

Council Performance & Budget Summary

February 2016

The monthly performance summary outlines trends in information the Council uses to monitor and manage service delivery. It shows performance against relevant targets.

Appendices

- A. Planning Update
 - A.i Section 106 Obligations Update
- B. Syrian Refugees Update
- C. Sinkhole Update
- D. Spend on Consultants
- E. Fixed Penalty Notices for Environment Offences
- F. Property Development Update (Part 1)
- G. Property Development Update (Part 2)

Recommendation

- 1.1 That Cabinet notes the Council Performance and Budget Summary (February 2016) and its appendices.

Commentary

The table below is provided for indicators where there has been significant change in performance. It gives more detailed explanation and any action the Council is taking to improve performance.

	Measure	Comments
A	Forecast budget variance at the year end	The forecast overspend (£28,000 or 0.1% of the budget) has reduced by £67,000 from the previous month. This reduction is a combination of a number of minor variances across all departments.
A	Percentage of rent loss due to voids	The projected rent loss due to voids (empty properties) remains at 1.4% of the annual rent due. A number of properties awaiting sale or disposal remain on the system and show a void rent loss. When they are sold they will be removed from the system. Excluding these properties, the rent loss due to voids is 0.4%.
A	Rent arrears of current tenants as a percentage of rent due	<p>Rent arrears have increased from £633,766 in January to £698,809 in February. This is despite some significant lump sum payments made by tenants who were at the point of eviction. Arrears have therefore increased from 2.54% to 2.76%.</p> <p>This is higher than the increase we usually see in the early part of the year.</p> <p>Out of 13.8 Full Time Equivalent posts in the housing management team, here are 4 vacancies. One of these is covered by a temporary worker. Housing officers are having to cover the work of these 3 vacant posts in addition to their own work. The increased workload also restricts the amount of time officers can spend on income collection, particularly</p>

	Measure	Comments
		<p>the lower level arrears. The number of cases of rent arrears increased from 1,445 in January to 1,570 in February.</p> <p>Recruitment to fill these vacancies is underway. Two staff have been appointed and we anticipate that they will be in post by May 2016. Interviews for the Team Leader post are scheduled for early March 2016.</p>
R	Number of households in temporary accommodation and Average time in temporary accommodation	<p>The number of households in temporary accommodation fell to 110 as in February, its lowest point since June 2015. However, the average time in temporary accommodation rose to 28 weeks in the same period.</p> <p>There is wide variation between timings of different households. Many spend fewer than 28 weeks, while 41 households have spent 29-52 weeks and 6 households have spent over 52 weeks.</p> <p>The reasons behind these extended stays vary. In some cases it is because there are complex homeless circumstances to investigate. The longer cases tend to be where there are legal challenges to Council decisions that households are not homeless.</p>
A	Percentage of repairs completed on time	<p>The percentage of repairs completed on time was below target at 91%. This measure is based on the contractor manually logging the completion date on our Orchard management system. The contractor has shown that the percentage of jobs completed on time on their own system is higher. Recent staff and subcontractor changes have had an impact on the contractor logging completions correctly on Orchard. They have brought in personnel from their head office and a new admin supervisor to assist with training their admin team. Training started on 1 March to ensure contractors are logging the completion efficiently and correctly.</p>
R	Days to process Housing Benefit new claims	<p>New claim performance was adversely affected by the vacancy in the Benefit team. We have recruited to this post, but the successful applicant does not start work until April 2016. The long-term sickness of another member of the team continues and their existing case work was distributed to other staff. The increased workloads means new claims have not been processed at the target rate.</p>
A	Percentage of Council's planning decisions supported at appeal (cumulative 12 month)	<p>In February, eighteen appeal decisions were received. Of these, eight were allowed and ten dismissed. This equates to 55.6% of Council decisions supported for the month.</p> <p>All of the successful appeals referred to extensions to dwellings, some of which were in the Green Belt and conservation areas. The Council's reasons for refusal concerning impacts on character and appearance to host dwellings and wider street scene were not supported by inspectors. Furthermore, inspectors are giving greater weight to the National Planning Policy Framework due to the age of the adopted local plan and Green Belt Supplementary Planning Guidance.</p>

	Measure	Comments
		<p>Unsuccessful appeals included proposals for dwellings, including 30 in the Green Belt. Other unsuccessful appeals included tennis courts in the Green Belt and extensions to dwellings in conservation areas and locally listed buildings.</p> <p>The majority of the decisions allowed demonstrate that inspectors are taking a less restrictive approach to design in relation to character and appearance. The team continues to be briefed on this trend, which aligns with the Government's approach for simplifying minor planning matters.</p>
R	Percentage of planning applications not determined (within time limits or agreed timescale)	<p>Recruitment and retention of staff continues to hold back performance, with seven vacant posts in Development Management and the loss of an experienced interim team leader. Recruitment for several posts is underway with interviews scheduled for early March. Four agency planners have been appointed to cover some of these vacant posts. Further details on recruitment can be found in Appendix A – Planning Update.</p> <p>This month we have emphasised reducing the backlog of out of time applications. Determining older applications has an impact on the percentage of other applications determined in time and will continue to do so for the next few months.</p>
R	Number of planning applications at end of month that have not been determined in time	In February the number of out-of-time planning applications fell from 200 to 184. Efforts continue to be made to process out of time applications to reduce this backlog.
R	Fly-tipping incidents	Fly tipping has increased for February with household items being the primary waste type dumped. Rural lanes remain the most affected areas. The details of the worst affected hot spots have been passed to enforcement officers. Action is underway at targeted hotspots.
R	Visits to Tourist Information Centre and www.enjoystalbans.com	<p>The number of visits to the Tourist Information Centre (TIC) and www.enjoystalbans.com is 15% lower than last month and 13% lower than February 2015.</p> <p>On www.enjoystalbans.com, visits to 'what's on' and 'attractions' increased over the period. However, the 'where to stay' and 'eating and drinking' decreased. February 2015 also saw a peak for Valentine's day and around 1,000 visits connected with Butterfly World, which has since closed. These were not repeated in 2016.</p> <p>Visits to the TIC have fallen. As the number of visitors to the website have grown in recent years, it appears more visitors are finding information for themselves. This has led to a slow downward trend in visitors to the TIC itself. In addition, several further factors have led to the immediate drop this month. The TIC no longer sells tickets to local events, and pending the imminent move to the Alban Arena the amount of stock and brochures available has reduced. As part of the City Centre Museum and Gallery project, the TIC will be reviewing the services it offers. This is to ensure it remains relevant and helpful to visitors.</p>

	Measure	Comments
		The overall trend is following the same pattern as last year. Officers are investigating the causes for these drops further.
A	Percentage of all customers seen within 10 minutes	<p>Performance has improved in February but is still below target. The previous target was to see 80% of customers within 15 minutes and performance based on this is 91%.</p> <p>In January the contact centre started taking planning telephone calls on behalf of the planning department. In order to deal with increased call volumes, more customer service staff were made available to answer phones along with extra support provision. This reduced the number of staff available to see face to face customers who arrive on an ad-hoc basis. As staff become more confident and experienced in dealing with planning enquiries fewer staff resources, including additional supervision, will be required.</p> <p>A research project is underway to understand why customers choose to come into the Council Offices to access services rather than using digital or telephone channels. The insights from this research project will be used to shape the introduction of the new appointment service for customers. The findings from the research project will be reported to Cabinet in the June performance report.</p>

Key

The performance information is colour coded associated to the target or trend.

For indicators with a target – Green is where a target is achieved, Amber is up to 10% worse than target and Red is worse than 10% from target. For indicators with trend analysis – Green highlights an improved performance and Red a worse performance.

