

Safer Policy & Performance Board Priority Based Report

Reporting Period: Quarter 3 – 1st October 2013 – 31st December 2013

1.0 Introduction

This report provides an overview of issues and progress against key service area objectives and milestones and performance targets during the third quarter of 2013/14; for service areas within the remit of the Safer Policy and Performance Board.

The report has been structured by the following key priorities for Safer PPB, as identified in the Directorate and Corporate Plans:

- Community Safety
- Safeguarding and Dignity (including Consumer Protection and Substance Misuse)
- Domestic Violence
- Drugs & Alcohol
- Environment Health
- Risk & Emergency Planning

The way in which the Red, Amber and Green, (RAG), symbols have been used to reflect progress to date is explained in Appendix 2 at the end of this report.

2.0 Key Developments

There have been a number of developments within the Directorate during the third quarter which include:-

COMMISSIONING AND COMPLEX CARE

Domestic Abuse

A procurement exercise is in progress for the provision of Domestic Abuse Accommodation and Community Support Services. The tender is due to close on 11th February 2014 and the new service will commence on 1st July 2014.

The remodelling of the existing refuge accommodation is underway. The first phase has been completed with 3 self-contained units handed over in December 2013, and the second phase commenced in January 2014. The work is expected to be completed by May 2014.

PREVENTION AND ASSESSMENT

Making Safeguarding Personal

In November 2013 Halton were invited to participate in the Making Safeguarding Personal Programme.

This work aims to provide a commitment to improve outcomes for people at risk of harm. The key focus is on developing a real understanding of what people wish to achieve, recording their desired outcomes and then seeing how effectively these have been met.

Halton have been using two different methods to:

- Establish what outcomes the person want at the outset and then a review of the extent to which they have been realised, and
- Gather feedback from people who use services on their experience of the safeguarding adult process.

A briefing paper outlining the initial findings will be available by the end of February 2014

PUBLIC HEALTH

Alcohol Harm Reduction

The Alcohol Action Plan (developed as part of the Health and Wellbeing Strategy) identifies on-going action with key contacts and training for all front line workers including GPs, Alcohol Liaison Nurses and children's workers etc., to identify and help moderate unhealthy drinking behaviour. Alcohol rates are currently reducing.

A social marketing campaign is currently being developed targeting women who are of childbearing age and pregnant, to ensure they understand the harm that alcohol can cause to their baby.

Alcohol Strategy and Pathway Development

Reducing alcohol harm is a key priority for Halton and it is one of the five priorities identified in the local Health and Wellbeing Strategy. Work will commence in Q4 on the development of a local Alcohol Strategy and Pathway. A multi-agency Workshop has been scheduled for mid-January to bring key stakeholders together to facilitate discussions about what local action needs to take place to tackle alcohol-related harm in the Borough. The workshop will inform the development of a local Alcohol Strategy and Alcohol Pathway.

Dry January

Halton Borough Council is backing Alcohol Concern's 'Dry January' campaign. A launch event was held during the quarter to raise awareness about the national campaign with key stakeholders including partner agencies. The campaign will run throughout the whole of January and will form part of a multi-pronged approach to tackle the high levels of alcohol-related harm in Halton. The Dry January campaign is intended to get local people thinking about when, where and how much they drink, which may trigger a change to their regular drinking habits.

Environmental Health

Trading Standards transfer: A project plan has been drawn up to facilitate the transfer of the trading standards service back to Halton. A principal trading standards officer has been appointed to manage the new service. Negotiations are on-going to agree the remaining staff to transfer.

