

Council Performance & Budget Summary

January 2017

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
- B. Partnerships Update
- C. Long Term Vacant Properties Update (Part Two)

Recommendations

- 1.1 That Cabinet notes the Council Performance and Budget Summary (January 2017) and its appendices.
- 1.2 That Cabinet agrees an increase to the Development Management permanent establishment of up to 1.7FTE, on the basis set out in Appendix A
- 1.3 That Cabinet agrees a temporary increase to the establishment of 2.5FTE for a period one year, to deal with the applications relating to the former Radlett Aerodrome site.

Customer Services Update

As part of the Customer Access and Digital Transformation programme the Council is implementing a new appointment service to be phased in from April. Residents, visitors, businesses and partners will be able to book appointments on-line to see a Customer Service Advisor. Appointments can also be made over the phone and face to face.

In February, Customer Services is piloting a 'meet and greet' role at main reception. The aim of the pilot is to help identify which enquiries can be resolved quickly at main reception and which are best suited to a booked appointment.

To support the pilot, the current ticket service that provides the 'Percentage of all customers seen within 10 mins' data has been turned off. Staff are now collecting information that will:

- help shape the new appointment service
- inform what resources are needed to continue with a 'meet and a greet' role
- identify what help and support is needed to encourage the use of self-service channels
- understand how the ground floor space may need to be redesigned to improve the visitor flow and experience

As a result, the current performance measure will be retired and replaced with a new measure once the new service is introduced in April.

Commentary

The table below provides commentary 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 |
|---|---|--|
| R | Number of households in temporary accommodation and average time in temporary accommodation | 116 households have been accepted as homeless from April 2016 (compared to 108 for the same period last year). This puts pressure on availability of temporary accommodation. The Council continues to use its own general needs stock to accommodate homeless households in the District. Choristers Court in Bricket Wood will be ready for occupation in February and will alleviate some of the pressure on the Housing Register and homeless households in temporary accommodation. |
| A | Percentage of repairs completed on time | <p>There has been an improvement since the previous month and repair completions for January are the highest since January 2016.</p> <p>The Portfolio Holder, Head of Service and other senior staff met the contractor's directors on 2 February to discuss current performance. Assurances have been given regarding recruitment of staff, commitment to providing a better service and improvements in quality of workmanship. Operational meetings continue fortnightly and the annual contract review meeting is scheduled for March.</p> |
| G | Days to process Housing Benefit change in circumstances | In January the team processed all of the April 2017 rent changes for Council Tenants in receipt of Housing Benefit. As these were processed in advance of the date the change goes live, the system records them as taking one day. This accounts for the significant month on month drop in processing time. |
| R | Percentage of Council's planning decisions supported at appeal (cumulative 12 month) | <p>In January, six appeal decisions were received. Of these, three were granted and three dismissed. This equates to 50% of the Council's decisions being supported in the month. The majority of the appeals were for extensions to residential properties and one was for a seasonal traveller site in the Green Belt. The seasonal traveller site appeal was dismissed. For the appeals granted, inspectors cited that some local plan policies are out of date. They also considered that the approach to residential extensions set out in the Supplementary Planning Guidance was not proportionate to the size of these cases.</p> <p>In order to improve performance in this area, appeal decisions are shared with the team to increase their awareness of how Inspectors are making their decisions. Before submitting their reports, officers are required to critically review recommendations for refusal, particularly in cases where design would be the only issue or reason for refusal. This helps to ensure they can be defended at appeal.</p> |
| R | Fly-tipping incidents | The number of fly-tips reported in January was 129. This is the first monthly increase since September. Around half of all fly-tips reported were on rural lanes. Fly-tipped waste included a large quantity of household waste and various other household items. Some of the fly-tips may be linked to new items being purchased at Christmas. Crews continue to check for evidence and hot-spots continue to be monitored. |