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Council Performance & Budget Summary

February 2016

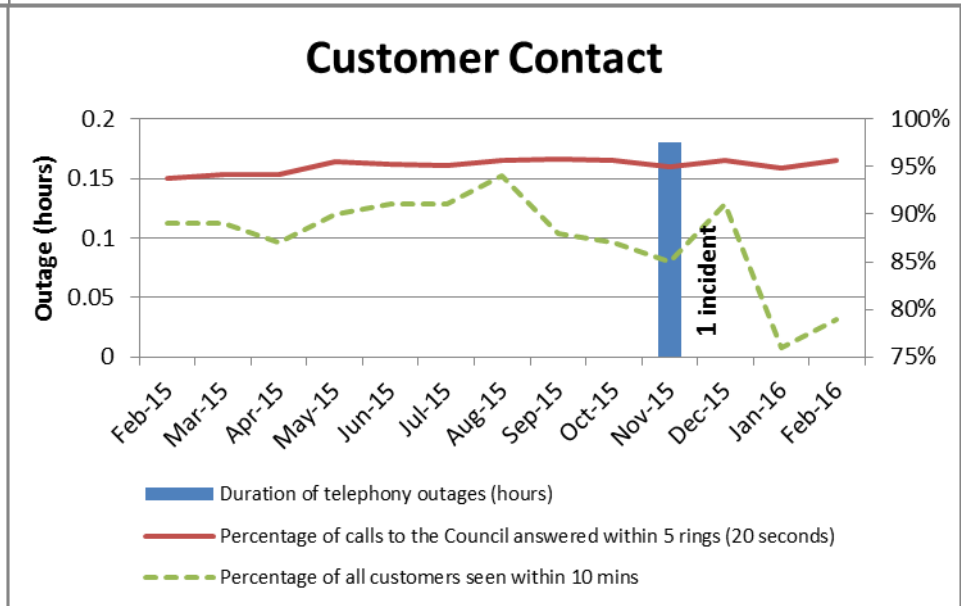
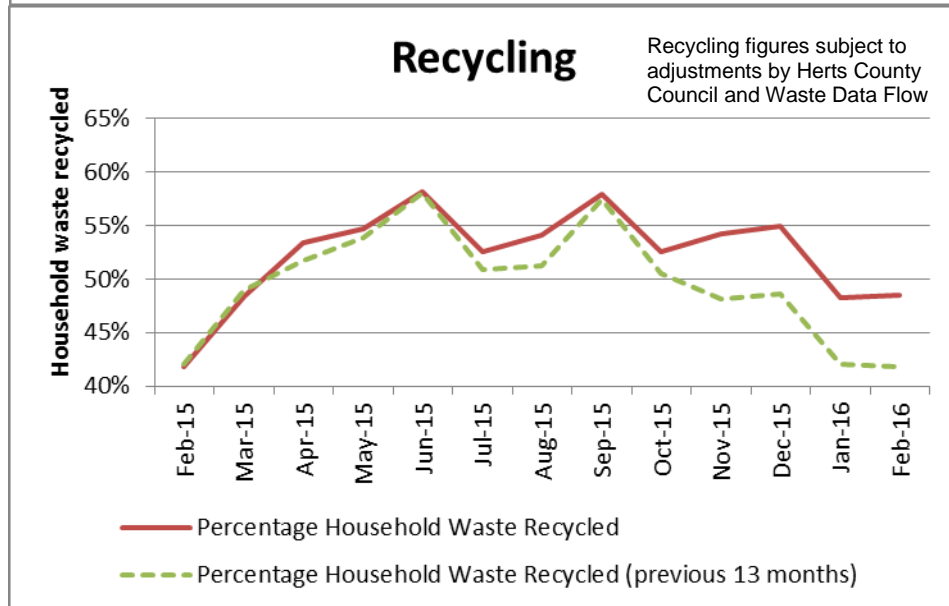
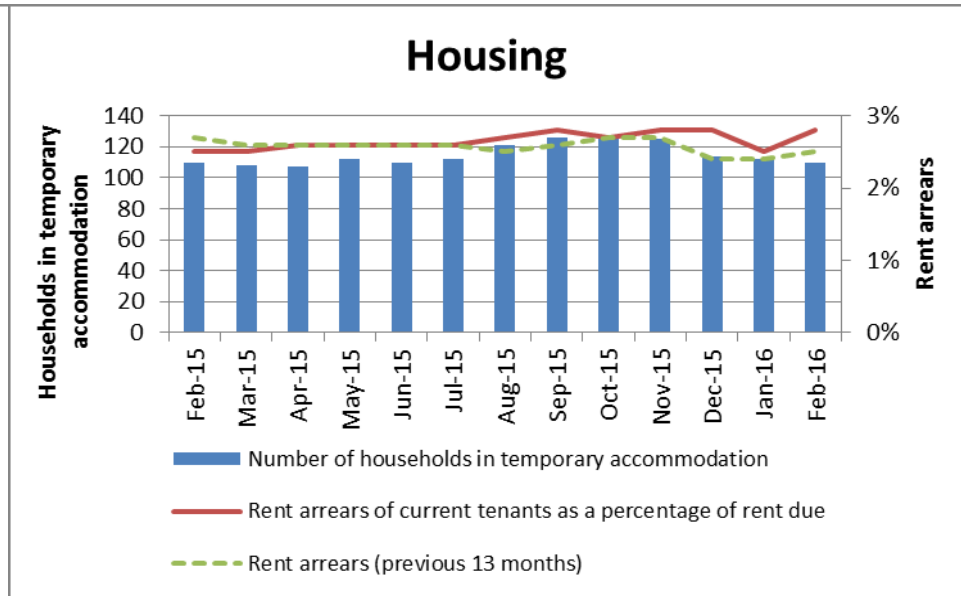
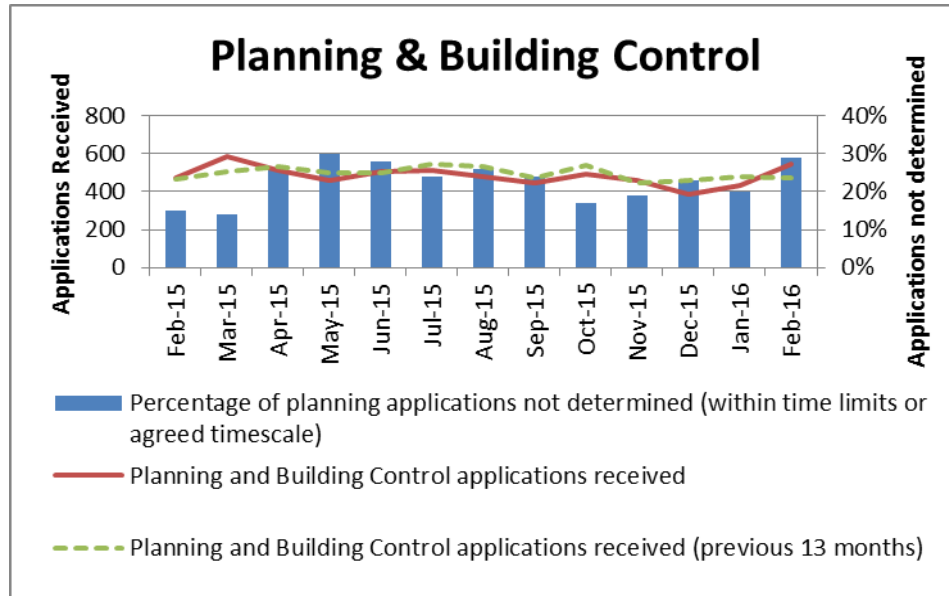


