



St Helena Government

PERFORMANCE REPORT

FOR THE PERIOD 3 (JUNE 2013)
FINANCIAL YEAR ENDING 31 MARCH 2014

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Introduction

This is the first combined report which will be shared with all Councillors and Officials on a monthly basis. This report gives a monthly snapshot of progress in some key performance areas which are monitored across the whole of the Public Service, these include; corporate key performance indicators (KPIs), areas for improvement identified during the annual Development Aid Planning Mission (DAPM tracker), Corporate Strategic Risks and Financial reports including revenue and expenditure, the Consolidated Fund and capital expenditure.

Key Performance Indicators

There are 15 high level key performance indicators which are used to monitor performance across SHG in areas which directly support our SDP priorities. At the end of June, we are broadly on track in most areas, although the forward look highlights potential concerns in two areas; client satisfaction ratings for the health service and numbers of returning Saints. The Health Directorate is currently reviewing how they capture information on client satisfaction, as they are finding that most people don't return their completed questionnaires.

Commitments given during 2013 DAPM

A number of commitments were given by SHG at the annual Development Aid Planning Mission (DAPM) and these areas are regularly monitored as a part of the performance monitoring process. There are 8 eight key DAPM areas and for June the majority of areas have gained a green RAG rating. The overall picture has not changed much since the last report and progress on most streams is generally positive, these include the MTEF Cycle, Revenue and Expenditure, Social/ Health, Education, Governance, Headcount, Economic Development and Long and Short Term TC.

There has been some slippage in Data with the GDP for 2011/12 missing the June deadline for publication and there are still timing issues around the provision of TC information which has held up a few reports; these are being addressed by Finance and HR.

Corporate Risk Management

Events/areas which are likely to hinder or impede progress in achieving our strategic priorities are identified, mitigated and regularly monitored to ensure that negative impact is kept to a minimum. For June we are broadly on track.

Revenues & Expenditure

The budgeted deficit for SHG as at 30 June is £344K, performance against this indicator shows a favourable variance of £293K as at June 2013 where the deficit is currently £51K (Revenue £6,748K and Expenditure £6,799K).

Key Variances – Revenue

Environment and Natural Resources Directorate(ENRD) - under collection of £55K in Infrastructure and Property this is a result of more works being carried out by the private sector than originally planned as the works section do not have the capacity to undertake the type or level of works required; therefore recharges received is less than budgeted

Key Variances – Expenditure

Shipping - £91K under spend against the budgeted subsidy as a result of increase passenger and freight revenues. Based on current trends in passenger bookings it is expected that this under spend will continue throughout the year.

Health - £110K under spend, combination of a number of smaller under spends in the directorate, most notable is an under spend on overseas medical referrals although projections for the year indicate that it this budget will be over spent based on pending referrals to South Africa. It is not possible to quantify this impact at such an early stage of the financial year. This area will be closely monitored.

Corporate Finance – £113K Under spend a result of a take up in the community development funding. This is also coupled with slower than anticipated funding being spend on the water crisis for which a special warrant of £150K was approved. This budget will be fully spent by August 2013.

Capital Programme

The Capital Programme is made up of a number of projects, varying in nature and size. The programme is monitored by the Programme Management Unit who report on the key milestones and spend profile.

Total value of the programme for 2013/14 is £9,414K of which £1,318K is European Development funding. Spend for the 1st quarter against the projected budget shows a small over spend against of £71K. This position will be monitored on a regular basis.

All milestones on each of the projects have been achieved as at the end of the 1st Quarter.

SHG KEY PERFORMANCE INDICATOR REPORT PERIOD 3 (JUNE 2013)

NO	Directorate/ Department	Performance Indicator/ Risk Mitigation	Rationale for Indicator	Target 2012/13	Performance Report	RAG Status	Direction of Travel	
KPIs	1	Corporate Services	Number of SHG complaints received monthly	To measure the extent to which the SHG complaints procedure is being used in SHG	More than two per month (Baseline 1.3 reports monthly)	3	green	↔
	2	Corporate Services	Time taken to acknowledge correspondence	To measure SHG's commitment to respond timely to customers enquiries.	acknowledged within 3 working days of receipt (No baseline data available. Baseline to be established)	100% of correspondence recorded on log acknowledged within 3 days.	green	↑
	3	Education & Employment	% of lesson observations given an acceptable rating	Assesses the quality of teaching and learning in classrooms against a set criteria and evaluation framework	80 % by Year 1	95%	green	↔
	4	Health & Social Welfare	% of patients attending Jamestown clinic without an appointment who are triaged by a nurse and subsequently referred to a doctor	Shows the progress of the nurse triage system	85%	78% for June 2013	green	↑
	5	Health & Social Welfare	Number of items sold through minor ailments formulary	Shows the number of patients opting to buy over the counter medication rather than having to obtain a prescription from the doctor	125 per month by 31 March 2013 (Baseline zero at 30 September 2012)	80 items sold during the month of June	green	↔
	6	Health & Social Welfare	% of client satisfaction forms with satisfied rating	Should demonstrate areas for improvement in hospital inpatient services	70% for year 1 with 10% increase thereafter (Baseline 70%)	20 survey forms issued, 5 returned (20%) 15 % 'satisfied' with their care, 5% 'sometimes satisfied' with their care. This target is being reviewed due to lack of response from patients.	amber	↔
	7	Health & Social Welfare	Number of people on Government landlord housing list	Should demonstrate level of demand for GLH	5% (equals to 49) reduction by 31.03.14 (52 at 31.03.13)	5% (49) at end of June 2013	green	↔
	8	Environment & Natural Resources	% of plan against actual for delivery of the capital programme	Measures how much of the Infrastructure Funding is utilised	100% (baseline less than 50% of infrastructure funding was utilised in 2011/12)	Exercise to prioritise projects within the CSP carried out, detailed response provide by DFID which needs to be considered. Prioritised list discussed at the Programme Board on the 13th June 2013 and Project Managers told to take projects forward and given budget. Unable as yet to provide % figure, will aim to do for July 2013.	green	↔
	9	Corporate Services	Amount of revenue achieved through customs	Measures the main revenue streams for SHG – Customs and Income Tax.	Income Tax budget = £3,075,000 Customs Duty Budget = £4,032,000 (Baseline Tax = 2,344,928 Customs = 3,691,072)	New revenue targets have been agreed as part of the DAPM process. These are Income Tax = £3,075,000, Customs Duty = £4,032,000. Note monthly targets have been set and will be reported on each month, details will be provided by the third week of each preceding month. Income Tax Target May =£195,650 Actual = £207,810; Customs Duty Target May = £456,400, Actual = £534,154, therefore £89,914 positive. Cumulative figures for the year are Income Tax Target =£391,300 Actual = £413,258; Customs Duty Target = £724,828, Actual = £618,400, therefore £128,386 positive.	green	↔
	10	ESH	Number of stay-over tourist visitor arrivals	Measures the number of stay-over tourists visiting St Helena	2957 (Actual 2012/13 =2527)	106 tourist visitors, Total YTD = 542. (On the basis of an average of 246 per month we should have had 738 visitors; therefore 73% is on target)	green	↔
	11	CPPU - Statistics	Number of returning Saints	Number of Saints arriving for long term stay having been absent for two years or longer	>200 (Baseline 142)	Returning Saints Apr = 16 May = 9 June = 6 Total YTD 31 Average per month = 10 To exceed 200 requires an average of 17 per month which gives year to date target of 51; therefore 61% on track	green	↔
	12	Police	Reduction in crime	Measures reported crimes on St Helena.	160 or less crimes and detect 70% of those crimes (ie have an offender identified) (Actual 201/13 160)	Actual Crimes to end of June 2013 = 38 against YTD target of 39 Detection 82% (31 crimes solved out of the 38)	amber	↓
	13	Corporate Services	Number of reported accidents in SHG	Measures the safety of the physical working environment and the degree to which safe working practices are used in SHG	No more than one per month on average (Average of 1.5 reports monthly 2012/13)	1 accident have been reported to date which was in June.	green	↔
	14	Corporate Services	% headcount target achieved annually	In order to support the SDP priority area 3 and strategic objective 7.1, SHG is committed to streamlining its functions in support of building the private sector.	100% - 790 at 31 March 2014 (829.25 at 31 March 2013)	Headcount as at 30 June 2013 was 784	green	↔
	15	Corporate Services	% sickness absence reduced across SHG	This indicator measures SHG's absence level and lost time rate.	2.22% (1.69% as at 31 March 2013)	1.49% lost time rate as at 30.6.2013	green	↔

