

Public Document Pack

Date of meeting	Monday, 1st September, 2014
Time	7.00 pm
Venue	Committee Room 1, Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffordshire, ST5 2AG
Contact	Justine Tait Ext 2250

Finances, Resources and Partnership Scrutiny Committee

AGENDA

PART 1 – OPEN AGENDA

1 DECLARATIONS OF INTEREST

To receive Declarations of Interest from Members on items included in the agenda

2 MINUTES OF THE PREVIOUS MEETING

(Pages 3 - 8)

To consider the minutes of the previous meeting of this Committee held on Tuesday 17 June 2014

3 FORMER KEELE GOLF COURSE

A report was submitted to Cabinet on Wednesday 23 July 2014 to provide Members with information about the outcome of a marketing exercise which sought to identify a range of potential options for the interim use of the former Keele Golf Course. The following resolutions were agreed:-

Resolved:

a) That officers be authorised, in consultation with the relevant Portfolio Holder(s), to undertake a community consultation exercise (for the purpose of informing the master plan) for a period of 8 weeks for initial expressions of interest, this timescale could then be extended to enable these expressions of interest to be expanded upon. The aim of the consultation would be to establish the potential scope for some form of community recreation use of the site in whole or in part on the basis described in the report and that the outcome reported back to the earliest available Cabinet meeting.

b) That in parallel with recommendation (a), officers be authorised to procure the most economically advantageous arrangement for short term grounds maintenance in consultation with the relevant Portfolio Holder.

c) That officers be authorised to agree, in principle, the terms and scope of a brief with relevant land owners to commission a master-planning exercise in consultation with the relevant portfolio holder, and reported back to Cabinet for approval.

d) That the financial resources required as the Council's contribution to the master-planning exercise be sought in accordance with current Financial Regulations.

4 UPDATE ON PARISH/TOWN COUNCILS - REVIEW OF CONCURRENT FUNDING TASK AND FINISH GROUP

A verbal update on progress to be provided by the Chair, Councillor David Stringer, of the Task and Finish Group

- 5 **FINANCIAL AND PERFORMANCE MANAGEMENT REPORT TO END OF QUARTER ONE (APRIL - JUNE) 2014** (Pages 9 - 22)
- 6 **UPDATE - RESPONSES TO COMMENTS FROM SCRUTINY ON THE QUARTER 4 (2013/14) PERFORMANCE REPORT** (Pages 23 - 30)
- 7 **UPDATE REPORT - AIR QUALITY MANAGEMENT** (Pages 31 - 44)
- 8 **UPDATE REPORT - CASE STUDY OF ACTIONS TAKEN WHERE A FOOD BUSINESS RECEIVES A POOR HYGIENE RATING** (Pages 45 - 46)

A presentation will be carried out by the Environmental Health Team Manager describing the powers available to Newcastle-under-Lyme Borough Council Officers when they find hygiene conditions that risk public health

9 **PORTFOLIO HOLDER(S) QUESTION TIME**

The Portfolio Holder for Communications, Policy and Partnerships will be in attendance to answer any questions raised by Members

- 10 **COUNCIL PLAN 2014-16** (Pages 47 - 66)

- 11 **WORK PLAN** (Pages 67 - 72)

To discuss and update the work plan to reflect current scrutiny topics

12 **PUBLIC QUESTION TIME**

Any member of the public wishing to submit a question must serve two clear days' notice, in writing, of any such question to the Borough Council.

13 **URGENT BUSINESS**

To consider any business which is urgent within the meaning of Section 100B (4) of the Local Government Act 1972.

14 **DATE AND TIME OF NEXT MEETING**

Wednesday 5 November 2014, 7.00pm in Committee Room 1

Members: Councillors Fear, Mrs Hambleton, Huckfield, Jones, Mrs Peers, Rout, Stringer, Sweeney, Taylor.J, Wallace (Vice-Chair) and Waring (Chair)

PLEASE NOTE: The Council Chamber and Committee Room 1 are fitted with a loop system. In addition, there is a volume button on the base of the microphones. A portable loop system is available for all other rooms. Should you require this service, please contact Member Services during the afternoon prior to the meeting.

Members of the Council: If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.

Meeting Quorums :- 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.

Officers will be in attendance prior to the meeting for informal discussions on agenda items.

FINANCE, RESOURCES AND PARTNERSHIP SCRUTINY COMMITTEE

Tuesday, 17th June, 2014

Present:- Councillor Paul Waring – in the Chair

Councillors Mrs Hambleton, Holland, Huckfield, Jones, Stringer, Sweeney, Taylor.J and Wallace

1. **APOLOGIES**

Apologies were received from Councillors Fear, Mrs Peers and Mrs Shenton (Cabinet Portfolio Holder – Finance Resources)

2. **DECLARATIONS OF INTEREST**

Councillor Paul Waring and Councillor David Stringer declared a personal interest in item 5; Parish/Town Councils – Review of Concurrent Funding

3. **MINUTES OF PREVIOUS MEETING HELD ON 26 MARCH 2014**

Agreed as a correct record

4. **FINANCIAL AND PERFORMANCE MANAGEMENT REPORT TO END OF QUARTER 4 (MARCH) 2014**

The Executive Director Resources and Support Services gave an update on the Financial and Performance Review, Fourth Quarter, 2013/14 which showed a surplus of £7,000. It had been reported that the external Auditors were pleased with the progress achieved due to this being the first year the new financial system went live. A statement of accounts would be produced by the 30 June 2014 followed by a report presented to the Audit and Risk Committee on the 21 July, with the final report from the external Auditors going to the Audit and Risk Committee on the 29 September 2014

A Member asked for future reports to include comments about how inflationary pressures were affecting the Council's budget. The Executive Director Resources and Support Services agreed to this

The Head of Business Improvement, Central Services and Partnerships advised that the report on Quarter 4 2013/14 was based on the existing Council Plan and had been changed to focus more on outcomes rather than using the previous approach to performance management, which was indicator/target based

A review of the report led to the following suggestions being made by Members:-

- 1.1.1 - **“Percentage of food premises that have a zero or one national food hygiene rating”** - clarification was sought on the wording of ‘Target Qtr 4 2013-14 - Monitoring Indicator’. A Member reported it was good to see the percentage was low of food premises that had a zero or one national food hygiene rating but asked what action had been taken when the premises are

zero or one rated. Assurance was requested that this would be acted upon immediately

It was also asked that a separate report was produced on the food hygiene inspection process rather than adding to the existing report. The Head of Business Improvement, Central Services and Business Partnerships agreed to forward a copy of any such report to all Members

- 1.1.2 - **“The percentage of food establishments which are broadly compliant with good hygiene law”** – it was requested that the wording ‘broadly compliant’ be changed to simply ‘compliant’
- 1.1.5 - **“Number of people killed or seriously injured on the borough’s roads”** – a Member asked if it was known on which roads incidents occurred and was there a pattern over the past five years. The Head of Business Improvement, Central Services and Partnerships agreed to look into the situation but reported that Newcastle Borough Council was not provided with specific details. He also said that there is a need for the Newcastle-under-Lyme Borough Council Partnership Team to work with relevant authorities
- 1.3.2 - **“Percentage of household waste sent for reuse, recycling and composting”** – the decrease in the percentage of household waste was due to seasonal changes, i.e. garden waste collections
- 1.3.5 - **“The level of air quality”** – it was asked that the Head of Business Improvement, Central Services and Partnerships produce further background information on the problem areas where action was taken rather than just monitoring
- 1.5.2 - **“Percentage of investment portfolio (NBC owned) vacant”** – a Member asked when there was a vacancy how long do the units stay vacant and how long had they been vacant? The Chair confirmed that the Town Centre Partnership had been heavily involved to ensure the units were occupied. A Member informed the Committee that it would be a good idea if there was an empty unit, for the occupied unit next door to display their goods in the vacant premises. It was agreed that this would be raised with the Town Centre Partnership
- 2.1.4 - **“The level of 16-19 year olds not in education, employment or training (NEET)”** – this information will be circulated at a future date
- 2.3.6 **“Number of homelessness cases where positive action was successful preventing homelessness”** – it was felt that, even though the positive action was successful, it did not give a true account of what was occurring as there was no information on the overall size of the problem. The Head of Business Improvement, Central Services and Partnerships agreed to provide an estimate of total homelessness figures
- 2.4.4 **“Average stall occupancy rate for markets”** – the Head of Business Improvement, Central Services and Partnerships informed the Committee he was not aware of the stalls being removed
- 3.1.2 - **“Level of satisfaction with Council run parks and open spaces”** – Members were informed that collections were carried out throughout the year and reported annually

3.2.2 - **“Number of people visiting the museum”** – table to be amended to take account of a typo error – ‘Result Qtr 4’ should read ‘Result Qtr 3’

3.3.2 **“Number of referrals from GPs to organised sporting activity”** – a Member commented that the report quoted ‘Target for Qtr 4 - to be agreed’ then went on to quote it had been agreed and asked who sets this target? The Head of Business Improvement, Central Services and Partnerships advised it was between Newcastle Borough Council and the County Council Public Health team (who commissions this area of work)

A Member asked if the figures included cardiac referrals or was it just GP referrals to which the Head of Business Improvement, Central Services and Partnerships replied it was just GP referrals (although this would be checked)

4.2.4 - **“Items raised by Members on the Scrutiny work programme”** – The Chair confirmed all feedback from Scrutiny Committees were presented to Cabinet