		Bigger or Smaller is Better	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	TARGET	
Finance	Forecast budget variance at the year end (General fund for year in question)	Smaller	1.6%	0.8%	0.0%	0.0%	0.0%	0.0%	-0.2%	0.0%	0.7%	1.0%	1.3%	0.5%	0.1%	0.0%	
Housing	Average time to re-let dwellings (excluding temporary accommodation) (days)	Smaller	24	19	29	22	22	21	22	22	23	24	23	24	24	26	
	Percentage of rent loss due to voids	Smaller	1.2%	1.2%	1.5%	1.6%	1.5%	1.4%	1.4%	1.3%	1.4%	1.4%	1.4%	1.4%	1.4%	Trend	
	Rent arrears of current tenants as a percentage of rent due	Smaller	2.5%	2.5%	2.6%	2.6%	2.6%	2.6%	2.7%	2.8%	2.7%	2.8%	2.8%	2.5%	2.8%	2.6%	
	Number of households in temporary accommodation	Smaller	110	108	107	112	110	112	121	126	127	125	114	112	110	Trend	
	Average time in temporary accommodation (weeks)	Smaller	28	26	24	22	22	23	23	24	24	26	27	27	28	Trend	
	Percentage of repairs completed on time	Bigger	100%	99%	100%	99%	100%	100%	94%	99%	99%	99%	99%	81%	92%	91%	98%
	Housing repairs' satisfaction	Bigger	98%	98%	98%	99%	99%	99%	86%	98%	99%	99%	100%	98%	99%	99%	90%
	Total number of households in receipt of Housing Benefit and/or Council Tax support	Smaller	7,241	7,248	7,211	7,244	7,222	7,219	7,198	7,156	7,157	7,139	7,104	7,035	7,044		
	Days to process Housing Benefit new claims	Smaller	20.8	23.0	28.7	23.9	23.7	27.7	33.7	42.5	20.9	22.0	34.5	30.2	27.9	24	
Days to process Housing Benefit change in circumstances	Smaller	3.3	8.1	5.5	7.9	9.4	7.3	5.8	7.8	8.0	10.0	7.6	6.1	2.4	11		
Planning & Building Control	Planning and Building Control applications received (including pre-app, trees and condition discharge)		473	586	512	459	506	514	478	446	494	459	385	435	546		
	Percentage of Council's planning decisions supported at appeal (cumulative 12 month)	Bigger	61%	61%	61%	62%	61%	63%	61%	62%	63%	61%	63%	62%	62%	66%	
	Percentage of planning applications not determined (within time limits or agreed timescale)	Smaller	15%	14%	26%	30%	28%	24%	26%	24%	17%	19%	23%	20%	29%	25%	
	Number of planning applications at end of month that have not been determined in time	Smaller	142	122	157	202	231	214	249	261	236	214	233	200	184	150	
Regulatory	Parking Penalty Charge Notices issued	Smaller	1,469	1,739	1,511	1,549	1,319	1,716	1,630	1,585	1,787	1,601	1,511	1,581	1,396	Trend	
	Percentage of Parking Penalty Charge Notices paid	Bigger	90%	85%	89%	86%	91%	84%	82%	89%	86%	86%	88%	86%	99%	70%	
Community Services	Fly-tipping incidents	Smaller	93	96	68	73	124	103	100	102	99	90	87	110	116*	Year-on-year Trend	
	Number of missed waste collections per 100,000	Smaller	30	28	33	34	37	30	10	16	19	12	9	11	16*	40	
	Visits to Tourist Information Centre and www.enjoystalbans.com	Bigger	31,953	35,330	31,155	40,556	47,105	42,521	43,131	41,467	50,463	78,135	54,613	32,961	27,932	Year-on-year Trend	
	Museums visits	Bigger	16,016	15,840	15,581	13,248	14,781	14,628	14,343	14,164	17,826	14,996	12,403	14,090	16,573	Year-on-year Trend	
Customer Services	Percentage of calls to the Council answered within 5 rings (20 seconds)	Bigger	93.8%	94.2%	94.2%	95.5%	95.2%	95.1%	95.7%	95.8%	95.6%	95.0%	95.7%	94.9%	95.6%	80%	
	Percentage of all customers seen within 10 mins	Bigger	89%	89%	87%	90%	91%	91%	94%	88%	87%	85%	91%	76%	79%	80%	
External	Claimant count (% proportion of population)**	Smaller	0.8%	0.8%	0.8%	0.8%	0.7%	0.7%	0.7%	0.7%	0.7%	0.7%	0.6%	0.7%	0.7%	Trend	
	New jobs	Bigger	3,024	4,817	6,081	6,955	2,234	2,527	2,522	3,080	4,402	4,569	4,349	5,548	5,452	Trend	
	All crime (in month)	Smaller	473	574	519	519	559	562	506	531	564	530	539	596	562*	Trend	
	Anti-social behaviour incidents (in month)	Smaller	192	190	254	224	211	313	314	263	232	200	177	208	190*	Trend	

*draft figure subject to final adjustments

** figures include equivalent single people claiming Universal Credit

Performance Summary February 2016



Council Performance & Budget Summary

Appendix A: Planning Update

Staffing

	Post	Last month	Update
1	Transformation Manager	Post advertised. Closing date February 15	Interviews due in March
2	Planning Team Leader	Post advertised. Closing date February 15.	Interviews due in March
3	Senior Planning Officer	Post advertised. Closing date February 15.	Interviews due in March
4	Senior Planning Officer	Post advertised. Closing date February 15.	Interviews due in March
5	Planning Officer (Development Management)	Post advertised. Closing date February 15.	Interviews due in March
6	Planning Officer (Development Management - Maternity Cover)	Post advertised. Closing date February 15.	Interviews due in March
7	Graduate Planner (Development Management)	Post advertised. Closing date February 15.	Interviews due in March
8	Building Control Officer	Post advertised. Closing date February 19	Post offered, awaiting response from successful candidate
9	Building Control Officer	Post advertised. Closing date February 19	Post re-advertised
10	Assistant Building Control Officer	Interviews scheduled week ending 19 February	Post offered, awaiting response from successful candidate
11	Tree officer (TPOs)	Post has been offered following interview	Post accepted, waiting on confirmation of starting date and background checks
12	Tree officer (TPOs)	Interviews took place 4 February 2016	No offer made, other options being considered

¹ Colour coding for Staffing table: Pink - job re-advertised. Blue - candidates shortlisted/ interviews/verbally accepted. Green - post filled. Orange - post advertised/to be advertised

Council Performance & Budget Summary

Appendix A: Planning Update



No. of Vacancies by Month in Planning

	Number of Posts			Vacancy rate (%)	3 month average vacancy rate (%)
	Required	Actual (fixed term/ permanent staff)	Vacancies (incl. those not advertised)		
Mar-14	67	53	14	20.9	
Apr-14	67	54	13	19.4	
May-14	67	54	13	19.4	19.9
Jun-14	67	57	10	14.9	
Jul-14	67	57	10	14.9	
Aug-14	67	60	7	10.4	13.4
Sep-14	67	61	6	8.9	
Oct-14	67	61	6	8.9	
Nov-14	70	60	10	14.2	10.7
Dec-14	70	60	10	14.2	
Jan-15	70	60	10	14.2	
Feb-15	70	58	12	17.1	15.2
Mar-15	70	62	8	11.4	
Apr-15	70	62	8	11.4	
May-15	71	59	12	16.9	13.2
Jun-15	72	60	12	16.6	
Jul-15	76	60	16	21.1	
Aug-15	75	60	15	20.0	19.2
Sep-15	77	65	12	15.6	
Oct-15	79	66	13	16.5	
Nov-15	79	66	13	16.5	16.2
Dec-15	76	64	12	15.8	
Jan-16	77	64	13	16.9	
Feb-16	77	64	13	16.9	16.5

Current Status of Teams

Building Control

One vacant post has been filled through a secondment. Therefore, the Building Control team is currently 2 below establishment (i.e., down by the equivalent of 2 full-time members of staff). This is currently covered by other staff working additional hours.

