



St Helena Government

PERFORMANCE REPORT

**FOR PERIOD 8 - NOVEMBER 2016
FINANCIAL YEAR ENDING 31 MARCH 2017**

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**St Helena
Government**

Overview of Performance for NOVEMBER 2016

Introduction

November continues to see St Helena suffering the effects of lack of rainfall throughout 2016 and on Monday 28 November 2016, Island reservoir levels had slightly increased to 15,796 cubic metres - remaining at around 13% of total capacity. Consumption remains at around 1000 cubic metres a day.

We also saw a regular visit of charter flights to St Helena Airport and on 30 November we welcomed a non-commercial trial flight, which was a large passenger aircraft - Embraer ERJ-190-100 jet aircraft operated by Embraer Commercial Aviation. These flights will provide the Airport with additional real time data and pilots reports, all of which will contribute to work currently being undertaken.

Education Management Consultant, Trevor Gordon, arrived on St Helena on 16 November 2016, to provide a five-day training course to 18 Government personnel on Equality & Diversity (equal opportunities), which was funded by St Helena Government and was a recommendation made by the WASS Inquiry.

Summary of Key Performance Indicators

Some of the headlines for November are as follows:

1. Total population on EMIS 4,500 of which there were 2,750 occasions of service (1,076 nurse led clinics - 1,674 Doctor Led Clinics)
2. Immunisation Programme achieves a 100% coverage for November.
3. Out of 48 adults weighed in November, 87.5% are overweight and out of 19 infants weighed, 21% of infants measured are overweight.
4. We received 149 stay-over tourist visitors for the month, which gives a year to date figure of 910, a 12% decrease compared with the previous financial year.
5. In Safeguarding adult clients receiving 1-1 work has increased to 52% and 100% assessments completed within timescales.
6. Overall crime = 8. Domestic Offences = 2, Domestic Incidents = 2 and Sexual Offences = 2.
7. Total electricity produced by renewable resources for November is 28.11%, with nine unplanned electricity interruptions.

Committments given during BAM

For November, NASAS are currently working on an SLA for the Sports Strategy.

Actual TC expenditure against budget as at 30 November 2016 is £103K (14%) underspent, mainly due to posts/consultancies not filed or required within the period.

YTD actual expenditure against budget as at 30 November 2016 is £458k (9%) underspent, which is mainly due to consultant costs anticipated delayed, not approved or no longer required within the period.

ESH Recurrent Expenditure is 86.85% of spend against budget for the month of November and YTD is 94.2% of spend against budget.

Corporate Risk Management

In respect of the risks on the Combined Performance Report there has been no major change, and are currently up for review.

Approximately £2,375,201 capital spend at the end of November 2016 for the Capital Programme.

Summary of Financial Performance

The overall performance on the recurrent budget for the reporting period, April to November 2016 is favourable. The Consolidated Fund report shows the management of total expenditure within budget. The difference between actual and budgeted revenue is decreasing and this together with under spends on the majority of heads of expenditure have resulted in a surplus of £0.9M in comparison with the budgeted deficit of £0.9M for this period.

Budgeted expenditure for the year to date was £24.6M and actual expenditure was £22.7M. This represents an under spend of £1.9M and a favourable variance of 8% against the expenditure budgeted for the year to date.

Both actual and budgeted revenue for the year to date was £23.6M.

Budgeted and actual performance continues to be closely monitored to mitigate the risk of unauthorised excess expenditure. Application for Supplementary Appropriation and Withdrawal Warrants will be made to Legislative Council in December to account for the changes in Directorate needs since the budget was initially approved.

Key Revenue and Expenditure Variances

The overall performance on the recurrent budget for the reporting period, April to November 2016 is favourable. The Consolidated Fund report shows the management of total expenditure within budget. The difference between actual and budgeted revenue is decreasing and this together with under spends on the majority of heads of expenditure have resulted in a surplus of £0.8M in comparison with the budgeted deficit of £0.9M for this period.

Budgeted expenditure for the year to date was £24.6M and actual expenditure was £22.8M. This represents an under spend of £1.8M and a favourable variance of 7% against the expenditure budgeted for the year to date.

Both actual and budgeted revenue for the year to date was £23.6M.

Budgeted and actual performance continues to be closely monitored to mitigate the risk of unauthorised excess expenditure. Application for Supplementary Appropriation and Withdrawal Warrants will be made to Legislative Council in December to account for the changes in Directorate needs since the budget was initially approved.

Capital Programme

The Analysis of Revenue report shows that Customs Dues account for the majority of the adverse revenue variance. Revenue generated from fuel and tobacco imports are less than budgets as quantities imported are less than anticipated.

The Consolidated Fund Report provides an analysis of the favourable expenditure variance of £1.9M. Under spends in excess of £100K are reported for Health, Payments on behalf of the Crown, Technical Co-operation, Safeguarding, Environment and Natural Resources, Human Resources and Education. Brief comments on these under spends are provided below.

Health £512k - The under spend is largely due to the provision for aero medical evacuation.

Payments on behalf of the Crown £479k - The majority of the under spend is recorded under Other Employee Costs and Contracts.

Technical Co-operation £457k - As previously reported there have been delays in recruiting to several Consultancy and TC positions.

Safeguarding £245k - The under spend relates to Legal Fees and Employee Costs that have not been incurred in line with planned spend.

Environment and Natural Resources £239k - The majority of the under spend is recorded under Contracts.

Human Resources £191k - Under spend recorded on TC Training.

Education £110k - The under spend relates to several areas including Employee Costs, Training Materials and Payments to other bodies.

