

Employment, Learning, Skills and Community PPB – Priority Based Monitoring Report

Reporting Period: **Quarter 2 – 1st July 2017 – 30th September 2017**

1.0 Introduction

- 1.1 This report provides an overview of issues and progress against key service objectives/milestones and performance targets, during the second quarter of 2017/18 for service areas within the remit of the Employment, Learning, Skills and Community (ELSC) Policy and Performance Board.
- 1.2 Key priorities for development or improvement in 2015-18 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to Employment, Learning, Skills and Community (ELSC) Policy & Performance Board i.e.:
 - Employment, Learning and Skills
 - Community Services
- 1.3 The way in which traffic light symbols have been used to reflect progress to date is explained within Section 8 of this report.

2.0 Key Developments

- 2.1 There have been a number of developments within the Directorate during the period which include:-
Employment, Learning & Skills (ELS)
- 2.2 Final stage 2 expressions of interest have been submitted for the delivery of Work and Health Programme bid on behalf of Reed in Partnership and Ingeus
- 2.3 Review of funding available to support further ILM work placements as part of the ESF Ways to Work contract has been undertaken. All future ILMs will only be 6 months in duration as contract for 1.3 priority customers aged 16-29 ends July 2018
- 2.4 Work with council departments (HR and Independent Living Services) has commenced to develop a HEP Award in Care to assist in the recruitment and retention of HBC adult social care staff and reduce the use of agency staff. Riverside College will also support this initiative.
- 2.5 Preparations have continued in partnership with the CA on the forthcoming Households into Work project. The staff and overall contract will now be managed by the CA and not individual LAs. Staff will then be deployed to each LA. In Halton, 54 households will be supported.
- 2.6 Members of the Division supported a number of consultations associated with skills plans at the CA. These include a large employer skills survey, a Skills Strategy and a Careers Hub.

2.7 HBC manages the ESF Employees Support in Skills contract on behalf of the CA. During Q2 a wide range of activity took place to achieve strategic deliverables. This included Procurement of the LCR Apprenticeship Growth Plan, Health & Construction sector skills for growth agreements, Apprenticeship Hub website and Educational Theatre performances. It also included delivery of 7 Skills Shows reaching in excess of 6000 residents, 234 outreach meetings giving tailored support to 1,466 individuals (residents, employers and key stakeholders).

Library Service

2.8 Priority 1- inspiring a community of readers and learners

- The library service autumn / winter programme of events is now underway – highlights include the Arts Council England funded, Ada.ada.ada digital theatre performance, and Family Learning Festival: Science Fest.
- 9-14th October is Libraries Week – a national campaign to celebrate libraries and highlight their role.
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2.9 Priority 2 – employment, enterprise and developing online skills

- Library staff continue to bring in external funding as part of the *Include-IT Mersey* project, supporting the community to get online and improve their digital skills.

2.10 Priority 3 – extending access through innovation and new technology

- Digital storytelling is taking place, introducing under 4s to technology using [Code-a -pillar](#)

2.11 Priority 4 – providing a relevant and responsive library service

- Widnes Library refurbishment project has now begun. Area Manager, Helen Osborne is keeping everyone updated with a [blog](#).
- The Society of Chief Librarians have recently published a report on the future of family learning in public libraries – [The Experiential Library](#). Embedding the findings of this report will enhance the value and impact of family learning activity in Halton Libraries.

2.12 Priority 5 – workforce development

- A group of frontline staff attended regional storytelling training with storyteller Rogan Mills.
- The library service commissioned reading aloud training using Arts Council England funding – supporting staff to deliver library services in care / residential homes through reading aloud sessions and reminiscence work.
- Recruitment of 4 Library Information Assistants & 1 Library Outreach Assistant means we are currently fully staffed.

2.13 Work has started on the latest revision of the library service strategy.

Sports & Recreation Services

Widnes Library refurbishment project has now begun and is expected to be completed during the coming quarter. Updated information is being provided through the Libraries section of the Council's website which is available [here](#).

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- The Society of Chief Librarians have recently published a report on the future of family learning in public libraries – [The Experiential Library](#). And the findings of the report will be used to further enhance the value and impact of family learning activity in Halton Libraries.