Development Management - Technical Support

One staff member is on maternity leave. This post is currently being covered by officers working additional hours. Currently in the process of recruiting maternity cover.

Council Performance & Budget Summary

Appendix A: Planning Update



Development Management Case Officers

Seven below establishment - covered by a part-time casual worker (x1 post), temporary staff (x4 posts) and staff working additional hours. However, one temporary staff member will be leaving just before Easter.

There have also been several internal staff promotions and secondments in recent months, reflecting the Council's succession planning strategy, whereby suitably skilled staff progress their careers internally.

We have reviewed, and amended some job titles for posts to be advertised so that they are more in line with industry standards.

Planning Application Performance

The target is to deal with 75% of all planning applications within the eight week statutory timescale. At present, we are achieving 65%.

The average decision time for all planning applications is currently 12 weeks. The average for major development applications is 24 weeks, and for minor applications, 12 weeks. During February, householder planning applications have taken longer to consider, on average 13 weeks. Some of the older applications have been processed to decision which has impacted on the average time taken.

There is a backlog of undetermined planning applications of 184 reducing down from 200 at the end of January and 233 at the end of December.

Strategic Local Plan (SLP) Regulation 19 Consultation

A consultation in October and November 2014 addressed the content of the draft SLP. In early 2016, residents and other interested parties were invited to make representations on whether the draft SLP has been produced in accordance with legal requirements and is sound. A six week consultation began on 8 January and ended on 19 February. Officers are now reviewing the responses. There will be a report of initial representation numbers to Planning Policy Committee (PPC) on March 8. Detailed reports will be presented to PPC in April and May.

Duty to Cooperate (DTC) meetings

A series of Portfolio Holder and Officer DTC meetings were held with adjoining and nearby councils in January and February 2016. Eight district/borough councils and Hertfordshire County Council (HCC) responded to the SLP Regulation 19 consultation. The results of the consultation will be reported to April and May PPC.

Council Performance & Budget Summary

Appendix A: Planning Update



The Verdun Oaks Campaign

A campaign is underway by the Woodland Trust to help find the Verdun Oaks. After the World War 1 Battle of Verdun ended, acorns were collected from the battlefields and planted in UK towns as a tribute to the fallen. In addition to oaks, it is believed horse-chestnuts were also planted as a tribute. St Albans has a tribute tree in Waxhouse Gate. The Woodland Trust is asking for help in identifying further Verdun Oaks and horse-chestnuts in the hope of growing a new generation of tribute trees. More information can be found at:

http://www.woodlandtrust.org.uk/support-us/support-an-appeal/centenary-woods/stories-and-memories/verdun-oaks/?utm_campaign

Housing and Planning Bill

The Housing and Planning Bill is currently going through Parliament. It had its second reading in the House of Lords on 26 January 2016. The Committee stage had its first sitting in the House of Lords on 9 February 2016. The next Committee stage in the House of Lords is scheduled for 1 March 2016 and will continue throughout March.

For the Council, the key items that have arisen from the Bill, and the Council's position, are set out below. These points have been made at both political and senior official level.

Issue	Council position
Pay-to-stay	Pressing for same minimum threshold as London (£40,000) and tapering according to income, to reflect high cost of living
Sale of high value assets	Pressing for the Council to retain sales receipts in return for investment in new housing (as has been agreed for London)
Planning fees	Supportive of pilot where Councils can set local planning fees
Alternative providers of planning application processing	Keen to understand and help shape what is proposed, to ensure efficiency for customers and providers
Starter homes	Supportive as part of a mix of housing needs that should be provided locally, including social and affordable rent

More information can be found at the link below.

<http://www.local.gov.uk/documents/10180/6869714/Housing+and+Planning+Bill+-+Commons+Report+Stage+-+Amendments+Statements>

Technical Consultation on implementation of Planning Changes

On 18th February DCLG announced the start of a consultation. This sets out the government's proposed approach on implementing a series of planning provisions in the Housing and Planning Bill. Several issues are addressed. This includes local plan intervention priorities and further details on a proposed duty on local authorities to compile registers of brownfield land suitable for housing. More information can be found at:

<http://www.planningresource.co.uk/article/1384208/housing-planning-bill-consultation-10-things-need-know?bulletin=planning-daily>

Council Performance & Budget Summary

Appendix A: Planning Update



The consultation runs until 15th April 2016.

The consultation document can be found at the link below.

<https://www.gov.uk/government/consultations/implementation-of-planning-changes-technical-consultation>

Strategic Housing Land Availability Assessment (SHLLA) 'Call for Sites' Consultation

To support continuing work on the Local Plan, an Update of the Strategic Housing Land Availability Assessment (SHLAA) 'Call for Sites' consultation began on 22 February 2016. The 6 week consultation will end on 4 April 2016. A consultation questionnaire was sent to landowners, developers, house builders, Hertfordshire County Council and the National Health Service. The Town and Parish Councils were notified about the consultation. The consultation questionnaire can be found at:

http://stalbans-consult.limehouse.co.uk/portal/planning_policy/shlaa_2016/shlaa_update_2016

Harpenden Town and Harpenden Rural Neighbourhood Plan Area Designation

An application to designate a Neighbourhood Plan Area has been submitted by Harpenden Town and Harpenden Rural Parish Councils. A report is included elsewhere on this agenda. The Council invited comments on the designation of this neighbourhood area. The consultation ran for 4 weeks from 27 January to 24 February 2016.

Climate Change Allowances

The Environment Agency has updated its guidance on how climate change could affect flood risk to new development. The main changes are to the peak river flow allowances. There is also a small change to peak rainfall allowances. The guidance came into immediate effect as of 19 February 2016. More information can be found at:

<https://www.gov.uk/guidance/flood-risk-assessments-climate-change-allowances>

The Planning Inspectorate (PINS) – Land at Oaklands College, St Albans Campus

An appeal by means of a Public Inquiry is scheduled to start on 10 May 2016.

The Planning Inspectorate (PINS) – 270-274 London Road, St Albans

The Public Inquiry is scheduled to begin on 8 March 2016. It is estimated that it will last for six to eight days.

The Planning Inspectorate (PINS) – Former HSBC Site/Hanstead Park, Smug Oak Lane, Bricket Wood

A Public Inquiry held at St Albans City and District Council offices lasted for four days from 9 February. A decision has yet to be made.

Council Performance & Budget Summary

Appendix A: Planning Update



Beaumont School and land north of Winches Farm, Hatfield Road

Development of the school playing field relocation is now starting on site. A 'reserved matters application' for the housing layout has been submitted by Charles Church Homes. The application is currently under consideration.

Spencers Park, Phase 2, Pre Application

This relates to a joint application from The Crown Estate and the Housing and Community Agency. 80% of the land is located within Dacorum Borough and 20% within St Albans District. The land in the District is green field, but not Green Belt. The application will need cross boundary co-operation. The joint work required is an example of both councils fulfilling their Duty to Co-operate obligations.

Ariston Site, land off Harpenden Road - Sinkhole response

In the light of the sinkhole incident, HCC has been asked to update the Land Stability Report submitted with the previous planning application. HCC is also carrying out relevant surveys across the site. This work needs to be completed before a planning application can be submitted.