Key to arrows

↑	Performance Improving
↔	Performance Maintaining
↓	Performance Worsening
⊘	Performance Data currently being collected



REPORT ON KEY DAPM AREAS PERIOD 3 (JUNE 2013)

No.	Area		Performance Report	RAG Status
1	Budget, MTEF and Finance	MTEF Cycle	Some of the MTEF activities for the 2014/15 -16/17 budget planning round will be delayed due to the general election and activities planned for May now will be carried out in September 2013. Action is being taken to ensure that the process will not slip and this is being managed by the CPPU and Finance. Planning and budget guidance being updated.	green
	Budget, MTEF and Finance	Revenue & Expenditure	New revenue targets have been agreed as part of the DAPM process. These are Income Tax = £3,075,000, Customs Duty = £4,032,000. Note monthly targets have been set and will be reported on each month, details will be provided by the third week of each preceding month. Income Tax Target May =£195,650 Acutal = £207,810; Customs Duty Target May = £456,400, Acutal = £534,154, therefore £89,914 postive. Cumulative figures for the year are Income Tax Target =£391,300 Acutal = £413,258; Customs Duty Target = £724,828, Acutal = £618,400, therefore £128,386 postive.	green
2	Statistical Data		GDP 2011/12 was not published in June as anticipated.	amber
3	Social		Minimum income standard (MIS) : This report was produced on schedule. Minimum Wage : This came into effect on the 1 June 13. Community Development Organisation : Premises are being made ready.	green
4	Health & Education	Health Functional Analysis	The Health Functional Analysis Team was on island from May to June and we are now awaiting their report.	green
		Education	Funding formula for staffing and financing schools : This is very much in the infant stage but is progressing. Long term strategic plan for education : Work underway and Plan is due for completion January 2014. Further construction training and apprenticeships : Apprenticeship scheme agreed by Edu Committee April 2013 and implemented. School Organisation Review : Completed and reported to Committee April 2013.	green
5	Capital Programme	Expenditure & Delivery	Expenditure for June 2013 has been approximately £148k for existing projects with total expenditure to date approximately £491k.	green





	Capital Programme	Hospital	The SHG Architect is progressing designs. Approval has been given by SHG to use the single sourcing route, however DFID Single Sourcing approval has yet to be finalised, but will progress in July.	amber
	Capital Programme	Prison & CBU	New-Build CBU to be determined at LPDCB on 10th July 2013. Temporary CBU relocation into Half Tree Hollow School design work is almost complete and approved by client, which will allow a quicker relocation from Sundale. Procurement options under review but hope to complete relocation by end of 2013. PRISON - the planning process has progressed with a referral to ExCo which paused in June 2013 based upon the purdah issues and councillors stating they were unable to progress approvals because of election issues. Awaiting update from ExCo following elections in July.	amber
	Capital Programme	Management	Some Project Documents are still outstanding, however PMs have now supplied all milestones and spend profiles for all 2013-14 projects. Project Management Manual is being revised by new Capital Programme Manager, to be completed and submitted to DFID August 2013. Revised PID template will form part of this, which new projects will be expected to complete alongside other documentation to allow prioritisation for 2014-15.	amber
6	Governance & Structure	Governance	Governance <ul style="list-style-type: none"> • Performance Management: Information for the majority of areas in the Monthly Performance Report is posted within the agreed timeframe; however obtaining timely updates for TC monitoring remains slow; • Roles & Responsibilities: This is being finalised. 	green
	Governance & Structure	Headcount	Headcount as at 30 June 2013 was 784.	green
7	Technical Co-Operation	LTTC	LTTC exceeds budget to date by approximately 10%. This is mainly due to a number of locum covers required for generalist and specialist medical posts where substantive recruitment has not been successful. In addition, new posts e.g.. Occupational Therapist, Advisory Teacher were agreed. Major factors relating to the over spend are due to early termination of a contract by post holder, interim costs and new post holder costs.	green
	Technical Co-Operation	STTC	STTC is over budget by approximately 28% to-date. Major factors are due to additional consultancies and new posts agreed.	green
8	Economic Development	Recurrent Expenditure	ESH recurrent expenditure is on track, figures show an under spend of £13k for June and year to date figures show an under spend of £45k, which is approximately 15%.	green
	Economic Development	Milestones	All milestones set for quarter 1 were achieved except for the DFID Business Case.	green