POLICY, PLANNING & TRANSPORTATION

No key developments to report regarding Risk & Emergency Planning

3.0 Emerging Issues

PREVENTION AND ASSESSMENT

Safe in Town

The Safe in Town Pilot has been viewed as a success and a small working partnership has been pulled together to look at increasing the number of beneficiaries using the scheme and the number and types of premises involved. The scheme will look to include people with low level mental health issues and dementia. Further development of premises will include those particular identified by service users and are likely to include such venues as libraries, leisure facilities and The Hive. Applications for funding have been made to the Police and Crime Commissioner and the Clinical Commissioning Group to support the on-going project and its future development. Decision is due sometime in January 2014. The CCG has also, in principle only at this stage, agreed to support the development of a Safeguarding training programme for businesses, organisations and agencies who sign up to the scheme – to be run over a 2 year period.

PUBLIC HEALTH

- An alcohol Strategy and Suicide Prevention Strategy is being developed.
- A new programme on alcohol that challenges social norms amongst young people is being developed for secondary schools.

Environmental Health

New Kennelling facility for stray dogs: discussions are almost complete and the specification for the contract agreed. The Invitation to tender has been placed on the Chest with the intention of having a contractor in place from 1st April 2014.

POLICY, PLANNING & TRANSPORTATION

No emerging issues to report regarding Risk & Emergency Planning.

4.0 Risk Control Measures

Risk control forms an integral part of the Council's Business Planning and performance monitoring arrangements.

As such progress concerning the implementation of all high risk mitigation measures will be monitored in Quarter 2 and Quarter 4. However no high risks have been identified for this service area.

5.0 Progress against high priority equality actions

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.

As a result the Board will receive further information following the completion of the Annual Equality Assessment which will be undertaken during Quarter 3.


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

6.0 Performance Overview

The following information provides a synopsis of progress for both milestones and performance indicators across the key priorities that have been identified for Safer PPB, as stated in the Directorate and Corporate Plans.

COMMISSIONING AND COMPLEX CARE

Key objectives and milestones

Ref	Milestones	Q3 Progress
CCC1	Conduct a review of Domestic Violence Services to ensure services continue to meet the needs of Halton residents	

SUPPORTING COMMENTARY

CCC1: Conduct a review of Domestic Violence Services:

During a review of domestic violence services it was highlighted that the current refuge is not fit for purpose. Riverside ECGH have secured funding to remodel the refuge into self-contained units, and the improvement work is underway. The first phase was completed in December 2013 and the remodelling is expected to be completed by April 2014.

Key Performance Indicators



None applicable to Safer Halton priorities

PREVENTION AND ASSESSMENT

Key objectives and milestones

None applicable under Safer Halton priorities

Key Performance Indicators

Ref	Description	Actual 2012/13	Target 2013/14	Quarter 3	Current Progress	Direction of Travel
PA 3	Percentage of VAA Assessments completed within 28 days (Previously PCS15) (Previously PA5 [12/13], PA8 [11/12])	86.73%	82%	89.8%		

SUPPORTING COMMENTARY











PA3: We have exceeded the target to date.

COMMUNITY AND ENVIRONMENT

Key objectives and milestones

None applicable under Safer Halton priorities

Key Performance Indicators

Ref	Description	Actual 2012/13	Target 2013/14	Quarter 3	Current Progress	Direction of Travel
<u>CE LI 14</u>	Residual household waste per household	633 Kgs	700 kgs	473 kgs (estimated)		
<u>CE LI 15</u>	Household waste recycled and composted	37.30%	40%	39.38% (estimated)		
<u>CE LI 16</u>	Municipal waste land filled	58%	60%	56.36% (estimated)		
<u>CE LI 19</u>	Number of Green Flag Awards for Halton	12	12	12		
<u>CE LI 20</u>	Improved Local Biodiversity – Active Management of Local Sites	58.49%	54%	58.49%		

SUPPORTING COMMENTARY

CE LI 14: Residual household waste per household:

This is an estimated cumulative figure and early indications are that this target will be met.

CE LI 15: Household waste recycled and composted:

This is an estimated figure and early indications are that this target will be met.

CE LI 16: Municipal waste land filled:

This is an estimated figure and early indications are that this target will be met.