Heads of Terms are now finalised with the Judo Club for their transfer to Batchwood Sports Centre. We are working towards completing legal documents by the end of April, following which the Club will take up occupation of the new dojo.

Road outside Ariston Site, land off Harpenden Road

A retrospective application for the emergency road from the Ariston site to allow access to the roads affected by the sinkhole was submitted by HCC on 17 February 2016. The application will go to Plans Central Committee to be considered on 21 March 2016.

Residential development at Harperbury Hospital, Harper Lane

Work is progressing to complete the Section 106 Agreement.

Museum of St Albans (MoSTA) site

The application for the MoSTA site is due to be considered by Planning Referrals Committee in March 2016.

Former Hatfield Aerodrome/Ellenbrook Country Park

The planning application for the mineral workings and restoration works has been submitted recently. Officer discussions are taking place. Meetings with Hertfordshire County Council and Welwyn Hatfield Borough Council will be held in due course to agree the approach the three Authorities will take.

Section 106 Agreements

Appendix A.i shows the status of current S106 obligations.

Council Performance & Budget Summary

Appendix A: Planning Update



The use of local council legal teams to draft S106 Agreements is being reviewed to see if we can improve the speed at which these are processed.

Enterprise Zone (EZ) Update

Work has started on setting up the governance arrangements for the EZ. The main focus of activity has been on the Memorandum of Understanding (MoU) between Local Enterprise Zone partners.

The MoU will set out what business incentives are being offered by Government for what sites. This is in addition to support for the new EZ that will be offered by Government Departments. It will also confirm arrangements for the operation and development of the Enterprise Zone (e.g. how planning permissions should be fast-tracked or business rates used for investment).

Each MoU will last in the first instance to 2020. It will be signed by Hertfordshire County Council and the Secretary of State for Communities and Local Government.

One issue raised is the value of Enterprise Zones in the light of the planned devolution of business rates to local areas from 2020. Under the new scheme, Enterprise Zones will continue to enjoy their current benefits. These include Enterprise Zone branding, business rate discounts and dedicated support from Government officials. The Hertfordshire Local Enterprise Partnership will also continue to benefit from 100% business rate retention for 25 years.

Council Performance & Budget Summary

Appendix A.i Section 106 Obligations Update



No.	Date of Instruction	Planning Reference	Site Address	Planning decision target date	Lawyer dealing	Previous position	Previous expected Completion date	Current position	Expected Completion Date
1	23.2.15	5/2014/3604	Napsbury Village Centre	23.3.15	HCC	Awaiting response from Mr Rubinow, Developer. S106 engrossed and ready to sign. HCC chasing developer to sign agreement.	7.3.16	Application changed significantly. Likely to require fresh application according to Planning. Update on whether s106 will be signed expected by 21.3.16	21.3.16
2	9.6.15	5/2015/0869	Lea Industrial Estate	16.7.15	HCC	Disagreement with Mr Browning, Lodge Park Construction Ltd, (developer) over parties to deed. Lydia Grainger now allocated officer & has arranged a meeting 11.2.16 to check position with developer. Lydia Grainger to update Legal by 22.2.16	1.4.16	Lydia Grainger (LG) discussing position with Mr Browning - working on discharge of conditions on various applications. LG will update Legal & HCC on current position by 7.3.16	1.4.16
3	11.6.15	5/2015/0797	Beaumont School	17.7.15	HCC	Executed agreement being held by Developer, Charles Church, pending agreement of matters unconnected with S106 agreement.	15.4.16	No change.	15.4.16
4	29.6.15	5/2015/0990	Harperbury	1.9.15	HCC	Developer's solicitors (Wragge & Co.) are preparing the draft. We are waiting for this from them. HCC chasing.	15.4.16	HCC are waiting for draft from Wragge & Co.	15.4.16
5	14.8.15	5/2015/0722	Copsewood	24.8.15	HCC	Awaiting detailed instructions from Gillian Donald on three aspects of s106 (last email 8.2.16)	29.3.16	HCC are awaiting detailed instructions from Gillian Donald on three aspects of s106	29.3.16
6	28.8.15	5/2015/1159	Rose & Crown	5.9.15	NHDC	Awaiting response from Developer, Stanley Homes Ltd's solicitor. Chased regularly since 7.1.16. Developer's Solicitor, Pitmans, awaiting discussion with William Allwood.	8.4.16	Waiting for title docs from Pitmans. Pitmans are waiting to discuss with planning officer. Sarah Ashton has taken over case and she will update Legal by 10.3.16	8.4.16
7	14.10.15	5/2014/2136	270-274 London Road	22.12.15	HCC	Appeal - Unilateral executed - with appellant.	Public Inquiry commences 8.3.16	Appeal - Unilateral executed - with appellant.	Public Inquiry commences 8.3.16
8	21.10.15	5/2015/2203	The Baton PH	19.12.15	Debenhams Ottaway	Agreed – engrossments being prepared by Developer's Solicitors. Will complete upon receipt.	26.2.16	Completed 2.3.16	
9	1.12.15	5/2015/2626	143 London Road	12.12.15	NHDC	Signed Engrossments being held by NHDC pending insertion of two details it will be completed. Email exchange between planning & NHDC (8.2.16) to obtain those details. William Allwood expecting to provide by 12.2.16	17.2.16	Completed 13.1.16. Date of resolution to grant inserted 2.3.16	
10	14.12.15	5/2015/3314	72&74 Cottonmill Lane	10.1.16	SADC	Concurrent build obligation. Draft being checked prior to engrossment.	11.3.16	Signed engrossments are with the parties. To be returned to the SADC for completion.	11.3.16

Council Performance & Budget Summary

Appendix A.i Section 106 Obligations Update



No.	Date of Instruction	Planning Reference	Site Address	Planning decision target date	Lawyer dealing	Previous position	Previous expected Completion date	Current position	Expected Completion Date
11	8.1.16	5/2015/2971	Langley Grove Garages	10.2.16	NHDC	Title documents provided 22.1.16. Draft to be sent to SADC as landowners by 11.2.16	24.3.16	SADC as landowners provide comments on drafts 2.3.16	24.3.16
12	11.1.16	5/2015/3081	149 London Road	Instructions state "ASAP"	NHDC	Awaiting response from HCC to email sent 21.1.16	24.3.16	With HCC for approval. 23.2.16 - HCC state awaiting instructions from their other client departments.	24.3.16
13	13.1.16	5/2015/3231	9 & 11 West Way, Land at rear 3-13 West Way	19.1.16	NHDC	Planning permission granted on 29.02.16 subject to s.106	1.3.16	Applicant told NHDC 24.2.16 he is waiting for outcome of planning committee on 29.2.16 before instructing solicitor. Application granted and NHDC notified 3.3.16	1.4.16
14	20.1.16	5/2015/3029	Poplar Field	20.1.16	NHDC	Draft responses from Developer, Mr M Paradise's solicitor, being considered this week (w/c 8/2/16).	18.3.16	Engrossments sent out 15.2.16 - waiting for title docs from Mr Paradise's solicitor 24.2.16	18.3.16
15	21.1.16	5/2015/3585 & 2586	40&42 Grange	17.3.16	SADC	Concurrent build obligation. Awaiting response from parties.	17.3.16	Likely to be withdrawn. Daniel Allen, Planning Officer, is progressing this.	17.3.16
16	25.1.16	5/2015/3344	Maryland Convent	18.4.16	NHDC	Awaiting details of affordable housing from planning 9.2.16	working to achieve the planning target date	Affordable Housing details provided 25.2.16 Revised target date 18.4.16	18.4.16
17	25.1.16	5/2015/3573	47&49 Cross Way	8.3.16	SADC	Concurrent build obligation. Awaiting draft from applicants.	11.3.16	Engrossments sent to Agent, Mr McDermott on 25.2.16 for signature by all parties	8.3.16
18	28.1.16	5/2015/3348	63&65 Harpenden Road	7.3.16	SADC	Concurrent build obligation. Querying the drafting matters with applicants.	working to achieve the planning target date	Planning application for No.65 re-submitted. Mortgagee for No.63 discussing additional clauses.	29.3.16
19	4.2.16	5/2015/3116	Blundell Close Garages	15.2.16	NHDC	Draft being prepared to be sent to SADC	working to achieve the planning target date. Not anticipated before 11.3.16	Fees undertaking given to HCC in 25.2.16. Waiting for HCC comments.	24.3.16
20	8.2.16	5/2015/3468	The Camp PH	2.3.16	NHDC	Draft being prepared to be sent to Lennons, Solicitors for Howarth Homes.	working to achieve the planning target date	Draft sent to SADC 2.3.16 - Affordable Housing information required	16.3.16
21	12.02.16	5/2014/3250	Smug Oak/Hanstead	11.3.16	SADC	Inspector wants evidence of whether contributions comply with CIL Regs. Finalising.	11.3.16	Seeking counsel advice	11.3.16
22	24.2.16	5/2015/2871	223A Hatfield Road	24.3.16	NHDC	Instructions sent to NHDC on 25.2.16		Draft being prepared. Awaiting details of HCC requirements (29.2.16)	24.3.16

