no significant risks associated with this report.

9.0 EQUALITY AND DIVERSITY ISSUES

- 9.1 The local Area Forums and grant support are open and accessible to all Members of Halton's community.

10.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

10.1 Children and Young People in Halton

The expenditure profiles for each of the LAF's demonstrates a significant proportion of funding is allocated to supporting pre-school, youth activities and sports. Since 2003 19% of the total expenditure through area forums has been on youth facilities.

10.2 Employment, Learning and Skills in Halton

The expenditure that supports community initiatives includes accessing learning & skills opportunities through locally delivered courses. Many of the community initiatives have volunteer opportunities either with the Management Committees or as part of delivering activities i.e community cafés.

10.3 A Healthy Halton

Many of the community initiatives have a well-being impact supporting the ethos of a whole area approach to healthy living.

10.4 A Safer Halton

A sense of community and community connectedness reduces residents fear of crime where they live, they are likely to feel a stronger sense of belonging and safety in an environment where the communities know each other, are active and there are established links to other stakeholders like police, housing, community wardens, etc. 9% of expenditure in 2011/12 directly on security initiatives.

10.5 Halton's Urban Renewal

Area forums provide a mechanism for local people to be involved in the decision making impacting on place shaping for their local area. Local people can influence expenditure to improve their local environment and work jointly with the Council towards the communities aspirations.

10.6 The eligibility criteria for Local Area Forum Funding requires the projects should support one or more of the Council's priorities.

11.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Minutes of Local Area Forums	3 rd Floor, Municipal Bldg Kingsway	Janice Weston

APPENDIX A

AREA FORUMS GRANT FUNDING - WE ARE SEEKING YOUR GOOD IDEAS

Halton Borough Council has set aside a small account from Council Funds to respond to requests for assistance for deserving local projects. The money must be used on things that will improve life in the area and should meet the following criteria:-

- It must not result in a long-term financial commitment.
- It should contribute to one or more of the Council priorities of A Safer Halton, A Healthy Halton, Renewing Halton, Children & Young People in Halton, Skills, Lifelong Learning, Employment in Halton
- It must have community support
- It must benefit the community or community group
- *It must not support activity which either challenges Council decisions or goes against Council Policy.*

If you have any ideas you would like considered, whether it is environmental improvement, safety issues, *Community schemes for old or young* or opportunities for young people or anything else, please complete the other side of this leaflet and return it to the address below, to a Council Office, Halton Direct Link or to a Housing Association Office who will forward it on.

Although we will endeavour to satisfy request for funding the Council cannot guarantee that even the most deserving schemes will be successful or that funds will be available at the time a request is made.

If your application is for equipment please note that should your group disband in the future any equipment should be returned to the Council.



Miss Janice M Weston
Area Forums Projects
Coordinator
Runcorn Town Hall -2nd
Floor
Heath Road
Runcorn WA7 5TN
Contact Phone Number
0151 511 8906

Proposal:

You can submit extra information on blank forms if required.

Approximate Cost (if known)

PLEASE NOTE THAT IF SUCCESSFUL YOU WILL NORMALLY BE REQUIRED TO PRODUCE THREE QUOTATIONS FOR ANY WORKS – for clarification speak to the Janice Weston the Projects Coordinator 0151 906 4879

Supporting funding:

Please show details of any other supporting funding either a contribution from your group, Housing Association or a submission to an external funder.

(Please show the status of the funding for example: Submitted to WREN on June 1st 2011)

Does this proposal have community support (please give brief details)

Please say how this will improve the area

Please give your name and address so that we can keep you informed or seek clarification:

Name.

Address:

Phone:

Date Received on

Position within your Group and Organisation details:

Please confirm if your group is constituted:

APPENDIX B

AMENDMENTS TO FUNDING LETTER

Ref:

I am pleased to be able to inform you that the Area Forum has agreed to contribute in support of the above scheme, please find a cheque to the value of £..... (.....pounds) subject to a number of conditions: -

- The money may only be spent on the items detailed in the funding request as agreed.
- That you must supply copy invoices confirming the contractor has been paid and have the originals available for inspection should this be deemed appropriate.
- That you must supply copies your statements to prove that the money has left your account should this be required. Again, original documents must be available for inspection.
- That any monies not spent must be returned to the Council.
- Any details of supporting funding for this scheme be notified to the forum.

Please inform your members of the contribution by the Area Forum.

Failure to comply with any/all of the above may, at the sole discretion of the area Forum, require the repayment of all or part of the award.

May I take this opportunity to wish you well in your venture and express the thanks of the Area Forum for the work you are doing in the community. Can you take a photograph and send this to me for my records.

You should be aware that if your group receives funding for equipment and after purchase your group disbands then that equipment should be returned to the Council.

Yours sincerely,

Janice M Weston
Area Panels Projects co-ordinator
Halton Borough Council, Adult and Community, Community Department,
Runcorn Town Hall, Heath Road, WA7 5TD

APPENDIX C

Hough Green	<p>Football sessions at Upton Community Centre February March 2012 to prevent ASB</p> <p>Total cost from the forum £180.00 added to a total paid so far £87.00 by Community Safety</p> <p>This is a partnership scheme with the police and Affinity Sutton housing along with funding from the Area Forum.</p> <p>The idea is to prevent Anti-Social Behaviour taking place in the area. The local PCSO is running football sessions and the Area Forum in partnership with the Affinity Sutton housing and Safer Communities. They are paying for the cost of the hire of the hall for a few months, after which it is planned that the young people will use the outdoor Multi Use Games Facility.</p> <p>After the Police booked the hall for six weeks this approach appears to be working which is benefitting local people, the centre, the police and the young people themselves. The Council's Community Development Officer is now approaching Halton Housing Trust to get some further funding support to buy equipment. The youth offending team officers have approached local businesses with a view to getting the youth offenders to remove graffiti in the area.</p>
Kingsway	<p>New Shoots Tables 2011 to 2012</p> <p>Total funding provided by the forum £275.50 for tables for the fruit and vegetables.</p> <p>New Shoots Community Food Clubs CIC is an organisation that delivers fresh, local, affordable produce into the community, through community projects, based in community venues such as Pathways in Churchill Hall and children's centres.</p> <p>The Area Forum has supported the project since its inception in 2010, in a number of ways, from packing through to the point of delivery. The Area Forum has played a part in the growth of New Shoots Community Food Clubs to its current organisational set up as a Community Interest Company, which in time will contribute some of its profits to community groups and projects that support healthy eating and living.</p> <p>Thank you for your faith and support over the last two years.</p> <p>Isabel Hoxworth Co-ordinator New Shoots Community Food Clubs CIC 07547 745947</p>

<p>Riverside</p>	<p>West bank Swans, Gym Project 2011 to 2012 Funding provided by the Area Forum £7000 Jim Brady – Just like to thank the Area Forum for their backing for our gym project along with HHT and Cheshire Oak Bacon Products and our clubs contribution... The Area Forum having given the most and without them the project would never have started. There is a lack of facilities within Widnes for Rugby especially in West Bank..this Gym will provide a place for the youth of West Bank to go keeping them off the streets and we hope it will provide an area of discipline and gamesmanship. We also hope other interested parties will use the gym BB, football team, and any other interested organisations from our area. we hope to be up and running Aug/Set .</p> <p>Thanks Again for all your help</p> <p>Jim 0151 420 7991 Or email: jimbrady66@fsmail.net</p>
<p>Farnworth</p>	<p>St Lukes Heating 2011 to 2012 £3000 from the form and 8072 from WREN Can I take this opportunity to thank the Birchfield, Farnworth and Halton View Area Forum for their support in our application for funding for a new heating system and new flooring in the Scout and Guide Headquarters, Moon Meadow.</p> <p>Without the support of Area Forum funding, the group would not have been able to apply for match, and third party funding from some of the larger funding providers such as WREN.</p> <p>Moon Meadow is used by 2 different packs of Rainbows, Brownies and Guides and Beavers, Cubs, Scouts and Explorers which are all run by volunteers from the local community. In addition there are other groups such as Zumba classes, children's street dance classes and birthday parties. Having the new heating system fitted has enabled a more comfortable atmosphere for the children to carry out their activities in and also is more cost effective in terms of running costs and is now using less energy reducing the carbon footprint.</p> <p>Having the new flooring provides a better surface for carrying out crafts, cooking and playing games.</p> <p>Again can you please pass on our thanks to Members of the Area Forum.</p> <p>Should you require any further information please do not hesitate to contact me.</p> <p>M Simpson (On behalf of Moon Meadow)</p>