SHG KEY PERFORMANCE INDICATOR REPORT PERIOD 8 (November 2016)

NO	Key Result Area - Directorate Responsible	Performance Indicator/ Risk Mitigation	Benchmark	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	33% (2013/14)	40%			↻	report on annually	
2	Economic Development Statistics	Private Sector Expenditure (in National Accounts)	£15,584,000 (2011/12) £16,382,000 (2012/13)	TBD once year end accounts complete			↻	report on annually	
3	Economic Development ENRD (ANR)	Agriculture Local Market share of like for like production	Meat 86% Vegetables 40%	Meat 95% Vegetables 60%			↻	report on 6 monthly	Data for the first 6 month period shall be available at the end of October when shop sales data and slaughter data is passed on to us.
4	Economic Development ESH	Accommodation Available serviced rooms	39 rooms (2011/12)	113 rooms			↔		Currently 53 serviced rooms of which 42 are ensuite. 18 of the current ensuite rooms are temporary closed until further notice. A further 5 rooms are now scheduled for availability by December 2016.
5	Health & Wellbeing	Vaccination Coverage (Children at 2 years of age, up to date with vaccinations)	31 two year olds, 93.5% of the total population	100%	NOVEMBER 2016 - 166 Children registered on EMIS aged 0 years - 2 years 11 months 31 days. A total of 13, 2 year old 11 months 31 days were invited to attend immunisation in November of which 13 received immunisation : Total received = 100%		↔		Immunisation programme 100% COVERAGE. Smoking Cessation programme. 1.1 smoking cessation offering champix, service offered by the Community Nursing Officer/Pharmacist. Community nurses offering brief intervention in nurse led district clinics. Uptake in telephone patient self referrals requesting support for smoking cessation.
6	Health & Wellbeing	Obesity (not diabetes-specific) New Target 2016/17: % of children and adults identified during health assessment as being overweight who receive support through a structured intervention. % of total screened population who are overweight (target is a sustained reduction of excess weight as a percentage of total population)	Baseline 2016 = 0%	Dietician to be in post and developed a concept for structured interventions	NOVEMBER 2016 - 19 Infants weighed from 0 – 2 years 11 months 30 days = infants weighed 1 (male) were over 75 centile. 3 (males) 1 (Female) were over = 90th (m). 0 (male) and 0 (female) were over 98th. 21% of infants measured in November are overweight. NOVEMBER 2016 - EMIS population of adult (>18 years) = adults screened during the month- BMI > 40 = 3 BMI 30 - 39 = 25 BMI 25 - 29.9 = 14. BMI 18.5 - 24.9 = 6 Out of 48 adults weighed in NOVEMBER 87.5% were overweight.		↔	Team Building: In November the CNO introduced Team Bonding with the Community Nurses, Physiotherapist and Occupational Therapist. We received good feed back from the various Health professionals who attended and the next one is booked for mid January, 2017. Visiting Specialist Audiologist assessed 20 clients from Workforce for Health Screening. A total of 468 patients seen by the Audiologist in November. One Doctor completed TC contract and a new GP commenced in November. Access to Healthcare: population on EMIS 4,500. There were 2,750 occasions of service (1,076 nurses led clinics - 1,674 Doctor Led Clinics)	
7	Health & Wellbeing	Diabetes New Target 2016/17: % of registered diabetes clients who have had their blood glucose and HbA1c tested at least once during the preceding year.	Nov 2016 - 92.5%	80%	NOVEMBER 2016 Diabetic Register on EMIS 779 Females = 436 Males 343 79 diabetic patients seen in Diabetic Clinic November: Yearly HbA1c obtained in NOVEMBER 2016 = 37 diabetics 4.74% of diabetic population. 6 monthly review HbA1c screening = 30 diabetics 3.85% diabetic population tested 3 monthly review HbA1c screening = 12 diabetic 1.5% diabetic population tested Total HbA1c IFCC <48 mmols - blood glucose <7.8 mmols average blood glucose level : Total = 10 HbA1c IFCC : 49 mmols - 64 mmols: (7.9mmols - 10.1 mmols average blood glucose level Total = 29 >65 mmols - (10.3 mmols average blood glucose level: Total = 40 NOVEMBER 2016 - 7 newly diagnosed Type 2 diabetic. 4 Females 3 Males		↔		
8	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.	2 Mental Health Admissions per year.	NOVEMBER 2016 - There were no psychiatric admissions under the Mental Health Act, Section 7.		↔		
9	Health & Wellbeing	Smoking % of clients who have received counselling for smoking and who have stopped	Island population registered on EMIS 4776 Smoking status record 1773 1773/4776 = 37%	95% EMIS status 15% of smokers	NOVEMBER 2016 - 773 registered smokers on EMIS. 22 (2.84%) smokers seen during throughout the period of NOVEMBER 2016. 8 patients receiving Smoking Cessation Advice) of 773 smoking population. 1 = Patients offered smoking interventions via CNO on 1.1 basis. 2 = patients successfully quit after 6 weeks of smoking cessation.) 5 = brief intervention		↔		

