

# Council Performance & Budget Summary

November 2018



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. ICT Service Update
- C. Mid-year Review Update
- D. Fly-tipping Enforcement Update
- E. Ridgeview Update (Part One)
- F. Long Term Vacant Properties Update (Part Two)
- G. Ridgeview Update (Part Two)

## Recommendations

- 1.1 That Cabinet notes the Council Performance and Budget Summary (November 2018) and its appendices.

## Update on actions arising from previous Cabinet meetings

Update on actions arising from Cabinet – 22 November 2018		
3.	<i>Enforcement personnel staffing numbers</i>	Officers have reviewed the wording of this indicator and will make the comments clearer in future updates.
3.	<i>Fly-tipping update</i>	The requested information on actions being taken by the County Council has been included in the update on this agenda.
3.	<i>Verulamium Park Bridge: inclusion of Section 106 funding expiry timescale</i>	This information will be included in the next update to Cabinet in March.

## Changes to performance measures

The target for 'Number of planning applications at end of month that have not been determined in time' has been revised from 50 to 40. This is to ensure consistency with targets in the Planning appendix.

## Commentary

The table below provides commentary for indicators giving more detailed explanation, and any action the Council is taking to improve performance where appropriate.

	Measure	Comments
<b>R</b>	Average time to re-let dwellings (excluding temporary accommodation) (days)	<p>Contractor performance is improving and turnaround time has been reduced by 1 day.</p> <p>We continue to have weekly meetings with our contractor and giving support where possible, particularly with recruitment of subcontractors.</p> <p>There is likely to be a reduction in performance over the next month. Several working days will be lost due to the Christmas holidays.</p>

	<b>Measure</b>	<b>Comments</b>
<b>A</b>	Percentage of rent loss due to voids	This has shown a slight decrease in cash terms over the last month but no change in percentage. This is linked to the slight improvement in empty property (voids) turn around.
<b>R</b>	Rent arrears of current tenants as a percentage of rent due	<p>Rent arrears has increased slightly to 4.1% this month.</p> <p>Around £125,000 of this is due to Universal Credit (UC), based on the estimated number of tenants claiming. If this was paid, outstanding arrears would be 3.6%. Administrative complexities are continuing to affect officers' work.</p> <p>The amounts of rent arrears collected by officers was £9.3m from January to November 2016, and has increased to just under £10m for the same period in 2018. This is an increase of £691,452 or 8%. At the same time, rental income from Housing Benefit has fallen by £1.4M.</p>
<b>R</b>	Number of households in temporary accommodation	<p>The number of households in temporary accommodation is high for a number of reasons. These include:</p> <ul style="list-style-type: none"> <li>• The issues identified above with the average time to re-let dwellings.</li> <li>• The impact of the Homelessness Reduction Act. There has been an increase in approaches to the Council and the Act allows households to stay longer in temporary accommodation.</li> <li>• The limited supply of new housing.</li> <li>• 8 units of temporary accommodation out of use due to flooding.</li> <li>• Additional residents in temporary accommodation following an emergency incident at a block of flats at Cedar Court, St Albans.</li> </ul>
<b>R</b>	Average time in temporary accommodation (weeks)	There are 29 properties currently under offer to households in temporary accommodation. When these properties become available, the households will be able to vacate their current temporary accommodation. The provision of 23 new Council properties in Sandridge in December and January will allow more households to move into permanent accommodation.
<b>G</b>	Percentage of repairs completed on time	A meeting was held with our contractor regarding the monitoring of outstanding jobs and their administrative processes. We now monitor outstanding jobs on a daily basis, as opposed to weekly. We are in regular contact with the contractor's Administration Manager to ensure the procedure for logging jobs is followed correctly. Additional sub-contractors have been recruited to help address staffing issues reported last month.
<b>R</b>	Days to process Housing Benefit change in circumstances	<p>The target of 7 days is an average of the whole year. Thus, some months will be above target, and others below target. For example, from January to March the team processes a high number of changes before they come into effect (such as increases and decreases in rent). These are recorded as taking 1 day to process. In other months, most changes are processed after the event. Therefore, performance is measured on how long it takes to process the change from the date the Council is notified. The overall performance for the year is still within target at 6.57 days.</p> <p>This month the team processed a significant number of Real Time Information (RTI) Earnings matches received in July, August and</p>

	Measure	Comments
		September 2018, but not processed until November 2018. RTI is a project initiated by the Department for Work and Pensions which compares the data we hold with that held by HMRC. The Council has no control over when these matches will be sent for completion. This affected the overall average for the month. Although there is a dedicated officer, and external funding, for this work, the volume and complexity of the matches means processing this information does take longer. The impact of these RTI matches should be reduced in future months as the initiative is being phased out.
A	Percentage of Council's planning decisions supported at appeal (cumulative 12 month)	In November 2018, two appeal decisions were received and both were allowed. Both decisions were for sites in the Green Belt. One was a householder property extension, and the second was for the construction of a new property. The second site was also situated in a Conservation Area. Appeal decisions are fed back to officers and councillors.
R	Number of planning applications at end of month that have not been determined in time	The average number out of time applications increased in November due to the limited availability of senior staff authorised to sign off applications. Officers are working to reduce the number of out of time applications in their caseload, with senior officers dedicating a day a week to signing off.
A	Parking Penalty Charge Notices issued	Fewer Penalty Charge Notices (PCNs) were issued in November 2018 than in November 2017. The number of hours Civil Enforcement Officers (CEOs) worked was 380 fewer this year than last. In the last month, the use of CEOs using mopeds has been reduced to allow for an increase in on-foot patrolling. This work is focused on busier areas with a higher concentration of vehicles. The Council is working with the contractor to ensure that the use of CEOs does not go over budget.
R	Fly-tipping incidents	We are reviewing the data received from the contractor to ensure it is accurate.  A very large fly-tip on a bridle path at the side of the A414 took five Saturdays to clear. Due to the size of fly-tip and extent of clean-up, work had to be conducted outside of the contractor's weekly work schedule. Arrangements were made for Highways to place a barrier to deter further events.  Three cases are being reviewed pending legal authorisation, with a further two under consideration. There are a further 34 incidents where evidence has been found. There is a fly tipping enforcement update report on this at Appendix D.

### 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	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	TARGET
Finance	Forecast budget variance at the year end (General fund for year in question)	Smaller	-3.4%	-3.6%	-4.0%	-3.3%	-7.0%	0.0%	*	1.2%	0.3%	0.2%	0.0%	-0.6%	0.5%	0.0%
Housing	Average time to re-let dwellings (excluding temporary accommodation) (days)	Smaller	34	33	33	33	33	34	27	25	28	30	51	41	40	26
	Average time vacant for current voids (excluding temporary accommodation) (days)	Smaller	33	25	24	25	24	27	22	15	33	34	41	27	4	26
	Percentage of rent loss due to voids	Smaller	0.9%	0.8%	0.8%	0.8%	0.7%	0.7%	0.7%	0.7%	0.8%	0.8%	0.8%	0.8%	0.8%	Trend
	Rent arrears of current tenants as a percentage of rent due	Smaller	3.3%	2.8%	3.0%	3.1%	3.1%	3.5%	3.4%	3.4%	3.7%	3.7%	4.0%	4.0%	4.1%	3.1%**
	Number of households in temporary accommodation	Smaller	137	131	125	117	117	118	118	123	119	126	145	149	149	Trend
	Average time in temporary accommodation (weeks)	Smaller	26	27	27	26	26	25	27	26	26	26	25	27	28	Trend
	Percentage of repairs completed on time	Bigger	100%	97%	100%	99%	100%	95%	88%	86%	93%	87%	94%	93%	98%	98%
	Total number of households in receipt of Housing Benefit and/or Council Tax support	Smaller	6,778	6,678	6,705	6,642	6,640	6,640	6,654	6,645	6,664	6,679	6,689	6,632	6,614	
	Days to process Housing Benefit new claims	Smaller	24.1	28.6	17.9	15.5	17.2	10.2	14.9	14.3	10.9	12.8	14.2	14.3	15.7	22
Days to process Housing Benefit change in circumstances	Smaller	9.0	8.1	5.6	2.3	5.7	5.1	8.3	3.6	7.0	8.0	9.0	8.7	8.3	7	
Planning & Building Control	Planning and Building Control applications received (including pre-app, trees and condition discharge)		515	346	400	430	511	482	406	480	493	414	371	496	438	
	Percentage of Council's planning decisions supported at appeal (cumulative 12 month)	Bigger	57%	62%	62%	65%	67%	66%	61%	61%	57%	55%	59%	60%	61%	66%
	Percentage of planning applications not determined (within time limits or agreed timescale)	Smaller	11%	10%	6%	11%	5%	5%	7%	12%	13%	16%	13%	15%	11%	25%
	Number of planning applications at end of month that have not been determined in time	Smaller	12	21	29	21	14	22	21	30	36	29	37	40	48	40
Community Services	Parking Penalty Charge Notices issued	Smaller	1,910	1,488	1,386	1,448	1,464	1,442	1,865	1,613	1,633	1,536	1,539	1,569	1,724	Trend
	Percentage of Parking Penalty Charge Notices paid	Bigger	88%	99%	89%	90%	88%	82%	82%	85%	86%	93%	84%	90%	83%	80%
	Fly-tipping incidents	Smaller	88	57	82	90	100	103	124	74	111	68	100	90	124†	Year-on-year Trend
	Number of missed waste collections per 100,000	Smaller	30	29	33	29	35	33	30	33	34	36	25	30	28†	32****
External	Claimant count	Smaller	805	835	845	960	1,010	1,120	1,095	1,125	1,120	1,150	1,205	1,260	1,235^	****

\* Data not available

\*\* Target changed from 2.6% to 3.1% from April 2018.