CE LI 19: Number of Green Flag Awards for Halton:



Twelve green flag award parks have been retained. A mystery shopper visit in Q3 demonstrated that green flag parks are still within the standards required.


CE LI 20: Improved Local Biodiversity – Active Management of Local Sites:

The figure is likely to remain the same until Q4. The majority of conservation tasks are carried out during the winter period

PUBLIC HEALTH

Key objectives and milestones

Ref	Milestones	Q3 Progress
PH 02	Continue to review and assess air quality within the Air Quality Management Areas to assess effectiveness of the action plan. Identify any other Areas within the Borough where national air quality objectives are likely to be exceeded. March 2014	
PH03	Work proactively with GPs, all service providers, Alcohol Liaison Nurses, teachers in schools to reduce the number of people drinking to harmful levels and alcohol related hospital admissions given the rise in pancreatic and liver cancer rates. March 2014	

Ref	Milestones	Q3 Progress
PH06	Implement the alcohol harm reduction plan working with a range of providers including schools, focusing on preventive interventions and behaviour change to target the following vulnerable groups – pregnant women, women with babies and young people under 16 years. March 2014	

SUPPORTING COMMENTARY

Continue to review and assess air quality

Progress continues to be made in this area. We are continuing to operate a monitoring station within the air quality management to monitor air quality in line with the national air quality objectives. Action plan subject to review.











Reduce the number of people drinking to harmful levels

An Action plan for the Reduction of Harm from Alcohol has been developed as part of the Health and Wellbeing Strategy. The plan identifies on-going action with key contacts and training for all front line workers including GPs, Alcohol Liaison Nurses, and children's workers etc., to identify and moderate unhealthy drinking behaviour. Alcohol rates are currently reducing

Implement the Alcohol Harm Reduction Plan

A social marketing campaign is currently being developed targeting women who are of childbearing age and pregnant, to ensure they understand the harm that alcohol can cause their baby.

Key Performance Indicators

Ref	Description	Actual 2012/13	Target 2013/14	Quarter 3	Current Progress	Direction of Travel
PH LI 01	a) % of scheduled Local Air Pollution Control audits carried out	90%	94%	53%		
	b) % of Local Air Pollution Control Audits being broadly compliant	95%	79%	93%		
PH LI 02	Food Establishments in the Area which are broadly compliant with Food Hygiene Law. (Previously PA 26 [12/13], PA 19. NI 184)	90%	85% (has been amended)	N/A		
PH LI 13 (SCS HH1)	Alcohol related hospital admissions, AAF > 0, rate per 100,000 population (previously NI 39)	2815.9*	3,142	3184* (Oct 12 to Sep 13)		
PH LI 14	Admissions which are wholly attributable to alcohol	878.0	1039	1038.2		

(SCS HH1)	AAF = 1, rate per 100,000 population			(Oct 12 to Sep 13)		
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SUPPORTING COMMENTARY

PH LI 01: Q3 figures indicate that we should be on target for the annual target.


PH LI 02: This is an annual measure reported by the Food Standards Agency each year. Halton's performance has risen steadily since the launch of the Food Hygiene Rating Scheme from 84% in 2008 to 90% to date.

PH LI 13: The 2012/13 local rate is provisional data and will be updated nationally in early 2014. Current quarter data shows an increase in the rate from 2012/13 and the rate has risen to just above the target. There is seasonal variation in alcohol admissions so this increase is in line with expected increases in admission for this quarter. The national trend is also one of a year on year increase.

PH LI 14: The 2012/13 local rate is provisional data and will be updated nationally in early 2014. Current quarter data shows an increase in the rate from 2012/13 although is currently below target. There is seasonal variation in alcohol admissions so this increase is in line with expected increases in admission for this quarter. The national trend is also one of a year on year increase.

POLICY, PLANNING & TRANSPORTATION

Key objectives and milestones

Ref	Milestones	Q3 Progress
PPT 03	Develop and consult on a local flood risk strategy for Halton. November 2013 and then to progress towards adoption by March 2014.	