- 2.14 Since the Leisure Centre service restructure, implemented on the 1 June 2017 it has proven difficult to recruit into a number of positions, such as Swimming Instructors, Leisure Attendants and Group Workout Instructors. However it is anticipated that recruitment to the majority of posts will be completed during Quarter 3 and Fitness and swimming membership is still thriving, with the communication plan being key to achieving this.
- 2.15 New partnership has been established with RGU Coaching who work with a number of local schools and offer high quality sports sessions in a safe and friendly environment. They intend to utilise Brookvale at low usage times (Saturday) to run football fun session for two hours for children whose parents who may wish or need to shop. With Christmas approaching numbers are expected to be high (60-80 per session) for these DROP 'N SHOP sessions and the planning of other sporting activities such as badminton, tennis, basketball and fitness classes (kids and adults) is underway.
- 2.16 A charity bike ride held at Kingsway Leisure Centre on 14 July was a huge success with 24 cyclists taking part and raising over £700. Footage of the event can be seen at <https://youtu.be/v83vWRGylvE>
- 2.17 There are now 34 community bookings of the indoor facilities at the Frank Myler Pavillion and the Active Halton Community Programmes Project has 46 new participants' forms completed. Of these 50% of people became aware of the sessions through family and friends and 30% were not previously taking exercise of 30 minutes or more.
- 2.18 Tennis for free at Victoria Park started on 8th July and although bad weather caused 3 sessions to be cancelled the project saw a total of 55 contacts over 5 weeks, (14 different families, and ages ranging from under 5's to 50+.)
- 2.19 A Pilot project was carried out by the Sports Development and Health Improvement Teams with the aim of families being active together and to provide education on healthy eating and living. The camp was over 3 days in August and the pilot was oversubscribed with 41 people booking with children's ages ranging from 2 – 16 years. Feedback from the event was positive and consideration will be given to undertaking further events should resources allow.
- 2.20 The Summer Sports Development programme was based around outreach in the parks and community fun days and saw a total of almost 800 taking part in various activities.

Community Centres

- 2.21 The community centres website is now live and includes an online booking enquiry form and some images of the centres. The contact details and locations for all of the centres have been updated and information is now available on-line in respect of the activities at the various centres. The web address is:
- <http://haltoncommunitycentres.co.uk/>
- 2.22 Social media presence has also improved with the promotion of a new inclusive community centres Facebook page for the five centres. Early indications are very positive and it is proving very useful for marketing larger events. The intention is to focus on linking the page to other HBC services and increasing followers.

- 2.23 The five centres have been set up to receive online payments, expanding on the traditional payment methods: cash, cheque and sundry debtors system. Feedback from hirers has been positive with many welcoming the introduction of the new payment method.
- 2.24 Following on from the well-received report presented to the Employment, Learning & Skills and Community Policy & Performance Board in June, Officers have committed to delivering a customer consultation amongst service users. Such consultation has not been conducted in the centres for almost 2 years now, following the cessation of performance data analysis by APSE. The consultation will be in the form of a short questionnaire and designed by the Council's Customer Intelligence Team who will be able to provide detailed analysis of the results. The survey is scheduled to take place and the results to be available by the end of March.
- 2.25 In terms of highlights from the individual centres:

Castlefields

- Raised £500 for MacMillan Cancer Support on Friday 29th September with their first coffee morning.
- There has been an increase in sports related bookings at the centre which is in contrast to previous years. The centre now boasts up to 16 classes per week covering a number of different sports. The sessions have proven extremely popular.
- The centre has taken a new booking from a drama group - run by Tina Malone, actress from Brookside and Shameless. The sessions are proving very popular amongst local residents. Tina and another regular hirer; Dynamite Dance group, are working in partnership to develop a full October half term schedule for children and young people.
- A Rainbows and Brownies group has also started at the centre.

Ditton

- Throughout August 'G school of dance' held workshops at the Centre. They brought in professional dancers; Val Armstrong from Newcastle for the tap dance workshops and also Chloe Swift from London to do the contemporary dance workshops. The sessions were open to all children that wanted to take part and were well attended. The sessions proved to be a welcome boost to activities hosted at the centre during the summer holidays.
- National Citizen Service (NCS) held a charity car wash in August which went very well, they managed to raise donations for two charities: Help the Heroes and Halton Haven.