NO	Key Result Area - Directorate Responsible	Performance Indicator/ Risk Mitigation	Benchmark	Target 2016/17	Performance Report	RAG Status	Direction of Travel	Notes	Overall Brief Monthly Commentary on Progress/events
10	Health & Wellbeing	New Target 2016/17: Access to Healthcare (a) Total number of occasions that patients accessed primary health care at a District Clinic, by location. (b) Total number of occasions that elderly or disabled patients were seen by a Doctor in a residential care facility or own home (c) Total number of occasions of home support visits for palliative / end-of-life care	A = 2000 B = 30 C= 20		Access to Healthcare:- Nurse-Led and Doctors clinics in November, 2016. Nurse Led Clinics at various district clinics and Jamestown. Diabetic clinic - 79 patients seen Well women clinic- 41 patients seen Family planning- 31 patients seen Smoking Cessation 4 School children tested for Optometrist = 109 HTH clinic - 77 patients seen (including Sandy Bay = 28 and Blue Hill =3) Longwood clinic - 53 Child Levelwood clinic - 16 Nurse-Led health clinic - 25 Clinic Jamestown October = 375 Cape Villa = 2 Ebony View = 2 CCC = 0 Community Nurses home visits = 239 Harford Pre School immunisation 3 - 5 year olds = 0 Palliative Care Nurses support visit: 23 Total access to healthcare through Nurse Led Clinics: 1,076 Doctor Led Clinics at various district clinics and Jamestown October 2016 Jamestown = 826 Longwood = 29 HTH = 30 Levelwood = 18 Gynaecology = 48 Orthopaedic = 210 Visiting Specialist Audiologist: 468 Community Care Centre = 43 Total access to Health care through Doctor = 1,674 Visits made by Dr to patient at home = 2		↔		
11	Education	Primary Education % of pupils achieving level 4+	Reading 54% Writing 68% Maths 55%	Prediction: Maths 37% Reading 37% SPAG 48%	July 2016 results Reading 71% Level 4+ SPAG 44% Level 4+ Maths 51% Level 4+		↑	Results reported on yearly	Primary Baseline assessments for all students in Years 3 - 6 were completed and are being used by teachers in setting targets and planning progress. A new primary maths scheme is in place and has been well received by teachers, students and parents alike. The Primary Advisor is working in SPPS and is teaching the Year 6 class, both alleviating staff shortages and providing a model classroom for other teachers. All schools have submitted School Improvement Plans. 1 primary student in alternative provision.
12	Education	Secondary Education % of pupils achieving 5 GCSE A*-C including English and Maths	19% (2012)	Prediction: 29%	August 2016 GCSE results 5+ passes including English and Maths 22% English GCSE 57% Mathematics 29%		↔	Results reported on yearly	During the period October - November the new Year 3 cohort undertook baseline assessments in English and Maths and the Year 4 and Year 6 classes their CATs. The results of these assessments will not be used with the current data to monitor and track progress of students through their primary schooling. Implementation of the resources supporting the new curriculum in English, Science, History, Geography and ICT is being monitored and adapted as required to support students needs.
13	Education	NEETS The number of young people not in education, employment or training	0 (2013)	0	0		↔		Secondary Teachers are using baseline assessments for all students in Years 7 - 10 for planning and target setting. PAS has put in place a Numeracy strategy and continues to work as well on literacy across the school. PAS's School Improvement Plan has been developed with staff and is being implemented. The school has worked with ENRD to address water issues successfully. Power fluctuations caused serious server damage at PAS, which resulted in school internet and email being down for several days and compromised distance learning provision as a result, but operations were restored sooner than expected through the support of IT staff. 1 secondary student in full-time alternative provision.
14	Transport Statistics Office	Number of stay over tourist visitors to the island	2,527 (2012/13) 2,054 (2013/14)	Onset of air access – step change. Visitor predictions TBD once access provision is known.	November 2016: 149 stay over visitors 2016/17 YTD: 910, a 12% decrease compared with the previous financial year. November 2016: 29 plane passenger arrivals 2016/17 YTD: 131		↔		November 2016: 149 stay over visitors 2016/17 YTD: 910, a 12% decrease compared with the previous financial year. November 2016: 29 plane passenger arrivals 2016/17 YTD: 131
15	Transport Access Office	Air Access is achieved	The construction of the airport is well advanced and delivering certification and operational readiness is priority	St Helena is operationally ready and welcomes international commercial flights.	St Helena Airport is certified and open, however scheduled Commercial Operations will not commence until work being currently undertaken to manage issues of turbulence and wind shear on Runway 20 (northern approach) have been concluded. November saw a regular trickle of charter flights to St Helena Airport and on 30 November we welcomed a non-commercial trial flight. This was a large passenger aircraft - Embraer ERJ-190-100 jet aircraft operated by Embraer Commercial Aviation. Flights will provide the Airport with additional real time data and pilots reports, all of which will contribute to work currently being undertaken.		↔		St Helena Airport is certified and open, however scheduled Commercial Operations will not commence until work being currently undertaken to manage issues of turbulence and wind shear on Runway 20 (northern approach) have been concluded. November saw a regular trickle of charter flights to St Helena Airport and on 30 November we welcomed a non-commercial trial flight. This was a large passenger aircraft - Embraer ERJ-190-100 jet aircraft operated by Embraer Commercial Aviation. Flights will provide the Airport with additional real time data and pilots reports, all of which will contribute to work currently being undertaken.
16	Transport Corporate Support (Carol)	Number of people using public transport	18070 tickets sold (2013/14)	A further 10% increase (target 2,516,80) with services tailored around tourism and improved routes to meet local demand	5662 tickets sold from April to June 5851 tickets sold from July to September		↔	data reported on Quarterly	Revised timetables were introduced on 1 October 2016 following a mini-review of routes A,B,C & D Total number of tickets sold to date is 11,513.
17	UTILITIES Connect STH	Sustainability % of total electricity produced by renewable sources	12.24%	60%	April = 29.3% July = 28.07% Oct = 30.94% May = 21.1% August = 28.78% Nov = 28.11% June = 18.70% Sept = 33.65%		↔		