Council Performance & Budget Summary

Appendix A.i Section 106 Obligations Update



Glossary

“Engrossed” - production of the final document for signing/sealing by the parties.

“Engrossment” – the final document for signing/sealing by the parties.

“Executed agreement” - a document which has been signed or sealed as appropriate by the parties in order to give it legal effect, but not necessarily completed/dated.

HCC – Hertfordshire County Council.

NHDC – North Herts District Council.

Key



On target to complete S106 agreement by planning target date

S106 agreement has been completed

S106 agreement currently being worked on

Syrian Refugees Update

Following the recent briefing paper sent to all Councillors (see PDF download link at bottom of <http://www.stalbans.gov.uk/housing/refugees/default.aspx>), further progress has been made as set out below:

- The Refugee Council has appointed a manager for Hertfordshire. Housing Officers have arranged a meeting with her on 7 March 2016.
- The Service Level Agreement between District partners and the Refugee Council is nearly finalised.
- London Strategic Housing (LSH) has offered us 2 two-bedroomed properties. These have been inspected by our Private Sector Housing officer who is satisfied that they are suitable once all repairs have been completed.
- A legal agreement will now be entered into with London Strategic Housing. The next step will be to contact the Home Office and request access to the secure portal. While we are in regular contact with the Home Office we cannot access the portal until the properties are ready to let. We anticipate these properties will be ready at the end of March. Once families have been identified and approved it will take 4-6 weeks for the first refugees to arrive.
- The addresses of these properties have been passed to Hertfordshire County Council so that they can start looking for available school places.
- Officers are continuing to contact lettings agents and landlords.
- Hertfordshire Welcomes Syrian Refugees is meeting the Refugee Council on 9 March 2016 with housing officers from SACDC.

Surveying and Ground Investigations

From December to February ground investigations, including boreholes and angled drilling, were carried out in and around Fontmell and Bridle Close. Immediately around the sinkhole this work has been co-ordinated by Peter Brett Associates on behalf of Hertfordshire County Council (HCC) and loss adjustors representing the five closest households.

OPUS geotechnical services, on behalf of HCC, carried out investigations into the remainder of the anomalies identified by the initial micro-gravity surveys. St Albans City and District Council carried out similar survey works on adjacent common land that it manages.

We expect the results of these investigations to be completed by mid to end March. This will enable decisions to be made on remedial work to the road. We will update residents on the results at that stage.

Access to Fontmell and Bridle Close

The five households closest to the sinkhole remain in temporary accommodation, paid for by insurers. The majority of residents are living at home.

HCC has built an improved stone relief road over the playing field and residents can use this to access Bridle Close and Fontmell Close by vehicle. This also means that social services and care services can reach vulnerable residents as they would usually.

Residents can also use the footpath that we built over the lower playing field. We have therefore ceased running the 4x4 shuttle service.

Once residents could park outside their houses again, the additional hired-in security services were no longer needed. However security provided by HCC remains in place to secure the Ariston site and supervise the use of the access road. This security will be reduced from 24/7 to night-time only by the end of March, as there are no concerns about how the access road is being used.

Residents are able to live at home in relative normality, although there is still disruption including from temporary over-ground utilities. We have recently been working with HCC and various utilities companies to tidy up parts of the site and the Heath. However the site cannot be fully restored to normal until utilities have been reconnected, the road repaired and the temporary road removed.

We have also been working with residents to provide sufficient lighting for those walking across the temporary footpath, and have installed a quieter lighting rig as well as some floor level cone lighting.

Communications

A project team consisting of SADC and HCC officers meets on a fortnightly basis to track progress. We send a weekly update to residents and remain in close contact with the Residents' Committee.

Council Performance & Budget Summary

Appendix C: Sinkhole Update



Finance

The cost to SADC stands at around £200-206k. As of December 2015, Herts County Council spending on the sinkhole was approx. £430-450k.

We wrote to the Department of Communities and Local Government (DCLG) towards the end of December together with HCC to request that we be able to use the Bellwin Scheme. The scheme provides funding to local authorities for emergency response costs, if specific criteria are met. This includes criteria that the event is exceptional, unplanned and not otherwise covered by insurance.

DCLG replied on 26 February to say this application had been declined by ministers as it did not meet the specific criteria. We are seeking more information on the reasons for this before responding to the Department.

Council Performance & Budget Summary

Appendix D: Spend on Consultants



Item	Actuals to date (April to Feb) £'000	2015/16 further anticipated work £'000	Total Forecast £'000	Funded From		
				General Fund Revenue £'000	General Fund Capital £'000	Externally Funded and HRA £'000
Work by CIPFA for Accounts Review, Accounts Closure and Fixed Asset Register work (some of this has been necessary as a result of vacancies)	5	9	14	14		
Service Improvement Project - support for delivery of Customer Access and Digital Transformation Programme	5	16	21	21		
Upgrade to accounting system	12		12		12	
Business Rates - Grant Thornton National Non-Domestic Rates response to Department for Communities and Local Government	2		2	2		
Health and Safety - for the waste and recycling tender (contract evaluation)	4	1	5	5		
Portfolio Total – Resources	28	26	54	42	12	0
New Museum Project - New Museum and Gallery Project - Development Stage up to HLF Bid (Planning Advice; Interpretation & Exhibition Design; Mechanical & Electrical; Architects; Structural Engineers; Heritage Advice; Conservation Plan; Quantity Surveyors; Project Management) Part HLF Funded 67%	343		343		113	230
New Museum & Gallery Project – redevelopment of MoSTA	4		4		4	
Cotlandswick - Project management costs	24	2	26		26	
Independent review of leisure contract extension	5		5	5		

