

QUARTERLY MONITORING REPORT

DIRECTORATE: Health & Community
SERVICE: Health & Partnerships
PERIOD: Quarter 2 half-year to period-end 30 September 2007.

1.0 INTRODUCTION

This quarterly monitoring report covers the Health & Partnerships Department second quarter period up to half year 30 September 2007. It describes key developments and progress against all objectives 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 7

It should be noted that this report is presented to a number of Policy and Performance Boards. Those objectives and indicators that are not directly relevant to this Board have been shaded grey.

2.0 KEY DEVELOPMENTS

Housing

Government has launched a new housing green paper “Homes for the future: more affordable, more sustainable” with proposals to increase the housing supply nationally to meet growing demand, and to increase the proportion of affordable housing. Proposals include –

- £8billion investment in affordable housing over next 3 years, with £6.5b of that for social housing.
- Planning Delivery Grant is to be refocused on delivery of land supply and housing completions.
- 5 new eco towns are proposed, and further “growth points”.
- All new homes to be zero carbon by 2016.
- Targets for affordable housing in rural areas.
- Options for LAs to participate more in the delivery of new housing.
- More help for first time buyers.
- A continued focus on brown field development.

Responses are due by the 15th October.

Following consideration of the issues surrounding the development of a permanent transit site by Urban Renewal PPB, the issue is to be re-considered by Executive Board on 1 November 2007.

Consumer Protection

The final phase of grading and drainage work to prepare the Widnes cemetery western strip as a burial section should be completed before Christmas.

During Quarter 3, officers of the Consumer Protection team will be heavily involved in the joint Halton/Warrington project aimed at developing a single Trading Standards Service to serve both Boroughs

Direct Payments & Appointee & Receiverships

The number of service users in receipt of Direct Payments continues to increase and in total has exceeded this year's target. At 30th September, there are 185 service users and 193 carers receiving their services via a Direct Payment.

The new Mental Capacity Act 2005 is now in force from 1st October 2007 for the appointee and receivership service, with the role of the Local Authority now changed to Court Appointed Deputies. Key appointments have now been made following restructuring of these two teams to meet demand, ensure compliance, and progress the individualised budget pilot

Contracts and Supporting People

A number of new short-term services have been developed including a floating support service for domestic violence, a sanctuary scheme to support victims of domestic violence and a service to support older people with alcohol misuse issues.

Senior Management Team have approved a new monitoring framework for voluntary sector contracts.

Commissioning

Commissioners within HBC have contributed to a review of Partnership Working carried out by Halton and St Helens PCT from June to Sept 07- initial findings of the review are expected in Oct 07.

3.0 EMERGING ISSUES

Information Technology




Corporate ICT are investigating Liquid Logic's EasyCare Solution to SAP. This will allow for a standardised Single Assessment System across several sites, issues relating to internally or externally hosting the product.

A LIVE implementation date for CareFirst 6 has been agreed for Oct 2008, Corporate ICT are currently in the process of drawing together a Project Group to identify resources required for implementation.

Corporate ICT have agreed to carry out a Business Process Re-engineering exercise focusing on the objectives that need to be delivered by Social Care IT. The exercise is to commence Dec 2007, it was highlighted that a plan of this size would take considerable time.

Corporate ICT have reported that a complete feasibility study regarding a move away from Citrix will not be completed until all infrastructure changes relating to the Schools network traffic is complete, this work is due for completion Apr 2008.

4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES

Total	15		11		3		1
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Of the 15 milestones for the service, 11 are progressing satisfactorily at the half-year point. One of the milestones has been assigned a red light as a result of some slippage in timescales. Three milestones have been assigned an amber light due to some uncertainty around the milestone being achieved within set timescales. For further details, please refer to Appendix 1

4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES

There are no other objectives for the service. Nine milestones within the key objectives are designated 'non-key'. Those milestones are reported in Appendix 1 and are designated by the use of *italic* text.

5.0 SERVICE REVIEW

Consumer Protection

As a result of the new Scheme for Registration in Halton, which came into effect on 4th July 2007, the Deputy Chief Inspector of Registration carried out a review of the first two months to ascertain that Halton was meeting all the necessary standards. He was very satisfied with the measures that had been put into place and would not require any further feedback until the Annual Stewardship Report to the Registrar General to be prepared at the end of March 2008.

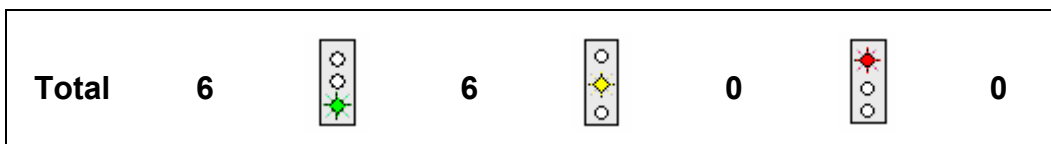
Review of Grant funded Posts

Given the uncertainties over the continuation of grant funding, of which £1.735 million relates to grant funding for Adult Social Care, exit strategies for funding core front line services in the Directorate are being reviewed to take account of the possibility that some funding could cease in March 2008. Priorities and the impact on services are being reconfirmed, should reductions be actioned in preparation for announcements of the CSR on the 9th October 2007 and further detailed information, which becomes available in late November 2007.

Contracts and Supporting People.




Internal audit completed a review of contract monitoring and procurement processes within Health and Partnerships between June-Sept 07. Recommendations for improvement following the review are expected in Oct 07.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS



At the half-year stage, all of the six key performance indicators for the service are making satisfactory progress. For further details, please refer to Appendix 2.

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	22		0		0		0
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Of the twenty other indicators for the service, eleven are progressing satisfactorily. Progress against eight of the indicators at the half-year stage shows some uncertainty around the target being achieved. Two indicators cannot be reported at the current time due to information not yet being available. (BVPI 213 and HP LPI 13). One indicator has been assigned a red light (HP LPI 15). For further details please refer to Appendix 3.

7.0 PROGRESS AGAINST LPSA TARGETS

There are no LPSA targets for this service.

8.0 RISK CONTROL MEASURES

During the production of the 2007-08 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 monitored and reported.



