



# **St Helena Government**

## **PERFORMANCE REPORT**

**FOR PERIOD 11 -FEBRUARY 2016  
FINANCIAL YEAR ENDING 31 MARCH 2016**

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Analysis of Revenue  
Capital Programme Milestones



**St Helena  
Government**

## **Overview of Performance for FEBRUARY 2016**

### **Introduction**

The 07th February saw completion of the 2016 Population & Housing Census with an online participation of 138 households and hardcopy participation of 1,930 occupied households. Anticipated initial results will be in May 2016.

There was a dip in child referrals due to majority being concerning cases that were already open, hence the lower assessment rate as these were already subject to ongoing assessments.

A further round of desktop audits with the regulator, Air Safety Support International (ASSI) was completed at the end of January 2016. Basil Read has now progressed to the final round of desktop audits which will take place early March

### **Summary of Key Performance Indicators**

Some of the headlines for February are as follows:

\*February saw 320 stay over visitor arrivals. Financial year to date: 2,020 - 7% increase from the previous financial year.

\*27.8% of energy produced was renewable. Year to date shows 29% which closely correlates to Connects budgeted figure of 30%.

\*95% of referrals having initial assessments within 14-30 days.

\*5 domestic/sex related abuse offences were recorded for the month.

\*Overall Crime down to 12 offences with a 100% detection rate

\*SHG Headcount up to 17.2%.

\*Results of the PASS assessment have been analysed for all schools

\*Relocation of Gym from AVES to HTH Community Centre now completed.

### **Committments given during BAM**

For the month of February, SHG Headcount is at 808.9 representing 17.2% of the resident population.

ESH recurrent expenditure is showing an overspend of £356k.

Hospital refurbishment project is well underway with completion of phase 1 and 2, and Phase 3 works now progressing. The remediation works to the existing Barn View building is completed and the Sundale Prison Project has taken a different direction moving from an internal project to an external project. ENRD are now in the process of moving the critical mass of design work over to an external firm for validation.

### **Corporate Risk Management**

It has being agreed to do quarterly progress reports of the Corporate Risk Register with effect from this month, therefore the next update will be at end of March 2016. In respect of the risks on the Combined Performance Report there has been no major change, approval has been given for Review of Pay and Grading to commence in April 2016 and Capital Spend at the end February is at £2,755,539.

### **Summary of Financial Performance**

Total budgeted revenue for the year to date was £28,741K. Actual revenue collected for this period was £29,069K. This represents an over collection of £328K, which is a favourable variance of 1.1% against expected revenue for this period.

Total budgeted expenditure for the year to date was £29,604K. Actual expenditure for this period was £28,028K. This is an under spend of £1,576K, which is a favourable variance of 5.3% against expected expenditure for this period.

The overall movement on the Consolidated Fund to date is an increase of £1,040K.

### **Key Revenue and Expenditure Variances**

A favourable variance has been achieved on Income Tax and Customs Duty collected of £88K year to date. This is primarily due to an over collection in PAYE and Self Employed Income Tax and Customs duty on Ad Valorem and Alcohol although there have been significant under collections in other customs areas. This is being closely monitored as we approach the end of the financial year.

The favourable expenditure variance on the year to date has been achieved largely through the under spend on Shipping of £872k.

The Supplementary Appropriation Bill 2016 was approved during this month to reallocate funding held centrally under Corporate Finance for increments, MFS and upgrading of posts. The Bill also approved additional funding for directorates following their latest forecasts which has been funded mainly through the underspend on Shipping.

### **Capital Programme**

Works continue on the pipeline from Fishers Valley and Ropery Field with a site still to be identified for installation of a water tank.

Progression of the enlargement of Harpers 3 is well on the way and works at The Briars for the upgrading of the sewerage network systems for Jamestown have now started.

Phase 3 works at the Hospital is advancing continuously and due to be completed in March, with Phase 4 works starting soon after.

Due to an issue of further variations under the Hospital contract, the completion date has now been forwarded onto June.

Designs for the Laboratory and Dispensary works in the Admin Block at the Hospital along with the Fire Alarm Systems are in their final stages. Works are due to start on site in April.

Designs for the Prison and Fire Station are ongoing.

Tender invites for Ruperts redevelopment and the R2 project will close in March.

Relocation of the Gym from AVES to HTH Community Centre is now completed.

Ex ADA Arable Estate works have now being advertised for tender and is due to start in April.