4.3.2 - **“Average number of days per employee lost to sickness”** – the cumulative quarter 4 result is an improvement compared with quarter 3 but remains above target

4.4.7 - **“Increase in the number of residents, community and voluntary groups engaged with LAPs (narrative)”** – the Chair asked about the timeframe for these figures. The Head of Business Improvement, Central Services and Partnerships advised this was not listed as a Performance Indicator in the Council Plan and there was not a separate report

RECOMMENDED: That the following action is taken:-

- The Executive Director Resources and Support Services include comments about the effects of inflationary pressures on the Council’s budget in future monitoring reports
- The Head of Business Improvement, Central Services and Partnerships to ask for a report on Performance Indicator 1.1.5 - to be presented to the next meeting of the Committee on Monday 1 September 2014
- The Head of Business Improvement, Central Services and Partnerships to ask for a report on Performance Indicator 1.3.5 in relation to problem areas where action is being taken
- Performance Indicator 1.5.2 to be raised with the Town Centre Partnership

5. PARISH/TOWN COUNCILS - REVIEW OF CONCURRENT FUNDING

The Head of Business Improvement, Central Services and Partnerships presented the Committee with proposals for a review of the existing funding arrangements to cover Parish/Town Council concurrent functions. This was previously considered by

FINANCE, RESOURCES AND PARTNERSHIP SCRUTINY COMMITTEE

Cabinet in February 2014 where it was resolved that the Transformation and Resources Overview and Scrutiny Committee (now known as Finance, Resources and Partnership Scrutiny) undertake such a review in order to report back to Cabinet in time for implementation of a revised scheme for 2015/2016.

The Cabinet suggested this review was due to the system not working fairly across the Borough and expenditure not being monitored correctly in all cases

The outcome of the review would be to:-

- Understand the up to date picture with regard to concurrent funding of Town/Parish Council
- To develop proposals around the future arrangements for concurrent funding of Town/Parish Councils in the Borough

RECOMMENDED:-

- A working group to be set up comprising of Councillors D Stringer (Chair), S Sweeney, N Jones, D Huckfield and J Taylor
- The Working Group to be provided with the NALC 2011 report
- Recommendations to be reported to the Scrutiny Committee meeting on the 4 December 2014

6. **COUNCIL PLAN 2014-16**

The Head of Business Improvement, Central Services and Partnerships reported this is a work in progress with the intention of fully developing the Plan with the involvement of Members and officers in preparation for the next financial year

A draft version of the Plan would be presented to Cabinet on 23 July 2014 for approval

An approved (by Cabinet) version will be presented to the Finance, Resources and Partnerships Scrutiny Committee on the 1 September 2014

Cabinet response to Scrutiny comments on the 10 September 2014

Final version to Council on the 17 September 2014

Implementation from 1 October 2014

RECOMMENDED:- The Head of Business Improvement, Central Services and Partnerships to forward a copy of the draft Council Plan 2014-16 to all Members

7. **CONSTITUTIONAL REVIEW WORKING GROUP - FUTURE WORK PLANS**

The Head of Business Improvement, Central Services and Partnerships asked the Finance, Resources and Partnership Scrutiny Committee to nominate Members to sit on the Constitutional Review Working Group (CRWG). The Working Group reports to this Scrutiny Committee

In terms of future work areas there were a number of headings included in the Council's Constitution which could be the subject of a review by the Working Group These included:-

- Operation of Full Council
- The Executive Council
- Locality Working
- Scrutiny Committees

Nominations were requested and the following Members were nominated:-

Councillors Mark Holland, Robert Wallace, Eileen Braithwaite (the Liberal Democrat group will be approached for a nomination)

The Chair is to be elected at the first meeting of the Working Group

RECOMMENDED:- That the Working Group be set up and asked to report back to a future Finance, Resources and Partnership Scrutiny Committee meetings

8. **WORK PLAN**

It was agreed the following items be added to the work plan:-

Monday 1 September 2014

- Keele Golf Course
- Council Plan

Thursday 4 December 2014

- The Working Group to report their review of existing arrangements for concurrent funding of Parish/Town Councils

9. **URGENT BUSINESS**

No urgent business was raised

10. **DATE AND TIME OF NEXT MEETING**

Monday 1 September 2014, 7.00pm in Committee Room 1

COUNCILLOR PAUL WARING
Chair

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Classification: NULBC UNCLASSIFIED

1. FINANCIAL AND PERFORMANCE MANAGEMENT REPORT TO END OF QUARTER ONE (April - June) 2014

Submitted by: Head of Finance and Head of Business Improvement,
Central Services & Partnerships

Portfolio: Communications, Policy & Partnerships
Finance and Resources

Wards Affected: All

Purpose

To provide Finance, Resources & Partnerships Scrutiny (FRAPS) Committee with the Financial and Performance Review report - first quarter 2014/15

Recommendations

- (a) **That Members note the contents of the attached report and agrees to the recommendation that the Council continues to monitor and scrutinise performance alongside the latest financial information for the same period**

Reasons

The Financial and Performance Management monitoring reports provide information on a quarterly basis regarding the performance of individual council services, alongside related financial information on the organisation. This report will be presented to Cabinet on 10 September 2014

1. Background

- 1.1 This quarterly report provides Members with a detailed update on how the Council has performed during the first quarter of 2014/15 by presenting performance data set within a financial context.
- 1.2 This report provides financial information (Appendix 'A') and also detailed analysis of performance (Appendix 'B') for the first quarter of 2014/15.
- 1.3 Appendix 'C' is a new addition to this report and is entitled 'Delivering our Outcomes'. This new section of the report aims to provide information and/or a case study on a themed area of service delivery in order to highlight steps being taken to improve desired outcomes.
- 1.4 The subject featured in 'Delivering our Outcomes' may be a requested topic from members for further information (e.g. where performance may be an issue) or may be an area of work where good practice and results are communicated, some of which may have lessons for other parts of the organisation.
- 1.5 A summary of the overall performance picture is presented in section 3 of this report.
- 1.6 In summary, performance is generally progressing well, with the majority of targets currently being met.

2. 2014/15 Revenue and Capital Budget Position

2.1 The Council approved a general fund revenue budget of £14,893,770 on 26 February 2014. Further financial information is provided in Appendix 'A'.

3 Performance

3.1 The latest performance information is reported and attached as Appendix 'B'.

3.2 Any indicators failing to meet the set targets are reported, by exception, in the table found in section 3.6.


3.3 The information found in Appendix 'B' is presented in four sections against each corporate priority and detailed results and progress towards identified outcomes for the Council is presented here as well.


3.4 The number of indicators monitored in this report for quarter one 2014-15 is 24 in total, and the proportion of indicators which have met their target during this period stands at 83%.

3.5 The report contains five columns designed to show achievement:

- The "Good is" column denotes whether 'low' or 'high' figures are good and allows the reader to analyse the results in detail;
- There are two columns included showing comparative quarterly performance for 2013-14 and 2014-15 – this allows the reader to gain some insight into annual trends;
- The fourth column shows the target for 2014-15 (in some cases a quarterly target may be provided when relevant and necessary) and;
- One set of symbols (icons) show whether performance is on target or not at this time.

3.6 Two indicators from Appendix 'B' are off target this quarter and are reported by exception in the table below, together with commentary.

Exception Report Quarter 2014 (April-June)						
Ref	Indicator	Result	Target	Status	Officer	Portfolio holder
1.7	The amount of residual waste per household	109.61kgs	415kgs (annual)		Trevor Nicoll	Ann Beech
Comment	The indicator would appear off target in quarter 1 given the annual target of 415kgs which equates to a quarterly target of 104kgs, and that 'good performance' is low. This result reflects the quarterly returns for last year where the results were seasonally affected due to residents' behavioural changes. The service continues to deliver and promote its programme to encourage residents to recycle more and reduce residual waste.					

Exception Report Quarter 2014 (April-June)						
Ref	Indicator	Result	Target	Status	Officer	Portfolio holder
3.6	Number of people accessing leisure and recreational facilities	154,131	167,000 (quarterly)		Rob Foster	Trevor Hambleton
Comment	<p>The figures for quarter 1 are not on target but the direction of travel remains positive. The breakdown of users is as follows in quarter 1: Jubilee 2 -117,946, Kidsgrove Sports Centre -28,817, and Sports & Events Team 7,368. These figures were impacted adversely by the gym being partially closed over four weeks at Jubilee 2. There has continued to be short term closures at Kidsgrove Sports Centre this quarter due to vandalism and mechanical failure which has impacted on meeting the targets sets. It should be noted that the recording of user figures can also be affected by tailgating, group entries (e.g. a family with pushchair) and recording omissions when bookings are taken. Also it must be remembered that the service had a total of 628,006 users in 2013-14 and the stretched target for 2014-15 is 670,000. Work to profile the targets to include seasonal fluctuations is to be completed and reported in quarter 2.</p>					

These indicators are not causes for concern at present, and the management of each of the service areas concerned continue to monitor and take steps to deal with the situation where possible and/or appropriate.

Further quarterly updates will be provided for Members in future reports.

- 3.7 Positive performance can be seen in a range of services although it must be borne in mind that the results later in the year may be liable to change and that some services have seasonal factors.
- 3.8 The focus for 'Delivering our Outcomes' (Appendix 'C') is Tackling Anti-Social Behaviour (ASB) and gives information on the work being undertaken at this time to reduce and resolve incidences in communities. Members may wish to use this case study to ask further questions about the service featured.
- 4. Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**
- 4.1 All of these indicators link to corporate priorities set out in the Council Plan and/or Service Plans.
- 5. Legal and Statutory Implications**
- 5.1 The Council has a duty to set targets for performance of a range of functions and needs to monitor these closely.
- 6. Equality Impact Implications**
- 6.1 There are no differential equality issues arising directly from this monitoring report.

