

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Culture and Recreation
Date:	12 March 2010
Title:	Financial and Performance Monitoring 2009/10
Reference:	1356
Report From:	The County Treasurer and Director of Culture, Communities and Rural Affairs

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1. Executive Summary

- 1.1. The purpose of this report is to provide an update on the 2009/10 revenue budget position for Culture, Communities and Rural Affairs. It is currently predicted that an overspending of £41,000 would occur if no further management action were taken. Because of the action being taken, it is anticipated that the budget will be balanced at the end of March 2010.

2. Financial and Performance Position 2009/10

- 2.1. The financial position is shown in summary in Appendix C, and in more detail for each service in Appendix D. This shows a potential overspending of some £41,000 if no further management action were taken. The main factor in this is Milestones Museum, where an overspending of £25,000 is forecast, largely attributable to reduced visitor numbers during the spell of adverse weather in winter.
- 2.2. The potential overspending is substantially lower than reported earlier in the financial year, and this is the result of management action, in particular in the form of vacancy management. Managers are continuing to exercise vacancy control and are also ensuring that only essential expenditure is incurred. As a consequence of this, it is anticipated that actual net expenditure will be as close to budget at the end of March 2010 as is practicably possible.
- 2.3. As was reported in the Capital Programme item on the January agenda, it is intended that revenue resources will be transferred to capital at the end of

the financial year to provide funding for development works – mainly to residential and related units – at three of the Outdoor Centres.

- 2.4. Performance information relating to the first three quarters of 2009/10 is shown in Appendix E. It is anticipated that most performance indicators will be at, or close to, target levels at the end of the financial year.
- 2.5. Whilst library visits are projected to be 5% lower than in 2008/09, a comparison at a sample “basket” of libraries unaffected by closure for refurbishment indicates that visits are 1.4% down on the position at the same stage in 2008/09. It is anticipated that visits to principal countryside sites will match 2008/09 levels despite the severe winter weather. Bookings at Arts Centres are some 5% higher than in the previous year.
- 2.6. Headcount and full-time-equivalent (fte) staff numbers show a small increase at the end of December 2009 compared to the same time in 2008 (circa 20 fte). However, within this growth the number of fixed-term employees has also increased by over 30 fte over the same period. A significant proportion of these fixed term arrangements reflect new opportunities linked to external funding arrangements. Overtime hours show a reduction in the last quarter, although an increase on an exceptional low point in 2008. Turnover continues to follow the normal seasonal pattern for the Department, although there is a small increase in turnover at the end of December 2009 compared to the same time in 2008. This may be linked to the modest improvement in the economy and could mark a turning point in the previously downward trend. Sickness absence has increased slightly and is now at around the same rate for the Department as in 2007. New electronic absence information reports are planned for implementation in March 2010 and these are intended to provide managers with more current and accessible information regarding sickness absence to help support the effective management of key issues.

3. Recommendation

- 3.1. That the financial, performance and workforce monitoring information be noted.

CORPORATE OR LEGAL INFORMATION:**Links to the Corporate Strategy**

Hampshire safer and more secure for all:	yes
Corporate Improvement plan link number (if appropriate):	
Maximising well-being:	yes
Corporate Improvement plan link number (if appropriate):	
Enhancing our quality of place:	yes
Corporate Improvement plan link number (if appropriate):	

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location

None

IMPACT ASSESSMENTS:

The proposals in this report are in accordance with the budget strategy and the County Council's financial management policy. This policy applies equally to all services and ensures consistent financial management decisions across all services, and the proposals in this report are not considered discriminating.