NO	Key Result Area - Directorate Responsible	Performance Indicator/ Risk Mitigation	Benchmark	Target 2016/17	Performance Report	RAG Status	Direction of Travel	Notes	Overall Brief Monthly Commentary on Progress/events
18	UTILITIES Connect STH	Reliability Unplanned electricity interruptions per annum	134 (13/14)	35	April = 9 July = 5 Oct = 4 May = 3 August = 8 Nov = 9 June = 9 Sept = 11		↔		Renewable energy continues to perform in line with last year. During the summer months electricity interruptions are traditionally favourable. There is no intention at the present time to increase access to treated water.
19	UTILITIES Connect STH	Water % of customers with access to treated and tested water	90%	100%	90%		↔		
20	UTILITIES SURE	Communications % of households with internet connections	56.3% (2013/14)	70.8%			⊘	report on annually	
21	Community & Housing Housing	Increased community capacity through better informed and engaged residents	Customer satisfaction using 2014 survey as benchmark	New Tenancy Audit to be completed in August 2016.			↔ ⊘	report on biannually due Oct 2016	Housing has seen a slight increase in the number of homeless applicants, however for this time of year it is not unusual. We are hoping to appeal for additional funding to assist with emergency housing needs for families as the current social housing budget does not facilitate for this ever increasing demand on the service.
22	Community & Housing Social	% of actions from SPP Implementation Plan completed	33 actions in the SPP Implementation Plan	100%	90%		↔		NASAS are currently working on SLA for the Sports Strategy.
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.	A fully functioning service for the provision of advice, monitoring and protection of Human Rights on St Helena			↑		Commission now established and operational. Apprentice recruited and training being addressed. 102 Clients on database. While these do not all have current Human Rights issues, all have come seeking help. Some have been assisted, others have been referred to the relevant agency. 17 issues are currently being investigated. The process of recruiting 3 more commissioners almost complete.
24	Security Police	Reducing Overall Crime	Reduce overall crime	<Total crime for 2015/16 (241)	April = 18. Oct = 9 May = 17 Nov = 8 June = 14 July = 15 August = 13 Sept = 7		↔		
25	Security Police	Improving Trust and Confidence in the Services Provided by the Directorate	Increase the reporting of Domestic Abuse offences/incidents	>Total number of Domestic Offences/incidents for 2015/16 (27)	April = Domestic Offences was 2 and Domestic Incidents was 2. May = Domestic Offences was 2 and Domestic Incidents was 4. June = Domestic Offences was 2 and Domestic Incidents was 4. July = Domestic Offences was 4 and Domestic Incidents was 1. August = Domestic Offences was 2 and Domestic Incidents was 4. Sept = Domestic Offences was 2 and Domestic Incidents were 0 Oct = Domestic Offences was 0 and Domestic Incidents were 2 Nov = Domestic Offences was 2 and Domestic Incidents were 2		↔		Crime remains low for November and overall well within the reduction target for the performance year. The target to increase reporting for domestic Incidents and offences are below the target but there was a Police involvement in the White Ribbon event which is part of their work to encourage the reporting of DA incidents / offences. The target to increase the number of sexual offences reported remains below the target although two offences were reported in November.
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 a multi-agency approach	>Total number of sex offences in 2015/16 (36) 90% of referrals submitted within 24 hours	April = 3 Sept = 0 May = 2 Oct = 0 June = 0 Nov = 2 July = 0 August = 2		↔		
28	Security Safeguarding	% of referrals having initial assessments within 14-30 days		90%	April - 100% June - 16 referrals to the service in total, which led to 6 single assessments so 38% of referrals led to assessment. However, all six assessments were completed in timescales - 100%. Section 57 investigations for June = 0 July - 23 referrals to the service in total, which led to 6 single assessments so 25% of referrals led to assessment. However, all six assessments were completed in timescales - 100%. Section 57 investigations for July = 2 August - 40 referrals to the service in total, which led to 9 single assessments so 23% of referrals led to assessment. However, all six assessments were completed in timescales - 100%. Section 57 investigations for August = 5 September - 19 referrals. All the referrals were for open cases where assessments are already being completed. 6 single assessment were completed which equates to 32% of all referrals led to assessment. All assessments were completed within timescales - 100%. No section 57 enquiries were undertaken in September. October - 24 referrals received from which 12 resulted in single assessments being completed. This equates to 50% of all referrals resulting in assessment. 90% of assessments were completed within timescales. November - 26 referrals to the service. 6 of these resulted in single assessments being undertaken by staff. This equates to 24% of referrals resulting in assessment. All assessments were completed within timescales (100%) of which 2 Section 57 investigations were completed jointly with the Police.		↔		November saw the service involved in two final hearings with the Family Proceedings in supreme court. Completing final evidence and court hearings saw staff working long hours throughout November. Staff were also involved in supporting the Police with the criminal cases toward the end of November and into the December hearings. The Foster Carer regulations are being drafted alongside the Attorney General's Chambers to enable the Directorate to be Wass compliant into 2017 by providing an alternative to residential care for children who are unable to reside with their own families
29	Security Safeguarding	% of adult clients receiving 1-1 work		50%	April - Approx. 23% August - 40% November - 52% May - 26% September - 40% June - 26% October - 49% July = 40%		↑		