## SHG KEY PERFORMANCE INDICATOR REPORT PERIOD 11 (FEBRUARY 2016)

NO	Key Result Area - Directorate Responsible	Performance Indicator/ Risk Mitigation	Rationale for Indicator	Benchmark	Target 2015/16	Target 2016/17	Performance Report	RAG Status	Direction of Travel	Notes	Overall Brief Monthly Commentary on Progress/events
1	Economic Development Finance	Self-sufficiency % of budget from local revenue	Sustainable economic growth that benefits everyone, enabling social and environmental development	33% (2013/14)	40%	TBD			↻	report on annually	
2	Economic Development Human Resources	SHG Footprint % of resident population employed by SHG		Headcount = 790 Population = 4,595 17% (2013/14)	17%	TBD	Headcount as at 29 February 2016 was 808.9 representing 17.2% of resident population employed by SHG based on Q4 average resident population figure for 2015/16.		↔		The average resident population figure for Q4 of 2015/16 was 4702. SHG's headcount as at 29 February 2016 was 808.9 representing 17.2% of resident population currently employed by SHG.
3	Economic Development Statistics	Private Sector Expenditure (in National Accounts)		£15,584,000 (2011/12) £16,382,000 (2012/13)	£20,300,000	TBD			↻	report on annually	
4	Economic Development ENRD (ANR)	Agriculture Local Market share of like for like production		Meat 86% Vegetables 40%	Meat 90% Vegetables 55%	Meat 95% Vegetables 60%	For vegetables, sales figures of 71.5 tonnes from the key outlets suggests target is on track for achievement by March 2016. For Meat production, approximately 72.7 tonnes of meat has been produced for the year.		↔	report on 6 monthly	For vegetables, sales figures of 71.5 tonnes from the key outlets suggests target is on track for achievement by March 2016. For Meat production, approximately 72.7 tonnes of meat has been produced for the year.
5	Economic Development ESH	Accommodation Available serviced rooms		39 rooms (2011/12)	90 rooms	TBD	2015/16 target revised to reflect planned developments in tourism accommodation.		↔		The newly restored General's Apartments at Longwood House which comprises two fully serviced en-suite bedrooms were officially open during the Bicentenary events adding to the island's stock of serviced accommodation, bringing this figure to 53 serviced rooms available during this FY of which 42 are ensuite. Due to delays with the Jamestown Hotel, the target of 90 serviced rooms will not be met during this FY.
6	Health & Wellbeing	Vaccination Coverage (Children at 2 years of age, up to date with vaccinations)	Improved Life quality with healthy lifestyles promoted	31 two year olds, 93.5% of the total population	100%	100%	EMIS population of 0 - 2 years old registered : 144 received vaccination coverage in November : 25 under 2 year olds.		↔		Health have been unable to provide updates for December due to 1) Ongoing issues with EMIS a. Monthly remote support sessions with EMIS consultant are ongoing but as of January have not yet resulted in reliable or straightforward access to the data required for monthly performance reporting.
7	Health & Wellbeing	Obesity Reduce the number of people that are clinically obese		Island population registered on EMIS 4776. Total population obese = 279 (5.9%) morbidly obese = 29 (0.6%)	55% EMIS status 25% patients with HBA1C ≤7.5 and below 2% patients above 7.5.	65% EMIS status 35% patients with HBA1C ≤7.5 and below 1% patients above 7.5.	Total EMIS population of adults (> 18 years old) in November: 4104 November (> 18 years old) Patients weighed BMI recorded >20 = 107 November 2015 EMIS population of adult (>18 years) with a BMI >30 = 35 BMI >40 = 4 (25 female - 14 Males) BMI > 40 = 4 patients ( 2 males - 2 females ) BMI >30 < 40 = 35 patients ( 23 females - 12 male) EMIS population Primary School age children age 4 years 11 months 30 days – 11 years 11 months 30 days : 377 4 children obese measured in November EMIS population Secondary School age children age 12 years – 18 years 11 months 30 days: 246 0 children obese in November November 2015 EMIS population of Centile value Infants 0 – 2 years 11 months 30 days: 0 >75 0 >90 in November.		↔	2) Lack of IT access as a result of the office relocation a. IT department addressing this as a matter of urgency but ongoing issues with the IT infrastructure and internet connectivity in place in the Half Tree Hollow Clinic and CCC is preventing staff from accessing information and submitting performance reports.  Vaccination Coverage: There was a reduction in vaccination coverage during the month of November, due specifically to staff shortages within the Community Health Service.  Obesity: Plans are in hand for the relocation of Community Nurses to their new base at the Half Tree Hollow Clinic, which is being renovated to include office accommodation etc. Work in relation to this is progressing well.  Diabetes: Due to the change of measurement of HbA1c on EMIS from DCCT% to IFCC measure - during the EMIS consultants visit - all HbA1c will now be reported using the IFCC measurement and then converted into the average blood glucose level.	
8	Health & Wellbeing	Diabetes % of diabetics with HBA1C ≤ 7.5 on their last test. Number of patients admitted with a diabetes related complication		EMIS Population 3034, Diabetic Population 693, 693/3034 = 22.8% 3.03% patients with HBA1C ≤7.5 and below. 3.75% patients above 7.5.	55% EMIS status 25% patients with HBA1C ≤7.5 and below 2% patients above 7.5.	65% EMIS status 35% patients with HBA1C ≤7.5 and below 1% patients above 7.5.	86 diabetic patients had HbA1c screening in October: HbA1c of 7.5 or less: 63 (73%) Year to date: 451 diabetics having check (66% of Diabetic population on EMIS, 688 on register) of which, HbA1c of 7.5 or less: 23 (57%)		↔		Mental Healthcare: There was a visit from Professor Robinson during the month of November, primarily to conduct a 1:1 patient assessment, review further treatment/determine a plan of action.
9	Health & Wellbeing	Mental Healthcare Number of acute mental health admissions per year reduced due to better community support		1.55% Mental Health patients of total population. 5 Mental Health Admissions per year.	3 Mental Health Admissions per year.	2 Mental Health Admissions per year.	CPN ((Child & Adolescent) : 44 families seen. CPN (Adult) :36 mental health patients seen. Included within these figures were 3 hospital admissions. The relevant 1:1s continue and the management of 1 patient suffering from substance misuse. 1 mental health assessment was conducted and a total of 8 patients were reviewed by Professor Robinson.		↔		Smoking: Brief intervention has been implemented in various Clinics during consultations. Whilst it was anticipated a Smoking Cessation Group would have commenced at Half Tree Hollow, this has not been possible due primarily to low staffing levels. The setting up of Smoking Cessation Groups will therefore be targeted early in the New Year.