CULTURE, COMMUNITIES AND RURAL AFFAIRS

APPENDIX C

BUDGET MONITORING REPORT 2009/10

POSITION FEBRUARY 2010

2008/09		2009/10	2009/10	2009/10	2009/10
			Actual	Forecast	Current
Actual	Division of Service	Budget	February	Outturn	Variance
£' 000		£' 000	£' 000	£' 000	£' 000
<u>Arts, Heritage, Countryside and Rural Affairs</u>					
1,295	Archives	1,291	1,039	1,291	0
2,465	Museums Main Service	2,353	2,052	2,359	6
330	Milestones	346	411	371	25
5,043	Countryside	4,912	2,931	5,102	0
2,115	Arts	2,199	1,437	2,209	10
11,248		11,101	7,870	11,332	41
<u>Libraries and Information</u>					
19,221	Libraries	18,369	13,296	18,369	0
19,221		18,369	13,296	18,369	0
<u>Communities</u>					
1,890	Sport, Community and Outdoor Services	2,062	262	2,062	0
164	Calshot	260	-548	260	0
2,054		2,322	-286	2,322	0
<u>HQ and Support Services</u>					
580	Tourism Marketing and Design	580	386	580	0
498	Policy Development Initiatives	559	309	559	0
902	Director & Business Development	1,048	790	1,048	0
195	Hampshire Learning	250	-1,289	250	0
2,175		2,437	196	2,437	0
34,698	Total	34,229	21,076	34,460	41

CULTURE, COMMUNITIES AND RURAL AFFAIRS**APPENDIX D**

BUDGET MONITORING REPORT 2009/10

POSITION FEBRUARY 2010

2008/09		2009/10	2009/10	2009/10	2009/10
Actual	ARCHIVES	Budget	Actual	Forecast	Current
		£' 000	February	Outturn	Forecast
			£' 000	£' 000	Variance
					£' 000
1,017	Employees	1,026	871	1,024	-2
223	Premises	231	219	233	2
4	Transport	3	3	4	1
129	Supplies and services	97	37	99	2
17	Central support services	17	0	17	0
<u>1,390</u>		<u>1,374</u>	<u>1,130</u>	<u>1,377</u>	<u>3</u>
95	Less income(fees and charges)	83	91	86	-3
<u>1,295</u>	Net Current Expenditure	<u>1,291</u>	<u>1,039</u>	<u>1,291</u>	<u>0</u>

BUDGET MONITORING REPORT 2009/10

POSITION FEBRUARY 2010

2008/09		2009/10	2009/10	2009/10	2009/10
Actual	LIBRARIES	Budget	Actual	Forecast	Current
£' 000		£' 000	February	Outturn	Forecast
			£' 000	£' 000	Variance
					£' 000
13,195	Employees	13,098	11,181	13,142	44
2,210	Premises	2,199	1,808	2,176	-23
580	Transport	590	449	602	12
3,235	Supplies and services	2,198	820	2,162	-36
2,449	Materials	2,605	1,609	2,605	0
175	Central support services	201	-13	201	0
<u>21,844</u>		<u>20,891</u>	<u>15,854</u>	<u>20,888</u>	<u>-3</u>
1,085	Less recharges to Schools for service level agreements	1,115	1,118	1,112	3
<u>20,759</u>		<u>19,776</u>	<u>14,736</u>	<u>19,776</u>	<u>0</u>
<u>1,537</u>	Less income (fines,fees etc)	<u>1,407</u>	<u>1,440</u>	<u>1,407</u>	<u>0</u>
<u>19,222</u>	Net Current Expenditure	<u>18,369</u>	<u>13,296</u>	<u>18,369</u>	<u>0</u>

BUDGET MONITORING REPORT
2009/10

POSITION FEBRUARY 2010

2008/9		2009/10	2009/10	2009/10	2009/10
Actual	HAMPSHIRE LEARNING	Budget	Actual	Forecast	Current
		£' 000	February	Outturn	Forecast
			£' 000	£' 000	Variance
					£' 000
823	Employees	915	810	915	0
5	Premises	0	3	0	0
26	Transport	31	61	31	0
210	Supplies and services	949	318	949	0
1,279	Support Services	1,152	989	1,152	0
2,343		3,047	2,181	3,047	0
2,148	Less income(fees and charges)	2,797	3,470	2,797	0
195	Net Current Expenditure	250	-1,289	250	0