The service is monitoring a number of risk treatment measures, linked to two objectives. For further details, refer to Appendix 4





9.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS





During 2006/07 the service was required to undertake an Equality Impact Assessment. Progress against actions identified through that assessment, with associated High priority is reported in Appendix 5





10.0 APPENDICES


Appendix 1- Progress against Key Objectives/ Milestones
Appendix 2- Progress against Key Performance Indicators
Appendix 3- Progress against Other Performance Indicators
Appendix 4- Progress against Risk Control measures (Q2 & 4)
Appendix 5- Progress against high priority equality actions (Q2 & 4)
Appendix 6- Financial Statement
Appendix 7- Explanation of traffic light symbols

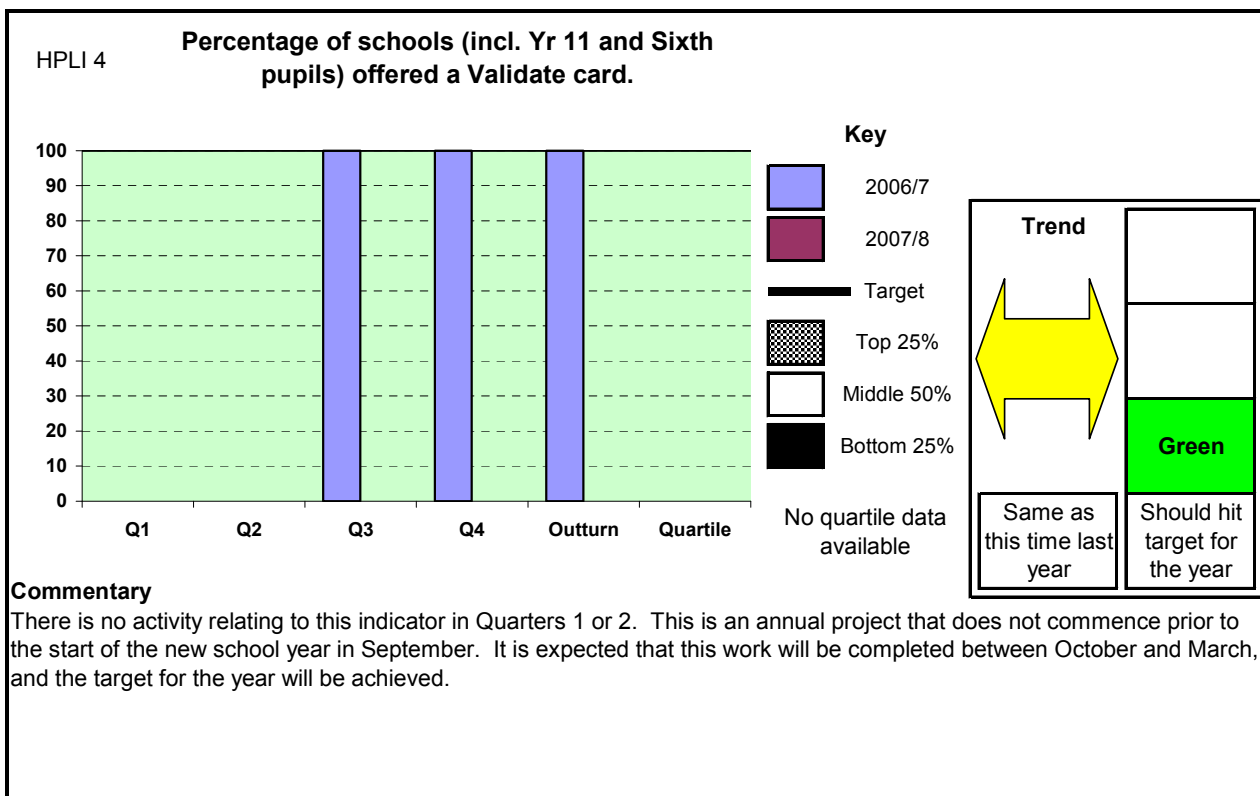
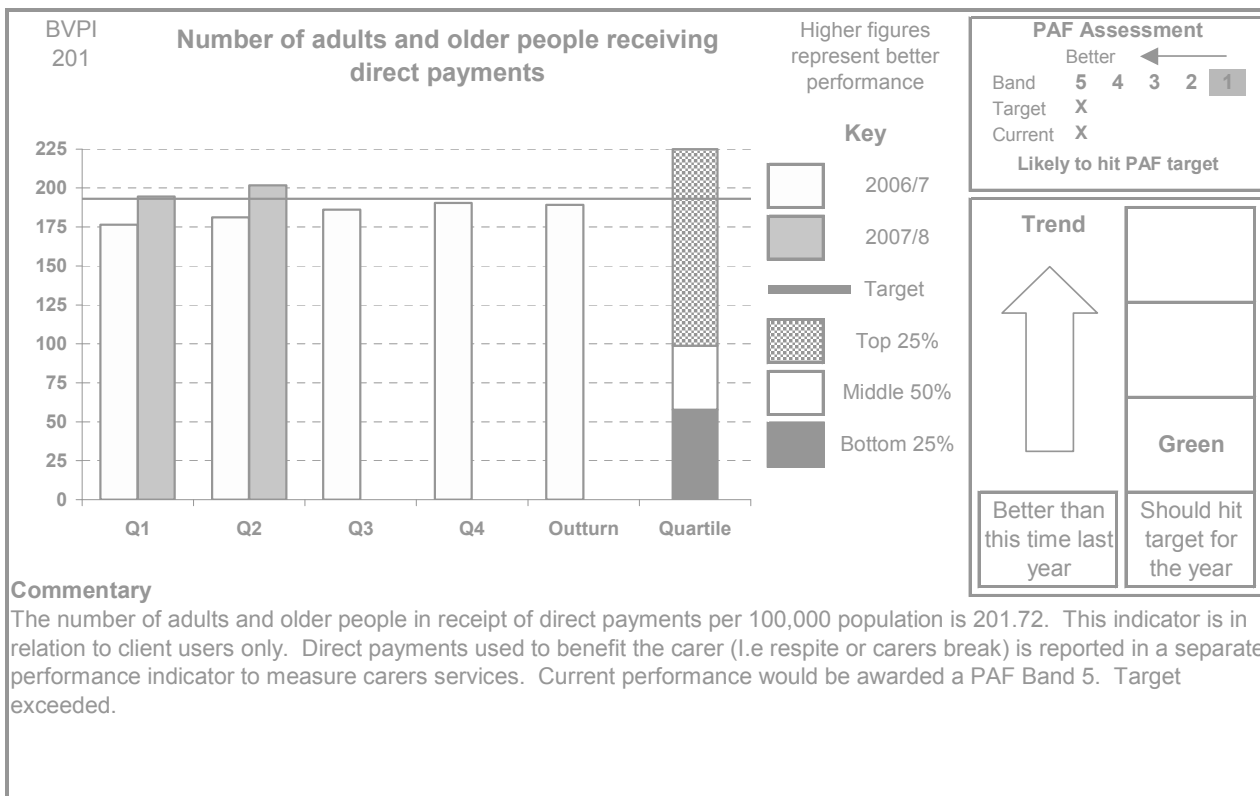
Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP1	Ensure that high level strategies are in place, and working to deliver service improvements, and support frontline services to deliver improved outcomes to the residents of Halton	<i>Develop and implement Joint Commissioning Strategies to ensure that we identify our commissioning intentions linked to financial planning by September 2007</i>		New Joint Commissioning Strategy (CS) for People with Physical and Sensory disabilities complete Joint CS for Mental health reviewed and updated. 3yr Directorate Financial Plan developed that links to identified commissioning priorities.
		<i>Develop robust contract management and monitoring arrangements across all service areas by March 2008</i>		On target –progress to date includes: <ul style="list-style-type: none"> • Development of service risk matrix which targets contract monitoring resources to services in need of improvement • Introduction of generic contract monitoring documentation across Supporting People, Social Care Contracts and Direct Payment teams. • SMT approval of a new monitoring framework for voluntary sector contracts