Grangeway

- We now have two new starters at Grangeway; Terri and Stephanie, both colleagues are settling well into their new roles. They have both proven to be a welcome addition to the team, now up to a full complement after a prolonged period without.
- The centre recently ran its first 'table top' sale. The event brought 150+ people to the centre during the day and generated £250 worth of income.
- The centre will host the police on Mischief Night for the first time. The centre will act as a base for Runcorn police who are looking to reduce ASB in the surrounding area on what has been a busy night in previous years. The centre is also working in partnership with Young Addaction to host some diversionary activities for children on the same night.

Murdishaw

- Delivered a successful Summer Event with the help of Community Development and Project Officers. The event saw in excess of 250 visitors attend the centre during the afternoon and the feedback received has been very positive.
- Staff are currently developing plans for children's Halloween and Christmas parties.

Upton

- Along with other venues, Upton CC was used for a summer activity programme in partnership with the Sports Development Team. The sessions included multi-sports and climbing wall activities and proved popular amongst local children, with in excess of 120 participating across the five sessions.
- The centre has been awarded funding and is currently planning its second Halloween children's party, which will be held on Sunday 29th October. Tickets are on sale for £3 per child and available from the community centre.

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:-

Employment, Learning & Skills

- 3.2 Secure Work & Health contract – announcement (Oct) - go live date 27th Nov 17 and will require the recruitment of 2 Advisors (if Reed in Partnership or Ingeus win). Delivery to commence with immediate effect.
- 3.3 Open up ILMs for 1.3 customers (16-29 year olds) for 6 months only -(2 pending starts October).
- 3.4 In Q3 we will see the recruitment of staff for the new Households into Work contract and the DWP Work & Health contract. Staff will be managed as part of the HPIJ team. Plans for the identification of relevant households and individuals will need to be agreed. Delivery will commence Q4, with Q3 being used to induct new staff into the CA project.
- 3.5 Results of the CA Employer Skills survey due to be published in November 2017. These will then inform the forthcoming CA Skills Strategy, which in turn, will inform the allocation of the devolved Adult Education Budget (2018/19) across providers in the city region, including HBC's Adult Learning Team. The November 1st Tuesday will be used to present the various skills and recruitment offers to local businesses.
- 3.6 Future activity for the ESF Employees Support in Skills project includes a focus on engagement with schools with the delivery of 30 educational theatre performances, 6 iCan Skills Shows, 4 Careers events, and a LCR Health Skills Show (28th Nov) across the 6 Local Authorities between October and December to generate awareness of apprenticeships and promote wider career choices. Additionally, Procurement to be implemented in Q3 for the following activity: Event Management for LCR Skills Show on the 18th June as part of the International Business Festival, creation of 8 Skills for Growth Agreements for LCR priority sectors and relevant sector specific careers materials

4.0 Risk Control Measures

- 4.1 Risk control forms an integral part of the Council's Business Planning and performance monitoring arrangements. As such Directorate Risk Registers were updated in tandem with the development of the suite of 2017 – 187 Directorate Business Plans.

Progress concerning the implementation any high-risk mitigation measures relevant to this Board are included as Appendix 1.

5.0 High Priority Equality Actions

5.1 Equality issues continue to form a routine element of the Council's business planning and operational decision making processes. Additionally the Council must have evidence to demonstrate compliance with the Public Sector Equality Duty (PSED) which came into force in April 2011.

The Council's latest annual progress report in relation to the achievement of its equality objectives is published on the Council website and is available via:

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

6.0 Performance Overview

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.

It should be noted that given the significant and unrelenting downward financial pressures faced by the Council there is a requirement for Departments to make continuous in-year adjustments to the allocation of resources in order to ensure that the Council maintains a balanced budget.

Whilst every effort continues to be made to minimise any negative impact of such arrangements upon service delivery they may inevitably result in a delay in the delivery of some of the objectives and targets contained within this report.

Employment, Learning & Skills

Key Objectives / milestones

| Ref | Milestones | Q1 Progress |
|---------|---|-------------|
| EEP 01a | Develop Halton Inward Investment Prospectus – April 2017 | U |
| EEP 01b | Produce Local Economic Assessment – September 2018 | U |
| EEP 01c | Deliver Youth Employment Gateway – December 2017 | ✓ |
| EEP 02a | Implement Sci-Tech Daresbury Skills Plan – June 2017 | ✓ |
| EEP 02b | Secure Work Health Programme Contract – March 2018 | ✓ |
| EEP 02c | Deliver ESF Ways to Work Programme – December 2018 | U |

Supporting Commentary

The Halton Inward Investment prospectus is an integral part of the development of the 'Halton Tomorrow' visioning document and will provide a local accent to the Liverpool City Region prospectus detailing the specific sites and propositions that make up the 'Halton Offer'. The prospectus will be completed in Quarter 3 2017/18.