NO	Directorate/ Department	Risk	Risk Mitigation	Performance Report	RAG Status	
RISKS	1	PM	Investment by DfID not forthcoming because SHG fails to deliver on efficiencies and capital spend programme	Regular monthly monitoring of capital spend programme. Areas which are off track are given specific remedial action and monitored fortnightly until progress is resumed	Meeting held in April to discuss 2012/13 performance with PM's however, no progress reported for 13/14 as the projects included on the draft programme still need to be prioritised. PM's reminded that the prioritised list is still not concluded and the only spend should be connected with contractual obligations only. June update - project managers now given green light to spend, schemes have been prioritised and relevant officers contacted. All approved by the Board.	amber
	2	FD ESH	Operation of the RMS is disrupted due to mechanical failure	Regular servicing and maintenance schedule in place to ensure operational downtime is minimised.	RMS currently on track with no major delays incurred during this month	green
	3	FD ESH	Economic and social development held back through lack of large scale investment	Energetically promote investment opportunities that are available to both local and international investors.	Negotiations is currently on going with regards to potential investors. Please note that discussions currently taking place between ESH, SHG, DFID & FCO regarding the process for handling potential investors (all in excess of £100k), which could impact on ESH's ability to attract investment. To date, no commitments to investments of a significant nature (in excess of £1m) have been achieved.	amber
	4.1	ESH/ SMT	Island does not embrace development and change	Robust communication plan in place and implemented. Elected Members, supported by Directors and Senior Officials, providing strong leadership consistent with the SDP vision and key messages.	Communication plan in place and is well advanced.	green
	4.2	ESH/ SMT	Councillor do not lead/ embrace change	Robust communication plan in place and implemented. Elected Members, supported by Directors and Senior Officials, providing strong leadership consistent with the SDP vision and key messages.	Communication plan in place and is well advanced.	green
	4.3	ESH/ SMT	SHG mindset does not embrace/ support change	Robust communication plan in place and implemented. Elected Members, supported by Directors and Senior Officials, providing strong leadership consistent with the SDP vision and key messages.	Communication plan in place and is well advanced.	green
	5	IT/DCS	Loss of data through IT system failure leading to inefficient SHG	Development of a disaster recovery plan. Finalisation of the File/Server project, which will automatically backup all vital files to dedicated file servers, thus restricting users from saving key documents to their hard drives.	Disaster recovery plan still to be developed. File Server Project: 98%.	amber

6	DHR	Loss of key professional/ technical staff leading to SHG unable to provide essential services	Workforce Plan to be introduced which will identify strategies and plans to retain key staff including Talent Management Programme, Succession Planning Strategy, review of Pay & Grading and development of Cadres. Continue applying MFS to retain key staff.	SHG Workforce Plan endorsed by CMT in June 2012 at which time it was agreed that SHG would initially focus on one key area for implementation but no agreement was reached on exactly what that would be and the major restructure of Government has impacted on this work. However HR have continue to develop and work on many aspects of the workforce plan i.e. <ul style="list-style-type: none"> In conjunction with AVES we have developed and introduced learning programmes applicable to all levels of management including distance learning at Masters/Degree level SHG has taken advantage of the Jubilee Programme supported by FCO to provide work-experience opportunities in the UK for senior officials who would benefit from exposure to different cultures and organisations The performance appraisal process has been further refined to assist with detailing and recognising levels of performance and capability Whilst there is no formal succession planning strategy, there is a clear move to ensuring that TC staff develop key individuals and in some cases we have a designated person to move into a more senior post once sufficient experience is acquired. Effective use has been made of both Market Forces Supplements and Responsibility Allowances to recognise and retain individuals when appropriate. Work continues on developing a transparent reward strategy that will aid retention of key staff 	amber
7	CS/ SMT	Inadquate internal insurance provision leading to unplanned substantial litigation for SHG	Robust insurance system implemented to support proactive planning to minimise impact of accidents or unforeseen events.	FS has questioned this risk and waiting to discuss with HIA who is currently on study leave.	
8	CS/ SMT	Required changes to culture and working practice do not happen as required	Regular reporting and monitoring of progress to ensure that the change programme is on track.	Monitored on a monthly basis, however there are significant areas of slippage to date.	amber
9	D AP	Air access compromised because SHG does not meet obligations	Work ongoing. See Airport Project Programme, Issues Registers and Risks Registers	Monitored on a monthly basis and reported to Programme Board on a bi-monthly basis.	green
10	CP/ FIN	Divestment compromised because SHG does not meet obligations	On going programme of divestment is taken forward and support by SMT and Corporate Procurement.	Monthly reporting against divestment opportunities and progress. Two services divested (Firewood and Utilities divested on the 1st April). Further Cleaning Contact divested on the 1st of May. Homehelp and Catering gone out to tender as single status and business case being reviewed again including budget/financial implications. Pest Control in the pipe	Green
11	Fin	DAPM targets for revenue not achieved as predicted economic improvements not realised.	On going monthly report and long range forecasting to manage process. Economic policy to be reviewed in year and improvements to revenue collection to be implemented.	Monitored on a monthly basis, but will be three weeks after the month end. Currently slightly over expectations.	Green

Key to arrows

-  Performance Improving
-  Performance Maintaining
-  Performance Worsening
-  Performance Data currently being collected



St Helena Government

BALANCE SHEET PERIOD 3 (JUNE 2013)