SUPPORTING COMMENTARY

PPT03: The draft Local Strategy has been reviewed by the Environment Agency and a formal partner / stakeholder consultation is currently in progress. It is anticipated that the public consultation will be undertaken during February 20104 and completed by the end of March 2014.

Key Performance Indicators

None applicable under Safer Halton priorities.

APPENDIX 1 – Financial Statements

COMMISSIONING & COMPLEX CARE DEPARTMENT

Revenue Budget as at 31st December 2013

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)
	£'000	£'000	£'000	£'000
Expenditure				
Employees	7,152	5,148	5,119	29
Premises	233	178	182	(4)
Supplies & Services	2,080	1,667	1,675	(8)
Emergency Duty Team	103	51	50	1
Carers Breaks	471	401	394	7
Transport	170	128	150	(22)
Contracts & SLAs	199	138	83	55
Payments To Providers	3,839	2,696	2,689	7
Other Agency Costs	828	616	615	1
Total Expenditure	15,075	11,023	10,957	66
Income				
Sales & Rents Income	-218	-193	-204	11
Fees & Charges	-169	-69	-58	(11)
CCG Contribution To Service	-846	-519	-507	(12)
Reimbursements & Grant Income	-914	-657	-670	13
Transfer From Reserves	-245	0	0	0
Total Income	-2,392	-1,438	-1,439	1
Net Operational Expenditure	12,683	9,585	9,518	67
Recharges				
Premises Support	304	229	229	0
Central Support Services	1,958	1,327	1,327	0
Transport Services	440	223	223	0
Asset Charges	79	0	0	0
Internal Recharge Income	-1,747	0	0	0
Net Total Recharges	1,034	1,779	1,779	0
Net Departmental Total	13,717	11,364	11,297	67

Comments on the above figures:

Net operational expenditure is £67,000 below budget profile at the end of the third quarter of the financial year.

Employee costs are currently £29,000 below budget profile. This results from savings made on vacant posts, specifically in relation to Day Services and the Supported Housing Network. The majority of these posts were appointed to in September and October, and it is not anticipated that the underspend will increase beyond the current level.

Expenditure on Contracts and Service Level Agreements is projected to be £75,000 below budget at the year-end. This relates to savings in respect of payments to bed & breakfast providers for homelessness support, and savings made on the Bredon Respite Care contract. There has historically been significant variations in demand for the bed and breakfast service, although current expenditure patterns are stable, and the projected underspend seems realistic. It should be noted that £50,000 of the bed and breakfast accommodation budget has been proposed as a saving from the 2014/15 budget year onwards.

Income projections take into account the fact that £50,000 of rental income relating to Grangeway Court will not be recovered whilst the building is in the process of being refurbished. However, income above target from trading services supplied by ALD Services (specifically catering, hairdressing, the tea room and micro-brewery) should result in the overall Departmental income target being met at the year-end.

At this stage, it is anticipated that expenditure will be approximately £60,000 below budget by the end of the financial year.

Capital Projects as at 31st December 2013

	2013/14 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
Choice Based Lettings	7	5	5	2
Bredon Respite Unit	13	13	13	0
Bungalows At Halton Lodge	400	0	0	400
Grangeway Court Refurbishment	347	0	0	347
Contingency	29	0	0	29
Total Spending	796	18	18	778

