

Council Performance & Budget Summary

February 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. Section 106 Quarterly Update
- C. Asset Maintenance Quarterly Report
- D. Community Right to Bid Schedule of Decisions
- E. Working Party and Task & Finish Groups Update
- F. Advisory Groups Update
- G. Harpenden Leisure & Cultural Development Update
- H. Housing & Planning Policy Update
- I. Commercial Property Bad Debts over £25,000 (Part One)
- J. Commercial Property Bad Debts over £25,000 (Part Two)

Recommendations

- 1.1 That Cabinet notes the Council Performance and Budget Summary (February 2017) and its appendices.
- 1.2 That Cabinet approve commercial property bad debt write offs as set out in Appendix I.

Adoption of International Holocaust Remembrance Alliance working definition of anti-Semitism

Following a request for the Secretary of State for Communities and Local Government, the Portfolio Holder has agreed to formally adopt the definition of anti-Semitism set out in his letter. The definition is “Anti-Semitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

Changes to the establishment

A Cabinet report from Legal, Democratic and Regulatory Services (LDRS) elsewhere on the agenda requests an increase to the establishment of 1.2 FTE. By way of information there has been a corresponding reduction in posts across the Council establishment. For example in Finance there has been a 0.2FTE reduction, due to a change of hours following a flexible working request. In planning a 0.5 FTE Graduate Trainee role has been deleted. In Commercial and Development, following unsuccessful recruitment to the Commercial Lawyer post, there has been a reduction of 0.6 FTE. This follows a merger of the duties of this post with the Solicitor to the Council post.

A report on additions and reductions to the Council establishment is planned for inclusion in the quarter 4 reporting to the April Cabinet meeting.

Update on the Changes to the Internal IT Support Service

In April 2016 Cabinet was advised of independent market research carried out to inform the future of Council's IT support service. This research recommended that, the Council should bring the IT Service in house rather than retender prior to the expiry of the Northgate contract in March 2017. This would provide an equivalent level of service with greater flexibility at a substantially reduced cost.

The Cabinet report in June 2016 set out that the Portfolio Holder had decided to bring the IT Service in house. Cabinet resolved:

- (i) That an increase to the establishment within IT of up to eight posts be agreed.
- (ii) That the preparation of a detailed business case for the new in-house IT service be delegated to the Head of Corporate Services, in consultation with the Portfolio Holder for Planning. This should include the precise number, grade and responsibilities of the posts.

The agreed detailed business case was worked up and approved by the Portfolio Holder. It set out a requirement for six posts within the agreed budget for 2017/18. Two of the posts will be filled as a result of TUPE requirements, and three posts have been recruited externally. The remaining post will be externally advertised from April.

The Northgate contract will end as planned on 31 March 2017.

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. The new appointment service will enable customer services staff to dedicate more time to supporting customers who need help in person, while enabling others to self-serve online.

In February, Customer Services piloted a 'meet and greet' role at main reception. This aimed to help identify which enquiries can be resolved quickly at main reception and which are best suited to a booked appointment.

Learning from the pilot has identified:

- Most customer transactions take less than ten minutes and are suitable for online self-service
- Receiving documents from Housing and Benefits customers is a major proportion of overall visitor contact
- Changes to the layout of the reception area will be needed to manage visitor flow better
- Many customers do not know what Council services they can access online
- The 'meet and greet' role is needed to assist some customers to use online services
- There are a few customers with more complex needs who will be supported through the new appointment service
- It will take time to adjust to the new and evolving ways of working
- We can improve and simplify communications with customers using plain English

As reported last month, new performance measures for customer contact will be introduced from April this year.

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	Rent arrears of current tenants as a percentage of rent due	<p>Rent arrears have slightly increased since the previous month.</p> <p>Over the course of the month, the preparation of possession orders and court attendance has moved from the Legal team to the Housing team. There has been intensive training and while the team adjusts to a new way of working they have had less time to dedicate to their usual work.</p> <p>Our new Income Team Leader is continuing to review our procedures to achieve a more targeted approach to arrears recovery.</p>
R	Number of households in temporary accommodation and average time in temporary accommodation	<p>125 households have been accepted as homeless from April 2016 (compared to 117 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.</p> <p>There are 32 homeless households in temporary accommodation who are 'under offer' to permanent accommodation.</p>
A	Percentage of repairs completed on time	<p>This measure is missing some contractor data due to short publication timescales. The complete measure for this indicator will be updated at the Cabinet meeting.</p> <p>The contractor now has a dedicated Administrative Support Officer who updates the Orchard management system on completions of works. We anticipate that this will help address issues previously reported.</p> <p>Performance will be discussed at the annual contract review meeting later in March.</p>

R	<p>Percentage of Council's planning decisions supported at appeal (cumulative 12 month)</p>	<p>In February 2017, seven decisions were received. Of these two were dismissed, three were granted contrary to the Council's decision and two were split decisions. Split decisions mean part of the Council's decision is upheld. However when a split decision is received it is recorded as an allowed appeal. This equates to 29% of the Council's decisions being supported in the month.</p> <p>Of the appeals allowed, one was for three additional pitches on a gypsy and traveller site in the Green Belt. The inspector's reason for allowing this appeal included giving substantial weight to the personal circumstances of the appellant family with regard to their education needs. The Council was also unable to demonstrate a supply of sites for gypsy and travellers. These considerations outweighed the harm to the Green Belt.</p> <p>The other six appeals referred to extensions to residential properties within and outside conservation areas. In one instance, a full award of costs was awarded against the Council due to it being unable to substantiate its reasons for refusal. This matter is being addressed through focused monitoring and training.</p>
G	<p>Parking Penalty Charge Notices Issued</p>	<p>The contractor issued 1,389 Penalty Charge Notices (PCNs) in February, a slight reduction on last year and 24 fewer than in January. This continues a trend of comparatively fewer PCNs being issued. As of January, the enforcement contract is short by four Civil Enforcement Officers (CEOs) and sickness plus leave have had an effect. The overall reduction in PCNs issued is thus likely due to less CEO coverage rather than improved compliance from car park users. The staffing situation should improve as CEOs return from sickness and recruitment work is underway to fill vacancies in the contract.</p>
G	<p>Fly-tipping incidents</p>	<p>The number of fly-tips reported in February was 87, the lowest number since December 2015. Rural lanes continue to be badly affected. Some of these roads were blocked by larger fly-tips made up of construction and demolition waste. These take longer to clear and require specialist vehicles and equipment.</p> <p>Fourteen of the fly tips were household black sacks and twenty seven were other household waste. Most of these items could have been disposed of or recycled at either a Household Waste Recycling Centre or through the Council's special collection service.</p> <p>Crews continue to check for evidence and hot-spots continue to be monitored.</p> <p>Last month we reported that Regulatory Services staff and the legal team were preparing two further cases. One of those cases is now with the Head of LDRS for final approval.</p>
R	<p>Visits to Visitor Information Centre and www.enjoystalbans.com</p>	<p>Visits to www.enjoystalbans.com have fallen year on year from 21,652 in February 2016 to 16,648 in February 2017. The Visitor Partnership Marketing Subgroup will discuss this when it meets on 10 March.</p>

