

Employment, Learning, Skills & Community Priority Based Report

Reporting Period: Quarter 3, Period October 2013 – 31 December 2013

1.0 Introduction

1.1 This report provides an overview of issues and progress against key service objectives/milestones and performance targets, during the third quarter of 2013/14; for services areas within the remit of the Employment, Learning Skill & Community Policy & Performance Board.

The report has been structured using the key priorities listed below:

- Supporting Growth and Investment.
- Raising Skill Levels and Reducing Unemployment.
- Enhancing Residents' Quality of Life.

1.2 The way in which traffic light symbols have been used to reflect progress to date is explained within the Appendix (Section 8.0). Please also note initials have been provided to indicate which Operational Director is responsible for commentary to aid members understanding, as shown in the key in the Appendix (Section 8.0).

2.0 Key Developments

2.1 SUPPORTING GROWTH AND INVESTMENT (WR) (CP)

Efficiency Review (WR)

The Final Efficiency Review report was produced and the Board agreed that all core council monies be removed from the Division, with the recommendation that the division becomes self-financing.

Business Improvement & Growth - Investment Enquiries (WR)

The number of investment enquiries for the 2013 calendar year (306) is greatest since 2004 and represents an improvement since the onset of the global recession in 2008.

Lowerhouse Lane Depot (WR)

The proposed improvement works to Lowerhouse Lane Depot following a Health & Safety Executive visit have now commenced on site with the demolition of the former welfare block and archive store and the refurbishment of the workshop welfare facilities. The main resurfacing works will commence on site in January 2014.

Warrington Road Travellers site (WR)

Planning approval has now been obtained for the proposed Travellers site on Warrington Road in Runcorn. Works are continuing with the procurement process with works anticipated to start on site in the new year, completion being due in the Autumn of 2014.

Waste and Environmental Improvement Division (CP)

In December, the Merseyside Recycling and Waste Authority (MRWA) signed contracts with a consortium led by SITA UK for the 30-year Resource and Recovery Contract (RRC) on behalf of the Merseyside and Halton Waste Partnership. The RRC will provide a sustainable and cost effective solution for dealing with residual waste

produced in Halton and across Merseyside. The facilities provided by the RRC are expected to be operational in 2016 and will enable Halton to divert more than 92% of its residual waste from landfill.

In December, Castlefields Community Centre won an APSE (Association of Public Service Excellence) award for "Most Improved Performer for Civic, Cultural & Community Venues". The award recognised the high levels of use at the centre, with user numbers increasing by over 20,000 in the last year. Upton Community Centre was also a finalist for an APSE award in the "Best Performer" category.

Open Space Services (CP)

During Q3 design work on the new pavilion for Runcorn Hill & Heath Park was completed and tenders went out for its construction and for the renovation of the existing lakeside pavilion (which will be used by the Runcorn Model Boat Club) and bowling green hut. Adverts were also placed for an operator of the pavilion.

Practical conservation tasks have begun at Runcorn Hill & Heath Park as part of the HLF project using volunteers who attend weekly sessions. Restoring the heathland on the hill is the first priority.

The car park at Halton Sports was resurfaced during Q3. The car park is used quite intensely and the old surface had broken up.

The contract for the installation of two new cremators at Widnes Crematorium was signed off in Q3. The winning company was ATI. Work will commence on the installation of the cremators in Q4 and will take ten months to complete.

2.2 RAISING SKILLS LEVELS AND REDUCING UNEMPLOYMENT (WR)

The first of 3 Good Practice case studies relating to the ELS Division was published on the Ofsted website in November 2013, recognising the outstanding employability provision. **(WR)**

Skills sessions (CP)

The Library Service has continued to support people to get online through regular IT Clinics and one to one support as well as specific events including sessions during Get Online Week and the National Older Persons Day I.T Event. This event offered in conjunction with TalkTalk was very successful and provided help and advice to older people covering a range of topics including emails, sorting photographs, using Universal Jobmatch, skype, defragmenting a laptop and advice for beginners. There was a twitter stream throughout the event showing pictures and comments to show what @haltonlibraries was doing to celebrate Older Peoples day.

2.3 ENHANCING RESIDENTS' QUALITY OF LIFE (CP)

2.3.1 THE STADIUM 2014

Fitness Suite (CP)

In December Stadium Fitness/ Halton Borough Council have invested £22k in new Fitness equipment. Stadium Fitness Gym Equipment is mainly IFA or IFI Inclusive Fitness Initiative.