	<u>CURRENT BALANCE 30 06 2013</u>	<u>OPENING BALANCE 31 03 2013</u>
FIXED ASSETS		
Buildings	25,621,042	25,621,042
Infrastructure	4,012,607	4,012,607
Plant, Machinery & Equipment	4,543,980	4,455,122
IT Networks & Equipment	99,363	99,363
Assets Under Construction	117,499,537	117,399,065
NET FIXED ASSETS	<u>151,776,528</u>	<u>151,587,197</u>
OTHER ASSETS		
Housing Loans	<u>441,645</u>	<u>460,792</u>
CURRENT ASSETS		
Cash	816,899	766,440
Bank Accounts	183,396	12,039,575
Short-term Investments	9,288,555	7,565,758
Prepayments	594,315	601,364
Debtors	261,208	664,239
Accrued Income	288,688	96,141
Stock	1,416,626	1,272,079
Advance Accounts	546,634	46,463
TOTAL CURRENT ASSETS	<u>13,396,322</u>	<u>23,052,059</u>
CURRENT LIABILITIES		
Creditors	598,657	10,794,665
Accruals	312,463	567,634
Income received in advance	1,541,067	10,775
Suspense Accounts	6,246	0
Provisions	0	0
TOTAL CURRENT LIABILITIES	<u>2,458,433</u>	<u>11,373,074</u>
NET CURRENT ASSETS	<u>10,937,889</u>	<u>11,678,985</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>163,156,062</u>	<u>163,726,975</u>
LONG TERM LIABILITIES		
Funds owing to third parties	37,005,818	37,003,300
TOTAL LONG TERM LIABILITIES	<u>37,005,818</u>	<u>37,003,300</u>
NET ASSETS	<u>126,150,244</u>	<u>126,723,674</u>
RESERVES		
Reserves and Funds	122,007,473	121,998,551
Unposted Profit/Loss	4,142,771	4,725,123
TOTAL RESERVES	<u>126,150,244</u>	<u>126,723,674</u>



	REVENUE						EXPENDITURE						SURPLUS/(DEFICIT)		
	PERIOD			YEAR TO DATE			PERIOD			YEAR TO DATE			YEAR TO DATE		
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance
GOVERNOR	50	50	0	150	150	0	11,357	12,394	1,037	40,033	45,880	5,847	(39,883)	(45,730)	5,847
CORPORATE SUPPORT, POLICY & PLANNING	19,484	19,070	414	63,250	57,450	5,800	81,598	86,312	4,714	238,205	235,169	(3,036)	(174,955)	(177,719)	2,764
HUMAN RESOURCES SERVICES	0	0	0	0	0	0	12,617	20,479	7,862	81,791	79,227	(2,564)	(81,791)	(79,227)	(2,564)
LONGTERM TECHNICAL CO-OPERATION	0	0	0	0	0	0	362,726	393,716	30,990	1,092,293	1,069,349	(22,944)	(1,092,293)	(1,069,349)	(22,944)
ATTORNEY GENERAL	0	0	0	0	0	0	4,320	1,540	(2,780)	21,382	21,292	(91)	(21,382)	(21,292)	(91)
POLICE	14,682	18,115	(3,433)	63,967	64,631	(664)	78,097	61,430	(16,667)	205,837	190,900	(14,937)	(141,870)	(126,269)	(15,601)
CORPORATE FINANCE	1,745,988	1,624,374	121,614	4,900,167	4,892,452	7,715	202,627	259,056	56,430	483,835	596,476	112,640	4,416,332	4,295,976	120,355
ECONOMIC DEVELOPMENT	0	0	0	0	0	0	99,250	99,250	0	287,715	297,750	10,035	(287,715)	(297,750)	10,035
PENSIONS	0	0	0	0	0	0	255,663	235,240	(20,423)	783,392	751,863	(31,529)	(783,392)	(751,863)	(31,529)
SHIPPING	414,333	414,337	(4)	1,243,000	1,243,000	0	539,586	614,494	74,908	1,366,022	1,456,612	90,590	(123,022)	(213,612)	90,590
EDUCATION AND EMPLOYMENT	52,135	53,397	(1,261)	156,804	158,275	(1,471)	177,025	195,490	18,465	594,063	614,826	20,763	(437,259)	(456,551)	19,292
HEALTH & SOCIAL WELFARE	60,342	59,447	895	170,206	178,347	(8,141)	343,036	362,542	19,506	1,034,555	1,144,474	109,919	(864,349)	(966,127)	101,778
INTERNAL AUDIT	0	0	0	0	0	0	3,874	4,540	666	11,625	13,302	1,677	(11,625)	(13,302)	1,677
AGRICULTURE & NATURAL RESOURCES	14,743	16,642	(1,899)	55,688	58,314	(2,626)	64,525	90,782	26,257	186,217	208,527	22,310	(130,529)	(150,213)	19,684
INFRASTRUCTURE & PROPERTY	33,002	53,918	(20,916)	95,152	150,625	(55,473)	100,167	129,181	29,014	313,552	360,554	47,003	(218,400)	(209,930)	(8,471)
ENVIRONMENTAL MANAGEMENT	0	0	0	0	10	(10)	20,646	23,560	2,915	58,930	61,600	2,671	(58,930)	(61,590)	2,661
Movement on Consolidated Fund	2,354,760	2,259,349	95,410	6,748,384	6,803,255	(54,871)	2,357,113	2,590,006	232,894	6,799,448	7,147,802	348,354	(51,064)	(344,548)	293,484



**St Helena
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**ANALYSIS OF REVENUE REPORT
PERIOD 3 (June 2013)**

Income Tax
Customs - Other
Customs - Alcohol
Customs - Tobacco
Customs - Petrol
Customs - Diesel
Fees of Office

Taxes

Stamp Duty
Dog License
Firearm License
Liquor License
Road Traffic License
Gaming Machine License
Other Licenses & Duty
Duty & Licenses Received

Fines & Fees Received

Government Rents

Earnings Government Departments

Income Received

Commission
Interest
Grant-in-Aid
Shipping Subsidy
Treasury Receipts

Profit on Disposal of Assets
Proceeds from Sale of Stocks/Stores
Other Income

Recharges - Customs
Recharges - Other
Recharges Received

TOTAL REVENUE

YEAR TO DATE		
Actual	Budget	Variance
611,127	586,950	24,177
458,510	380,000	78,510
237,996	175,000	62,996
47,053	190,000	(142,947)
75,847	75,000	847
104,179	92,000	12,179
6,030	4,600	1,430
1,540,742	1,503,550	37,192
8,616	5,058	3,558
1,254	846	408
929	788	141
80	123	(43)
41,080	32,822	8,258
0	0	0
238	3,004	(2,767)
52,196	42,641	9,555
89,071	106,981	(17,910)
63,162	65,533	(2,371)
22,318	39,463	(17,145)
9,494	9,916	(422)
426	0	426
31,795	42,000	(10,205)
3,349,000	3,349,000	0
1,243,000	1,243,000	0
4,624,221	4,634,000	(9,779)
5	0	5
354	0	354
359	0	359
4,062	0	4,062
342,758	401,170	(58,412)
346,819	401,170	(54,350)
6,748,384	6,803,255	(54,871)