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10	Health & Wellbeing	Smoking clients who have received counselling for smoking and who have stopped % of		Island population registered on EMIS 4776 Smoking status record 1773 1773/4776 = 37%	85% EMIS status 20% of smokers	95% EMIS status 15% of smokers	Smoking Status Registered on EMIS November = 1874 Smokers total registered on EMIS = 629 Smokers seen in November : 114 Patients received brief intervention and Nicotine Replacement Therapy in November : 3 patients		↔			
11	Education	Primary Education of pupils achieving level 4+ %	Standards of Education are in line with those achieved in the UK	Reading 54% Writing 68% Maths 55%	Reading 75% Writing 75% Maths 75% Spelling, Punctuation and Grammar 50%	Reading 80% Writing 80% Maths 80% Spelling, Punctuation and Grammar 55%	Reading 78% Spelling, Punctuation and Grammar 59% Mathematics 48% Writing 50%		↔		<b>Primary/Secondary Education:</b> Concerns about student attendance continued through the month of February with high levels of absence recorded at all schools. Staff absences required the closing of primary schools on February 4 & 5th. The results of the PASS assessment have been analysed for all schools. Outcomes indicated consistently positive results against all the 9 key indicators from every school, achieving consistent ratings of 'High satisfaction with their school experience'. At the same time, the PASS survey highlighted a small but significant number of students with moderate to serious risk factors. This information is being shared with schools and with the Inclusion Unit for monitoring and intervention as necessary. Although all major findings were in the High Satisfaction range, there is still room for schools to improve, and these results will provide a benchmark against which schools can set targets for improvement. The Directorate and Prince Andrew School began a major curriculum review to identify optimum curriculum offerings in light of changes in the UK education system and qualifications. This is expected to span several months, with the first stage focused on confirming appropriate qualifications/options for the current Year 9 group.	
12	Education	Secondary Education % of pupils achieving 5 GCSE A*-C including English and Maths		19% (2012)	65% (2016)	65% (2017)	o 5 A* - C including English and Maths 18% o 5 A* - C 29% o English A* - C 34% o Mathematics A* - C 24% o At least 1 pass A* - C 76% o At least 1 pass A- G 100%		↔			
13	Education	NEETS The number of young people not in education, employment or training		0 (2013)	0	0		0		↔		
14	Transport Statistics Office	Number of stay over tourist visitors to the island		2,527 (2012/13) 2,054 (2013/14)	28% growth (approx. 3,200 visitors)	Onset of air access - step change. Visitor predictions TBD once access provision is known.	February 2016: 320 Financial year to date: 2,020 stay over visitors, a 7% increase from the previous financial year.		↔			February 2016 saw 320 stay over visitor arrivals. In addition to this 44 yacht arrivals resulted in a further 175 passenger/ crew visitors to St Helena.
15	Transport Access Office	Air Access is achieved	People and goods able to move to and around the Island flexibly, safely and cost effectively	The construction of the airport is well advanced and delivering certification and operational readiness is priority	Air access certification achieved	St Helena is operationally ready and welcomes international commercial flights.	A further round of desktop audits with the regulator, Air Safety Support International (ASSI) was completed at the end of January 2016. Basil Read has now progressed to the final round of desktop audits which will take place early March. Pending the outcome of these desktop audits, we then progress to an on-site audit by ASSI. In the meantime, all parties involved in the Airport Project are focused on ensuring that all the necessary procedures are implemented in good time to ensure the safety and security of our airport. Personnel continue to undergo training to ensure that they are ready to commence the operations phase.  Alan Shaw arrived on St Helena on Monday 4 January 2016, as the Interim Accountable Manager & Certification Manager for St Helena Airport. During his time on-Island, Alan worked to progress various elements needed to achieve certification with ASSI. He delivered training courses on Airport Operations, including aerodrome licensing, health & safety, airside safety, and declared distances to airport staff, Basil Read and St Helena Government.  Gavin Pare arrived on St Helena on 6 February 2016 as Deputy Aerodrome Manager and Head of Safety for St Helena Airport. A typical day for Gavin involves fine-tuning procedures with his team to enable St Helena Airport to deliver efficient and effective operations. He is also focusing on operational safety readiness.  Councillors and SHG personnel visited Rupert's Wharf, LEMP Planting areas and the St Helena Airport Buildings on 5 February 2016. The visitors were able to witness and participate in the trial of some procedures at St Helena Airport.		↑		A further round of desktop audits with the regulator, Air Safety Support International (ASSI) was completed at the end of January 2016. Basil Read has now progressed to the final round of desktop audits which will take place early March. Pending the outcome of these desktop audits, we then progress to an on-site audit by ASSI. In the meantime, all parties involved in the Airport Project are focused on ensuring that all the necessary procedures are implemented in good time to ensure the safety and security of our airport. Personnel continue to undergo training to ensure that they are ready to commence the operations phase.  Alan Shaw arrived on St Helena on Monday 4 January 2016, as the Interim Accountable Manager & Certification Manager for St Helena Airport. During his time on-Island, Alan worked to progress various elements needed to achieve certification with ASSI. He delivered training courses on Airport Operations, including aerodrome licensing, health & safety, airside safety, and declared distances to airport staff, Basil Read and St Helena Government.  Gavin Pare arrived on St Helena on 6 February 2016 as Deputy Aerodrome Manager and Head of Safety for St Helena Airport. A typical day for Gavin involves fine-tuning procedures with his team to enable St Helena Airport to deliver efficient and effective operations. He is also focusing on operational safety readiness.  Councillors and SHG personnel visited Rupert's Wharf, LEMP Planting areas and the St Helena Airport Buildings on 5 February 2016. The visitors were able to witness and participate in the trial of some procedures at St Helena Airport.	
16	Transport Corporate Support (Carol)	Number of people using public transport		18070 tickets sold (2013/14)	A further 10% increase through additional measures such as park and ride schemes (21864 tickets)	A further 10% increase with services tailored around tourism and improved routes to meet local demand	5049 tickets sold April -June 2015 4676 tickets sold July-September 2015 4918 tickets sold October - December 2015		↔	data reported on Quarterly	14,643 tickets sold to date.  A new 5-year contract for the provision of 4 expanded public transport routes was signed in February, with the new contract commencing on 1st March. The contract for the Sandy Bay route, which a different Service Provider operates, is still under negotiation, with the route still being operated for the time being under the existing contract.	
17	UTILITIES Connect STH	Sustainability % of total electricity produced by renewable sources		Island utilities are reliable, cost effective, affordable and meet international standards	12.24%	40%	60%	February = 27.8%		↑		<b>Sustainability:</b> February renewable contribution was 28%, ytd is 29% which closely correlates to Connects budgeted figure of 30%. <b>Reliability:</b> Electricity disruptions for February = 8.  <b>Water:</b> At the moment there are no plans to transfer additional customers from untreated to treated water. Water supplies remain a risk for the island and work to expand the reservoir capacity has commenced. Plans continue for the relining of existing reservoirs which will minimise loss through leaks and further secure supplies
18	UTILITIES Connect STH	Reliability Unplanned electricity interruptions per annum	134 (13/14)		65	35	February = 8 faults		↔			
19	UTILITIES Connect STH	Water % of customers with access to treated and tested water	90%		93%	100%	February = 90%		↔			
20	UTILITIES SURE/SHG Economist	Communications % of households with internet connections	56.3% (2013/14)		65.8%	70.8%			⊘	report on annually		