\*\*\* Target changed from 40 to 32 from April 2018.

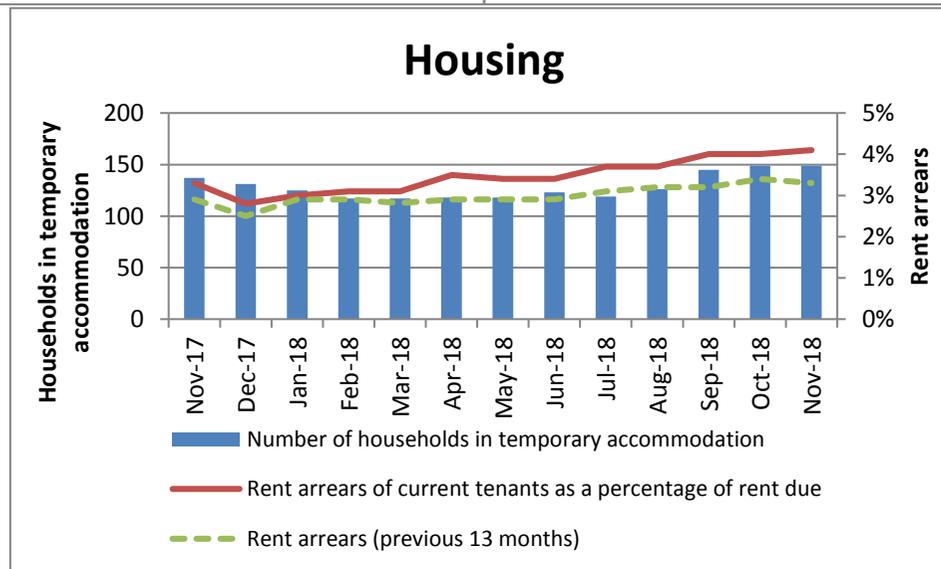
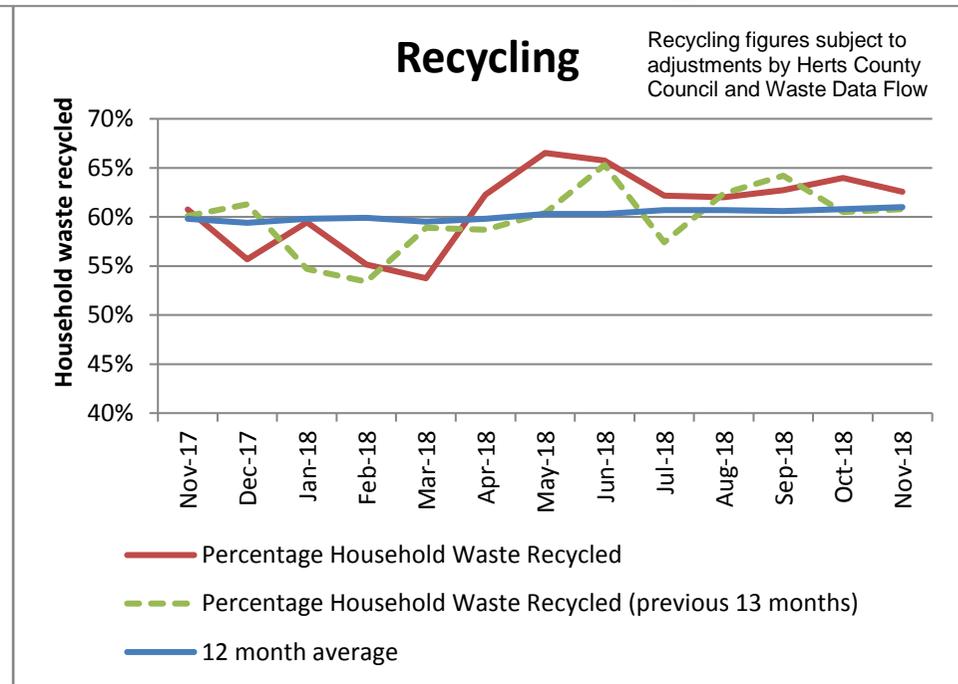
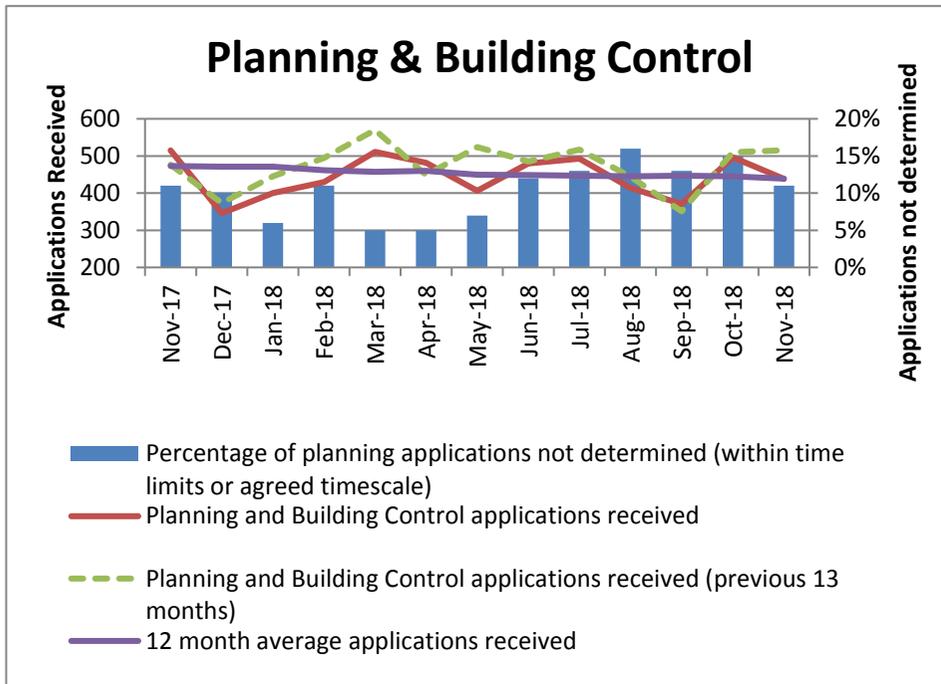
\*\*\*\*ONS Experimental Indicator – may not accurately reflect labour market.

† Data subject to adjustment

^ Data subject to ONS revisions.

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# Performance Summary November 2018

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### Planning Performance

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

Colour coding for table: Green – performance above threshold.

Measure and type of applications	Bigger or Smaller is Better	Current Performance against 2019 2 Year assessment period	Performance against 2018 2 Year Assessment period	DCLG's 2019 thresholds and 2 Year assessment period	
Speed of major development (% determined in time)	Bigger	93% (Oct 2017 to Sept 2019)	93.3% (Oct 2016 to Sept 2018)	70% (Oct 2017 to Sept 2019)	
Quality of major development (% overturned at appeal)	Smaller	9.5% (Apr 2017 to Mar 2019)	7% (Apr 2016 to Mar 2018)	7.5% (Apr 2017 to Mar 2019)	
Speed of non-major development (% determined in time)	Bigger	92.3% (Oct 2017 to Sept 2019)	92.4% (Oct 2016 to Sept 2018)	75% (Oct 2017 to Sept 2019)	
Quality of non-major development (% overturned at appeal)	Smaller	1.5% (Apr 2017 to Mar 2019)	2% (Apr 2016 to Mar 2018)	7.5% (Apr 2017 to Mar 2019)	

MHCLG announced the special measures programme will continue up to 2020. The table has been updated to reflect the updated 2 Year assessment periods.

% of decisions overturned at appeal – appeal decisions are scrutinised by officers to inform future decision making

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

Colour coding for table: Green- performance above target.