Ladies Gym (CP)

The Ladies only gym is officially due to open on the 2nd January and is already very busy with new members and current female members, the equipment in the ladies gym is all equipment from the main Fitness Suite. In January we will be introducing a gym only membership £16 or £10.99 ladies only membership. In January 2014 we will have adverts in the local press and will be handing out flyers, New Year, New You, New Gym. We have also been out to all the shops in Widnes Town Centre offering corporate discount to staff. Last week staff also visited the municipal buildings coffee shop and Argos call centre.

Below is a table outlining the current levels of membership at the Stadium:

Type of membership	
FULL	725
FULL JUNIOR GYM	33
CASUAL JUNIOR GYM	741
CASUAL ADULT	1790
HLC	127

2.3.2 LIBRARY SERVICE

Efficiency Review (CP)

The As Is report has been presented to the Efficiency Review Board and work of the To Be phase is now underway.

Try Reading Project (CP)

The public library services in the North West and Yorkshire & Humber regions (30 in total) were successful in their joint bid to the Arts Council for "Grants for Arts: Libraries" funding for the creative project "Try Reading". The project celebrates the Rugby League World Cup 2013 and encourages people to read more and engage in writing and drama.

Tim Quinn former Editor of Marvel Comics delivered a cartoon workshop, which included figure drawing, emotions, storytelling in pictures, character and story creation, and comic book history the event was well attended with excellent feedback from all participants.

Reading Activists (CP)

The young volunteers, Reading Activists, have had a busy quarter organising and running a wide range of events including a Takeover themed Hunger Games day, a One Direction Event with author Sarah Oliver, a Murder Mystery interactive investigation activity and a Christmas DJ/rap workshop.

2.3.3 SPORT AND RECREATION (CP)

Halton hosted the USA Tomahawks team as they prepared for and competed in RLWC 2013 Tournament. The teams exploits received widespread media coverage in their home country like never before. Their progress into the Quarter Finals resulted in #shocktheworld with the World famous Wiggles posting a video that was widely viewed. It was a pleasure for Halton to host the USA Tomahawks and acknowledgement was made of their playing attributes, with a top 10 world ranking for the first time and the prestigious UK League Weekly giving them the only A rating and voted team of the tournament with Joseph Paulo and Craig Priestly in their top 10 players of the RLWC. It was well-deserved recognition for a team that showed real passion and great spirit during their stay: Tom the Eagle the USA team mascot, provided by Halton, proved extremely popular, with appearances throughout Halton and special appearances in Bristol, Wrexham and Salford. The team engaged with the community in activities, such as, Schools multi sport celebration, involving over 700 pupils; Open training sessions; Coaching Masterclass; Fireworks; Rocky Horror Sing a long; School Visits.

Universal Free School Meals for Infants (CP)

The school meals team are continuing to review the service in preparation for Sept 2014 when all infant children will be served a free school meal. Capital funding has been made available to the Community and Voluntary controlled schools and a separate amount to the Diocese schools. This funding needs to be prioritised to ensure that each school can prepare and serve all the infants with a meal within the lunchtime period.

Grocery Supplier (CP)

Due to the on-going challenge of food inflation a mini competition was held to make sure that we were getting the best possible price for all our groceries. A new supplier Trevor's (part of the Country Range Group) came in lower by several thousand pounds. Trevor's are now the new supplier.

3.0 Emerging Issues

3.1 SUPPORTING GROWTH AND INVESTMENT

Property Services (Operations) (WR)

The restructure of the Operational Division has now been agreed and implemented. The changes came into effect on 1st October 2013; this will deliver a £90,000 saving for 2014/15.

We have now started to look at income generation from our corporate building stock linked to the move to agile working which is having the effect of freeing up space. This is an area that we will be increasingly focussing on in the future as there is an opportunity to generate a significant amount of income. The Department of Health have now moved into Rutland house. This reflects a proactive approach to sharing our accommodation, an example of which is working with the Clinical Commissioning Group (CCG) who have previously moved into Runcorn Town Hall. We are also currently in discussions with other public sector partners with a view to them taking some space in Rutland House.

Employment Learning and Skills (WR)

- If successful with the Department of Work and Pensions (DWP) Community Work Placement programme application, additional staffing would be required as the contract would involve working with many hundreds of new customers.
- A Jobs Fair for Work Programme returners will take place on 23 January at Riverside College (led by Job Centre Plus) and the division will have a presence at this event.
- Now that the efficiency review has reported the 'to be' findings, a Divisional restructure will be undertaken in Quarter 4, which will involve some staff being placed at risk and possible redundancies. It will also mean that some services currently delivered by the division will cease.
- The proposals for how the new European monies will be spent will need to be finalised in Quarter 4.
- A number of city region wide events relating to apprenticeships will take place in March and June of 2014. Planning for these events will be required and support from partners, schools and employers will be needed.

