

QUARTERLY MONITORING REPORT

DIRECTORATE: Children & Young People
SERVICE: Business Support & Commissioning
PERIOD: Quarter 1 to period end 30th June 2009

1.0 INTRODUCTION

This quarterly monitoring report covers the Business Support & Commissioning Department first quarter period up to 30 June 2009. It describes key developments and progress against 'key' milestones and performance indicators for the service.

The way in which traffic lights symbols have been used to reflect progress to date is explained within Appendix 5.

2.0 KEY DEVELOPMENTS

2.1 Building Schools for the Future (BSF)

An Outline Business Case was prepared and submitted to Partnerships for School by the deadline of 22nd April 2009. This document identified the projects within the BSF Programme, how value for money would be achieved, details on the affordability of the Programme, how prepared the authority was to deliver the BSF Programme and how Halton would lead and manage change.

During May and June, following the submission, DCSF and Partnership for Schools have sought further information, amendments and clarifications to the Outline Business Case.

2.2 One Children's Workforce Tool

Every Children's Trust was required to complete a baseline position and action plan against the One Children's Workforce Tool to be signed off and returned to the Children's Workforce Development Council (CWDC) by the 30th June. In Halton we had excellent engagement from all areas of the Children's Workforce and the Tool enabled us to gather valuable information from a range of perspectives to inform our future workforce planning. The report submitted to CWDC on 30th June is the starting point in working towards a fully integrated and reformed children's workforce of the future to improve outcomes for children and young people in Halton.

2.3 ICT Projects

Carefirst6 & ICS: Projects are progressing well and the Project Team are now building the system to meet each CYP Children's Social Care Teams individual requirements. The Government have responded to

recommendations made by Lord Laming on the ICS following the death of Baby P, in the form of a ministerial letter and circular to Local Authorities. Key messages are that LA's will no longer need to be ICS compliant to receive funding and will be able to use their professional judgement in deciding how to implement local ICS systems using a much simpler non-prescriptive set of national requirements.

Online Admissions: We are introducing a fully integrated online admissions system that will be used in respect of September 2010 admissions. The new application has been purchased from Tribal Solutions, and is being currently run in a test environment, pending going live later in the year.

3.0 EMERGING ISSUES

3.1 School Organisation

The Grange Schools: Statutory consultation will commence in June on the proposal to discontinue The Grange nursery, infant and junior school, change the age range of the Comprehensive and extend the school size. The neighbourhood nursery provision will be transferred to the Comprehensive to create All Through Provision. Executive Board will consider the outcome of the consultation at their meeting on 24th September 2009. The governing body of the school will then commence consultation on Trust Status.

The Heath: Pre-statutory consultation will commence in June on the proposal to expand pupil numbers at The Heath. It will be proposed that the pupil numbers increase from 210 per year group to 240 per year group in 2011. Once the building work has been completed in 2013, the numbers will increase further to 270 per year group, giving the school a total capacity of 1350 places for 11-16 year olds.

3.2 BSF

Once the full review of the Outline Business Case has been undertaken, a Main Review Approval meeting will be held in London. Following approval the Authority can then enter into the next phase of the Programme which is the Procurement Phase

3.3 School Funding Review

Work has commenced to review the Dedicated Schools Budget. The funding formula for schools will need to be reviewed, to take into consideration the proposed changes to school provision from September 2010, such as the proposed All Through provision at The Grange, the discontinuance of Fairfield High school and increase in Wade Deacon and the potential Academy. The funding formula will also need to be revised, to address the changes in Special Unit provision in the secondary and primary sector. Changes will also need to be made to the funding for Early Years provision, post 16 provision and diploma funding.