		Visits to the VIC were 1,199, slightly higher than the 1,184 visits anticipated. 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.
R	Museum visits	<p>Reported museum visits decreased 27% from 16,573 in February 2016 to 12,084 in February 2017. This is in line with the decrease in museum visits reported by the Department for Culture, Media and Sport (https://www.gov.uk/government/publications/sponsored-museums-annual-performance-indicators-2015-16/sponsored-museums-performance-indicators-201516), particularly among young people and schools.</p> <p>The majority of the decrease was in visits to the Hypocaust which had 3,216 fewer visits than in February 2016. Visitors to Verulamium Museum are being made aware that the site has re-opened.</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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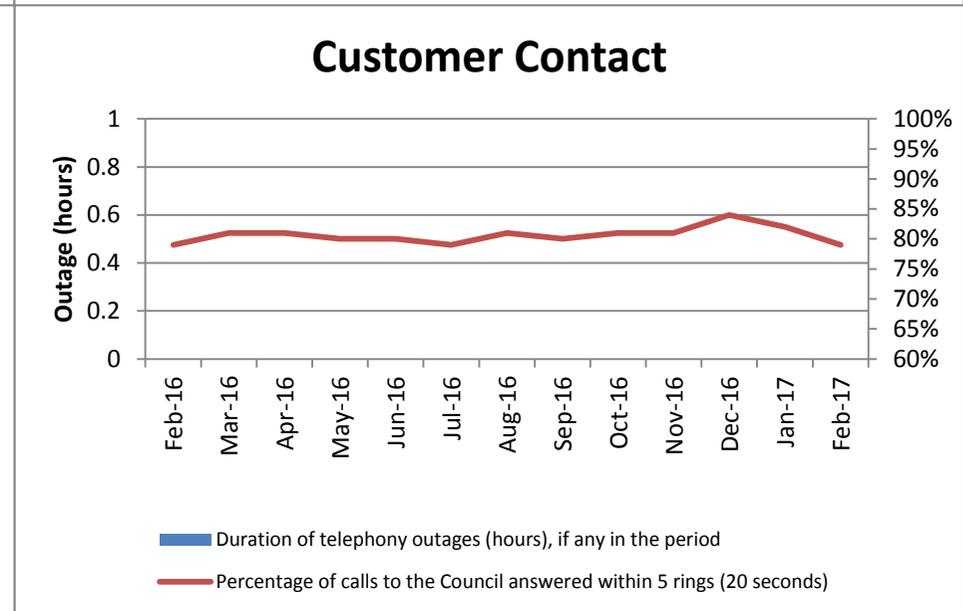
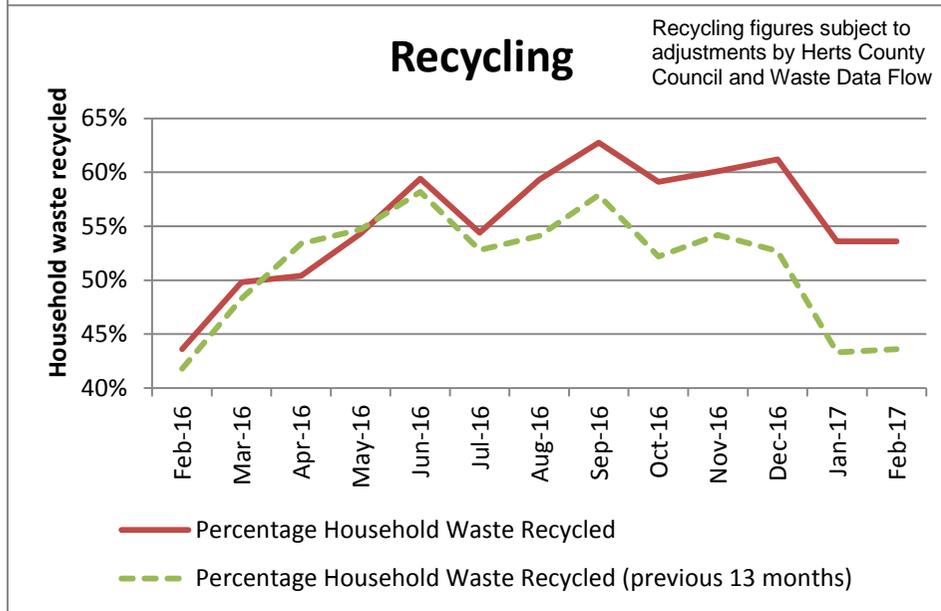
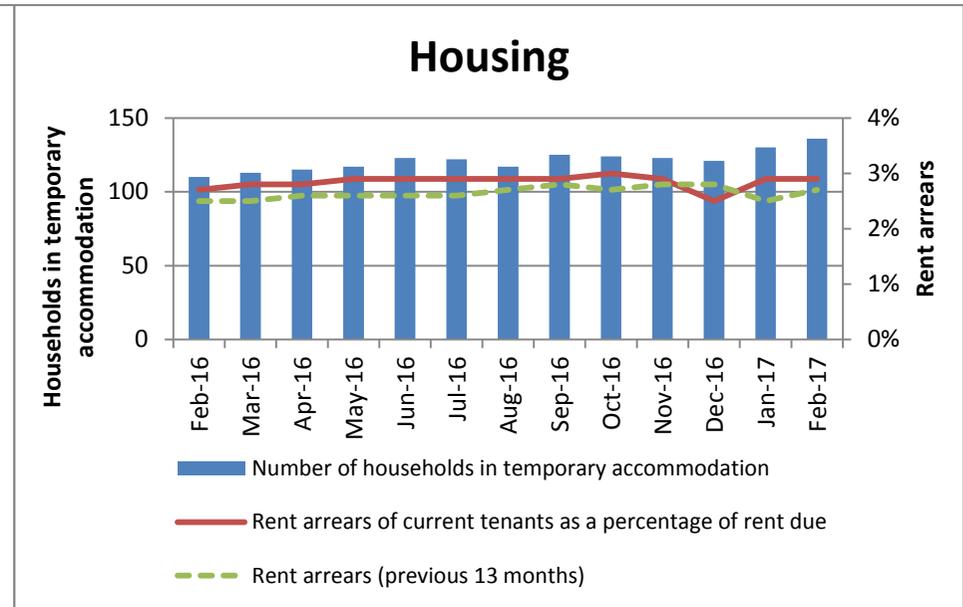
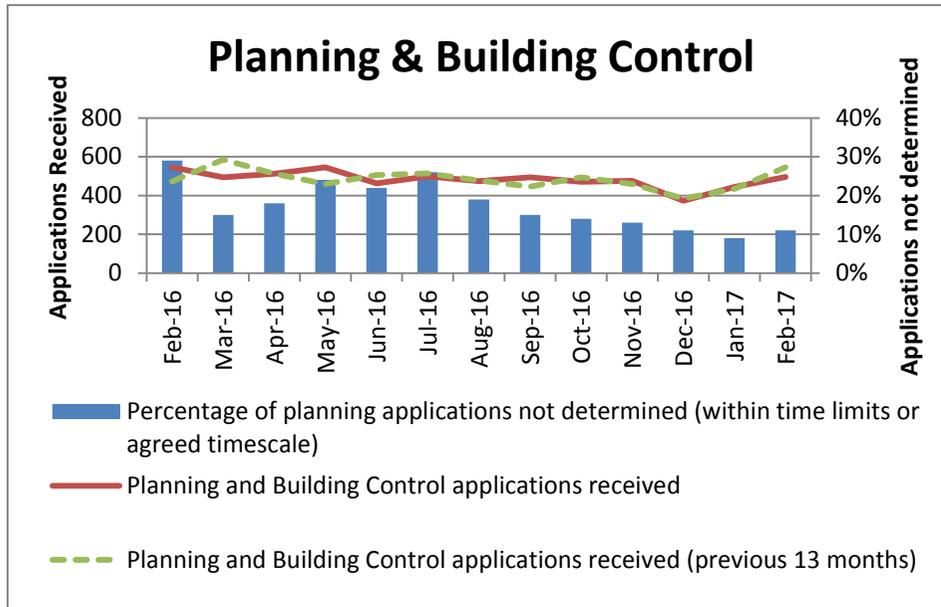