St Helena Capital Programme 2013-14 as at 30 June 2013

ELEMENT	Funding Source		OVERALL PROJECT	SPEND 2012-13	2013-14				TOTAL 2013-14	TOTAL 2014-15
					Qtr1	Qtr2	Qtr3	Qtr 4		
CBU	DFID	Budget	£402,740	£2,740	£0	£52,543	£79,373	£268,084	£400,000	
		Revised								
		Actuals	£2,830	£2,740	£90				£90	
		Variance	£399,910	£0	-£90	£52,543	£79,373	£268,084	£399,910	£0
Hospital (Including Laboratory Construction)	DFID	Budget	£568,580	£68,580	£0	£6,825	£210,000	£283,175	£500,000	
		Revised								
		Actuals	£69,269	£68,580	£689	£0			£689	
		Variance	£499,311	£0	-£689	£6,825	£210,000	£283,175	£499,311	£0
Renovation of Sheltered Accommodation - Cape Villa	DFID	Budget	£132,722	£9,361	£0	£195	£975	£118,830	£120,000	
		Revised								
		Actuals	£13,926	£9,361	£1,204	£0			£1,204	
		Variance	£118,796	£0	-£1,204	£195	£975	£118,830	£118,796	£0
Prison	DFID	Budget	£76,885	£26,885	£0	£0	£30,000	£20,000	£50,000	
		Revised								
		Actuals	£30,555	£26,885	£3,670	£0			£3,670	
		Variance	£46,330	£0	-£3,670	£0	£30,000	£20,000	£46,330	£0
Quincy Vale Conversion	DFID	Budget	£75,000	£0	£0	£0	£33,000	£42,000	£75,000	
		Revised								
		Actuals	£4,285	£0	£4,285	£0			£4,285	
		Variance	£70,715	£0	-£4,285	£0	£33,000	£42,000	£70,715	£0
Victim Suite Refurbishment/Improvement	DFID	Budget	£45,000	£0	£0	£0	£0	£45,000	£45,000	
		Revised								
		Actuals	£0	£0	£0	£0			£0	
		Variance	£45,000	£0	£0	£0	£0	£45,000	£45,000	£0
Relocations (SHG Offices/Castle Refurb)	DFID	Budget	£136,665	£56,665	£5,000	£18,000	£20,000	£37,000	£80,000	
		Revised								
		Actuals	£66,946	£56,665	£10,281	£0			£10,281	
		Variance	£69,719	£0	-£5,281	£18,000	£20,000	£37,000	£69,719	£0
Backlog Maintenance:Operational	DFID	Budget	£203,565	£100,565	£5,000	£42,000	£27,000	£29,000	£103,000	
		Revised								
		Actuals	£106,740	£100,565	£6,175	£0			£6,175	
		Variance	£96,825	£0	-£1,175	£42,000	£27,000	£29,000	£96,825	£0
Backlog Maintenance: GLH	DFID	Budget	£444,443	£196,443	£108,000	£44,250	£44,250	£51,500	£248,000	
		Revised								
		Actuals	£305,428	£196,443	£108,985	£0			£108,985	
		Variance	£139,015	£0	-£985	£44,250	£44,250	£51,500	£139,015	£0
CDA/Ladder Hill Replacement	DFID	Budget	£216,000	£0	£0	£16,000	£0	£200,000	£216,000	
		Revised								
		Actuals	£9,237	£0	£9,237	£0			£9,237	
		Variance	£206,763	£0	-£9,237	£16,000	£0	£200,000	£206,763	£0
E1 - Reducing Reliance on Diesel	DFID	Budget	£262,519	£197,710	£500	£6,500	£53,000	£0	£60,000	
		Revised								
		Actuals	£202,519	£197,710	£0	£0			£0	
		Variance	£60,000	£0	£500	£6,500	£53,000	£0	£60,000	£0
E2 - Power Systems Improvements	DFID	Budget	£5,288,550	£3,557,754	£0	£183,000	£161,000	£26,000	£370,000	
		Revised								
		Actuals	£4,918,636	£3,557,754	£86	£0			£86	
		Variance	£369,914	£0	-£86	£183,000	£161,000	£26,000	£369,914	£0
E3-5 - Installing Renewables	DFID	Budget	£2,079,234	£989,447	£1,800	£488,500	£480,200	£104,500	£1,075,000	
		Revised								
		Actuals	£1,005,276	£989,447	£1,042	£0			£1,042	
		Variance	£1,073,958	£0	£758	£488,500	£480,200	£104,500	£1,073,958	£0