Application Type	Target	% in time Nov 2018 (Bigger is Better)	Average Nov 2018 (Smaller is better)	Average Oct 2018	Average Sept 2018	Average July – Sept 18-19	Average Apr - June 18-19	Average Jan - Mar 17-18
'Out of time applications'	No more than 40 (local)	-	43	39	37	34	22	19
Major Applications	13 weeks (national) 50% in time	100%	22.8 weeks	19.8 weeks	18.3 weeks	28.5 weeks	38.1 weeks	23.7 weeks
Minor Applications	8 weeks (national) 65% in time	92.1%	10.6 weeks	11.8 weeks	11.9 weeks	10.8 weeks	10.3 weeks	10 weeks
Householder Applications	8 weeks (national) 80% in time	96.5%	8.7 weeks	8.4 weeks	8.4 weeks	8.7 weeks	8.2 weeks	8.5 weeks

\* 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'.

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The average number out of time applications increased in November due to the limited availability of senior staff authorised to sign off applications. Officers are working to reduce the number of out of time applications in their caseload so overall numbers are below 40, with senior officers each dedicating a day a week to signing off.

### Local Plan

Council, at its meeting on 11 July 2018, approved the draft Local Plan for Publication (Regulation 19) consultation. The consultation began on 4 September and ended on 17 October 2018. An overview and summary of the representations will be reported to the Planning Policy Committee on 12 December 2018. Further and more detailed reporting will be made to PPC in January 2019 and March 2019. The current timetable shows submission of the draft Local Plan to the Secretary of State for examination at the end of March 2019.

### Hertfordshire Infrastructure and Planning Partnership (HIPP)

HIPP met on 22 November 2018 and considered 2 main items:

Hertfordshire Infrastructure & Funding Prospectus (HIFP) which was commissioned by HIPP in early 2018. HIFP provides:

- A valuable resource for joint working across the County. This is in the context of the Government's encouragement for local planning authorities to come together both formally and informally to address strategic planning and infrastructure issues.
- A basis for HIPP engagement with infrastructure providers, adjoining authorities, potential investors and Central Government.

HIFP provides a strategic overview of existing and future issues relating to growth and infrastructure to 2031:

- Establishing the scale and distribution of population, housing and economic growth across Hertfordshire to 2031;
- Collating a geodatabase of existing and planned infrastructure;
- Presenting existing and future infrastructure capacity issues;
- Collating a project schedule of infrastructure required to support growth;
- Estimating the scale of the capital infrastructure cost and funding by infrastructure type;
- Explores potential funding solutions.

HIFP provides a snap-shot in time from September 2018 and builds on existing data and information.

### A Future Role for the Hertfordshire Infrastructure and Planning Partnership (HIPP)

A report was considered to examine the future options for HIPP in the context of the establishment of the Hertfordshire Growth Board. It was suggested that HIPP should continue to exist, but with a clearly defined role and structure. This should dovetail with the Terms of Reference and the scope of operation of the County-wide Growth Board. In particular some of the key recommendations about HIPP could be beneficially picked up such as:

- Development of an agreed Business Plan and work programme;

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- Ensuring that HIPP is properly resourced to be able to deliver and progress the work programme;
- Having a clear scheme of delegation and authority, which sets out what HIPP is responsible for and what matters need to be referred up to the Growth Board for decision;
- Having a designated link between the Growth Board and HIPP (i.e. Chair of HIPP should be a Growth Board Member, if not already a Leader);
- Becoming responsible for joint approaches to place shaping across the County, e.g. becoming the commissioner for products such as Building Futures and the County Design Panel;
- Is clearly made responsible for joint initiatives on resourcing, building capacity for planning and place shaping in the County, and training and promotional events.

### **Harpenden Neighbourhood Plan**

The Harpenden Neighbourhood Plan (HNP) was submitted to the Council and, following a statutory six-week publicity period, was the subject of an independent examination. The report of the Examiner was received and it recommended that the Neighbourhood Plan, subject to relatively minor modifications, should progress to referendum. Cabinet considered a report on the subject at its meeting on 18 October 2018. The District Council, Harpenden Town Council and Harpenden Rural Parish Council have now agreed that the HNP referendum will be held on 7 February 2019.

The formal HNP Decision Statement can be found at:

<http://stalbans.moderngov.co.uk/documents/s50037930/Harpenden%20Neighbourhood%20Plan%20Decision%20Statement%20Nov%202018.pdf>

### **Air-Raid Precaution Railway Control Centre: Notification of Listing Decision**

Historic England undertook an assessment of the Air-Raid Precaution Railway Control Centre, Station Road, Bricket Wood, St Albans.

The Secretary of State for Digital, Culture, Media and Sport has decided to add the Air-Raid Precaution Railway Control Centre to the List of Buildings of Special Architectural or Historic Interest. The building is now listed at Grade II.

Further information can be found at:

<http://services.historicengland.org.uk/webfiles/GetFiles.aspx?av=AA629F47-E12C-475E-B2B0-C75EDD918557&cn=1A818E94-C953-4D54-9472-B8DCA2EF87C5>

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### Significant Planning Applications

Planning Decisions (Note 1*)	Decision/comments
<p><b>Land at Three Cherry Trees Lane and Cherry Tree Lane (5/2016/2845)</b> 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 (SADC) administrative areas. (Approx. 150 dwellings in the District) <i>Delegated</i></p>	<p>DBC's committee has resolved to grant permission subject to a S106 Agreement*. Further clarification has been received that no referral to the Secretary of State is required. Negotiations on the S106 Agreement* continue to secure matters including: affordable housing; education provision; Hertfordshire County Council (HCC) services; sustainable transport, highway works and travel plan; phasing, and healthcare provision. Currently the legal agreement is awaiting sign off by HCC. However, delays have arisen as HCC requested the completion of a draft land transfer agreement prior to completion of the S106. HCC and the applicant continue to discuss the land transfer agreement prior to completion of the S106 agreement. The draft land transfer is to secure the site for a school.</p> <p><b>No change since previous Cabinet meeting.</b></p>
<p><b>Former Radlett Aerodrome</b> Three applications for Reserved Matters approval: <b>5/2016/3006 (Development site – details of buildings, etc in the terminal itself)</b> <b>5/2017/1938 (Infrastructure) (Includes area at new junction on A414)</b> <b>5/2017/1995 (Landscaping) (Includes area at new junction on A414)</b> <i>Planning Referrals Committee</i> Sixteen 'discharge of conditions' applications were submitted: <b>(5/2016/2880, 5/2016/2881, 5/2016/2962, 5/2016/2963, 5/2016/3003, 5/2016/3004, 5/2016/3005, 5/2016/3013, 5/2016/3187, 5/2017/0865, 5/2017/0869, 5/2017/0870, 5/2017/0871, 5/2017/1168, 5/2017/2599, 5/2017/2770)</b> <i>Delegated</i></p>	<p>Conditional permission for the three reserved matters planning applications was granted at the Planning Referrals Committee on 14<sup>th</sup> May 2018.</p> <p>Ten of the submitted discharge of conditions applications have been approved (5/2016/2962, 5/2016/2963, 5/2016/3004, 5/2017/2599, 5/2017/1168, 5/2016/2881, 5/2016/3187, 5/2016/3003, 5/2016/3005 and 5/2017/0865) and two have been withdrawn by the applicant/agent (5/2017/2770, 5/2017/0870). (Applications 5/2016/3003, 5/2016/3005 and 5/2017/0865 were discharged on 28 September).</p> <p>Application 5/2016/2880 was withdrawn by the applicant/agent on 02/10/2018.</p> <p>Application 5/2017/0871 was approved on 26/10/2018.</p> <p>5/2016/3018 and 5/2018/0869 are pending consideration by officers. The remaining two discharge of conditions applications are pending consideration by officers.</p>

