

## Departmental Quarterly Monitoring Report

<b><u>Directorate:</u></b>	Children & Enterprise
<b><u>Department:</u></b>	Economy, Enterprise and Property (Extracts)
<b><u>Period:</u></b>	Quarter 1 - 1 April – 30 June 2011

### 1.0 Introduction

This quarterly monitoring report covers the Economy, Enterprise and Property first quarter period up to 30 June 2011. It describes 'key' developments and progress against 'key' milestones and performance indicators for the service. The way in which the traffic lights symbols and direction of travel indicators have been used to reflect progress to date is explained within Appendix 6.

### 2.0 Key Developments

#### 2.1 Development and Investment Services

##### External Funding, European and Regional Affairs

Key developments in External Funding, European and Regional Affairs include:

The team worked with Community Development to deliver a Funding Marketplace in Runcorn Town Hall. This was attended by approximately 100 members of the public; stallholders included Big Lottery Fund, Mersey Forest, Morgan Foundation, John Moores Foundation, local housing associations and various Council Officers.

A Big Lottery Fund training session on the 'Reaching Communities Programme' was organised for targeted voluntary sector groups from the Borough. The team also supported Halton Community Transport with a successful bid to the Government's Transitions Fund; one of two bids supported in the Borough to date.

##### Business Support

The level of inward investment enquiries recorded by the Business Development, Inward Investment and Economic Promotion Team remains depressed.

To attract businesses to relocate in Halton the Business Parks Team (BPT) are working with the business community at Astmoor and Halebank Industrial Estates to deliver a programme of activities for 2011\2012.

Initiatives include :-

- a complete upgrade, including new software, of all nine ANPR cameras at Astmoor. Cheshire Police are keen to take a feed from the Astmoor APNR system.
- the evaluation of four additional, 360 degree, HD CCTV cameras at Astmoor key road junctions
- fitting additional alarm diallers and void alarms to combat an increase in burglaries in general and metal thefts in particular
- the delivery of a range of training programmes for resident businesses and events addressing particular business critical issues
- the development of a comprehensive rebranding and marketing strategy for Astmoor Industrial estate.

The BPT attended a 'Science at Work' event at the Catalyst Discovery Centre to promote the Science Route Way to young people contemplating a career in science, technology and advanced manufacturing.

### **Major Regeneration Schemes**

Developments in relation to major regeneration schemes include the Phoenix Park dipping platform which has been officially opened, whilst Phase 1 of the Hive is due to open in October. In addition, further site investigations are required on the former Bayer site to investigate contamination identified as present. HBC Fields/3MG Developer and end user have been identified and the scheme is being developed for a planning application over the summer. 3MG Executive Sub Board approval has been given to enter into various legal agreements with the developer. In relation to the Runcorn Town Centre Draft Action Plan, following on from the presentation to Members, proposals for public consultation are now being developed.

### **Markets**

Work has been progressed, in particular the Executive Board Sub Committee has approved the appointment of the National Association of British Markets Authorities to undertake a review of the Market as part of the divisional efficiency review and the Widnes Market Traders Committee has been reconstituted. In addition initial feasibility work has been commissioned to look at Wi-Fi options for the market hall. This is linked to developing on-line trading opportunities for stall holders.

### 3.0 Emerging Issues

#### 3.1 Development and Investment Services

Whilst Lottery (Heritage Lottery Fund and Big Lottery Fund) funding is stable, the level of demand for their funding is increasing due to the depletion of local and central Government sources of funding. Groups are advised to discuss any bids with the External Funding Team before submitting.

Uncertainty regarding the future shape of business support nationally continues to affect the delivery of business support locally. The impact of the closure of Business Link and the NWDA and the changing role of The Mersey Partnership has yet to be fully quantified. It is the intention of government to replace public sector business support with a range of private sector providers who will, by necessity, deliver a more limited service to business.

### 4.0 Service Objectives / milestones

#### 4.1 Progress against 'key' objectives / milestones

<b>Total</b>	<b>9</b>		<b>9</b>		<b>0</b>		<b>0</b>
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Of the 9 'key' performance objectives/milestones, all 9 were on target.

Please refer to Appendix 1 for more information.

#### 4.2 Progress against 'other' objectives / milestones


<b>Total</b>	<b>9</b>		<b>8</b>		<b>1</b>		<b>0</b>
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Of the 9 'other' performance objectives/milestones, there were 8 where progress was as expected, and 1 where progress was uncertain in meeting the target at this point in the year (EEP2).

Please refer to Appendix 2 for more information.

### 5.0 Performance indicators

## 5.1 Progress Against 'key' performance indicators

<b>Total</b>	<b>5</b>		<b>3</b>		<b>2</b>		<b>0</b>
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Of the 5 'key' performance indicators, there were 3 where progress was as expected. There are also currently 2 indicators for which progress was uncertain at this stage of the year (DIS LI03 & DIS LI04).