PREVENTION & ASSESSMENT DEPARTMENT

Revenue Budget as at 31st December 2013

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (underspend)
	£'000	£'000	£'000	£'000
Expenditure				
Employees	6,710	4,934	4,829	105
Other Premises	61	35	31	4
Supplies & Services	494	301	314	(13)
Aids & Adaptations	113	42	42	0
Transport	5	4	6	(2)
Food Provision	17	13	20	(7)
Other Agency	23	15	13	2
Contribution to Complex Care Pool	18,224	10,748	10,638	110
Total Expenditure	25,647	16,092	15,893	199
Income				
Other Fees & Charges	-221	-154	-163	9
Reimbursements & Grant Income	-330	-84	-97	13
Transfer from Reserves	-496	-329	-329	0
Capital Salaries	-52	0	0	0
Government Grant Income	-40	-29	-27	(2)
CCG Contribution to Service	-520	-417	-417	0
Total Income	-1,659	-1,013	-1,033	20
Net Operational Expenditure	23,988	15,079	14,860	219
Recharges				
Premises Support	373	284	284	0
Asset Charges	294	0	0	0
Central Support Services	2,430	1,750	1,750	0
Internal Recharge Income	-419	0	0	0
Transport Recharges	59	37	41	(4)
Net Total Recharges	2,737	2,071	2,075	(4)
Net Departmental Total	26,725	17,150	16,935	215

Comments on the above figures:

In overall terms, the Net Operational Expenditure for the third Quarter of the financial year is £105,000 under budget profile excluding the Complex Care Pool.

Employee costs are currently showing £105,000 under budget profile. This is due to savings being made on vacancies within the Department, in the Care Management and Independent Living Divisions. Some of these vacancies are yet to be filled. If these vacancies remain unfilled, the current underspend will increase beyond this level by the end of the financial year.

Income has, for the third quarter, over achieved by £20,000 and income targets in the main are expected to overachieve slightly this financial year. Lifeline income is higher than anticipated at budget setting time. However, this is offset by an increase in transport recharges of £4,000 for diesel, vehicle repairs, tyres and casual hire.

The anticipated year end position for the Department is expected to be circa £120,000 under budget. However, this is based on current information and variations are very much dependant on other pressures within the Directorate.

A detailed analysis of the Complex Care Pool is shown below:

COMPLEX CARE POOL

Revenue Budget as at 31st December 2013

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)
	£'000	£'000	£'000	£'000
Expenditure				
Employees	3,288	2,084	2,051	33
Contracts & SLA's	1,846	1,236	1,204	32
Transport	5	4	3	1
Joint Equipment Store	518	210	210	0
Adult Care:				
Residential & Nursing Care	18,026	11,447	11,446	1
Domiciliary & Supported Living	10,419	6,752	6,745	7
Direct Payments	3,076	2,338	2,335	3
Block Contracts	171	119	111	8
Day Care	415	308	307	1
Total Expenditure	37,764	24,498	24,412	86
Income				
Residential & Nursing Income	-4,564	-3,160	-3,170	10
Community Care Income	-1,541	-1,067	-1,075	8
Direct Payments Income	-187	-130	-135	5
CCG Contribution to Pool	-12,627	-9,498	-9,498	0
Reablement & Section 256 Grant	-1,273	-566	-566	0
Transfer from Reserves	-100	0	0	0
Other Contributions to Care	-114	-57	-57	0
Total Income	-20,406	-14,478	-14,501	23
Net Operational Expenditure	17,358	10,020	9,911	109
<u>Recharges</u>				
Central Support Services	329	329	329	0
Premises Support	122	87	87	0
Internal Recharge	409	307	307	0
Transport Support	6	5	4	1

Net Total Recharges	866	728	727	1
Net Departmental Total	18,224	10,748	10,638	110

Comments on the above figures:

In overall terms the Net Operational Expenditure for Quarter 3 is £110,000 under budget profile. Expenditure on employee costs is currently showing £33,000 less than expected at this stage of the year. This is due to savings being made on vacancies within the Department, which are yet to be filled. Contract's & SLA's spend is £32,000 under budget profile mainly due to a reduction in the Sub Acute Unit contract.

The net expenditure for Adult Care for Quarter 3 is currently showing £43,000 under budget profile. The number of clients in receipt of residential & nursing social care has increased by 8.7% and the corresponding 4 weekly spend has increased by 7.2% from April. The number of clients in receipt of domiciliary social care (including supported living) has reduced by 3.6% and the corresponding 4 weekly spend has reduced by 0.3%.