Council Performance & Budget Summary

Appendix D: Spend on Consultants



Item	Actuals to date (April to Feb) £'000	2015/16 further anticipated work £'000	Total Forecast £'000	Funded From		
				General Fund Revenue £'000	General Fund Capital £'000	Externally Funded and HRA £'000
Batchwood Sports Centre Rebuilding – Project Management costs	3		3		3	
(NEW) New Museum Project – Delivery Stage (Planning Advice; Mechanical & Electrical; Architects; Structural Engineers; Quantity Surveyors; Project Management; Contractor Prelim Costs incl Survey Costs) Part funded by HLF 34%		157	157		103	54
(NEW) MoSTA Housing redevelopment - Scape Project fees (Planning Advice; Mechanical & Electrical; Architects; Structural Engineers; Quantity Surveyors; Project Management; Contractor Prelim Costs incl Survey Costs)	11	73	84		84	
(New) Leisure Management Contract – Consultants – Feasibility studies for Abbey View and Harpenden LC Athletic Track	40		40	40		
Portfolio Total – SHL	430	232	662	45	333	284
HRA – Review of Business Plan and Development Options	31		31			31
HRA – Stock Condition Survey - Survey of Housing Dwellings to allow detailed capital programme development	84		84			84
General Fund condition survey	3		3	1	2	
Universal credit support (funded by DWP)	20	5	25			25
Portfolio Total – Housing	138	5	143	1	2	140
Total	596	263	859	88	347	424

Council Performance & Budget Summary

Appendix D: Spend on Consultants



Comparison with previous years

	General Fund (Revenue and Capital)/£000	HRA and External/£000	Total/£000's
Totals 2015/16 (forecast above)	435	424	859
Totals 2014/15	257	180	437
Totals 2013/14	323	78	401
Totals 2012/13	474	418	892
Totals 2011/12	480	77	557
Totals 2010/11	953	14	967

Note: Spend on Capital projects are part of the approved costs of the capital scheme.

Note: The table does not include:

- Aitcheson Raffety/Brian Barber Associates' piece rate work on processing planning applications.
- Northgate infrastructure development cost
- Legal costs associated with MoSTA and the New Museum & Gallery project
- Legal and consultants costs associated with planning appeals and the Strategic Local Plan

Note: Two items reported to Cabinet in September 2015 as anticipated work have been removed (IT audit work and bank tendering). The anticipated further work will not now occur in 2015/16.

Council Performance & Budget Summary

Appendix E: Fixed Penalty Notices for Environment Offences



INTRODUCTION

The Government extended and amended the powers available to local authorities to tackle environmental crime such as fly-tipping, littering, through the Clean Neighbourhoods and Environment Act 2005 (CNEA). In particular, the Act extended the use of fixed penalty notices as an alternative to prosecution across a range of environmental offences to enable local authorities to deal more efficiently with first time offenders and those who commit offences at the more minor end of the scale. The Anti-social Behaviour Act 2003 (ASBA), Noise Act 1996 and the Environmental Protection Act 1990 also deal with of litter, fly tipping, graffiti, chewing gum disposal.

COUNCIL DECISION - 14th October 2015

1. This Council:

Is disappointed by the continuing problem of litter, fly tipping, graffiti, chewing gum disposal on the street and dog excrement in the District's streets and parks;

- b) believes that current enforcement and prevention methods are becoming less effective in tackling these issues;
- c) notes that Section 88 of the Environmental Protection Act 1990 gives powers to local authorities to issue fixed penalty notices.

2. This Council therefore instructs the Local Services Scrutiny Committee to examine the likely costs and personnel implications involved with both the implementation of a scheme of enforcement, and the corresponding success of a fixed penalty notice scheme in reducing levels of litter, fly tipping, graffiti, chewing gum disposal on the street and dog excrement and to determine whether increased litter prevention might be a more cost effective way to address some of the concerns noted in 1a. These findings should be reported to Cabinet.

<http://stalbans.moderngov.co.uk/ieListDocuments.aspx?CId=184&MId=7804&Ver=4>

Council Performance & Budget Summary

Appendix E: Fixed Penalty Notices for Environment Offences



SECTION A

Likely Cost and Personnel Implications Involved with the Implementation of a Scheme of Enforcement in St Albans District			
	<i>Options</i>	<i>Personnel Implications</i>	<i>Cost</i>
1.	Authorise existing staff / resources to respond to minor incidents of fly-tipping.	<ul style="list-style-type: none"> • Add to the Scheme of Delegation, authority for the Head of Legal, Democratic and Regulatory Services to authorise officers to issue Fixed Penalty Notices for environmental offences. • Officers respond where evidence is found by the contractor, Council officers or the Police. The contractor is the primary respondent to fly tips and will remove the majority on the initial response to a residents report. • If evidence is found prosecution is the normal route. However, during a PACE interview, if the offence is admitted an FPN could be served for the less major offence of littering. 	<ul style="list-style-type: none"> • Officer time and legal costs for prosecutions. • FPNs would be used as an enforcement tool by officers and limited number might be served.
2.	Authorise officers existing officers to issue Fixed Penalty Notices for offences observed in hotspot areas.	<ul style="list-style-type: none"> • Add to the Scheme of Delegation, authority for the Head of Legal, Democratic and Regulatory Services to authorise officers to issue Fixed Penalty Notices for environmental offences. • Regulatory Services do not have the staff or resources to patrol the District to identify litterers. 	<ul style="list-style-type: none"> • Officer time and legal costs for prosecutions.

Council Performance & Budget Summary

Appendix E: Fixed Penalty Notices for Environment Offences



3.	The introduction of a scheme of environmental enforcement – employ a team of environmental enforcement officers dealing solely with these offences.	<ul style="list-style-type: none"> Should the Council wish to operate the service in-house, it is envisaged that this would require at least 3 new members of staff (at General Enforcement Officer Level) and a vehicle. 	<ul style="list-style-type: none"> The on-costs would be approximately £150,000-£200,000. Any cost could be partly or fully offset by the income generated from the FPNs depending upon the strictness of the enforcement regime.
4.	Employ a contractor to conduct a scheme of environmental enforcement.	<ul style="list-style-type: none"> A number of Councils engage external contractors to carry out environmental enforcement. This can range from a team of two members of staff (the minimum) to a team of eight or more. This is the model used by Broxbourne Council, London Borough of Hillingdon, Canterbury City Council and the London Borough of Enfield. 	<ul style="list-style-type: none"> If the Council wishes to operate the service in-house, it is envisaged that this would require at least 3 new members of staff (at General Enforcement Officer Level) and a vehicle. The on-costs would be approximately £150,000-£200,000. Any cost could be partly or fully offset by the income generated from the FPNs depending upon the strictness of the enforcement regime (i.e. if the contractor undertook targeted work in high volume areas).

Council Performance & Budget Summary

Appendix E: Fixed Penalty Notices for Environment Offences



SECTION B

Evidence Presented to LSSC Committee on the Success of Such Schemes?		
5.	FPNs Served by Broxbourne?	<ul style="list-style-type: none"> 3,112 FPNs issued in 2014/15, 2,794 (90%) were for cigarette ends, 131, for food and drink related litter, 3 for abandoned trolleys, 12 for dog fouling, and 172 other non-specified. Of these 254 failed to give the correct address.
6.	Estimated costs of Broxbourne enforcement model.	<ul style="list-style-type: none"> Broxbourne; the cost of contract = £125,000 p.a. Provision made in the contract for enforcement income shared by Broxbourne Borough Council and contractor. Due to the high volume of FPNs served Broxbourne do not currently have to make payment to the contractor.
7.	Community surveys / to evidence improvement (before & after)	<p>There is no direct evidence in the Broxbourne Cabinet report (2016) to correlate the implementation of a scheme of environmental enforcement with a reduction in littering. The Broxbourne report (2016) only comments that they consider it an effective tool for deterring offenders.</p>
8.	Evidence of Enforcement Strategies / Polices?	<ul style="list-style-type: none"> None available.
9.	Number of complaints received by Broxbourne?	<ul style="list-style-type: none"> The Broxbourne report states that of the 3,112 FPNs issued they have received 1.6% in complaints. This equates to 50 formal complaints in 2014/15.
10.	Internal Appeal Mechanism.	<ul style="list-style-type: none"> Broxbourne – no internal appeal against a FPN. A complaint might be made under Broxbourne’s corporate complaint process. Canterbury City Council – No internal appeal process.