Please refer to Appendix 3 for more information.

## 5.2 Progress Against 'other' performance indicators

<b>Total</b>	<b>11</b>		<b>10</b>		<b>1</b>		<b>0</b>
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Of the 11 'other' performance indicators, there were 10 where progress was as expected, and 1 where progress was uncertain at this stage of the year (DIS LI17).

Please refer to Appendix 4 for more information.

## 6.0 Risk Control Measures

Where a Key service objective has been assessed and found to have an associated 'High' risk, progress against the application of this risk treatment measures will be reported in quarters 2 and 4.

## 7.0 Progress against high priority equality actions

There are no High Priority Equality Actions identified in the quarter.

## 8.0 Data quality statement


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.

## **9.0 Appendices**




- Appendix 1 Progress Against 'key' objectives / milestones
- Appendix 2 Progress against 'other' objectives / milestones
- Appendix 3 Progress against 'key' performance indicators
- Appendix 4 Progress against 'other' performance indicators
- Appendix 5 Financial Statement
- Appendix 6 Explanation of use of symbols

**Appendix 1: Progress Against 'key' objectives / milestones**

Ref	Objective
EEP 2 (previous reference: PS04)	The generation of external funding and the provision of funding advice to the third sector.

Milestones	Progress Q1	Supporting Commentary
Bid-Writing: Minimum of four large-scale bids advised on per annum by <b>March 2012</b>		There have been two bids made to date, these are: <ul style="list-style-type: none"> <li>▪ Beyond our Bridges – Landscape Partnership Scheme (HLF)</li> <li>▪ Hale Youth Centre Restoration – various funds</li> </ul>

Ref	Objective
EEP 3 (previous reference: EEB03)	The provision of a Comprehensive Support Service to business.

Milestones	Progress Q1	Supporting Commentary
Scope the opportunities for 'Vikings and the Economy' Action Plan by <b>September 2011</b>		An initial meeting has taken place with the Vikings. It is expected that the action plan will be finalised at the next meeting which is due mid August.
Review the land and property business portfolio (as part of the LEA) by <b>September 2011</b>		The review of the portfolio has commenced and is on target to meet the September 2011 target.
Facilitate Mersey Gateway acquisition and business relocation programme by <b>March 2012</b>		The Mersey Gateway acquisition and the business relocation process is underway and running inline with the delivery programme and is on track

**Appendix 1: Progress Against 'key' objectives / milestones**

Ref	Objective
EEP 4 (previous references: EEB05, 06, 07, 08 & 10)	The delivery of the Council's major regeneration schemes

Milestones	Progress Q1	Supporting Commentary
Draft Runcorn Town Centre Action Plan by <b>April 2011</b> .		The draft action plan has been completed and reported to full members briefing. Public consultation is in the process of being prepared
3MG: Commence construction of western link road and warehouse development on HBC Field by <b>October 2011</b>		The programme is on target and is being supported by the Regional Growth Fund award.
Completion of 'Hive' Leisure Development at Widnes Waterfront by <b>March 2012</b>		The completion of the 'Hive' Leisure Development is on schedule and the first opening is scheduled for October 2011
Review the Mersey Gateway Regeneration Strategy by <b>March 2012</b>		Work has commenced on the review of the Mersey Gateway Regeneration Strategy and it is anticipated that this will be completed by the target of March 2012.
Commence implementation of Runcorn Town Centre Action Plan phase by <b>March 2012</b>		The action plan will be finalised post public consultation, which expected to be completed by September.

**Appendix 2: Progress Against 'other' objectives / milestones**




Ref	Objective	
EEP2 (previous reference: PS04)	The generation of external funding and the provision of funding advice to the third sector.	
Milestones	Progress Q1	Supporting Commentary
To partake in 4 lobbying or consultation opportunities during 2011-12, subject to the availability of consultation and lobbying events	?	In quarter 1 there were no lobbying or consultation events to take part in. It is anticipated that there will be opportunities for the Council to partake in events during the remainder of the year.



### Appendix 3: Progress Against 'key' performance indicators






Ref	Description	Actual 2010/11	Target 2011/12	Quarter 1	Current Progress	Direction of Travel	Supporting Commentary
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#### Development and Investment Services

Cost & Efficiency							
DIS LI01 (previous reference PYS LI03)	Occupancy of industrial units	81%	85%	79%			Occupancy of Industrial Units has fallen slightly this quarter, which is reflective of prevailing economic conditions
DIS LI02 (new)	Occupancy Widnes Market Hall	85.5% (Baseline figure as at 30 June 2011)	85%	85%		n/a	This is the first year that the market hall has been monitored separately. The quarter 1 occupancy has been used as a baseline for comparison in future quarters.
DIS LI03 (new)	Improved revenue position £250,000	Baseline awaited	250,000	Refer comment	n/a	n/a	The quarter 1 data will be used as a baseline for comparison in future quarters when available
DIS LI04 (new)	Capital receipts £2million	Baseline awaited	2million	Refer comment	n/a	n/a	The quarter 1 data will be used as a baseline for comparison in future quarters when available