Waste and Environmental Improvement (CP)

Officers have undertaken a procurement exercise for the provision of services to divert residual waste from landfill during the interim period up to the commencement of the Merseyside and Halton Resource Recovery Contract. Details of the outcome of the procurement exercise will be presented to Members at a future meeting of the Board.

Open Space Services (CP)

During Q3 the country experienced a period of storms and gales which resulted in a number of trees being blown over and others were badly damaged. This has put pressure on the planned works of the tree team. For obvious reasons emergency works always take precedence. Presently a large number of planned works have had to be rescheduled in the programme for later in Q4.

Sport and Recreation (CP)

Gym memberships in the Council Leisure Facilities (operated by DC Leisure) have dropped as a result of the low cost gym operator in Runcorn; Pure Gym.

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.

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.

6.0 Performance Overview

6.1 The following information provides a synopsis of progress for both milestones and performance indicators across the key thematic priority areas.

Supporting Growth & Investment (WR)

Key Milestones









Ref	Milestones	Q3 Progress
EEP2	Deliver the BID Year 5 action plan by March 2014	

Supporting Commentary

EEP 02: (WR)

All outputs associated with the BID year 1 Action Plan are on programme and on budget

Key Performance Indicators

Ref	Measure	12/13 Actual	13/14 Target	Q3	Current Progress	Direction of Travel
SCS ELS01	Increase the number of active enterprises within the Borough	2715 (2012)	2675	2775		
SCS ELS02	Increase the proportion of business diversity in the following sectors: Knowledge Economy, Superport, Low carbon/green, Visitor Economy	26%	26%	27.03% (March 2013)		
DIS LI 05	Number of inward investment enquiries per annum	246	180	233 Cumulative		
DIS LI 06	Inward investment enquiry conversion rate percentage	15%	10%	26%		

Supporting Commentary

SCS ELS01: (WR)

This is the latest data released on 3rd October 2013 which is a snapshot of the Inter Departmental Business Register (IDBR) taken on 12 March 2013. To download and view the current data in excel format, click on the link below, the Information is taken from: (table B1.1)

<http://www.ons.gov.uk/ons/publications/re-reference-tables.html?edition=tcm%3A77-313744>

SCS ELS02: (WR)

The latest data released on 3rd October 2013 is a snapshot of the Inter Departmental Business Register (IDBR) taken on 12 March 2013. To download and view the current data in excel format, click on the link below, the Information is taken from: (table B1.1) <http://www.ons.gov.uk/ons/publications/re-reference-tables.html?edition=tcm%3A77-313744>

The following standard categories have been chosen as a proxy for these priorities:


- Professional, Scientific and Technical
- Information and Communication
- Transport and Storage

DIS LI05: (WR) The number of investment enquiries for the 2013 calendar year (306) is greatest since 2004 and represents a significant rebound since the onset of the global recession in 2008. During quarter 3 there were 66 enquiries.

DIS LI06: (WR) The upward trend in investment enquiries is reflected in the number of conversions which, at 46 in 2013, is the highest level since 2001.

Raising Skills Levels & Reducing Unemployment (WR)

Key Milestones

Ref	Milestones	Q3 Progress
EEP3	Deliver Work Programme via sub contract arrangements to Prime Contractors A4E and Ingeus Deloitte in line with the contract	







Supporting Commentary

EEP 03: (WR)

Job Start and Job Outcome targets for Ingeus were achieved against most customer group except customer group 6 – ESA customers.

Job Start and Job Outcome targets were not achieved for A4e. A formal notice to improve was received from A4E in November 2013. A performance improvement plan was submitted and approved by A4e to increase performance by 31st March 14.

Key Performance Indicators

Ref	Measure	12/13 Actual	13/14 Target	Q3	Current Progress	Direction of Travel
SCS ELS03	The number of people classed as self-employed	6.2%	6.5%	6% (Local Economic Assessment HBC July 2013)		
SCS ELS04	Reduce the proportion of people with no qualifications	11.5% Jan to Dec 2011	11.5%	12.1% (Jan to Dec 2012)		
SCS ELS05	Increase the percentage of people achieving NVQ Level 4 and above	24.5%	24.0%	24.5% (Jan to Dec 2012)		
SCS ELS07	The percentage of people registered unemployed and seeking employment (JSA Claimants)	5.2%	4.8% (March 2014)	4.0%		
SCS ELS08	The percentage of the working age population claiming out of work benefits	16.87%	17% Under review with JC Plus	15.1%		
ELS LI 03	Number of starts on DWP work programme	1271 489 (A4E) 782 (Ingeus)	1572 454 (A4E) 1118 (Ingeus)	1473 811 (A4E) Cumulative 662 (Ingeus) Cumulative		
ELS LI 04	Number of new starts into permitted work for local people with disabilities (over 12 months)	14	20	14 Cumulative		