The budgets across health and social care have been realigned to reflect spend.

Due to expenditure by nature, being volatile and fluctuating throughout the year depending on the number and value of new packages being approved and existing packages ceasing trends of expenditure and income will be scrutinised in detail throughout the final quarter of the year to ensure a balanced budget is achieved at year-end and in order to identify pressures that may affect the budget in the medium term.

Capital Projects as at 31st December 2013

	2013/14 Capital Allocation £000	Allocation To Date £000	Actual Spend To Date £000	Allocation Remaining £000
Disabled Facilities Grant	584	250	223	361
Energy Promotion	6	0	0	6
Stair lifts (Adaptations Initiative)	250	187	163	87
RSL Adaptations (Joint Funding)	350	150	82	268
Total Spending	1,190	587	468	722

PUBLIC HEALTH DEPARTMENT

Revenue Budget as at 31st December 2013

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (underspend)
	£'000	£'000	£'000	£'000
Expenditure				
Employees	1,433	1,057	1,049	8
Supplies & Services	34	25	18	7
Consumer Protection Contract	393	314	332	(18)
Other Agency	20	20	18	2
	6,023	3,857	3,826	31
Contracts & SLA's				
Transfer to Reserves	207	0	0	0
	8,110	5,273	5,243	30
Total Expenditure				
Income				
Other Fees & Charges	-68	-51	-31	(20)
Sales Income	-26	-26	-25	(1)
Reimbursements & Grant Income	-45	-38	-38	0
Government Grant	-8,510	-4,255	-4,255	0
	-8,649	-4,370	-4,349	(21)
Total Income				
Net Operational Expenditure	-539	903	894	9
Recharges				
Premises Support	47	35	35	0
Central Support Services	2,014	218	218	0
Transport Recharges	27	16	16	0
Net Total Recharges	2,088	269	269	0
	1,549	1,172	1,163	9
Net Departmental Total				

Comments on the above figures:

In overall terms, the Net Operational Expenditure for the first three quarters of the financial year is £9,000 under budget profile.

The Consumer Protection Contract is currently £18,000 over budget profile, due to the increase in the Warrington Borough Council Trading Standards contract for the combined service they provide. The year-end position is expected to be £23,000 over budget profile.

Other fees and charges income is currently showing £20,000 below budget profile, of which £17,500 relates to domestic pest control fees income underachieving. The pest control income target had already been reduced by £16,000 in 2012, as it had been highlighted as unachievable. This will remain a budget pressure throughout 2014/15 unless the budget is reduced further or steps are taken to increase income.

COMMUNITY & ENVIRONMENT DEPARTMENT

Revenue Budget as at 31 December 2013

	Annual Budget £'000	Budget To Date £'000	Actual to Date £'000	Variance To Date (overspend) £'000
<u>Expenditure</u>				
Employees	12,206	9,205	9,370	(165)
Other Premises	1,363	969	876	93
Supplies & Services	1,549	1,083	1,023	60
Book Fund	225	186	187	(1)
Promotional	290	206	205	1
Other Hired Services	991	528	542	(14)
Food Provisions	773	499	460	39
School Meals Food	1,660	917	887	30
Transport	70	52	33	19
Other Agency Costs	877	145	153	(8)
Waste Disposal Contracts	4,799	2,697	2,667	30
Leisure Management Contract	1,492	1,011	1,042	(31)
Grants To Voluntary Organisations	333	290	287	3
Grant To Norton Priory	222	222	224	(2)
Rolling Projects	185	42	42	0
Capital Financing	33	0	0	0
Total Spending	27,068	18,052	17,998	54
<u>Income</u>				
Sales Income	-2,216	-1,508	-1,431	(77)
School Meals Sales	-2,224	-1,154	-1,192	38
Fees & Charges Income	-2,729	-1,750	-1,676	(74)
Rents Income	-156	-97	-94	(3)
Government Grant Income	-111	-31	-43	12
Reimbursements & Other Grant Income	-510	-291	-330	39
Schools SLA Income	-278	-254	-226	(28)
Internal Fees Income	-104	-59	-48	(11)
School Meals Other Income	-2,265	-1,883	-1,916	33
Meals On Wheels	-188	-132	-135	3
Catering Fees	-173	-130	-62	(68)
Capital Salaries	-103	-77	-39	(38)
Transfers From Reserves	-247	-185	-185	0
Total Income	-11,304	-7,551	-7,377	(174)
Net Controllable Expenditure	15,764	10,501	10,621	(120)
<u>Recharges</u>				
Premises Support	1,491	924	925	(1)
Transport Recharges	2,242	1,384	1,398	(14)
Departmental Support Services	9	0	0	0
Central Support Services	3,119	2,362	2,362	0
Asset Charges	3,052	0	0	0
HBC Support Costs Income	-375	-375	-374	(1)
Net Total Recharges	9,538	4,295	4,311	(16)
Net Departmental Total	25,302	14,796	14,930	(136)