	Bigger or Smaller is Better	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	TARGET	
Finance	Forecast budget variance at the year end (General fund for year in question)	Smaller	0.1%	-1.0%	0.0%	0.0%	-2.0%	-1.6%	-1.4%	-1.7%	-2.7%	-3.0%	-2.4%	-2.9%	-2.5%	0.0%
Housing	Average time to re-let dwellings (excluding temporary accommodation) (days)	Smaller	24	24	26	33	24	25	24	23	23	23	22	23	23	26
	Average time vacant for current voids (excluding temporary accommodation) (days)	Smaller	New indicator	12	12	17	13	22	15	20						
	Percentage of rent loss due to voids	Smaller	1.4%	1.4%	1.5%	1.5%	1.5%	1.5%	1.4%	1.4%	1.4%	1.3%	1.3%	1.3%	1.3%	Trend
	Rent arrears of current tenants as a percentage of rent due	Smaller	2.7%	2.8%	2.8%	2.9%	2.9%	2.9%	2.9%	2.9%	3.0%	2.9%	2.5%	2.9%	2.9%	2.6%
	Number of households in temporary accommodation	Smaller	110	113	115	117	123	122	117	125	124	123	121	130	136	Trend
	Average time in temporary accommodation (weeks)	Smaller	28	25	28	28	27	26	24	24	23	24	27	28	29	Trend
	Percentage of repairs completed on time	Bigger	91%	69%	90%	84%	89%	80%	95%	94%	90%	94%	91%	96%	95%	98%
	Total number of households in receipt of Housing Benefit and/or Council Tax support	Smaller	7,044	7,038	7,211	7,039	7,047	7,054	7,048	7,007	7,001	7,012	6,973	6,974	6,951	
	Days to process Housing Benefit new claims	Smaller	27.9	32.8	26.5	29.3	26.0	26.5	27.0	28.1	20.3	17.2	19.2	22.3	18.0	23
	Days to process Housing Benefit change in circumstances	Smaller	2.4	5.5	5.4	7.1	6.6	7.3	6.0	6.9	7.2	7.2	7.9	2.6	2.6	7
Planning & Building Control	Planning and Building Control applications received (including pre-app, trees and condition discharge)		546	494	513	545	462	499	474	494	471	476	373	445	495	
	Percentage of Council's planning decisions supported at appeal (cumulative 12 month)	Bigger	62%	61%	58%	57%	56%	54%	55%	52%	52%	53%	52%	53%	52%	66%
	Percentage of planning applications not determined (within time limits or agreed timescale)	Smaller	29%	15%	18%	24%	22%	26%	19%	15%	14%	13%	11%	9%	11%	25%
	Number of planning applications at end of month that have not been determined in time	Smaller	184	146	162	170	134	103	77	64	44	48	36	42	32	150
Regulatory	Parking Penalty Charge Notices issued	Smaller	1,396	1,282	1,630	1,763	1,726	1,827	1,826	1,873	1,722	1,893	1,505	1,413	1,389	Trend
	Percentage of Parking Penalty Charge Notices paid	Bigger	99%	87%	84%	85%	88%	86%	87%	88%	86%	84%	102%	85%	87%	70%
Community Services	Fly-tipping incidents	Smaller	116	130	130	**	**	167	145	165	159	137	116	129	87	Year-on-year Trend
	Number of missed waste collections per 100,000	Smaller	16	11	12	**	**	81	110	172	78	58	46	38	28	40
Commercial & Development	Visits to Visitor Information Centre and www.enjoystalbands.com	Bigger	27,932	31,181	27,014	31,617	32,736	36,656	38,775	29,979	32,988	63,946	54,630	18,110	17,847	Year-on-year Trend
	Museum visits	Bigger	16,573	24,416	15,101	13,314	13,974	13,344	11,672	13,834	15,287	10,238	6,623	8,662	12,084	Year-on-year Trend
Customer Services	Percentage of calls to the Council answered within 5 rings (20 seconds)	Bigger	79%	81%	81%	80%	80%	79%	81%	80%	81%	81%	84%	82%	79%	80%
External	Claimant count	Smaller	680	675	680	705	705	690	710	755	745	71	715	710	735	
	New jobs	Bigger	5,452	6,864	5,746	7,128	6,660	5,588	6,480	7,679	5,969	3,926	2,722	2,768	1,970	
	All crime (in month)	Smaller	556	637	630	616	641	643	650	667	701	615	669	722	783*	Trend
	Anti-social behaviour incidents (in month)	Smaller	192	221	261	295	315	361	292	280	306	212	209	218	273*	Trend

* Draft figure subject to final adjustments

** Verified figure unavailable.

Performance Summary February 2017



Council Performance & Budget Summary

Appendix A: Planning Update

Planning Performance

The table below shows the Council's performance against the Department for Communities and Local Government's planning performance thresholds (please note that the February stats are up to Friday 24 February, rather than to the end of the month, due to staff leave).

Measure and type of applications	Bigger or Smaller is Better	Performance over 2 Year period (March 15 – Feb 17)	Current cumulative performance in assessment period	2018 threshold and DCLG's 2 Year assessment periods	
Speed of major development (% determined in time)	Bigger	74%	80% (October 2015 to Feb 2017)	60% (October 2015 to September 2017)	
Quality of major development (% overturned at appeal)	Smaller	6%	6% (April 2015 to Feb 2017)	10% (April 2015 to March 2017)	
Speed of non-major development (% determined in time)	Bigger	77%	78% (October 2015 to Feb 2017)	70% (October 2015 to September 2017)	
Quality of non-major development (% overturned at appeal)	Smaller	3%	3% (April 2015 to Feb 2017)	10% (April 2015 to March 2017)	

Colour coding for table: Green – performance above threshold.

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

Application Type	Target	% in time February 2017 (Bigger is Better)	Average February 2017 (Smaller is better)	Average January 2017	Average Oct-Dec 16-17	Average July-Sept 16-17	Average Apr-June 16-17
'Out of time applications'	No more than 50 (local)	-	32	26	43	81	155
Major Applications*	13 weeks (national) 50% in time	100%	16.4 weeks	19 weeks	20.1 weeks	31.5 weeks	34.1 weeks
Minor Applications	8 weeks (national) 65% in time	89%	9 weeks	12 weeks	11.5 weeks	13.6 weeks	11.6 weeks
Householder Applications	8 weeks (national) 80% in time	92%	8 weeks	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.

Strategic Local Plan (SLP) Examination Update

Application for Judicial Review

On 28 February 2017 the High Court notified the Council that our application for permission to apply for a Judicial Review is to be listed as a “rolled up “ hearing. It will be heard as soon as possible after 6 June 2017. If permission is granted then the Court will proceed immediately to determine the substantive claim. The case has been listed for two days. The Council was ordered to file and serve Amended Grounds of Claim on the Secretary of State and interested local authorities within 14 days so that the issues and competing arguments are clearer for the Court to determine. We intend to file and serve our amended grounds by 13 March.

<http://www.stalbans.gov.uk/council-and-democracy/press-room/items/2017/march/2017-03-01-permission-for-judicial-review-on-planning-issue-to-be-considered-at-court-hearing.aspx>

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, Hertsmere, Three Rivers and Watford Councils took place on 20 January 2017. A press 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>

An officer meeting took place on 23 February 2017. A further officer technical meeting has been arranged for March 2017 and a further member level meeting is arranged for 27 March 2017.

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>

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 business 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 such conversions.