St Helena Capital Programme 2013-14 as at 30 June 2013

ELEMENT	Funding Source		OVERALL PROJECT	SPEND 2012-13	2013-14				TOTAL 2013-14	TOTAL 2014-15
					Qtr1	Qtr2	Qtr3	Qtr 4		
E6 - New Electricity Supply to Airport (Enablers for Air Access)	DFID	Budget	£518,495	£153,138	£0	£211,000	£65,850	£88,507	£365,357	
		Revised								
		Actuals	£153,682	£153,138	£544	£0				£544
		Variance	£364,813	£0	-£544	£211,000	£65,850	£88,507	£364,813	£0
ESH - Developing Attractions and Experiences	DFID	Budget	£315,339	£255,339	£0	£5,000	£55,000	£0	£60,000	
		Revised								
		Actuals	£255,763	£255,339	£424	£0				£424
		Variance	£59,576	£0	-£424	£5,000	£55,000	£0	£59,576	£0
ESH - Major Development Projects	DFID	Budget	£100,000	£0	£0	£60,000	£40,000	£0	£100,000	
		Revised								
		Actuals	£0	£0	£0	£0				£0
		Variance	£100,000	£0	£0	£60,000	£40,000	£0	£100,000	£0
ESH - Loan Equity and Finance	SHG	Budget	£540,000	£0	£540,000	£0	£0	£0	£540,000	
		Revised								
		Actuals	£540,000	£0	£540,000	£0				£540,000
		Variance	£0	£0	£0	£0	£0	£0	£0	£0
IT Developments	SHG	Budget	£411,039	£278,039	£16,585			£116,415	£133,000	
		Revised								
		Actuals	£294,624	£278,039	£16,585	£0				£16,585
		Variance	£116,415	£0	£0	£0	£116,415	£116,415	£0	£0
Sewage Works - Feasibility and Design	DFID	Budget	£148,000	£0	£0	£35,000	£35,000	£78,000	£148,000	
		Revised								
		Actuals	£0	£0	£0	£0				£0
		Variance	£148,000	£0	£0	£35,000	£35,000	£78,000	£148,000	£0
Sewage Works - Implementation	DFID	Budget	£50,000	£0	£0	£0	£25,000	£25,000	£50,000	
		Revised								
		Actuals	£0	£0	£0	£0				£0
		Variance	£50,000	£0	£0	£0	£25,000	£25,000	£50,000	£0
Solid Waste Management	DFID	Budget	£1,342,519	£99,588	£7,150	£250,400	£966,650	£1,800	£1,226,000	
		Revised								
		Actuals	£136,189	£99,588	£19,670	£0				£19,670
		Variance	£1,206,330	£0	-£12,520	£250,400	£966,650	£1,800	£1,206,330	£0
W1 + Design - Support to Sustainable WRM	DFID	Budget	£1,137,028	£526,634	£7,000	£46,500	£50,000	£56,500	£160,000	
		Revised								
		Actuals	£982,406	£526,634	£5,378	£0				£5,378
		Variance	£154,622	£0	£1,622	£46,500	£50,000	£56,500	£154,622	£0
W2-3 - Water Immediate Needs	DFID	Budget	£2,211,822	£702,726	£0	£420,000	£521,200	£457,800	£1,399,000	
		Revised								
		Actuals	£822,238	£702,726	£9,416	£0				£9,416
		Variance	£1,389,584	£0	-£9,416	£420,000	£521,200	£457,800	£1,389,584	£0
Jamestown Wharf Development	DFID	Budget	£314,550	£80,793	£71,049	£83,710	£0	£78,998	£233,757	
		Revised								
		Actuals	£151,842	£80,793	£71,049	£0				£71,049
		Variance	£162,708	£0	£0	£83,710	£0	£78,998	£162,708	£0
New Tractor	SHG	Budget	£169,280	£0	£0	£0	£169,280	£0	£169,280	
		Revised								
		Actuals	£0	£0		£0				
		Variance	£169,280	£0	£0	£0	£169,280	£0	£169,280	£0

St Helena Capital Programme 2013-14 as at 30 June 2013

ELEMENT	Funding Source		OVERALL PROJECT	SPEND 2012-13	2013-14				TOTAL 2013-14	TOTAL 2014-15
					Qtr1	Qtr2	Qtr3	Qtr 4		
Feasibility Work for Set-Up of Housing Association	DFID	Budget	£38,801	£18,801	£0	£0	£0	£20,000	£20,000	
		Revised								
		Actuals	£18,801	£18,801	£0	£0			£0	
		Variance	£20,000	£0	£0	£0	£20,000	£20,000	£0	
R1 - Acquiring Plant & Resurfacing of Main Network Roads	DFID/ EDF10	Budget	£2,940,540	£954,072	£190,000	£180,000	£190,000	£240,000	£800,000	£500,000
		Revised								
		Actuals	£1,858,526	£954,072	£217,986	£0			£217,986	
		Variance	£1,082,014	£0	-£27,986	£180,000	£190,000	£240,000	£582,014	£500,000
R2 - Improvements to Field Road and Side Path	DFID	Budget	£2,013,000	£0	£0	£10,000	£40,000	£50,000	£100,000	£1,913,000
		Revised								
		Actuals	£0	£0	£0	£0			£0	
		Variance	£2,013,000	£0	£0	£10,000	£40,000	£50,000	£100,000	£1,913,000
Phase 1 Wharf Improvements (Jamestown)	EDF9	Budget	£2,384,647	£227,443	£7,500	£130,374	£345,424	£35,000	£518,298	£912,000
		Revised								
		Actuals	£962,343	£227,443	£7,995	£0			£7,995	
		Variance	£1,422,304	£0	-£495	£130,374	£345,424	£35,000	£510,303	£912,000
Phase 2 Wharf Improvements (Rupert's)	EDF10	Budget	£0	£0	£0	£0	£0	£0	£0	£0
		Revised								
		Actuals	£0	£0	£0	£0			£0	
		Variance	£0	£0	£0	£0	£0	£0	£0	£0
Training of the Vulnerable (CDO)	UNDP	Budget	£50,000	£0	£12,274	£33,183	£4,543	£0	£50,000	£0
		Revised								
		Actuals	£7,721	£0	£7,721	£0			£7,721	
		Variance	£42,279	£0	£4,553	£33,183	£4,543	£0	£42,279	£0
Total Programme		Budget	£24,616,963	£8,502,723	£971,858	£2,322,980	£3,646,745	£2,473,109	£9,414,692	£3,325,000
		Revised								
		Actuals	£12,919,782	£8,502,723	£1,042,512	£0	£0	£0	£1,042,512	£0
		Variance	£11,697,181	£0	-£70,654	£2,322,980	£3,646,745	£2,473,109	£8,372,180	£3,325,000
Total Non-Infrastructure (SHG)		Budget	£1,120,319	£278,039	£556,585	£0	£169,280	£116,415	£842,280	£0
		Revised								
		Actuals	£834,624	£278,039	£556,585	£0	£0	£0	£556,585	£0
		Variance	£285,695	£0	£0	£0	£169,280	£116,415	£285,695	£0
Total DFID (Plus remainder of SHG)		Budget	£19,237,169	£7,472,413	£205,499	£1,979,423	£2,937,498	£2,081,694	£7,204,114	£1,913,000
		Revised								
		Actuals	£10,642,280	£7,742,413	£252,225	£0	£0	£0	£252,225	£0
		Variance	£8,594,889	-£270,000	-£46,726	£1,979,423	£2,937,498	£2,081,694	£6,951,889	£1,913,000
Total EDF9		Budget	£2,384,647	£227,443	£7,500	£130,374	£345,424	£35,000	£518,298	£912,000
		Revised								
		Actuals	£962,343	£227,443	£7,995	£0	£0	£0	£7,995	£0
		Variance	£1,422,304	£0	-£495	£130,374	£345,424	£35,000	£510,303	£912,000
Total EDF10		Budget	£1,824,828	£524,828	£190,000	£180,000	£190,000	£240,000	£800,000	£500,000
		Revised								
		Actuals	£472,814	£254,828	£217,986	£0	£0	£0	£217,986	£0
		Variance	£1,352,014	£270,000	-£27,986	£180,000	£190,000	£240,000	£582,014	£500,000
Total UNDP		Budget	£50,000	£0	£12,274	£33,183	£4,543	£0	£50,000	£0
		Revised								
		Actuals	£7,721	£0	£7,721	£0	£0	£0	£7,721	£0
		Variance	£42,279	£0	£4,553	£33,183	£4,543	£0	£42,279	£0