BUDGET MONITORING REPORT 2009/10

POSITION FEBRUARY 2010

2008/09		2009/10	2009/10	2009/10	2009/10
Actual	MUSEUMS MAIN SERVICE	Budget	Actual	Forecast	Current
		£' 000	February	Outturn	Forecast
			£' 000	£' 000	Variance
					£' 000
£' 000					
3,255	Employees	2,530	2,133	2,543	13
351	Premises	314	298	327	13
202	Transport	75	60	81	6
836	Supplies and services	526	226	495	-31
87	Central support services	85	0	85	0
4,731		3,530	2,717	3,531	1
94	Add recharges	95	0	95	0
4,637		3,435	2,717	3,436	1
2,171	Less income (JMC contributions etc)	1,082	665	1,077	5
2,466	Net Current Expenditure	2,353	2,052	2,359	6

BUDGET MONITORING REPORT 2009/10

POSITION FEBRUARY
2010

2008/09		2009/10	2009/10	2009/10	2009/10
Actual	MILESTONES	Budget £' 000	Actual February £' 000	Forecast Outturn £' 000	Current Forecast Variance £' 000
360	Employees	431	394	449	18
332	Premises	389	377	388	-1
4	Transport	2	6	6	4
397	Supplies and services	344	154	351	7
1,093		1,166	931	1,194	28
184	Less Basingstoke contribution	186	186	186	0
909		980	745	1,008	28
579	Less income	634	334	637	-3
330	Net Current Expenditure	346	411	371	25

BUDGET MONITORING REPORT
2009/10

POSITION FEBRUARY 2010

2008/09		2009/10	2009/10	2009/10	2009/10
Actual	TOURISM MARKETING AND DESIGN	Budget £' 000	Actual February £' 000	Forecast Outturn £' 000	Current Forecast Variance £' 000
433	Employees	468	392	468	0
0	Premises	0	0	0	0
8	Transport	9	8	9	0
299	Supplies and services	272	262	272	0
	Central support services	0	0	0	0
<u>740</u>		<u>749</u>	<u>662</u>	<u>749</u>	<u>0</u>
<u>160</u>	Less income	<u>169</u>	<u>276</u>	<u>169</u>	<u>0</u>
<u>580</u>	Net Current Expenditure	<u>580</u>	<u>386</u>	<u>580</u>	<u>0</u>

BUDGET MONITORING REPORT 2009/10

POSITION FEBRUARY 2010

2008/09		2009/10	2009/10	2009/10	2009/10
Actual	ARTS	Budget	Actual	Forecast	Current
		£' 000	February	Outturn	Forecast
			£' 000	£' 000	Variance
					£' 000
940	Employees	1,235	1,000	1,235	0
76	Premises	81	68	81	0
20	Transport	26	23	26	0
2,068	Supplies and services	2,388	2,035	2,398	10
56	Central support services	54	0	54	0
<u>3,160</u>		<u>3,784</u>	<u>3,126</u>	<u>3,794</u>	<u>10</u>
1,044	Less income (fees and charges)	1,585	1,689	1,585	0
<u>2,116</u>	Net Current Expenditure	<u>2,199</u>	<u>1,437</u>	<u>2,209</u>	<u>10</u>

BUDGET MONITORING REPORT 2009/10

POSITION FEBRUARY 2010

2008/09		2009/10	2009/10	2009/10	2009/10
Actual	COUNTRYSIDE	Budget	Actual	Forecast	Current
£' 000		£' 000	February	Outturn	Forecast
			£' 000	£' 000	Variance
					£' 000
3,571	Employees	3,833	3,158	3,815	-18
437	Premises	522	331	581	59
325	Transport	336	260	348	12
2,107	Supplies and services	1,627	999	1,669	42
107	Central support services	108	0	108	0
<u>6,546</u>		<u>6,426</u>	<u>4,748</u>	<u>6,521</u>	<u>95</u>
1,503	Less income(fees and charges)	1,514	1,817	1,419	-95
<u>5,043</u>	Net Current Expenditure	<u>4,912</u>	<u>2,931</u>	<u>5,102</u>	<u>0</u>