Supporting Commentary



SCS ELS 03: (WR) HBC does not own this NI data. The latest data available from ONS relates to 2011/2012. However, 15 learners accessing HPIJ's Enterprising Halton service have become self-employed during Quarter 3. Quarter 2 is the latest data available for July 2013 at 6% based on the Local Economic Assessment HBC, which is marginally down compared to the same period for 11/12 at 6.4%.

SCS ELS 04: (WR) HBC does not own this NI data. However, 51 learners have achieved full Functional Skills qualifications from Quarter 1 to Quarter 3. The latest data available (Jan to Dec 2012) is 12.1% which is an increase from 11.5% compared to the same period in 2011. Source: ONS annual population survey from www.nomisweb.co.uk

- SCS ELS 05:** (WR) HBC does not own this NI data which is only available from the Skills Funding Agency 18 months after learners achieve the qualification. The latest data available (Jan to Dec 2012) is 24.5% which has marginally increased from 24% compared to the same period in 2011. Source: ONS annual population survey from www.nomisweb.co.uk.
- SCS ELS 07:** (WR) The number of people on JSA in Q4 was 3233, which is 4%. This is nearly 1000 less people compared to the same time last year and is 187 fewer residents than were claiming last quarter.
- SCS ELS 08:** (WR) The number of the working age population claiming out of work benefits (JSA, ESA and lone parent benefit) in Q3 was 12,243, which is 15.1% and demonstrates the direction of travel is positive. This is good performance in comparison to the same quarter last year of 17.11%.
- ELS LI 03:** (WR) 199 starts across both Ingeus and A4e Work Programme contracts in quarter 3 (153 Ingeus starts and 46 A4e starts). Referrals from DWP have been lower than indicative flows for this quarter; therefore fewer customers have started on programme. There continues to be an increase in the number of customers in receipt of Employment Support Allowance. In comparison, the figure for Q3 last year was 229 starts across both Ingeus and A4e Work Programme contracts and did not reach the target, it is therefore anticipated that this year's target will not be achieved.
- ELS LI 04** (WR) 3 individuals started permitted work this quarter. This is less than Q2; however resources have been set aside to encourage new starts in to permitted work through the work programme contracts.

Enhancing Residents' Quality of Life (CP)

Key Milestones

Ref	Milestones	Q3 Progress
CE1	Implement the new Sports Strategy (2012-2014) - March 2014 .	
CE4	Undertake CIPFA PLUS Survey (Public Library User Survey for Children) due to take place September 2013 .	

Supporting Commentary

CE1: The Councils Sport and Recreation Team continue to deliver and support activity against the key themes and objectives contained in the Sports Strategy. The service produces a monthly report to highlight the key areas of work. (CP)







Quarter 3 activities include:

Community Sports coaches delivered 200 hours coaching; 2373 coaching contacts and 107 training opportunities. 3 workshops delivered 55 attendees, 10 coaching bursaries. Other activities included; Halton hosting USA RLWC team, preparing Widnes Recreation Project planning and grant applications.

- Walking Football Pilot for Over 50s at Kingsway Leisure Centre
- Funding clinic, support to older adult groups; Sports clubs; OBA
- Get Active October promotion – 41 new participants registered in community classes
- Training for Health Champions
- I-pitch cricket league pilot – 60 attendees
- Cronton College linked to Halton Sports Partnership
- On-going support to community exercise classes, over 50 groups.

CE4: The new format survey will be undertaken between 17th February 2014 and 1st March 2014. (CP)

Key Performance Indicators

Ref	Measure	11/12 Actual	12/13 Target	Q3	Current Progress	Direction of Travel
CE LI 6	Number of active users of the library service during the last 12 months.	16,468	23,000	16,194		
CE LI 6a	Number of visits to libraries (annual total).	621,109	600,000	180,767		
CE LI 7	Percentage of the adult population (16+) participating in sport each week (Previously NI8).	21.7%	24%	23.1		

Supporting Commentary

CE LI6: 68,139 registered users, current figure of 16,194, having using the service in the last 12 months. This is down on the equivalent quarter last year, however the number of new borrowers joining in this quarter has risen by 7.5%. (CP)