2013-14 Capital Programme Milestone Monitoring 12-09-2013															
Sector	Project Title	April	May	June	July	August	September	October	November	December	January	February	March	Progress to Date	
Energy	E1 - Reducing reliance on diesel fuel			2013/14 Project Budget approved										Installation of pilot PV system in progress at Power station	
						Power System 2 operational									
						PV system 3 operational (Power Station)				PV system 4 material procured (for Red Hill WTP)			PV system 4 materials delivered to STHL		
	E2 - Power System Improvements for STHL		IMC contract progress payment	2013/14 Project Budget approved	IMC contract progress payment	Improvement to radio communication	IMC contract progress payment	Sound proofing complete	IMC contract progress payment	Fan drives operational	IMC contract progress payment			IMC contract progress payment	Awaiting for equipment to be installed
							Earth conductor complete	Power Station refurbishments complete (other works)	Station transformer upgraded					Phase 2 network studies complete	
							Power Station refurbishments complete (initial works)								
	E5 - Installing Renewables (incl. E3 & E4)		Civil works supervision	Civil works supervision	WTG equipment ready for dispatch ex-WES works	WTG equipment delivered to site	Civil works supervision	Civil works supervision	WTG Installation complete	Civil works supervision	Civil works supervision	Training provided to a technician	Partial project closure (phase 1)		Renewables have been ordered but there has been a delay in Walvis Bay so equipment should be loaded on to the NP Glory next time around.
				2013/14 Project Budget approved	Civil works supervision	Civil works progress payments	Sundry local contract labour	Civil works progress payments	Civil works progress payments	Civil works complete	New turbines integrated into Power Station SCADA system	Wind turbine portal established and operational	Scope for phase 2 defined		Civil works continuing
						Civil works supervision			Civil works supervision	Six new turbines erected & operational					
	E6 - Enablers for air access			Material for airport related works (80% down payments)					Material for other electricity supply works delivered to St Helena			Power supply to other Basil Read facilities	Low voltage reticulation to airport related facilities		
			2013/14 Project Budget approved											All works are on target	
Water	W1 - Support to sustainable water resource management			2013/14 Project Budget approved	Consultants support for Immediate needs	Consultants support for Immediate needs	Consultants support for Immediate needs	Consultants support for Immediate needs	Consultants support for Immediate needs	Consultants support for Immediate needs	Consultants support for Immediate needs	Consultants support for Immediate needs	Consultants support for Immediate needs	On going support for preparation of tenders. Fairhursts are now on Island.	
				Water resource monitoring	Water resource monitoring	Water resource monitoring	Water resource monitoring	Water resource monitoring							
	W2/W3 Immediate water needs			2013/14 Project Budget approved			Bottom Woods pipe contract	Bottom Woods pipe contract	Bottom Woods pipe contract				Levelwood to Green hill	Levelwood to Green hill	Equipment ordered and being delivered to RJL for shipment. Documents prepared for water works refurbishments, for start on site in September
						Contract 12 WTW refurb	Contract 12 WTW refurb	Contract 12 WTW refurb	Contract 12 WTW refurb	Contract 12 WTW refurb	Contract 12 WTW refurb	Contract 12 WTW refurb	other cost		
						Contract 13 site preparations	Contract 13 site preparations	Contract 13 site preparations	Contract 13 site preparations	Model Cottage pipe contract	Model Cottage pipe contract				
Sewerage	Sewage works (Feasibility & design)			2013/14 Project Budget approved				Consultancy fee progress payment	Consultancy fee progress payment		Consultancy fee progress payment	Consultancy fee progress payment	Consultancy fee progress payment	Consultants on Island works still progressing	
	Sewage works (Implementation)			2013/14 Project Budget approved					Preparatory works 1		Preparatory works 2			Awaiting consultants report	
Cape Villa Redevelopment Project				2013/14 Project Budget approved			Building Regulations drawing submitted for approval	Specification and Scheduling documents completed	Tender Documents issued	Submission on Tender documents	Evaluation of Tenders	Contractor mobilises	Works implemented	Building regulations drawings are underway and documentation for tender is being prepared	
										Evaluation of Tenders	Contract awarded				