All	<p>Various Events at the Community Centres</p> <p>“The area forum money we have been awarded over the years has enabled us to hold valuable community centre based events that have attracted large sections of the community. The events promote community cohesion and provide a platform for local consultation on local issues”. (outdoor space at Murdishaw) (intergenerational issues) (community Safety)</p> <p>“Several centre user groups have benefitted from Area Forum funding without it they may well have been unsustainable” (Pensioners group, Grangeway)</p> <p>“Some of our groups provide localised access to arts and cultural experiences, area forum funding has enriched the process” (HEARTS theatre application)</p> <p>Ian Atherton Community Centre's Manager</p>
Halton Brook	<p>Supporting funding for local Mencap for trip to Pantomime 2012</p> <p>Funding provided by the forum £800</p> <p>I would like to thank you and the Area Forum for the donation of £800 which our committee received towards the annual pantomime trip we organised which took place on 8th January. Your help and the generosity of the forum are very greatly appreciated by myself and all who attend. Mencap BICC Works Services Charity Committee.</p> <p>The remaining required funding for the tickets and coach was £370 raised by the group fund raising all year.</p> <p>Mr Arthur Bellfield</p>
Grange	<p>Lockable Wheelie Bin introduced in Halton lea and Beechwood, further scheme for Grange and Mersey identified as hot spots by the Police and Fire Service. £2000</p> <p>A phase of lockable bins was introduced in the Halton Lea and Beechwood area by the forum.</p> <p>There has been 52% reduction in lost/stolen bins plus 81% reduction in burnt out bins for the first quarter. Saving funding for the Council.</p> <p>There is a benefit to Local people because their bins are not being taken causing them disruption, there are fewer fires in the bins, there is also a benefit to the council and all Council rate payers.</p>
Heath	<p>Runcorn Rowing Club 2012</p> <p>Funding provided £665</p> <p>As a member of Runcorn Rowing Club Ladies Competition Squad we needed some 'ladies rowing shoes' for our 8 seater boat. This would enable us to row in competitions representing Runcorn. Regionally and Nationally! This would be the only 8 boat rigged for women in Runcorn.</p> <p>The Area Forum Fund process was easy to follow and we heard surprisingly quickly that we had secured our fund. This has enabled us to prepare for the coming season and hopefully secure victory for Runcorn Rowing Club ladies.</p> <p>Julie Jones (Runcorn Rowing Club)</p>

Riverside

Mini Bus for Boys Brigade – ring after lunch Boys Brigade Mini Bus – David Millington –

phone – 0151 510 1046 or email: david.millington7@ntlworld.com

In the summer of 2010 we identified a need to replace the minibus we had at that time and embarked upon a project to achieve the dream of buying a new one; not a second hand vehicle.

To accomplish this we received funding from the following sources;

Halton Housing Trust,
West Bank Area Forum,
Church & Community Chest &
The Big Lottery.

In addition we held a sponsored walk up Snowdon and our members raised almost £1000 in doing so, received a gift from one of our parents and made up the shortfall from our existing BB funds.

The total cost of the minibus was almost £25000, which was heavily discounted by a sympathetic garage.

The fact that we intended to offer the use of the minibus to the wider West Bank community enabled us to be looked upon favourably by the majority of the aforementioned funders. It was recognised that the vehicle would be the property of the Boys' Brigade on West Bank and they would be responsible for all related costs in running. All drivers are to be registered by our project manager before hire to satisfy us of their credentials.

Since we took delivery in July 2011 the following groups have hired the minibus;

West Bank Pensioners' Group,
West Bank Rainbows, Brownies & Girl Guides,
West Bank Junior School,
West Bank Drama Group,
West Bank Mums & Tots Group,
Valiant Disabled Sports Group,
West Bank St Mary's Church &
West Bank Boys' Brigade.

The minibus has proved to be a valuable asset to the people of our area and we are grateful for all the support we received.

Farnworth

Halton Hornets Kitchen Project – Peter Giblin

Funding provided £5999.44

Area Forum grant fund award for the HFH Club kitchen project.

It is without absolute doubt that Area Forum created the financial environment, to allow the HFH Club to go forth and apply for a WREN grant of over £21.000. This combined funding permitted the necessary refurbishment works for the expansion/modernisation fit out of the Clubs ailing kitchen facilities.

Area Forum exists to listen to the views, comments and concerns of all local issues. In the case of the HFH Club, this was to sustain and provide growth for a none profit making, volunteer lead amateur sporting facility in the local community.

It was vital the Area Forum not only listened to what was being expressed by the HFH Club but indeed actively supported the Club in making a real difference for the community. In this instance, the Area Forums awarding of Match Funding and Third Party Funding were essential in activating the HFH Clubs community project of works.

It is to the credit of the Area Forum that the HFH Club stands indebted, and it demonstrates that the operations of the Area Forum are there to function for the benefit of all in the local community.

From the HFH Clubs observations and conclusions, the Area Forum works towards three main goals in achieving its objective.

1. To listen to all local community issues, views and concerns.
2. To assess and consider the components of such issues, views and concerns by virtue of their impact on the local community.
3. To prioritise the projected benefits accruing from developing these local community issues, views and concerns, in order to maximise the benefit of the funding sought.

On behalf of the HFH Club, a huge 'Thank You' Area Forum for listening.

You have indeed made a huge difference to this community Club. It now allows the HFH Club to develop even further, its objectives of involving more disciplines in the local community in addition to that of sport.

On behalf of the HFH Club Executive Team.

Peter Giblin

<p>Farnworth</p>	<p>Farnworth Arts & Crafts Group Farnworth Arts Julie Stretch 0151 423 5201 'Where I live' was the original project for Farnworth Arts and Crafts Group funded by HBC Arts Development in Sept 2009. The aims of the group were to:</p> <ul style="list-style-type: none"> ü Promote creative and personal development ü Provide a non-prescriptive creative experience ü Provide a locally based group (Farnworth) ü Actively involve members of our community <p>These aims were achieved through working with local groups, schools and churches. An 'Open Door' event was held at St Luke's Church where pupils from Farnworth, Cronton and Chesnut Lodge schools came and took part in numerous craft events. Some of our members went into St Bede's school to help making self-portrait banners and some were involved with cub scouts from all over Widnes as they held a 'Healthy' Jamboree Day. Members attended St Luke's Mother's Union meeting and looked at creating Christmas decorations without damage to the environment, and the Methodist Women's Fellowship to talk about what our group does. One member went to the local Alzheimer's group following a request from one of the helpers.</p> <p>Over the past two years the group has gone from strength to strength. We have been very fortunate in receiving funds from Halton Housing Trust, Halton Intergenerational Fund and Farnworth Area Forum too. The funding has enabled the group to purchase three sewing machines which members who do not have machines are able to take home. The funding has also meant that the group has been able to experiment with all sorts of different mediums and over the past three years we have held workshops for: Exploration of Colour, Silk Painting, Batik, Tie Dyeing, Jewellery Making, Card Making, Christmas Decorations, Embellishments of Fabric and Paper and Flower Arranging. Our members have been knitting Easter chicks and at the moment are knitting squares to make a blanket for retired Ghurkhas. We have held an exhibition at Moon Meadow during a Farnworth Area Forum meeting, have taken part in 'All the Worlds a Stage and exhibited at the Brindley in Nov 2011 as part of Cultivate.</p> <p>We are very grateful for all the funding we have received which certainly encouraged our members to get involved with our local community.</p> <p>We have grown to 29 members and although our aims are now only two:</p> <ul style="list-style-type: none"> ü To improve the quality of life through arts and crafts activities for group members ü To promote creative and personal development <p>Our motto remains; we are a diverse, friendly group of people who meet to learn, share and develop skills. We range from absolute beginners to skilled practitioners 'Everyone is Welcome'. Julie Stretch – Chair Farnworth Arts and Crafts Group April 2012</p>
<p>Hale</p>	<p>HALE VILLAGE HALL Naomi Hadden I am writing on behalf of the Management Committee of Hale Village Hall to express our thanks to you and the Area Panel for your continued support. We sincerely appreciate the advice together with the funding you have made available to us as we endeavour the task of refurbishing the Hall. I can assure you the Area Panel support had made a huge difference to our Community, it has been such an advantage to be able to rely on your assistance when required. Yours sincerely, Naomi Hadden Hon Sec.</p>

Hale	<p>HALE CARNIVAL Cerri Gallagher Chairperson</p> <p>Many thanks for the continued support the area forum has. given to the Hale village carnival.</p> <p>As a relatively new member to the carnival committee (this is my 3'd year) I have involved myself in all aspect's and requirements that make the day run smoothly, one of my main suggestions which is now a regular part of the carnival is professional security. We have used the same company for the last 3 years running and this is just one luxury we could not afford if we relied solely on the revenue from the camival. The gate / entrance fee is the biggest amount taken and this of course fluctuates according to the weather ! The average cost of the carnival is £4000.00 and what we can make this year secures next years carnival, any money left over goes towards equipment and small local donations.</p> <p>This year is of course our Jubilee Carnival and to celebrate we have involved the local schools</p> <p>in our usual poster and programme cover competition and Hale school choir will open the carnival with " God Save The Queen!". Our Rose queen will for this celebratory year be joined by a King and 8 attendants. We have also planned for the first 500 children at the carnival to be given a free goody bag of food, and children in Hale can apply to myself for a commemorative mug. The Hale village carnival is an amateur production made possible by people who give their time and as each year goes by I feel it glows in strength. One of our biggest priorities is the educational value for children visiting the carnival - this year we have a medieval re-enactment group who will take time to answer questions - just another thing we could not even think about without your support. If we have a good year this year then next year's carnival is secure and this tradition that has carried on for over 60yrs will be staged again. Cerri Gallagher Chairperson to the Hale Village Carnival</p>
Appleton	<p>St Bede's Jubilee Club in Appleton, Widnes, purchase new cups, saucers and side plates for their members. The group meet every Wednesday at St Bede's Social Club and have been together since forming in the year 2000. They offer time for a variety of activities – Social, Communal, Educational and Spiritual and encourage people to use their gifts for the good of the community. The group phoned to pass on their thanks to the Area Forum in November 2011.</p>
Halton Castle	<p>I would like to thank for Forum members and staff for my award, I speak for all volunteers that without the help of the grants we would not be able to do a lot of things on our estates, once again thank you – Jack Hatchard.</p>

REPORT TO: Corporate Policy and Performance Board

DATE: 4th September 2012

REPORTING OFFICER: Strategic Director Policy & Resources

SUBJECT: Performance Management Reports for Quarter 1 of 2012/13

WARDS: Boroughwide

1.0 PURPOSE OF REPORT

- 1.1 To consider and raise any questions or points of clarification in respect of performance management for the first quarter to June 2012.
- 1.2 Key priorities for development or improvement in 2012-15 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Corporate Services Policy and Performance Board:
- Financial Services
 - Human Resources & Organisational Development
 - ICT Infrastructure
 - Legal and Democracy
 - Policy & Performance
 - Property Services
 - Catering, Stadium and Registration Services

in relation to the Council's priority of Corporate Effectiveness and Business Efficiency. The report details progress against service objectives/ milestones and performance targets, in relation to and describes factors affecting the service for each of the above areas.