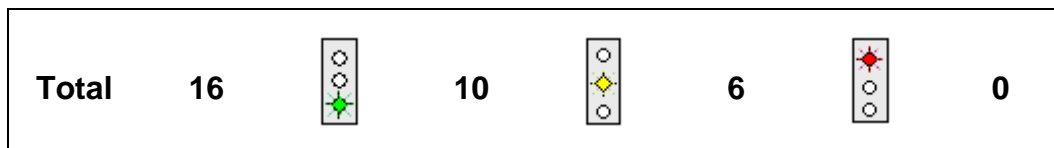
3.4 ICT Projects

ContactPoint: DSCF announced the start of the second phase of implementation including a pilot taking place in various local authorities. Halton's ContactPoint Team have trained a number of Practitioners who are taking part in the pilot. Nominated practitioners including Social Workers, Education Welfare Officers, Educational Psychologists, Safeguarding in Education, CAF Coordinator and support, YOT Education Officer and Family Intervention Officers, have been successfully trained on how to use ContactPoint securely and efficiently. An evaluation of the pilot will take place before the full rollout in September / October 2009 and any necessary changes will be made to training and to relevant policies and processes.

3.5 Outcomes Based Accountability (OBA)

The Children and Young People Plan for 2009-2011 outlines a new approach to tackling entrenched issues within the Borough using the OBA model. This model allows us to take a different approach to tackling the 3 priorities set out for the Children's Trust focusing on how we impact on outcomes for children and young people. To enable this a number of OBA Champions will be trained during the next quarter, and then attached to each of the Service Delivery Partnerships and other Key Groups to facilitate the roll out of the model.

4.0 PROGRESS AGAINST OBJECTIVES / MILESTONES

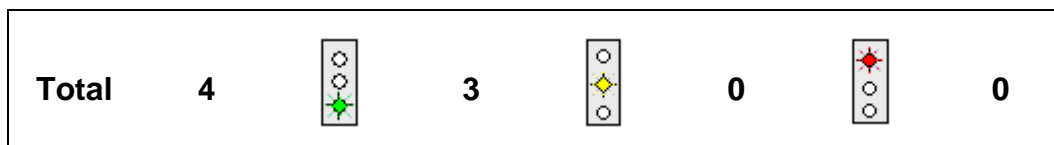


Most milestones (10) are on course to be achieved within set timescales, 6 may not. For further details, please refer to Appendix 1.

5.0 SERVICE REVIEW




Nothing to report this quarter

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS



Good progress towards targets for "Key" performance indicators. 3 are set to achieve target, whilst the remaining indicator, due to a change in method of calculation, did not have a target set. For further details, please refer to Appendix 2.

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	0		0		0		0
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No "Other" performance indicators have been reported by exception this quarter.

7.0 RISK CONTROL MEASURES

During the production of the 2009-12 Service Plan, the service was required to undertake a risk assessment of all Key Service Objectives.

Where a Key Service Objective has been assessed and found to have associated 'High' risk, progress against the application of risk treatment measures is to be monitored, and reported in the quarterly monitoring report in quarters 2 and 4.

However, some measures relating to objectives BSC3 & 4 have been reported by exception this quarter. For further details please refer to Appendix 3.

8.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS

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








No actions have been identified as high priority for the service.

9.0 DATA QUALITY


The author provides assurance that the information contained within this report is accurate and valid and that every effort has been made to avoid the omission of data. Where data has been estimated, has been sourced directly from partner or other agencies, or where there are any concerns regarding the limitations of its use this has been clearly annotated.

10.0 APPENDICES

Appendix 1- Progress against Objectives/ Milestones Appendix 2- Progress against Key Performance Indicators Appendix 3- Progress against Risk Treatment Measures Appendix 4- Financial Statement Appendix 5- Explanation of traffic light symbols

Service Plan Ref.	Objective	2009/10 Milestone	Progress to date	Commentary
BSC 1	To transform the Learning Environment	Complete outline business case for BSF by May 2009		BSF outline business case was submitted in April.
		Commence Competitive Dialogue by July 2009		On target to start Competitive Dialogue in July 2009.
		Develop the plan for Phase 3 Children's Centre Capital and Child Care Capital by March 2010		Plan will be in place by March 2010.
		Gain approval to commence the process of Primary School Re-Organisation by March 2010		Members approved the proposals and a working group established. Needs analysis and resource assessment to be carried out. Expected reporting to Executive Board in Autumn on the position for Halton Primary Schools.
BSC 2	To Manage Resources Effectively	Review of Directorate funding including schools in line with the efficiencies agenda by March 2010		Formula to be revised to include the SEN Review and the changing governance for some schools.
		Medium Term Financial Plan to be finalised for the Directorate by March 2010		Financial mapping is ongoing and a Medium Term Financial Plan will be developed. This should be within timescales but may be impacted by the Efficiency Programme.
		Identify opportunities for income generation through traded services across the Directorate by March 2010		Currently reviewing trading services. May be some implications from changing governance for some schools through school organisation.