| | Measure | Comments |
|---|--|--|
| | | A fly tipping case has currently been lodged and adjourned at the Magistrates' Court as the defendant has left the country. The defendant's details have been added to the police national computer. Regulatory Services staff and the legal team are currently preparing two further cases. |
| G | Number of missed waste collections per 100,000 | <p>Missed collections were below the target level. The continued improvement comes as residents, crews and contact centre staff growing familiar with the new service. Communications with Community News magazine and the Christmas information leaflet have also helped clarify which items should go in each container, reducing contamination and incorrect presentation. This helped avoid confusion over the holiday period where we ran a revised collection schedule.</p> <p>Customer service enquiries rose in December to 3,494 as customers checked collection dates early in the month. The number of enquiries is expected to reduce now usual collection has resumed.</p> |
| R | Visits to Visitor Information Centre and www.enjoystalbans.com | <p>Visits to www.enjoystalbans.com have fallen year on year from 25,499 in January 2016 to 16,940 in January 2017. Last year there was a spike in website visits relating to the Residents: Enjoy St Albans Weekend which was not run this year. To increase visits to the site, the next Visitor Partnership board meeting will discuss key actions for the year including marketing and website development.</p> <p>Visits to the VIC were 1,170, 18% down on the numbers of visits anticipated. Poor weather conditions in January may have impacted on footfall to the VIC. The team will continue to monitor visitor figures and public feedback, and review the service to ensure it continues to provide an effective interim service for visitors.</p> |
| R | Museum visits | <p>Reported museum visits decreased 39% from 14,090 in January 2016 to 8,662 in January 2017. Visits to Verulamium museum rose 19% from 4,941 last year to 5,902 this year.</p> <p>The Hypocaust was closed until January 21 for maintenance to a heavy door. A reduction in visitors was expected as a result of this unplanned closure, which covered the end of the school holidays. Museums staff estimate a further 4,520 people would have visited the Hypocaust if it had been open throughout the month. This would have meant the comparison to last year would be within expected annual variation.</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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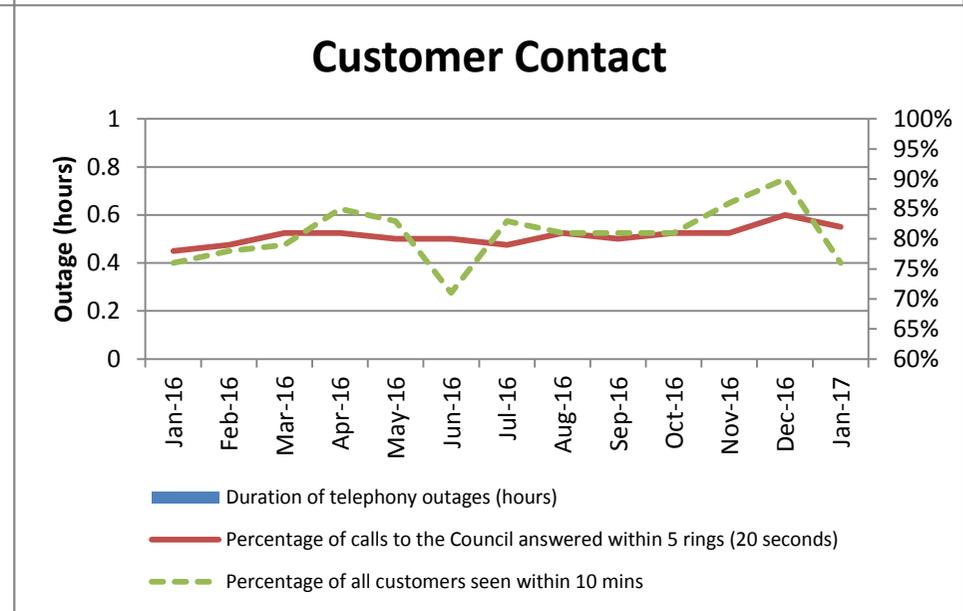
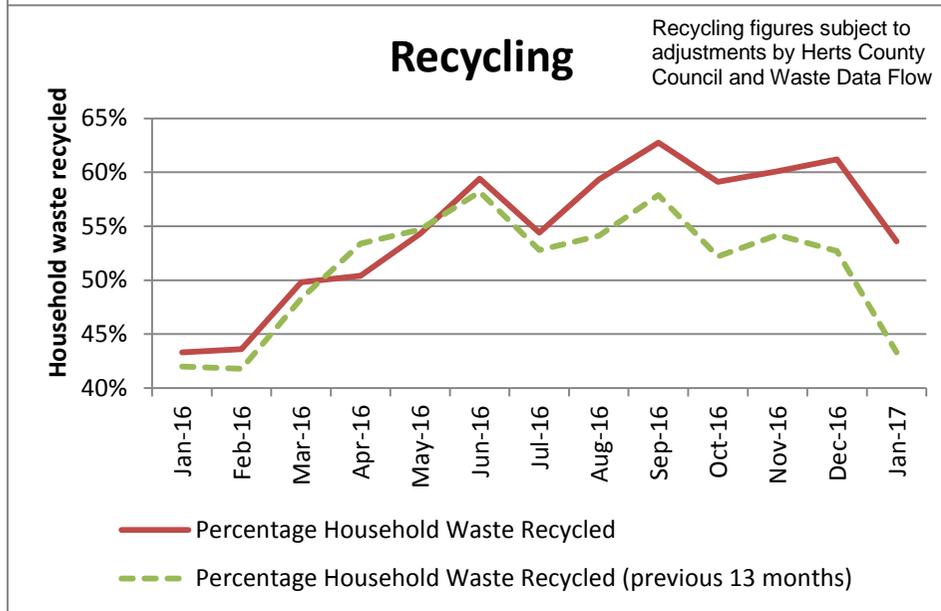
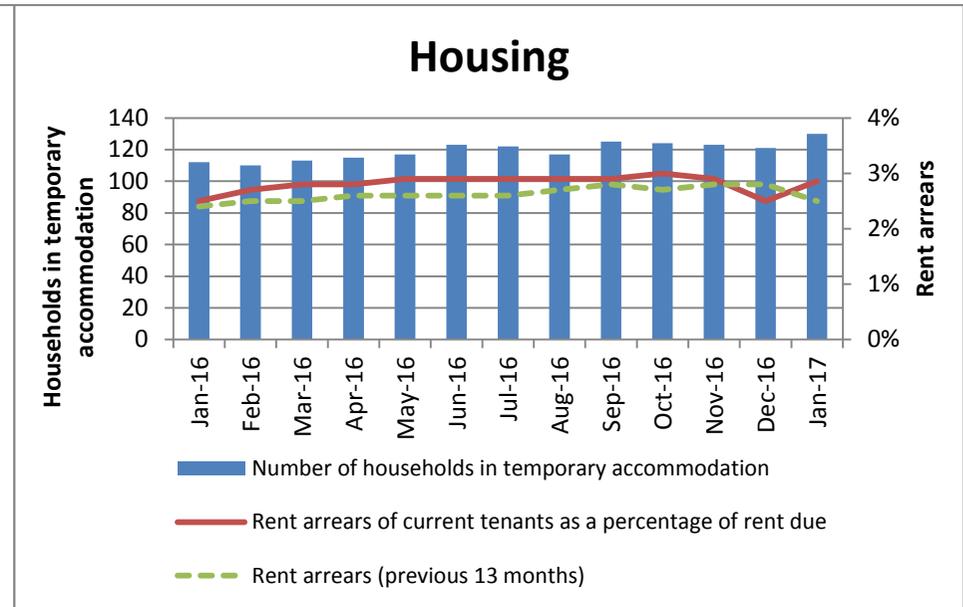
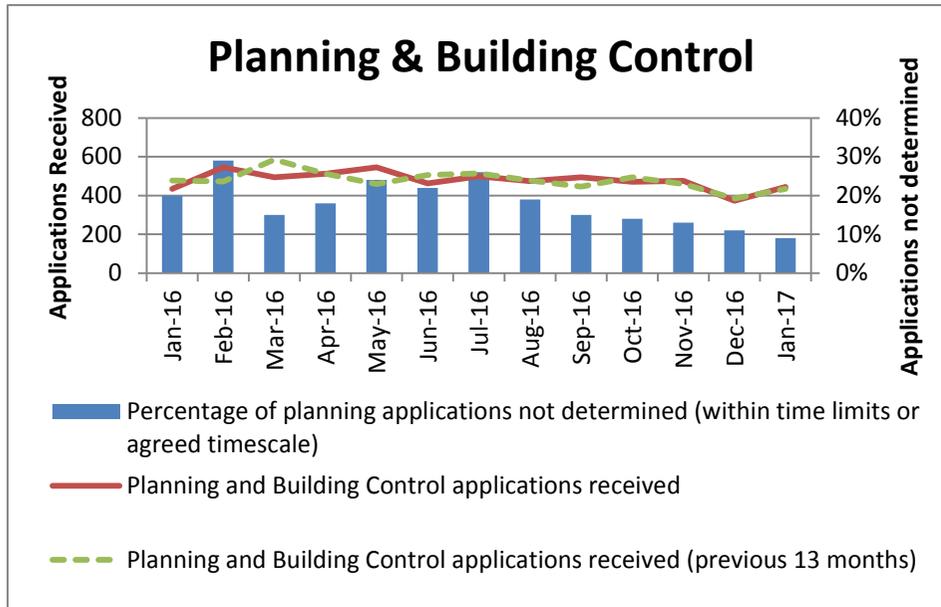