The Local Economic Assessment will provide the baseline data to inform the development of 'Halton Tomorrow' and the 'Halton Inward Investment Prospectus' and will be progressed, with the support of partners. A progress report was taken to ELSC PPB on September 25 2017 with details of timescales and likely outcomes. Interim findings will be reported to the ELSC PPB in November 2017.

Performance of the ESF Ways To Work programme to the end of Q2 (September 2017):

1.1 (Adults 30+ and Non NEET 16-29 participants):

- 293 starts on programme (profile target 255)
- 36 participants started employment (profile target 41)









To date the 1.1 element of the project has claimed £289,001.49 of the £844,924 allocation, which is around 34%. The 1.1 element of the project was late commencing due to delays in staff recruitment so has been delivering for approx. 14 months and with another 15 months of delivery left we have profiled to spend all of this allocation.









1.3 (16-29 years NEET participants)

- 413 starts on programme (profile target 486)
- 99 participants started employment against a profile of 234

To date the 1.3 element of the project has claimed £728,289.16 of the £2,499,089 allocation, which is nearly 30%. The 1.3 element of the project was also late commencing due to delays in staff recruitment. The project has another 10 months left of delivery and we plan to focus the spend on setting up further ILMs with local SMEs.

Key Performance Indicators

| Ref | Measure | 16 / 17 Actual | 17 / 18 Target | Q2 Actual | Q2 Progress | Direction of travel |
|-----------|---|----------------|----------------|-----------|---|---|
| EEP LI 05 | Number of Jobs Created (from projects managed by EEP) | 122 | 200 | 104.5 |  |  |
| EEP LI 06 | Number of Jobs Safeguarded (from projects managed by EEP) | N / A | 100 | 37 |  |  |
| EEP LI 07 | Number of Enrolments (Adult Learning) | 3183 | 3600 | 863 |  | N / A |
| EEP LI 08 | Number of People supported into work | 543 | 400 | 174 |  |  |
| EEP LI 09 | Percentage of learners achieving accreditation | 16% | 37% | 4% |  | N / A |

| Ref | Measure | 16 / 17 Actual | 17 / 18 Target | Q2 Actual | Q2 Progress | Direction of travel |
|-----------|---|----------------|----------------|-----------|---|---|
| EEP LI 10 | Total number of job starts on DWP programme (People Plus) | 123 | 36 | 16 |  |  |
| EEP LI 11 | Total number of job starts on DWP programme (Ingeus) | 197 | 58 | 28 |  |  |
| EEP LI 12 | Number of new starts into permitted/paid work for local people with disabilities (over 12 month period) | 33 | 30 | 25 |  |  |
| EEP LI 13 | Number of Businesses Supported | N / A | TBC | 207 |  |  |

Supporting Commentary

In this quarter the job outputs are taken from the Work Programme Contracts

EEP LI 05

97.5 jobs created at Alstom and Stobart.

The Business Support Programme has created 7 sustainable jobs in Quarter 2

EEP LI 06

17 jobs safeguarded at Alstom

EEP LI 07

In 2016/17 academic year (Aug 16 – July 17) 3205 enrolments

So far in the Autumn term 2017, 863 learners have enrolled. It is too early to assess whether 3600 enrolments will be achieved by July 2018.

EEP LI 08

In Q2 80 individuals were supported into work of which:

- 60 - ESF Ways to Work/YEG projects
- 13 - Ingeus Work Programme contract
- 7 – People Plus Work Programme contract

EEP LI 09

The academic year runs from September (quarter 2) 15 qualifications have been achieved so far in 2017/18 academic year.

EEP LI 10

Total number of new jobs sourced for People Plus customers in Q2 was 7. A further 7 jobs were sourced for customers that had been supported into work previously.

EEP LI 11

Total number of new jobs sourced for Ingeus customers in Q2 was 13. A further 23 jobs were sourced for customers that had been supported into work previously.