Council Performance & Budget Summary

Appendix A: Planning Update



Compensation may be payable by the Council 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://stalbans.moderngov.co.uk/documents/s50026339/Employment%20Areas%20Article%204%20-%20Final.pdf>

Hertfordshire Infrastructure and Planning Partnership (HIPP)

The next HIPP meeting is scheduled for 22 March.
The minutes from the latest HIPP meetings can be found at:

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

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 March 2017.</p>
<p>Maryland Convent and Residential Home (5/2016/2888) 45 retirement dwellings.</p>	<p>Refused at Planning Referrals Committee 3 January 2017. This has now been appealed.</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</p>	<p>Planning Referrals Committee considered an issues report on 27 February 2017. The Committee raised several points</p>

Council Performance & Budget Summary

Appendix A: Planning Update



<p>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>which officers will discuss with the applicant. The reserved matters applications will be reported back to Planning Referrals Committee for decision in due course.</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>Planning permission was granted on 9 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 on 2 December. It has not been called into Committee. A delegated decision is expected to be made in March.</p>
<p>Harperbury Hospital (5/2015/0990) Redevelopment to provide 206 dwellings</p>	<p>The application was considered by Committee in November 2015. The Committee resolved to grant permission subject to the completion of a Section 106 Agreement.</p> <p>Despite efforts from SADC's planning and legal officers to complete the S106, the applicant and landowner have not completed the agreement. Part of the site is currently within the ownership of the NHS. The NHS do not wish to be a party to the legal agreement and therefore the land transaction to Bloor Homes needs to be completed in advance of the completion of the legal agreement. We are pressing at senior level for the developer to expedite the agreement. If the Section 106 Agreement is not completed soon, the application will be reported back to the Referrals Committee for further consideration</p>

Council Performance & Budget Summary

Appendix A: Planning Update



Planning Appeals	Decision/comments
Oaklands College	The Inspector's report has been sent to the Secretary of State for consideration. A decision on the appeal is expected imminently.

Draft Airports National Policy Statement (NPS) consultation

The Draft NPS opened for a 16-week extensive public consultation on 2 February 2017. The Secretary of State for Transport will use the NPS as the basis for making decisions on any future development consent application for a new north-west runway at Heathrow Airport. Alongside the draft NPS, the Government has also published separate proposals to modernise the way UK airspace is managed. Both consultations can be found via the below link;

<https://www.gov.uk/government/news/major-step-forward-in-building-a-global-britain-as-public-has-its-say-on-airport-expansion>

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

We are awaiting sign off of the Memorandum of Understanding (MoU) by a Minister. DCLG want all EZ MoU's to be signed off at the same time and are delayed in finalising the MoU for an EZ elsewhere in the Country.

Council Performance & Budget Summary

Appendix B: Section 106 Quarterly Update



Section 106 (S106) financial contributions can be secured from developers in certain circumstances, through the planning process. In the Council's case these financial contributions are for new recreational infrastructure. The Council's approach to recording S106 agreements is focused on a four stage process:

- Stage 1 is a list of planning applications yet to have planning permission granted.
- Stage 2 is a list of planning permissions that have been granted, but where work is yet to start.
- Stage 3 is a list of contributions received, but as yet uncommitted or committed (**see table 1 below**).
- Stage 4 is a list of fully spent and completed contributions.

Up-to-date financial information associated with each of the four stages, is available on the Council's website.

See: <http://www.stalbans.gov.uk/community-and-living/improvements/section106projects/default.aspx>

Since the last Cabinet update, project funds have been committed for the Alban Way (Colney Heath), Camp Play Area (Cunningham), Marquis Lane Play Area (Harpenden East (with Harpenden Town Council)) and Jersey Farm Woodland Park (Marshalswick North). In addition consultation work has begun on the new project identified at the last Cabinet update, that of Foxcroft Play Area (Cunningham).

Table 1 – List of Contributions Uncommitted or Committed

Ward	No	Received (£)	Committed (£)	Uncommitted (£)	Project	RAG
Clarence	3	22,351	10,750	11,601	Clarence Park Ramp (completion date TBC)	None
Colney Heath	3	63,578	34,818	28,760	Alban Way (complete by Aug18)	None
Cunningham (1)	3	42,780	42,780	0	Foxcroft Play Area (complete by Sep17)	2020
Cunningham (2)	1	2,520	2,520	0	Camp Play Area (complete by Jun17)	2026
Cunningham (3)	1	14,813	0	14,813	Project to be identified (see note)	None
Harpenden East	1	29,021	29,021	0	Marquis Lane Play Area (complete by Aug17)	2024
Harpenden North	2	120,720	120,720	0	Harpenden Leisure Centre (complete by Apr19)	2026
Harpenden West	3	67,758	67,758	0	Harpenden Leisure Centre (complete by Apr19)	2021
London Colney	4	85,924	0	85,924	Project to be identified (see note)	None
Marshalswick Nth. (1)	1	1,040	1,040	0	Jersey Farm Woodland Park (complete by Jun17)	None
Marshalswick Nth. (2)	1	7,500	7,500	0	Wick Open Space (complete by Jun17)	2021
Redbourn	1	20,626	0	20,625	Project to be identified (see note)	2025
St. Peters	8	165,876	44,128	121,748	Victoria Playing Fields Play Area (complete May17)	2018
Verulam (1)	3	49,515	49,515	0	Verulam Park Play Area (complete by TBC)	2018
Verulam (2)	1	586,628	586,628	0	New Museum and Gallery (complete by Apr18)	2023
Wheathampstead	3	114,124	93,724	20,400	Butterfield Rd (completion date TBC)	2019

Notes:	<ul style="list-style-type: none"> • RAG rating - the deadline for when S106 contributions must be spent varies depending on the agreement. Where multiple contributions are identified in a ward, the RAG rating reflects the date of the earliest deadline. • For wards not mentioned in the table, there are no current S106 balances. • For wards that state a project is to be identified - officers will work with both the District Ward Councillors and local Parish Council (or the City Neighbourhoods Committee) to identify a project over the next few months. • Butterfield Road needs a Deed of Variation. Herts County Council and the Developer are working on this.
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Council Performance & Budget Summary

Appendix C: Asset Maintenance Quarterly Report

Corporate Property

Work done during last three months	Due Date	Date Completed
Crabtree Fields, Harpenden – creation of footpath and steps to link up Crabtree Fields with the Lea Valley Walk.	January 2017	January 2017
Civic Centre (outside Council offices) - provision of new planters	February 2017	February 2017

Forthcoming Projects	Due Date
Lower Luton Road Bridge Works (starts 6 March for 5 nights) – was delayed due to need to co-ordinate road closure with the County Council. Agreed night work to minimise traffic disruption	March 2017
Verulamium Splash Park resurfacing (CNC*)	March 2017
Bricket Road Car Park, Council Offices Foyer and ground floor areas (excl. Police) – Phase 3 LED lighting	March 2017
Relocation of ‘Leaf’ sculpture from Museum of St Albans Hatfield Road to Civic Centre. Arranged for 26 March.	March 2017
Victoria Playing Fields – playground renewal funding includes S106 monies (CNC*)	May 2017
Verulamium Park Tennis Courts fencing – damaged and rotten fencing to be replaced. As this involves digging into a Scheduled Ancient Monument, approval is required from English Heritage. We have made an application and will begin works when permission is granted. (CNC*)	Spring/Summer 2017