NO	Key Result Area - Directorate Responsible	Performance Indicator/ Risk Mitigation	Benchmark	Target 2016/17	Performance Report	RAG Status	Direction of Travel	Notes	Overall Brief Monthly Commentary on Progress/events
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	Benchmarking (2015/16 - Benchmarking done for 21 terrestrial sites and 22 marine) locations Little or no change			↻	report on annually	Plants and Wildlife – We have increased the capacity of peaks nursery for growing endemic plants by changing the layout, installing new fibreglass grated tables, new humidity-controlled propagation table, and more outside space for hardening off plants. Peaks National Park work included routine maintenance of key habitat sites, and routine strimming and upkeep of walking trails. BEST 2.0 funded project "Trails and interpretation improvements in the Peaks National Park, St Helena" is progressing well; several new boardwalks and staircases have been completed. Environmental Monitoring (Soils, Air Quality, Noise, Water Quality, Water levels and flows) – Due to lack of benchmark data for various reasons we were unable to report on Water quality, therefore this KPI has now being changed to report on Air quality for 2016/17. Air quality monitoring is not being done at the moment as the air quality monitoring kit, purchased under the Darwin funded project (though not strictly fit for purpose) has undergone factory recalibration by the supplier in Ireland and is now back on St Helena. Currently revising job profiles for monitoring post to take this work forward.
31	ENRD	Air Quality Maintaining good air quality	Benchmark 2015/16 Nitrogen dioxide 0.02 ppm Sulphur dioxide 0.41 ppm	Little or no change			↻	report on annually	
32	ENRD	Waste Management	Reduction in waste sent to landfill	5%			↻	report on annually	Waste Management – All key waste streams require establishment of commercial recycling to achieve KPI. Bio-remediation pad at HPLS is completed and ready for use. Communal Wheelie Bin Housings Project is ready for commencement, pending planning permission decision. 1/2 of the Capital Program funded Olympic and Eco bins have arrived, siting of bins is pending, remaining bins due 6th December. Secure Data Disposal Service is in operation.
33	ENRD	Energy Use	More efficient use of energy per head of population	5%			↻	report on annually	Energy Use - Climate Change Policy public consultation ended, little work since, following prioritisation of workload constrained by financial year. EMD part of working group towards delivering the Energy Strategy.
34	ENRD	Funding	Proportion of SHG Environmental Management Costs funded by Eco-tourism	5%			↻	report on annually	Funding - BEST 2.0 Small Grant project continues. Three new Darwin Plus projects awarded (from April 2017) : Establishment of the national framework for invasive plant management in St Helena, Oceanographic influences on the St Helena pelagic ecosystem and a biosecurity fellowship.
35	Efficient, Effective and Open Government Corporate Support Carol	Report It - Sort It % of people acknowledge within 1 working day		100%	66% of people acknowledged within 1 working day in November		↔		
36	Efficient, Effective and Open Government Corporate Support Carol	Report It - Sort It % of jobs completed within 20 working days		100%	6 reports received for November - 1 report still being dealt with in the 20 working day period		↑		
37	Efficient, Effective and Open Government CPPU/IA	Governance % of significant governance issues are addressed annually	70% (2013/14)	100%	Remains at 90%		↔		Council Committee terms of reference remains with members for further discussion.
38	Efficient, Effective and Open Government Corporate Support	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.	95%	One request received towards the end of the month which was answered on 5 December. However, the request received in October is still outstanding and is being dealt with by Corporate Finance.		↑		One request received towards the end of the month which was answered on 5 December. However, the request received in October is still outstanding and is being dealt with by Corporate Finance.



REPORT ON KEY BAM AREAS PERIOD 8 (November 2016)

No.	Area		Performance Report	RAG Status
1	Budget, MTEF and Finance	MTEF Cycle	Initial debrief sessions on the process undertaken during 2015/16 took place in April. Work continues on the 10 Year Plan which will be fundamental to developing budgets later in the financial year. Initial budget ceilings for the next 3 year planning cycle are being developed to discuss with elected members. Strategic Planning and Budgeting Guidelines are being finalised to be issued to directorates to provide the context and assumptions to be considered the development of their budgets.	
	Budget, MTEF and Finance	Revenue & Expenditure	<p>Revenue targets were agreed and are stated below. These targets are monitored and reported against on a monthly basis:</p> <p>Total Budget Income Tax for 2016/17 = £5,122K Budget Income Tax (Apr - Nov 2016) = £3,090K Actual Income Tax collected (Apr - Nov 2016) = £3,198K Favourable variance achieved of £108K for the year to date.</p> <p>Total Budget Customs Duty for 2016/17 = £5,952K Budget Customs Duty (Apr - Nov 2016) = £4,051K Actual Customs Duty (Apr - Nov 2016) = £3,784K Adverse variance of £267K for the year to date.</p>	
2	Statistical Data		<p>Post of Statistician advertised (incumbent to leave island on 21st December).</p> <p>New Statistics Assistant Recruited- induction, training and familiarisation ongoing</p> <p>Departure of Graduate Intern</p> <p>Presentation of Update on Population and Economy report to support FAM</p>	
	Social		NASAS currently working on an NSLA for the Sports Strategy.	



