

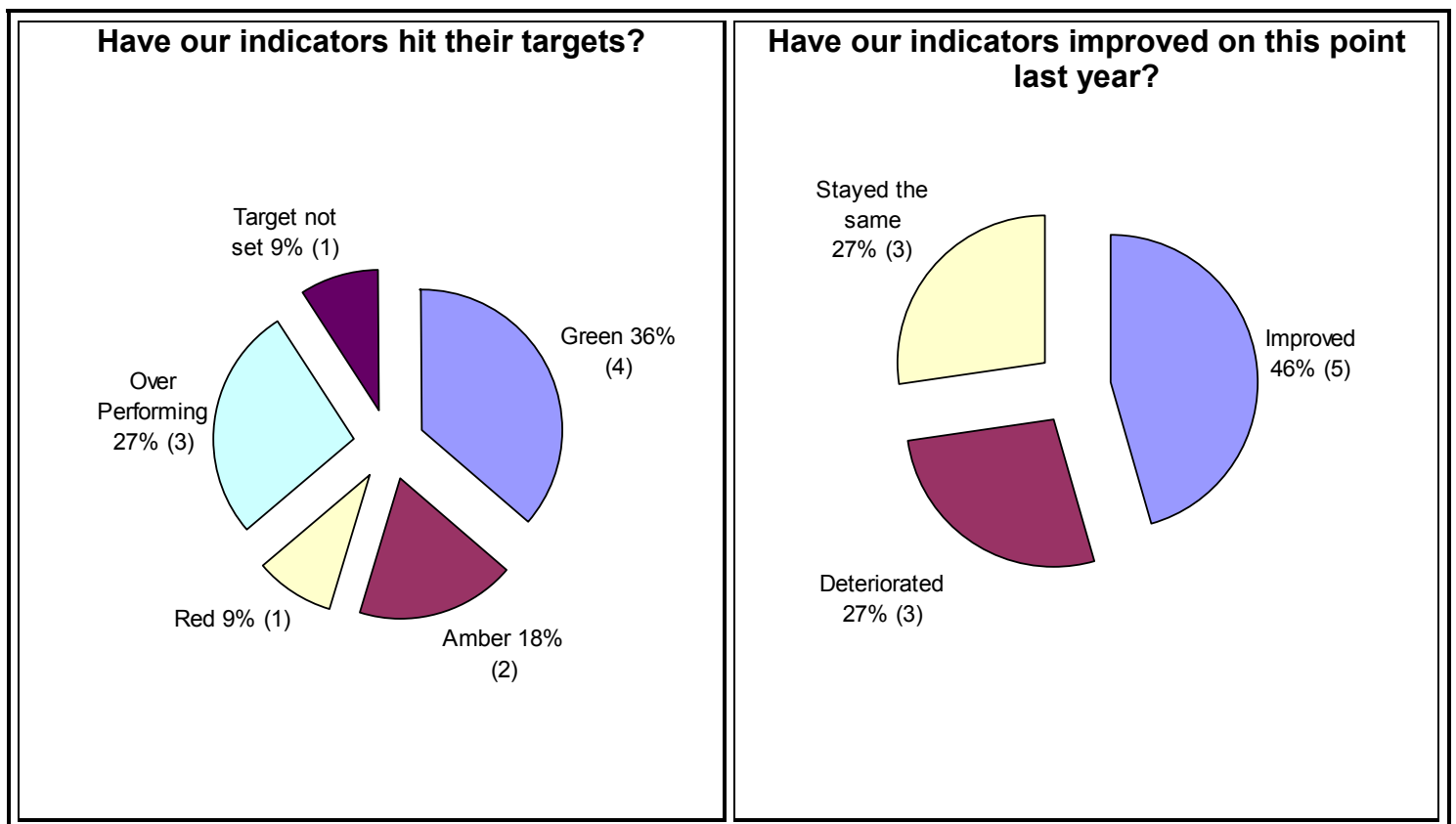
PERFORMANCE MONITORING REPORT - QUARTER THREE

1. Executive summary

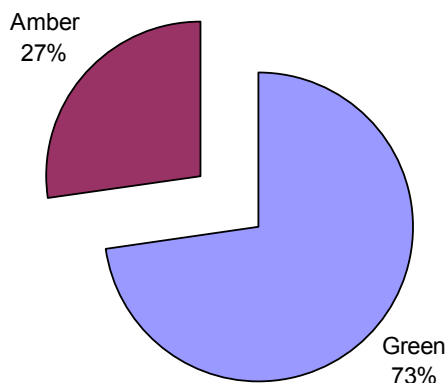
- 1.1. This report provides an overview of progress against performance indicators and key projects which are relevant to the Corporate Services overview and scrutiny committee.
- 1.2. Overview and scrutiny committees will receive a performance report for the relevant performance indicators and key actions that are contained within the council's corporate plan and departmental plans. This will include any of 198 indicators featured within the national indicator set that are relevant to the committee.