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Planning Decisions (Note 1*)	Decision/comments
	<b>No change since previous Cabinet meeting.</b>
<p><b>Pan Autos Site, 22-24 Grove Road, Harpenden, AL5 1PX (5/2017/3209)</b> Outline application (access, layout and scale sought) for demolition of existing and construction of three blocks comprising four, one bedroom and 39, two bedroom flats with associated underground and surface level parking, amenity space and associated works <i>Delegated</i></p>	<b>The application was refused planning permission on 16 November 2018.</b>
<p><b>Pan Autos Site, 22-24 Grove Road, Harpenden, AL5 1PX (5/2018/2000)</b> Outline application (access, layout and scale sought) for demolition of existing and construction of three blocks creating 39 dwellings with associated underground and surface level parking, amenity space and associated works <i>Planning Referrals Committee – awaiting confirmed date</i></p>	<p>This is a new application with amendments to the layout and scale of the proposed development submitted in response to officers concerns raised under 5/2017/3209. <b>The applicants have now provided a Viability Appraisal and public summary document to support their offer of 0% affordable housing. A Viability Consultant has assessed this information on behalf of the Council and is of the view that affordable housing can be provided. The view of the Council's Viability Consultant has been put to the applicant and a response to this is currently being drafted. It is expected that this application will be reported to Committee in January.</b></p>
<p><b>Harpenden Sports Centre, Rothamsted Park, Leyton Road, Harpenden (5/2018/0157)</b> Extension and alterations to existing swimming pool building to provide new learner pool, additional sports, fitness and associated facilities. Extension, alterations and change of use of existing sports centre to cultural centre, replacement depot building and associated car parking and landscaping works. <i>Planning Referrals Committee 17 September 2018</i></p>	<p>This application was considered at the meeting of Planning Referrals on 17 September. The Committee resolved to refer the application to the Secretary of State (as a Green Belt referral). Subject to the Secretary of State not calling in the application, and the submission of a S106 agreement that conditional permission be granted for the development. The S106 relates to a financial contribution towards sustainable transport matters and the submission of a Green Travel Plan. The Secretary of State has confirmed that there is no intention to call-in the application. The decision can be issued when the S106 is completed. The final determination date for the application is currently 20 December.</p> <p><b>No change since previous Cabinet meeting.</b></p>

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Planning Decisions (Note 1*)	Decision/comments
<p><b>Land to Rear of Burston Garden Centre, North Orbital Road, Chiswell Green, St Albans (5/2018/1324)</b></p> <p>Demolition of all existing horticultural structures and redevelopment of the site to provide a new retirement community comprising a 64 bedroom care home, 125 assisted living bungalows and apartments, a community clubhouse together with associated access and alterations to pedestrian/bridleway, landscaping, amenity space and car parking</p>	<p>This application was validated on 14/06/2018. Following discussions with the applicant, additional/amended plans have been submitted to officers. <b>A further consultation on the revised information was carried out on 6 November 2018 with an end date of 27 November. Following the end of the consultation period, the responses and additional information will be considered further by officers. It is expected that this application will be reported to Committee in January.</b></p>
<p><b>Beaumont School, Oakwood Drive, St Albans (5/2018/2080)</b></p> <p>Residential development to provide 62 no. residential dwellings (Use Class C3) comprising 51 houses (2-2.5 storeys) and one building containing 11 apartments, associated car parking, cycle parking, open space and pedestrian/cycle infrastructure, formation of pedestrian and cycle links and other associated works and improvements</p>	<p>This application was validated on 01/08/2018 and the public consultation ended on 14/09/2018. This proposed scheme would amend the layout approved under reserved matters application 5/2015/0797. This granted approval for 75 dwellings and has been part implemented on the site through the construction of 29 dwellings. Together with the dwellings which have been constructed on site currently, the proposed development would increase the density of the site to provide 91 dwellings. Following the end of the consultation period, the application is currently under consideration by officers. <b>It is expected that this application will be reported to Committee in January.</b></p>

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Planning Consultations (Note 2*)	Decision/comments
<p><b>Former Hatfield Aerodrome / Ellenbrook Country Park (HCC Ref: 5/0394-16)</b>            Application for the establishment of a new quarry on land at the former Hatfield Aerodrome, including a new access onto the a1057, aggregate processing plant, concrete batching plant and other ancillary facilities, together with the importation of inert fill materials for the restoration of the minerals working at land at Hatfield Aerodrome, off Hatfield road.</p>	<p>Hertfordshire County Council (HCC) granted planning permission on 25 January 2017 for mineral works, subject to conditions and signing of a S106 agreement. There are ongoing discussions between St Albans City and District Council (SADC), Welwyn-Hatfield Borough Council (WHBC), HCC, and the landowner, Arlington. The purpose is to establish the Trust by agreeing the comprehensive landscaping scheme and securing the long-term management and maintenance of the Country Park. Ultimately, this will be the responsibility of the Trust. SADC, WHBC and HCC are awaiting an updated Landscape Management Document.</p> <p><b>No change since previous Cabinet meeting.</b></p>
<p><b>Ellenbrook Park Hatfield Road Smallford St Albans Hertfordshire (WHBC Ref: <a href="#">6/2018/2768/OUTLINE</a>)</b></p>	<p>The District Council has been consulted on an outline application for a large-scale mixed use development including 1,100 new homes and supporting infrastructure including a primary school, local centre and open space with all matters reserved. The consultation was received on 21 November 2018. The application is pending consideration by Officers.</p>

\* Section 106 (S106) financial contributions can be secured from developers in certain circumstances, through the planning process.

The Decision/Comments highlighted in bold describes new information from the previous Cabinet Appendix.

Notes:

- (1) Where St Albans City and District Council is the determining authority.
- (2) Where St Albans City and District Council is a consultee.

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## Appendix B: ICT Service Update



### Service Availability

#### **External availability**

Service outages continue to affect the on-line planning portal. Customers are unable to access the on-line planning portal to submit plans and view comments when the system is down. The table below shows the outages between September and November.

The application vendor (Civica) has made a series of recommendations to improve performance, and we are in the process of implementing these. The back-end database will be upgraded in December, and the planning portal upgrade is scheduled shortly afterwards.

#### **Internal availability**

We have experienced some early morning email outages, which have had an impact on groups of staff, usually on a Monday morning. These are caused by lack of server space. Temporary space has now been allocated to address the immediate need.

Likewise, we experienced a short outage with SQL, which had an impact on several applications, again caused by space issues, which have subsequently been addressed.

The ICT team will be undertaking a procurement exercise to upgrade and increase the infrastructure and address this problem. This will commence in 2019/2020. In the meantime, the Council is taking various short-term measures to free up server space. For example, we are holding a Christmas Jumper charity event shortly to encourage staff to clear out files no longer needed.

### Cyber security

The ICT team continues to test the strength of staff passwords on a regular basis and enforce corrective action to ensure strong passwords are used.

Further tests on the vigilance of the staff to cyber threats are planned for the new year.

The team has also conducted a review of all open active directory accounts to ensure that unused ones are not left active once staff and contractors leave the Council.

The ICT security policy has been refreshed and will be issued to all staff in the New Year.

An ICT Cyber Security Plan has been produced and is under review ahead of full implementation.

### Major project activities

#### **Productivity**

The current Windows10 project, which will replace 250 older devices, has now started. A procurement exercise to obtain best pricing for 250 new computer devices will conclude at the beginning of January. The target date to start deploying the replacement equipment is during February. The project will tightly align the new equipment to usability (productivity) training, as opposed to technical training, to maximise the benefit to staff.

The Council has successfully concluded a procurement exercise for the replacement of the telephony system. This will be implemented for the start of the next financial year. This will support further automation in the Call Centre to improve customer service and experience, while addressing deficiencies in the current telephony system.

# Council Performance & Budget Summary

## Appendix B: ICT Service Update

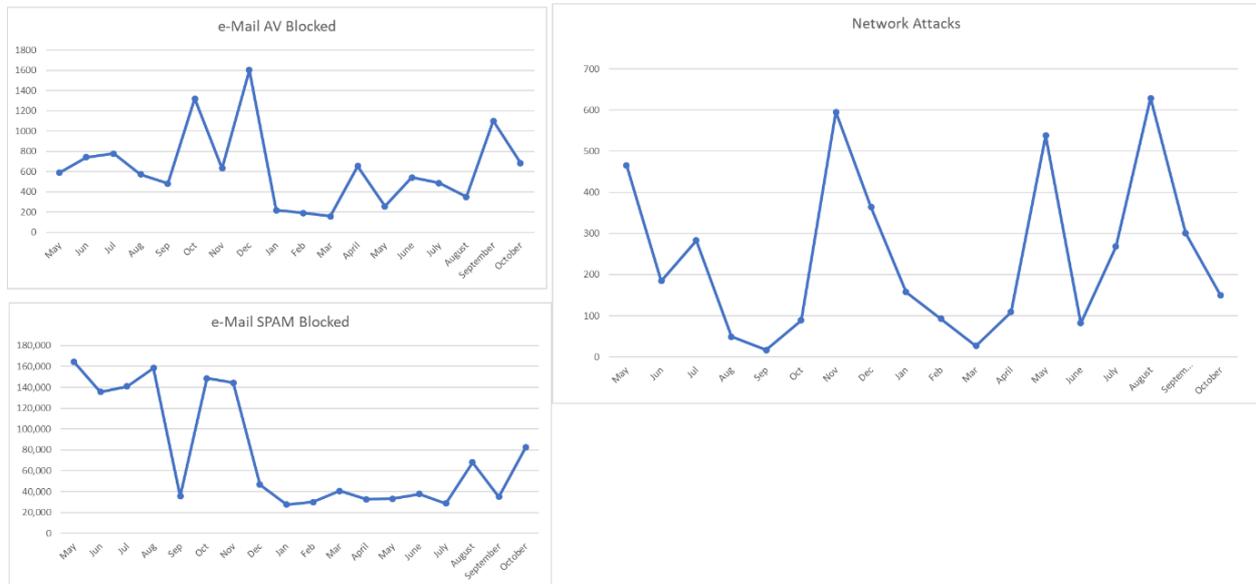
### Cyber

Alongside the Windows10 project, the Council will replace all servers running the Windows 2008 operating system by December 2019. This is to ensure that all operating systems remain in a supported and patchable state.