Council Performance & Budget Summary

Appendix C: Asset Maintenance Quarterly Report

Forthcoming Projects	Due Date
Verulamium Museum flooring (in the corridors and the colonnade)	July 2017
Foxcroft – playground renewal – funding includes S106 monies	Summer/ Autumn 2017
Alban Way – woodland management, interpretation boards, improved access routes and Phase 1 works to restore the Smallford Station Ticket Office. This is part of a larger project being managed by an external organisation. The whole project is expected to be completed by Autumn 2018, but interpretation works will be done by this Autumn. Funding includes S106 monies.	Autumn 2017 – Autumn 2018

Housing Capital Projects

Work planned in 2016-17	Contractor	Target to 31.03.17*	Completed to 15.02.17
Gas boilers – new energy efficient boiler installation – District-wide	Watret	358	344
Kitchens – replacement kitchens, District-wide	Borras Construction Ltd	257	257
Bathrooms – replacement bathrooms, District-wide		214	214
Electrical rewires – District-wide	Penmilne Electrical Ltd (from 1.8.16)*	70	38
Electrical testing – District-wide	Penmilne Electrical Ltd (from 1.8.16)*	722	476
External re-decorations – District-wide.	Bell Decorating Group Ltd	345	303

Council Performance & Budget Summary

Appendix C: Asset Maintenance Quarterly Report

Work planned in 2016-17	Contractor	Target to 31.03.17*	Completed to 15.02.17
Belfry repairs (works to non-traditional properties in Marshalswick and Park Street involving repairs to concrete structures)	Mullaley	3	3
Window and door replacements – District-wide	Anglian Windows	205	175

Notes:

In 2016/17, the total budget for the major capital improvement schemes to Council housing properties was £6.3m (including revenue contribution for redecorations and minor repair). Of this budget, we had spent £5.2m at the end of February and the balance is on target to be spent by the end of March 2017. There is no expected underspend in these areas.

* The Electrical re-wire and testing contracts started on 1 August 2016 so the target for these items is to the end of July 2017. We anticipate a further 15 rewires to be completed by the end of March (total 53) and 100 electrical tests by the end of April (total 576). In addition 20 communal sites will have new emergency lights installed and be rewired and upgraded with new LED lights.

It is anticipated that other works will reach the targets by the end of March with the following exceptions:

1. Window and door replacements – these were delayed due to the requirement to obtain planning permission and the budget for the year has also been used in part to cover work carried out from previous year's programmes. We have revised our target from 316 to 205 to take account of this.
2. Kitchens and Bathrooms - we have completed the programme for 16/17 and the budget is fully spent. The target numbers have reduced due to a change in our procedures. We now paint kitchens and bathrooms for the elderly and disabled following withdrawal of the Homebase paint voucher scheme by the new owners. There was an initial delay changing over from this scheme and costs have increased slightly. This has resulted in fewer properties being refurbished this year and we have therefore reduced our targets from 268 to 257 kitchens and 298 to 214 bathrooms. Any properties not done this financial year will be moved forward to the 17/18 programme.

Roofing – The 2016/17 programme is now complete.

Council Performance & Budget Summary

Appendix C: Asset Maintenance Quarterly Report

Status of Key Issues

Property/ Asset	Issue	Progress/ Comments
Green Ring Cycle Route (Portfolio Holder: Beric Read)	Common Land consent was granted in July 2015. We intended to complete the remaining sections of the Green Ring route around Sandpit Lane and St Saviour's View early in the New Year. However the start was delayed following further resident concerns relating to these works.	<p>Works were due to start on site on 6 February, but were halted following a further challenge by a local resident related to planning permission. Having taken legal and planning advice, officers, working with local councillors and the Portfolio Holder, propose to carry out the works under permitted development rights. This excludes a short section (12 linear metres) which connects the existing woodland path to the new highway crossing. This will remain un-surfaced pending a planning application which was submitted in mid-February (reference no. 5/2017/0460).</p> <p>Works will start on 6 March and are expected to be completed by the end of March. We will surface the remaining 12m, subject to the grant of planning permission.</p>
Proposed dual use Verulamium Park Bridge (Portfolio Holder: Beric Read)	Proposal to replace existing footbridge in Verulamium Park with new shared use bridge for pedestrians and cyclists (note this is an HCC s106 funded project)	<p>Arboricultural, Archaeological and Traffic Safety Audits are now completed. The outline works for the next stage will include:</p> <ul style="list-style-type: none"> • Commissioning structural engineers to carry out detailed structural design works. This will include applications for Planning and Ancient Scheduled Monument Consents as well as for construction of the structure. • Holding advisory meetings between Historic England and structural engineers until the Ancient Scheduled Monument Consent process is concluded. • Consultation with relevant stakeholders during the detailed design stage. • Structural engineers to produce fully specified drawings taking into account budgets, all relating reports and results of consultation. <p>The anticipated timescale for completion of these tasks is late Summer 2017.</p>

Council Performance & Budget Summary

Appendix C: Asset Maintenance Quarterly Report

Property/ Asset	Issue	Progress/ Comments
Clarence Park replacement ramp and steps (CNC*)	Delayed project to replace the decaying wooden entrance ramp and steps at the Hatfield Road end of Clarence Park.	<p>The steps are used by commuters cutting through the Park to access the Railway Station. The structure also provides ramped access for wheelchair/ buggy use and to push bicycles into/out of the Park.</p> <p>The structure is made of wood and has been deteriorating over the last few years. During a regular safety inspection officers discovered several areas of significant concern. For safety reasons, therefore, we have closed the ramp and steps.</p> <p>We have commissioned a structural report to assess whether it is likely to be possible to safely re-open the steps. The cost of repairs to deal with the problems that we can see is estimated at more than £6,000. However this could increase significantly if further rot is found in the less accessible parts of the structure. Given the plans to renew the whole structure, we will need to consider whether a temporary repair will provide best value.</p> <p>The replacement works were due to have been completed in early December 2016. However when we tendered the work, the cheapest quotation for the chosen design specification was considerably more than had been budgeted. We have been considering other options, but have found it difficult to obtain sensible and affordable costs.</p> <p>We have recently obtained estimates to replace the ramp and steps individually and have prepared an options paper for the City Neighbourhoods Committee (CNC). The CNC is due to take a decision on 8 March on how to proceed.</p>

*CNC – City Neighbourhoods Committee responsibility/ asset.

Council Performance & Budget Summary

Appendix D: Community Right to Bid – Schedule of Decisions

No decisions or applications were made during the last quarter.

Reviews/ Appeals

Asset name	Owner	Date of Review/ Appeal	Decision & Date	Reasons/ Comments
The Red Cow PH, Westfield Road, Harpenden	Paratrend Ltd	10 December 2015 and 15 January 2016 (by written submission)	Asset is to remain listed subject to amendment to the plan of the asset (see adjacent note). 24 February 2017	<p>The Head of Legal Democratic and Regulatory Services (HLDRS) in consultation with the Leader decided that the asset should remain listed. The criteria in S88(1)(a) and (b) are met since the Red Cow is used by the local community as a meeting place and for social interaction. Its use furthers the social well-being or social interests of the community. It is also realistic to think that the asset can continue to be used for uses that will further the social interests of the community.</p> <p>Note: The HLDRS amended the plan of the asset to exclude from the listing, land at the side and rear of the public house. This followed submissions from the owner that this land was not used in connection with the Red Cow PH.</p>
Bedmond Fields, Bedmond Lane, St Albans	Banner Homes Limited	Application for leave to the Court of Appeal, to appeal to that Court, lodged on 15 July 2016	The Court of Appeal has allowed the application with regard to Ground 1 (see comments)	The Court of Appeal has allowed the application with regard to Ground 1 (whether actual use can include unlawful use). Permission was refused with regard to Ground 2 (whether the use of the term 'fanciful' in considering the future was wrong in law).