2.0 RECOMMENDED: That the Policy and Performance Board

- 1) Receive the first quarter performance management reports;**
- 2) Consider the progress and performance information and raise any questions or points for clarification; and**
- 3) Highlight any areas of interest and/or concern where further information is to be reported at a future meeting of the Policy and Performance Board.**

3.0 SUPPORTING INFORMATION

- 3.1 Departmental objectives provide a clear statement on what the services are planning to achieve and to show how they contribute to the Council's strategic priorities. Such information is central to the Council's performance management arrangements and the Policy and

Performance Board has a key role in monitoring performance and strengthening accountability.

3.2 In line with the revised Council's Performance Framework for 2012/13 (approved by Executive Board in 2012/13), the Policy and Performance Board has been provided with a thematic priority based report; which identifies the key issues arising from the performance in Quarter 1.

3.3 The full Departmental quarterly reports are available on the Members' Information Bulletin to allow Members access to the reports as soon as they have become available within six weeks of the quarter end. This also provides Members with an opportunity to give advance notice of any questions, points or requests for further information that will be raised to ensure the appropriate Officers are available at the PPB meeting. Departmental quarterly monitoring reports are also available via the following link

<http://srvmosswfe1:40000/sites/Teams/PerformanceandImprovement/Pages/QuarterlyMonitoringReports.aspx>

4.0 POLICY IMPLICATIONS

4.1 There are no policy implications associated with this report.

5.0 OTHER IMPLICATIONS

5.1 There are no other implications associated with this report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Departmental service objectives and performance measures, both local and national are linked to the delivery of the Council's priorities. The introduction of a Priority Based Report and the identification of business critical objectives/ milestones and performance indicators will further support organisational improvement.

6.2 Although some objectives link specifically to one priority area, the nature of the cross - cutting activities being reported, means that to a greater or lesser extent a contribution is made to one or more of the Council priorities.

7.0 RISK ANALYSIS

7.1 Not applicable.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Not applicable.

9.0 LIST OF BACKGROUND PAPERS UNDER SECTIONS 100D OF THE LOCAL GOVERNMENT ACT 1972

Not applicable

Corporate Services - Priority Based Quarterly Performance Report

Reporting Period: **Quarter 1 – Period 01st April to 30th June 2012**

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 2012/13; for service areas within the remit of the Corporate Services Policy and Performance Board.
- 1.2 Key priorities for development or improvement in 2012-15 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Corporate Services Policy and Performance Board:
- Financial Services
 - Human Resources & Organisational Development
 - ICT Infrastructure
 - Legal and Democracy
 - Policy & Performance
 - Property Services
 - Catering, Stadium and Registration Services

in relation to the Council's priority of Corporate Effectiveness and Business Efficiency.

- 1.3 The way in which traffic light symbols have been used to reflect progress to date is explained within the Appendix (section 8).

2.0 Key Developments

- 2.1 There have been a number of developments within the period which include:-
- Performance during the period for processing Housing Benefit / Council Tax applications remains one of the highest within the Greater Manchester and Merseyside areas and has improved since the same period last year. Council Tax collection also remains high with the use of Direct Debit payments increasing to 71.1% at the end of June (up 2.3% on the same time last year). Additionally 42% of all payments made through the Contact Centre now use the automated telephony system.
 - The Government has announced revisions to proposals to the Business Rates Retention Scheme which will see 50% of business rates being retained by the Council with the remainder going to Central Government. The Council would then receive a

Revenue Support Grant although the direct implications for Halton are not yet clear.

- Additionally, the Corporate Service PPB is presently considering how the £1.4m shortfall in Government grant, that will arise when the current national Council Tax Benefit System ceases from April next year, can best be managed through the introduction of the Halton Council Tax Support Scheme.
- The Efficiency programme continues to be delivered with an evaluation currently taking place following the implementation of revised Contact Centre and out of hour's telephony services.
- The 2011-12 financial outturn report was presented to Executive Board in June that showed a very successful outcome, with the Council's overall revenue spending being £198,000 below budget and 87% of the capital programme having been spent.
- During the first quarter period ICT services have been working on a number of key projects including:-
 - Windows 7 and Office 2010 roll out (including agile workforce)
 - Lync Telephony replacement for the MD110 Switchboard
 - SharePoint Intranet development
 - Cloud services and Virtualisation
 - Schools service development with a number of schools now fully operational under the new SLA.
- As part of the budget proposals and following the failure to reach agreement through negotiation on the removal of the Long Service Award Scheme and revised terms and conditions for the purchase of four days additional leave, 2,600 employees were issued with letters seeking their agreement to vary their terms and conditions.
- As a result of the positive staff response to this consultation work has been on-going to build the deduction calculations into Trent and deductions for the four days leave will commence with effect from August salary.
- The Local Election in May was carried out successfully and all new member inductions have now taken place.
- The Council has been represented on a county level working group to develop a shadow Police and Crime Panel (PCP), which will exist until the PCP comes fully operational in November.

- Further information for partners in relation to PCP's can be accessed via <http://www.homeoffice.gov.uk/police/police-crime-commissioners/partners/police-and-crime-panels/> and Police Commissioners via <http://www.homeoffice.gov.uk/police/police-crime-commissioners/partners/>
- A new framework agreement for print services went live in June and the renewal of leasing arrangements has resulted in new no-cost equipment being acquired. Significant savings have been made as a result of less reliance on external contractors and high quality design and print work now being completed in-house.
- In liaison with the Communications and Marketing Team, the Widnes Market Pound was implemented this quarter. The £ gives customers an £11 valued voucher for just £10 and is aimed at keeping wealth within the market. This is a new initiative that will be monitored over the coming months in order to determine uptake and the impact upon local spend.
- Consultation has commenced on determining the priorities that will form a foundation for Halton's Health & Wellbeing Strategy with over 120 attendees, including Officers, Members, partner agencies and members of the public attending an event in May.
- Ofsted have recently published new inspection frameworks across all Children's Service areas, significantly raising the bar of what is expected. Thus, communicating these changes to the frameworks was and will be a key area of work for the Performance and Improvement Division alongside the Strategic Director for Children and Enterprise; for instance, the new framework for the Local Authority Arrangements for Child Protection – effective May 2012.
- The Association of Directors of Adult Social Services (ADASS) in the North West have also made recommendations in June to develop Sector Lead Improvement for Adult Social Care through similar peer challenge initiatives, supported by regional benchmarking. Officers from Performance & Improvement representing Halton BC, have been actively involved in supporting developments in benchmarking at a regional level through the North West Performance Leads Group. These recommendations have been approved by ADASS to be introduced from September 2012
- In relation to property services facilities management the procurement process for the new term maintenance contracts, running for three years with a possible one year extension, has now been completed. The new contracts will help generate savings of circa £93,000.
- Emissions from corporate buildings have been reduced by 22% since the baseline year of 2006/07. Whilst these figures are

extremely positive it should be noted that the winter of 2011/12 was extremely mild when compared to that of 2010/11 hence the emissions, as a result of gas consumption, are down significantly which has had the effect of making the overall reduction much greater than anticipated.

- The refurbishment of Runcorn Market Hall to provide a joint use Library and Direct Link facility is now complete and the building is now fully open. Refurbishments of Rutland House, and the asbestos removal and partial refurbishment of Picow Farm Depot office accommodation is now complete and has been re-occupied by staff.
- In relation to Stadium & Hospitality services 6 Super League matches have been hosted since March with average attendances of over 4,500. Additionally negotiations to date will result in Liverpool Ladies FC signing a three year deal to play all Premier and reserve league games at the Stadium.
- The venue has also hosted a number of high profile community events including 'The Children of Halton Sing' with over 1,400 pupils attending and playing to an audience of 3,000. Additionally the Halton Haven Twilight Walk helped to raise £30,000 for the hospice.
- The laying of the new artificial pitch has attracted an additional 5,000 users to the facility and the playing of reserves fixtures from September, and Premier league fixtures from March 2013, will help to draw revenue and raise the profile of the venue both regionally and nationally.
- In regards to the school meals service a Hospitality Assured Inspection¹ was undertaken in June with the inspector visiting number of sites and interviewing teachers, pupils and support staff. This is the fifth year an assessment has taken place. There has been significant improvement year on year with this year a score of 71.3% being achieved, and this represents an increase of 2.5% on last year's score and places the service well above the average score of 67%. Halton is one of less than 12 local authorities that have secured Hospitality Assured accreditation for the catering services that they provide and inspectors were particularly impressed with the authority's commitment to employee development.
- A further 30 candidates in the School Meals Service have completed an NVQ Level 2 in Food Safety, this takes the figure of staff with a formal qualification beyond 80% of the work force.