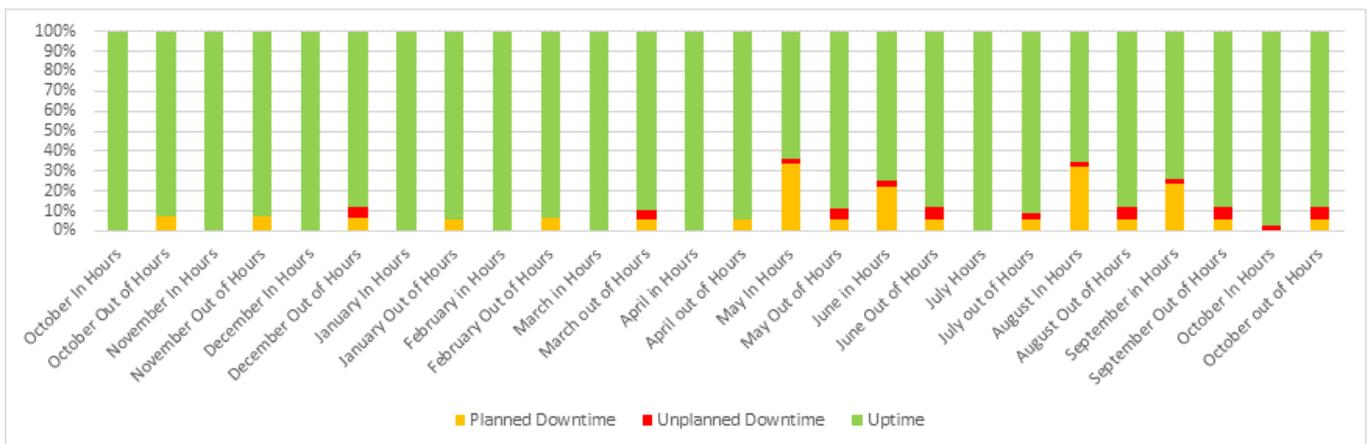
The Council will complete a gap analysis assessment for achieving Cyber Essentials/ISO27001 accreditation and has applied for funding to the Local Government Association.

### Security Review

External threats continue to vary considerably from month to month – see table below.



### Availability Statistics (By Exception)



Planning Portal	October In Hours	October Out of Hours	November In Hours	November Out of Hours	December In Hours	December Out of Hours	January In Hours	January Out of Hours	February In Hours	February Out of Hours	March In Hours	March out of Hours	April In Hours	April out of Hours	May In Hours	May Out of Hours	June In Hours	June Out of Hours	July Hours	July out of Hours	August In Hours	August Out of Hours	September In Hours	September Out of Hours	October Hours	October out of Hours
Planned Downtime	0	40	0	36	0	40	0	32	0	32	0	32	0	32	63	32	42	32	0	32	63	32	42	32	0	32
Unplanned Downtime	0	0	0	0	0	28	0	0	0	0	0	24	0	0	5	32	5	32	0	16	5	32	5	32	5	32
Uptime	198	506	198	486	162	514	198	514	180	460	189	499	180	508	121	491	142	467	198	498	130	482	133	476	202	473
<b>Total Time</b>	<b>198</b>	<b>546</b>	<b>198</b>	<b>522</b>	<b>162</b>	<b>582</b>	<b>198</b>	<b>546</b>	<b>180</b>	<b>492</b>	<b>189</b>	<b>555</b>	<b>180</b>	<b>540</b>	<b>189</b>	<b>555</b>	<b>189</b>	<b>531</b>	<b>198</b>	<b>546</b>	<b>198</b>	<b>546</b>	<b>180</b>	<b>540</b>	<b>207</b>	<b>537</b>

# Council Performance & Budget Summary

## Appendix C: Mid-year Review Update



Completion as of 6<sup>th</sup> December 2018

Department	Number of MYRs expected	Number of MYRs held to date	% MYRs held	Signed MYRs notified to HR	% MYRs fully signed-off and completed	Comments
Heads of Service	7	7	100%	5	71.43%	
CEx & Policy	29	29	100%	29	100%	
Commercial and Development	52	52	100%	50	96.15%	
Community Services	54	51	94.44%	33	61.11%	3 managers absent so unable to complete meetings with their teams
Corporate Services	53	49	92.35%	48	90.57%	
Finance & Legal	44	39	88.63%	38	86.36%	5 outstanding due to short term absence or annual leave
Housing	77	69	89.61%	69	89.61%	
Planning & Building Control	55	55	100%	55	100%	
<b>Total</b>	<b>371</b>	<b>351</b>	<b>94.60%</b>	<b>327</b>	<b>88.14%</b>	

These figures exclude employees with the following status:

Employees who are currently within their **probation** period

Employees that **left the council's employment** prior to completion of the mid-year review period

Employees that are currently on **maternity leave**

Employees are currently absent due to **long term sickness**

# Council Performance & Budget Summary

## Appendix D: Fly-tipping Enforcement Update



Below is an update on fly tipping work, in particular fly tipping workloads, processes, outcomes, and public awareness raising initiatives during 2018.

The objective in 2018 has been to respond to, and investigate, large scale and repeated fly tips. We have also sought to participate in awareness raising initiatives jointly with the Police and other Hertfordshire councils.

So far in 2018 there have been a number of large scale and repeated fly tips in the District.

### Large scale fly tips

May 2018 – Drop Lane, Bricket Wood. Large commercial fly tip on the highway. Linked to paving / construction firm in the area. Suspect not known. Enquiries ongoing regarding tracing of commercial directors.

August 2018 – Morrisons Car Park. Fridges offloaded by male using a blue flat back lorry. CCTV captured the deposit. Suspect not known but joint investigation with Herts Police led to interview and bail of person who controls the vehicle. Enquiries continue.

October 2018 – Blunt Lane. Large fly tip on public highway and also private land. Deposit in part linked to construction site in West London. Formal recorded interview under caution arranged.

October 2018 – Punchbowl Lane. Approximately 50 bags of commercial and domestic waste deposited to the side of the road. Linked in part to addresses in West London. Enquiries continue.

November 2018 – A414. Several lorry loads of waste deposited on common land. Deposits in part linked to house clearance in Ilford. Enquiries continue.

### Repeated fly tips

These are defined as incidents over the year, where four or more fly tips have been recorded.

Kennel Lane – 13

Kinsbourne Green Lane – 7\*

Nashes Farm Lane – 6

Bedmond Lane – 7

Hogg End Lane – 6

Punchbowl Lane – 4

Morrisons Car Park – 6

Five Acres – 4

\*some fly tips may be a result of displacement due to cameras being deployed in Kennel Lane.

The Environmental Compliance team has concentrated on those cases where there is a strong line of enquiry, and where we are able to identify a perpetrator against whom to take action. Details of a successful prosecution secured at the magistrates court this year is set out below.

# Council Performance & Budget Summary

## Appendix D: Fly-tipping Enforcement Update

A further three cases have been referred to the Council's Legal Team for authorisation to proceed to court (details below).

Two more cases are under review by the Deputy Head of Community Services, pending a decision on whether to refer to the Legal Team (details below).

A map of the district overlaid with known fly tipping "hotspot" areas (by ward) is included at the end of this appendix.

### Workload and assessment of cases

A fly tip incident may be identified for further assessment if it is thought to have a potentially strong line of enquiry. This includes:

- clear CCTV footage which identifies vehicle registration numbers;
- names/addresses contained within the fly tip which may be linked to an individual or a business;
- a witness statement from an individual who is willing to appear in court if necessary.

A breakdown of the number of fly tipping cases reported and referred to the Environmental Compliance Team between January 1st and November 30th 2018 is set out below. The purpose of this information is to illustrate the volume of incoming cases requiring time-consuming assessment and further action.