REPORT ON KEY BAM AREAS PERIOD 8 (November 2016)

No.	Area		Performance Report	RAG Status	
DAPM AREAS	3	Education	<p>Funding formula for staffing and financing schools: For the 2016/17 school year, the Education Standards budget has been reviewed and costings updated to reflect the true cost of educational delivery in schools.</p> <p>Teacher Training: 4 local trainees in full-time study with Open University 2 trainees in overseas studies 28 local staff in Level 4 Cambridge PDQ course</p> <p>Apprenticeships: Supporting the launch of a Community College is a revised Apprenticeship Policy which has been approved by Education Committee.</p> <p>Labour Market Strategy: Interest and engagement with the new St Helena Community College continues to be very strong. Electrical training at levels 2 and 3 was completed in October for 14 individuals; 4 completed Level 3. 6 students began degree-level studies with Open University; 10 began ILM studies. There are currently 54 apprentices undertaking training.</p>		
	4	Capital Programme	Expenditure & Delivery	Expenditure to date on the Capital Programme is approximately £2,806m, of which £2,375m is DFID funding. Works are commencing on site for Hutts Gate Reservoir, Gents Bath and Ruperts Sewerage upgrade. The Fire Systems upgrade for PAS is completed and operational. Works are continuing on site at Moors Flats and No 15 & 16 Piccolo Hill which are all Government Landlord Housing.	
	5	Capital Programme	Hospital	Works under the main Hospital Contract are completed and the taking over certificate have been issued. Additional works outside of the main Hospital contract that are completed are the concrete ramp, installation and commissioning of the PABX system and the Nissan Hut & Oxygen Plant fence. Works are continuing on site for the follow on works that was identified outside of the scope of the main Hospital contract and also for the relocation off the Dispensary from the first floor to the ground floor of the Hospital Admin Building. A Contract have been signed for the dental surgery and the contractor have commence works on site.	
	6	Capital Programme	Prison & CBU	A project board have been established for the Prison Project. A site still needs to be identified, however topographical surveys will take place on three potential sites. A walk over of the Fire Station site at Alarm Forest was completed by consultants and a report is being awaited.	



REPORT ON KEY BAM AREAS PERIOD 8 (November 2016)

No.	Area		Performance Report	RAG Status
7	Capital Programme	Management	The annual review prepared by DFID's infrastructure Advisor was received and the Capital Programme has scored a B, which means that the risk in delivering the Capital programme is considerably high. As a result of scoring a B for two consecutive years the capital programme is subject to 'special measures' and a Programme Improvement Plan (PIP) is to be implemented. The PIP which includes specific objectives for critical projects must be met by 31st October 2016. Objectives and monthly milestones have been received from Accountable Officers which will be monitored closely by the PMU, PDG and DFID. PDG has scrutinised the draft PIP and it has been signed off by SHG and DFID. The non-PIP projects have been approved by EXCO and monthly milestones have been received from Accountable Officers. The non-PIP projects have commence.	
8	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;	
9	Technical Co-Operation	Technical Co-operation expenditure	<p>Actual expenditure against budget as at 30 November 2016 is £103K (14%) underspent. This is mainly due to Posts/Consultancies not filled or required in period (Env Call-Down, FS, MO5, FM, RAD, Paed OT).</p> <p>YTD actual expenditure against budget as at 30 November 2016 is £458k (9%) underspent. This is mainly due to a number of consultancies and posts delayed, not approved or no longer required, there were also a number of posts that were filled later than anticipated.</p> <p>Consultant costs anticipated during period delayed, not approved or no longer required (P&G, ECD, AC, PAE, PAE OT, FAT, SMS, Rad, OS, Opt, LRAD, DC(PP), PS, LLM, FM, EMIS, Nut, PSY)</p> <p>Posts not filled for period or filled later than anticipated (RM, DIE, ROS, CPN, TTA, AST (M) x2, TC, CCC, FS, SN, replacement RAD).</p>	
10	Economic Development	Recurrent Expenditure	<p>86.85% of spend against budget for the month of November</p> <p>YTD is 94.2% of spend against budget</p>	



SHG RISK REPORT PERIOD 8 (November 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 £2,375,201 capital spend at the end of November 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 8 (November 2016)

NO	Directorate/ Department	Risk	Risk Mitigation	Performance Report	RAG Status after mitigation	
RISKS	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.	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	DHR	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.	Pay and Grading review currently in progress with a completion date scheduled for October 2016. Cadre Reviews completed for Nurses, Teachers and Police. Cadre review currently in progress for care staff in Safeguarding ODI and CHR are working together on developing strategies for Talent Management and Succession Planning – proposals are currently being consulted on.	
	7	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.	A Prospectus for Change was published in November 2015, setting out key activities to be addressed during 2016-19 to make SHG 'a better place to work and do business with'. The targets for the public service have taken account of the results of the employee opinion survey undertaken in May 2015. Some of the targets will take a while to achieve, for example, reviewing health and safety legislation, whereas others can be actioned more quickly. Progress has been made in a number of areas, in particular the establishment Core Leadership and Business Delivery Groups, the establishment of an Employee Representative Committee, allowing employees a 'Voice' in some key public service policy developments; establishment of a Partnership Forum; training for Employee Representative Committee members; development of, in consultation with employees, of the Vision, Mission and values for the public service; a consultant has been recruited to undertake a Pay and Grading review; talent management and succession planning initiatives ongoing; additional budget secured for training of employees to succeed TC staff; strategic planning documentation has been simplified, mobile phones in use by senior staff in SHG.	
	8	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.	