Council Performance & Budget Summary

Appendix E: Working Party and Task & Finish Groups Update



Working Party and Task & Finish Groups July to December 2016

The list below gives information about Councillor groups set up to consider various topics. We intend to produce this list every quarter so Members and Officers know what Councillor groups are in existence, and who is involved. Changes since the last update are highlighted in bold or struck through.

Total number of groups listed within previous report (September 2016): 10

New groups created: 1

Total number of groups that have concluded: 4

New overall total groups: 7

Committee Working Party or Task & Finish Group

Group	Parent Committee	Date or expected date of next meeting	No. of meetings in 3 rd and 4 th quarters	Average No. of officers attending each meeting in quarters 3 and 4 (nearest whole number)	Chair (2016/17)	Lead Officer(s)	Council representatives in 2016/17
Community Safety Scrutiny Working Group	Community, Environment and Leisure Scrutiny Committee	22.03.17	1	4	Cllr Rowlands	Neil Kieran	Cllr Featherstone, Cllr Harris, Cllr Mead, Cllr Pawle, Cllr Rowlands, Cllr Swendell and Cllr White
Night Time Economy Task and Finish Group Concluded	Community, Environment and Leisure Scrutiny Committee	N/A	3	4	Cllr Pakenham	Maria Gutler	Cllr Crawley, Cllr T Heritage, Cllr Pakenham, Cllr A Rowlands

Council Performance & Budget Summary

Appendix E: Working Party and Task & Finish Groups Update



Group	Parent Committee	Date or expected date of next meeting	No. of meetings in 3 rd and 4 th quarters	Average No. of officers attending each meeting in quarters 3 and 4 (nearest whole number)	Chair (2016/17)	Lead Officer(s)	Council representatives in 2016/17
Planning Enforcement Task and Finish Group Concluded	Planning, Resources and Housing Scrutiny Committee	N/A	2	2	Cllr Grant	Laurence Moore	Cllr Grant, Cllr Mead, Cllr Hill
Advice and support to Small and Medium Enterprises (SME)	Community, Environment and Leisure Scrutiny Committee	Next meeting TBA, last met on 08.02.17	New	-	Cllr Stephens	Maria Cutler	Cllr Day, Cllr Janet Smith, Cllr T Smith, Cllr Stephens and Cllr Yates
Cycling Task and Finish Group	Community, Environment and Leisure Scrutiny Committee	06.03.17	1	2	Cllr Rowlands	Laurence Pratt	Cllr Grover, Cllr Rowlands, Cllr Janet Smith, Cllr Wakely and Cllr Wood
Budget Scrutiny Task and Finish Group	Community, Environment and Leisure and Planning, Resources and Housing Scrutiny Committees	N/A	3	6¹	Cllr White	Colm O'Callaghan	Cllr Clark, Cllr Grover, Cllr Hodgson, Cllr Maynard, Cllr Mills, Cllr Rowlands and Cllr White

¹ On average 6 officers attended the Budget Scrutiny Task and Finish Group meetings. 10 officers attended the second meeting to answer questions on specific projects and budget proposals, officers left the meeting after their item had been discussed. This year the previous system for separate groups for each Portfolio was replaced with a single group covering all Budget areas.

Council Performance & Budget Summary

Appendix E: Working Party and Task & Finish Groups Update



Note – using a rough benchmark figure of £1,000 per meeting for a Scrutiny Committee related working party/task and finish group, the total cost of resources used on these meetings in the last two quarters is £10,000. It is intended to track this figure for both Scrutiny and Portfolio Holder working groups over time.

Council Performance & Budget Summary

Appendix E: Working Party and Task & Finish Groups Update



Portfolio Holder Working Party or Task & Finish Group						
Group	Date or expected date of next meeting	No. of meetings in 3rd and 4th quarters	Average No. of officers attending each meeting in quarters 3 and 4 (nearest whole number)	Chair (2016/17)	Lead Officer(s)	Council representatives in 2016/17
Car Parking WP	07.03.17	2	5 ²	Cllr Read	Maria Stagg	Cllr Campbell, Cllr Donald, Cllr Gordon, Cllr Maynard, Cllr Read, and Cllr Rowlands.
Garages WP Concluded	N/A	4	2	Cllr Ellis	David Reavill	Cllr Ellis, Cllr Janet Smith, Cllr Swendell
Member Development Working Group	15.03.17	1	2	Cllr Davies	Rhiannon Leary	Cllr Davies, Cllr Hodgson, Cllr Read, Cllr Smith and Cllr White.
Democratic Services and Electoral Arrangements Review	13.03.17	-	-	Cllr Read	Elizabeth Heath and Alex Berry	Cllr Clark, Cllr Crawley, , Cllr Hodgson, Cllr McHale, Cllr Pakenham, Cllr Read, Cllr White and Cllr Wright.

Note – using a rough benchmark figure of £1,000 per meeting for a Portfolio Holder related working party/task and finish group, the total cost of resources used on these meetings during the last two quarters is £3,000. It is intended to track this figure for both Scrutiny and Portfolio Holder working groups over time.

² 5 officers attended the October 2016 meeting to answer specific questions on a variety of car parking matters led by different members of the team.

Council Performance & Budget Summary

Appendix E: Working Party and Task & Finish Groups Update

Other Working Party or task and finish group						
Group	Date or expected date of next meeting	No. of meetings in 3rd and 4th quarters	Average No. of officers attending each meeting in quarters 3 and 4 (nearest whole number)	Chair (2016/17)	Lead Officer(s)	Council representatives in 2016/17
City Neighbourhoods Committee Budget T&F Group	TBA	0	0	TBA	Richard Shwe	TBA

*Data from July to December 2016 has been used above as the quarters 3 and 4.

As at 7 March 2017

Council Performance & Budget Summary

Appendix F: Advisory Groups Update



Group	Chair	Nature of Council representation	Council representatives in 2016/17
Administered by St Albans City and District Council			
<u>Park Forums</u>			
Clarence Park	Cllr White	Clarence Ward Cllrs	Cllrs McHale and White
Rothamsted Park	Cllr Maynard	3 seats drawn from Harpenden Ward Cllrs (+ Phil Bruce-Green)	Cllrs Farmer, Maynard and Stephens
Batchwood	Tony Marmo/Stuart Foster ¹	Batchwood Ward Cllrs + relevant Portfolio Holder (+ Stuart Foster)	Cllrs Brewster, Mills, Pakenham and T Smith
Verulamium Park	Cllr Chivers	Verulam Ward Cllrs	Cllrs Chivers, C Davies and Hill
External Groups			
Intalink Network Partnership (formerly the Quality Network Partnership)	Stephen Joseph	Portfolio Holder and officers, others at invitation of Chair.	Cllr Read, Cllr Donald.
Visitor Partnership*	Vicky La Trobe	Relevant Portfolio Holder	Cllr Read
City Centre Partnership	Phil Corrigan	Relevant Portfolio Holder	Cllr Read

¹ Chaired by officers at the request of members of the forum.