¹ This is the industry benchmark for quality and customer care

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:-

- I. As of 1st April next year the Government will be introducing a Benefits Cap which will place a ceiling on the amount of benefits income that will be payable. In Halton the DWP² have identified 108 families in Halton, mainly with between 3 and 8 children, who may be affected. The Council's Housing Solution service will offer housing advice as to the options that may be available to this group of families.
- II. Additionally, the Government, at the same time, are also introducing a size criterion in the social rented housing sector that will restrict the amount of Housing Benefit payable to working age claimants who under occupy their homes. Regulations are currently being laid before parliament which will allow the Council to request property and household information from RSL's³ to establish who will be affected by this change.
- III. Recent accommodation changes have been made to the management and collation of the authority's paper records. As a consequence administration staff are now working at full pace to develop a new centre that will manage and begin to digitise the significant amount of paper records currently held. This is a considerable task that will continue as we move forward into the current financial year.
- IV. Projects such as the deployment of the new contact centre software, Care First Server replacement and the deployment of enhanced storage and backup facilities will start within this new quarter.
- V. The provision to HMRC⁴ with real time earnings information (April 2013), the introduction of staged Pensions Auto Enrolment (May 2013) and changes to CRB⁵ identity checks (August 2012) will all require a review of employee data and associated processes including communication with staff.
- VI. Due to changes to the methods of identity checking and the new definitions of Regulated Activity, there is a requirement to review the current Criminal Records Bureau (CRB) processes. This will ensure that staff involved in the process can be trained and that any procedural changes that are necessary can be implemented by the 31st August. The authority is still awaiting guidance on the need to carry out external verifications where staff have no

² Department for Work and Pensions

³ Registered Social Landlords

⁴ Her Majesty's Revenue and Customs

⁵ Criminal Records Bureau

primary identity documents. Whilst there is potential for this requirement to have significant financial implications for some organisations this is unlikely to be the case for the Council.

- VII. A new Code of Conduct for Members has been drafted and will be submitted to Council in July and, following a recruitment process, recommendations for the new category of Independent Person. The primary role of the Independent Person(s) will be to act as a consultee where a complaint is made concerning Member conduct. Training on the new code will be offered to Members and Parish Councils during the autumn.
- VIII. A new intranet will be launched during quarter 2 moving the current site onto a Microsoft Share point platform. This will provide staff with more flexibility and control over site content, making document management more efficient and help to improve internal communications across the Council.
- IX. Health & Social Care Act - Considerable policy and strategy work is taking place to establish the structures and systems that underpin the reforms as a result of the Act – the NHS Commissioning Board, Clinical Commissioning Groups (CCGs) and the Commissioning Support Services (CSSs) that will support their work, the transfer of public health and Healthwatch. Work has also commenced on developing a Public Health Transition and Holistic Workforce Strategy.
- X. The Public Services (Social Value) Act received Royal Assent in March 2012 and requires public bodies to give due consideration to social value within their commissioning framework. A policy response is being developed to achieve this in procurement activity. Legislation on the new Community Right to challenge came into force from 27th June and the HBC policy to managing this process is being developed.
- XI. The Department of Health has published in June an extensive consultation regarding proposed changes to statutory Adult Social Care Data Collections known as the Zero Based Review (ZBR). The consultation covers both changes to existing returns and also proposals to introduce new data collections including the collection of health related data. The proposed new collections will make social care data more outcome focused, giving more information on how well adult social care is delivering personalised care and short term and long term care; to assess the effectiveness of the preventative and re-ablement services in delaying dependence and promoting independence.

Details of the consultation can be accessed via the following link
<http://www.ic.nhs.uk/adultsocialcareconsultation12>

A co-ordinated response to the consultation has been co -
ordinated by the Performance and Improvement Division on

behalf of the Communities Directorate and has been submitted on behalf of the Council. It remains to be seen how this will reduce the burdens placed on Local Authorities

- XII. The HSE has designated two more sites as high tier COMAH (Control of Major Accident Hazard), due to a change in criteria rather than a change in operations of the sites. COMAH off site plans will need to be prepared for these sites within the next few months. Once these are completed they will need to be tested.
- XIII. The Property Services Division continues to explore and exploit accommodation costs through the rationalisation of its buildings. Consideration is presently being given to the termination of the use of a number of primary sites by year-end.

4.0 Risk Control Measures

Risk control forms an integral part of the Council's Business Planning and performance monitoring arrangements. During the development of the 2012/13 Business Plan, the service was required to undertake a risk assessment of all key service objectives with high risks included in the Directorate Risk Register.

As a result, monitoring of all relevant 'high' risks will be undertaken and progress reported against the application of the risk treatment measures in Quarters 2 and 4.

5.0 Progress Against High Priority Equality Actions



There have been no high priority equality actions identified in the quarter.

4.0 Performance Overview

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

Financial Services

Key Objectives / milestones





Ref	Milestones	Q1 Progress
FS O1	Report Medium Term Financial Strategy to Executive Board November 2012 and Council in March 2013	
FS O3	Complete the Draft Abstract of Accounts for certification by Chief Financial Officer by 30th June 2012 . Publish the Abstract of Accounts by 30th September 2012 .	





Supporting Commentary

Both the medium-term Financial Strategy and Abstract of Accounts are on track to be reported / published as planned.

The draft Abstract of Accounts was prepared and signed-off by the Operational Director, Finance by 30th June 2012. The Audit Commission are now undertaking the audit of accounts based upon the draft Abstract. The final version of the Abstract of Accounts will be presented to the Business Efficiency Board along with the Audit Commission's Governance report on 26th September 2012.

Key Performance Indicators

Ref	Measure	11 / 12 Actual	12 / 13 Target	Q1 Actual	Q1 Progress	Direction of travel
FSLI 05	Proportion of Council Tax that was due that was collected	97.11	96.00%+ (cumulative)	29.20%		
FSLI 06	The percentage of Business Rates which should have been received during the year that were received	97.11	96.00%+ (cumulative)	30.83%		

FSLI 08	Achieve investment returns for the year higher than benchmark.	1.40%	0.87% (See footnote) ⁶	1.98%		N/A
FSLI 10	Average time for processing new claims (Housing & Council Tax Benefit)	12.57	18	11.95		
FSLI 13	Number of residents accessing Welfare Rights Advice at a casework level.	New measure	1,100	332		N/A

Supporting Commentary

The collection of Council Tax and Business rates continues to follow a positive trend and has increased over the same period last year by 0.06% and 1.59% respectively.





Investment returns continue to outperform the benchmark rate, primarily due to having greater funds than expected available to invest and having secured a number of favourable deals.

Improvement noted in the average time for processing new claims of 2.97 days compared with Q1 of 2011/12.

Number of residents accessing Welfare Rights receiving specialist casework advice is a new measure for 2012/13. The performance in this first quarter was on target, and reflects the continuing high demand for specialist assistance.

Human Resources & Organisational Learning and Development

Key Objectives / milestones

Ref	Milestones	Q1 Progress
HRLD O1	To further enhance the existing coaching programme - September 2012	
	Further develop the capacity for e-learning opportunities and undertake promotional activities December 2012	
	Promote and take forward the delivery of actions identified within the Corporate Peoples Plan March 2013	
HRLD O2	Further develop the HR Self-serve portal - September 2012	

⁶ Targets determined annually post April 2012 following tracking of Interbank Bid Rate.











Supporting Commentary



Accreditation for Coaching and skills training with the ILM has been undertaken and the team continue to deliver courses as part of the Learning and Development calendar of events.

There are a total of 23 modules available across the Council with 9 e-learning modules being available to Health and social Care Teams. Q1 saw the addition of Awareness of Alcohol and Substance Misuse and Autism Awareness with Domestic Abuse and Safer Recruitment modules currently in development.

In relation to the delivery of the Peoples Plan Qualification gaps have now been identified and the availability of courses has been widely promoted and responses are being awaited from managers. Priority will be given to level 2 courses that attract external funding. Additionally developments to the HR self-serve portal are on-going as more processes are identified to be undertaken electronically.

Key Performance Indicators

Ref	Measure	11 / 12 Actual	12 / 13 Target	Q1 Actual	Q1 Progress	Direction of travel
HRLD LI 1	The number of working days / shifts lost due to sickness (Corporate)	9.03	8.5	2.22		
HRLD LI 7	The percentage of top 5% of earners that are					
	a) women	58.27	50.00	54.33		
	b) From BME communities.	2.73	1.0	2.80		
	c) With a disability	0.61	5.0	0.64		
HRLD LI 8	No of staff declaring that they meet the Disability Discrimination Act as a % of the total workforce.	2.21	7.50	1.26		

Ref	Measure	11 / 12 Actual	12 / 13 Target	Q1 Actual	Q1 Progress	Direction of travel
HRLD LI 9	Minority Ethnic community staff as % of total workforce.	0.89	1.0	0.87		






Supporting Commentary

Whilst staff sickness is marginally lower than the same period last year it is subject to seasonal variation and will increase as we move throughout the year. However it is envisaged that the positive year on year trend will continue.