NO	Key Result Area - Directorate Responsible	Performance Indicator/ Risk Mitigation	Rationale for Indicator	Benchmark	Target 2015/16	Target 2016/17	Performance Report	RAG Status	Direction of Travel	Notes	Overall Brief Monthly Commentary on Progress/events	
21	Community & Housing Housing	Increased community capacity through better informed and engaged residents	Strong, sustainable and empowered communities, supported by housing that meets peoples' needs	Customer satisfaction using 2014 survey as benchmark	By 2016 tenants should rate, on average: Quality of home - good Quality of Repairs – excellent Quality of communications – excellent Quality of immediate locality - good.					report on biannually due Oct 2016	On the 13th January a 2015/2016 housing matters report was submitted to the S&CDC confirming the following: (1). <b>Housing register</b> There are currently 47 applicants on the housing register, 16 for 1 bedroom accommodation, 23 for 2 bedroom accommodation and 8 for 3 bedroom accommodation. (2). <b>GLH Allocations</b> There were 7 allocations of GLH housing in the past financial year, 1 transfer and 6 emergency referrals from the prison and Safeguarding. (3). <b>GLH Rent Arrears</b> Rent arrears were confirmed to be £43,356.80 and housing & corporate finance agreed mechanisms' for recovery with the AG's Office. (4). <b>Homelessness</b> Since January 2015 the Housing office dealt with 12 cases of homelessness and 6 applicants were housed on a temporary basis in Hotel accommodation at a cost of approximately £6,000. Cases of Homelessness continue to be of major concern and ENRD are to meet with Corporate Finance and Safeguarding in order to review the current position and will provide an update in the next KPI report. (5) <b>Finance</b> GLH Housing will receive an additional 104k in the new financial year 2016/17. (6). <b>Tenancy Audit</b> The last tenancy audit was conducted in partnership with the introduction of the new tenancy agreements in 2014, the Housing office will conduct a new audit in August 2016 together with close analysis of the 2016 Census data.	
22	Community & Housing Socio-Economist	Social Policy Plan % of actions from SPP Implementation Plan completed		33 actions in the SPP Implementation Plan	90%	100%				↑		
23	Community & Housing Human Rights Office	Establishment of Human Rights Commission (HRC)		St Helena Human Rights Office established in April 2012. Funding for one full-time officer has been provided since April 2014.	Recruitment and training of Human Rights Commissioners	A fully functioning service for the provision of advice, monitoring and protection of Human Rights on St Helena	Commissioners now taking on case work, number of clients now stands at 20			↑		The Commission is now established with 4 Commissioners and CEO (ex-officio Commissioner) appointed. Work is well underway with 20 cases allocated to commissioner for investigation. Work progressing on several working groups..
24	Security Police	Reducing Overall Crime	People are living in a secure and safe environment	Reduce overall crime	<225	<Total crime for 2015/16	October 2015 - 10 (60% detection) November 2015 - 7 (81% detection) December 2015 - 9 (80% detection) January 2016 - 13 (69% detection) February 2016 - 12 (100% detection)		↑		Overall Crime: Crime levels remain low with 12 this month, which is a return stable levels. Yearly performance is now matching target.  Domestic Abuse Offences/Sex Related Offences: One sexual offences and 1 domestic abuse offences where reported this month. Both are being progressed with a charge resulting one and advice being sought from the AG re the other.	
25	Security Police	Improving Trust and Confidence in the Services Provided by the Directorate		Increase the reporting of Domestic Abuse offences/incidents	>33	>Total number of Domestic Offences/incidents for 2015/16	September 2015 - 1 (100% detection) November 2015 - None January 2016 - 9 (100% detection)	October 2015 - 2 (100% detection) December 2015 - 4 (75% detection) February 2016 - 4 (100% detection)		↑		
26	Security Police	Improve Public Safety, Protect children and the vulnerable working with Partners, Volunteers and Stakeholders		Increase in reporting of sex related offences 100% child related referrals dealt with through s multi-agency approach	>27 90% of referrals submitted within 24 hours	>Total number of sex offences in 2015/16 90% of referrals submitted within 24 hours	September 2015 - 5 (50% detection) November 2015 - 1 (37% detection) January 2016 - None	October 2015 - 0 (0% detection) December 2015 - None February 2016 - 1 (0% detection)		↑		
28	Security Safeguarding	% of referrals having initial assessments within 14-30 days		40%	40%	June - 20% September - 26% October - 20% January - 40% February - 15%  April 2015 - Sept 2015 = 13 Jan - March 2016 = 5 Total = 18 (17 out of 18 completed within timeframe)	July - 15% November - 22% December - 40%		↑	report on wef June 2015		There was a dip in child referrals in February. They are still it is noted for the population size, high. The referrals received however were serious. This included two underage pregnancies, 5 incidences of domestic abuse and concerns about children's mental health. Two of the referrals resulted in child protection investigations. The majority of child referrals were concerning cases that were already open, hence the lower assessment rate as these already were subject to ongoing assessments.
29	Security Safeguarding	% of adult clients receiving 1-1 work		50%	70%	June - 6% September - 10% October - 10% January - Approx. 17-20% February - %	July - 7% November - 11% December - Approx. 17-20%	August - 10% December - Approx. 17-20%		↔		report on wef June 2015
30	ENRD	Plants and Wildlife Health of Marine and Terrestrial Habitats	Benchmark needs establishing October 2015 – selection of indicative habitats March 2016 – completion of first benchmark surveys	Little or no change	Improving					report on annually		