2. Performance summary

The following dashboard provides an overall picture at the third quarter stage. It shows the overall position for the performance indicators and key projects which are relevant to this scrutiny committee.



Are our projects on target? (Only projects covered by the scope of this committee)



Status	All key projects	Improvement priority projects
GREEN	16	3
AMBER	6	0

3. Performance analysis

3.1 Progress of key actions

The table below shows the key actions within the departmental plans that are either amber, red or awaiting status that can be reported to Corporate Services overview and scrutiny committee.

Key Projects	Priority for improvement 2008/09	Portfolio	Status	Corrective action	Lead department
Review partnership and governance arrangements for LSP	No	Corporate Services	AMBER	A revised governance structure has been presented to the LAA Programme Board for endorsement and comments. This structure will be presented to a future LSP board. Further work is required regarding the roles and responsibilities of both of these boards as well as a review of the member representation.	Corporate Services
New performance management framework,	No	Corporate Services	AMBER	NI set fully implemented. Key performance management documents, including Data Quality and Target Setting policies are currently being refreshed in light of new national framework. It is expected that these revised documents will be completed by March 2009	Corporate Services

Key Projects	Priority for improvement 2008/09	Portfolio	Status	Corrective action	Lead department
Development of CAA	No	Corporate Services	AMBER	Self evaluation complete. Improvement plan now to be developed. Final CAA framework was published by the Joint Inspectorate on 10th February 2009.	Corporate Services
MIS contract	No	Corporate Services	AMBER	Interim contract agreed by Cabinet to ensure continuity	Corporate Services
Partnerships register	No	Corporate Services	AMBER	A review of the register has taken place and the Head of Legal and Member Services is reviewing it with officers from the Finance Department with a view to reporting in March 2009	Law, HR & Asset Management
Job evaluation	No	Corporate Services	AMBER	Work as part of the implementation of Job Evaluation in schools is taking longer than expected due to the complexity of the work and detailed negotiations.	Law, HR & Asset Management

Status key

Green	All milestones that should have been met at this point have been met
Amber	Some non-critical milestones have been missed or there is a danger of non-critical slippage
Red	Critical milestones have been missed or there is serious slippage

3.2 Direction of travel and target summary

The following tables provide the direction of travel and target summary for the performance indicators that can be reported at the third quarter.

Direction of Travel Summary

% PIs	No. of PIs	
45.45%	5	Improved by more than 2.5% on previous year's performance
27.27%	3	Deteriorated by more than 2.5% on previous year's performance
27.27%	3	Stayed within +/-2.5% of previous year's performance
0.00%	0	Awaiting data
0.00%	0	Not applicable
100.00%	11	(Note: percentages rounded to 2 decimal places)

Target Summary

% PIs	No. of PIs	
36.36%	4	Green (within +/-5% of the target)
18.18%	2	Amber (missed or exceeded target by more than 5% but less than 10%)
9.09%	1	Red (missed target by more than 10%)
27.27%	3	Over-performing (more than 10% of the target)
0.00%	0	Awaiting data
9.09%	1	Target not set
0.00%	0	Not Applicable
100.00%	11	(Note: percentages rounded to 2 decimal places)

3.3 Performance indicator exceptions

Details of the performance indicators that can be reported to scrutiny at the third quarter stage that have either deteriorated (compared with the same quarter last year), are not on target, are over performing or are awaiting data are shown below.

PI No.	Title	Yr End Target	Yr End Forecast	Quarter 3 Target	Quarter 3 Actual	On Target	Direction of Travel	Corrective Action
LOCAL 6213h	Number of employees aged 65 and over working within the Authority	221	221	218	243	Over Performing	↓	Corrective action is not needed as it is envisaged that due to the number of people leaving the authority as part of the changes in Adult Social Services and Regeneration that the figure should reduce.
LOCAL 6274b	The % of top 5% of earners from black and minority ethnic communities	1.71%	1.73%	1.52%	1.73%	Over Performing	↑	None needed. The target was always to equal the census information showing the BME population of Wirral was 1.71%. We will keep procedures in place to maintain this level.
LOCAL 6276	The % of employees retiring early (excluding ill-health retirements) as a % of the total work force.	0.78% (Lower is Better)	0.78%	0.58%	0.57%	Green	↓	The expected rise in this figure is in line with expectation. The initial increase is due to teachers a further increase in the final quarter is also expected as Departments start to put through efficient savings.