2013-14 Capital Programme Milestone Monitoring 12-09-2013															
Sector	Project Title	April	May	June	July	August	September	October	November	December	January	February	March	Progress to Date	
Health	Challenging Behavioural Unit - New Build			2013/14 Project Budget approved		Building Regulations drawing submitted for approval	Specification and Scheduling documents completed		Tender Documents issued	Submission on Tender documents	Evaluation of Tenders	Contractor mobilises	Works implemented	New build has secured planning. Temporary awaiting planning approval.	
											Contract awarded				
	Hospital re-development		Initial discussions on single sourcing				Completion of design development	First draft of specification and preliminaries	Single source contract protocols in place.	Submission of tender	Contract signed	Contractor mobilises in-house design team	commences delivery, meetings etc with PM and Client	commences delivery, meetings etc with PM and Client	Drawings and project under review by new Director of Health
				2013/14 Project Budget approved			Discussions around potential delivery options		Issue specifications and preliminaries	First formal negotiations with Contractor					
Buildings	GLH Backlog Maintenance (Jamestown electrical rewiring)		Brief approved	2013/14 Project Budget approved			Cost approval							Going out for tender	
			Project Manager appointed	Designs prepared	Designs approved										
			Designs prepared		Eol's sought	Tender process conducted	Award of contract		Electrical Works commence	Electrical Works progresses	Electrical Works progresses	Electrical Works progresses	Electrical works finalised		
	Backlog Maintenance - Operational (Schools)		Award of contract - St Pauls school												Original works under the project completed additional works on Pilling Primary School playground are underway and due to be completed before the end of September
			Final designs approved for PAS				Works start at PAS	Works completed at PAS							
	Relocations (Corporate Services, IT training suite, Police)				Brief approved, Corporate Services, works commence	Works progresses on Corporate Services	Works finalises; relocation of CS actioned	Design prepared (IT, Police)	Tender Process	Award Contract and Training Suite relocated					Works on site
						Brief approved (IT, Police)	Design prepared (IT, Police)			Buildings Refurbished	Buildings Refurbished	Buildings Refurbished	Buildings Refurbished		
	Victim Suite refurbishment					Brief approved	Design prepared	Design finalised	Tender Process	Tender Process/Award of contract					Contractor will be on site during September
						Cost approval				Buildings Refurbished	Buildings Refurbished	Buildings Refurbished	Buildings Refurbished		
	Conversion of Quincey Vale to GLH				2013/14 Project Budget approved	Brief Approved	Design Prepared	Design Prepared	Tender specifications issued	Tender submission	Construction progresses	Construction progresses	Buildings Refurbished	Buildings Refurbished	Bank retention design underway
					Project Manager appointed			Submission and approval by Building Control							
	Relocation of Prison		Design prepared	Design prepared	2013/14 Project Budget approved	Designs approved by client	Planning approval obtained	Award Contract		Contract awarded	Construction progresses	Construction progresses	Construction progresses	Construction progresses	Awaiting planning sign off from Exco. Design approved by client
							Undertake Tender Process to appoint contractor								
							Cost approval	Assess utility requirements and implement where necessary							
Housing	CDA/Reprovision of Ladder Hill			2013/14 Project Budget approved				Planning Approved for Phase 1		Utilities Works Commence				Plannning Application underway. Working with affected residents to identify needs.	
	Community based housing association	Housing Trading Account established		2013/14 Project Budget approved		Establish capital funding requirements								Organisation established as legal entity	
						Establish revenue requirements	Establish revenue requirements	Establish revenue requirements	Establish revenue requirements	Establish revenue requirements					
						Benefits system reviewed to accomodate viable housing account	Benefits system reviewed to accomodate viable housing account	Benefits system reviewed to accomodate viable housing account	Benefits system reviewed to accomodate viable housing account	Benefits system reviewed to accomodate viable housing account	Benefits system reviewed to accomodate viable housing account	Benefits system reviewed to accomodate viable housing account	Benefits system reviewed to accomodate viable housing account		
											Expert advice sought on housing and law	Expert advice sought on housing and law	Expert advice sought on housing and law		

2013-14 Capital Programme Milestone Monitoring 12-09-2013														
Sector	Project Title	April	May	June	July	August	September	October	November	December	January	February	March	Progress to Date
											Undertake options review on most effective housing form of CBHO	Undertake options review on most effective housing form of CBHO	Establish steering group for CBHO	Gathering Information
Environmental Health	Solid Waste - Redevelopment of Horse Point landfill	Local Project Manager appointed	Tender Document prepared	Issue Tender Document	Single Source Procurement Process	Contract Signed	Internal Haul Roads constructed	Foundation for waste reception building, civic amenity site and concrete apron	Waste reception building and civic amenity are completed	Final concreting construction completed	New Waste Management procedure at Horse Point landfill			Contract not yet signed, awaiting approval from Tender Board and DFID
				Access gates			Constructions commences; survey site	RCV, telehandler, ag tractor, ag trailer, Land Rover, LR trailer arrive	Waste cells dug first waste cell constructed and bird netting erected	Site restoration completed				
							Bird netting arrives			Bins/skips arrive				
Economic	Visitor Attractions - Lemon Valley					Finalising Project Design		Work Commences	Work continues	Work completed				Work to be commission by National Trust in October (Heritage construction skills)
	Visitor Attractions - Cannon Mounts			Finalising Design		Sought Eol's & Award Contract	Work Commences	Work completed						Design completed and costing establish but awaiting approval from heritage to construct wooden cannon mounts for the cannons in front of the Customs Building
	Major Development Projects			Work commences on small portion of street	Project re-costed (Award of tender was in 2011: cost inflations etc)		Potential Re-Tender	Potential Award of Contract	Works completed					In negotiation with existing contractor. Risk over time scale and deliverability. May need to split into phases.
	Loan Equity and Finance													Responses receive and now sorting
Roads	R1 - Road rehabilitation and Maintenance (EDF10)	Road Asset list complete	Minor road conditions survey completed	13km road completed			2013 road survey completed	16km road completed	Bridge Inspections updated	19km road completed		Asset database complete	25km road complete	R1 road works are on target, R2 are awaiting DFID approval at Ruperts before works can commence. The Roads Manager is due to leave the Island in December so this will become a risk for both projects.
	R2 - Field Road and Side Path (EDF10)						Designer/contractor appointed		Survey work complete	Outline design complete	Necessary consultations and consents gained	Detailed design complete		
Wharf	Jamestown Wharf - DFID	Construction progresses	Construction progresses	Works finalised/Defects listed						Retention payment				Final Payment being processed
	Phase 1: Customs (EDF9)	Electrical works ongoing	Footbridge installed	Relocation of carousel/remainder electrical works	Tender Process - external concreting	Award contract/Works commence	Works continue	works finalised						Additional Works have not been awarded to a contractor, negotiations underway
	Phase 1: Main Wharf Works (EDF9)				Contractor issues finalised	Discussion around remedial action		Defective slabs repaired					Retention moneys paid	Dispute reaching conclusion
Forestry	New Tractor					Tractor arrives on-island								Awaiting modifications. Should be on Island around 30th October.
Information Technology	IT Development			Personnel depart for overseas training	Overseas training delivered	Overseas training delivered	Personnel arrive back on-island	Training cascaded to other SHG officials						Training programme underway
Community	Training of the Vulnerable				Reburbishment works start	Opening of Office and facilities for members	Reburbishment works completed	Training for members starts		Training completed and Community Centre in full operation				Reburbishment works underway. Office area open.