Council Performance & Budget Summary

Appendix F: Advisory Groups Update



Group	Chair	Nature of Council representation	Council representatives in 2016/17
Nomansland Common Joint Committee	John Newton Davies (Sandridge Parish Councillor)	3 seats in 2016/17 + Nick Sherriff	Cllrs Clark, Churchard and Wood
Bricket Wood Common Management Committee*	John Bell (St Stephen Parish Councillor)	3 seats in 2016/17	Cllrs Featherstone, Wright and Yates
Jersey Farm Woodland Park Joint Management Committee	Cllr Churchard (as Sandridge Parish Councillor)	1 seat in 2016/17 (to be from Marshalswick North or Sandridge Wards)	Cllr Bolton
Strategic Partnership*	Cllr Daly	Leader	Cllr Daly
Look! St Albans	Vanessa Gregory	John Hoad	Cllr Read
Cathedral / HLF project	Gerald Corbett	Relevant Portfolio Holder	Cllr Brewster
Hertfordshire Infrastructure & Planning Partnership	Cllr Perkins (Welwyn Hatfield District Council)	Relevant Portfolio Holder	Cllr Campbell
Green Triangle	Cllr Daly	Relevant Portfolio Holders	Cllrs Daly, Read
City of Expertise*	Cllr Daly	Relevant Portfolio Holders	Cllrs Daly, Read
Bus Users Forum*	Cllr Rowlands	Chair of Community,	Cllr Rowlands

Council Performance & Budget Summary

Appendix F: Advisory Groups Update



Group	Chair	Nature of Council representation	Council representatives in 2016/17
		Environment and Leisure Scrutiny Committee	

*The Council currently provides administration support for this Group.

As at 6 March 2017

Appendix G: Harpenden Leisure and Cultural Development Update

This report covers progress made on the Harpenden Leisure and Cultural Facilities Development project.

Update

Officers presented the results of the feasibility work to the Community, Environment and Leisure Scrutiny Committee (CELSC) on the 6 September 2016, for comment and feedback. The points made by members of CELSC were considered at Cabinet on 22 September 2016. In addition Cabinet recommended to Council that the Harpenden Leisure and Cultural Facilities Development project be added to the Capital Programme Budget at a value of £18m. Council endorsed this on the 12 October 2016.

The decision made at Council has allowed officers to progress to the consultation phase of the project. A community engagement design event (a “charrette”) and public open evenings contributed to the production of final concept designs in March 2017. Input has been made by stakeholders, local residents and users of leisure and arts facilities in Harpenden.

Officers presented the initial stages and outcomes of the consultation process so far to CELSC on 14 January 2017. They reported that the team had:

- Met with key stakeholder groups in September
- Held public briefing sessions on the 17, 20 and 21 October
- Held a workshop session on the 12 November
- Held a feedback session on the 16 November
- Published the briefing, workshop and feedback outcomes on the SADC website on 5 December. This attracted 868 visits to the website.
- Created a working group for the new Leisure Centre. This group met on 12 December and 16 January 2017
- Created a working group for the new Arts and Cultural Centre. This group met on 5 December and 16 January 2017
- Considered the outcomes of these actions in creating the initial concept designs

In addition, officers presented the initial concept designs, which had been substantially changed to respond to the feedback from the charrette and initial consultation. Councillors commented favourably on the designs and the variety of facilities which would be provided within the Harpenden Leisure Centre and the Harpenden Arts and Cultural Centre.

Since the CELSC meeting on the 14 January, officers have published the concept designs and a short questionnaire on the District Council web site. The link to this information is http://www.stalbans.gov.uk/leisure-and-culture/facility_developments/default.aspx

CELSC asked that officers attend the meeting on the 2 March 2017 with the final designs and a report on the outcome of the full public consultation. This gave Councillors an opportunity to make final comments before officers progress to detailed designs and the planning application. Councillors commented favourably on the progress made in the project.

Council Performance & Budget Summary

Appendix G: Harpenden Leisure and Cultural Development Update

In order to draw attention to the concept designs and the questionnaire officers have undertaken the following:

- Mail out to all households in Harpenden, Redbourn and Wheathampstead
- Press release submitted to all local papers
- Email to 14,000 people on the Councils leisure operators member database
- Email to key contacts from Clubs and Societies from sport and culture
- Leaflets and posters placed within the Harpenden Sports Centre, Harpenden Swimming Pool and Harpenden Public Halls

Public meetings were held on 15 and 16 February 2017 at Park Hall, Harpenden. S&P, the project architects, and officers were present to answer questions.

This project represents significant investment in Harpenden and the north of the District. The Council has involved the local community early in the project to help shape future facilities. The Council has been able to include good ideas that have come from local residents and the facility mix now includes:

New Leisure Centre	New Arts and Culture Hub
<ul style="list-style-type: none"> • A bigger learner pool (from 10m x 5m to 17m x 10m) • Ability to keep 5 Badminton Courts in the new Sports Hall • A new spin studio • 2 new studios • A new 160 Station Fitness Gym • 2 new dry changing rooms • A refurbished wet changing room • A new café • A new crèche facility • 104 new car spaces including disabled bays 	<ul style="list-style-type: none"> • An increased capacity in the Auditorium (from 398 seats to 511 seats) • Gallery space • 96 seat capacity function room • 105 seat capacity function room • A bigger stage and pit • New culture space • New dance performance area • New café and bar facilities • Disabled car park spaces

There were 2,435 visits to the Harpenden Leisure and Cultural Facilities Development website page to view the concept designs. 213 people completed consultation questionnaires. This phase on the consultation closed on 3 March 2017. Officers are preparing a report on the results of the consultation phase, which shall document key themes of feedback and the Councils response. This will be available on the Councils web site by the end of March 2017.

Some concerns have been raised during the consultation around additional parking and consequent increased traffic in the area around Amenbury Lane. In order to assess the possible impact, the Council has commissioned a Framework Travel Plan, which will be completed by mid-March. After this, a Traffic Impact Assessment will be completed during the summer of 2017.

Appendix G: Harpenden Leisure and Cultural Development Update

The project is now entering into the pre-planning application stage of the development. The developments are located in the Green Belt. The Council has commissioned an independent planning advisor to provide advice and guidance on the detailed designs.

It is anticipated that the detailed designs and planning application will be completed by October 2017.

Council Performance & Budget Summary

Appendix H: Housing & Planning Policy Update

This report updates on key topics of interest to St Albans City and District Council from the Housing and Planning Act 2016 and the recently published Housing White Paper¹.

Topic	Update
Housing	
<p>Types of tenure / Starter Homes</p> <p>The Housing and Planning Act introduced a statutory duty on local authorities to promote the delivery of Starter Homes. Starter Homes will be available for purchase by first time buyers under the age of 40 and at a 20% discount. The price cap for starter homes outside Greater London is £250,000.</p>	<p>The Housing White Paper (HWP) has removed the proposed statutory duty on Starter Homes. Plans have been dropped to impose a legal duty on councils to ensure provision of at least 20% Starter Homes on all reasonably sized development sites.</p> <p>Rather than a mandatory requirement for starter homes, the National Planning Policy Framework (NPPF) will be amended to introduce a clear policy expectation that housing sites deliver a minimum of 10% affordable home ownership units.</p> <p>The HWP encourages a range of affordable housing, including rental properties. The Paper acknowledges the role that local authorities can play both in managing and developing properties and through housing development companies.</p> <p>The £1.4bn Affordable Homes Programme will be expanded to include affordable rental properties.</p>
<p>Sale of Higher Value Local Authority Housing</p> <p>The Housing and Planning Act created a duty on local authorities to consider selling homes that meet the definition (not yet confirmed) when they become vacant.</p> <p>Stock-owning local authorities will be required to make annual payments to the Secretary of State, in relation to higher value vacant properties, whether actually sold or not. This will fund Housing Association tenant RTB sales.</p>	<p>No further details of this policy have been confirmed, and it is not included in the White Paper. Recently the Housing and Planning Minister, Gavin Barwell, indicated that a consultation would be issued soon and payments may begin in 2018/19.</p> <p>The Council has lobbied to ensure that, if this policy is introduced, we could retain sufficient income from the sale to replace any properties that are sold. The LGA is lobbying alongside this for Councils to be able to retain more Right To Buy receipts, and to lift the housing borrowing cap. Both these measures would support more council house building.</p>
<p>Social Housing (Local Authority and Housing Association) rent policy</p>	<p>The Housing White Paper confirmed the Government would consult on a new rent policy for Housing Associations and local authorities for the period beyond 2020. The 1% rent reduction is due to remain in place until 2020.</p> <p>The Housing White Paper also reiterated that the Government is thinking about how to ensure supported accommodation continues to be adequately funded from 2019/20. This is the date that the Local Housing allowance (LHA) rate is introduced for all social housing tenants.</p>

¹ The Housing White Paper (“Fixing our Broken Housing Market”) can be found at this [link](#) and the LGA briefing note is available at this [link](#).