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31	ENRD	Water Quality Maintaining good water quality	Our Island, Our Environment, Our Responsibility	Benchmark needs establishing June 2016 - Procurement of Equipment. Receipt on island. September 2015 - Training March 2016 - 6 months monitoring data	Little or no change	Improving				report on annually	Plants and wildlife. Propagation of endemic species continued at the Peaks nursery. Routine trail maintenance in the Peaks National Park, including Halley's Mount track. Clearing of invasive species (flax, fuchsia, bilberry) in Warrens area of Peaks NP.  Environmental monitoring (soils, air quality, noise, water quality, water levels and flows) - On Island training delivered by AECOM in February.  Waste Management - Glass waste collection for future recycling continues. Quarterly Waste Wheel data collection commenced 29th Feb. 2016/17 KPI will be unachievable without investment in commercial recycling.  Energy Use - no work completed due to workload and priorities and Environmental Risk Manager having to spend too much time out of office supporting Waste Management Services because of under-staffing*. 2016/17 KPI will be unachievable without investment in adequate staffing to deliver workload.  Funding - Conservation Section submitted a BEST 2.0 grant for trail upgrades at the Peaks and held discussions with Tourism for funding for trail maintenance. Outcome anticipated in March 2016.
32	ENRD	Waste Management		Reduction in waste sent to landfill	5%	15%				report on annually	
33	ENRD	Energy Use		More efficient use of energy per head of population	5%	10%				report on annually	
34	ENRD	Funding		Proportion of SHG Environmental Management Costs funded by Eco-tourism	5%	10%				report on annually	
35	Efficient, Effective and Open Government Corporate Support Carol/Helen	Report It - Sort It % of people acknowledge within 1 working day	Working to ensure Public trust in SHG through an established system of transparency, robust processes and decision making.		100%		100% February		↑	report on wef Aug 2015	1 long outstanding issue relates to a drainage problem in HTH which is being taken up by the Health Protection Board.
36	Efficient, Effective and Open Government Corporate Support Carol/Helen	Report It - Sort It % of jobs completed within 20 working days			80%		83% for February		↑	report on wef Aug 2015	
37	Efficient, Effective and Open Government CPPU/IA	Governance % of significant governance issues are addressed annually		70% (2013/14)	90%	100%			↔		SHG Insurance Consultancy Contract signed with Marsh Ltd in March 2015. The scope of works include the development of SHG risk tolerance, insurable risk profile, insurance appetite and insurance costing and strategy. Data currently being collected from directorates to forward to Marsh for analysis. Information received from Marsh following the analysis of the data that we provided, points to SHG continuing to self insure given the high level premiums that would have to be paid. Discussions were held with DFID during the November 2015 Budgetary Aid Mission as to their views on the SHG being allowed to build its own "insurance fund". A formal request will shortly be submitted to DFID but much will depend on availability of funding - (18 March 2016). The draft Terms of Reference are still with the Chairpersons of the Council Committees for endorsement.
38	Efficient, Effective and Open Government Corporate Support/PR	Open Government Something on access to information or complaints?		% of requests for info answered within time under the Code of Practice for Public Access to SHG Information.	90%	95%	100% for February		↔		One request still outstanding for January

## REPORT ON KEY BAM AREAS PERIOD 11 (FEBRUARY 2016)

No.	Area		Performance Report	RAG Status
1	Budget, MTEF and Finance	MTEF Cycle	During the month of April 2015 an evaluation was carried out of the process for last year, identifying what went well and what areas needed improvements in line with the MTEF process. MTEF Guidelines were issued in May 2015. Draft budget ceilings have been discussed with elected members at Chairperson's Assembly and draft ceilings have been issued to directorates. Directorates commenced work on their Strategic Plans and draft Budgets and an initial summary position has been established and provided to Corporate Finance. Initial feedback has been given to Directorates and budgets were redrafted. Further work was undertaken to develop the overall budget submission to DFID - we are currently in line with the MTEF process.	
	Budget, MTEF and Finance	Revenue & Expenditure	Revenue targets were agreed and are stated below. These targets are monitored and reported against on a monthly basis:  Total Budget Income Tax for 2015/16 = £4,619K Budget Income Tax (April 2015 - Feb 2016) = £4,256K Actual Income Tax collected (April 2015 - Feb 2016) = £4,388K Favourable variance achieved of £132K for the year to date.  Total Budget Customs Duty for 2015/16 = £5,444K Budget Customs Duty (April 2015 - Feb 2016) = £4,642K Actual Customs Duty (April 2015 - Feb 2016) = £4,448K Adverse variance of £194K for the year to date.	
2	Statistical Data		Completion of the 2016 Population and Housing Census on 7th February 2016. Fieldwork operations have now ended. Ongoing to identifying and support non-responders in participation. One household facing prosecution due to refusal to participate. Online participation: 138 households Paper participation: 1,930 occupied household form.  Online results are available immediately. Error checking and correction of paper responses ongoing. Anticipated initial results in May 2016. Due to lack of foresight the absence of budget provision for 2016/17 is likely to impede progress with data entry and availability of data for analysis.	
3	Social			