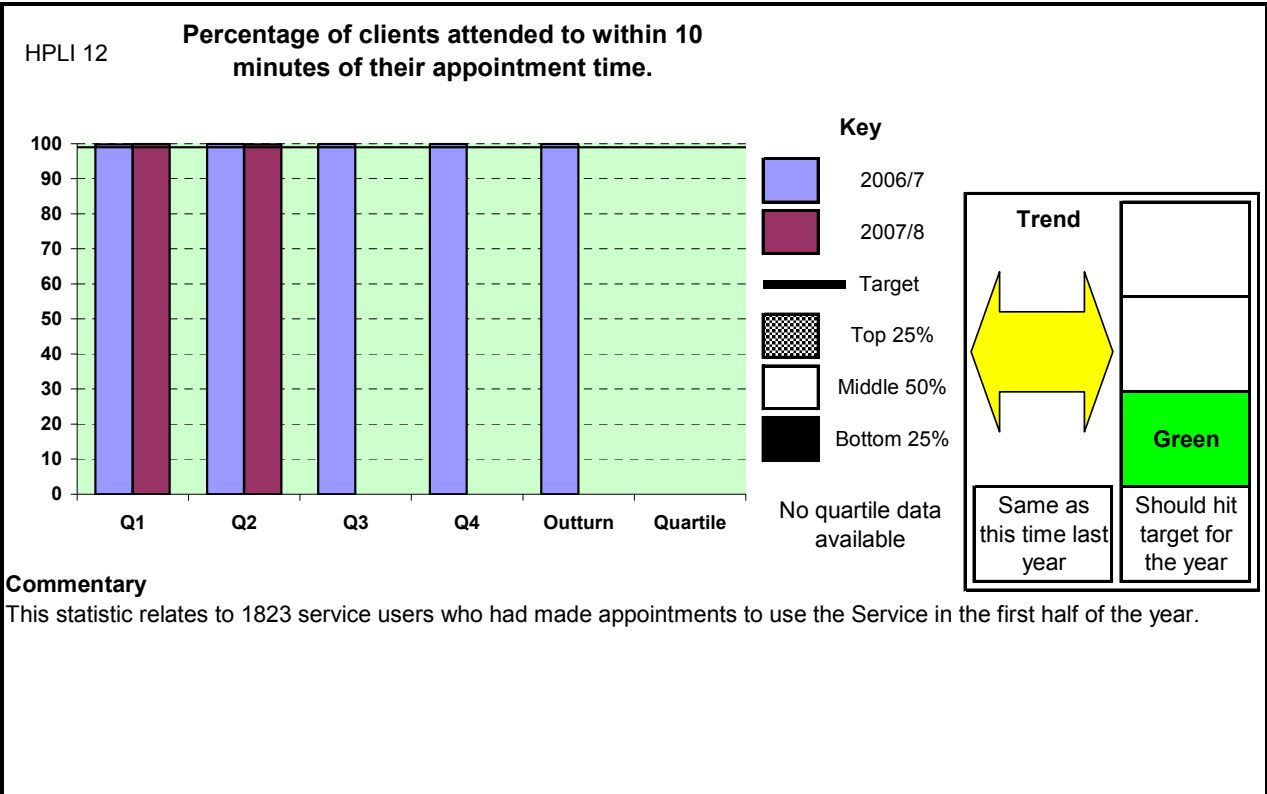
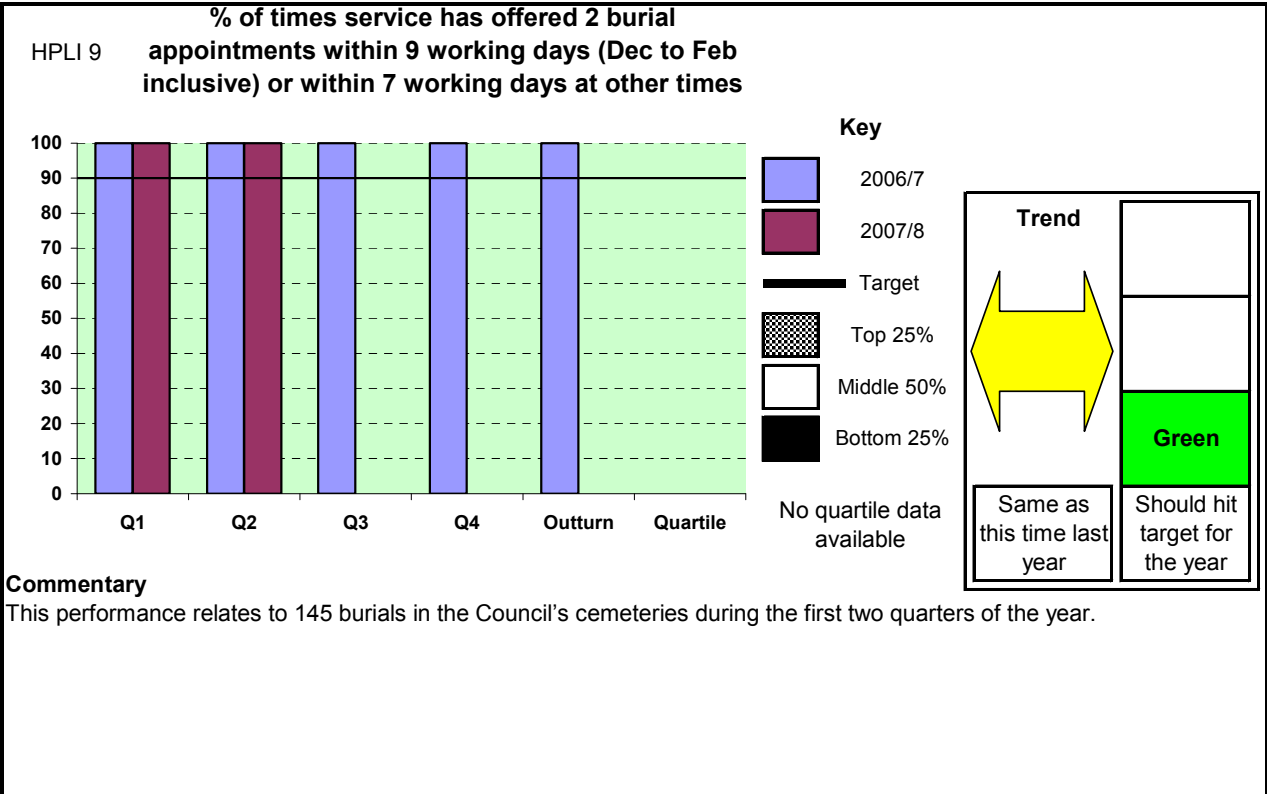
Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
		Update the Housing and Homelessness Strategy's to reflect findings of 2006 needs assessment and revised strategy and action plan by March 2008		Work to review and update the housing strategy has begun, as have discussions with the Planning Department on the development of an affordable housing policy. A scoping exercise has been completed to identify the requirements needed to undertake the review of the homelessness strategy. Drafts of both documents should be produced by the end of March.
		Review 5 year Supporting People Strategy to ensure diverse and flexible housing support services are in place to support people to live at home by July 2007		Targets met-New agreements reached for the following services: <ul style="list-style-type: none"> • Home improvement agency • Floating support services to support people with Mental Health, Substance mis-use and anti-social behaviour issues.
		<i>Develop a Training Plan to deliver effective and efficient learning interventions, to ensure staff are equipped with the appropriate skills and knowledge by October 2007</i>		Training & Development Plan 2007/8 produced. Update on 6 month progress towards IT implementation scheduled for SMT in October 2007
		<i>Embed the guidance from the 2 White papers 'Our Health Our Care Our Say' (OHOCOS) and 'Strong and Prosperous Communities' in delivering the Health Strategy for Halton to improve partnership working and outcome measures by September 2007</i>		The OHOCOS Outcomes Meeting has and continues to monitor actions arising from the White Paper. These actions have not been incorporated in to the Health Strategy as this is serving a different purpose.