BUDGET MONITORING REPORT 2009/10

POSITION FEBRUARY 2010

2008/09	SPORT, COMMUNITY & OUTDOOR SERVICES	2009/10 Budget £' 000	2009/10 Actual February £' 000	2009/10 Forecast Outturn £' 000	2009/10 Current Forecast Variance £' 000
1,599	Employees	1,675	1,276	1,675	0
94	Premises	77	65	77	0
97	Transport	96	72	96	0
2,051	Supplies and services	2,831	1,236	2,831	0
62	Central support services	64	0	64	0
<u>3,903</u>		<u>4,743</u>	<u>2,649</u>	<u>4,743</u>	<u>0</u>
2,013	Less income(fees and charges)	2,681	2,387	2,681	0
<u>1,890</u>	Net Current Expenditure	<u>2,062</u>	<u>262</u>	<u>2,062</u>	<u>0</u>

BUDGET MONITORING REPORT 2009/10

POSITION FEBRUARY
2010

2008/09		2009/10	2009/10	2009/10	2009/10
Actual	CALSHOT	Budget	Actual	Forecast	Current
		£' 000	February	Outturn	Forecast
			£' 000	£' 000	Variance
					£' 000
1,597	Employees	1,613	1,326	1,613	0
404	Premises	454	365	454	0
49	Transport	52	36	52	0
576	Supplies and services	545	348	545	0
4	Central support services	5	5	5	0
<u>2,630</u>		<u>2,669</u>	<u>2,080</u>	<u>2,669</u>	<u>0</u>
<u>2,466</u>	Less income	<u>2,409</u>	<u>2,627</u>	<u>2,409</u>	<u>0</u>
<u>164</u>	Net Current Expenditure	<u>260</u>	<u>-548</u>	<u>260</u>	<u>0</u>

BUDGET MONITORING REPORT 2009/10

POSITION FEBRUARY 2010

2008/09		2009/10	2009/10	2009/10	2009/10
Actual	POLICY DEVELOPMENT	Budget £' 000	Actual February £' 000	Forecast Outturn £' 000	Current Forecast Variance £' 000
498)Expanding the user base)Innovation & service quality)Market Development	559	309	559	0
498)Staff Development	559	309	559	0
	Less income (fees and charges)	0	0	0	0
498	Net Current Expenditure	559	309	559	0

BUDGET MONITORING REPORT 2009/10

POSITION FEBRUARY 2010

2008/09		2009/10	2009/10	2009/10	2009/10
Actual	DIRECTOR AND BUSINESS DEVELOPMENT	Budget £' 000	Actual February £' 000	Forecast Outturn £' 000	Current Forecast Variance £' 000
855	Employees	871	706	871	0
3	Premises	0	-2	0	0
23	Transport	21	11	21	0
51	Supplies and services	156	77	156	0
0	Central support services	0	0	0	0
932		1,048	792	1,048	0
30	Less income (fees and charges)	0	1	0	0
902	Net Current Expenditure	1,048	790	1,048	0

Appendix E

Participation

	Year end 2008/9	Q3 2009/10	Target 2009/10	Projected year end 2009/10
Libraries				
Visits per 1,000 population	5,410	5,299	5650	5,129
Museums				
Visits per 1,000 population (in person)	326	264	333	305
Number of pupils visiting in organised groups	37,897	27,360	35,000	35,000
Archives - visits to HRO	13,808	9,884	14,000	14,000
Outdoor Centres				
Number of users (Bednights)	51,400	43,900	52,000	50,500
Countryside				
Number of visits to principal sites	1.52m	1,140,000	1.55m	1.55m
Arts Centres				
Number of box office bookings	75,200	55,550	76,000	79,155
National Indicators				
	Apr08- Oct08	Apr08- Apr09	Oct08- Oct09	Quartile
NI 8 Sport - participation	23.80%	23.80%	23.80%	2nd Q
NI 9 Libraries - participation	51.9%	50.40%	48.00%	2nd Q
NI 10 Museums - participation	57.9%	56.20%	52.50%	2nd Q
NI 11 Arts - participation	49.8%	50.40%	48.20%	2nd Q