## REPORT ON KEY BAM AREAS PERIOD 11 (FEBRUARY 2016)

No.	Area		Performance Report	RAG Status	
DAPM AREAS	4	Education	<p><b>Funding formula for staffing and financing schools:</b> The work within the Directorate in this area has focused first on reviewing and completing an agreed Scheme of Service for Education as this is seen as critical for the recruitment of sufficient teachers to staff the schools. The new Scheme of Service was approved with effect from November 2015 and the quite complex implementation process was completed in November. Initial indications are that this may improve the recruitment of teachers, but this will be tested in upcoming months</p> <p><b>Teacher Training:</b> The planning and preparation for the Level 4 Certificate programme in Teaching and Learning took place and the programme planning was submitted to Cambridge for approval. This was developed taking onboard the local context and also the requirements of the programme as set by Cambridge. The accredited certificate is offered through Cambridge and developed in partnership with the University College, London-Institute of Education. Although participation in the certification process is voluntary, it is incentivized under the new Scheme of Service, and the majority of the face-to-face training required is mandated for all teachers as part of the regular Staff Development programme.</p> <p><b>Apprenticeships:</b> There are currently 32 apprentices on the apprenticeship scheme in a number of private sector organisations and SHG Directorates, though there is demand from individuals and from the business sector for more places.</p> <p><b>Labour Market Strategy:</b> The Directorate recently conducted an Island-wide Training Needs Assessment to assess education, training and developmental needs in SHG and the private sector in order to better match the programme offerings of the Lifelong Learning Services to the immediate and strategic needs of St Helena and to support sustainable economic development. Information from the TNA was presented to Education Committee and formed part of the Directorate's BAM presentation. There is further work being done on the requirements for the introduction of qualifications which were highlighted through the Training Needs Assessment.</p>		
	5	Capital Programme	Expenditure & Delivery	Total expenditure to date is at £5,457,051 of which DFID expenditure is at £2,755,539. Trenching and installation works for the pipeline from Fishers Valley has started. A site still has to be identified for the location of the water tank. The lining has been dispatched from the manufacturer for Harpers 3, and works are progressing well on site. Works are continuing on the upgrading of the sewerage networks in HTH and Jamestown. Designs are being finalised for the Lab and Dispensary works. The contract for the Fire Alarm systems at PAS has been signed and works will start on site in April. ITT has been advertised for consultants to undertake the works for Ruperts Development and the R2 project.	
		Capital Programme	Hospital	The Hospital refurbishment project is progressing well. The first floor works has been completed, as have the critical elements of phase 1 & 2. Phase 3 works is now underway and progressing well and due to close out in March. Phase 4 works will start in March however due to further variations being issued under the contract the works will be completed in June in effect closing the project.	
		Capital Programme	Prison & CBU	The clients requirements has changed for Barn View and it is preferred to have more buildings on the site at Cape Villa. Safeguarding has submitted a bid for prioritisation in 2016/17. The remediation works to the existing Barn View building is completed. The Sundale Prison Project has taken a different direction moving from an internal project to an external project. ENRD are now in the process of moving the critical mass of design work over to an external firm for validation.	

## REPORT ON KEY BAM AREAS PERIOD 11 (FEBRUARY 2016)

No.	Area		Performance Report	RAG Status
	Capital Programme	Management	Monthly monitoring is working well to provide reports to PDG and Chairpersons Assembly. Elected members have agreed for PMU to move around funding to maintain flexibility in the programme. 3-Year Business Case for capital funding of £16.5million has been approved by DFID Minister. The 2015-16 has been endorsed by the PDG. Executive Council has agreed the Capital Programme 2015-16 as well as approval to request additional £1.5m to be brought forward from 2016-17. Executive Council has approved the revised programme for 2015-16, which has seen some more projects being brought forward to this Financial Year.	Green
6	Governance & Structure	Governance	Performance Management: Information for the majority of areas in the Monthly Performance Report is posted within the agreed timeframe; however obtaining timely updates for a few areas still remains slow;	Yellow
	Governance & Structure	Headcount	Headcount as at 29 February 2016 was 808.9 representing 17.2% of resident population employed by SHG based on Q4 average resident population figure for 2015/16.	Green
7	Technical Co-Operation	Technical Co-operation expenditure	Actual expenditure against budget as at 29 February 2016 show underspend of approximately £455k(44%) which is mainly due to Provision of Supplementary Appropriation in respect of overspend April15-Jan16.  Actual YTD expenditure against budget as at 29 February 2016 shows an underspend of approximately £12k (0%).	Red
8	Economic Development	Recurrent Expenditure	ESH recurrent expenditure for the period ended February is showing an over spend of £356k. Actual spend to date is 98.94% against budget.	Red
	Economic Development	Milestones	Recruitment and movement of Key Staff ESH is still in the recruitment stage for the post of Director of Commercial Development and Enterprise and has recently advertised for an interim Private Sector Development Manager to cover whilst the substantive postholder takes a career break in order to finalise Post Graduate studies in the UK.	Green



## SHG RISK REPORT PERIOD 11 (FEBRUARY 2016)

NO	Directorate/ Department	Risk	Risk Mitigation	Performance Report	RAG Status after mitigation
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. In addition specific issues are discussed directly with DFID & Project Managers. Areas which are off track are given specific remedial action and monitored fortnightly until progress is resumed	Approximately £2,755,539 capital spend at end of February 2016.	
2	FIN	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	
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.	ESH has appointed a UK Commercial Advisor whose remit is to promote the island as an attractive investment destination, to assist parties interested in investing, and to develop relationships with financial institutions aimed at supporting business development. A prospectus of properties and sites for potential development was launched in 2015 and has attracted some offshore interest. ESH is working with these parties.	
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.	
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.	
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.	

## SHG RISK REPORT PERIOD 11 (FEBRUARY 2016)

NO	Directorate/ Department	Risk	Risk Mitigation	Performance Report	RAG Status after mitigation	
<b>RISKS</b>	5	<b>IT/DCS</b>	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.	The draft disaster recovery plan is being finalised and will be circulated during December 2014. (95%) The File Server Project has been completed. (100%)	
	6	<b>DHR</b>	Loss of key professional/ technical staff leading to SHG unable to provide essential services	Strategies to retain key staff including Talent Management Programme, Succession Planning Strategy, review of Pay & Grading and development of Cadres.	Strategies including Talent Management and Succession Planning are being developed, and approval has been given for Review of Pay and Grading to commence in April 2016.	
	7	<b>CS/ SMT</b>	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.	A whole team meeting took place in July and included the launch of the Report It Sort It initiative. 17 fault reports were made during July, with the majority being resolved within a few days. Communication across SHG has been identified as an issue and a small working group is being established to tackle the issue. A Change Advisory Committee, which includes members of the public has met and further public representation is being sought.	
	8	<b>D AP</b>	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.	
	9	<b>CP/ FIN</b>	Divestment compromised because SHG does not meet obligations	On going programme of divestment is taken forward and support by SMT and Corporate Procurement.	SHG remains committed to divesting non-core functions. A realistic timeframe for further divestments is in place and takes account of a number of factors, including resources available to carry out detailed appraisals of these functions to determine suitability for divestment, capacity within in the private sector to take advantage of the divestment opportunities and lessons learnt from previous divestments. The following functions are currently being considered for divestment: - Government Garage - Pest Control - Sanitary Services	



## SHG RISK REPORT PERIOD 11 (FEBRUARY 2016)

NO	Directorate/ Department	Risk	Risk Mitigation	Performance Report	RAG Status after mitigation
10	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.	Targets are being monitored on a monthly basis. Nothing has been identified at this stage that would suggest any significant variance to budgeted revenue for this year.	