**Table 1.0**

City and District Wide Fly-Tips (January – November 2018)							
Description	1. Total Number	2. Number Identified for Assessment	3. Number Agreed for Investigation (recorded interviews held)	4. Formal Warning Letters	5. Fixed Penalty Notices	6. Submitted for Prosecution	7. Passed for Prosecution
Number & %	920	200 (22%)	34 (17%)	5 (3%)	0 (0%)	5 (3%)	1 (20%)
Comment	Equals the confirmed data on the monthly "Tartan Rug"	Equals the number of incidents which have strong lines of enquiry	Equals the number of cases where an individual has been linked to the incident	Lowest level outcome (deemed not in the public interest to proceed further)	Middle level outcome	Highest level outcome	See section 3.0

**Note 1: Percentage figure in column 2, compares to 1 (total number). Percentage figure in columns 3, 4 5 & 6 compares to 2 (number identified for assessment). Percentage figure in column 7 compares to 6 (passed for prosecution).**

**Note 2: At time of publication cleansed November data not available, therefore the uncleansed data for this month has been used.**

# Council Performance & Budget Summary

## Appendix D: Fly-tipping Enforcement Update



### Dedicated workforce

The first half of 2018 was unsuccessful in terms of recruitment to vacant posts in the Environmental Compliance Team. We now have the following staff in post:

- 0.8 full-time equivalent (FTE) fixed term role 100% dedicated to Fly-tipping Enforcement;
- 1:0 FTE General Enforcement Officer (80% of this post's focus and priority is to investigate fly tipping offences).

The post holders are very experienced, and were former high ranking police officers, who have a background in carrying out complex investigations.

It is anticipated that they will be using the full range of enforcement options available to them, including use of Fixed Penalty Notices (FPNs).

The Community Services Department has committed to safeguard this dedicated FTE resource until March 2020. That will support the intended focus on improving the overall efficiency of our fly-tipping investigation and enforcement service.

The Head of Community Services will ensure that monthly updates of associated staffing levels are included in the Staffing Resources reports. This will offer much greater clarity around fly-tipping enforcement resource levels and how that compares to fly-tipping incident numbers.

### Prosecution

On 9<sup>th</sup> July 2017, a member of the public deposited sacks of rubble and a bag of cement on land near the M1 Bridge at Hogg End Lane, St Albans. He was captured on CCTV in a white Ford Transit van depositing the waste. Mitigation was given on his behalf by his solicitor and he was given credit for his guilty plea.

The perpetrator was fined £640, ordered to pay £150 compensation for the removal of the rubbish, £749 costs and £64 victim surcharge, making a total sum of £1,603.

The case was widely reported in the local press. An extract is set out below:

*Mr Seifellah Ghedamsi pleaded guilty today to the offence of depositing waste without an environmental permit contrary to section 33(1) (a) Environmental Protection Act 1990. At the St.Albans Magistrates Court this afternoon Mr Ghedamsi was represented by Mr Mohammed of Woolfe and Co Solicitors from Luton.*

### Cases pending legal authorisation

1. CCTV evidence identified a male illegally depositing bags of waste on Drovers Way, St Albans.
2. Following complaints to the Council, officers identified a large amount of garden waste that had been deposited onto public land, at the rear of the subject's property.

# Council Performance & Budget Summary

## Appendix D: Fly-tipping Enforcement Update

3. Waste, including mirrored doors, side panels for a wardrobe, carpet, underlay and cardboard packing was illegally deposited outside and inside a building site at Waverley Road, St Albans.

### Further cases under consideration

- i) Officers investigating a fly-tip from a Housing property were able to identify the originating property, by working with the Housing team. Photographs of the perpetrator identified the tenant responsible. The tenant has failed to attend formal recorded (PACE) interviews. The Deputy Head of Community Services has asked for a further statement from the Housing Officer to provide clarity on a point of evidence.
- ii) Following an inspection of a fly-tip on Hogg End Lane, St Albans. Officers were able to identify the offender, who was called in for a formal recorded interview. The Deputy Head of Service is currently reviewing this case.

### Public Awareness Raising Initiatives

We have staged two fly-tipping awareness events, the most recent on the 19<sup>th</sup> October 2018. The events took place in St Albans City Centre as part of the Let's S.C.R.A.P. fly tipping campaign. Waste was 'dumped' in St Peter's Street to raise awareness of the legal duty of residents and businesses to dispose of their waste properly.



<http://www.hertsad.co.uk/news/fly-tipping-publicity-stunt-in-st-albans-1-574434>

The fly tip stunt was organised by the Council in support of Hertfordshire Fly Tipping Group's campaign to reduce fly tipping. Many members of the public were unaware that they had a 'duty of care' to ensure that their waste was collected by a registered waste carrier. They were also unaware that failure to do so could result in prosecution.

# Council Performance & Budget Summary

## Appendix D: Fly-tipping Enforcement Update



### Operation Kendal

Officers from the Environmental Compliance Team undertook a joint operation with the Police on 22<sup>nd</sup> August 2018.

Officers stopped and identified 10 traders who were found to be not in possession of a waste carrier licence. These traders were required to produce evidence of their licence within a two week time frame. They also identified 2 waste vehicles driving without insurance and another with a bald tyre. Despite the operation only lasting 2 hours it was a considerable success and further joint operations will take place next year.

Seven of the traders subsequently produced their licences, and therefore no further action was necessary or taken. Details of the remaining three were provided to the Environment Agency specifically to take further action.

### Recycling points across the District

An unintended consequence of recycling points is that they can sometimes attract fly tipping. This can be problematic as the waste accumulates quickly, becomes unsightly, and can attract rodents. Signs advising residents to deposit the correct (recyclable) waste, inside the recycling points, have been purchased and installed by the recycling points. In addition the Waste Management Team has reviewed the frequency of collecting recyclables at these points.

### County wide actions on fly-tipping

The Herts Waste Partnership (HWP) includes all 11 Hertfordshire Authorities. HWP oversees the work of the Hertfordshire Fly Tipping Group (FTG), of which St Albans is a member. This group provides quarterly updates to the HWP. This group was formerly chaired by the Police. In 2016 the HWP took over the lead for this group.

Membership of the FTG comprises all Hertfordshire Councils, the Office of the Police and Crime Commissioner (OPCC), Hertfordshire Constabulary, Hertfordshire Fire and Rescue Service, the Environment Agency, the National Farmers Union, the St Albans District Community Safety Partnership, and M25 Connect.

2017/18 figures show that there were 12,483 recorded incidents of fly-tipping across the County.

In 2017/18 there were a total of 36 prosecutions successfully taken across the County.

FTG has completed (March 2018) its first 2 year work programme. Highlights of this work programme included:

- a common definition of fly tipping agreed across the County to support consistent data collection;
- dialogue with magistrates, to support better prosecution outcomes;
- a Hertfordshire-wide fly-tipping campaign and toolkit (Lets S.C.R.A.P). This was developed from Keep Britain Tidy research.

# Council Performance & Budget Summary

## Appendix D: Fly-tipping Enforcement Update

The next work programme of the FTG (April 2018 – March 2020) seeks to tackle the following issues:

- Lobbying for change – Banning cash transactions for waste collections; extension of seizure and arrest powers.
- Provision of joint responses to government consultations on fly tipping issues.
- Fly- tipping highways – a common protocol when it comes to clearing fly tipping on both the motorised highway as well as the Rights of Way network.
- An audit of each Partner Authority’s website to make sure we are giving out the same guidance when it comes to reporting fly tipping.
- The prosecutions log for 2017/18 indicates that Broxbourne and North Herts prosecute the highest number of offenders through the courts. So initial efforts will concentrate on understanding the systems they have in place to achieve this.
- Hosting a regional workshop on the use of anti-social behaviour legislation as part of a wider legislative tool kit to tackle environmental crime.

The table below provides a breakdown of the total number of fly-tips by Council across Hertfordshire 2016/17 and 2017/18.

**Table 2.0**

<b>Total number of fly tips by Council</b>				
<b>Authority</b>	<b>2016/17</b>	<b>2017/18</b>	<b>Difference</b>	<b>%age</b>
Broxbourne	754	686	-68	-9.0%
Dacorum	1,261	1,165	-96	-7.6%
East Herts	1,114	1,083	-31	-2.8%
Hertsmere	800	1,012	212	26.5%
North Herts	925	924	-1	-0.1%
St Albans	1,324	910	-414	-31.3%
Stevenage	4,287	2,468	-1,819	-42.4%
Three Rivers	721	824	103	14.3%
Watford	1,366	998	-368	-26.9%
We// Hat	2,664	2,415	-249	-9.3%
<b>Totals</b>	<b>15,216</b>	<b>12,485</b>	<b>-2,731</b>	<b>-17.9%</b>

(Figures provided by the Herts Fly Tipping Group – Data source Fly Capture)

During 2017/18 the number of reported incidents fell by 2731 equating to a 17.9% reduction on 2016/17. Overall, reductions were recorded in 8 of 10 Boroughs and Districts, with only Hertsmere and Three Rivers showing net increases compared to 2016/17.

