

APPENDIX 1



ISLE OF WIGHT COUNCIL
QUARTERLY PERFORMANCE MANAGEMENT REPORT
SELECT COMMITTEE REPORT – EDUCATION, COMMUNITY DEVELOPMENT
& LIFE LONG LEARNING

FOURTH QUARTER – 1ST JANUARY TO 31ST MARCH 2004



Quarterly Performance Management Report
Select Committee – Education, Community Development & Lifelong Learning
Quarter 4 January – March 2004

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SECTION 1 : Summary - Quarterly Performance Management Report - Q4 (January to March 2004)

Performance Summary :-

1.1 Performance Indicators

Summary provides information for all of the Performance Indicator Targets by Portfolio for the past year 2003-04. The first table presents those Performance Indicators that refer to the Select Committee. There are 7 indicators:

- Key PI Quarterly Basket - (4 key performance indicators)
- Public Service Agreement - (2 targets)
- Annual Action Statement - (1 target not covered elsewhere)

Performance Indicators by Type

	NO. OF INDICATORS	TARGET ACHIEVED	NOT ACHIEVED/ ON-GOING INTO 2004-05	INFORMATION NOT PROVIDED	DELETED INDICATORS
KPI Basket Targets	4	3	1	-	-
• Education & Community Development					
Public Service Agreement Targets	2	2	0	-	-
• Education & Community Development					
Annual Action Statement Targets	1	1	0	-	-
• Education & Community Development					
TOTAL	7	6 (85.7%)	1 (14.3%)	-	-

Table 2 provides a snapshot of all of the 58 performance indicators and presents these against the relevant corporate objective.

Performance Indicators by Corporate Objective

CORPORATE OBJECTIVE	NO. OF INDICATORS	TARGET ACHIEVED	NOT ACHIEVED/ ON-GOING INTO 2004-05	INFORMATION NOT PROVIDED	DELETED INDICATORS
Improving health, housing and quality of life for all	9	2 (22%)	7 (78%)	0 (0%)	-
Encouraging job creation & prosperity	5	4 (80%)	1 (20%)	0 (0%)	-
Raising education standards and promoting lifelong learning	8	6 (75%)	2 (25%)	0 (0%)	-
Creating safe & crime-free communities	8	6 (75%)	2 (25%)	0 (0%)	-
Improving public transport and the highways infrastructure	7	2 (28.6%)	3 (42.8%)	0 (0%)	2 (28.6%) KPI 19-20
Protecting the Island's physical environment	6	6 (100%)	0 (0%)	0 (0%)	-
IWC Corporate Health	15	7 (46.6%)	7 (46.6%)	1 (6.7%)	-
TOTAL	58	33 (56.9%)	22 (37.9%)	1 (1.7%)	2 (3.5%)

1.2 Priority Improvement Areas - Not applicable to this service area 2003-04

1.3 Best Value Reviews – Not applicable to this service area in 2003-04

SECTION 2 : PERFORMANCE MANAGEMENT & ASSESSMENT – BY PORTFOLIO

This section of the report shows the progress and achievements that have been made in each of the Portfolio's of the Council. The report records and demonstrates:

- *The key achievements for the Quarter*
- *The identified Areas to Watch and the agreed action to be taken*
- *Updates on the previously recorded Areas to Watch from Quarters 1, 2 & 3*
- *Performance Management Information - updates on the Key Performance Indicators (KPI's) and PSA targets*

How are targets judged?

Has the Target been achieved?:

- *will be 'yes' if the year end target has been met/achieved. (This applies to most targets, some may work differently).*
- *will be 'no' if the target has not been achieved*

The comments box can be used by services to explain data. Some targets compare themselves with the same quarter a year ago to eliminate effects of seasonality.