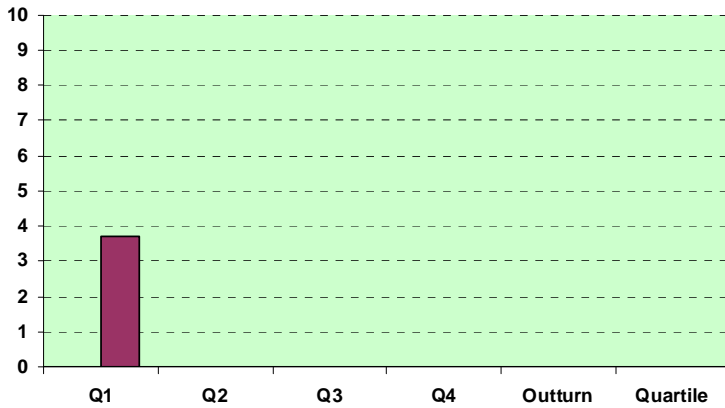
Service Plan Ref.	Objective	2009/10 Milestone	Progress to date	Commentary
		Establish a process to benchmark costs of services by March 2010		Work is planned to establish a process to benchmark cost but has not started yet.
		Implementation of Care Assess and ESCR to be complete by March 2010		Projects are progressing well and on target to meet timescale.
BSC 3	To Develop an Integrated Children's Workforce	Submission of 'One Children's Workforce' project report to CWDC by June 2009		Project report was submitted on time.
		Implement the OCWT Action Plan and complete all required actions by March 2010		The action plan was submitted to CWDC in June. There is currently no slippage on timescales for action identified.
		Establish a thorough baseline position of Workforce data for the Children's Trust by March 2010		A review of workforce data will begin in September. Staff vacancies have impacted on the timescales to deliver this review.
		Establish Workforce Development strand of JICU by March 2010		Development of the JICU is currently on hold pending the outcome of the Council's Efficiency Review.
BSC 4	To develop Joint Intelligence and Commissioning to inform the work of CYPD and the Children's Trust	To establish JICU and implement the four key strands through actual or virtual teams by March 2010		Development of the JICU is currently on hold pending the outcome of the Council's Efficiency Review.
		To establish the Service Delivery Partnerships of the Children's Trust by September 2009		Service Delivery Partnerships have been developed for the 3 Children's Trust Priorities.

Service Plan Ref.	Objective	2009/10 Milestone	Progress to date	Commentary
		Develop integrated systems for intelligent use of data by March 2010		Systems have been developed to allow reporting across vulnerable groups and localities.

BSC LI12

% of days lost to sickness absence

Lower figures represent better performance



Key

- 2008/9
- 2009/10
- Target
- Top 25%
- Middle 50%
- Bottom 25%

No quartile data available

Trend	

No data for same Qtr last year

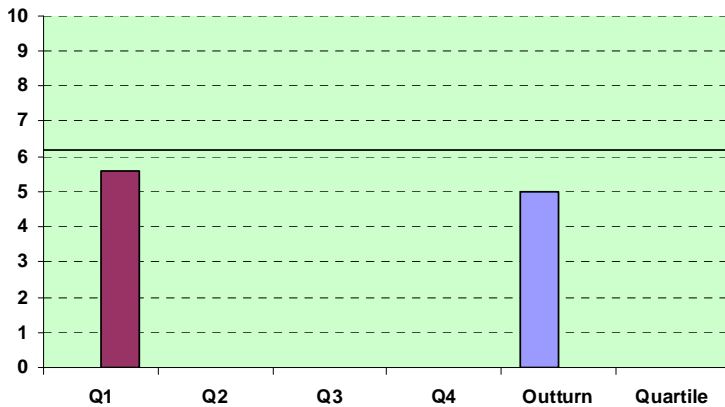
Commentary

2009/10 is the baseline year for this data as recording systems differ and previous years will not compare like with like. Consequently, no target has been set and figures are not available for last year.