EEP LI 12



10 individuals with disabilities/health conditions were supported in to permitted/paid work during in Q2.

EEP LI 13

In Quarter II 2017 -2018 the Halton Growth Hub supported 207 companies. Since its inception in October 2015 the programme has supported 1,368 companies.

Community Services

Key Objectives / milestones

| Ref | Milestones | Q2 Progress |
|--------|--|---|
| CE 01a | Deliver a programme of extended informal learning opportunities meeting identified local targets - March 2018 |  |
| CE 01b | Develop a programme of cultural activity meeting identified local targets – March 2018 |  |

Supporting Commentary

CE 01a

Supporting people to develop online skills:

- Since the start of 2016/17 approximately 1,000 adults have attended IT clinics to learn digital skills and to support job seeking.

Providing opportunities to learn new skills:







- 203 people attended code clubs to learn how to make computer games, animations and websites by learning how to code.
- 45 people attended our Easter Tech event - an introduction to computer programming, circuits and coding.
- 57 people attended our Lego meets Micro:bit event – learning to programme computers to power Lego creations
- Fun Palaces at Ditton and Halton Lea Libraries were attended by more than 300 people. Activities delivered by the community for the community included digital music, painting, coding and quilting.

CE 01b

Developing a Borough of readers:

- More 1400 parents / carers and children attended story sessions that demonstrate the value of reading with children, and the impact on speech and learning development.
- More than 600 children completed The Summer Reading Challenge, 616 parents/ carers and children attended Summer Reading Challenge events over the summer holiday.

Key Performance Indicators

| Ref | Measure | 16 / 17 Actual | 17 / 18 Target | Q2 Actual | Q2 Progress | Direction of travel |
|----------|---|----------------|----------------|-----------|---|---|
| CE LI 07 | Number of active users (physical & digital resources) of the library service during the last 12 months. | 435,403 | 400,000 | 256,181 |  |  |
| CE LI 08 | Number of physical and virtual visits to libraries (annual total) | 562,648 | 600,000 | 322,558 |  |  |
| CE LI 09 | Increase in percentage of the population taking part in sport and physical activity at least twice in the last month (KPI 1 from Active Lives survey) | N/A | TBC | 60.8% |  | N / A |
| CE LI 10 | Percentage of people physically inactive (KPI 2 from Active Lives survey) | N/A | TBC | 28.4% |  | N / A |
| CE LI 11 | Percentage of adults utilising outdoor space for exercise/ health reasons (MENE survey) | N / A | N / A | N / A | N / A | N / A |

Supporting Commentary

CE LI 07

User figures increasing due to implementation of e-resources and catalogue clean up.

CE LI 08

Seasonal fluctuations mean this is on target.

CE LI 09

For the data published 12.10.17 there is six months of data in common between this and the first publication and therefore looking at changes over time is not yet appropriate. This will be possible when the third set of data is published on 22 March 2018. National average 60.6%.

CE LI 10

For the data published 12.10.17 there is six months of data in common between this and the first publication and therefore looking at changes over time is not yet appropriate. This will be possible when the third set of data is published on 22 March 2018. National average 25.6%.

CE LI 11

The Active Lives survey will replace Active People Survey, the reporting schedule has yet to be confirmed, but it is anticipated it will follow the same format as its predecessor (Dec 16). The new survey has been designed to be as flexible as possible in order to support a wide range of measures. Currently no baseline.