| | | Jan-16 | Feb-16 | Mar-16 | Apr-16 | May-16 | Jun-16 | Jul-16 | Aug-16 | Sep-16 | Oct-16 | Nov-16 | Dec-16 | Jan-17 | TARGET | |
|-----------------------------|--|---------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|--------|--------|--------|--------|--------|--------|--------------------|
| Finance | Forecast budget variance at the year end (General fund for year in question) | Smaller | 0.5% | 0.1% | -1.0% | 0.0% | 0.0% | -2.0% | -1.6% | -1.4% | -1.7% | -2.7% | -3.0% | -2.4% | -2.9% | 0.0% |
| Housing | Average time to re-let dwellings (excluding temporary accommodation) (days) | Smaller | 24 | 24 | 24 | 26 | 33 | 24 | 25 | 24 | 23 | 23 | 23 | 22 | 23 | 26 |
| | Average time vacant for current voids (excluding temporary accommodation) (days) | Smaller | New indicator | 12 | 12 | 17 | 13 | 22 | 15 | |
| | Percentage of rent loss due to voids | Smaller | 1.4% | 1.4% | 1.4% | 1.5% | 1.5% | 1.5% | 1.5% | 1.4% | 1.4% | 1.4% | 1.3% | 1.3% | 1.3% | Trend |
| | Rent arrears of current tenants as a percentage of rent due | Smaller | 2.5% | 2.7% | 2.8% | 2.8% | 2.9% | 2.9% | 2.9% | 2.9% | 2.9% | 3.0% | 2.9% | 2.5% | 2.9% | 2.6% |
| | Number of households in temporary accommodation | Smaller | 112 | 110 | 113 | 115 | 117 | 123 | 122 | 117 | 125 | 124 | 123 | 121 | 130 | Trend |
| | Average time in temporary accommodation (weeks) | Smaller | 27 | 28 | 25 | 28 | 28 | 27 | 26 | 24 | 24 | 23 | 24 | 27 | 28 | Trend |
| | Percentage of repairs completed on time | Bigger | 92% | 91% | 69% | 90% | 84% | 89% | 80% | 95% | 94% | 90% | 94% | 91% | 96% | 98% |
| | Total number of households in receipt of Housing Benefit and/or Council Tax support | Smaller | 7,035 | 7,044 | 7,038 | 7,211 | 7,039 | 7,047 | 7,054 | 7,048 | 7,007 | 7,001 | 7,012 | 6,973 | 6,974 | |
| | Days to process Housing Benefit new claims | Smaller | 30.2 | 27.9 | 32.8 | 26.5 | 29.3 | 26.0 | 26.5 | 27.0 | 28.1 | 20.3 | 17.2 | 19.2 | 22.3 | 23 |
| | Days to process Housing Benefit change in circumstances | Smaller | 6.1 | 2.4 | 5.5 | 5.4 | 7.1 | 6.6 | 7.3 | 6.0 | 6.9 | 7.2 | 7.2 | 7.9 | 2.6 | 7 |
| Planning & Building Control | Planning and Building Control applications received (including pre-app, trees and condition discharge) | | 435 | 546 | 494 | 513 | 545 | 462 | 499 | 474 | 494 | 471 | 476 | 373 | 445 | |
| | Percentage of Council's planning decisions supported at appeal (cumulative 12 month) | Bigger | 62% | 62% | 61% | 58% | 57% | 56% | 54% | 55% | 52% | 52% | 53% | 52% | 53% | 66% |
| | Percentage of planning applications not determined (within time limits or agreed timescale) | Smaller | 20% | 29% | 15% | 18% | 24% | 22% | 26% | 19% | 15% | 14% | 13% | 11% | 9% | 25% |
| | Number of planning applications at end of month that have not been determined in time | Smaller | 200 | 184 | 146 | 162 | 170 | 134 | 103 | 77 | 64 | 44 | 48 | 36 | 42 | 150 |
| Regulatory | Parking Penalty Charge Notices issued | Smaller | 1,581 | 1,396 | 1,282 | 1,630 | 1,763 | 1,726 | 1,827 | 1,826 | 1,873 | 1,722 | 1,893 | 1,505 | 1,413 | Trend |
| | Percentage of Parking Penalty Charge Notices paid | Bigger | 86% | 99% | 87% | 84% | 85% | 88% | 86% | 87% | 88% | 86% | 84% | 102% | 85% | 70% |
| Community Services | Fly-tipping incidents | Smaller | 110 | 116 | 130 | 130 | ** | ** | 167 | 145 | 165 | 159 | 137 | 116 | 129 | Year-on-year Trend |
| | Number of missed waste collections per 100,000 | Smaller | 11 | 16 | 11 | 12 | ** | ** | 81 | 110 | 172 | 78 | 58 | 46 | 38 | 40 |
| Commercial & Development | Visits to Visitor Information Centre and www.enjoystalbens.com | Bigger | 32,961 | 27,932 | 31,181 | 27,014 | 31,617 | 32,736 | 36,656 | 38,775 | 29,979 | 32,988 | 63,946 | 54,630 | 18,110 | Year-on-year Trend |
| | Museum visits | Bigger | 14,090 | 16,573 | 24,416 | 15,101 | 13,314 | 13,974 | 13,344 | 11,672 | 13,834 | 15,287 | 10,238 | 6,623 | 8,662 | Year-on-year Trend |
| Customer Services | Percentage of calls to the Council answered within 5 rings (20 seconds) | Bigger | 78% | 79% | 81% | 81% | 80% | 80% | 79% | 81% | 80% | 81% | 81% | 84% | 82% | 80% |
| | Percentage of all customers seen within 10 mins | Bigger | 76% | 78% | 79% | 85% | 83% | 71% | 83% | 81% | 81% | 81% | 86% | 90% | 76% | 80% |
| External | Claimant count | Smaller | 635 | 680 | 675 | 680 | 705 | 705 | 690 | 710 | 755 | 745 | 720 | 720 | 715* | |
| | New jobs | Bigger | 5,548 | 5,452 | 6,864 | 5,746 | 7,128 | 6,660 | 5,588 | 6,480 | 7,679 | 5,969 | 3,926 | 2,722 | 2,768 | |
| | All crime (in month) | Smaller | 587 | 556 | 637 | 630 | 616 | 641 | 643 | 650 | 668 | 701 | 616 | 674 | 728* | Trend |
| | Anti-social behaviour incidents (in month) | Smaller | 211 | 192 | 221 | 261 | 295 | 315 | 361 | 292 | 280 | 306 | 212 | 209 | 218* | Trend |