CE LI6a: Based on current figures target will be achieved. (CP)

CE LI7: The annual return for this target was released in December 2013 the 24% target was not achieved. (CP)

7.0 Financial Statements

ECONOMY ENTERPRISE & PROPERTY DEPARTMENT

SUMMARY FINANCIAL POSITION AS AT 31 DECEMBER 2013

Economy, Enterprise & Property Dep't Revenue	Annual Budget £'000	Budget to Date £'000	Expenditure to Date £'000	Variance to Date (overspend) £'000
<u>Expenditure</u>				
Employees	4,419	3,521	3,572	(51)
Repairs & Maintenance	2,703	2,048	2,040	8
Energy & Water Costs	606	421	413	8
NNDR	637	621	622	(1)
Rents	376	355	355	0
Marketing Programme	128	23	17	6
Promotions	84	34	27	7
Supplies & Services	1,251	839	823	16
Agency Related Payments	168	145	145	0
Total Expenditure	10,372	8,007	8,014	(7)
<u>Income</u>				
Fees & Charges	-587	-471	-471	0
Rent - Markets	-758	-577	-580	3
Rent - Industrial	-965	-615	-610	(5)
Rent – Commercial	-533	-452	-450	(2)
Government Grant Income	-914	-559	-559	0
Transfer from Reserves	-361	-361	-361	0
Recharges to Capital	-420	-207	-207	0
Reimbursements & Other Grant Income	-659	-577	-585	8
Schools SLA Income	-494	-494	-494	0
Total Income	-5,691	-4,313	-4,317	4
Net Operational Budget	4,681	3,955	3,958	(3)
<u>Recharges</u>				
Premises Support Costs	1,498	1,133	1,133	0
Transport Support Costs	38	22	22	0
Central Support Service Costs	1,706	1,289	1,289	0
Asset Rental Support Costs	2,390	0	0	0
Repairs & Maintenance Recharge Income	-2,185	-1,639	-1,639	0
Accommodation Recharge Income	-2,759	-2,070	-2,070	0
Central Supp. Service Rech. Income	-1,891	-1,419	-1,419	0
Total Recharges	-1,202	-2,684	-2,684	0
Net Expenditure	3,478	1,010	1,013	(3)

Comments

The overspend to date on the Employee budget has reduced this quarter due to vacancies within the Operations and Investment & Development Division. Spend to date is still over budget, as staff savings targets are not being achieved within the Building and School Cleaning Service as these services need to be fully staffed at all times.

In order to ease budget pressures spending has been restricted in year on Supplies & Services. Promotions and Marketing has also been kept to a minimum in an effort to achieve in year savings for the Department.

Income levels for industrial and commercial rent has improved as a result of renegotiation of contracts and compensation payments from Mersey Gateway for loss of rental income.

Work has continued with managers during the last quarter to look at budget pressures. This has resulted in realignment of budgets and this is reflected in the variances above.

In overall terms it is anticipated that net expenditure will be slightly above the overall Departmental budget by year-end, primarily as a result of the Staff Savings target.

Economy, Enterprise & Property Dep't Capital Projects	Annual Budget £'000	Budget to date £'000	Expenditure to Date £'000	Variance to Date (overspend) £'000
Castlefields Regeneration	827	70	70	0
3MG	5,695	2,400	2,280	120
Widnes Waterfront	1,000	0	0	0
Johnsons Lane Infrastructure	500	0	0	0
The Hive	214	108	88	20
Decontamination of Land	155	64	64	0
Daresbury SciTech- Power Infrastructure	3,587	1950	1949	1
Daresbury Sci-Tech – Transport	350	150	163	-13
Queens Arms	69	44	44	0
HBT Bus Park	71	71	71	0
Former Crossvile Depot	518	0	0	0
Former Fairfield Site Demolition	450	301	201	100
Fairfield High Site - Contingency Costs	50	6	6	0
Widnes Town Centre Initiative	85	22	22	0
Travellers Site	849	65	65	0
Lower House Lane Depot – Upgrade	757	56	66	-10
Disability Discrimination Act/Disabled Access	150	72	42	30
Total	15,327	5,379	5,131	248
Grand Total	30,760	16,008	15,652	356

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)
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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




8.0 Appendix – Explanation for use of symbols

Symbols are used in the following manner:

<u>Progress</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 <u>intervention or remedial action taken</u>.</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.

Key for Operational Director Lead

WR – Wesley Rourke - Operational Director Economy, Enterprise & Property
 CP – Chris Patino - Operational Director Community and Environment