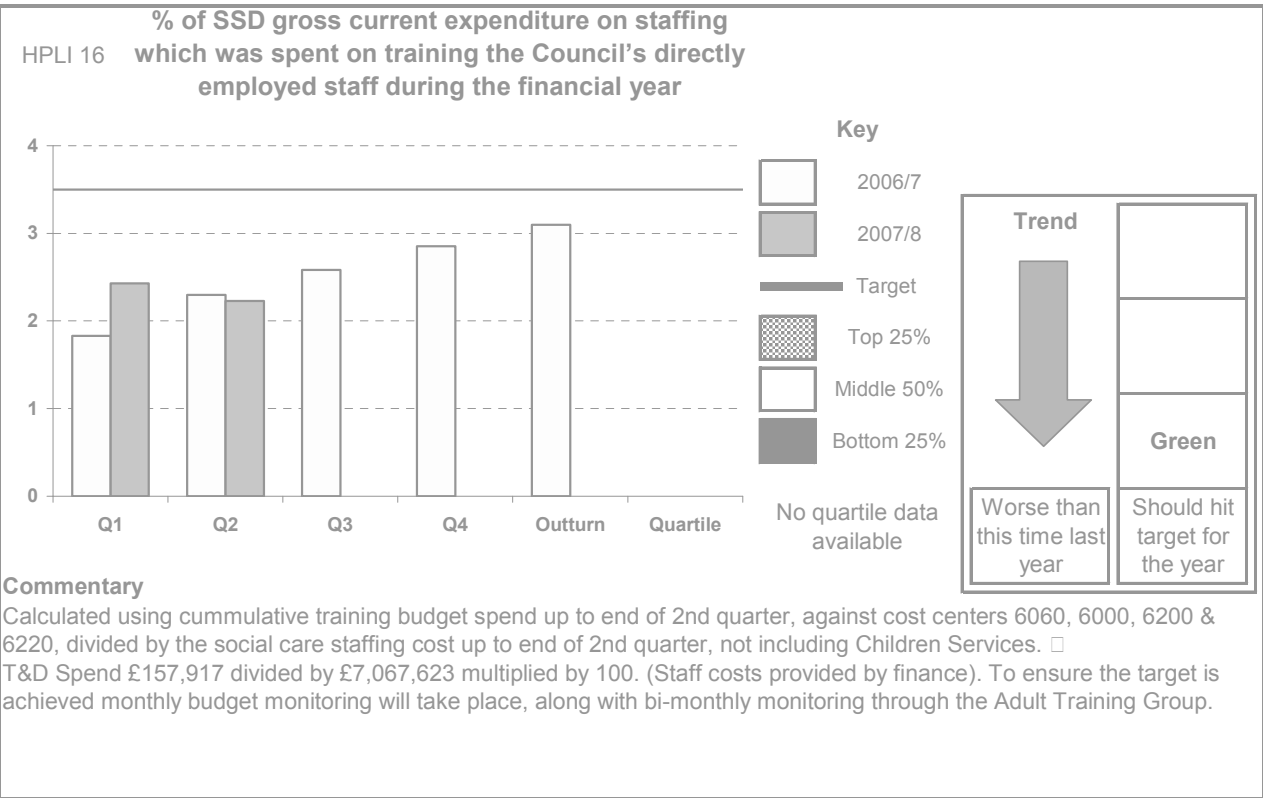
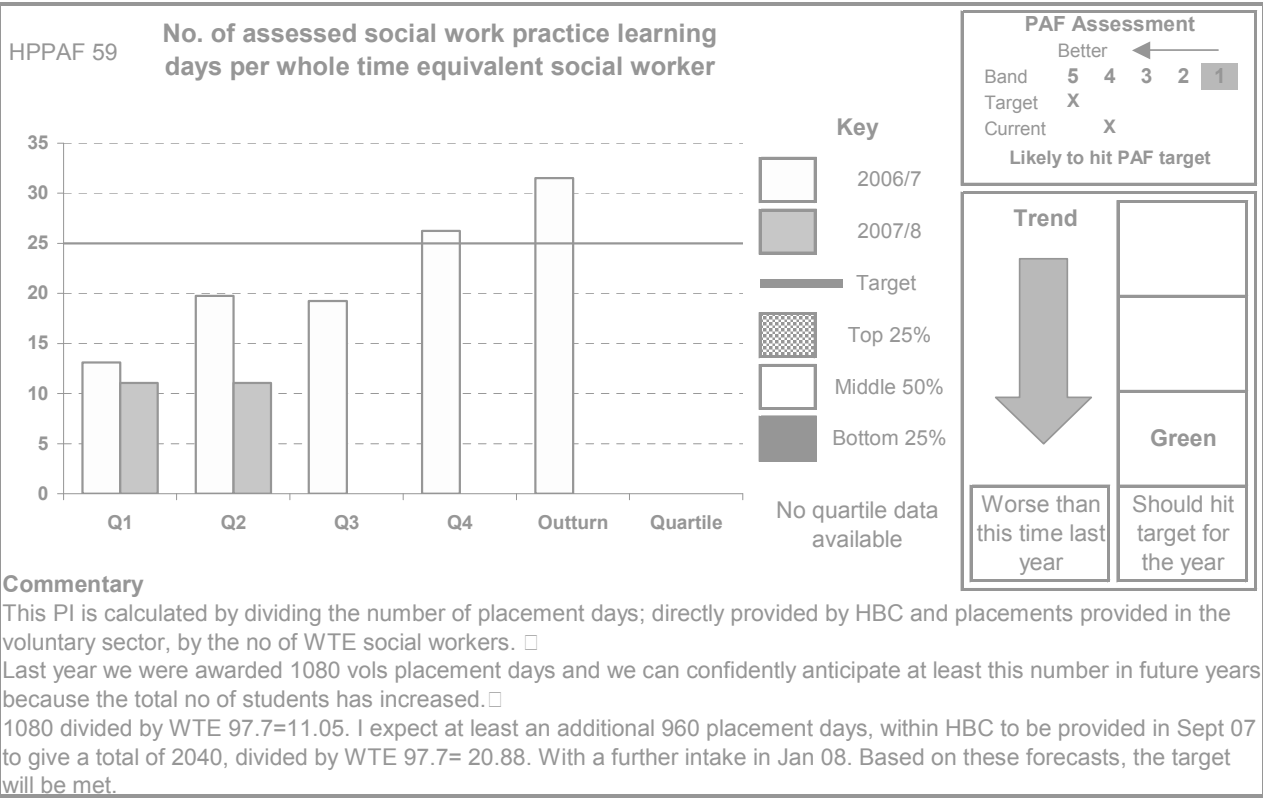
Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP2	Work with operational managers to design a performance management framework that will provide high quality performance monitoring and management information, to help improve service delivery and assist services to continuously improve	Develop a performance monitoring framework to meet the requirements of changing National priorities including outcomes and non care managed services by June 2007		The outcomes framework is currently in early development. Acton Shapiro consultants have been appointed to provide a series of workshops based on Outcomes into Practice development work, which will commence in December and be completed by 31 st March 08.
		Establish an IT strategy in conjunction with Corporate IT so that Carefirst6, Carestore and CareAssess are implemented in accordance with agreed timescales so that Carefirst users have access to more effective data input systems – October 2007		Agreed that CareFirst 6 would be fully implemented into a LIVE environment by Oct 2008, Corporate ICT are currently in the process of drawing together a Project Group to identify required resources for roll out, it has been agreed that CF6 will be rolled out on a like-for-like basis in terms of Business Processes. Implementation of CareStore is still on-hold. C&YP are still looking to use CareAssess as a long-term ICS solution
		<i>Implement an electronic performance framework that is accessible to managers via the intranet to facilitate the availability of real time information to support decision making – May 2007</i>		Health & Community Dashboard has been created and is available to the Directorate via the internal intranet. Dashboard is automatically updated monthly to allow for real time data. A number of demonstrations have been set up and attended.
HP3	To deliver high quality Bereavement, Consumer and Registration Services, that are fit-for-purpose and meet the needs, dignity and safety of the Halton community	Ensure that sufficient longer-term cemetery provision exists to meet the needs of the Halton people, by initially completing an options appraisal and securing member decision by 31 March 2008		The completed options appraisal has been considered by the Safer Halton P & P Board and the Chief Officer's Management Team. Further cost benefit analysis work is underway to inform the final member decision.



Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
		<i>Research and develop an action plan by 31 December 2007, for the implementation of an intelligence-led approach to delivering Consumer Protection services</i>		The action plan is scheduled to be finalised during Q3.
		<i>Progress the modernisation of the Registration Service by securing the installation of a new Registration Scheme by 30 September 2007</i>		The new scheme came into effect on 4 th July 2007. Three of the five statutory members of staff were transferred to local government employment status on that date
HP4	Ensure that effective financial strategies and services are in place to enable the directorate to procure and deliver high quality value for money services that meet people's needs	Develop, by April 2007, a 3-year financial strategy, to ensure that funding is matched to changing service requirements		Completed. Details of the Governments Comprehensive Spending Review and further information awaited 9th October and late November to align /prioritise funding to future strategies and assess the impact of potential grant loss for staff both temporary and permanent in grant funded posts.
		<i>Develop, by October 2007, financial products that support the modernisation of inclusive services</i>		Alternative funding options are currently being explored as part of the exit strategies for grant-funded posts and to support the voluntary sector.





Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
		<i>Review, by October 2007, the Fairer Charging Policy to ensure that charges meet strategic objectives</i>		Significant progress has been made on quantifying potential increases in charges across a range of areas. However, staffing vacancies have lead to delays in reviewing / comparing our policies with neighbouring local authorities and consulting service users. Feedback will also be obtained from the North West Support Services Group. This objective still on track for review by Exec Board Sub in line with Corporate budget timescales.

















Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 2	Progress*	Commentary
Service Delivery Indicators.						
BVPI 166b	Score against a checklist of enforcement best practice for Trading Standards	100%	100%	100%		This 'year end' best value performance indicator provides an indication of the performance of Halton's Consumer Protection Service when measured against a checklist of enforcement best practice. The checklist has regard to written enforcement policies, risk based inspection programmes and sampling and surveillance regimes, educational and information programmes, customer complaint/enquiry processes, benchmarking and consultation arrangements and performance reporting mechanisms.
BVPI 64	Number of private sector dwellings returned into occupation or demolished as a direct result of action by the local authority.	2	2	1		Outputs against this BVPI have always been reliant on Council grants for Landlords to refurbish and let out previously empty dwellings that they acquired. Under current grants policy only accredited landlords can access assistance, and no such applications are in the pipeline. There is therefore a risk of not meeting even the low target that has been set.


Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 2	Progress*	Commentary
BVPI 183a	The average length of stay in B&B accommodation of homeless households that are unintentionally homeless and in priority need (weeks)	5.33	3.0	4.8		Figures are based on April to August. The average period has started to reduce from the 5.33 weeks reported for 2006/07 and should continue to decline as the year progresses, as fewer households are placed in B&B for shorter periods due to homelessness prevention initiatives.
BVPI 183b	The average length of stay in hostel accommodation of homeless households that are unintentionally homeless and in priority need ¹	0	0	0		As Grangeway Court fails to meet the definition of a hostel, and domestic violence refuges are excluded from the calculation, this BVPI will always be reported as 0.
BVPI 202	Number of Rough Sleepers	0	0	N/A		A formal rough sleepers count is planned for Spring 08 to inform the year-end BVPI
BBPI 203	The % change in the average number of families placed in temporary accommodation	18.75%	-15%	-2.6%		This BVPI is calculated by averaging the numbers in temporary accommodation (B&B and Grangeway Court) at the end of each quarter in 2007/08, and then comparing that figure with the same calculation for the previous year. A complete picture will not therefore be available until year-end but a snap shot comparison of Q1 this year to Q1 last year shows a 2.6% decrease, which is a move in the right direction compared to the +18.75% in 2006/07.




¹ Halton does not have any accommodation that falls within the definition of a hostel as stated in the guidance for this indicator.




Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 2	Progress*	Commentary
BVPI 213	The number of households who considered themselves as homeless, who approached the LA housing advice service, and for whom housing advice casework intervention resolved their situation (expressed as the number divided by the number of thousand households in the Borough)	0.42	1.42	N / A	N/A	With the recent introduction of a Homeless Prevention Team, a new Performance Management Framework is being established, it will therefore only be possible to report performance against this BVPI in Quarter 3.
BVPI 214	The proportion of households accepted as statutorily homeless who were accepted as statutorily homeless by the same LA within the last 2 years	1.24%	1.20%	0		Figures are based on April to August. No repeat homelessness cases have been recorded so far this year.
HP LPI 18	Has there been a reduction in cases accepted as homeless due to domestic violence that has previously been re-housed in the last 2 years by that LA as a result of domestic violence (BVPI 225, part 8)	Yes	Yes	0		No repeat cases of homelessness attributed to domestic violence have been recorded so far this year.
HP/ LPI 2	Percentage of Social Services working days/shifts lost to sickness absence during the financial year.	9.21%	8%	8.22%		Reducing the sickness rate within the Health and Community Directorate is a management priority. Supplementary Guidance for managers around the issue of absence management is currently being consulted on with the unions and with Corporate HR. In addition, once approval is obtained from the unions, a new sickness recording and monitoring procedure will be implemented across the Directorate, which will ensure accurate and timely information on sickness levels.




Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 2	Progress*	Commentary
HP/ LPI 1	Percentage of SSD directly employed staff that left during the year.	7.69%	8%	9.98%		<p>Leavers figures taken from 1st October 2006 to August 2007. Figure used for September 2007 was an estimate as this information is not yet available. The baseline staffing figure is from 2006. An updated figure will be supplied in Q3.</p> <p>We monitor and analyse all exit interview questionnaires every six months to continually improve our systems and processes to further aid retention, as well as regularly reviewing policies and procedures in relation to retention, such as Exit Interview Policy, Procedure and Practice, Recruitment and Retention Strategy, etc.</p>
HP/ LPI 3	% of Halton pupils completing a survey on the supply of age restricted products	70%	60% of appropriate school year	0%		The survey is on schedule to be completed by year 10s during Quarter 3.
HP/ LPI 11	Applications for current certificates processed on the day of receipt.	99.7%	99%	98.6%		The temporary relocation of the Register Office to the Civic Building of Runcorn Town Hall caused some problems in the same-day delivery of current certificates. It is hoped that there will be no further disruption caused by the building work. Out of a total of 571 applications for current certificates, some 563 benefited from same-day turn-around.




Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 2	Progress*	Commentary
HP/ LPI 17 (Based on BVPI 8)	The percentage of undisputed invoices which were paid in 30 days (BVPI 8)	96%	96%	97%		Target achieved due to improved monitoring and weekly chasing by the Financial Services team to ensure prompt payment.
Quality of Service Indicators.						
HP/ LPI 7	Percentage of consumer service users satisfied with the Trading Standards Service, when last surveyed	80%	89%	80%		Only 10 responses were received for the last consumer survey and whilst 8 respondents were either satisfied or very satisfied with the service, two users felt fairly dissatisfied. It should be noted that service users can feel dissatisfied if the advice they are given isn't the advice they want to hear.
HP/ LPI 8	Percentage of Business service users satisfied with the Trading Standards Service, when last surveyed	100%	89%	100%		Business users continue to be satisfied with the Trading Standards services they receive
HP/ LPI 10	Percentage of Bereavement Service users who rated the staff courteousness / helpfulness as reasonable / good / excellent when last surveyed	100%	92%	100%		Some 81% of respondents provided a rating of the staff's courteousness / helpfulness and the year to date figure is based on the rating provided by these 81% of respondents.




Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 2	Progress*	Commentary
HP/LPI 13	Percentage of couples who felt that they received an excellent or good service from staff on the day of their marriage / partnership, when last surveyed.	100%	90%	N/A	Refer to comment	This data for this performance indicator is collected on a sampling basis. Couples who married in September, or who formed a civil partnership during the period April to September 2007, will receive survey forms during October. Responses will be analysed by 31 December 2007 and will be available for the Q3 Monitoring Report.
HP/LPI 14	Percentage of other Registration Service users who rated the staff's helpfulness / efficiency as excellent or good, when last surveyed.	100%	92%	100%		45 customers who visited the office during w/c 29.2.07 were surveyed in March. The analysis was completed at the end of July and 100% rated our helpfulness and efficiency as Excellent or Good (96% said excellent). The previous year, there were 65 respondents, and of these 94% rated us Very Good, and 6% Good (there was no option of excellent then) Typical comments this year: "You provided a quick, efficient and friendly service, thank you." "Excellent treatment and very courteous and friendly" "Excellent service. All staff - job well done, would recommend"


Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 2	Progress*	Commentary
Fair Access Indicators.						
HP/ LPI 5	No. of initiatives undertaken to raise the profile of the Service in the 5 most deprived wards	13	4	5		Two sessions have been held at a doctor's surgery in Castlefields and two radio programmes on consumer issues were broadcast at Halton Hospital. An email scam alert system has been introduced between Castlefields Community Forum and the Service's Doorstep Crime lead officer.
Cost & Efficiency Indicators.						
HP/ LPI 15	% of SSD directly employed posts vacant on 30 September	11.78%	9.5%	14.89		The above % figure includes vacancies within the following services, Adults of Working Age, Older People, and Health & Partnership and is based on the number of posts within all the service areas. All the vacancies are in the process of being advertised.
HP/LPI 6	% of HR Development Strategy Grant spent on Council staff	73%	73%	26%		Due to the revised allocation of the HRD Strategy Grant on the independent sector (£35k), the spend on Council staff is on track for 64.5% by 31 st March 2008.




Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
HP2	<p>Risk Identified: Failure to provide IT systems that record activity and care services provided places both the organisation and service users/carers at risk</p> <p>Risk Treatment Measures Data quality checking mechanisms to reconcile data to care arranged and payments made.</p> <p>Managerial control of data inputters to ensure data is loaded accurately in a timely manner.</p> <p>Quarterly performance monitoring reports to SMT</p>	<p>March 2008</p> <p>March 2008</p> <p>March 2008</p>	  	<p>A report timetable has been drawn up to clearly identify all Data Quality Checks currently taking place within the IT Systems & Performance Monitoring Team. Where appropriate all reports are sent out to Data in-putters and a response monitored.</p> <p>The temporary extended responsibilities for the Data Quality Project Co-ordinator post, concerning supervisory management of data inputting staff have now been confirmed as critical for the success of the post. The current post holder will continue to undertake these extended responsibilities under the revised scope of the post.</p> <p>Quarterly Monitoring reports are used to communicate to Senior Management team on a regular and timely basis of any issues regarding IT systems and data processing of operational data.</p>

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
HP1	<p>Risk Identified: Review of 5 year Supporting People Strategy does not take place, adversely affecting future service delivery.</p> <p>Risk Treatment Measures</p> <p>1. a) Develop local eligibility criteria in line with revise ODPM grant conditions and apply during SP review to evaluate strategic relevance and cost effectiveness of existing services b) carry out full financial risk assessment</p> <p>2. a) Evaluate grounds for legal challenge and establish legal defence b) Work collectively with neighbouring 'high cost' authorities to secure services of barrister. c) Work to reach agreement with key partners to secure alternative sources of funding for existing services d) Consult with service recipients, carers and their families to resolve to their satisfaction any disruption/disturbance incurred as a result of funding changes to their service.</p> <p>3. a) Agree alternative sources of funding for existing services prior to review b) Consult with providers over the new SP eligibility criteria c) Agree action plans with providers to achieve required 'savings'</p>	<p>March 2008</p> <p>March 2008</p> <p>March 2008</p>	<p></p> <p></p> <p></p>	<p>1. a) completed b) completed Both to be reviewed following announcement of long term funding arrangements for SP anticipated in Oct 07</p> <p>2. a) and b) most authorities established an appeal process. Halton's process aligns with that adopted in Knowsley, Warrington and Sefton. HBC and Warrington have included a reciprocal arrangement to hear appeals on each other's behalf. Arrangements to secure services of a barrister to be arranged by legal as and when required. c) and d) for ALD clients-Retraction Plan approved and submitted to DCLG. Project team est. in Sept 06-good progress to date. d) SP reviews now complete. Negotiations with providers/Service completed.</p> <p>3. a) Retraction Plan approved and submitted to DCLG. Project team est. in Sept 06-good progress to date. Negotiations with Health ongoing re alternative funding for former health services. b) Eligibility criteria widely disseminated and</p>