There have been some marginal changes to the workforce profile during the period and at this stage it is uncertain whether the ambitious target in relation to employees meeting the DDA Act can be achieved.

ICT Infrastructure

Key Objectives / milestones

Ref	Milestones	Q1 Progress
ICT O1	Upgrade of the virtualization platform to version V6 – December 2012	
	Development of Cloud Application Distribution Platform - February 2013	
	Site to site dual Backup system - September 2012	
	Schools Cloud Services Trial and the development of a future primary trial site - September 2012	
	Interactive Web Services and SharePoint Integration – June 2012	





Supporting Commentary







The majority of objectives are at this stage progressing as planned with equipment for the upgrade of the virtualisation platform now on site and the test environment installed. Cloud service trails will begin with a small evaluation deployment of services to both commercial clients and internal customers. The site to site back up has seen equipment installed at Runcorn with the project further enhancing the strategic management of the Council's data assets.

The interactive web services and SharePoint integration objective has been delayed by a month following the need for further intranet work to ensure branding consistency and it now anticipated to give live during July.

In addition to those objectives above the Lync enhancement and Contact Centre integration has been delayed due to procurement requirements and is now scheduled for completion by December 2012.

Key Performance Indicators

Ref	Measure	11 / 12 Actual	12 / 13 Target	Q1 Actual	Q1 Progress	Direction of travel
ICT LI 1	Average availability of the Council's operational servers (%).	100	99	100		
ITC LI 2	Average availability of the Councils WAN infrastructure (%).	100	99	99.9		




ITC LI 4	% Of all responsive repairs completed within 2 working days.	92	80	93		
ITC LI 6	Member Support: % of calls responded to within 1 working day	95	99	95		
ITC LI 8	Average working days from order to completion of a new PC	10	10	9		

Supporting Commentary

All performance indicators for the service are showing positive results with many at or near their ceiling of 100%. There are presently no measures that are showing cause for concern.

Legal & Democracy

Key Objectives / milestones



Ref	Milestones	Q1 Progress
LD O1	Secure renewal of Lexcel & ISO Accreditation January 2013	
LD O3	To ensure that all members have been given the opportunity of a having a MAP meeting March 2013	
	To induct all new members – by October 2012	

Supporting Commentary









All objectives for the department are currently progressing as planned.

Work on ISO internal audits to secure renewal of accreditations continues. Ten Members have had MAP meetings during the period with all 9 newly elected Members taking the opportunity to engage in the induction programme.

Key Performance Indicators

Ref	Measure	11 / 12 Actual	12 / 13 Target	Q1 Actual	Q1 Progress	Direction of travel
LDLI 01	No. Of Members with Personal Development Plans (51 Total)	51 (100%)	51 ⁷ (100%)	48 (94%)		

⁷ 5 Members have expressed a wish not to partake in this programme.

LDLI 06	Members of Public attending Council Meetings (Council, PPBs, Exec Board, Exec Board Sub, Area Forums) – For information	138	N/A	41		
LDLI 07	No. Of Questions asked by Members of the Public at Council Meetings (Council, PPBs, Exec Board, Exec Board Sub, Area Forums) – For information	20	N/A	1		
LD LI 13	% of customers satisfied or very satisfied with the service of the internal print service.	100	80	100		
LDLI 15	% satisfaction with Inside Halton	98	87	99		

Supporting Commentary

The total number of Members wishing to engage in personal development plans this year is 53 with a total of 48 MAP meetings being held to date.




Attendance and questions asked at meetings are monitored for the purposes of quantifying one aspect of public engagement in the political process and every effort is made, for example through the timing of meetings, choice of venue etc., to encourage civic participation in the democratic process. In both respects the quarter 1 position is lower than that in 2011 – 12.

However it is recognised that opportunities for engagement in this form can be influenced by the constraints of board member availability and the nature of the subject matter within board agenda's which can directly influence public interest. The situation will be kept under review to ensure potential opportunities to increase participation are not missed.

Satisfaction with the print service is high, with 96.2% customers 'very satisfied'. Also, the latest annual survey of "Inside Halton" was conducted in March this year and levels of satisfaction remain extremely positive and above target.

Policy & Performance

Key milestones

Ref	Milestones	Q1 Progress
PPT O1	Progress the Core Strategy to adoption October 2012	
	Revision of Adult and Social Care policies March 2013	
PPT O4	Monitor performance against the Sustainable Community Strategy targets 2011 – 16 and review delivery plans with partners June 2012	
	Respond as appropriate to the Munro Review of Child Protection to ensure that the Children and Enterprise Directorate have effective quality assurance and performance management frameworks in place by September 2012 .	
	Support un-announced and announced statutory inspections in Children & Enterprise Directorate March 2013	

Supporting commentary

The Core strategy has been modified following Examination Hearings by the Planning Inspectorate and this will be the subject of public consultation from July until mid-September. In addition, examination hearings in relation to the Waste Development Plan in June with modifications required by the Planning Inspectorate being subject to further consultation in autumn.

Social Care policies continue to be updated in line with operational circumstances and legislative requirements.

Progress against the delivery of the Sustainable Community Strategy was reported to the Halton Strategic Partnership Boards in June 2012 and was reported to all Policy and Partnership Boards in May and June 2012 in the Sustainable Community Strategy Year End Performance Report. These reports included summaries of key activities taken or planned to improve performance.

The Department for Education (DfE) consulted during the end of Qtr 4 and beginning of Qtr 1 on the Safeguarding Performance Information as part of the Government response to the Munro review of Child Protection. Responses were co-ordinated by the Division in respect of the Children's Safeguarding Performance Information consultation, on behalf of the Children and Families Department and Halton Safeguarding Children Board (HSCB), submitted in April 2012 to DfE. The resulting performance information around Safeguarding has since been published. The Division has redeveloped the performance management framework for HSCB in response to the published information.

A new framework for Child Protection, introduced in May, was widely communicated to staff in order to ensure that the authority's response to inspection remains fit for purpose. Work was also undertaken concerning the availability of management information required on day one of this unannounced inspection in advance of a further revised multi-agency framework being introduced in May of next year. The Division also supported the Fostering Inspection conducted 12-15 June 2012. During this inspection Ofsted graded Halton's Fostering Service as 'good' across all areas.

Catering and Stadium Services

Key Objectives / milestones

Ref	Milestones	Q1 Progress
CE O2	Measure customer satisfaction with Stadium Community Services - January 2013.	<input checked="" type="checkbox"/>
	Promote off peak opportunities at the start of each quarter to charitable and community organisations to utilise Stadium facilities at a reduced price - March 2013.	<input checked="" type="checkbox"/>
	Formulate proposals for events linked to the Rugby World Cup 2013 - September 2012.	<input checked="" type="checkbox"/>
CE O3	School Lunches - Deliver a promotion and educational campaign - September 2012 and January 2013.	<input checked="" type="checkbox"/>
	Review and update the strategy and action plan to increase the uptake of free school meals - July 2012.	<input checked="" type="checkbox"/>
	Develop effective joint working and agree funding, with the private/public sector to address childhood obesity - Sept 2012.	<input checked="" type="checkbox"/>
CE O8	Continue to implement annual sports bar specific action plan designed to improve profitability March 2013	<input checked="" type="checkbox"/>
	Continue to develop promotional strategy to attract a minimum of 18 large corporate events annually to the Stadium - March 2013.	<input checked="" type="checkbox"/>

Supporting Commentary

Work is underway to prepare a customer satisfaction survey and the promotion of off-peak opportunities proving popular. A number of events have been planned leading up to the Rugby League World Cup and additional information will be provided as these events are held.

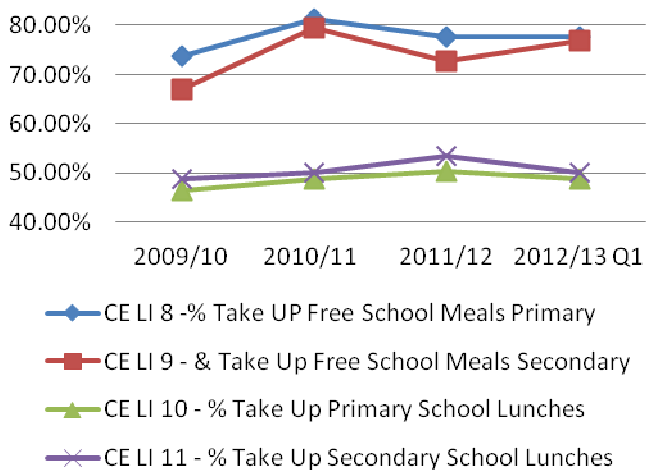
A number of initiatives have been introduced that have helped to increase meal number across primary and secondary schools and work is underway to target specific schools where take up is low as part of an action plan. On-going discussions between the school meals service and Public Health will ensure greater collaborative working and the avoidance of duplication.

The success of the Marquee Suite is having a positive impact upon corporate events and the annual target will be exceeded this year. Profitability in relation to the sports bar continues to increase as the action plan continues to be implemented. However it has to be recognised that the prevailing economic climate, and the subsequent levels of disposable income, will impact upon the extent to which further improvements can be sustained.