Comments on the above figures:

Net operational expenditure is £136,000 over budget profile at the end of the third quarter of the financial year.

Employees' expenditure is over budget profile by £165,000, primarily due to savings targets for premium pay of £256,400 for this financial year. Agency staffing is approximately £58,000 less than at the same stage last year, which is helping to keep the overspend on staff costs to a minimum. To date, with the exception of the Stadium, all other divisions with the department are under budget profile contributing to the achievement of the staff turnover saving targets of £461,625.

The main budget pressure is income received and the targets set for the department and budgets are underachieving in several areas particularly Sales, Fees & Charges, Catering Fees and Capital Salaries. Sales and Fees and Charges for the Stadium as a whole are still struggling to meet targets and changes to capital salaries criteria has added further pressure to the underachieving income targets.

Expenditure on other premises and supplies and services is currently £ 153,000 under budget profile. This is due to savings on equipment budgets, hired services, lower than expected utility bills within the Community Centres and savings on consumables budgets.

The Leisure management contract is over budget profile and is expected to overspend by approximately £ 40,000 by year end.

Waste disposal contract invoices have been fluctuating during the year with amounts being higher than expected earlier in the year but recent invoices are lower, resulting in overall spend being less than anticipated for this stage of the financial year. It is possible that increases will occur in the next few months so revisions to projections will continue to be monitored regularly.

School Meals is still performing well against budget, with sales and food costs both having favourable variances.

The final year end position for the Department is expected to be approximately £180,000 over budget which will be contained within the Directorates budget.

Capital Projects as at 31 December 2013

Project	Capital Allocation 2013/14 £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
<u>Community & Environment Division</u>				
Stadium Minor Works	30	8	8	22
Stadium Disability Works	30	0	0	30
Stadium Gym Equipment	30	0	0	30
Widnes Recreation Site	2,680	110	108	2,572
Childrens Playground Equipment	81	25	24	57
Playground Third Party Funding	340	13	13	327
Arley Drive (Upton)	66	2	2	64
Crow Wood	13	0	0	13
Open Spaces Schemes	72	72	71	1
Runcorn Cemetery Extension	9	1	1	8
Cremators At Widnes Crematorium	396	5	5	391
Runcorn Hill Park	120	52	52	68
Runcorn Busway Works for Gas Powered Buses	30	30	30	0
Litter Bins	50	30	29	21
	3,947	348	343	3,604