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>4. a) Develop 10 year financial plan which takes account of the need for an expansion of services, the cost effectiveness of current services and the anticipated reduction in grant allocation b) Conduct full financial risk assessment</p> <p>5. a) Work to reach agreement with key partners to secure alternative sources of funding for existing services b) Develop 10 year financial plan which takes account of the need for an expansion of services, the cost effectiveness of current services and the anticipated reduction in grant allocation c) Work with key partners to investigate alternative funding sources for new services</p> <p>6. a) Work to reach agreement with key partners to secure alternative sources of funding for existing services b) Develop 10 year financial plan which takes account of the need for an expansion of services, the cost effectiveness of current services and the anticipated reduction in grant allocation c) Work with key partners to investigate alternative funding sources for new services</p>	<p>March 2008</p> <p>March 2008</p> <p>March 2008</p>	<p></p> <p></p> <p></p>	<p>communicated to providers c) SP reviews now complete. Negotiations with providers/Service completed.</p> <p>4. a) five year projections produced including projected savings and growth b) full financial risk assessment to be carried out when DCLG announce long term funding arrangements for SP grant – Oct 07</p> <p>5. a) five year projections produced including projected savings and growth b) full financial risk assessment to be carried out when DCLG announce long term funding arrangements for SP grant –Oct 07 c) key areas for expansion agreed within 5yr strategy. Five-year projections take potential growth into account. To be revisited following announcement of long term funding arrangements.</p> <p>6. a) key areas for expansion agreed within 5yr strategy. Five-year projections take potential growth into account. To be revisited following announcement of long term funding arrangements. b) good progress on negotiations with providers c) good progress with delivery of SP retraction plan for ALD services</p>

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>7. a) Work to reach agreement with key partners to secure alternative sources of funding for existing services b) Work with key partners to investigate alternative funding sources for new services c) Consult with service recipients, carers and their families to resolve to their satisfaction any disruption/disturbance incurred as a result of funding changes to their service.</p> <p>8. a) Establish open lines of communication with key partners b) Ensure that any financial planning is carried out in partnership c) Identify potential risks to all parties resulting from withdrawal from partnership arrangements d) Develop contingency plan to sustain partnership arrangements</p> <p>9. a) Develop 5 year financial plan which takes account of the need for an expansion of services, the cost effectiveness of current services and the anticipated reduction in grant allocation b) Conduct a Council wide financial risk assessment c) Prioritise all areas of growth and identify savings against low priority growth areas as potential contingency fund</p>	<p>March 2008</p> <p>March 2008</p> <p>March 2008</p>	<p></p> <p></p> <p></p>	<p>7. a) key areas for expansion agreed within 5yr strategy. Five-year projections take potential growth into account. To be revisited following announcement of long term funding arrangements. b) good progress with delivery of SP retraction plan for ALD services c) good progress on negotiations with providers</p> <p>8. a) good communication established with partners b) Joint CM fully informed of implications. Looking to develop financial strategy for ALD services c) report on financial implications from SP reviews presented to ALD partnership board in Feb 06 d) Retraction Plan approved by all partners- good progress made to date. Negotiations ongoing re alternative funding for former health services.</p> <p>9. a) good communication established with partners b) Joint CM fully informed of implications. Looking to develop financial strategy for ALD services c) report on financial implications from SP reviews presented to ALD partnership board in Feb 06 d) Retraction Plan approved by all partners- good</p>

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	10. a) Secure additional support for team via 'specialist' teams in Social Services and Health. b) Identify resources required c) Audit of capacity/ benchmarking of staff d) Secure additional staffing resources e) Commission Training programme developments	March 2008		<p>progress made to date. Negotiations ongoing re alternative funding for former health services.</p> <p>10. a) Project team established drawing resources from specialist ALD team. b) SP reviews complete-provider negotiations completed c,d and e) –not applicable now programme of reviews complete. SMT have approved merger of H&C contracts and SP teams to maximise staff resources and mainstream the SP service.</p>

HIGH Priority Actions	Target (Resp. Officer)	Progress (Traffic lights)*	Commentary
Undertake a mapping exercise of informal and formal networks for BME groups	Sept 2007 (Sue Rothwell)		Secured funding through supporting people for a post that will form part of the Community Bridge Building Team to work on this action and wider issues/needs for BME groups. The post should be appointed to by the end of Sept 2007 and is funded until March 2008.
Improve Corporate website to ensure basic information/welcome in the four main languages in Halton, highlighting language and sources of information	Nov 2007 (John Gibbon)		<p>In Progress. Within target timescale Communications and Marketing Team aim to have in place a welcome button on the front page of the website in 5 main languages (now including Polish) that will link to the attached</p> <p>यदि आप की पहली भाषा अंग्रेजी नहीं है और आप हमारी सेवाओं के बारे में जानकारी किसी अन्य भाषा में चाहते हैं तो कृपया हमें 0151 907 8300 पर फोन करें या hdl@halton.gov.uk पर ई-मेल भेजें</p> <p>Jeżeli angielski nie jest Twoim pierwszym językiem i potrzebujesz informacji o naszych usługach w innym języku, prosimy o zatelefonowanie do nas pod numer: 0151 907 8300 lub wysłanie maila do: hdl@halton.gov.uk</p> <p>如果你的母语不是英语，而你希望得到有关我们服务的其它语言版本的信息，请致电0151 907 8300或者发送电邮至 hdl@halton.gov.uk联系我们。</p> <p>اگر آپ کی پہلی زبان انگریزی نہیں ہے اور آپ ہماری خدمات کے بارے میں معلومات کسی دوسری زبان میں چاہتے ہیں تو براہ کرم ہمیں 0151 907 8300 پر فون یا hdl@halton.gov.uk پر ای میل کریں</p> <p>If your first language is not English and you would like information about our services in another language, please call us on 0151 907 8300 or email hdl@halton.gov.uk</p>
Revisit original DDA audit of buildings to assess current situation and develop costed, prioritised programme of improvements	Mar 2008 (Janet Wood)		Two principal managers and one service user completed an audit of nine buildings in January 2007. Information is awaited from Property Services in relation to costings..

Please note that these actions apply to all three adult social care services (Adults of Working Age, Older People's Services and Health & Partnerships), and are detailed in each of the three plans and monitoring reports.