Level of performance against previous quarter:

- *will be 'higher' if the level of performance is 10% or more higher than previous quarter* ↗
- *will be 'no change' if the level of performance is within 10% either way of previous quarter* →
- *will be 'lower' if the level of performance is 10% or more lower than previous quarter* ↘

Assessment of Performance for the Year

Compares the actual performance to the Target for year end:

☺ *Indicates that the target is achieved or exceeded*

☹ *Indicates that the target is not achieved*

Year end Actual

This figure is expressed as either:

- *the cumulative Total for the year - (Q1+Q2+Q3+Q4)*
- *or, the Average for the year – (Q1+Q2+Q3+Q4) divided by 4*

PORTFOLIO: EDUCATION & COMMUNITY DEVELOPMENT
CORPORATE OBJECTIVE: Raising education standards & promoting life long learning

KEY ACHIEVEMENTS QUARTER 4

Portfolio - Education & Community Development Corporate Objective – Raising education standards & promoting life long learning	
•	The publication of the Audit Commission’s Survey of Schools resulted in 13 of our services to schools being rated as within the top 10 Authorities in the country.
•	The Isle of Wight LEA is ahead of expectations in the ‘roll-out’ of the Government’s National Remodelling Programme
•	Family Learning Service first in South East to achieve the Matrix Standard for the provision of information, advice and guidance to learners. The Matrix Standard is a Quality Management System for the service area.
•	Baseline audit of major parks completed. Still to be reported on.
•	Sports Unit has been selected to deliver new Continuous Development Programme (CPD) – (one of 21 Local Authorities) in this first phase. Resource will enhance current CPD opportunities to schools. Annual resource to support work will be £20,000.
•	Successful award of £90,000 from New Opportunities Fund to purchase and build training yacht for young people. The yacht will be managed by the Island Youth Water Activities Centre based in Cowes.

QUARTER 4 - AREAS TO WATCH

Portfolio - Education & Community Development	
Corporate Objective – Raising education standards & promoting life long learning	
Areas to Watch	Action taken / to be taken
School performance at KS2,3 and 4 in Summer 2004	Review impact of school cluster initiative in Autumn 2004 following the first year of implementation. Revise actions accordingly
GCSE performance of looked after children	Support Social Services Looked After Children Action Plan and implementation of individual student Personal Education Plans
Impact of the budget reductions on the services being delivered by Community Development	Exceptional monitoring of budget and performance for Q1 of 2004/05.
Community Development Budget Issues – Dinosaur Isle & Shanklin Theatre	Close management and monitoring of the budgets

AREAS TO WATCH – UPDATES FROM THE PREVIOUS QUARTERS

	AREA TO WATCH	ACTION TAKEN	PREVIOUS QUARTERLY UPDATE	NEW UPDATE QUARTER 4
Q3 Q4	The Council's licence to hold public records is due for renewal, having previously been renewed on a temporary basis.	Action is being taken to secure funding to look at the feasibility of creating new storage facilities.		No Council funding allocated to the feasibility study.

PERFORMANCE MANAGEMENT INFORMATION – KEY PERFORMANCE INDICATORS

Corporate Priority (Corporate Plan 2002 to 2005)	KPI Description	Actual 2002 / 3	Q1 Apr-Jun 2003	Q2 July-Sep 2003	Q3 Oct-Dec 2003	Q4 Jan-Mar 2004	Target 2003 / 04	Performance assessment for the year	Comments
			Performance against the previous Quarter				Target Achieved	Year end Actual	
Raising achievement levels	9. Percentage of 15 year old pupils in schools maintained by the local education authority achieving five or more GCSEs at grades A*- C or equivalent.	44%	44%-	45.7%	45.7%	44.3%	51%	☹ Actual = 44.3%	The year end target has not been met due, in large measure, to 1 High School's performance that fell well below that achieved normally at that school. The variations are because of the prolonged appeals process and the publication delays from the DfES
					→	→	No		
	10. Percentage of half days missed this quarter due to total absence in secondary schools maintained by the local education authority.	8.58%	7.74%	6.73%	6.77%	8.62%	8.6%	☺ Average = 7.5%	The target has been exceeded.
				↗	→	↘	Yes		
Promoting community learning	11. The number of physical visits per 1,000 population to public library premises.	6,506	1,602	1,737	1,638	2,063	7,000	☺ Total = 7,040	The number of visits varies on a seasonal basis with the 4 th quarter by far the busiest time. Recent CIPFA Plus users survey has shown that 11% of customers visit in order to use free internet access. This new service has enabled Library Service to meet the 03/04 target.
				→	→	↗	Yes		
Promoting learning that is accessible to all	12. Number of learners this term in IWC supported provision (IW College, Family Learning Centres etc.).	2130	381	435	914	715	2106	☺ Total = 2,445	The new Management Information System installed in the Autumn of 2003 will now allow improved tracking of learners. Target exceeded.
				↗	↗	↘	Yes		