Council Performance & Budget Summary

Appendix E: Fixed Penalty Notices for Environment Offences



11.	Did Broxbourne identify any litter hotspots before they decided to serve FPNs?	<ul style="list-style-type: none">• Awaiting response from authority.
12.	Broxbourne litter hotspots?	<ul style="list-style-type: none">• Awaiting detailed response from authority.
13.	Information from other Councils that were reported to LSSC.	<ul style="list-style-type: none">• Hertfordshire Authorities;<ul style="list-style-type: none">○ A survey has been carried out among other Hertfordshire councils who issue FPNs to ascertain the scope and extent to which they use them as an enforcement tool. The results are set out in Appendix 2, of the Local Services Scrutiny Committee report on Fixed Penalty Notices (Regulatory Services) on 10th December, 2015; East Herts, Stevenage and Three Rivers Councils who also issue Fixed Penalty Notices do so on a limited basis. Broxbourne Council who employ an external contractor issue a large number of FPNs each year. The remaining Hertfordshire councils did not respond to the survey.• Hillingdon;<ul style="list-style-type: none">○ Contracted to NSL Services.○ Payment rate approximately 80%○ Average of 500 FPNs served per month.• Enfield;<ul style="list-style-type: none">○ Contracted to Kingdom Security Ltd.○ Payment rate approximately 60%○ 2014/15 6,000 FPNs served.

Council Performance & Budget Summary

Appendix E: Fixed Penalty Notices for Environment Offences



SECTION C

14.	Would increased litter prevention initiatives be more cost effective and address some of the concerns noted in the Council decision?	<ul style="list-style-type: none">• Generally SADC Waste Management do ad hoc interventions such as litter picking, but no major prevention campaigns to deal with litter.• SADC Waste Management are a 'hub' for 'Clean for the Queen' and facilitate groups to do litter picks and collect any waste collected by the groups.
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Council Performance & Budget Summary

Appendix E: Fixed Penalty Notices for Environment Offences



BACKGROUND NOTE

Report to Internal Performance Scrutiny Committee on Street Cleansing on 8th September, 2015.

RESOLVED

- i. Contact details for reporting litter to be circulated to Councillors and put in Community News.
- ii. Environmental Compliance Team to be asked to give an update on how litter enforcement was undertaken by the issue of Fixed Penalty Notices and whether this could be extended to chewing gum disposal as well as liaison with licensees about litter/cigarette remains outside side licensed premises.
- iii. Publicity and public education be undertaken about the declassification of dog waste.
- iv. Recycling facilities at Amenbury Lane Car Park, Harpenden be investigated.
- v. Chewing gum disposal be the subject to an awareness campaign by Community Services.
- vi. That the Acting Principal Waste Contracts Officer be requested to write to Hertsmere Borough Council expressing the Committee's concerns about the impact on London Colney of the large takeaway facility in the Hertsmere area.

(<http://stalbans.moderngov.co.uk/mgAi.aspx?ID=21349>)

Report to Local Services Scrutiny Committee on Fly Tipping on 3rd September, 2015.

RESOLVED

That an all-party Fly Tipping Task and Finish Group be established to hold one meeting with officers in October or November 2015, to examine the issues and possible solutions in greater detail and to report the outcome to the Committee meeting on 9 February 2016.

ACTION

Waste Contract officers to remind residents of the bulky waste collection service offered by the Council in the next edition of "Community News".

(<http://stalbans.moderngov.co.uk/ieListDocuments.aspx?CId=389&MId=7785&Ver=4>)

Fly Tipping Task and Finish Group reported to Local Services Scrutiny Committee on 10th December 2015.

Recommendations

- a. To increase consultations with police to undertake targeted activities and initiatives between District Council Officers and Police.
- b. That the Local Services Scrutiny Committee write to Hertfordshire County Council regarding the perception of increased fly-tipping in response to the change of Household Waste and Recycling Centres operating hours. In addition, to request that the times are changed back within the St Albans area to their original times as a pilot project

Council Performance & Budget Summary

Appendix E: Fixed Penalty Notices for Environment Offences



- so that levels of fly-tipping can be compared with areas where the opening times have been reduced.
- c. To support the introduction of Fixed Penalty Notices (FPN) as a tool to combat a number of low level environmental crimes such as fly tipping, littering and dog fouling.
 - d. To encourage greater education and promotion to residents regarding their responsibility to dispose of their waste.
 - e. That the Council continues to charge for bulky waste collections.

Local Services Scrutiny Committee RESOLVED to accept the recommendation and that a letter be sent to Hertfordshire County Council on behalf of the Committee, regarding the perception of an increased level of fly tipping in response to the change of operating hours of the Household Waste and Recycling Centres. In addition, the County Council be asked to revert back to the original operating times of those Centres within the St Albans area, as a pilot project, so that levels of fly tipping may be compared to areas where the operating times of other Centres have been reduced.

(<http://stalbans.moderngov.co.uk/ieListDocuments.aspx?CId=389&MId=7829&Ver=4>)

Report to Local Services Scrutiny Committee on Fixed Penalty Notices (Regulatory Services) on 10th December, 2015.

RESOLVED

That a further report on the use of Fixed Penalty Notices as a means of combating environmental crime be submitted to the next meeting of this Committee on 9 February 2016.

(<http://stalbans.moderngov.co.uk/ieListDocuments.aspx?CId=389&MId=7829&Ver=4>)

It was referred to Cabinet on 22nd December 2015

(<http://stalbans.moderngov.co.uk/ieListDocuments.aspx?CId=117&MId=7832&Ver=4>) and also to Cabinet at the meeting on the 28th January 2016 (<http://stalbans.moderngov.co.uk/ieListDocuments.aspx?CId=117&MId=7845&Ver=4>).

Report to Local Services Scrutiny Committee on Fixed Penalty Notices (Regulatory Services) on 9th February, 2016

RESOLVED

That Cabinet be recommended:-

- (i) to add to the Council's Scheme of Delegation, authority for the Head of Legal, Democratic and Regulatory Services to authorise officers to issue Fixed Penalty Notices for environmental offences;
and / or
- (ii) consider the introduction of a scheme of environmental enforcement.

(<http://stalbans.moderngov.co.uk/ieListDocuments.aspx?CId=389&MId=7850&Ver=4>)

Former Museum of St Albans (MoSTA)

1. MoSTA was vacated in autumn last year and is currently being occupied by property guardians who are providing security for the site.
2. We submitted a planning application at the end of December 2015 and we anticipate it will be considered at Plans Referral committee in March 2016.
3. We are working with Willmott Dixon Construction (WDC) under the SCAPE framework in relation to the development. We have now signed the Project Order, which covers MoSTA and the New Museum Development in the Town Hall.
4. WDC is currently carrying out low impact surveys and assessments. Asbestos and more intrusive surveys will be done from April onwards, once the property guardians have moved out.
5. Following the results of the surveys we will have a better idea of the work programme. Subject to Planning, we currently anticipate that work will start in summer 2016 and complete in early Autumn 2017.

City Centre Opportunity Site (CCOS)

See Appendix G in Part 2 of this report.

Ridgeview

See Appendix G in Part 2 of this report.