HEALTH & COMMUNITY - HEALTH AND PARTNERSHIPS

Revenue Budget as at 30th September 2007

	Annual Revised Budget	Budget To Date	Actual To Date	Variance To Date (overspend)	Actual Including Committed Items
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	3,146	1,545	1,404	141	1,404
Premises Support	164	0	0	0	0
Other Premises	77	35	27	8	27
Supplies & Services	529	249	255	(6)	255
Training	166	16	14	2	14
Transport	24	12	11	1	11
Departmental Support Services	132	0	0	0	0
Central Support Services	1,052	0	0	0	0
Agency Related	117	59	68	(9)	68
Supporting People Payments to Providers	9,234	3,750	3,739	11	3,739
Specific Grants	129	0	0	0	0
Asset Charges	905	0	0	0	0
Total Expenditure	15,675	5,666	5,518	148	5,518
Income					
Sales	-13	-6	-6	0	(6)
Receivership	-18	-9	-28	19	(28)
Rents	-64	-59	-115	56	(115)
HR Development Grant	-99	-98	-99	1	(99)
National Training Strategy Grant	-159	-159	-159	0	(159)
Information Management Grant	-103	-10	-8	(2)	(8)
Supporting People Main Grant	-9,233	-5,330	-5,332	2	(5,332)
Supporting People Grant	-132	-67	-68	1	(68)
Disabled Facilities Grant	-40	-20	-19	(1)	(19)
Departmental Support Services	-3,990	0	0	0	0
Other Grants	-77	-30	-64	34	(164)
Re-imbursments	-91	-91	-147	56	(147)
Other Income	-84	0	0	0	0
Total Income	-14,103	-5,879	-6,045	166	(6,045)
Net Expenditure	1,572	-213	(527)	314	(627)

Comments on the above figures:

In overall terms the revenue spending (including commitments) at the end of quarter 2 is below budget by £314k. This, in the main, is due to the overachievement of income and also to an under-spend on the salary budget.

The under-spend on salary costs of £141k is due to a number of posts being vacant at the start of this financial year. However many of these posts are currently being advertised with a view to recruit therefore the budget is not expected to be significantly under-spent at year end. The pay award for 2007/8 has still not yet been agreed and this will significantly reduce the under spend.

Receivership Income has increased following a review of the service users needs, changing their status from appointee to a receivership service in line with the Mental Capacity Act. This has led to the recovery of higher charges this year.

Rents received during the period are currently overachieving budget profile especially for the Riverview site, where rents are higher than anticipated at budget setting time. Included within the £115k rents received to date is a one off payment of £17k in respect to rent recovered relating to 2 prosecutions for non payment of rent from previous years.

Other grants includes £47k Skills for Care, which will be written into the budget by quarter 3 and will be spent this financial year.

Reimbursements are also over achieving against budget. These include £10k for Local Involvement Network and £29k for practice placements carried forward from 2006/7.

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

Capital Projects as at 30th September 2007

	Actual To Date	2007/08 Capital Allocation
	£'000	£'000
Private Sector Housing		
Renovation/Modernisation Grants	70	586
Disabled Facilities Grants	114	942
Home Link		10
Energy Promotion	20	75
Castlefield Equity Release Loans	66	565
West Bank Neighbourhood Renewal Assessment	0	4
Riverview Refurbishment	722	1,272
Belvedere Repairs	0	28
Adaptations Initiative	0	92
Uncommitted	0	122
<u>Total Expenditure</u>	992	3,696

HEALTH & COMMUNITY – LOCAL STRATEGIC PARTNERSHIP BUDGET

Budget as at 30th September 2007

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (Overspend)	Actual Including Committed Items
	£'000	£'000	£'000	£'000	£'000
Priority 1 Healthy Halton					
Recipe For Health	29	14	7	7	7
Five A Day Programme	49	24	0	24	0
Vulnerable Adults Task Force	592	296	163	133	163
Vol. Sector Counselling Proj.	39	20	8	12	8
Info. Outreach Services	34	17	9	8	9
Reach for the Stars	34	17	8	9	8
Carer Support Development	49	24	12	12	12
Healthy Living Programme	98	49	24	25	24
Advocacy	63	32	28	4	28
Priority 2 Urban Renewal					
Landlord Accreditation Programme	28	14	18	(4)	18
Priority 5 Safer Halton					
Good Neighbour Pilot	27	13	7	6	7
Grassroots Development	18	9	5	4	5
Alcohol Harm Reduction	43	21	-21	42	-21
Domestic Violence	77	38	18	20	18
Total Expenditure	1,180	588	286	302	286

HEALTH & COMMUNITY

Capital Budget as at 30th September 2007

	Actual Spend to 30th Sept £000	2007/08 Capital Allocation £000
Social Care & Health		
DDA	0	24
LDDF	0	7
Women's Centre & Other Projects	100	178
PODS (Utilising DFG)	0	40
Bredon Improvements	13	24
Improvement of Care Homes	127	150
Bridgewater Capital Improvements	0	1
Refurbishments to John Briggs House	0	90
Door Entry System – John Briggs	0	2
IT for Mobile Working	0	12
Total Spending	240	528

It is anticipated the capital budget will be fully committed by the end of the year.

FAIR TRADING & LIFE EVENTS

Revenue Budget as at 30th September 2007

	Annual Revised Budget	Budget To Date	Actual To Date	Variance To Date (overspend)	Actual Including Committed Items
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	722	368	375	(7)	375
Premises Support	144	0	0	0	0
Other Premises	252	42	39	3	53
Hired & Contracted Services	52	24	27	(3)	45
Supplies & Services	95	53	53	0	64
Transport	19	10	11	(1)	11
Support Services	575	0	0	0	0
Asset Charges	54	0	0	0	0
Total Expenditure	1,913	497	505	(8)	548
Income					
Sales	-86	-36	-31	(5)	-31
Fees & Charges	-630	-274	-287	13	-287
Grants	-1	0	-11	11	-11
Rents	-4	-4	-3	(1)	-3
Support Recharge	-202	0	0	0	0
Total Income	-922	-314	- 332	18	-332
Net Expenditure	991	183	173	10	216

Comments on the above figures:

In overall terms the revenue spending to the end of quarter 2 is below the budget profile.

Expenditure on employees needs to be monitored. The 2007/08 Budget included a £75,000 saving item relating to the proposed outsourcing of the Consumer Protection Service. Whilst negotiations are currently underway, this transfer has yet to take place, and so it would seem prudent to assume that this saving will not be fully achieved during the current financial year. However, a number of vacant posts have been kept unfilled with a view towards contributing to this savings item, and the current net overspend on employee costs for the first two quarters is in the region of £6,000.

Income budgets are running broadly to target at this stage in the year, and Cemeteries and Crematoria income are currently running slightly above the income target for the first two quarters. However, due to the nature of the service it is difficult to estimate whether this trend will continue for the year. The over-achievement of grants income relates to a payment received from the Home Office for copyright enforcement. This grant is fully committed to be spent during the year.

Capital Projects as at 30th September 2007

	Actual To 30th Sept. £'000	07-08 Capital Allocation £'000	08-09 Capital Allocation £'000	08-09 Capital Allocation £'000
Cemeteries	2	50	0	0
Headstone Safety Programme	18	50	0	0

Bereavement Services Capital Programmes




The actual spend of £2,000 shown for the cemeteries programme relates to some minor works plus a final payment due on phase 2 of the drainage and grading work, which was carried out on the western strip of Widnes cemetery during 2006/2007. Phase 3 of the western strip works is scheduled to commence at the end of September, resulting in the remainder of the capital allocation being spent in Q3.

A small underspend in the headstone safety programme has been managed to accommodate a small overspend in the cemeteries programme referred to above.

LSP, External or Grant Funded Items as at 30th September 2007

	Annual Revised Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000	Actual Including Committed Items £'000
Bill Payment Service	33	16	17	(1)	17

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>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, due to a lack of information or a key milestone date being missed, <u>whether the 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 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>