7.0 Financial Statement

COMMUNITY & ENVIRONMENT DEPARTMENT

Revenue Budget as at 30 September 2017

| | Annual Budget £'000 | Budget To Date £'000 | Actual To Date £'000 | Variance To Date (Overspend) £'000 |
|-------------------------------------|------------------------|-------------------------|-------------------------|--|
| <u>Expenditure</u> | | | | |
| Employees | 13,311 | 6,851 | 7,096 | (245) |
| Other Premises | 1,965 | 1,182 | 1,163 | 19 |
| Supplies & Services | 1,634 | 812 | 729 | 83 |
| Book Fund | 167 | 89 | 86 | 3 |
| Hired & Contracted Services | 1,098 | 459 | 441 | 18 |
| Food Provisions | 570 | 309 | 351 | (42) |
| School Meals Food | 1,983 | 714 | 709 | 5 |
| Transport | 55 | 37 | 29 | 8 |
| Other Agency Costs | 442 | 149 | 136 | 13 |
| Waste Disposal Contracts | 5,775 | 2,165 | 1,969 | 196 |
| Grants To Voluntary Organisations | 67 | 21 | 3 | 18 |
| Grant To Norton Priory | 172 | 86 | 88 | (2) |
| Rolling Projects | 108 | 108 | 108 | 0 |
| Capital Financing | 84 | 10 | 7 | 3 |
| Total Expenditure | 27,431 | 12,992 | 12,915 | 77 |
| <u>Income</u> | | | | |
| Sales Income | -2,104 | -1,118 | -1,024 | (94) |
| School Meals Sales | -2,324 | -886 | -915 | 29 |
| Fees & Charges Income | -5,387 | -3,041 | -2,952 | (89) |
| Rents Income | -297 | -90 | -32 | (58) |
| Government Grant Income | -1,246 | -31 | -31 | 0 |
| Reimbursements & Other Grant Income | -677 | -378 | -375 | (3) |
| Schools SLA Income | -99 | -98 | -96 | (2) |
| Internal Fees Income | -191 | -78 | -61 | (17) |
| School Meals Other Income | -2,096 | -1,664 | -1,663 | (1) |
| Catering Fees | -182 | -91 | -35 | (56) |
| Capital Salaries | -123 | -31 | -28 | (3) |
| Rolling Projects Income | -108 | 0 | 0 | 0 |
| Transfers From Reserves | -173 | -165 | -165 | 0 |
| Total Income | -15,007 | -7,671 | -7,377 | (294) |
| Net Operational Expenditure | 12,424 | 5,321 | 5,538 | (217) |
| <u>Recharges</u> | | | | |
| Premises Support | 1,760 | 880 | 880 | 0 |
| Transport Recharges | 2,072 | 920 | 917 | 3 |
| Departmental Support Services | 9 | 0 | 0 | 0 |
| Central Support Services | 3,467 | 1,769 | 1,769 | 0 |
| Asset Charges | 85 | 0 | 0 | 0 |
| HBC Support Costs Income | -449 | -291 | -291 | 0 |

| | | | | |
|-----------------------------------|---------------|--------------|--------------|--------------|
| Net Total Recharges | 6,944 | 3,278 | 3,275 | 3 |
| Net Department Expenditure | 19,368 | 8,599 | 8,813 | (214) |

Comments on the above figures

The net Department spend is £214,000 over budget profile at the end of the second quarter of the 2017/18 financial year.

Employee spend is currently over budget due partly to staff turnover saving targets not being achieved and casual and agency usage at the stadium and for catering being greater than expected. Spend on casual staff is exceeding the available budget to date by £100,000, although £13,000 less than at this point last year. Agency spend has reduced in the past quarter and is £51,000 less than at this point last year.

Food and bar provisions are currently overspent by £ 42,000 to date. This is mainly due to spend at stadium catering and bars related to events which took place over the summer months.

New arrangements are still not yet fully in place for Waste Contracts and as a result costs for the current year are lower than forecast. It is expected once the new contract is wholly operational costs will increase and be more in line with the annual budget.

As reported over previous quarters sources of income for the Department continue to struggle to meet targets, further details on specific items are included below.

After the second quarter sales income is still considerably short of the target to date by £93,000. This is mainly food and drink related and evident on commercial catering and the Stadium.

Fees and charges are also struggling to meet increased targets. Currently this is underachieved by £89,000 across the Department. The main items causing this are architect fees, burials, Open Spaces chargeable works, stadium pitch bookings, Trade Waste and fines for depositing litter.

Internal fees are under budget target so far and mainly due to little room hire income received in Leisure Centres, Stadium Catering and Fitness.

The Brindley theatre has faced a reduction in ticket sales after the terrorist attack in Manchester earlier this year when there was a noticeable fall in sales. Increased income targets mean that this service is likely to end the year with an overspend position. Where income has usually overachieved and offset overspending expenditure, there is little scope for this to happen this year. However despite this, net spend is still likely to be lower than last year partly meeting the saving target.