* Draft figure subject to final adjustments

** Verified figure unavailable.

Performance Summary January 2017



Development Management Staffing

As previously reported, recruitment to the Development Management team has gone well in recent months and the team is nearly at a full complement. This had a positive impact on planning application performance, with all indicators ahead of target, as set out in the tables below. The team are focusing on catching up with outstanding pre application advice. Demand for this service has grown significantly in 2016/17 since the introduction of the householder service at the start of the financial year.

The team have developed a model to assess the future demand for and supply of staffing resources. The Budget agreed by Council in December includes a permanent Full Time Equivalent (FTE) complement of 21 staff, plus provision for 1 casual employee.

The staff resource requirement has been calculated on the basis of a continuation of current volume trends for planning applications, pre-application advice and appeals.

Current analysis shows that, as long as the team meet performance targets, 22 staff is sufficient to deal with the predicted demand for planning applications and pre application advice, including expected 3% growth in 2017/18. To provide additional stability, the team request the conversion of the 1 casual post into a permanent post.

This level of staffing does not include the resourcing of appeals. Appeals have largely been outsourced to external contractors, to help with capacity, but the team now see a benefit in bringing these in house. The benefits include staff development and the reduction in the use of consultants. Based on expenditure so far in 2016/17, it is likely to be no worse than cost neutral and should generate a small saving. The resource requirement is estimated at 0.7FTE.

The Portfolio Holder has therefore agreed a business case to convert the casual post to a permanent post (cost neutral) and to recruit for an additional part time post to cover appeals (covered by the existing appeals reserve budget), This would have the effect of increasing the permanent FTE establishment by 1.7, which requires Cabinet agreement.

In addition, the business case sets out that:

- The pre application advice service will be based on full cost recovery (see below)
- The budget for 2017/18 includes a £30,000 contribution to the corporate saving relating to the customer access and digital transformation project. This follows the transfer of a large volume of planning telephone calls to the customer service team.

Application volumes will be closely monitored. Should current application levels and trends not be maintained or not materialise, the team will manage the staff complement in line with actual demand.

The team are also looking to put in a place a 'call off' contract with an external supplier in 2017/18. This would be used to help them quickly manage any unexpected peaks in demand, or sudden staffing shortages.

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In addition, since the start of 2015, the Planning Department has adopted a policy of flexible recruitment to help with the challenge of attracting and retaining enough staff. This assumes a certain level of turnover/vacancies and may mean over-recruiting to some grades where staff are available, and not filling other posts. The overall headcount and budget is closely monitored. The policy has worked well over the last year, and it is proposed that this recruitment approach should continue. Any decision to 'over recruit' requires a business case that is signed off by the Head of Planning and Building Control, the Portfolio Holder for Planning, the Deputy Chief Executive (Finance) and the Head of Corporate Services.