BSC LI23

Value of services commissioned using Joint Planning & Commissioning Framework (£m)

Higher figures represent better performance



Key

- 2008/9
- 2009/10
- Target
- Top 25%
- Middle 50%
- Bottom 25%

No quartile data available

Trend	
	Green

No data for same Qtr last year

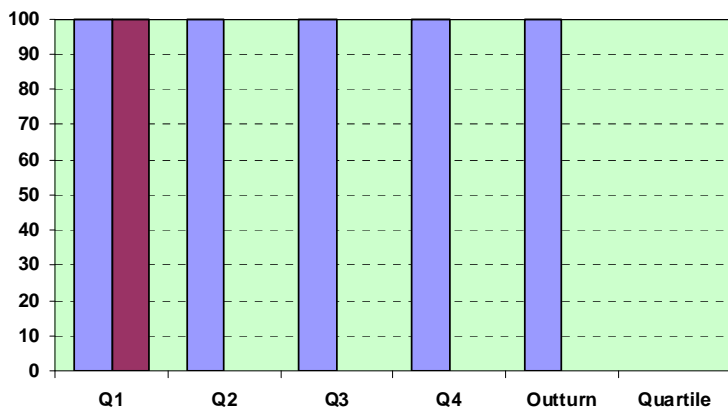
Should hit target for the year

Commentary

On track to meet year end target.

BSC LI19 % Of milestones within BSF project achieved

Higher figures represent better performance



Key

- 2008/9
- 2009/10
- Target
- Top 25%
- Middle 50%
- Bottom 25%

No quartile data available

Trend

Same as this time last year

Should hit target for the year

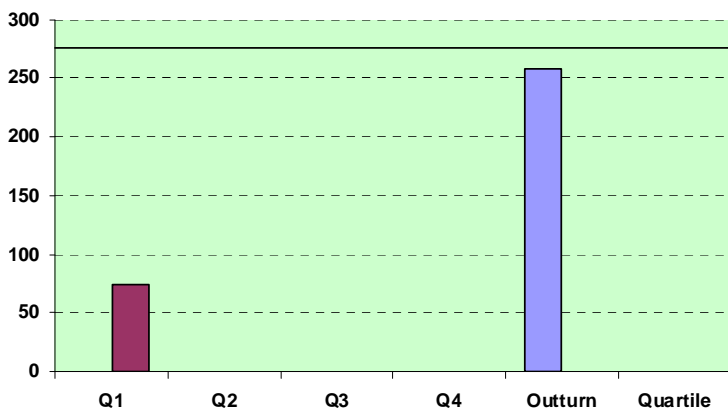
Green

Commentary

All milestones have been achieved during the quarter.

BSC LI16 Number of CAF's completed

Higher figures represent better performance



Key

- 2008/9
- 2009/10
- Target
- Top 25%
- Middle 50%
- Bottom 25%

No quartile data available

Trend




No data for same Qtr last year

Should hit target for the year

Green

Commentary

74 CAF's were completed during Q1, on course to achieve target for the year.

Objective Reference	Risk Control Measures	Progress	Commentary
BSC 3	Action plan developed and implemented to minimise the impact on affected service areas		Action plan will be developed as part of the review of the Directorate Recruitment and Retention Strategy.
BSC 4	Resource requirements identified on a multi-agency basis to ensure ownership of the project. Identification and awareness of benefits of integrated support function		Development of the Joint Intelligence and Commissioning Unit for the Children's Trust is currently on hold pending the outcome of the Council's Efficiency Review.
	Change management programme to drive culture change Common terminology and glossary of terms to be agreed Project Group meeting on a regular basis to oversee the development of the 4 key strands		Development of the Joint Intelligence and Commissioning Unit for the Children's Trust is currently on hold pending the outcome of the Council's Efficiency Review.