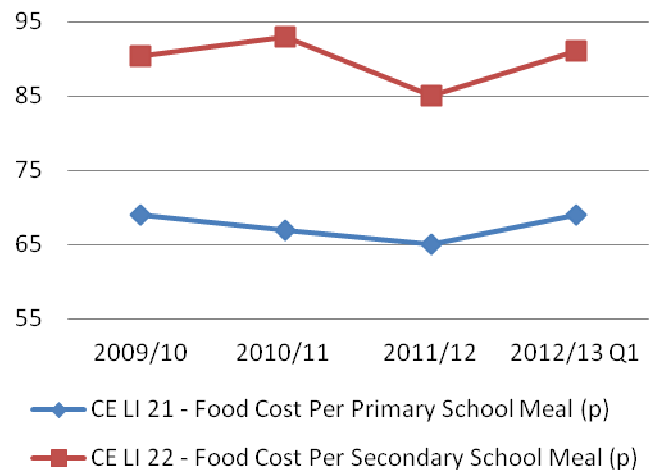
Key Performance Indicators

Ref	Measure	11 / 12 Actual	12 / 13 Target	Q1 Actual	Q1 Progress	Direction of travel
CELI 1	No. of meals served versus hourly input of labour (Previously SH1).	9.90	9.50	9.65	✓	↑
CELI 8	% Take up of free school meals to those who are eligible (Previously SH LI 8)					
	a) Primary Schools	77.71	82.00	77.64	✓	↓
CELI 9	b) Secondary Schools	72.81	72.50	76.99	✓	↑
	% Take up of school lunches (%) – (Previously NI52).					
CELI 10	a) Primary Schools	50.34	52.00	48.86	✓	↓
CELI11	b) Secondary Schools	53.74	53.00	50.11	✓	↑
CELI 21 / 22	Food cost per school meal (pence) - (Previously SH6a).					
	a) Primary Schools	65	75	69	✓	↓
	b) Secondary Schools	85	94	91	✓	↓

Take up of School Lunches and Free School Meals



Food Cost Per School Meal



Ref	Measure	11 / 12	12 / 13	Q1	Q1	Direction
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		Actual	Target	Actual	Progress	of travel
CELI 2	Turnover of the Stadium (£m's) (Previously SH2).	2.10	2.45	0.46	?	N/A
CELI 3	Council contribution to Stadium operating costs (£100K's) (Previously SH3).	13.4	10	2.2	?	N/A

Supporting Commentary







The number of meals per hour continues to improve and the level of productivity at this time of year is exceptional. The take up of free school meals in primary schools has shown a slight decrease against the same period last year and promotional activities, such as themed days e.g. the Olympic Torch Picnic Bag and Seaside Lunch etc. continue to be undertaken in order to encourage take-up.

The picture in terms of school meal take-up has remained relatively constant despite the present economic climate and a slight increase in meal charges for this year from £2.00 to £2.10p. The increase in the costs of supplying meals has been kept to a minimum and effective procurement has played a significant part in keeping costs to a minimum.

The economic downturn continues to have a negative impact upon people's disposable income and this has adversely affected a number of trading areas within the Stadium. However measures continue to be developed and deployed in order to control Stadium expenditure.

Property Services

Key Objectives / milestones

Ref	Milestones	Q1 Progress
EEP O1	Market the Lakeside and Canal side development sites in July 2012 .	
	Review accommodation in light of budget decisions by July 2012 .	
	Identify further property to be considered for sales and implement asset disposals by March 2013 .	
	Commence the development of Moss bank Park by March 2013 .	
EEP O2	Maintain a comprehensive database of all commercial properties by March 2013 .	
	Facilitate the Mersey Gateway acquisition and business relocation programme by March 2013 .	

Supporting Commentary

Phase 1 Lakeside planning application, which includes 20 affordable units for rent, was submitted in June. The scheme has secured 10 'first but funding' to improve affordability for first time buyer families. Start is expected to start on site in summer with Canal side being

based up the success of Lakeside 1.

Implementation of agreed accommodation strategy continues, with resources being allocated and work is on programme for the sale and implementation of asset disposal.







In relation to the development of Moss bank Park leisure development, adjacent to Widnes Waterfront, the preferred developer has been selected and solicitors instructed

Whilst inward investment enquires remain depressed across the economy the Business Development Team (BDT) continue to provide a comprehensive commercial property finding service to local businesses wishing to expand and grow and companies wishing to move into the area.

The Council commenced formal procurement in October 2011. In February the Mersey Gateway Team announced the three successful bidders, who will be invited to compete for the contract to design, build, finance and operate a new toll bridge over the River Mersey. Bidders will be invited to submit final tender in January 2013 and tenders must be returned in February 2013.

A Preferred Tenderer will be confirmed in May 2013 followed by project agreement award and mobilization in October 2013. The land acquisition and business relocation programme has already commenced with the serving of the General Vesting Declarations Numbers 1-5 and will be completed by April 2013. A number of businesses have now identified potential alternative premises.

Key Performance Indicators

Ref	Measure	11 / 12 Actual	12 / 13 Target	Q1 Actual	Q1 Progress	Direction of travel
<u>PYS LI 01</u>	The % of Authority buildings open to the public which suitable and accessible to Disabled people (%).	86	86	86		
<u>NI 185 / NI 194 Replacement</u>	New Greenhouse gas (GHG) emissions indicator.	Total 25,817t CO2e 2010/11 figure	Total 25,559t CO2e 2011/12 Target	Total 23,917t CO2e 2011/12 figure		
<u>DIS LI 02</u>	The % occupancy of Widnes Market Hall.	85	90	95%-		

All buildings which we intend to make fully accessible are now fully accessible as such the target has not been increased.

An overall reduction in emissions of 7.4% has been achieved since 2010/11 and all 5 categories actually saw a reduction.

The rationalisation of accommodation is a big factor in the reduced emissions, as is all the work that has been carried out with regards educating the workforce, and the energy efficiency works carried out.

It should be noted however that the mild winter of 2011/12 as compared with the extremely

harsh winter of 2010/11 has resulted in a marked reduction in gas consumption across the majority of properties which has had the effect of making the reduction greater than it would otherwise have been.

Breakdown of 2011/12 figures

School buildings	8393 tonnes
Corporate buildings	7505 tonnes
Unmetered supply	6211 tonnes
Fleet Transport	1359 tonnes
Business Mileage	449 tonnes

With changes to the management of the market we have focused on supporting new tenants on the market.

7.0 Financial Statement

FINANCE DEPARTMENT

Revenue Budget as at 30th June 2012

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	7,323	1,772	1,684	88
Supplies & Services	573	151	141	10
Other Premises	130	43	38	5
Agency Related	1	0	0	0
Insurances	1,661	1,179	1,224	(45)
Charitable Relief	120	0	0	0
Concessionary Travel	2,348	392	392	0
Capital Financing	12	3	3	0
Council Tax Benefits	11,255	11,204	11,204	0
Rent Allowances	51,440	12,682	12,682	0
Non HRA Rebates	65	9	9	0
Total Expenditure	74,928	27,435	27,377	58
<u>Income</u>				
Fees & Charges	-42	-10	-27	17
SLA to Schools	-867	0	0	0
NNDR Administration Grant	-169	0	0	0
Hsg Ben Administration Grant	-1,283	-321	-321	0
Rent Allowances	-50,850	-13,267	-13,265	(2)
Council Tax Benefits Grant	-11,108	-2,816	-2,815	(1)
Reimbursements & Other Grants	-737	-373	-373	0
Liability Orders	-373	-93	-31	(62)
Non HRA Rent Rebates	-65	-16	-17	1
Transfer from Reserves	-14	-14	-14	0
Total Income	-65,508	-16,910	-16,863	(47)
Net Controllable Expenditure	9,420	10,525	10,514	11
<u>Recharges</u>				
Premises	507	127	127	0
Transport	68	17	17	0
Asset Charges	138	0	0	0
Central Support Service	3,710	928	928	0
Support Service Income	-7,808	-1,952	-1,952	0
Net Total Recharges	-3,385	-880	-880	0
Net Department Total	6,035	9,645	9,634	11

Comments on the above figures:

In overall terms spending is below the budget profile at the end of quarter one.

With regards to expenditure, employee costs are below the budget profile due to vacant posts that exist within the Procurement, Audit & Operational Finance and Revenue, Benefits & Customer Services Divisions. The vacant posts will act as contributions towards the Department's staff turnover savings target and will also provide budget savings proposals for 2013/14.

Insurance costs are higher than the budget at the end of the quarter which is due to an increase in the cost of public liability excesses.

With regards to income, fees & charges are slightly above the budget which is a result of increased income generated from the sale of Concessionary Travel bus passes and blue badges.

Income from liability orders is below budget at the end of quarter which is a result of fewer orders being issued in respect of unpaid Council Tax and Business Rates bills.

At this stage it is anticipated that spending will be within the overall Departmental budget at the end of the financial year.

HUMAN RESOURCES DEPARTMENT

Revenue Budget as at 30th June 2012

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)
	£'000	£'000	£'000	£'000
Expenditure				
Employees	1,837	423	379	44
Employee Training	377	8	8	0
Supplies & Services	230	25	25	0
Total Expenditure	2,444	456	412	44
Income				
Fees & Charges	-23	-13	-46	33
School SLA's	-382	0	0	0
Transfers from Reserves	-338	-338	-338	0
Total Income	-743	-351	-384	33
Net Operational Expenditure	1,701	105	28	77
Recharges				
Premises Support	428	116	116	0
Transport Recharges	16	4	4	0
Central Support Recharges	776	194	194	0
Support Recharges Income	-2,921	-730	-730	0
Net Total Recharges	-1,701	-416	-416	0
Net Departmental Total	0	-311	-388	77

In overall terms, spending is below budget profile at the end of the first quarter.