POLICY, PLANNING & TRANSPORTATION DEPARTMENT

Revenue Budget as at 31st December 2013

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)
	£'000	£'000	£'000	£'000
Expenditure				
Employees	4,958	3,822	3,875	(53)
Other Premises	236	80	73	7
Hired & Contracted Services	438	208	208	0
Supplies & Services	309	250	248	2
Street Lighting	1,791	1,070	1,070	0
Highways Maintenance	2,223	1,337	1,337	0
Bridges	96	48	38	10
Fleet Transport	1,235	945	945	0
Lease Car Contracts	622	622	622	0
Bus Support – Halton Hopper Tickets	231	182	182	0
Bus Support	531	356	341	15
Out of Borough Transport	51	34	33	1
Capital Financing	406	307	307	0
Grants to Voluntary Organisations	68	68	68	0
NRA Levy	62	62	59	3
Mersey Gateway	4,966	3,262	3,262	0
Total Expenditure	18,223	12,653	12,668	(15)
Income				
Sales	-310	-248	-271	23
Planning Fees	-506	-354	-373	19
Building Control Fees	-81	-71	-80	9
Other Fees & Charges	-519	-351	-387	36
Rents	-8	-4	-2	(2)
Reimbursements & Other Grants	-171	-128	-138	10
School SLAs	-39	-39	-44	5
Recharge to Capital	-2,736	-995	-995	0
Transfer from Reserves	-2,567	-2,267	-2,267	0
Total Income	-6,937	-4,457	-4,557	100
Net Controllable Expenditure	11,286	8,196	8,111	85
<u>Recharges</u>				
Premises Support	770	333	332	1
Transport Recharges	568	430	430	0
Asset Charges	7,432	0	1	(1)
Central Support Recharges	3,200	2,400	2,401	(1)
Departmental Support Recharges	446	0	0	0

Support Recharges Income – Transport	-4,699	-2,823	-2,823	0
Support Recharges Income – Non Transport	-2,925	-806	-805	(1)
Net Total Recharges	4,792	-466	-464	(2)
Net Departmental Total	16,078	7,730	7,647	83

Comments on the above figures:

In overall terms revenue spending at the end of quarter 3 is below budget profile. This is due to a number of expenditure and income budget areas.

Expenditure on staffing is above the budget to date, this is linked to the staff savings turnover target not being met for the year to date.

Planning fees are currently above the income target to date due a number of individual developments across the borough. These consist of one off large fee applications which cannot be guaranteed in the future. At this stage income on planning fees for the year is forecast to be in line with the annual budget

Schools SLA income is above target in Risk Management due to higher than anticipated demand for the service for the year.

The increase in other fees and charges is mainly due to extra income being generated in the MOT bay; however as this is customer lead it cannot be guaranteed.

The increase in sales is mainly due to increased fuel sales and highway searches.

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

POLICY, PLANNING & TRANSPORTATION




Capital Projects as at 31st December 2013

	2013/14 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
Local Transport Plan				
Bridges & Highway Maintenance				
Bridge Assessment, Strengthening & Maintenance	3,060	1,700	1,635	1,425
Road Maintenance	1,715	1,100	1,025	690
	4,775	2,800	2,660	2,115
Total Bridge & Highway Maintenance				
Integrated Transport	725	210	205	520
Total Local Transport Plan	5,500	3,010	2,865	2,635
Halton Borough Council				
Early Land Acquisition Mersey Gateway	15,378	9,016	9,016	6,362
Development Costs Mersey Gateway	3,500	995	995	2,505
Street lighting – Structural Maintenance	105	22	22	83
Risk Management	118	26	26	92
	950	400	366	584
Fleet Replacement				
Total Halton Borough Council	20,051	10,459	10,425	9,626
<u>Grant Funded</u>				
Surface Water Management Grant	214	0	0	214
Mid Mersey Local Sustainable Transport	150	9	9	141
Total Grant Funded	364	9	9	355
<u>Local Pinch Point Fund</u>				
A558 Access Improvements	1,805	36	36	1,769

Total Local Pinch Point Fund	1,805	36	36	1,769
Total Capital Programme	27,720	13,514	13,335	14,385




APPENDIX 2 – Explanation of Symbols

Symbols are used in the following manner:

Progress		<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 <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

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.