COMMUNITY & ENVIRONMENT DEPARTMENT**Capital Projects as at 30 September 2017**

| | 2017/18 Capital Allocation £'000 | Allocation to Date £'000 | Actual Spend £'000 | Total Allocation Remaining £'000 |
|--------------------------------|---|-----------------------------|-----------------------|---|
| Stadium Works | 30 | 0 | 0 | 30 |
| Peel House Cemetery Works | 383 | 100 | 70 | 313 |
| Runcorn Cemetery Extension | 9 | 9 | 11 | -2 |
| Open Space Schemes | 602 | 250 | 242 | 360 |
| Childrens Playground Equipment | 55 | 10 | 6 | 49 |
| Playground – The Glen | 25 | 0 | 0 | 25 |
| Playground – Runcorn Hill Park | 75 | 75 | 66 | 9 |
| Playground – Crow Wood Park | 450 | 30 | 21 | 429 |
| Landfill Tax Credit Scheme | 160 | 0 | 0 | 160 |
| Phoenix Park | 110 | 10 | 2 | 108 |
| Sandymoor Playing Fields | 600 | 100 | 74 | 526 |
| Victoria Park Glass House | 150 | 0 | 0 | 150 |
| Widnes Recreation | 0 | 0 | 9 | -9 |
| Litter Bins | 20 | 10 | 10 | 10 |
| Norton Priory Project | 455 | 5 | 2 | 453 |
| Brindley Café Extension | 80 | 0 | 0 | 80 |
| Total | 3,204 | 599 | 513 | 2,691 |

Comments on the above figures.

Work has now commenced on the open spaces schemes and parks and has now been set as rolling programme of works to span the next 5 years.

Works on the Brindley Café Extension, Victoria Park Glass House and Norton Priory Project are now likely to commence during the last quarter of 17/18 with the bulk of the scheme to completed in 18/19.

ECONOMY ENTERPRISE & PROPERTY

Revenue Budget as at 30 September 2017

| | Annual Budget £'000 | Budget To Date £'000 | Actual To Date £'000 | Variance to Date (Overspend) £'000 |
|------------------------------------|---------------------------|----------------------------|-------------------------|---|
| <u>Expenditure</u> | | | | |
| Employees | 4,620 | 2,255 | 2,266 | (11) |
| Repairs & Maintenance | 2,294 | 862 | 861 | 1 |
| Premises | 43 | 42 | 42 | 0 |
| Energy & Water Costs | 642 | 238 | 208 | 30 |
| NNDR | 538 | 510 | 495 | 15 |
| Rents | 353 | 258 | 254 | 4 |
| Economic Regeneration Activities | 42 | 1 | 1 | 0 |
| Supplies & Services | 2,777 | 924 | 924 | 0 |
| Grant to Non Vol Organisations | 87 | 29 | 29 | 0 |
| Agency Related | 1 | 0 | 0 | 0 |
| Total Expenditure | 11,397 | 5,119 | 5,080 | 39 |
| <u>Income</u> | | | | |
| Fees & Charges | -291 | -122 | -125 | 3 |
| Rent – Markets | -789 | -392 | -391 | (1) |
| Rent – Investment Properties | -161 | -74 | -68 | (6) |
| Rent – Commercial Properties | -879 | -355 | -353 | (2) |
| Government Grant | -3,025 | -780 | -780 | 0 |
| Reimbursements & Other Income | -182 | -110 | -111 | 1 |
| Recharges to Capital | -162 | -46 | -46 | 0 |
| Transfer from Reserves | -637 | -163 | -163 | 0 |
| Schools SLA Income | -532 | -502 | -497 | (5) |
| Total Income | -6,658 | -2,544 | -2,534 | (10) |
| Net Operational Expenditure | 4,739 | 2,575 | 2,546 | 29 |
| <u>Recharges</u> | | | | |
| Asset Rental Support Costs | 4 | 0 | 0 | 0 |
| Premises Support Costs | 1,746 | 874 | 874 | 0 |
| Transport Support Costs | 23 | 11 | 11 | 0 |
| Central Support Service Costs | 1,865 | 958 | 958 | 0 |
| Repairs & Maintenance Recharge | -2,412 | -1,206 | -1,206 | 0 |
| Income | | | | |
| Accommodation Recharge Income | -2,624 | -1,312 | -1,312 | 0 |
| Central Support Service Recharge | -1,890 | -945 | -945 | 0 |
| Income | | | | |
| Net Total Recharges | -3,288 | -1,620 | -1,620 | 0 |
| Net Department Expenditure | 1,451 | 955 | 926 | 29 |

Comments on the above figures

Economy Enterprise & Property Departmental budget is projected to be slightly under budget profile at year end. The significant budget variances are listed below.