SHG RISK REPORT PERIOD 8 (November 2016))

NO	Directorate/ Department	Risk	Risk Mitigation	Performance Report	RAG Status after mitigation
9	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.	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	
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

BALANCE SHEET PERIOD 8 (NOVEMBER 2016)

CLOSING BALANCE

	30 November 2016	31 March 2016
	£	£
Buildings	23,809,369	22,065,921
Infrastructure	1,077,752	1,398,541
Plant, Machinery & Equipment	4,421,747	3,260,022
IT Networks & Equipment	524,358	522,191
Assets Under Construction	231,181,076	225,559,168
NET FIXED ASSETS	261,014,302	252,805,843
OTHER ASSETS		
Housing Loans	250,299	275,390
TOTAL OTHER ASSETS	250,299	275,390
CURRENT ASSETS		
Cash	1,213,451	954,386
Bank Accounts	(2,253,832)	(75,382)
Short-term Investments	11,702,051	5,782,065
Prepayments	16,091,846	19,648,128
Debtors	1,027,904	1,521,501
Accrued Income	85,956	4,452,716
Stock	1,070,923	983,216
Advance Accounts	71,434	76,386
TOTAL CURRENT ASSETS	29,009,733	33,343,016
CURRENT LIABILITIES		
Creditors	662,960	638,605
Accruals	1,924,033	2,216,326
Income received in advance	9,036,925	1,480,203
Income Tax received in advance	599,356	623,925
Defined Contribution Pension Liability	103,158	63,056
Other funds owing to third parties	362,237	1,419,282
Suspense Accounts	6,849	0
Provisions	340,000	0
TOTAL CURRENT LIABILITIES	13,035,518	6,441,397
LONG TERM LIABILITIES		
Defined Benefit Pension Liability	60,888,812	33,456,579
Staff Benefits	964,744	734,241
TOTAL LONG TERM LIABILITIES	61,853,556	34,190,820
NET ASSETS	215,385,260	245,792,032
RESERVES		
Reserves and Funds	42,734,848	43,254,495
Unposted Profit	172,650,412	202,537,537
TOTAL RESERVES	215,385,260	245,792,032



**St Helena
Government**

**CONSOLIDATED FUND REPORT
PERIOD 8 (NOVEMBER 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
Total Recurrent

REVENUE				
YEAR TO DATE			FULL YEAR	
Actual	Budget	Variance	Original Budget	Revised Budget
155,573	140,368	15,205	222,000	222,000
0	0	0	0	0
0	0	0	0	0
181,999	228,509	(46,510)	343,000	343,000
7,129,635	7,208,397	(78,762)	11,187,000	11,187,000
15,044,812	15,032,000	12,812	22,531,000	23,012,000
0	0	0	0	0
0	0	0	0	0
0	0	0	481,000	0
182,916	179,892	3,024	270,000	270,000
469,928	462,659	7,269	694,000	694,000
356,307	345,331	10,976	509,000	509,000
55,356	49,332	6,024	74,000	74,000
23,576,526	23,646,488	(69,962)	36,311,000	36,311,000

EXPENDITURE				
YEAR TO DATE			FULL YEAR	
Actual	Budget	Variance	Original Budget	Revised Budget
810,189	873,177	62,988	1,267,000	1,267,000
290,830	481,514	190,684	635,000	635,000
4,918,492	5,375,167	456,675	7,860,000	7,860,000
831,003	842,979	11,976	1,246,000	1,246,000
695,630	650,098	(45,532)	986,000	986,000
1,974,779	2,453,723	478,944	3,415,000	3,430,000
733,334	733,334	0	1,100,000	1,100,000
2,316,015	2,380,650	64,635	3,677,000	3,677,000
1,066,124	581,000	(485,124)	681,000	681,000
1,892,088	2,002,375	110,287	3,021,000	3,021,000
3,150,865	3,662,494	511,629	5,570,000	5,570,000
1,863,042	2,102,460	239,418	3,099,000	3,099,000
2,183,923	2,428,436	244,513	3,754,000	3,754,000
22,726,314	24,567,407	1,841,093	36,311,000	36,326,000

SURPLUS/(DEFICIT)		
YEAR TO DATE		
Actual	Budget	Variance
(654,616)	(732,809)	78,193
(290,830)	(481,514)	190,684
(4,918,492)	(5,375,167)	456,675
(649,004)	(614,470)	(34,534)
6,434,005	6,558,299	(124,294)
13,070,033	12,578,277	491,756
(733,334)	(733,334)	0
(2,316,015)	(2,380,650)	64,635
(1,066,124)	(581,000)	(485,124)
(1,709,172)	(1,822,483)	113,311
(2,680,937)	(3,199,835)	518,898
(1,506,735)	(1,757,129)	250,394
(2,128,567)	(2,379,104)	250,537
850,212	(920,919)	1,771,131

Capital

CORPORATE SUPPORT, POLICY & PLANNING
Total Capital

0	0	0	0	0
0	0	0	0	0

30,000	0	(30,000)	0	0
30,000	0	(30,000)	0	0

(30,000)	0	(30,000)
(30,000)	0	(30,000)

Movement on Consolidated Fund

23,576,526	23,646,488	(69,962)	36,311,000	36,311,000
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22,756,314	24,567,407	1,811,093	36,311,000	36,326,000
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820,212	(920,919)	1,741,131
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St Helena Government

ANALYSIS OF REVENUE REPORT PERIOD 8 (NOVEMBER 2016)