Former Radlett Aerodrome Site

As reported below, the Department has recently received a large volume of discharge of conditions and Reserved Matters applications relating to this site. These applications are highly complex and involve a significant volume of work, including the need to commission external advice. The Department has received a fee of £250,000 to cover the cost of this work, of which £170,000 is in the Budget for 2017/18.

The resourcing analysis above excludes consideration of this application. The team propose to recruit 2.5 FTE fixed term staff for the 2017/18 year (2 staff in Development management and 0.5 in Technical Support) to provide the extra capacity to deal with the work. The additional staff cost (c£135k) will be covered by the application fee. Cabinet will need to agree this temporary increase to the FTE establishment.

Staffing relating to Tree Preservation Orders

A Part II Cabinet report on 24 September 2015 allocated £82,500 from reserves for two temporary posts (for a fixed term of 12 month with an option to extend). These posts were to cover the review and updating of 268 older Tree Preservation Orders (TPOs). This work is on track, and is expected to be completed within 12-24 months. The Portfolio Holder has agreed to extend the work to include a review of 124 older TPOs in Conservation Areas. The contracts for the relevant staff will be extended for nine months. The extra cost will be contained within existing resources by virement from underspends. This is within delegated limits.

Planning Performance

The table below shows the Council's performance against the Department for Communities and Local Government's planning performance thresholds.

| Measure and type of applications | Bigger or Smaller is Better | Current cumulative performance | 2018 threshold and assessment period |
|---|-----------------------------|--|--|
| Speed of major development (% determined in time) | Bigger | 80% (October 2015 to January 2017) | 60% (October 2015 to September 2017) |
| Quality of major development (% overturned at appeal) | Smaller | 6% (April 2015 to January 2017) | 10% (April 2015 to March 2017) |
| Speed of non-major development (% determined in time) | Bigger | 77% (October 2015 to January 2017) | 70% (October 2015 to September 2017) |
| Quality of non-major development (% overturned at appeal) | Smaller | 2% (April 2015 to January 2017) | 10% (April 2015 to March 2017) |

Colour coding for table: Green – performance above threshold.

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The table below shows the Council's performance and trend against Government and local targets.

| Application Type | Target | % in time January 2017 (Bigger is Better) | Average January 2017 (Smaller is better) | Average Oct-Dec 16-17 | Average July-Sept 16-17 | Average Apr-June 16-17 |
|----------------------------|------------------------------------|--|---|-----------------------|-------------------------|------------------------|
| 'Out of time applications' | No more than 50 (local) | - | 26 | 43 | 81 | 155 |
| Major Applications* | 13 weeks (national) 50% in time | 100% | 19 weeks | 20.1 weeks | 31.5 weeks | 34.1 weeks |
| Minor Applications | 8 weeks (national) 65% in time | 77% | 12 weeks | 11.5 weeks | 13.6 weeks | 11.6 weeks |
| Householder Applications | 8 weeks (national) 80% in time | 92% | 8 weeks | 7.8 weeks | 8.7 weeks | 9.4 weeks |

Colour coding for table: Green- performance above target. Red- performance below target

* Large fluctuations can occur since we deal with relatively few major applications. Applications where an extension of time is agreed will have taken longer than 8/13 weeks, but are still considered in time.

Change in fees for householders' pre-application advice

Fees for planning pre-application advice are set by individual local authorities. Recent analysis, based on a year's experience of running the service, indicates that the current level of fees for householder pre-application advice does not cover the cost of providing this service.

To cover costs, fees (including VAT) for the householder pre-application service will increase with effect from 1st March 2017. Note that there is no profit element in this pricing.

| Changes to pre-application charges (including VAT) | | | |
|--|---|----------------------|---|
| Current cost | | Cost from March 2017 | |
| Written Report | 30 minute meeting with a Planning Officer plus a written report | Written Report | 30 minute meeting with a Planning Officer plus a written report |
| £120 | £180 | £180 | £240 |

These charges will be kept under review.

Change in arrangements for speaking at Planning Committees

Potential speakers at Planning Committees are to be asked for permission to share their contact details. This is part of a change designed to allow more people who wish to speak about the same planning application at a Planning Committee, to have their views heard. Previously Agents, applicants and members of the public who have made comments in writing to the planning officer on the application can register to speak at the Planning Committee. Only one speaker for and one speaker against each application is allowed and each speaker will have 3 minutes only. If more than one person wishes to speak for or against an application, it is requested that they elect one of their party to speak on behalf of all. The previous procedure prevented the sharing of the details of those wishing to speak against or for an application.

The Portfolio Holder has agreed to introduce this measure, following a report to the Planning, Resources and Housing Scrutiny Committee in September 2016. It will run for a trial period of three months until the last Planning Committee in April 2017. If successful it will continue as a permanent arrangement.

Preference will be given to people who are prepared to share their contact details.

The day and time that potential speakers ring the Council to register their wish to speak is also changing – to between 9am and 1pm on the Friday before Committee. Previously, potential speakers rang the Council to register their interest on the day of the Committee. However, with the arrangement brought forward to the preceding Friday, it allows interested parties to contact the registered speaker. It also allows officers to check whether those wishing to speak at committee have already submitted comments in writing. These comments will have been included in the committee report.

Strategic Local Plan (SLP) Examination Update

Application for Judicial Review

An application for Judicial Review of a decision by the Planning Inspector related to the Duty to Co-operate has been made in the High Court. The Council has applied to the Court for expedition of our claim.

The next step is for a High Court Judge to consider our application. We anticipate hearing from the Court in the next four weeks. The Council has now received the Government's Acknowledgement of Service and Summary Grounds of Resistance. CEG Land Promotions Ltd, who have an interest in the North West Harpenden Broad Location, have requested permission to be added as an interested party. No other individuals, groups or local authorities have asked to join as interested parties.