**Key to arrows**



Performance Improving



Performance Data currently being collected



Performance Maintaining



Performance Worsening



# St Helena Government

## MOVEMENT ON FUNDS REPORT PERIOD 11 (FEBRUARY 2016)

CORPORATE SUPPORT, POLICY & PLANNING
HUMAN RESOURCES SERVICES
TECHNICAL CO-OPERATION
POLICE
CORPORATE FINANCE
PAYMENTS ON BEHALF OF THE CROWN
ECONOMIC DEVELOPMENT
PENSIONS & BENEFITS
SHIPPING
EDUCATION
HEALTH
ENVIRONMENT & NATURAL RESOURCES
SAFEGUARDING
<b>Total Recurrent</b>

	REVENUE			
	YEAR TO DATE			FULL YEAR
	Actual	Budget	Variance	Revised Budget
214,937	191,240	23,697	208,000	
0	0	0	0	
0	0	0	0	
317,819	255,387	62,432	271,000	
9,146,015	9,002,039	143,976	10,150,000	
15,413,877	15,368,250	45,627	17,162,000	
0	0	0	0	
0	0	0	0	
2,455,750	2,455,750	0	2,684,000	
244,264	235,526	8,738	257,000	
599,383	649,239	(49,856)	704,000	
613,323	506,679	106,644	557,000	
63,280	76,910	(13,630)	84,000	
<b>29,068,648</b>	<b>28,741,020</b>	<b>327,628</b>	<b>32,077,000</b>	

	EXPENDITURE			
	YEAR TO DATE			FULL YEAR
	Actual	Budget	Variance	Revised Budget
1,213,571	1,233,998	20,427	1,374,000	
323,036	383,551	60,515	423,971	
6,565,585	6,577,893	12,308	7,169,029	
1,102,503	1,106,827	4,324	1,237,000	
946,887	869,954	(76,933)	954,000	
2,616,138	2,700,960	84,822	2,926,203	
1,008,333	1,008,333	0	1,100,000	
3,024,492	3,208,160	183,668	3,515,000	
637,499	1,509,037	871,538	1,687,000	
2,191,426	2,342,238	150,812	2,591,000	
3,271,907	3,374,537	102,630	4,079,000	
2,674,190	2,744,646	70,456	3,119,000	
2,441,087	2,533,173	92,086	2,754,000	
<b>28,016,654</b>	<b>29,593,307</b>	<b>1,576,653</b>	<b>32,929,203</b>	

	SURPLUS/(DEFICIT)			
	YEAR TO DATE			FULL YEAR
	Actual	Budget	Variance	Budget
(998,634)	(1,042,758)	44,124	(1,166,000)	
(323,036)	(383,551)	60,515	(423,971)	
(6,565,585)	(6,577,893)	12,308	(7,169,029)	
(784,684)	(851,440)	66,756	(966,000)	
8,199,128	8,132,085	67,043	9,196,000	
12,797,739	12,667,290	130,449	14,235,797	
(1,008,333)	(1,008,333)	0	(1,100,000)	
(3,024,492)	(3,208,160)	183,668	(3,515,000)	
1,818,251	946,713	871,538	997,000	
(1,947,162)	(2,106,712)	159,550	(2,334,000)	
(2,672,524)	(2,725,298)	52,774	(3,375,000)	
(2,060,867)	(2,237,967)	177,100	(2,562,000)	
(2,377,807)	(2,456,263)	78,456	(2,670,000)	
<b>1,051,994</b>	<b>(852,287)</b>	<b>1,904,281</b>	<b>(852,203)</b>	

### Capital

HEALTH
ENVIRONMENT & NATURAL RESOURCES
<b>Total Capital</b>

0	0	0	0
0	0	0	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

0	0	0	20,000
11,693	11,000	(693)	11,000
<b>11,693</b>	<b>11,000</b>	<b>(693)</b>	<b>31,000</b>

0	0	0	(20,000)
(11,693)	(11,000)	(693)	(11,000)
<b>(11,693)</b>	<b>(11,000)</b>	<b>(693)</b>	<b>(31,000)</b>

### Movement on Consolidated Fund

<b>29,068,648</b>	<b>28,741,020</b>	<b>327,628</b>	<b>32,077,000</b>
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<b>28,028,347</b>	<b>29,604,307</b>	<b>1,575,960</b>	<b>32,960,203</b>
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<b>1,040,301</b>	<b>(863,287)</b>	<b>1,903,588</b>	<b>(883,203)</b>
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# St Helena Government

## PERIOD 11 (FEBRUARY 2016)

### CLOSING BALANCE

	29 February 2016	31 March 2015
	£	£
<b>Buildings</b>	21,892,014	21,892,014
<b>Infrastructure</b>	388,048	388,048
<b>Plant, Machinery &amp; Equipment</b>	3,740,220	3,481,039
<b>IT Networks &amp; Equipment</b>	637,567	477,879
<b>Assets Under Construction</b>	125,827,315	124,333,303
<b>NET FIXED ASSETS</b>	<b>152,485,164</b>	<b>150,572,283</b>
<b>OTHER ASSETS</b>		
Housing Loans	279,694	324,968
<b>TOTAL OTHER ASSETS</b>	<b>279,694</b>	<b>324,968</b>
<b>CURRENT ASSETS</b>		
Cash	1,282,575	993,429
Bank Accounts	(1,232,161)	(1,681,934)
Short-term Investments	9,370,397	8,031,070
Prepayments	91,018,217	90,971,421
Debtors	986,602	1,106,506
Accrued Income	553,899	799,276
Stock	865,997	841,250
Advance Accounts	85,205	62,834
<b>TOTAL CURRENT ASSETS</b>	<b>102,930,731</b>	<b>101,123,852</b>
<b>CURRENT LIABILITIES</b>		
Creditors	182,109	601,234
Accruals	745,635	2,334,869
Income received in advance	6,953,025	1,958,905
Income Tax received in advance	602,788	710,948
Suspense Accounts	49,550	0
<b>TOTAL CURRENT LIABILITIES</b>	<b>8,533,107</b>	<b>5,605,956</b>
<b>LONG TERM LIABILITIES</b>		
Defined Benefit Pension Liability	35,923,278	35,923,278
Defined Contribution Pension Liability	93,392	50,776
Staff Benefits	985,525	996,185
Other funds owing to third parties	1,809,035	1,430,798
<b>TOTAL LONG TERM LIABILITIES</b>	<b>38,811,230</b>	<b>38,401,037</b>
<b>NET ASSETS</b>	<b>208,351,252</b>	<b>208,014,110</b>
<b>RESERVES</b>		
Reserves and Funds	56,439,341	53,329,570
Unposted Profit/(Loss)	151,911,911	154,684,540
<b>TOTAL RESERVES</b>	<b>208,351,252</b>	<b>208,014,110</b>