BUSINESS, PLANNING & RESOURCES DEPARTMENT

Revenue Budget as at 30th June 2009

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)	Actual Including Committed Items
	£'000	£'000	£'000	£'000	£'000
Employees	3,570	940	942	(2)	978
Premises	864	0	0	0	0
Supplies & Services	445	165	232	(67)	252
Transport	49	12	9	3	9
Schools Transport	1,456	328	328	0	328
Redundancy Costs	334	1	1	0	1
Pension Costs	593	148	147	1	147
Schools Non Delegated Support Costs	437	2	2	0	2
Schools Contingency Costs	402	0	0	0	0
Central Support Service Costs	1,142	285	285	0	285
Asset Rental	5,593	0	0	0	0
Support Costs					
Revenue	-837	0	0	0	0
Contribution from Reserves					
Total Expenditure	14,048	1,881	1,946	(65)	2,002
Dedicated Schools Grant	-8,282	-2,070	-2,070	0	-2,070
HBC Support Costs	-209	0	0	0	0
Income – Deferred Grant Write Down					
Reimbursements & Other Income	-15	-4	-6	2	-6
Schools SLA Income	-449	-112	-177	65	-177
Government Grant – Sure Start & Early Years Childcare	-30	0	0	0	0
Total Income	-8,985	-2,186	-2,253	67	-2,253
Net Expenditure	5,063	-305	-307	2	-251

Comments on the above figures:

In overall terms revenue spending to the end of quarter 1 is under the budget profile.

Supplies and Services expenditure at quarter one exceeds the budget profile as a result of additional expenditure incurred on contract and licences costs in the Management, Information and Communications team. However, this has been offset by the additional income received from School's through the Service Level Agreement.

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

STANDARDS FUND & AREA BASED GRANT SCHEMES

As at 30th June 2009

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)	Actual Including Committed Items
	£'000	£'000	£'000	£'000	£'000
Primary Targeted Support	556	98	93	5	94
Key Stage 3 Targeted Support	314	55	91	(36)	93
Extending Early Yrs Making Good	180	32	0	32	0
Progress	313	55	0	55	0
School Lunch	199	35	0	35	0
Ethnic Minority Achievement	38	7	0	7	0
Music Services	184	32	18	14	18
Extended Schools	351	62	0	62	0
Extended Schools Sustainability	93	30	1	29	2
KS4 Engagement	80	14	0	14	0
Total Standards Fund	2,308	420	203	217	207
14-19 Flexible Funding	37	9	0	9	0
Choice Advisors	26	6	6	0	6
Education Health Partnership	60	15	6	9	6
Extended Rights for Free Travel	47	12	0	12	0
Extended Schools – Start Up	567	142	47	95	47
Secondary Behaviour & Attendance	68	17	17	0	17
Secondary National Strategy	132	33	33	0	33
Primary National Strategy	94	24	24	0	24
School Development Partners	1,132	283	57	226	57
School Improvement	71	18	0	18	0
School Intervention	44	11	2	9	2
School Travel Advisors	17	4	0	4	0
Sustainable Travel to Schools	10	3	0	3	0
Connexions	1,682	420	420	0	420
Total	3,987	997	612	385	612

GENERAL SURE START & CHILDRENS CENTRE GRANT SCHEMES

As at 30th June 2009

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)	Actual Including Committed Items
	£'000	£'000	£'000	£'000	£'000
General Sure Start Main	2,229	557	386	171	481
Ditton CC	512	128	103	25	106
Brookvale CC	521	130	158	(28)	181
Halton Lodge CC	447	112	114	(2)	120
Halton Brook CC	588	147	118	29	155
Kingsway CC	618	155	98	57	106
Warrington Road CC	81	20	22	(2)	23
Our Lady of Perpetual Succour CC	15	4	3	1	3
Runcorn All Saints CC	0	0	2	(2)	2
Castlefields CC	0	0	(6)	6	(6)
Palacefields CC	75	19	9	10	9
Windmill Hill CC	75	19	34	(15)	34
Children's Centre General	1,081	270	(19)	289	(15)
Total General Sure Start & Children's Centres	6,242	1,561	1,022	539	1,199