Meetings with South West Hertfordshire Local Planning Authorities

We remain committed to meeting with the councils that raised concerns, so that we can understand and address matters as necessary. An initial meeting with senior officers and members from Dacorum, Hertsmer, Three Rivers and Watford Councils took place on 20 January 2017. A media statement was issued following the meeting:

<http://www.stalbans.gov.uk/council-and-democracy/press-room/items/2017/january/2017-01-27-talks-on-slp-underway.aspx#0>

Further officer technical meetings are being arranged for February and March 2017 and a further member level meeting is being arranged for late March 2017.

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Appendix A: Planning Update



More information

More information about the Strategic Local Plan Examination can be found at the following weblink:

<http://www.stalbans.gov.uk/planning/Planningpolicy/SLPexam.aspx>

Detailed Local Plan (DLP) Consultation

An initial report of consultation was presented to Planning Policy Committee on Tuesday 7 February. The consultation resulted in responses from 250 parties and these are currently being analysed in detail.

Employment Areas - Article 4 Direction

Where it has good reason, the Council has a local planning power - a Direction under Article 4 Town and Country Planning (General Permitted Development) (England) Order 2015 - to remove permitted development rights.

“Permitted Development” allows certain types of work to go ahead without the need for planning permission.

The Council is investigating its options before consulting on an Article 4 Direction, to withdraw permitted development rights in specifically designated areas. A Direction would cover changes of use to residential from office, light industrial, storage and distribution. In an area where a Direction is issued, planning permission is needed for conversions. Compensation may be payable where permitted development rights are withdrawn and an application for permission is refused.

The Council has recently met with the Chamber of Commerce and jointly agreed to conduct further research to support an Article 4 Direction.

More information about the proposals, the reason they are needed and the areas involved can be found at:

<http://stalbands.moderngov.co.uk/documents/s50026339/Employment%20Areas%20Article%204%20-%20Final.pdf>

Hertfordshire Infrastructure and Planning Partnership (HIPP)

At its 10 January 2017 meeting, HIPP debated the future of planning in Hertfordshire after 2031. The proposals explored the pressures on the county. A broad range of options were considered from general engagement measures to the establishment of joint authorities. Recommendations to Hertfordshire Leaders Group (HLG) include:

- 1) Development of a long-term vision for the county
- 2) Working together on infrastructure planning, funding and implementation
- 3) Devising and implementing appropriate governance arrangements including whether to pool some resources and sovereignty

Subsequently, HLG tasked HiPP to report back with proposals and recommendations.

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HIPP met again on 25 January 2017 when it considered the following items:-

- Hertfordshire Water Study – update on progress and emerging findings
- An approach to green infrastructure delivery in Hertfordshire
- London Plan / Wider South East (WSE) engagement
- Planning training including East of England Local Government Association work, Local Enterprise Partnership initiatives and planning apprenticeships

The minutes from the latest HIPP meetings can be found at:

<http://www.stalbans.gov.uk/planning/Planningpolicy/>

Housing White Paper

The Government has published its Housing White Paper “Fixing our broken housing market”. It will be considered by the Planning Policy Committee in due course.

The Government’s consultation runs for 12 weeks closing on 2 May 2017. Several associated evidence base documents are included. The White Paper is structured under four chapters:

- Chapter 1: Planning for the right homes in the right placed
- Chapter 2: Building homes faster
- Chapter 3: Diversifying the market
- Chapter 4: Helping people now

More information can be found at the link below;

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/590043/Fixing_our_broken_housing_market_-_housing_white_paper.pdf

A more detailed briefing note will come to Cabinet in March.

Significant Planning Applications and Appeals

| New planning applications | Decision/comments |
|--|---|
| <p>Land at Three Cherry Trees Lane and Cherry Tree Lane (5/2016/2845) 600 dwellings, land for primary school, local centre uses (A1, A3, A4, A5, D1, D2), landscaping open space and play areas. Cross-boundary outline planning application falling within Dacorum Borough Council (DBC) and St Albans City and District Council administrative areas.</p> | <p>Highways England has placed a direction on the application. This means that the Council cannot make a decision on it until further traffic information has been submitted and considered by Highways England. The application has not been called into committee and once the Highways England direction is removed it will be considered under delegated powers to tie in with DBC’s timescale.</p> |
| <p>Building Research Establishment, Bricket Wood (5/2016/2857) Reserved matters application for up to 100 dwellings.</p> | <p>Revised plans submitted. The application has not been called into committee and will be determined under delegated powers by end of February 2017.</p> |

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Appendix A: Planning Update



| | |
|---|---|
| <p>Maryland Convent and Residential Home (5/2016/2888) 45 retirement dwellings.</p> | <p>Refused at Planning Referrals Committee 3 January 2017.</p> |
| <p>Former Radlett Aerodrome (5/2016/2880, 5/2016/2881,5/2016/2962, 5/2016/2963,5/2016/2964) 5/2016/3003,5/2016/3004 5/2016/3005,5/2016/3006 5/2016/3013, 5/2016/3187) Nine discharge of conditions applications have been submitted. Two applications for Reserved Matters approval for infrastructure works and the built form complex have been submitted.</p> | <p>The two Reserved Matters applications refs. 5/2016/2964 and 5/2016/3006 will be considered by the Planning Referrals Committee. It is likely they will come before the Committee from February 2017 onwards. The nine discharge of conditions applications may also need to be considered by the Committee. If so, they will come before the Committee from February 2017 onwards.</p> |
| <p>Land to the rear of The Old Electricity Works, Campfield Road, St Albans (5/2016/2285) 9 one-bedroom and 25 two-bedroom flats with underground parking, amenity space and landscaping.</p> | <p>S106 agreement being prepared. The application has not been called into committee and will be determined under delegated powers by mid-February 2017.</p> |
| <p>Former British Gas Land, Griffiths Way, St Albans (5/2016/3386) Outline application for mixed use development comprising Class A1 (discount food store), Class A1 (non-food retail), D2 (gym) and Class A3/A5 (restaurant and drive-through) with associated access and ancillary works. All matters except access and scale have been reserved.</p> | <p>Outline application received 2 December.</p> |