# Council Performance & Budget Summary

## Appendix D: Fly-tipping Enforcement Update



St Albans Council is Chair for the Enviro-Crime Information Exchange Forum (ECIEF). This group meets 1 to 2 times per year, to discuss various localised intelligence issues. This includes but is not restricted to:

- current Cases;
- fly-tipping information/intelligence for prolific offenders, vehicles used and cross boundary issues;
- problem solving with individual case investigations;
- resources within Enviro-Crime;
- CCTV and New Technology

The ECIEF includes Officers/Managers from District Councils within Hertfordshire. St Albans Council has recently extended the group and Luton Borough Council, Central Bedfordshire Council and Bedford Borough Council now attend.

### Current Trends

The number of fly tipping cases referred for investigation in 2018/19 (to date) has remained similar to those referred in 2016/17 and 2017/18. The total number of fly-tipping incidents reported overall across the District has decreased.

Some incidents appear to be organised and carried out by the same perpetrators. We are working closely with the Police to try to identify offenders, using Police Scenes of Crime Officers (SOCO). We also share information with other departments, such as Housing, and use public intelligence to inform lines of enquiry. We are currently investigating an alleged offender who may be responsible for multiple fly-tipping of fridge freezers and other white goods.

The table below sets out the total number of fly tipping incidents reported, compared to those referred to the Environmental Compliance team for assessment and investigation.

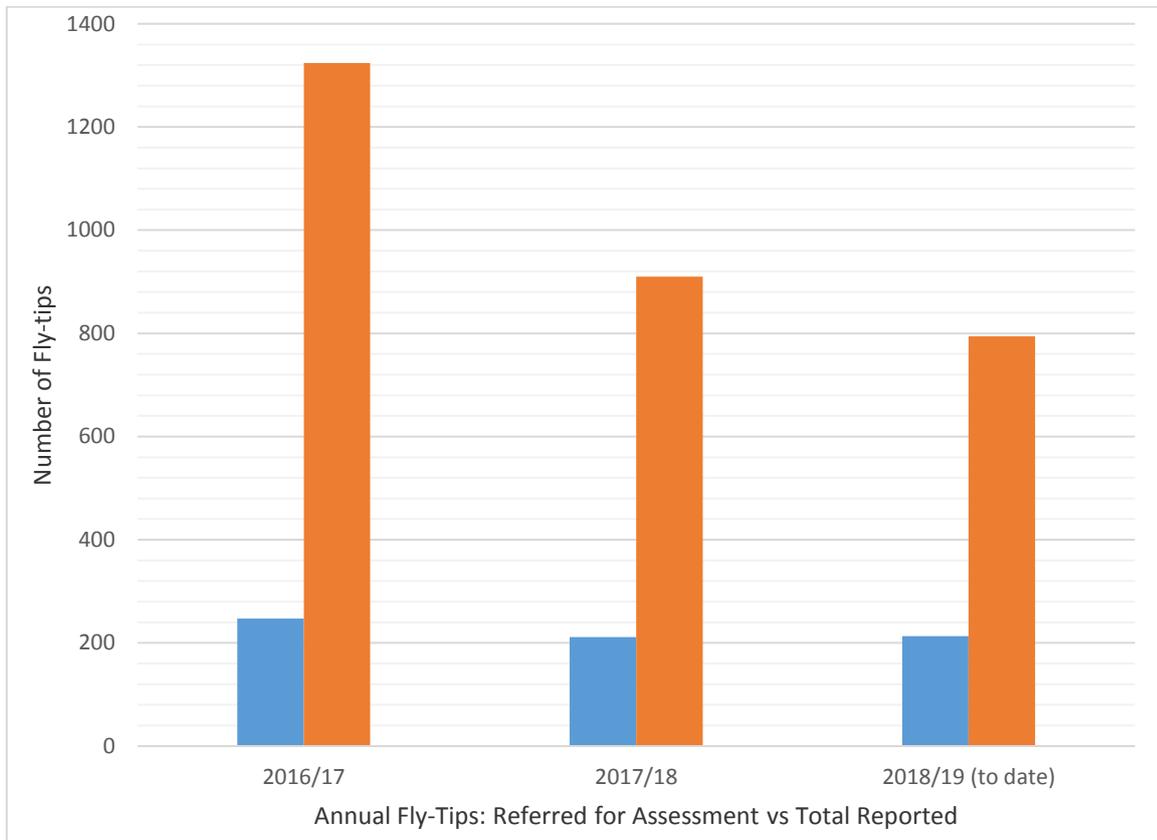
While overall fly-tipping incidents may have decreased, levels of incidents referred to the Environmental Compliance Team have stayed at a broadly similar level.

# Council Performance & Budget Summary

## Appendix D: Fly-tipping Enforcement Update

### Comparison of total number of fly tips reported across the District

(ref: Flycapture: yellow) against those referred to Environmental Compliance Team for assessment blue  
November 2018 data is unclesed)



On occasions we are able to identify an individual who we believe caused the fly-tip, and officers are satisfied that the facts of the case meet the evidential test, as set out in the Council's prosecution policy, which is based upon The Code for Crown Prosecutors. However, there are sometimes other mitigating circumstances which mean that the case does not meet the Public Interest test, also set out within the above Code. We take advice from the Legal Team on these cases.

The table below outlines cases where it was considered not to be in the public interest to prosecute or issue an FPN.

**Table 3.0**

**Cases referred to the Legal Team in 2018 which were not authorised**

	Location/Ward	Offence	Disposal
1	Morrison Car Park/Clarence	Fly tip	Warning letter issued as not deemed to be in the public interest
2	London Road/St. Peters	Fly tip	Warning letter issued as not deemed to be in the public interest
3	Cotlandswick/London Colney	Fly tip	Warning letter issued as not deemed to be in the public interest
4	Haseldine Rd Car Park/London Colney	Fly tip	No further action, very elderly gentleman. Therefore not deemed to be in the public interest
5	Waitrose Car Park/Verulam	Fly tip	Warning letter issued as not deemed to be in the public interest
6	Morrisons Car Park/Clarence	Fly tip	Warning letter issued as not deemed to be in the public interest

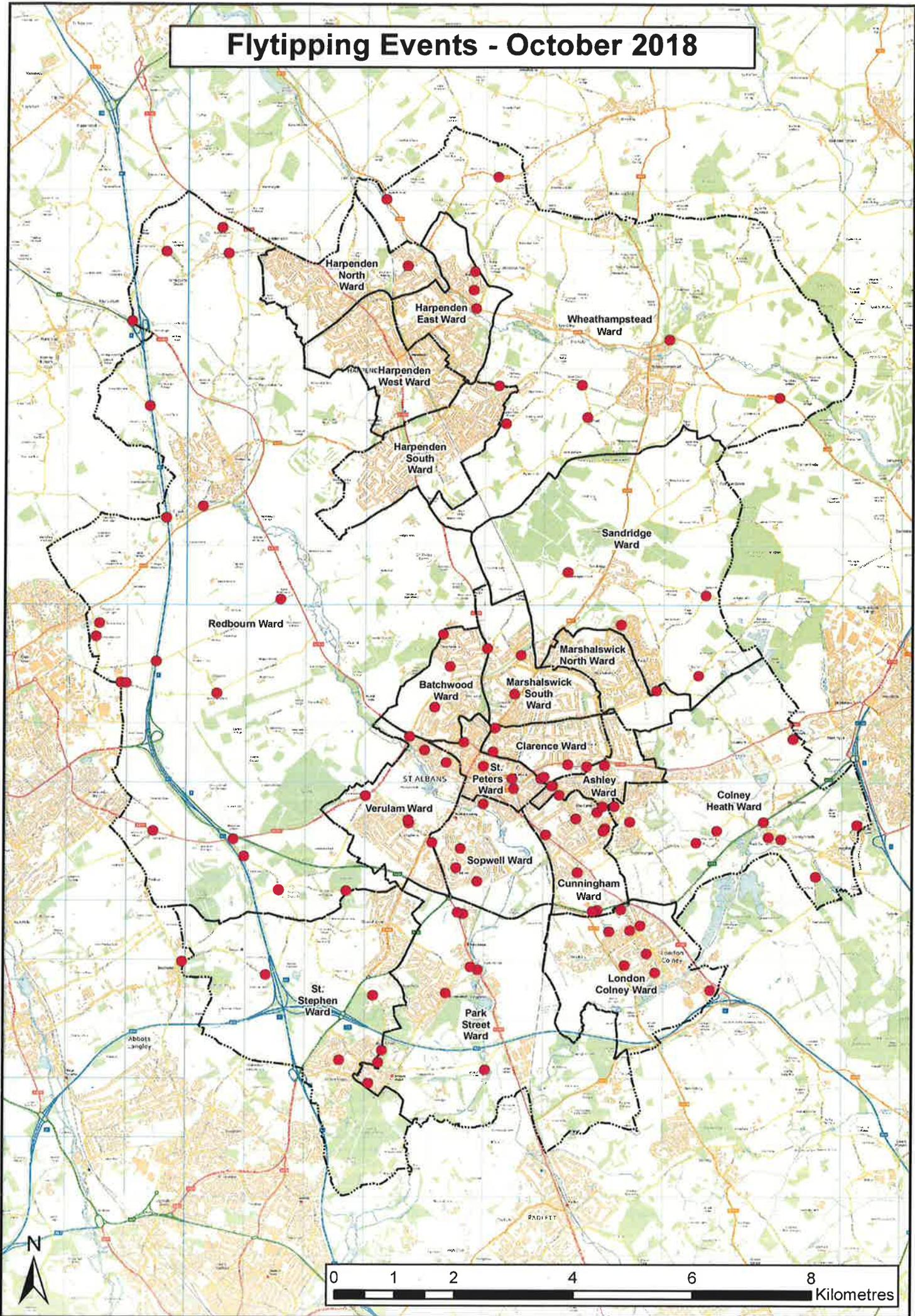
The reason why each case did not meet the Public Interest test is set out below. The purpose of providing this additional information is to give some context to the information in the table above.