7. Financial and Resource Implications

7.1 Any positive variance for the full year on the General Fund Revenue Account will enable that amount to be transferred to the Budget Support Fund and will be available in future years for use as the Council considers appropriate. Conversely, if there is an adverse variance, the amount required to cover this will have to be met from the Budget Support Fund.

8. Major Risks

8.1 The ongoing difficult economic situation represents the greatest risk to the revenue budget, particularly with regard to the impact it may have upon income receivable in relation to services where customers may choose whether or not to use Council facilities, such as car parking and other areas directly affected by the economic downturn (e.g. land charges and planning applications). The situation will be monitored through the normal budget monitoring procedures.

8.2 The capital programme will require regular monitoring to identify any projects which are falling behind their planned completion dates. This will be carried out by the Capital Programme Review Group, which meets on a monthly basis together with quarterly reports to Cabinet.

8.3 The above represents a high level view of risk. There are detailed risk registers available if members wish to see them.

9. List of Appendices

Financial information (Appendix 'A'), the Performance report (Appendix 'B') and Delivering our Outcomes (Appendix 'C').

10. Background Papers

Working papers held by officers responsible for calculating indicators.

11. Management sign off

Each of the designated boxes need to be signed off and dated before going to Executive Director/Corporate Service Manager for sign off.

	Signed	Dated
Financial Implications Discussed and Agreed		
Risk Implications Discussed and Agreed		
Legal Implications Discussed and Agreed		
H.R. Implications Discussed and		

Agreed		
ICT Implications Discussed and Agreed		
Report Agreed by: Executive Director/ Head of Service		

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Financial Position Quarter One 2014/15

General Fund Revenue Budget

The Council approved a General Fund Revenue Budget of £14,893,770 on 26 February 2014. The actual position compared to this budget is continuously monitored by managers, EMT and Portfolio Holders in order to detect any significant variances of expenditure or income from the approved amounts contained in the budget. Regular reports are made available to members by the Portfolio Holder for Finance and Resources informing them of the current position, highlighting any significant factors giving rise to variances.

Capital Programme

A Capital Programme totalling £7,242,300, covering the two years 2013/14 to 2014/15, was approved at the same Council meeting. Of this total, £2,238,000 was estimated to be spent in 2014/15.

Revenue Budget Position

At this point in the financial year, we would have expected to have spent approximately £2.295m; we have actually spent £2.290m. Therefore, as at the end of the first quarter, the general fund budget shows a favourable variance of £5,000.

However there are a number of both favourable and adverse variances to bring to your attention:

- Jubilee 2 is operating at a net overspend as at 30 June, primarily due to income shortfall.
- Kidsgrove Sports Centre is also operating at a net overspend as at 30 June, due to income shortfall.
- Commercial rents continue to yield less compared to what we would, in the past, have expected to receive up to 30 June.
- Overtime budget is overspent as no changes have yet been implemented to deliver the 2014/15 savings target of £100k.
- Additionally a number of service under spends have occurred.

There are also a number of smaller variances, both positive and negative, that contribute to the overall position.

Capital Programme Position

The Capital Programme approved by Council in February 2014 has been updated to take account of slippage in 2013/14. Where planned expenditure did not occur last year, this has been added to the budget for 2014/15 (apart from any cases where costs have been reduced or expenditure will no longer be

incurred). The revised budget for capital projects in 2014/15 totals £4,067,100.

£1,015,450 of the revised budget was expected to be spent by 30 June; the actual amount spent was £905,061 resulting in a variance as at the end of quarter 1 of £110,389.

Investment Counterparties








Investment counterparties with whom money is invested, as at 30 June 2014 are as follows (with the parent company shown in brackets, where applicable):

Debt Management Account – Deposit Facility
Nationwide Building Society
Barclays Bank
Heritable Bank (*Landsbanki*)








With regard to the Council's frozen investment in Heritable Bank, the total amount repaid now amounts to some £2,357,691, which is 94% of the total that was frozen. The Administrators current prediction is that no further repayments will be made.

Corporate Performance Scorecard Quarter 1 2014-15



Priority 1: A clean, safe and sustainable Borough

Outcomes: Our borough will be safer, cleaner and sustainable Lead Members Cllrs. Ann Beech, Tony Kearon and Terry Turner						
Ref	Indicator	Good is	Result 2013/14 Qtr 1	Result 2014/15 Qtr 1	Target 2014/15	Status
1.1	Percentage of food premises that have a zero or one national food hygiene rating.	Low	1.87% (14 '0/1' premises out of 746 published)	0.89% (7 '0/1' premises out of 782 published)	2.25%	
1.2	The percentage of food establishments which are broadly compliant with good hygiene law	High	92.1% (1,028 out of 1,116 premises broadly compliant)	95% (1,062 out of 1,118 premises broadly compliant)	85%	
1.3	The area of contaminated land that has been remediated or is determined suitable for use	High	Reported in Qtr 2		-	-
1.4	Number of incidents of violence with injury	Low	167	199	-	-
1.5	Number of incidents of anti-social behaviour	Low	1022	1002	-	-
1.6	Number of incidents of serious acquisitive crime	Low	168	171	-	-
1.7	The amount of residual waste per household	Low	109.21kgs	109.61	415kgs (annual)	
1.8	Percentage of household waste sent for reuse, recycling and composting	High	53.4%	56.69%	55%	
1.9	Levels of street and environment cleanliness (LEQ survey) free / predominantly free of litter, detritus, graffiti and fly-posting)	High	Survey in Qtr 2		91% 91% 97% 99%	n/a
1.10	Number of community volunteer groups/hours spent caring for their local green spaces and neighbourhoods	High	1508.5 hrs	2105.5 hrs	2000 hrs	
1.11	Town Centre Vacancy Rate	Low	16.21%	13.5%	15%	
1.12	Percentage of investment portfolio (NBC owned) vacant	Low	8.4%	8.4%	12%	









Priority 2 : Borough of Opportunity




Outcomes: Newcastle is a great place to live, work and do business - Lead Member Cllrs. Ann Beech, Terry Turner and John Williams						
Ref	Indicator	Good is	Result 2013/14 Qtr 1	Result 2014/15 Qtr 1	Target 2014/15	Status
2.1	Number of hours worked by volunteers in council co-ordinated activities (museum)	High	516 hrs	397 hrs	375 hrs	
2.2	Percentage of minor adaptations delivered within four months	High	61%	90%	75%	
Ref	Indicator	Good is	Result 2013/14 Qtr 1	Result 2014/15 Qtr 1	Target 2014/15	Status
2.3	Number of homelessness cases where positive action was successful preventing homelessness	High	130	234	150	
2.4	Average stall occupancy rate for markets	High	61%	65%	55%	
2.5	Percentage of Major Planning Applications determined within time	High	100%	100%	70%	
2.6	Percentage of Minor Planning Applications determined within time	High	71.7%	86%	85%	
2.7	Percentage of Other Planning Applications determined within time	High	92.8%	95.2%	92.5%	

Priority 3 : A Healthy and Active Community

Outcomes: Everyone has the chance to live a healthy, independent life, access to high quality leisure and cultural facilities/activities and the opportunity to get involved in their community - Lead Member Cllrs. Ann Beech, Trevor Hambleton and John Williams						
Ref	Indicator	Good is	Result 2013/14 Qtr 1	Result 2014/15 Qtr 1	Target 2014/15	Status
3.1	Number of parks which have Green Flag status	High	Report in Qtr 2		9	n/a
3.2	Level of satisfaction with Council run parks and open spaces	High	78.2% Annual result	Reported at a later date	70%	n/a
3.3	Number of people visiting the museum	High	15,225	15,435	60,000	
3.4	Number of referrals from GPs to organised sporting activity	High	101	91	n/a	n/a
3.5	Percentage of people referred for exercise by GPs whose health improves	High	16%	-	n/a	n/a
3.6	Number of people accessing leisure and recreational facilities	High	148,206	154,131	167,500	

Priority 4 : A Co-operative Council, delivering high-quality, community driven services

Outcomes: Your council is efficient, open and innovative in its work, with services designed and delivered co-operatively and communities are strong and well supported - Lead Member Cllrs. Mike Stubbs and Elizabeth Shenton						
Ref	Indicator	Good is	Result 2013/14 Qtr 1	Result 2014/15 Qtr 1	Target 2014/15	Status
4.1	Percentage attendance at planned meetings by members	High	87.78%	81%	80%	
4.2	Percentage projected variance against full year council budget	Low	0	0	No variance	
4.3	Average number of days per employee lost to sickness	Low	2.16 days (long term 1.48 and short term 0.68 days)	1.5 days	1.88 days	
4.4	Percentage of requests resolved at first point of contact	High	96.41%	97%	97%	
4.5	% Unmet demand (number of calls not answered as a % of total call handling volume)	Low	9.8%	6%	8%	
4.6	Time taken to process Housing/Council Tax Benefit new claims and change events	Low	13.83 days	7.78 days	10	
4.7	Percentage of Council Tax collected	High	27.25%	27.4%	24.12% (Qtr 1)	
4.8	Percentage of National non-domestic rates collected	High	26.0%	26.9%	25.11% (Qtr 1)	

Key	Performance information not available at this time or due to be provided at a later date.	n/a
	Performance is not on target but direction of travel is positive	
	Performance is not on target where targets have been set	
	Performance is on or above target.	