| Planning Appeals | Decision/comments |
|--------------------------------|---|
| <p>Oaklands College</p> | <p>The Inspector's report has been sent to the Secretary of State for consideration. A decision on the appeal has been postponed by the Secretary of State.</p> |

Enviro-Tech Enterprise Zone (EZ), East of Hemel Hempstead

As part of the Government's Growth Deal 3, the EZ will receive £3.76m. £3.06m of this will go towards an open innovation hub at the Building Research Establishment. The remainder will go towards a transport modal shift away from the car, and wider feasibility work.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/589200/170202_Hertfordshire_LEP_GD_factsheet.pdf

We are waiting sign off of the Memorandum of Understanding (MoU) by a Minister.

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A [Strategic Partnership](#) framework is in place to encourage collaboration. The Council has also developed partnership agreements with other key organisations on areas of mutual interest. Updates on these partnerships are outlined below.

| | Area of collaboration | Summary of key achievements and plans for 2017 | Meetings Held | Chair |
|---|--|--|----------------------|-------------------------|
| <p>Strategic Partnership Executive Involves members of key public, business and voluntary organisations in the District.</p> | <p>Considers various themes on a rotating basis, including the local economy, community safety, health and well-being, education and the voluntary sector.</p> | <ul style="list-style-type: none"> Regular information sharing on key issues affecting the District. This has included looking at the role of employers in supporting good mental health, common pressures on local services, issues affecting the local economy and multi-agency efforts to support troubled families. The 2016 Community Conference looked at changes affecting the future delivery of services in the District, including: <ul style="list-style-type: none"> The Council's plans for digital delivery; The new Museum and Gallery project and other commercial developments; Changes in the voluntary and educational sectors; and A pilot to test 'social prescribing' to reduce pressures on GPs. <p>Plans for 2017 include looking at the implications of the Housing White Paper, the NHS Sustainability & Transformation Plan and discussing digital transformation.</p> | <p>Every 6 weeks</p> | <p>Cllr Julian Daly</p> |

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| <p>Community Safety Partnership A statutory partnership which includes Herts Constabulary, Fire and Rescue, Probation services, the Clinical Commissioning Group, and the District and County Councils.</p> | <p>Develops and delivers an annual Community Safety Strategy to keep the District safe.</p> | <ul style="list-style-type: none"> • Continuing to tackle crime and ASB through partnership working. Decision taken not to replace the Romeland Public Space Protection Order in light of reduced numbers of incidents. • Multi-agency work continues around key areas of casework such as safe-guarding and ASB, including efforts to improve co-ordination with mental health support services and Probation services. • Key projects have included: <ul style="list-style-type: none"> - Funding for a part-time officer to support increased enforcement on fly tipping, as well as for more cameras. - Onside Football programme and Herts Big Hit – engaging with young people. - Chelsea’s Choice – a theatre drama about child sexual exploitation for Year 9 and Year 10 pupils, rolled out to nine local schools in 2015/16. - Funding for charities supporting young vulnerable people, as well as raising awareness of credit card fraud. <p>The 2017 strategy is being drawn up and will go out for public consultation in February. Likely areas of focus are tackling shoplifting and anti-social behaviour including street drinking. Others include supporting vulnerable people and improved co-operation with other local services including Probation and Mental Health support.</p> | <p>Quarterly with an annual day-long workshop in December.</p> | <p>James Blake (Chief Exec, St Albans City and District Council)</p> |
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| <p>Health & Well-Being Partnership Comprised of councillors, the three NHS Trusts, Herts Valley CCG, the District and County Councils, St Albans and Harpenden Patients Group and other local voluntary and community sector organisations.</p> | <p>Provides local leadership and enables a greater voice locally for health and wellbeing issues across the District.</p> | <ul style="list-style-type: none"> • Discussion and input into the West Herts Strategic Review, including Partnership and Council debates on the future of hospital provision in the District. • Working through the Public Health Working Group to deliver the three public health priorities for the District: increased physical activity, improved mental health and reduced alcohol consumption. New projects funded through Phase 2 of the District offer include: <ul style="list-style-type: none"> - Social prescribing, including Arts on Prescription; - Physical activity advisor to be based in GP surgeries; - Men’s weight loss course delivered by Watford FC’s community trust. <p>Alongside this we continue to promote public health campaigns. These include One You, and mental health and alcohol awareness campaigns In 2017 the Partnership is continuing to focus on ‘Your Care, Your Future’ and future hospital services, the impact of planning policy on public health and the potential to work with the NHS to facilitate affordable housing.</p> | <p>Quarterly</p> | <p>Cllr Robert Donald</p> |
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| <p>Inclusion & Equalities Information Sharing Group Involves: Citizens Advice Bureau, Oaklands College, the Chamber of Commerce, Home Start and the District Council.</p> | <p>Gathers information to identify existing and emerging issues relating to deprivation, equalities, diversity and social inclusion across the District.</p> | <ul style="list-style-type: none"> • Two funded projects are being delivered. These are: <ul style="list-style-type: none"> ○ Citizens Advice to provide guidance for individuals with complex needs at MIND in Mid Herts. ○ Pilot with Herts Care Providers Associations (HCPA) and the Job Centre to develop work placements and training in the care sector. • SADC Inclusion Strategy updated. Further work started to analyse available data and carry out a survey of local voluntary organisations in order to prioritise key issues and actions for the group to address. | <p>Quarterly</p> | <p>Paul Standbrook (CEO, CVS)</p> |
| <p>Economic Sustainability Information Sharing Group St Albans District Chamber of Commerce, University of Herts, Oaklands College, St Albans CVS, Jobcentre Plus and the District Council.</p> | <p>Share information on local labour market projects and raises joint areas of concern.</p> | <ul style="list-style-type: none"> • Job Centre Plus joint event with District Council for claimants affected by Benefits CAP (Oct 2016). • Oaklands College <ul style="list-style-type: none"> - Launch of BTEC Level 3 Town Planning Apprenticeship scheme, in conjunction with Council. - Environmental lab technician apprenticeship with the Building Research Establishment, now in 3rd year. • District Council and Chamber of Commerce <ul style="list-style-type: none"> - Mental Health First Aid training delivered to 12 SME's by Business in the Community (Nov 2016) - Procurement workshop delivered in Sept for 6 SMEs to help them understand local government procurement processes. <p>The focus of the group in 2017 will continue to</p> | <p>Quarterly</p> | <p>Graham Lane (Vice President, St Albans District Chamber of Commerce)</p> |