PI No.	Title	Yr End Target	Yr End Forecast	Quarter 3 Target	Quarter 3 Actual	On Target	Direction of Travel	Corrective Action
LOCAL 6277	The % of local authority employees declaring that they meet the Disability Discrimination Act 1995 disability definition .	3.16%	2.44%	3.09%	2.44%	Red	↓	The figure has changed significantly due to the data collection exercise undertaken as part of harmonisation. This has seen a 30% rise in the number of employees declaring whether they have or do not have a disability. The significant change in the data part year has meant that the targets for this year are unlikely to be met and targets for 09/10 will need to be reviewed.
LOCAL 6278	The % of employees retiring on grounds of ill health as a % of the total workforce.	0.24% (Lower is Better)	0.15%	0.18%	0.1%	Over Performing	↑	Changes to the ill health retirement process has seen fewer employees receiving retirement. This will continue and targets for future years need to be reviewed.

4. Sickness absence

The authority's absence target for 2009/09 is 8.5 days. At the quarter three stage the authority is performing at 10.25 days.

The absence figures relevant to the Corporate Services scrutiny committee at the third quarter are as follows:-

Corporate Services: 4.34 days
Law, HR & Asset Management: 8.57 days

5. Financial summary

Below is Corporate Services & Law, HR & Asset Management's summary financial position as at 31st December 2008.

Corporate Services

There are no variations to be highlighted at this time.

POLICY OPTIONS

Details	£000	Comments / progress
Local Area Agreement	200	The LAA Board approved bids in June to assist in the delivery of the Local Area Agreement. The use of the remaining funding will be discussed at a future LAA Programme Board meeting.
You Decide Area Forum	220	Initiative delivering more choice to local people about services. The money has now been allocated and the proposals are undergoing a technical appraisal before final approval is given. Approximately 95% of the budget has been allocated.
Assistance for Remploy	6	Officers have not been able to use the funding to secure the future of the company.
Support for Wirral's Veterans	15	Support was provided for a programme of events for Wirral Veterans including enabling attendance at National Veterans Day in June and the Wirral Tribute to Veterans Day.

SAVINGS TARGETS

Details	£000	Comments / progress
Strategic Development staff	75	Budgets reduced in Corporate Services
Corporate Policy restructure	60	Budgets reduced in Corporate Services
Transformational Change	30	Budget reduced in T/change.
Tourism and Marketing	60	Budgets reduced in Corporate Services
Supplies & Services savings including procurement	64	Budgets reduced in Corporate Services

CABINET DECISIONS

Date	Details	£000
25 Sept 2008	Creation of the Department of Law, HR and Asset Management.	-803

VOLATILE AREAS / POTENTIAL VARIATIONS

Details	£000	Comments / progress
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None		
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Law, HR & Asset Management

There are no variations to be highlighted at this time.

POLICY OPTIONS

Details	£000	Comments / progress
Carbon footprint	115	From Technical Services and programmed to be spent by the year-end.

SAVINGS TARGETS

Details	£000	Comments / progress
Integrated Payroll operation	50	Budgets were reduced prior to the creation of the new department and included for reference.
Review of Central Services	50	
Review of Legal Services	40	
Skills specific training.	25	
Supplies & Services savings including procurement	84	Budgets reduced in Law, HR and Asset Management.

CABINET DECISIONS

Date	Details	£000
23 July 2008	Ending of SLA Wirral Partnership Homes – Virement from Treasury Management	+148
23 July 2008	Agreement to fund the purchase of an on-line Skills Audit Tool from the Efficiency Investment Budget 2008/9	+80
25 Sept 2008	Creation of the Department of Law, HR and Asset Management	+991
25 Sept 2008	Creation of a Sustainability Unit funded from the Efficiency Investment Budget.	+80
25 Sept 2008	Transfer of carbon reduction policy option from Technical Services	+115

VOLATILE AREAS / POTENTIAL VARIATIONS

Details	£000	Comments / progress
Asset Management		The disposal of land is traditionally a volatile area and remains closely monitored throughout the year.
Coroners Service		The budget was increased for 2008/09, having overspent in previous years. It continues to be closely monitored.