	REVENUE				
	YEAR TO DATE			FULL YEAR	
	Actual	Budget	Variance	Original Budget	Revised Budget
Taxes - PAYE	2,358,653	2,328,332	30,321	3,488,000	3,488,000
Taxes - Self Employed	324,790	188,000	136,790	188,000	188,000
Corporation Tax	194,919	302,000	(107,081)	962,000	962,000
Goods & Services Tax	319,406	272,000	47,406	411,000	411,000
Taxes - Withholding Tax	507	0	507	73,000	73,000
Customs - Other	1,987,323	1,795,089	192,234	2,718,000	2,718,000
Customs - Alcohol	730,816	714,548	16,268	1,100,000	1,100,000
Customs - Tobacco	382,346	643,637	(261,291)	1,000,000	1,000,000
Customs - Petrol	198,121	286,500	(88,379)	382,000	382,000
Customs - Diesel	344,339	439,500	(95,161)	490,000	490,000
Customs - Liquor Duty	2,742	21,332	(18,590)	32,000	32,000
Customs - Excise Duty	138,110	150,000	(11,890)	230,000	230,000
Taxes	6,982,072	7,140,938	(158,866)	11,074,000	11,074,000
Stamp Duty	48,512	28,120	20,392	42,000	42,000
Dog License	3,425	4,424	(999)	7,000	7,000
Firearm License	6,629	4,600	2,029	7,000	7,000
Liquor License	4,004	0	4,004	8,000	8,000
Road Traffic License	130,941	104,640	26,301	157,000	157,000
Gaming Machines License	0	0	0	3,000	3,000
Other Licenses & Duty	115	1,350	(1,235)	4,000	4,000
Duty & Licenses Received	193,626	143,134	50,492	228,000	228,000
Court Fees & Fines	11,759	13,200	(1,441)	20,000	20,000
Light Dues	4,873	4,664	209	7,000	7,000
Cranage	639	0	639	0	0
Dental Fees	19,585	9,176	10,409	14,000	14,000
Fees of Office	15,280	12,000	3,280	18,000	18,000
Medical & Hospital	112,482	116,520	(4,038)	175,000	175,000
Trade Marks	7,264	4,640	2,624	7,000	7,000
Post Office Charges	1,049	1,620	(571)	5,000	5,000
Meat Inspection Fees	4,459	11,008	(6,549)	17,000	17,000
Vet Services	12,658	9,400	3,258	15,000	15,000
Birth, Marriage & Death Fees	1,887	2,050	(163)	4,000	4,000
Land Registration Fees	6,574	7,433	(859)	11,000	11,000
Spraying Fees	1,327	950	377	2,000	2,000
Immigration Fees	30,071	110,095	(80,024)	166,000	166,000
Nationalisation Fees	623	0	623	0	0
Fish & Food Testing	15,573	22,000	(6,427)	21,000	21,000
Planning Fees	13,530	14,000	(470)	33,000	33,000
GIS Fees	7,235	11,336	(4,101)	17,000	17,000
Company Registration Fees	1,753	2,300	(547)	4,000	4,000
Other Fees	426	2,050	(1,624)	6,000	6,000
Fines & Fees Received	269,047	354,442	(85,395)	542,000	542,000
Agricultural Gardens	7,791	8,000	(209)	8,000	8,000
Leased House Plots	13,521	9,609	3,912	16,000	16,000
Home to Duty Transport	3,478	160	3,318	1,000	1,000
Commercial Property Rents	25,575	30,329	(4,754)	52,000	52,000
Miscellaneous Receipts	149,157	66,973	82,184	98,000	98,000
Agricultural Buildings	1,992	3,820	(1,828)	4,000	4,000
Government Rents	201,514	118,891	82,623	179,000	179,000



St Helena Government

ANALYSIS OF REVENUE REPORT PERIOD 8 (NOVEMBER 2016)

Stamp Sales(Postal)
Stamp Sales(Philatelic)
Sale of Firewood
Sale of Timber Logs
Hire of Plant
Other Earnings Received
Earnings Government Departments

Other Income Received
Plantation House Tours
Income Received

Commission
Interest
Currency Fund Surplus
Dividends
Argos
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

	REVENUE				
	YEAR TO DATE		FULL YEAR		
	Actual	Budget	Variance	Original Budget	Revised Budget
Stamp Sales(Postal)	21,888	19,300	2,588	34,000	34,000
Stamp Sales(Philatelic)	16,467	18,525	(2,058)	26,000	26,000
Sale of Firewood	7,233	7,112	121	11,000	11,000
Sale of Timber Logs	1,263	1,142	121	2,000	2,000
Hire of Plant	1,208	0	1,208	0	0
Other Earnings Received	99	0	99	1,000	1,000
Earnings Government Departments	48,158	46,079	2,079	74,000	74,000
Other Income Received	973	1,190	(217)	1,000	1,000
Plantation House Tours	9,617	0	9,617	0	0
Income Received	10,590	1,190	9,400	1,000	1,000
Commission	240	0	240	0	0
Interest	47,253	32,000	15,253	50,000	50,000
Currency Fund Surplus	0	0	0	350,000	350,000
Dividends	0	0	0	112,000	112,000
Argos	28,810	28,810	0	29,000	29,000
Grant-in-Aid	15,000,000	15,000,000	0	22,019,000	22,500,000
Shipping Subsidy	0	0	0	481,000	0
Treasury Receipts	15,076,303	15,060,810	15,493	23,041,000	23,041,000
Profit on Disposal of Assets	5,800	0	5,800	0	0
Proceeds from Sale of Stocks/Stores	3,571	0	3,571	0	0
Other Income	9,371	0	9,371	0	0
Recharges - Customs	61,120	0	61,120	0	0
Recharges - Other	724,725	781,004	(56,279)	1,172,000	1,172,000
Recharges Received	785,845	781,004	4,841	1,172,000	1,172,000
TOTAL REVENUE	23,576,526	23,646,488	(69,962)	36,311,000	36,311,000