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| | | be on employment support and apprenticeships, as well as looking at the impact of the Government and Herts LEP's new strategies for economic development. | | |
| <p>Green Triangle Partnership organisation with BRE, Rothamsted Research, University of Hertfordshire and with the support of District Council and Oaklands College.</p> <p>http://www.thegreentriangle.org/</p> | <p>To establish Hertfordshire as a globally renowned centre of excellence in green technology.</p> | <ul style="list-style-type: none"> Supporting GT Partner BRE in securing ERDF bid (bringing in £60,000 to partnership). Supporting GT partner to gain £3m capital investment into their site. 14 new members plus 2 sponsors, 41 businesses engaged and 62 referrals. Further networking events organised. Won the Green Apple award. Supported St Albans Sustainability week. <p>A strategy update is being developed. This will continue to include raising the profile of the sector, increasing inward investment into the area and support for the new Enterprise Zone.</p> | <p>Quarterly</p> | <p>Cllr Julian Daly</p> |
| <p>City of Expertise Includes 20 local firms from the accountancy, surveyor and legal sectors, plus the District Chamber of Commerce and District Council.</p> <p>http://cityofexpertise.com/</p> | <p>Putting St Albans on the map as a centre for professional services excellence.</p> | <ul style="list-style-type: none"> £5,000 sponsorship for the new Museum & Art Gallery. Two schools fairs attended with two planned for Feb 17. Three Young Professionals City of Expertise events (three are planned for 2017). Refreshed website, including sections on careers, jobs and news – plus twitter. AECOM joined the City of Expertise in December 2016. <p>The Partnership has agreed a work plan for 2017, which will expand the marketing of the City of Expertise and continue to deliver events for schools and young professionals.</p> | <p>Quarterly</p> | <p>Cllr Julian Daly</p> |

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| <p>Visitor Partnership Comprises leading businesses and organisations representing the local visitor economy sector.</p> | <p>To work together to establish St Albans as a top UK visitor destination, and to deliver significant growth in the visitor economy.</p> | <ul style="list-style-type: none"> • Joined Visits Herts www.visitherts.co.uk in August 2016. • Updating Visitor Guide for 2017, to be funded through advertising. • PR coverage - 47 items on St Albans secured in print and online in local and national press from July – December 16. • Commissioned an updated image bank for marketing materials. • VP stand at UH's Fresher's & Awards Ceremony and County Show. <p>In 2017 the Partnership is looking forward to working with the new Business Improvement District on joint goals, including expanding marketing and PR of St Albans to attract visitors.</p> | <p>Quarterly</p> | <p>Vicky La Trobe, Fourpoints Management</p> |
| <p>University of Hertfordshire (UH) A memorandum of understanding between senior members of the Council and the University.</p> | <p>Strategic level collaboration on projects of mutual interest between the Council and the University</p> | <p>Key projects:</p> <ul style="list-style-type: none"> • Delivered work in connection with Green Triangle (see above) • New Museum and Gallery • Cultural Strategy • Graduation Day • Research support • Council's 'ASPIRE' management development programme | <p>Twice a year</p> | <p>Cllr Julian Daly</p> |

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| <p>Building Research Establishment (BRE) An informal partnership between senior members of the Council and the BRE.</p> | <p>Strategic level collaboration on projects of mutual interest between the Council and BRE</p> | <ul style="list-style-type: none"> Delivered work in connection with Green Triangle (see above). Informal advice on Museum St Albans site and the New Museum and Gallery project. Exchanged ideas in supporting staff teams on mental health issues. Advice given on social housing on damp and condensation issues. <p>BRE's role in the Green triangle and the new Enterprise Zone will continue to be at the centre of this Partnership, along with collaborative work on new housing.</p> | <p>Twice a year</p> | <p>Cllr Julian Daly</p> |
| <p>Cathedral Partnership A new informal partnership between senior members of the Council and the Cathedral.</p> | <p>Strategic level co-ordination of common areas of working between the Council and Cathedral.</p> | <p>A new partnership plan has been drawn up which covers:</p> <ul style="list-style-type: none"> The environment and parking. Visitor economy. Community and Civic events. Planning. Community welfare and interfaith relations. | <p>Twice a year</p> | <p>Cllr Julian Daly</p> |