Department	OROGINAL BUDGET **			MONITORING					COMMENTS
	Saving Target	Policy Option	Agreed Budget	Saving Target	Policy Option	Variations		Forecast	
Expenditure	£000	£000	£000			Agreed	Projected	£000	
Adult Social Services	4,494	20	86,434	X	✓	-	+3,500	89,934	Pressures remain on care services from underlying commitments and procurement target. The £3.5m overspend noted by Cabinet on 4 September remains the latest projection.
Children & Young People	3,981	20	70,560	X	✓	+120	-	70,680	Actions have addressed earlier £3m projection. The non-delivery of prior year savings (£0.5m), staff (£0.3m), child care (£0.9m) and transport (£0.3m) offset by use of grants (£2m). Procurement savings to be identified. Cabinet decision was regarding fuel costs.
Corporate Services	289	441	5,112	✓	✓	-	-	5,112	No issues identified. Original budget split with Law, HR & Asset Mgt.
Finance	1,696	40	21,048	✓	✓	-2,200	-	18,848	Housing Benefit largest and most volatile area. Cabinet decision is using Efficiency Budget for reform/change teams in Adults & Finance.
Law, HR and Asset Management	249	115	1,105			+148		1,105	Cabinet decision is transfer from Treasury Management.
Regeneration	821	225	41,229	X	✓	+200	+600	42,029	Procurement savings to be identified. Service re-engineering savings (£0.6m) and income (£0.2m) lead to potential overspend of £0.8m. Partially offset by release of reserves – see Cabinet below.
Technical Services	1,237	30	35,529	✓	✓	+2,780	+500	38,809	Cabinet agreed budget revisions but pressures on Building control / land charges and winter maintenance so may overspend. Cabinet decisions - street lighting (£0.78m) and reduced capitalisation (£2m).
Treasury Management	0	200	11,755	N/a	✓	-148	-2,600	9,155	The financial market volatile and investment returns lower but close management of cash flow has increased investment income, reduced need for temporary borrowing and borrowing for capital schemes.
Merseytravel	-	-	25,311	N/a	N/a	-	-	25,311	Fixed amount - no change.
Local Pay Review	-	-	4,546	N/a	N/a	-	-	4,546	Cabinet report 22 May with Phase 1 payments made in July/August.
Bridging Finance from Balances	-	-	(1,900)	N/a	N/a	-	-	(1,900)	Asset savings and Adults income from fees 2009/10.
Contribution from Balances	-	-	(2,202)	N/a	N/a	-900	-	(3,102)	See Cabinet decisions regarding fuel and energy costs, capitalisation, reform/change teams funding and reserves
Budget Requirement	12,767	1,091	298,527			-	+2,000	300,527	
Income									
Revenue Support Grant	-	-	18,016	N/a	N/a	N/a	N/a		Fixed amount-- no change
Area Based Grant	-	-	28,390	N/a	N/a	N/a	N/a		Government still to confirm final allocations
National Non Domestic Rate	-	-	129,413	N/a	N/a	N/a	N/a		Fixed amount - no change
Council Tax	-	-	123,217	N/a	N/a	N/a	N/a		Fixed amount - no change
Collection Fund Deficit	-	-	(509)	N/a	N/a	N/a	N/a		Fixed amount - no change
Total Income			298,527						Fixed amount - no change
Statement of Balances									
As at 1 April	-	-	8,593	-	-	5,000	-	5,000	Opening balance - forecast 1 April 2009
Contributions from Balances	-	-	(4,102)	-	-	-	-		
Contributions from Reserves	-	-	509	-	-	+3,000	-	+3,000	Release of Insurance Fund Cabinet 9 July
Cabinet decisions	-	-	-	-	-	+4,100	-	+4,100	From 2007/08 accounts £2.5m (26 June), LABGI £1.3m (23 July) and reserves £0.3m 10 December).
Variations - Agreed by Cabinet						-900	-	-900	Fuel/energy (23 July) - potential £3.5m of which +£0.9m allocated), reduced capitalisation (+£2m), use of Efficiency Budget (-£2.2m) and reserves for Regeneration (£0.2m).
Variations - Projected	-	-	-	-	-	-	-2,000	-2,000	Based upon projections for Adults, Children, Regeneration, Technical and Treasury and potential energy costs (report to go to Cabinet).
BALANCES			5,000			8,600	-2,000	6,600	Projected balance at start / end of year
Key = No concern for item	✓ (Green)			Key = Concern for item			X (Amber)		

** The Original Budget 2008/09 was re-allocated per Cabinet on 25 September for the Department of Law, HR and Asset Management.

5. Key issues

There are no key issues to report from departments at the third quarter.

6. Staffing implications

There are no staffing implications to report from departments at the third quarter.

7. Equal Opportunities implications

There are no equal opportunities implications to report from departments at the third quarter.

8. Community Safety implications

There are no community safety implications to report from departments at the third quarter.

9. Local Agenda 21

There are no Local Agenda 21 issues to report from departments at the third quarter.

10. Planning implications

There are no planning implications to report from departments at the third quarter.

11. Anti-poverty implications

There are no anti-poverty implications to report from departments at the third quarter.

12. Social inclusion implications

There are no social inclusion implications to report from departments at the third quarter.

13. Local Member Support implications

There are no local member support implications to report from departments at the third quarter.

14. Background Papers

The following background papers were used in the preparation of this report:

- Wirral's Corporate Plan 2008-2011
- Corporate Services departmental plan 2008/09 - 2010/11
- Q2 Corporate services scrutiny performance report – 5th November 2008.
- Financial monitoring report - Finance department

15. Recommendations

That members note the contents of the report.

Jim Wilkie

Deputy Chief Executive and Director of Corporate Services

This report was prepared by Bev McEneaney, who can be contacted on 691 8164