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Delivering our Outcomes: Reducing Anti-Social Behaviour to make a safer borough

Diversions Activities



Numerous diversionary activities have recently been implemented in relation to providing positive activities to younger individuals to instil positive values and deter away from becoming involved in unacceptable behaviour. This includes Marsh Nights on the Marsh in Maybank every Friday night providing football with Youth Detached Workers and the local PCSO's. Also footballing activities in Silverdale and Knutton, boxing in Clayton and basketball in Chesterton. Numerous funding bids have been successful in relation to enabling Newcastle Borough Council to progress these further, most recent funding includes just under £10000 for Greater Chesterton to provide every Friday night a location at the Salvation Army to do either boxing or DJ'ing and events at Chesterton Speedway to educate individuals on the dangers of alcohol and substance misuse. Many other activities are also ongoing and due to be implemented, the most recent being on the Miners Estate in Kidsgrove.

Restorative Justice

Numerous projects have been ongoing whereby individuals involved in causing anti-social behaviour have been required in agreement with victims, as an alternative punishment to potentially criminalising them for a first offence, to do work within their community to make it a better place. This 'work' is educational, proportional and reasonable and can include painting, weeding and gardening, litter picking etc. The most recent of these projects has been in Silverdale whereby the Pavilion has been restored by younger individuals with the older generation of Silverdale in line with the local heritage of mining. Through receipt of old photos and learning about the past they have created a gallery going back a 100 years in Silverdale and due to the intergenerational work brought the community together. This showed at a recent 'Love Silverdale' fun day event that took place and was well attended. There were older singers, younger dancers, street fest entertainment and a Silverdale Bowling team of both younger and older that has been established. The overall outcome is that the levels of anti-social behaviour have decreased and the pavilion is now being used in the correct manner for the benefit of the community, after years of vandalism. So much so that local residents have contributed financially to the projects.



Home Security and Personal Safety Packs

Newcastle Borough Council have purchased over 800 home security and personal safety packs to provide to vulnerable residents of Newcastle at risk or experiencing anti-social behaviour. These packs consist of PIR Home security alarms, shed alarms, window and door alarms, personal safety alarms, door jammers, mirrors, door chains etc. They are provided to residents using set flexible criteria and can also be utilised via partners through the weekly HUB referrals and Vulnerable Victims monthly Case Conferences. Victims of Domestic Violence, nearby burglaries, individuals with health and mobility problems and some subjected to intimidation have all benefitted from these packs that are fitted by Newcastle Fire and Rescue whilst a fire risk safety assessment and check is done fitting fire proof letterboxes at the same time.



Delivering our Outcomes: Reducing Anti-Social Behaviour to make a safer borough

Working with Landlords to Reduce ASB

Working with Partners and other colleagues at Newcastle Borough Council a mapping exercise in relation to private landlords has been undertaken and piloted in the Miners Estate of Kidsgrove, whereby through doing this exercise we now have no absentee landlords in this area. Should complaints be made to NBC where anti-social behaviour is prevalent, we will work with the landlord to ensure the behaviour of their tenants improve and assist using powers that we have at hand to take positive action including eviction proceedings. The Accredited Landlord Licensing is being heavily utilised and service level agreements have been put in place with some larger landlords such as Jump to Independence and Salt Box properties.



Recent 'Gang' Related ASB

In response to recent incidents which had all ranges of diversities but included two areas of Newcastle under Lyme, Chesterton and Bradwell, it was acknowledged that there was an uprising issue with gangs that involved intimidation and threatening behaviour centred around drug misuse and knives. Through working with partners we have identified all individuals involved, which currently stands at over 40 individuals, all signed up to Acceptable Behaviour Contracts. Support is put in place along with them having to attend the ASB course every week, liaising with landlords in line with tenancy conditions and looking at their financial circumstances and at training and employment. Early intervention and prevention measures have been put in place along with enforcement, and over two weeks ago we were successful in obtaining an Anti-Social Behaviour Order against one individual which carries if breached a term of imprisonment of up to five years. Presentation and discussions have also taken place in school with parents and all partners involved.

ASB Figures

As highlighted in this month's Reporter Newcastle Borough Council is the only district in Staffordshire to have a reduced level of anti-social behaviour throughout the last twelve months. This was highlighted at the County meeting by the Police Crime Commissioner. The emphasis has been on early intervention and prevention measures and a very proactive 'hands on' approach but also taking enforcement when necessary. We have within the last twelve months sought 23 Acceptable Behaviour Contracts with 80% of them having positive effects and no breaches being made and 3 Anti-Social Behaviour Orders sought to prohibit individual's behaviours as this has been the last resort.

Update - Responses to Comments from Scrutiny on the Quarter 4 (2013/14) Performance Report

1st September 2014



Report Author: Mark Bailey
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Introduction

To present to the Finance, Resources and Partnerships Scrutiny Committee (FRAPS) responses to the questions and comments raised at the meeting in June 2014.

Background

The Budget and Performance report (Quarter 4 – 2013/14) was presented to the Finance, Resources and Partnerships Scrutiny Committee (FRAPS) in June 2014. At the meeting, several comments and questions were raised by Members with regard to the Quarter 4 Performance Report (Appendix 'B') and its content.

This report covers the responses to these questions/comments from officers of the Council.

Comments raised and officers' responses:

Q. Clarification was sought on the wording of 'Target Quarter 4 2013-14 - Monitoring Indicator'.

A. Some of the measures are termed 'monitoring indicators' and do not have a target set, unlike other performance indicators which compares performance to target shown. The results of these monitoring indicators are provided in the report to inform the reader about the environment and external factors to consider when assessing the progress achieved to date. This information may help to explain impacts on planned progress and highlight any necessary changes to service delivery needed to drive performance.

The performance reporting for 2014-15 has been reviewed, taking on board comments on style.

Ref 1.1.1 Percentage of food premises that have a zero or one national food hygiene rating

Q. A Member reported it was good to see the percentage was low of food premises that had a zero or one national food hygiene rating but asked what action was taken when the premises have zero or one rated. Assurance was requested that this be acted upon immediately.

A. Any action taken will depend on the type and severity of the contraventions identified. For example, where premises are found to be very dirty; have a pest infestation or cross contamination issues exist, the business could be required to improve these areas immediately or within 24 hours maximum. For other issues, such as structural improvements to walls/floors, food hygiene training and documentation, a business can be given up to 4 weeks to allow them to make the necessary arrangements. Officers use professional judgement to prioritise the timescales for any remedial action based on risk. Any premises rated 0 or 1 will receive a sufficient number of follow up visits to ensure public health is protected. In serious cases, this action may be supplemented by the service of legal notices and/or consideration of legal proceedings.

Q. It was asked that a separate report is produced on the food hygiene inspection process rather than adding to the existing report. The Head of Business Improvement, Central Services and Business Partnerships agreed to forward a copy of any such report to all Members.

A. A separate report on the process of food safety inspection and actions following a 0 or 1 rating is included with this report and will also be presented to scrutiny on 1st September 2014.

Ref 1.1.2 the percentage of food establishments which are broadly compliant with good hygiene law

Q. It was requested that the wording “broadly compliant” be changed to simply ‘compliant’.

A. The term ‘broadly compliant’ is a nationally recognised indicator that was devised by the Food Standards Agency based on the risk scores awarded following each inspection. A ‘broadly compliant’ food business will receive a Food Hygiene Rating of ‘3 – Generally Satisfactory’ or better.

Ref 1.1.5 Number of people killed or seriously injured on the borough’s roads

Q. A Member asked if it was known on which roads incidents occurred and was there a pattern over the past five years. The Head of Business Improvement, Central Services & Partnerships agreed to look into the situation but reported that Newcastle Borough Council was not provided with specific details. He also said that there is a need for the NULBC Partnership Team to work with relevant authorities.

Comment: There was a recommendation that the Head of Business Improvement, Central Services and Partnerships ask for a report on Performance Indicator 1.1.5 to be presented to the next meeting of the Committee. The report was sent to the members of the Committee in July 2014.

Ref 1.3.2 Percentage of household waste sent for reuse, recycling and composting

Comment: The decrease in the percentage of household was due to seasonal changes, i.e. garden waste collections.

Ref 1.3.5 the level of air quality

Comment: Local authorities, including this Borough Council have a duty under Part IV of the Environment Act 1995 to assess compliance against a number of prescribed air pollutants for which maximum levels have been set. These are known as 'air quality objectives'. In common with a number of other local authorities, the key pollutant of concern in the Borough is nitrogen dioxide which is typically associated with traffic.

Several questions were raised with regard to the air quality indicator:

Q. When will the air quality strategy be produced?

A: the production and adoption of an air quality strategy is considered by DEFRA to be good practice, however there is no legal requirement for a local authority to produce /adopt an air quality strategy. Officers have identified a need to produce an air quality strategy for the borough which will help to maintain air quality where it is good and improve air quality where it is poor or exceeds legal standards. Consultants have been appointed to assist in the preparation of this.