Council Performance & Budget Summary

Appendix H: Housing & Planning Policy Update

<p>High Income Social Tenants (HIST) Policy or 'Pay to Stay' The Housing and Planning Act required local authority tenants with a higher income to pay a higher rent from 1 April 2017. A higher income was defined as a household earning more than £31,000 per year.</p>	<p>This policy is no longer mandatory, and the Council does not plan to implement this.</p>
<p>Social tenants – Secure tenancies The Act included proposals to require councils to offer fixed term tenancies of two to five years to nearly all new tenants, and to reform the law on succession to secure tenancies.</p>	<p>The Department for Communities and Local Government (DCLG) is now working with 20 local authorities across the country to develop the regulations and guidance. The Council has already implemented flexible tenancies and when the new guidance is issued we will need to review our Tenancy Strategy.</p> <p>The guidance is likely to say that longer tenancies (up to 10 years) may be offered to families with school-age children. They may also be offered to households where there is someone with a disability or long-term illness, older people, and those providing long-term care.</p>
<p>Right to Buy for Housing Association Tenants Right To Buy for Housing Association tenants was due to be part of the Housing and Planning Act. However, it was instead introduced through a voluntary agreement with the Housing Association sector. An initial pilot has been underway to test the concept in different locations across the country.</p>	<p>The Housing White Paper noted that the current pilots will be expanded to aim for 3,000 sales.</p> <p>The paper also said that where local authorities build affordable houses through Housing Companies or other ventures, tenants should be offered the Right to Buy.</p>
<p>Private Rental Housing</p>	<p>The Housing White Paper includes proposals to encourage more rental housing to be built, e.g. through institutional investment. The Paper also encourages the introduction of longer tenancies in the private sector (3+ years) to help families.</p> <p>The Government will introduce measures from the Housing and Planning Act to introduce banning orders, where appropriate, for private landlords, and enable councils to issue fines and/or prosecute.</p>

Council Performance & Budget Summary

Appendix H: Housing & Planning Policy Update

<p>Homelessness Reduction</p>	<p>The Homelessness Reduction Bill is currently going through the Lords. This started as a Private Members Bill and is being supported by the Government.</p> <p>The aim of the legislation is to provide greater support to households at risk of homelessness before they reach crisis point, and reduce rough sleeping.</p> <p>The Bill would place a duty on Local Authorities to prevent homelessness of those eligible and threatened with homelessness within 56 days, longer in some cases.</p> <p>The Government has acknowledged councils will need increased funding to deliver the support and advice set out in the Bill. It has indicated that it will provide £61m to councils for implementation.</p>
<p>Planning</p>	
<p>Local and Neighbourhood Plans</p>	<p>The Housing White Paper sets out that local authorities will be required to have an up to date local plan to be reviewed every five years.</p> <p>The Government is to consult on a new standard methodology for calculating 'objectively assessed need'. There may be advantages to all areas using a common methodology, but this needs to be based on a sensible assessment of need. We are keen to feed into the consultation, and are in touch with DCLG officials.</p> <p>The Housing White Paper reinforces that local authorities should work constructively with their neighbours to meet the assessed need (including through a 'Statement of Common Ground'), but does not provide further detail.</p> <p>The Neighbourhood and Planning Bill is currently going through Parliament. This includes measures to improve processes for agreeing Local and Neighbourhood plans, as well as the Secretary of State's powers to intervene where these are not agreed. The Bill also plans to limit the use of planning conditions. Details of the Bill can be found at: http://services.parliament.uk/bills/2016-17/neighbourhoodplanning.html</p>
<p>Green Belt</p>	<p>The Housing White Paper says that Green Belt policy will be amended to clarify when Green Belt boundaries should be amended in 'exceptional circumstances'. This is when local authorities have examined all other reasonable options, e.g. higher density. It is not clear what this means in practice for Green Belt use. Local authorities will be required to meet the new standard assessment of need, updated every five years.</p> <p>The Housing White Paper also suggests that where land is removed from the Green Belt, local policies should require the impact to be offset by 'compensatory improvements to the quality or accessibility of remaining Green Belt land'.</p>

Council Performance & Budget Summary

Appendix H: Housing & Planning Policy Update

<p>Planning Fees and Competition</p> <p>The Housing and Planning Act sets out to create a number of pilots to test competition in the planning process. A principle is that applicants are able to apply to 'designated' alternative providers. Local authorities would still be responsible for the final decision on any planning application. Local authorities taking part in the pilots may be given flexibility to set their own planning fees, as part of the competitive process.</p>	<p>We understand the pilots will still go ahead. We have indicated that we may be interested in taking part if this allows us to trial full cost recovery of the different types of planning applications.</p> <p>In the meantime the Housing White Paper acknowledges the need for Planning Departments to be adequately resourced. The Paper announced that there would be a 20% increase in planning fees from July 2017, with the option of a further 20% increase under certain circumstances, but only if the money is committed to be invested in Planning Departments.</p> <p>The Government also plans to consult on introducing a fee to deter unnecessary planning appeals.</p>
<p>Housing Delivery</p>	<p>The Housing White Paper aims to speed up the delivery of house building. Possible measures include reducing the default period from three to two years for implementing planning permission; simplifying the Completion Notice process; and amendments to compulsory purchase powers.</p> <p>There are also plans for developers potentially to be required to provide more information on their build out rates.</p> <p>Alongside this, the Government plans to introduce a new Housing Delivery Test for local authorities. From November 2017, if housing delivery does not meet the annual housing requirement, authorities may have to take various actions. They may have to publish action plans and/or plan for a 20% buffer on their five year land supply. In subsequent years, if the housing delivery test is not met, the presumption in favour of sustainable development in the National Planning Policy Framework would automatically apply.</p> <p>However it is unclear whether measures announced give local authorities sufficient powers to increase local house building rates in line with the new 'standard assessment of need'.</p>

The Housing White Paper will be discussed at the April Planning Policy Committee.

Council Performance & Budget Summary

Appendix I: Commercial Property Bad Debts over £25,000 (Part One)

The Council's Scheme of Delegation requires Cabinet approval of bad debt write offs over £25,000.

Cabinet approval is requested for the write off of commercial property bad debts over £25,000 as follows:

1. Tenant 1. Approval is requested to write off of £60,213.52 relating to unpaid rent charges. The write off will be against an existing specific bad debt provision made in 2015/16 and therefore there will be no additional cost to the Council in 2016/17.
2. Tenant 2. Rent owed is £50,130.55 but the Council hold a deposit and other amounts owing to the tenant. It may be possible to offset these amounts against the debt, leaving £39,866.48 to be written off. Approval is requested for the write off of the balance remaining when all recovery steps have been exhausted.

Cabinet are asked to note the following commercial property bad debt below £25,000.

3. Tenant 3. Rent owed is £34,166.64 but the Council hold a deposit and other amounts owing to the tenant. It may be possible to offset these amounts against the debt, leaving £18,660.98 to be written off.

Further information is shown in Part 2.