1. A tradesperson, deposited cardboard packaging next to a recycling bin. It was deemed not in the public interest to proceed with prosecution for fly tipping, as this was a first offence, and the size of the fly tip was small. Warning letter sent.
2. Domestic waste deposited before weekly collection was due. The occupier was unaware of limitations on their collection. Only one small bag of waste could positively be proven to come from the address. It was deemed not in the public interest to prosecute or issue a FPN, therefore a warning letter was sent.
3. Resident was using public land adjacent to their home to store material. The owner subsequently cleared the waste. It was considered not in the public interest to proceed with prosecution or FPN. A warning letter was sent.
4. An elderly person disposed domestic waste at a recycling point. They were of the view that this was the best use of the facility as they knew it was cleared every day. It was deemed not to be in the public interest to prosecute or issue an FPN.
5. A local resident deposited two delivery boxes adjacent to a recycling point used for bottles and cans only. They admitted leaving the items, but stated that they did not read the signs and wanted to safely recycle. Due to the size of the fly tip, the intention, and that this was a first offence, it was deemed not to be in the public interest to prosecute or issue a FPN. A warning letter was sent.
6. A delivery box was found inside a plastic bag at a recycling point which is designated for bottles and cans only. The individual was interviewed. They denied placing the box in a bag or leaving it at the site. Their only explanation, which could not be rebutted, was that the box was blown from the bin and ended up on the street. It was deemed not in the public interest due to difficulty in rebutting this explanation. A factor in arriving at this view was the size of the fly tip, and cost of prosecution versus any likely penalty.

### The coming period

- Community Services' Environmental Compliance and Waste Management teams are working together to improve quality of data received from our contractors and other Council departments on fly-tipping. This is to help us to improve enforcement. As part of this work we are developing a process flow diagram to support clarity on reporting mechanisms.
- The team will routinely produce quarterly performance summaries.
- To help meet the demands and volumes of fly-tipping investigations and increase our prosecution and FPN issues rates, we are safeguarding the dedicated job roles set out above. This will be formally reviewed in January 2020.
- As part of the Let's S.C.R.A.P. fly tipping campaign, officers are considering working with the Police to pilot a private land fly- tipping scheme. The pilot uses funds from the Proceeds of Crime Act (administered by the Office of the Police and Crime Commissioner). It helps private landowners who are victims of fly tipping with the costs of clearing up and disposing of waste. Each fly-tip is reviewed on a case by case basis (size, content of waste, complexity of clear up) and funds are allocated accordingly. Within the pilot areas, private landowners will be eligible for removal and disposal of waste. This is where they have a contract in place to cover the collection and disposal of agricultural and commercial waste arising from commercial farming operations. Where such contracts exist, private landowners are eligible to claim once to the fund.

# Flytipping Events - October 2018



# Council Performance & Budget Summary

## Appendix E: Ridgeview Update (Part One)



### Ridgeview Lodge Performance Report

#### **Background:**

The Council has a 150 year lease of the Ridgeview site, in London Colney, which has 116 years remaining. The freeholder of the property, Sainsbury's, also owns the freehold of the neighbouring Colney Fields retail park which is let to Legal and General.

The lease restricts the Council's use of the property to that of a hostel or, with the landlord's consent (not to be unreasonably withheld or delayed) some other residential use or uses. The lease also contains a clause (the 'dealings' clause) that limits the Council's ability to assign, mortgage or charge the property or any parts thereof other than by way of an underlease. Landlord's approval (not to be unreasonably withheld or delayed) is also required for any alterations/ building works. As such, the Council's ability to change the use of the property or redevelop the site is constrained.

The property was built to be used as temporary accommodation. However, bedrooms with shared facilities are no longer considered suitable for this type of accommodation. Residents vacated in September 2009 and were re-homed in accommodation more appropriate to their individual needs.

On 4<sup>th</sup> November 2008, Cabinet approved the surrender of the Council's lease to Sainsbury's. Protracted negotiations followed over several years during which time Sainsbury's made two planning applications for the site. As a result of their delay, in December 2009, the University of Hertfordshire took a lease of the property for temporary use as student accommodation. The University occupied the property until July 2015.

Under section 123 of the 1972 Local Government Act the Council is obliged to ensure all disposals of land are done at 'best value'. Best value covers both financial consideration and the public good.

In November 2011 Full Council considered whether the sale of the property to Sainsbury's for retail redevelopment would result in the loss of social housing land and have a knock on effect on retail trade in both London Colney High Street and St Albans City Centre. It decided that the surrender of the lease to Sainsbury's for A1 retail use, would ensure the best financial consideration. It would also assist in the future provision of affordable social housing and funding for retail improvements in the areas referred to above.

The Council agreed that the capital receipt from the disposal of Ridgeview would be ring-fenced in the Council's capital budget for the following purposes:

- £4.8M to meet funding commitments in respect of the Westminster Lodge capital project as previously approved by Council and that of the remainder:
- approximately two thirds be used towards setting up a housing trust or other appropriate vehicle to provide social housing in the District, and
- approximately one third be used to support economic development. This would include retail improvements and help for businesses during the recession that was ongoing at that time. It would also include development opportunities arising from the District Vision plan in St Albans City centre and London Colney High Street.

In the event that the sum referred to at the third bullet point above was not spent on economic development purposes by 31 March 2015 a further point was agreed. This was that the remaining sum would be transferred in full to the social housing trust set up as outlined above.

The negotiations ended in March 2017 when Sainsbury's reduced their offer and it became clear that the surrender no longer represented best value. As details of the negotiation are commercially sensitive they are included in Part II of this report.

# Council Performance & Budget Summary

## Appendix E: Ridgeview Update (Part One)



### **Update:**

Block D on the site is currently being used as temporary accommodation. This block provides self-contained flats. The other 3 blocks have been vacant since 2015 when the University gave up the premises. These blocks are in a poor condition and provide bedrooms with shared facilities.

From March 2017 (after Sainsbury's reduced their offer), SADC officers explored options to generate income from the buildings in line with the restrictions under the lease. A recommendation was made to convert the property to 'co-living' accommodation in partnership with a specialist provider. Co-living is a housing model targeted at young professionals which combines private space with shared communal space.

Before starting work on delivering this option, the Council was approached by Legal and General looking to acquire the property for redevelopment as retail. They had separately agreed terms with Sainsbury's. In April 2018, Cabinet approved the surrender (or sale) of the lease to Legal and General, subject to finalisation of the terms. In August we pushed for a deal to be completed. This prompted a renegotiation to accommodate revised timings. In September 2018, Legal and General indicated they were no longer willing to proceed on the proposed terms.

### **Next steps:**

Throughout negotiations, the lease terms ownership structure have made reaching agreement and delivering best value difficult.

Officers are now reappraising all options for the building and reviewing our statutory and contractual rights. Commercially sensitive details of options under consideration are included in Part II. These options include refurbishing the existing buildings as co-living accommodation; letting the premises to an employer for use as staff accommodation; retirement living; and redevelopment as residential, or retail, or hotel, or as a conference centre.

As well as considering the financial implications, our appraisals will consider the needs of the local community and how each option can be delivered in view of the restrictions in the lease.

Subject to securing sufficient Property and Asset Management resourcing, an update will be provided to Cabinet in March 2019. Proposals regarding resourcing needs are outlined in Part II of this report. In the meantime, Block D will continue to be used as temporary accommodation.