Q. What locations are used to measure air quality? What is the full list of locations?

A: the Borough Council has 40 locations across the Borough used to assess compliance with the standards for nitrogen dioxide through the use of nitrogen dioxide diffusion tubes (typically over a 12 month calendar period). The locations monitored in 2013 are:-

A34 Holy Trinity, Westlands (4Sneyd Cr), Madeley (Collingwood 3 Newcastle Rd), Kidsgrove (106 Liverpool Rd), 32 Porthill Bank, 21, 34, 39, 52/54, 76 and 84 London Road, 218 Congleton Road, 26 High St, May Bank, Limbrick Cottage Shralebrook, 102 London Road, 139 Dims Parade West, 9 Hart Court, 15 Barracks Road, 4/6 Liverpool Road, Kidsgrove, Banktop Court, Porthill, Jubilee Baths, Newcastle, 1 London Road (Trinity Court). 1 London Rd (Brook La), 2 Vale View, Porthill, Newcastle, Agricon House Madeley, 2 Knowle Bank Road Audley, 79 Liverpool Road Kidsgrove, 911 The Avenue Kidsgrove, Kidsgrove Carpets 57 - 59 Liverpool Road, 134 High Street Newcastle, 11 Brunswick Street Newcastle, 68 Liverpool Road Kidsgrove, 140 Liverpool Road Kidsgrove, 89 Liverpool Road Kidsgrove, 102 King Street Newcastle, 106 King Street Newcastle, Hassell C.P. School Barracks Road, Blue Chilli 1 King Street Newcastle, 27 Lower Street Newcastle, Queens Gardens Newcastle, 41/43, 116 and 118 Liverpool Road Kidsgrove, Blackfriars/ Lower Street

There is also an air quality monitoring station at Queens' Gardens which is used to measure PM10 and Nitrogen Dioxide. There have been no recorded cases of the relevant pollutant objectives in this location being exceeded.

Q. What is being done in terms of dealing with issues of air quality?

A. The Borough Council is complying with its statutory duties under Part IV of the Environment Act 1995 to assess air quality in the borough on an annual basis and to submit specific reports where required. Work is also underway to consult on the boundaries of the air quality management areas for locations identified in the 2012 Annual Report as

exceeding acceptable levels. Once the consultation exercise is complete, a report will be presented to the Public Protection Committee of the Borough Council. The adopted boundaries will then be formally declared as 'Air Quality Management Areas' and work will commence on developing an Air Quality Action Plan which will identify appropriate measures to improve the air quality in these areas.

Development proposals are also screened for impacts on air quality and where appropriate air quality assessments are required to be submitted with an application.

Q. What work is SOTCC doing in terms of their air quality monitoring?

A: Stoke-on-Trent City Council are under the same legal duties as the Borough Council to assess air quality. Their current position can be found in the latest statutory Air Quality Review and Assessment Report for 2013

<http://www.stoke.gov.uk/ccm/content/environment/environmental-health/pollution/air-quality/air-quality-review-and-assessment.en>

Q. How are areas which straddle the boundary between NUL and SOT being dealt with?

A. Annual air quality reports assessments in the Borough have not identified any areas having poor air quality which straddle the boundaries with SOT and exceed the objective levels. The City Council have declared the whole of the City of Stoke On Trent as an Air Quality Management Area. This is due to exceeding of the Nitrogen Dioxide Annual Mean Objective level at a number of separate locations across the City rather than the whole of the City being found to exceed the annual mean objective. This AQMA therefore includes the properties on the SOT side of the Etruria Road boundary.

Due to the way in which SOT has evolved from the original six towns and the relatively poor transport links throughout SOT, the city-wide Air Quality Management Area provides a mechanism for SOT City Council to deal with the issues of poor air quality on a strategic basis through the required air quality action plan.

The City Council also have a localised Air Quality Management Area around a group of houses at the bottom of Etruria Road near to the A500 (MFI) roundabout due to exceeding the short term nitrogen dioxide objective. Residents in the Borough are not affected by this as they are located at a much higher level from the road and further back from the carriageway. The City Council has explored and implemented a number of measures over the years in an attempt to improve the traffic flow in the area. This now has an added impetus due to the poor air quality in the area. The Borough Council has yet to be consulted on the Air Quality Action Plan for this area, but given its location, it is expected to detail a range of measures to improve traffic flow and reduce congestion. The Borough wishes to ensure that any measures put in place by the City Council do not worsen the situation for NUL residents along Etruria Road.

Q. It was asked that the Head of Business Improvement, Central Services and Partnerships produce further background information on the problem areas where action was taken rather than just monitoring.

A. A public Protection report has been presented to the NULBC Public Protection Committee on 2nd December 2013. Further Air Quality reports can be found on the website at http://www.newcastle-staffs.gov.uk/environment_index.asp?id=SXA808-A780B523&cat=1444 (click on ' Air Quality Reports').

A separate report on Local Air Quality will be presented to FRAPS by the Head of Environmental Health Services on 1st September 2014. A copy of this report can be found as an attachment to this note.

Ref 1.5.2 Percentage of investment portfolio (NBC owned) vacant

Q. A Member asked when, in the event of a vacancy occurring, how long do units stay vacant and how long had they been vacant? The Chair confirmed that the Town Centre Partnership (TCP) had been heavily involved to ensure the units are occupied.

A: vacancy rates are dependent on a wide variety of factors - for example, 'The Link' building has been vacant for years (even going back to the pre-recession period) so this situation is clearly not due simply to the cost of leasing the premises. The Square (part of the Vue cinema complex) has had several units vacant since it was built and is now under new ownership. The new owners are very keen to get the vacant properties filled. The NULBC Property team offer incentives for businesses wishing to rent town centre properties. The TCP 'Enterprize' scheme last year was another initiative designed to encourage business start-ups, with winners receiving a package of support including periods of free rent, shop fitting, marketing, printing and a retail business mentor. It is hoped that this will be run either annually or biennially. Another TCP initiative (in partnership with NBC) is the decorating of three empty premises with 'virtual shop windows' – building on an earlier initiative of using historic images of the town to decorate the windows of the former Castle Hotel. NULBC has also worked with Newcastle College on 'pop-up shops', which has led to longer term occupancy by the College of a prominent unit in Lancaster Building.

Q. A Member informed the Committee that it would be a good idea, if there was an empty unit, for the occupied unit next door to display their goods in the vacant premises. It was agreed that this would be raised with the Town Centre Partnership.

A. According to rating regulations, if goods are displayed in shop windows then full rates become payable, as even displaying a business card in an empty unit would constitute advertising. The Council only has control over the shop premises it owns. Although rates are payable on most empty town centre properties, when listed buildings are vacant no rates are payable. The Council's most central/ prominent town centre premise is Lancaster Buildings which is a listed building and therefore if goods were displayed in the window of an empty shop then full rates would become payable.

If, however, the owner of a unit is already paying business rates then there should be no additional cost should goods be displayed.

Ref 2.1.4 the level of 16-19 year olds not in education, employment or training (NEET)

Comment: This information will be circulated at a future date.

Ref 2.3.6 number of homelessness cases where positive action was successful preventing homelessness

Q. It was felt that, even though positive action was successful, it did not give a true account of what was occurring as there is no information on the overall size of the homelessness problem. The Head of Business Improvement, Central Services and Partnerships agreed to provide an estimate of total homelessness figures.

A. For the same period there were 23 applicant households for which a homeless decision was taken for the same quarter - illustrated in the table below:-

P3420

	White	Black	Asian	Mixed	Other	Ethnicity Not Stated	Total of all Ethnic Groups
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
1. Eligible, unintentionally homeless and in priority need	3	0	0	1	0	0	4
2. Eligible, homeless and in priority need, but intentionally so	4	0	0	0	0	1	5
3. Eligible, homeless but not in priority need	10	0	0	0	0	0	10
4. Eligible, but not homeless	3	0	0	0	0	0	3
5. Ineligible	1	0	0	0	0	0	1
6. Total decisions (sum of rows 1 to 5 above)	21	0	0	1	0	1	23

It is worth noting that, prior to the preventative approach being developed in 2001/2, there was an annual figure of 490 households for which a homeless decision was taken. Examples of the type of recorded interventions where a household's homelessness has been prevented / discharged include:

- Accessing accommodation via the social housing register;
- Making a discretionary housing payment which means the household can afford to maintain their current accommodation either permanently or for long enough that the household can find alternative accommodation without facing homelessness;
- Offering a rent and /or deposit guarantee for a private rented property, and
- Making a payment from the (one off) payment fund for services/products which will enable the household to remain in their current accommodation or access more suitable accommodation (for example paying for removal costs or credit reference checks).

Ref 3.1.2 Level of satisfaction with Council run parks and open spaces

Comment: Members were informed that collections were carried out throughout the year and reported annually. There is an annual survey undertaken in the Reporter in November each year and also face to face interviews with residents throughout the year at various events.

Ref 3.2.2 Number of people visiting the museum

Comment: The table has been amended to take account of a typo error – ‘Result Q4’ should read ‘Result Q3’.

Ref 3.3.2 Number of referrals from GPs to organised sporting activity

Q. A Member commented that the report quoted ‘Target for Q4 - to be agreed’ then went on to quote it had been agreed and asked who set this target?

Comment: The Head of Business Improvement, Central Services and Partnerships advised it was between Newcastle Borough Council and the County Council Public Health team (who commissions this area of work).

Ref 4.2.4 Items raised by Members on the Scrutiny work programme

Comment: The Chair confirmed all feedback from Scrutiny Committees was presented to Cabinet. It was asked that the Head of Business Improvement, Central Services and Partnerships produce further background information on the problem areas where action was taken rather than just monitoring.

Ref 4.3.2 Average number of days per employee lost to sickness

Comment: The cumulative quarter 4 result is an improvement compared with quarter 3 but remains above target.