PROGRESS TOWARDS PSA TARGETS

Corporate Objective	PSA Target	PSA Target Summary	Q1 Data	Q2 Data	Q3 Data	Q4 Data	Target	Comments
							Target Achieved	
Raising Education Standards & Promoting Lifelong Learning	1. Education	Key Stage 3 – raise achievement levels by 2% above target in Development Plan by 2006		English 65% Maths 68% Science 69% ICT 72%	English 65% Maths 68% Science 69% ICT 72%	English 65% Maths 68% Science 69% ICT 72%		All figures meet or exceed target
							Yes	
	2. Education	Raise achievement of 7 & 11 year olds by 2% in schools of significant disadvantage by providing family literacy support and improving adults basic skills		Adults participating 148 Adults gaining skills 83	Adults Participating 148 Adults gaining skills 83	Adults Participating 148 Adults gaining skills 83		All figures meet or exceed targets
							Yes	

SECTION 3 : CORPORATE ACTIONS

Significant progress has been made on the Corporate Actions, which includes the Comprehensive Performance Assessment (CPA) Improvement Plan, Annual Action Statement Actions and Actions in response to the District Audit Letter. This section of the Report records the highlights some of the key actions that have been achieved by the 31st March 2004 and those that are on-going through 2004-05. A full listing of all of the Corporate Actions that are on-going and to be carried forward through 2004-05 will be available for viewing on the Council's Intranet at the following link: [direction/performance/quarterly performance management reports/](#)

CPA Improvement Plan Actions – None identified for Education, Community Development and Lifelong Learning

Annual Action Statement Actions by Directorate

EDUCATION & COMMUNITY DEVELOPMENT

ACHIEVEMENTS

- Implementation of the Special Education Needs Development Plan.
- Continued support to the work of the Isle of Wight College and other independent training providers to ensure effective provision of services to support lifelong learning.
- Complete the development of an Island Cultural Strategy.
- Implement an improved programme of cultural and leisure activities, including extending the carnival Development Project across the whole Island.

NOT ACHIEVED BY THE 31ST MARCH AND TO BE CARRIED FORWARD INTO 2004-05

None to be carried forward into 2004/05

Actions in response to the District Audit Letter – None identified for Education, Community Development and Lifelong Learning

SECTION 4 : FINANCE REPORT

4.1 : Revenue Budget Monitor by Portfolio – to the end of March 2004

Education & Community Development	
Education	<p>Net expenditure is anticipated to be in line with forecast in 2003-04. An area of concern continues to be Home to School Transport where both demand and pay & price increases tend to lead to changing budget requirements in excess of amounts provided in the original budget. These pressures are likely to be repeated in 2004– 05.</p> <p>It should also be noted that withdrawals from School Balances are at unprecedented levels. In some instances schools will have applied the whole of the balance available to them to fund expenditure 'In Year'. This will put subsequent year's budgets under pressure.</p>
Community Development	<p>Net expenditure largely conforms with anticipated spending levels for the majority of services. However, an overspend of £70,000 is currently predicted arising from a combination of issues, including admissions income under-recovered, library income also under-recovered and deficits in theatre budgets. A number of budget pressure areas have been managed by a combination of one-off savings and short-term cutbacks to contain net expenditure within the cash limit – however the continuation of such measures may not be possible in future years.</p>

4.2 : Capital Expenditure

A list of capital spending against budget in 2003-04 on a summarised version for the services provided by this Select Committee is available by clicking on the following link:

http://wightnet2000.iow.gov.uk/directorates/finance/finance_business_services/images/OldYearExecComCapitalByCommitteeReport.pdf

Fuller details, on a project by project basis, are also available on the Financial Services intranet pages.