**Appendix 3: Progress Against 'key' performance indicators**

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 1	Current Progress	Direction of Travel	Supporting Commentary
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Service Delivery							
DIS LI05 (previous reference EEB LI05)	Number of investment enquiries per annum	162	180	30	?		Enquiries still remain depressed
DIS LI06 (previous reference EEB LI06)	Inward investment enquiry conversion rate %	14.8	9	3.3			In line with the rest of the region, the market remains depressed
DIS LI07 (previous reference EEB LI07)	Contribution to jobs created as result of the service's being provided (departmental)	244	350	126			Good progress with more jobs in the pipeline through the Hive recruitment

**Appendix 4: Progress Against 'other' performance indicators**

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 1	Current Progress	Direction of Travel	Supporting Commentary
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Development and Investment Services

Cost & Efficiency							
DIS LI17 (new)	Occupancy Runcorn Street Market	71%	75%	71%	?	n/a	The quarter 1 percentage has been used as a baseline for comparison in future quarters. This is slightly below target.

## Appendix 5: Financial Statement

### EMPLOYMENT, ECONOMIC REGENERATION & BUSINESS DEVELOPMENT DEPARTMENT

#### Revenue Budget as at 30 June 2011

	Annual Budget £'000	Budget to Date £'000	Expenditure to Date £'000	Variance to Date (Overspend) £'000	Actual including Commitments £'000
<b><u>Expenditure</u></b>					
Employees	4,563	1,298	1,314	(16)	1,324
Repairs & Maintenance	2,555	320	318	2	318
Energy & Water Costs	936	219	216	3	593
NNDR	918	918	918	0	918
Rents	1,061	495	492	3	755
Marketing Programme	11	3	2	1	3
Promotions	36	1	1	0	2
Development Projects	85	8	0	8	0
Supplies & Services	1,208	340	350	(10)	585
Agency Related Payments	193	46	51	(5)	68
Property Rationalisation Savings Target	-327	0	0	0	0
<b>Total Expenditure</b>	<b>11,239</b>	<b>3,648</b>	<b>3,662</b>	<b>(14)</b>	<b>4,566</b>
<b><u>Income</u></b>					
Rent – Markets	-806	-171	-158	(13)	-158
Rent – Industrial	-952	-208	-200	(8)	-200
Rent – Commercial	-560	-120	-116	(4)	-116
Sales	-3	-1	-2	1	-2
Fees & Charges	-336	-15	-12	(3)	-12
Reimbursements	-440	0	0	0	0
Government Grant Income	-945	-109	-109	0	-109
Recharges to Capital	-1,008	0	0	0	0
Schools SLA Income	-735	0	0	0	0
Transfer from Enterprise & Employment Reserve	-353	0	0	0	0
<b>Total Income</b>	<b>-6,138</b>	<b>-624</b>	<b>-597</b>	<b>(27)</b>	<b>-597</b>
<b>Net Operational Expenditure</b>	<b>5,101</b>	<b>3,024</b>	<b>3,065</b>	<b>(41)</b>	<b>3,969</b>
<b><u>Recharges</u></b>					
Premises Support	1,522	273	273	0	273
Office Accommodation	153	38	38	0	38
Transport	57	14	14	0	14
Central Support	2,203	552	552	0	552
Asset Charges	2,307	0	0	0	0
Accommodation Recharge	-3,705	-911	-911	0	-911
Support Service recharge	-1,876	-281	-281	0	-281
Repairs & Maintenance	-2,599	-649	-650	1	-650
<b>Total Recharges</b>	<b>1,938</b>	<b>-964</b>	<b>-965</b>	<b>1</b>	<b>-965</b>
<b>Net Department Total</b>	<b>3,163</b>	<b>2,060</b>	<b>2,100</b>	<b>(40)</b>	<b>3,004</b>

## **Appendix 5: Financial Statement**

### **Comments on the above figures**




In overall terms, revenue spending at the end of Quarter 1 is showing a slight overspend.

The Employee budget is currently over budget to date due to insufficient level of staff turnover compared to staff vacancies across the departments. This will be monitored closely through out the financial year.

Rental Income (including Markets, Industrial & Commercial) is currently showing a shortfall due to vacant units across all three areas. Work is being carried out to promote these units and again budgets will be monitored closely throughout the year to make sure the financial impact is limited and action taken to balance the Departmental budget at year-end.




## Appendix 6: Explanation of Symbols

Symbols are used in the following manner:

<b>Progress</b>		<b><u>Objective</u></b>	<b><u>Performance Indicator</u></b>
<b>Green</b>		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>
<b>Amber</b>		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>
<b>Red</b>		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 <u>intervention or remedial action</u> taken.</i>

### Direction of Travel Indicator

Where possible performance measures will also identify a direction of travel using the following convention

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