Ref 4.4.7 Increase the number of residents, community and voluntary groups engaged with LAPs (narrative)

Comment: The Chair asked about the timeframe for these figures. The Head of Business Improvement, Central Services and Partnerships advised this was not listed as a Performance Indicator in the Council Plan and there was not a separate report.

Questions to be addressed

- Is the information provided in this report sufficient for Members?
- Do Members wish to receive any further information and, if so, what information is required?

Relevant Portfolio Holder(s)

Cllr Mike Stubbs – Communication, Policy and Partnerships

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Update Report to the Finance, Resources and Partnerships Overview and Scrutiny Committee

1st September 2014

Air Quality Management



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Telephone: Ext 2732

Introduction

Local authorities in the UK have statutory duties for managing local air quality under [Part IV of the Environment Act 1995](#).

The corporate plan details performance in relation to air quality and further information was requested by members regarding management of air quality, this report aims to provide detail on the current and future work required regarding local air quality management throughout the Borough.

Background

The Council has been carrying out reviews of air quality since December 1997; these involve measuring air pollution and trying to predict how it will change over the next few years. The review process aims to make sure that the national [air quality objectives](#) prescribed in the Air Quality Regulations will be achieved throughout the UK by the relevant deadlines. These objectives, as shown in Appendix 'D', have been put in place to protect people's health and the environment.

The Environment Act 1995, implemented rounds of air quality assessments, the programme is detailed as below:

Year	Updating and Screening Assessment	Progress Report	Detailed Assessment*	Further Assessment	Declaration AQMA	Action Plan
2012	USA on 2011 results	-	Whenever necessary			
2013	-	PR on 2012 results	Whenever necessary	Within 12 months of Detailed assessment		
2014	-	PR on 2013 results	Whenever necessary		Based on findings of Further assessment	

2015	USA on 2014 results	-	Whenever necessary			Within 18 months of declaration of AQMA
2016	-	PR on 2015 results	Whenever necessary			
2017	-	PR on 2016 results	Whenever necessary			

* Detailed assessments are required whenever any of the USA or PR identify a likely exceedance of and AQ objective level.

In 2013 a detailed assessment and further assessment of air quality was undertaken of four areas of the Borough where exceedances of the pollutant nitrogen dioxide were identified. The statutory limit for nitrogen dioxide is 40µgm³ and the pollution is created from vehicles. The four identified exceedance areas were:

- Madeley – an area encompassing one property, Collingwood, Newcastle Road close to the M6 motorway.
- Kidsgrove – one area along Liverpool Road and Hardingswood Road from the junction with Heathcote Street and Gloucester Road.
- Town centre – areas within the ring road, namely London Road, Barracks Road and King Street.
- Porthill/May Bank –adjacent to the southern approach from the Queensway to Porthill Bank and the High Street up to the junction with Basford Park Road.

In 2014, a progress report has been undertaken, this is based on the monitoring of air quality in 2013, and this report concurred with the findings of the detailed assessment.

Questions to be Addressed

What is currently being done in respect of air quality?

The detailed assessment has been reviewed and accepted by DEFRA. It is therefore necessary to proceed to declaration of air quality management areas (AQMA) for nitrogen dioxide for the four identified areas. There is a statutory timetable for the declaration and it is intended that these areas will be formally declared by the Council in 2014.

There is a need to consult with members of the public, residents and other stakeholders, on the geographical extent of the air quality management areas being declared. The proposed AQMA are shown in appendices 'E' to 'G'. This consultation period is due to commence from 1st September to 12th October. There is an article in the September reporter, public consultation days have been arranged as follows:

Public Meetings:

- Tuesday 9th September from 9am to 6pm at Kidsgrove Tesco
- Wednesday 10th and Thursday 11th September from 9am to 6pm at ASDA Morris Square, Wolstanton
- Friday 12th and Saturday 13th September from 9am to 5pm in the Town Centre (Market)

Stakeholder Meetings:

- Wednesday 3rd Sept from 7pm to 9pm in the Civic Offices (Council Chamber) - Stakeholder meeting for Town Centre, Maybank, Wolstanton, and Porthill AQMA's.
- Thursday 4th Sept from 7pm to 9pm in Victoria Hall Kidsgrove - Stakeholder meeting for Kidsgrove area.

The following stakeholder will be invited to the respective meetings:

1. Council Leader
2. Portfolio Holder
3. Elected members for relevant Ward
4. Newcastle-under-Lyme Town Centre Partnership
5. Town Centre, Kidsgrove, Maybank, Wolstanton, and Porthill Businesses
6. Kidsgrove Town Centre Partnership
7. Kidsgrove Town Council
8. County Councillor
9. Highways Agency
10. Staffordshire Highways
11. Stoke on Trent Highways
12. Staffordshire County Public Health Lead
13. Stoke on Trent City Council AQ officer
14. Wolstanton Chamber of Trade Businesses
15. GP Surgeries in the area
16. Public Protection Committee Chair
17. Local Planning Authority Committee Chair
18. Head of Planning and planning policy officers
19. Planning Policy officers from Stoke
20. Staffordshire and Stoke on Trent LEP chair
21. Local bus operators / Taxi operators
22. Keele University

What is the future work relating to air quality?

Declaration of Air Quality Management Areas – Winter 2014

Following the consultation exercise, your officers will prepare a report to public protection committee concerning the recommended AQMA's detailing the adopted consultation methodology, the findings of the consultation exercise and a recommended Air Quality Management Area order detailing the boundary of the AQMA in each of the affected area for formal adoption by the council. Once adopted there is a requirement that this is notified to DEFRA.

Preparation and adoption of Air Quality Action Plans – Within 18 months of declaring an AQMA

Following the declaration of the air quality management areas, the Council will need to develop and adopt an Air Quality Action Plan with key stakeholders for each of the affected areas. The local authority is then required to produce an 'action plan' to demonstrate how the Authority intends to work towards meeting the air quality objectives within its Air Quality Management Area. By necessity a number of partners will need to be involved in developing the Air Quality Action Plan and identifying agreed measures and timescales for implementation. As the pollution is vehicle related significant input from the highway authorities will be necessary.

Action plans are required to be submitted to DEFRA within a maximum of 18 months from the declaration of an AQMA. Progress against the action plan and compliance with the

relevant pollutant objectives is required to be reported annually to DEFRA in the air quality report for the preceding calendar year.

Air Quality and Planning

The National Planning Policy Framework (NPPF) recognises that the planning system has an important role to play in improving air quality. To this end the NPPF advises the following:

“Planning policies should sustain compliance with and contribute towards EU limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and the cumulative impacts on air quality from individual sites in local areas. Planning decisions should ensure that any new development in Air Quality Management Areas is consistent with the local air quality action plan.”

Air Quality thus becomes a material consideration concerning any of the parameters set out in the NPPF.

Officers within the Environmental Protection Team currently assess all applications for development in the Borough for their impact upon local air quality and in appropriate circumstances will require the developer to submit an appropriate air quality impact assessment for consideration and comment. Appropriate recommendations are then made to the relevant planning authority concerning the development.

Constraints

This work is undertaken within a specific statutory regime with associated technical guidance to assist in the completion of the work.

The detailed assessment required complex computer modelling to be undertaken to determine the AQMAs, this report was completed by TRL on behalf of the Council. TRL are also supporting the stakeholder meetings, the declaration process and assisting with the creation of the action plan.

All work relating to air quality is independently reviewed and validated by DEFRA.

This project work is being undertaken from existing budgets.

Conclusions

The process of monitoring and assessing air quality and introducing AQMAs is complex, but this work is underway and support is being received from consultants.

The authority upon completion of the declaration of AQMAs and the creation of the action plan will have robust plans on how to improve air quality within the designated areas. Due to the pollution being vehicle created, significant work with the highways authorities will be undertaken to bring about the improvements necessary.

We propose to continue to actively monitor and promote controls to improve air quality in accordance with our statutory requirements.

Relevant Portfolio Holder

Environment & Recycling – Ann Beech

Local Ward Members

Town	Cllr Mrs Shenton Cllr Wallace
Porthill	Cllr Cooper Cllr Miss Cooper

Wolstanton Cllr Miss Olszewski
Cllr Woolley
Cllr Eastwood
May Bank Cllr Matthews
Cllr J Tagg
Cllr S Tagg
Kidsgrove Cllr Mrs Astle
Cllr Bailey
Cllr Turner
Madeley Cllr White
Cllr Welsh

Background Materials

Newcastle-under-Lyme Air quality reports available at [Newcastle Borough Council - Air Quality Reports](#)

Newcastle under Lyme Air Quality Detailed and Further Assessment – Client Project Report CPR2631 prepared by TRL