Regarding expenditure, employee costs are lower than the budget, which is mainly due to a number of vacant posts within both Human Resources and Learning and Development. These posts will contribute towards the Department's 2012/13 staff turnover savings target.

Also within employee costs, occupational health charges, which overspent in previous years are currently lower than budget at the end of the first quarter. This is due to the Council utilising counselling services being provided by St John's Unit.

Regarding income, fees and charges income is above budget, which is due to charges made to Schools for the provision of additional HR support services. The additional income will be used to fund the estimated cost of updating the payroll system and the provision of training for HR staff for the introduction of the auto enrolment of pensions and Real Time Information (RTI).

ICT AND SUPPORT SERVICES DEPARTMENT

Revenue Budget as at 30th June 2012

	Annual Budget	Budget to Date	Actual to Date	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	5,759	1,409	1,400	9
Supplies & Services	856	184	118	66
Computer Repairs & Software	412	104	114	(10)
Communications Costs	388	97	84	13
Other Premises	15	4	4	0
Other Transport	3	1	0	1
	70	18	18	0
Capital Financing				
Total Expenditure	7,503	1,817	1,738	79
<u>Income</u>				
Fees & Charges	-193	-48	-21	(27)
Internal Billing	-97	0	0	0
SLA to Schools	-205	0	0	0
	-112	-112	-112	0
Transfers from Reserves				
Total Income	-607	-160	-133	(27)
Net Controllable Expenditure	6,896	1,657	1,605	52
<u>Recharges</u>				
Premises	345	86	86	0
Transport	32	8	8	0
Asset Charges	1,447	0	0	0
Central Support Services	1,072	268	268	0
Support Service Income	-9,848	-2,462	-2,463	1
Net Total Recharges	-6,952	-2,100	-2,101	1
Net Department Total	-56	-443	-496	53

Comments on the above figures

In overall terms spending is below the budget profile at the end of quarter one.

With regards to expenditure, employee costs are slightly lower than budget profile due to vacant posts that exist within the Administrative Services Division. The in-year savings resulting from the vacant posts will contribute towards the Department's 2012/13 staff turnover savings target.

Spend on supplies & services is also lower than the budget profile at the end of the quarter. This is due to reduced expenditure on general equipment and furniture which is a result of the procurement policy introduced during 2011/12 whereby surplus furniture made available due to staff leaving the Council is re-allocated wherever possible before any new purchases are made.

With regards to income, fees & charges are currently lower than the budget profile which is due to the introduction of an additional income target for 2012/13. This budget will continue to be monitored closely throughout the financial year.

At this stage it is anticipated that the overall net Department spending will be within budget at the year end.

Capital Projects as at 30th June 2012

Capital Expenditure	2012/13 Capital Allocation £'000	Allocation to Date £'000	Actual Spend to Date £,000	Total Allocation Remaining £'000
IT Rolling Programme	1,123	281	94	94
Net Expenditure	1,123	281	94	94

Comments on the above figures.

It is expected that the full capital allocation will be spent by the financial year end.

LEGAL & DEMOCRATIC SERVICES DEPARTMENT

Revenue Budget as at 30th June 2012

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000
Expenditure				
Employees	2,103	559	514	45
Supplies & Services	420	151	146	5
Civic Catering & Functions	29	0	0	0
Legal Expenses	207	56	53	3
	21	0	0	0
Capital Financing				
Total Expenditure	2,780	766	713	53
Income				
Land Charges	-95	-24	-23	(1)
School SLA's	-47	0	0	0
License Income	-268	-53	-58	5
Print Unit Fee Income	-173	-43	-48	5
Other Income	-22	-6	-3	(3)
Transfers from Reserves	-118	-118	-118	0
Total Income	-723	-244	-250	6
Net Operational Expenditure	2,057	522	463	59
Recharges				
Premises Support	385	81	81	0
Transport Recharges	35	9	9	0
Asset Charges	2	0	0	0
Central Support Recharges	1,015	254	254	0
Support Recharges Income	-2,361	-590	-590	0
Net Total Recharges	-924	-246	-246	0
Net Departmental Total	1,133	276	217	59

Comments on the above figures:

In overall terms spending is below the budget profile at the end of the first quarter.

Regarding expenditure, employee costs are lower than the budget to date due to a number of vacant posts that exist within the Marketing & Communications Division. The in-year savings resulting from the vacant posts will contribute towards the Department's 2012/13 staff turnover savings target.

The division is currently being reviewed as part of the wider Efficiency review of Policy, Performance & Improvement, and Communications & Marketing.

At this stage it is anticipated that overall net expenditure will be within budget by the end of the year.

POLICY, PLANNING & TRANSPORTATION DEPARTMENT

Revenue Budget as at 30th June

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000
Expenditure				
Employees	6,180	1,463	1,471	(8)
Other Premises	241	60	42	18
Hired & Contracted Services	898	143	139	4
Supplies & Services	368	74	52	22
Street Lighting	1,656	242	234	8
Highways Maintenance	2,160	382	364	18
Bridges	92	21	16	5
Fleet Transport	1,259	317	317	0
Lease Car Contracts	694	431	423	8
Bus Support – Halton Hopper Tickets	170	32	35	(3)
Bus Support	575	112	112	0
Out of Borough Transport	51	9	10	(1)
Finance Charges	407	292	292	0
Grants to Voluntary Organisations	75	37	37	0
NRA Levy	62	31	30	1
Mersey Gateway	3,236	576	576	0
Total Expenditure	18,124	4,222	4,150	72
Income				
Sales	-250	-74	-76	2
Planning Fees	-486	-97	-101	4
Building Control Fees	-182	-45	-51	6
Other Fees & Charges	-387	-85	-102	17
Rents	-14	-4	-2	(2)
Grants & Reimbursements	-634	204	-225	21
School SLAs	-38	0	0	0
Recharge to Capital	-3,251	0	0	0
	-979	-13	-13	0
Contribution from Reserves				
Total Income	-6,221	-522	-570	48
Net Controllable Expenditure	11,903	3,700	3,580	120
Recharges				
Premises Support	843	118	117	1
Transport Recharges	485	134	133	1
Asset Charges	8,494	0	0	0
Central Support Recharges	3,007	752	752	0
Departmental Support Recharges	546	0	0	0
Support Recharges Income – Transport	-3,820	-1,031	-1,031	0
Support Recharges Income –	-4,254	-700	-700	0

Non Transport				
Net Total Recharges	5,301	-727	-729	2
Net Departmental Total	17,204	2973	2,851	122

Comments on the above figures:

In overall terms revenue spending at the end of quarter 1 is below budget profile. This is due to a number of expenditure and income budget areas.

Staffing is above budget due to savings targets not being met within Logistics, Performance and Policy & Strategy divisions.

Other Premises is below budget to date mainly due to lower than expected utility bills within Logistics division.

Supplies & Services is below budget due to a combination of small variances to date across Logistics and Traffic, Risk & Emergency Planning divisions.

Fees & Charges income is above income target partly due to MOT fees performing better than anticipated at this point in time. The remaining variance relates to Traffic Management where there have been additional road closures, higher than expected number of defects and overstays by Statutory Undertakers. It is anticipated that this will not continue as Statutory Undertakers are taking action to improve their efficiency and standards of work to avoid incurring these charges and challenging/refusing to pay invoices.

Grants and reimbursements is above budget to date due to Supervision of Private development income within the Highway Development Division. This is ad hoc and therefore difficult to predict as it depends on developments coming forward and formal agreements being entered into. It is therefore not yet known whether more income will be received in this financial year.

At this stage it is anticipated that overall spend will be lower than the Departmental budget at the financial year-end.

COMMUNITY & ENVIRONMENT DEPARTMENT**Revenue Budget as at 30 June 2012**

	Annual Budget £'000	Budget To Date £'000	Actual to Date £'000	Variance To Date (overspend) £'000
<u>Expenditure</u>				
Employees	11,448	2,804	2,944	(140)
Other Premises	1,197	422	381	41
Supplies & Services	1,595	292	196	96
Book Fund	245	29	23	6
Promotional	265	58	48	10
Other Hired Services	925	121	116	5
Food Provisions	861	167	153	14
School Meals Food	1,656	125	96	29
Transport	43	24	25	(1)
Other Agency Costs	121	42	32	10
Waste Disposal Contracts	5,187	501	488	13
Leisure Management Contract	1,484	245	252	(7)
Grants To Voluntary Organisations	103	28	27	1
Grant To Norton Priory	222	111	111	0
Rolling Projects	286	72	72	0
Capital Financing	59	3	3	0
Total Expenditure	25,697	5,044	4,967	77
<u>Income</u>				
Sales Income	-1,949	-488	-471	(17)
School Meals Sales	-2,173	-416	-444	28
Fees & Charges Income	-2,393	-690	-623	(67)
Rents Income	-178	-105	-90	(15)
Government Grant Income	-31	-8	-10	2
Reimbursements & Other Income	-640	-108	-118	10
Schools SLA Income	-2,037	-58	-63	5
Internal Fees Income	-123	-28	-4	(24)
School Meals Other Income	-369	-74	-78	4
Meals On Wheels	-193	-48	-49	1
Catering Fees	-226	-48	-11	(37)
Capital Salaries	-101	-25	-26	1
Transfers From Reserves	-298	-20	-20	0
Total Income	-10,711	-2,116	-2,007	(109)
Net Operational Expenditure	14,986	2,928	2,960	(32)
<u>Recharges</u>				
Premises Support	1,381	264	264	0
Transport Recharges	2,205	551	552	(1)
Departmental Support Services	9	0	0	0
Central Support Services	2,757	729	729	0
Asset Charges	2,459	0	0	0
HBC Support Costs Income	-307	-69	-67	(2)
Net Total Recharges	8,504	1,475	1,478	(3)
Net Departmental Total	23,490	4,403	4,438	(35)

Comments on the above figures:

In overall terms the Net Operational budget is £ 35,000 over budget profile at the end of the first quarter of the financial year.