The negative variance on employee costs is lower than was reported in quarter 1 due to an additional vacancy. However the targets against staff turnover savings are still not being met due to the low number of vacancies held within the Department.

Following reconciliation by the energy providers, the Council has received a number of refunds relating to previous years utility charges.

NNDR expenditure is below budget due to the revaluation of a number of council properties.

Schools SLA income will not be achieved this financial year. Due to the increase of staffing costs this means that the SLA charges have increased, which in turn has meant that not as many schools are buying back the service.

The commercial property income target will not be met due to the courts relocation to Rutland House taking longer than anticipated.

A delay in the construction of the investment property in Runcorn has resulted in the Department not achieving the projected investment income.

Every effort will be made to ensure that expenditure on controllable budgets is kept to a minimum within the Department for the remainder of the financial year. It is forecast net spend at year end will be below the annual budget.

ECONOMY ENTERPRISE & PROPERTY

Capital Projects as at 30 September 2017

| Capital Expenditure | 2017/18 Capital Allocation £'000 | Allocation to Date £'000 | Actual Spend £'000 | Total Allocation Remaining £'000 |
|--|---|--------------------------------|--------------------------|---|
| 3MG | 4,966 | 63 | 63 | 4,903 |
| Sci Tech Daresbury – EZ Grant | 483 | 0 | 0 | 483 |
| Johnsons Lane Infrastructure | 66 | 0 | 0 | 66 |
| Decontamination of Land | 50 | 0 | 0 | 50 |
| Venture Fields | 6,000 | 6 | 6 | 5,994 |
| Former Crossville Site | 1,150 | 926 | 926 | 224 |
| Signage at The Hive | 87 | 87 | 87 | 0 |
| Widnes Market Refurbishment | 100 | 53 | 53 | 47 |
| Equality Act Improvement Works | 150 | 37 | 37 | 113 |
| Linnets Club House | 1,379 | 634 | 634 | 745 |
| Milton Road (Former Simms Cross Caretakers House) | 14 | 0 | 0 | 14 |
| Widnes Road Car Park, 29-31 Moor Lane & Land at Halebank | 235 | 235 | 235 | 0 |
| The Croft | 30 | 0 | 0 | 30 |
| Broseley House | 690 | 0 | 0 | 690 |
| Total Capital Expenditure | 15,400 | 2,041 | 2,041 | 13,359 |

Comments on the above figures.

3MG – Alstom have now opened the Transport Technology Centre and the Training Academy. Halton Employment Partnership have supported the recruitment of the new employees and the first cohort of apprenticeship have started their training programme.

Some expenditure will take place over the next quarter, this will be to reimburse Alstom for costs they have already incurred in relation to Council projects such as the rail sidings and installing the gas and water provision for the whole site.

Sci Tech Daresbury Enterprise Zone (EZ) Grant - Grant to be drawn down over this financial year to pay for JV design and planning fees for the next phase of the EZ – Project Violet (3 new buildings). Works have been commissioned by the JV and are underway with a submission date for planning anticipated in the October 2017.

Widnes Market Refurbishment - Due to the project having to go back out to tender the work on the roof has been delayed until Financial Year 18-19. All other works will be complete in the next few weeks.

Equality Act Improvement Works - Work at Norton Priory is now complete. Projects in the forthcoming months relate to Linnets Club House, Crow Wood Park Pavilion and the Vine Street Centre.




Linnets Club House – Work is continuing on site and should be complete October.

Venture Fields - Factory on site is now complete and long term lease has been signed. The total cost of the development less the retention fees will be paid in quarter 3.





8.0 Application of Symbols

Symbols are used in the following manner:

Progress Symbols

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

Direction of Travel Indicator

| | |
|---|---|
| Green  | Indicates that performance is better as compared to the same period last year. |
| Amber  | Indicates that performance is the same as compared to the same period last year. |
| Red  | Indicates that performance is worse as compared to the same period last year. |
| N / A  | Indicates that the measure cannot be compared to the same period last year. |