OTHER EXTERNAL GRANT SCHEMES

As at 30th June 2009

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)	Actual Including Committed Items
	£'000	£'000	£'000	£'000	£'000
LSC Post 16 Transport	31	8	9	(1)	9
Children's Workforce Development	81	20	1	19	1
Walking to School Initiative	4	1	0	1	0
IS Contact Point	267	67	33	34	33
Info Systems for Parents & Providers	4	1	3	(2)	3
Children's Workforce Higher Level	86	22	25	(3)	35
Teaching Assistants	56	14	0	14	0
Arts Education Development	67	17	23	(6)	23
National Remodelling School Workforce	149	37	17	20	17
Basic Skills Quality Mark – Primary	4	1	1	0	1
Schools Music Service	17	4	2	2	4
Build Capacity for Leadership Succession	53	13	0	13	0
PE & Sports	580	145	107	38	108
Aim Higher	336	84	56	28	68
14-19 Advisory	491	123	93	30	98
Education Business Link	284	71	54	17	58
Neighbourhood Managers Project	44	11	15	(4)	16
Enterprise Game	128	32	27	5	32
14-19 Diploma	247	62	39	23	40
Parenting Strategy	40	10	0	10	0
St Chads – Lottery	8	2	4	(2)	4
Gateway Plus	115	29	18	11	18
Mental Health in Schools	220	55	1	54	1
Total Other External Funding	3,312	829	528	301	569

LOCAL STRATEGIC PARTNERSHIP SCHEMES

As at 30th June 2009

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)	Actual Including Committed Items
	£'000	£'000	£'000	£'000	£'000
Neglect – PACT	125	31	0	31	0
Barnardos Missing from Home	70	18	18	0	18
Teenage Pregnancy (Health)	45	11	0	11	0
Portage	16	12	8	4	9
Attendance	22	17	25	(8)	25
HITS	50	12	0	12	0
Vikings in the Community	17	13	0	13	0
Connexions – NEET	46	35	0	35	0
Canal Boat Adventure	17	12	0	12	0
Improved Education for Vulnerable Youngsters	13	10	1	9	5
Kingsway Literacy Development	355	89	26	63	26
Youth Activity	27	21	10	11	10
H9P PEP Dowries	3	3	3	0	9
Unallocated Funds	162	41	0	41	0
Total LSP	968	325	91	234	102

Comments on the above figures:

Local Strategic Partnership (LSP) funding spending to the end of quarter 1 is below budget profile.

Regular monitoring reports are sent to the LSP in respect of all LSP projects and any areas of concern are dealt with throughout the year by the CYP commissioning / finance team. Further support is provided by the LSP team in the Policy & Performance Division as well as individual project managers.

There are some projects which have been allocated working neighbourhood funds for the first four months of the year so the budgets have been profiled to reflect this.

CHILDREN'S & YOUNG PEOPLES DIRECTORATE

Capital Projects as at 30th June 2009

	2009/10 Capital Allocation	Allocation To Date	Actual Spend To Date	Total Allocation Remaining
	£'000	£'000	£'000	£'000
Asset Management Data	5	0	0	5
Fire Compartmentation	15	0	0	15
Capital Repairs	1,152	380	378	774
Contingency	191	24	24	167
Fairfield School	306	60	39	267
Asbestos Management	45	0	0	45
Cavendish School Changing Rooms	43	42	42	1
All Saints Upton School PCP	713	48	48	665
Our Lady Mother of Saviour School	100	0	0	100
Kingsway Centre Children's Centre General	1,625	90	90	1,535
Astmoor CC	56	0	4	52
Runcorn All Saints CC	26	19	16	10
St Augustine's CC	8	0	0	8
The Park CC	4	0	0	4
Windmill Hill CC	20	9	8	12
Children's Centre Maintenance	17	0	0	17
Brookfields School	41	0	0	41
Cavendish School Early Years Childcare	217	59	59	158
School Access Initiative	98	0	0	98
Play-builder Capital	388	5	5	383
Moore Primary	273	9	9	264
Lunts Heath	63	0	0	63
Westbank School	87	0	0	87
Hillview School	92	0	0	92
Cavendish School Furniture & Equipment	35	0	0	35
Aim Higher for Disabled Children	285	0	0	285
Harnessing Technology	631	11	67	564
Total Capital	6,605	756	789	5,816




Comments on the above figures:

There are still some schemes with no actual expenditure up to the end of Quarter 1.

It is important that these projects get underway as soon as possible and are closely monitored during the year, in order to ensure that the relevant capital allocations are fully utilized by the financial year end.

There are a number of schemes where the works will take place in the 2010-11 financial year as the funding is permitted to be carried forward into 2010-11.

The traffic light symbols are used in the following manner:

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