# St Helena Government

## ANALYSIS OF REVENUE REPORT PERIOD 11 (FEBRUARY 2016)

Taxes - PAYE  
Taxes - Self Employed  
Corporation Tax  
Goods & Services Tax  
Taxes - Withholding Tax  
Customs - Other  
Customs - Alcohol  
Customs - Tobacco  
Customs - Petrol  
Customs - Diesel  
Customs - Liquor Duty  
Customs - Excise Duty

### Taxes

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

Court Fees & Fines  
Light Dues  
Craneage  
Dental Fees  
Fees of Office  
Medical & Hospital  
Trade Marks  
Post Office charges  
Meat Inspection Fees  
Vet Services  
Birth, Marriage & Death Fees  
Land Registration fees  
Spraying fees  
Immigration Fees  
Fish & Food Testing  
Planning Fees  
GIS Fees  
Company Registration Fees  
Other Fees

### Fines & Fees Received

Agricultural Gardens  
Leased House Plots  
Home to Duty Transport  
Commercial Property Rents  
Misc Receipts  
Agricultural Buildings

### Government Rents

Stamp Sales( Postal)  
Stamp Sales( Philatelic)  
Sale of Firewood

REVENUE			
YEAR TO DATE			FULL YEAR
Actual	Budget	Variance	Original Budget
2,965,126	2,855,468	109,658	3,118,000
322,012	175,000	147,012	175,000
867,577	872,000	(4,423)	872,000
382,547	353,071	29,476	384,000
593	0	593	70,000
2,204,363	1,960,000	244,363	2,160,000
1,014,063	963,000	51,063	1,053,000
629,461	862,000	(232,539)	952,000
246,156	286,500	(40,344)	382,000
148,989	354,500	(205,511)	664,000
17,954	28,500	(10,546)	31,000
186,610	187,000	(390)	202,000
<b>8,985,451</b>	<b>8,897,039</b>	<b>88,412</b>	<b>10,063,000</b>
35,550	38,578	(3,028)	42,000
5,910	5,800	110	7,000
6,501	6,114	387	7,000
9,886	8,000	1,886	8,000
168,142	146,882	21,260	157,000
3,000	3,000	0	3,000
1,191	3,000	(1,809)	3,000
<b>230,180</b>	<b>211,374</b>	<b>18,806</b>	<b>227,000</b>
32,134	11,000	21,134	12,000
9,604	0	9,604	11,000
73	0	73	5,000
29,523	12,619	16,904	14,000
24,671	0	24,671	0
169,037	160,388	8,649	175,000
8,481	6,413	2,068	7,000
4,160	4,300	(140)	5,000
5,614	15,136	(9,522)	16,000
21,743	10,541	11,202	12,000
2,929	3,700	(771)	4,000
7,605	10,043	(2,438)	11,000
2,561	3,950	(1,389)	4,000
128,244	80,697	47,547	84,000
5,942	30,250	(24,308)	12,000
21,547	11,000	10,547	33,000
10,169	15,584	(5,415)	3,000
1,055	3,190	(2,135)	17,000
993	6,070	(5,077)	1,000
<b>486,085</b>	<b>384,881</b>	<b>101,204</b>	<b>426,000</b>
9,767	0	9,767	6,000
14,305	13,563	742	14,000
13,544	8,820	4,724	10,000
43,086	36,380	6,706	0
279,695	150,416	129,279	159,000
3,828	7,068	(3,240)	7,000
<b>364,225</b>	<b>216,247</b>	<b>147,978</b>	<b>196,000</b>
35,102	30,500	4,602	34,000
10,738	23,500	(12,762)	25,000
13,326	9,097	4,229	10,000

Sale of Timber Logs	0	1,185	(1,185)	2,000
Sale of Govt Publications	330	0	330	0
Other Earnings received	840	1,635	(795)	1,000
<b>Earnings Government Departments</b>	<b>60,336</b>	<b>65,917</b>	<b>(5,581)</b>	<b>72,000</b>
Other Income received	1,047	1,560	(513)	38,000
<b>Income Received</b>	<b>1,047</b>	<b>1,560</b>	<b>(513)</b>	<b>38,000</b>
Commission	1,019	0	1,019	0
Interest	32,523	45,000	(12,477)	50,000
Currency Fund Surplus	0	0	0	250,000
Dividends	0	0	0	112,000
Argos	27,440	27,440	0	27,000
Grant-in-Aid	15,381,625	15,353,250	28,375	16,750,000
Shipping Subsidy	2,455,750	2,455,750	0	2,684,000
<b>Treasury Receipts</b>	<b>17,898,357</b>	<b>17,881,440</b>	<b>16,917</b>	<b>19,873,000</b>
Recharges - Customs	35,572	0	35,572	0
Recharges - Other	1,007,033	1,082,562	(75,529)	1,182,000
Recharges - GIS	362	0	362	0
<b>Recharges Received</b>	<b>1,042,967</b>	<b>1,082,562</b>	<b>(39,595)</b>	<b>1,182,000</b>
<b>TOTAL REVENUE</b>	<b>29,068,648</b>	<b>28,741,020</b>	<b>327,628</b>	<b>32,077,000</b>