Staffing related expenditure is over budget profile by £140,000, primarily due to the premium pay savings target which account for 50% of the total staff savings target of £570,000. There has also been over £86,000 of costs incurred on agency staff, which means Open Spaces is over budget profile by £ 31,000 to date for absences due to illness and Waste Management is £ 22,000 over budget profile at this stage of the financial year.

Expenditure on Supplies and Services is currently £ 96,000 under budget profile. The main contributing factors are extremely low need for repairs and a significant reduction in the level of advertising across the division. The costs incurred in respect of utility charges are also less than anticipated at budget setting time and landscaping work is currently lower than average although this is expected to increase during quarter 2.

Food provisions for Commercial Catering and the Stadium are lower than budget profile due to lower sales and efficiencies with cost reduction. Internal Catering Fees Income is also under budget profile due to the continuing trend of reduced internal orders for catering across the council as a whole.

School Meals are performing well against budgets in respect of food costs and income. Food costs are £29,000 under budget profile and this budget is expected to be underspent at year end as it continues to benefit from renegotiated contract prices. Income is benefitting from the recent price increase of school meals, although the uptake of meals has fallen slightly. Income received in respect of school breaks continue to over achieve against target due to new snacks being provided.

Fees & Charges income is currently under budget profile. Trade Waste income has suffered again despite a smaller increase in price this year. However expenditure on waste disposal contracts is also under budget profile. Estimates have been provided for Waste disposal contracts which are paid in arrears due to invoices received late from contractors. The above portrays that position as best possible though careful monitoring will be undertaken on this line. Income received in relation to events at the Stadium and other bookings are also currently lower than usual, and sponsorship income from Widnes Vikings has been problematic. This may increase in the coming months due to a revised plan being arranged.

Rental income will be considerably reduced this current financial year due to Everton Football Club no longer using the Stadium. The annual effect of this will be in the region of £ 50,000.

ECONOMY, ENTERPRISE & PROPERTY DEPARTMENT**Revenue Budget as at 30th June 2012**

	Annual Budget £'000	Budget to Date £'000	Expenditure to Date £'000	Variance to Date (overspend) £'000
<u>Expenditure</u>				
Employees	4,569	1,184	1,218	(34)
Premises	0	0	0	0
Repairs & Maintenance	2,639	604	613	(9)
Energy & Water Costs	670	163	126	37
NNDR	933	821	780	41
Rents	760	374	382	(8)
Marketing Programme	37	11	10	1
Promotions	33	6	6	0
Supplies & Services	1,262	312	281	31
Agency Related Expenditure	103	14	14	0
Revenue Contribution to / from Reserves	-45	0	0	0
Total Expenditure	10,961	3,489	3,430	59
Sales	-3	0	0	0
Fees & Charges	-371	-12	-12	0
Rent - Markets	-806	-216	-193	(23)
Rent - Industrial Estates	-625	-183	-130	(53)
Rent - Commercial	-1,119	-277	-190	(87)
Transfer to / from Reserves	-374	-135	-135	0
Government Grant - Income	-947	-170	-170	0
Reimbursements & Other Income	-162	-136	-136	0
Recharges to Capital	-750	0	0	0
Schools SLA Income	-757	-30	-30	0
Total Income	-5,914	-1,159	-996	(163)
NET OPERATIONAL BUDGET	5,047	2,330	2,434	(104)
Premises Support Costs	1,770	432	432	0
Transport Support Costs	46	8	8	0
Central Support Service Costs	1,809	468	468	0
Asset Rental Support Costs	3,456	6	6	0
Repairs & Maint. Rech. Income	-2,393	-598	-598	0
Accommodation Rech. Income	-3,344	-836	-836	0
Central Supp. Service Rech. Income	-1,759	-434	-434	0
Total Recharges	-415	-954	-954	0
Net Expenditure	4,632	1,376	1,480	(104)

The Employee budget is currently over budget as the lack of staff turnover so far this year means that the staff turnover target is not being achieved.

Energy and Water Costs are under budget as a result of improvements that are currently being implemented throughout the Council.

Business rates are under budget due to the revaluation of various properties within the Council.

Market rental income is currently below budget due to a number of vacant stalls.

Industrial estate rental income is currently below budget mainly as a result of a large number of vacant units. Steps are being taken to promote these units and budgets will be monitored closely throughout the year.

The current economic climate has resulted in a decrease in the demand for land and property rental and as a result commercial rental income is below budget. Action is being taken to promote this area and budgets will be monitored closely throughout the year.

In overall terms it is anticipated that net expenditure will be above the overall departmental budget by year-end, primarily as a result of the shortfalls in income outlined above. Steps will therefore need to be taken where possible to reduce expenditure to offset the shortfalls in income.

REPORT TO: Corporate Policy & Performance Board

DATE: 4th September 2012

REPORTING OFFICER: Strategic Director – Policy & Resources

PORTFOLIO: Resources

SUBJECT: Sickness Absence 2011/2012

WARDS: Borough-wide

1.0 PURPOSE OF THE REPORT

- 1.1 To report on attendance management and interventions that have been introduced to assist managers in effectively managing employee absence in 2011/12.
- 1.2 To report on interventions planned for 2012/13
- 1.3 To report on the average days lost, due to sickness absence, per employee in 2011/12

2.0 RECOMMENDED:

- 2.1 That the content of the report be noted.

3.0 ATTENDANCE MANAGEMENT AND INTERVENTIONS 2011/12

- 3.1 The Board has received periodic reports on sickness absence. This report updates Members on activities undertaken in 2011/12 and the outcome of that activity on sickness levels.
- 3.2 Managers have continued to attend training/refresher training on attendance management on a regular basis and actively monitored employee absence with the support of the Employee Welfare Advisers in the HR Services.
- 3.3 The Employee Welfare Advisers continue to provide monthly reports to Directorate Management Teams on sickness absence and attended Directorate Management Teams on a regular basis to provide information on attendance levels, reasons for absence and to provide advice and support on any problem areas.
- 3.4 Regular H.R. surgeries were introduced and rolled out across the Directorates throughout the year. The purpose of the surgeries was to

discuss issues around attendance and to increase the manager's knowledge and confidence when dealing with sickness absence issues.

- 3.5 The Managing Attendance Policy was reviewed and amended in consultation with the trade unions during 2010/11. Short bite size training sessions were then offered to Managers as well as attendance, by the employee Welfare Advisers, at Divisional Management Teams to go through the main changes.

4.0 INTERVENTIONS PLANNED 2012/13

- 4.1 H.R. will be rolling out a programme of bite size training for managers regarding the changes to the Capability Procedure relating to sickness absence.
- 4.2 Refresher training will continue to be offered to managers and training for new managers in the Managing Attendance policy provided so that the policy can be applied rigorously and in turn continue to reduce sickness absence.
- 4.3 The H.R. surgeries will be expanded to cover other topics which will increase managers' knowledge/skills when dealing with staff related issues.
- 4.4 H.R. surgeries will be provided in schools to try to engage schools in managing attendance to ensure that the number of days lost due to sickness absence continues to reduce.

5.0 SICKNESS DATA

- 5.1 Sickness absence continues to reduce year on year. The number of working days lost due to sickness absence, per employee 2011/12 was 9.03 as compared to 9.68 days per employee for the same period 2010/11.
- 5.2 Long term sickness absence is included in the overall calculation of working days lost due to sickness. Managers across all directorates are continuing to actively monitor employee absence with the support of the Employee Welfare Advisers.
- 5.3 The reduction is due to the hard work of both managers and the Employee Welfare Advisers supporting employees and managers by working together over the last financial year to address attendance management. This successful partnership will continue during 2012/13.

6.0 POLICY IMPLICATIONS

- 6.1 As we continue to monitor sickness absence across the Council it is envisaged that the Sickness Absence Policy and Capability Procedure will continue to be reviewed to ensure absence is managed effectively.

7.0 OTHER IMPLICATIONS

N/A

8.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 8.1 Sound sickness absence management processes benefit both employee and employer, improve productivity and provide better services to the public.

9.0 RISK ANALYSIS

- 9.1 Failure to monitor absence levels and trends may lead to increased levels of ill health and appropriate support may not be given to employees. This leads to increase costs to the authority and reduced capacity at a time when capacity is already stretched.

10.0 EQUALITY AND DIVERSITY ISSUES

The Council is better protected from future challenge of disability or other discrimination if all employees are treated equally and fairly with regard to their sickness absences.

11.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

There are no background papers under the meaning of the Act.