DEFRA Technical guidance TG09

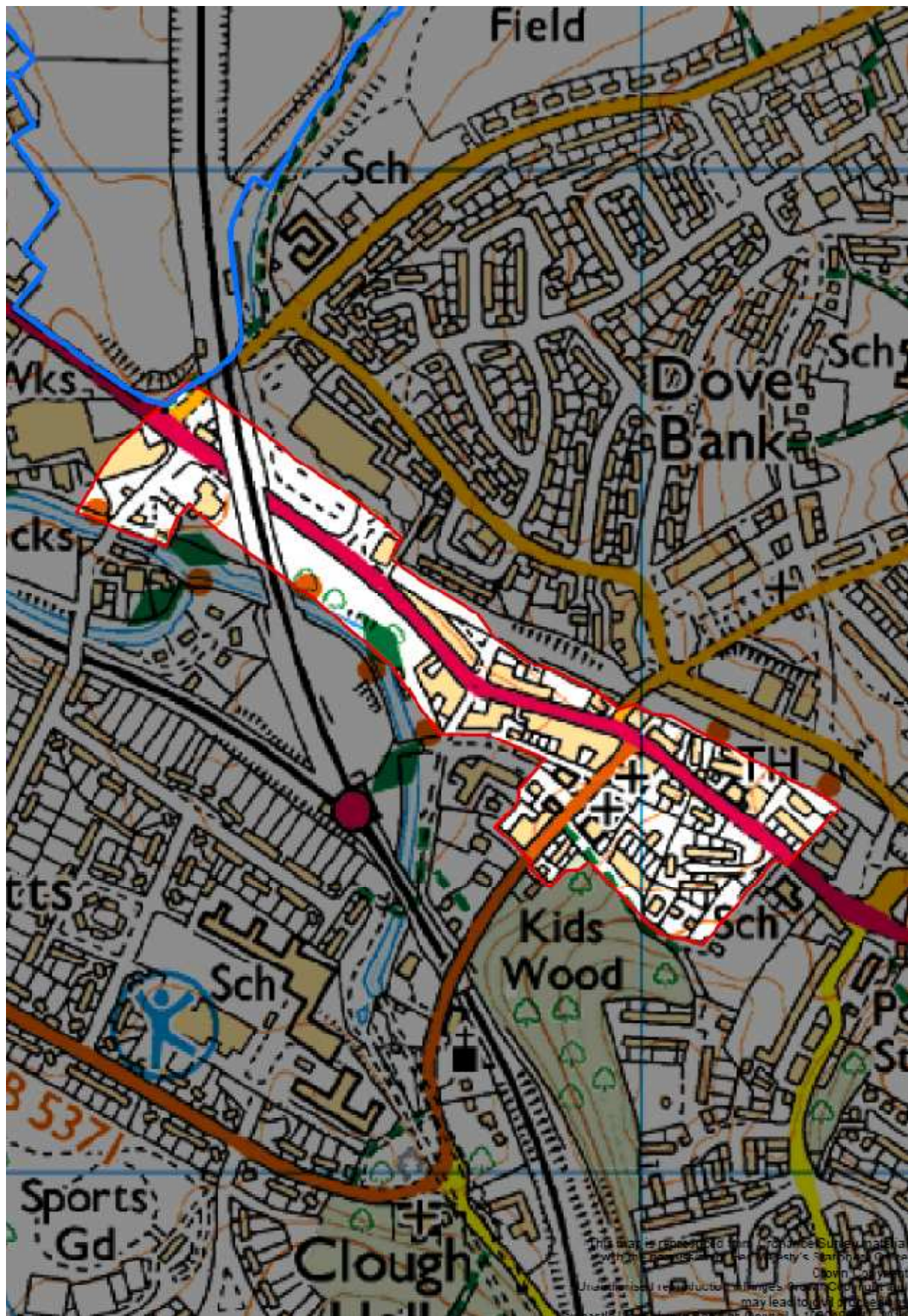
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Appendix 'D' - Statutory Air Quality Objectives

Pollutant	Air Quality Objective		Date to be achieved by
	Concentration	Measured as	
Benzene	16.25 $\mu\text{g}/\text{m}^3$	Running annual mean	31.12.2003
	5.00 $\mu\text{g}/\text{m}^3$	Running annual mean	31.12.2010
1,3-Butadiene	2.25 $\mu\text{g}/\text{m}^3$	Running annual mean	31.12.2003
Carbon monoxide	10.0 mg/m^3	Running 8-hour mean	31.12.2003
Lead	0.5 $\mu\text{g}/\text{m}^3$	Annual mean	31.12.2004
	0.25 $\mu\text{g}/\text{m}^3$	Annual mean	31.12.2008
Nitrogen dioxide	200 $\mu\text{g}/\text{m}^3$ not to be exceeded more than 18 times a year	1-hour mean	31.12.2005
	40 $\mu\text{g}/\text{m}^3$	Annual mean	31.12.2005
Particles (PM ₁₀) (gravimetric)	50 $\mu\text{g}/\text{m}^3$, not to be exceeded more than 35 times a year	24-hour mean	31.12.2004
	40 $\mu\text{g}/\text{m}^3$	Annual mean	31.12.2004
Sulphur dioxide	350 $\mu\text{g}/\text{m}^3$, not to be exceeded more than 24 times a year	1-hour mean	31.12.2004
	125 $\mu\text{g}/\text{m}^3$, not to be exceeded more than 3 times a year	24-hour mean	31.12.2004
	266 $\mu\text{g}/\text{m}^3$, not to be exceeded more than 35 times a year	15-minute mean	31.12.2005

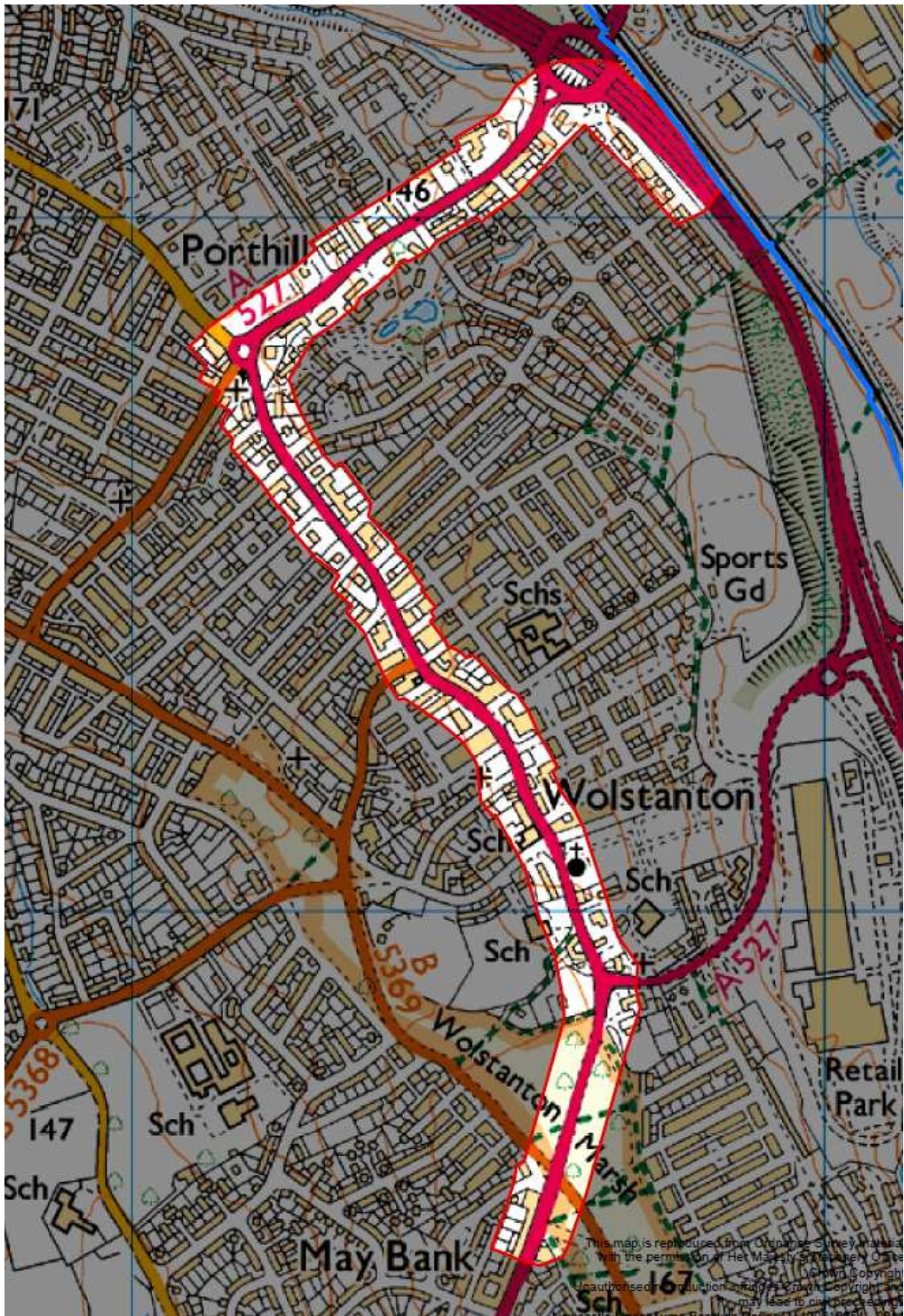
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Appendix 'E' - Kidsgrove



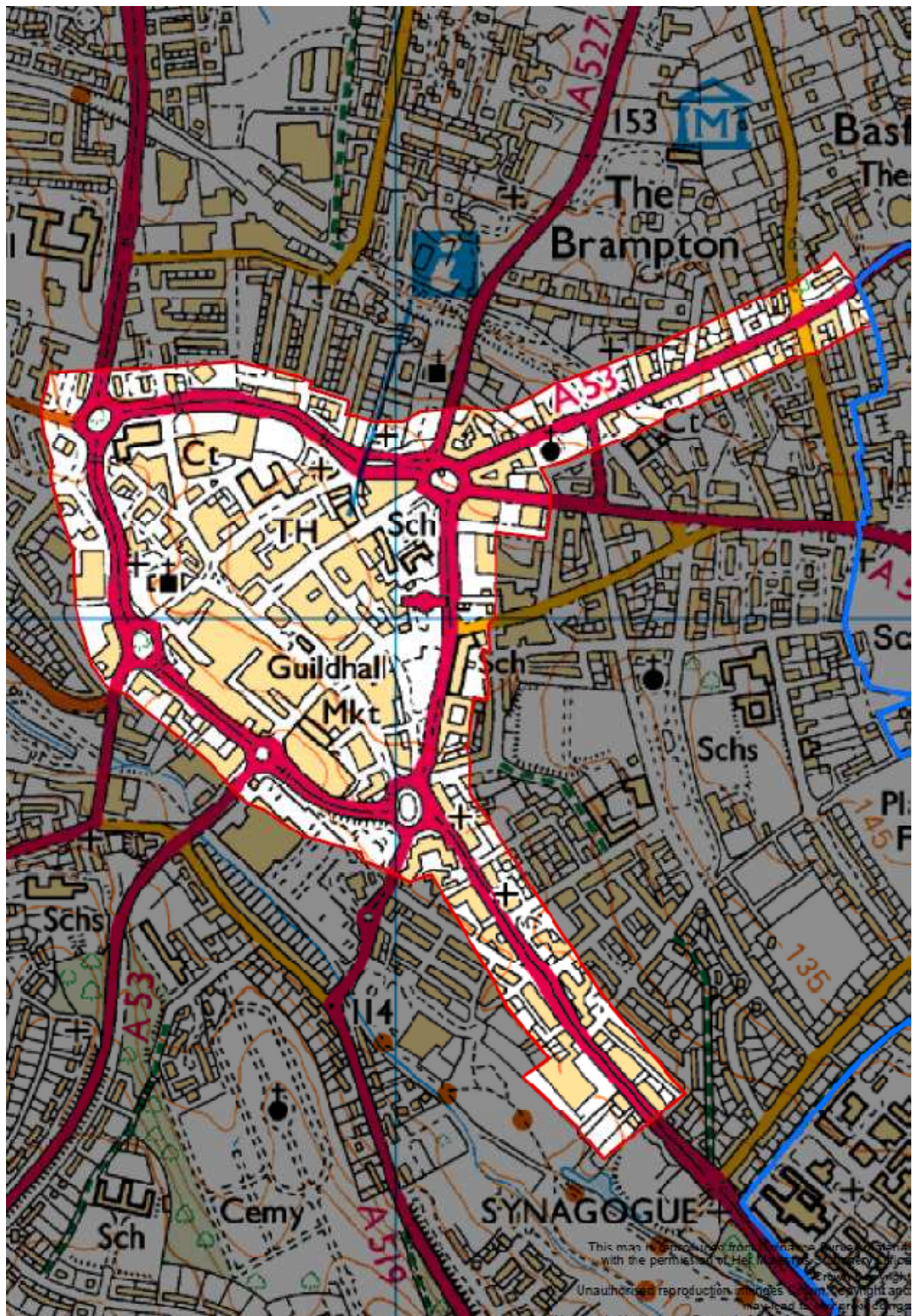
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Appendix 'F' - Porthill, Wolstanton and May Bank



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Appendix 'G' - Town



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Update Report to the Finance, Resources and Partnerships Overview and Scrutiny Committee

1st September 2014

Case study of actions taken where a Food Business receives a poor Food Hygiene Rating



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Introduction

At the last Overview and Scrutiny committee members commented on a performance indicator relating to the national Food Hygiene Rating Scheme, and requested assurance on the actions taken where a premises is rated 'Zero – Urgent Improvement Necessary' or '1 – Major Improvement Necessary'.

Background

Members will be provided with a case study of a local food business that was rated 'Zero – Urgent Improvement Necessary' following a routine food hygiene inspection. The presentation will describe the powers available to our officers when they find hygiene conditions that risk public health, followed by a summary of the actions taken in this case to improve food hygiene standards.

Questions to be Addressed

The committee need to satisfy themselves that urgent and appropriate action is taken when a food business receives a poor Food Hygiene Rating.

Outcomes

The committee should gain a better understanding of the work carried out by our Environmental Health service, and the actions taken where poor standards of food hygiene are found during routine food hygiene inspections.

Constraints

There is a statutory requirement for Local Authorities to undertake food hygiene inspections, the Food Standards Agency directs Local Authorities as to the frequency, nature and extent of food hygiene inspections. In order to comply with these requirements it is important that the borough maintains its food hygiene inspection programme and takes action where serious health risks are identified.

Conclusions

The report intends to provide the committee with a case study of the actions our officers take where serious food hygiene contraventions are found resulting in the business receiving a zero or one Food Hygiene Rating.

Relevant Portfolio Holder(s)

Environment & Recycling – Ann Beech

Background Materials

Food Standards Agency publications:

Food Law Code of Practice

‘Food Hygiene Rating Scheme – Brand Standard’

Report to the Finance, Resources and Partnerships Scrutiny Committee

1st September 2014

Council Plan 2014-16



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Introduction

This report presents the proposed new Council Plan, covering the period 2014-16, to the Finance, Resources & Partnerships Scrutiny Committee (FRAPS).

Following this meeting, the Plan will be presented to Council at its meeting on 17th September 2014.

The attached Council Plan 2014-16 initially covers the period during the 2014-15 financial/municipal year following Annual Council and up to March 2016.

A proposal for the plan was presented to FRAPS at its meeting on 17 June 2014. The latest draft of the Plan was then presented to Cabinet on 23rd July 2014 and will be presented for final adoption at Council on 17 September 2014.

Background

A Council Plan (formerly the Corporate Plan) for Newcastle-under-Lyme Borough Council was developed for 2013-14 to reflect changes in the political and economic environment and the work undertaken to replace the former Corporate Plan document.

The Council Plan for 2014-16 builds on the previous version of the Plan and has two main sections. The second section details the measures and activities set out in order to monitor the Plan's progress.

The first section includes the vision and corporate priorities for the Borough Council and is outlined here.

The vision/corporate priorities remain unchanged from the previous Plan and are:

- To create a borough that is prosperous, clean, healthy and safe (the vision); and

- A clean, safe and sustainable borough,
- A borough of opportunity,
- A healthy and active community and
- Becoming a co-operative council delivering high quality, community-driven services (the corporate priorities)

Key Areas of Focus

The purpose of the Council Plan is to do the following:

- Provide a strategic policy framework for service and financial planning for 2014-16
- Update the challenges facing the Council (financial and otherwise)
- Set out the key activities of the Council under each priority
- Review whether local need is being addressed by the Council
- Ensure that the Council's various strategies (which feed into the Council Plan) are still relevant and are reflected in the Council Plan
- Develop outcomes that are relevant to the actions and activities of both Borough Council services and the services provided by our key partners (e.g. Police, Fire, County Council)
- Include SMART indicators and well-developed project plans so that key actions can be undertaken and it can be seen when work is completed and when it is not and also to be able to measure progress against identified outcomes

Development of the Plan

The Council Plan has been developed by reviewing its content and layout, taking into consideration information from previous work undertaken and acknowledging the need for the Council to be in a strong position to establish and progress its plans.

The Plan retains the existing vision for the Council - "to create a Borough that is prosperous, clean, healthy and safe" and, as already said, its four priorities.

The Plan also contains a new set of twelve outcomes and activities to measure and monitor the impact of the Council's work (whether alone or in partnership with others) on these outcomes.

The previous version of the Council Plan identified seventeen outcomes which have now been reduced to twelve. The outcomes detailed in the 2014-16 Council plan are:

Priority: A Clean, Safe and Sustainable Borough

Our Borough will be safer

Our Borough will be cleaner

Our Borough will be sustainable

A Borough of Opportunity

Newcastle is a great place to work

Newcastle is a great place to do business

Newcastle is a great place to live

A healthy and active community

Everyone has the chance to live a healthy, independent life

Everyone has access to high quality leisure and cultural facilities/(activities)

Everyone has the opportunity to get involved in their community

Becoming a co-operative council delivering high quality, community-driven services

The council is efficient, open and innovative in its work

Services are designed and delivered co-operatively

Communities are strong and well supported

These outcomes have been identified as meeting the needs of the communities of the Borough.

In addition, the Plan's development will be aided by communication with key stakeholders to ensure that the Plan remains fit for purpose, including the work done by Communications around the annual budget consultation process. Service satisfaction surveys have also been included in the Plan's development.

Timetable for Delivery

The Council Plan has been developed with the involvement of elected Members and officers with the aim of cementing priorities for the current financial year (to accord with approved service plans/budgets). More importantly, the Plan will provide the strategic policy context for the service and financial planning for 2014-16.

In contrast to previous years, a more timely approach is being adopted in terms of production of the Plan to reflect the realities of the municipal/financial year, one which will inform the service and financial planning processes accordingly. Scrutiny of the Plan's development and delivery will also be undertaken throughout the year.

As has been reported previously, therefore, the Council Plan has been developed along the following timetable, thereby presenting opportunities for comments and feedback as part of this process at the outset of the financial year:

- Outline of plan to Finance, Resources & Partnerships Scrutiny Committee presented 17 June 2014
- Draft version for approval from Cabinet 23 July 2014
- Approved version to Finance, Resources & Partnerships Scrutiny Committee 1 Sept 2014
- Cabinet response to Scrutiny comments 10 Sept 2014
- Final version to Council 17 Sept 2014
- Implementation from 1st October 2014

Constraints

One of the main constraints to consider in the development of the Plan for Newcastle Borough Council is that, like other authorities, balancing reductions in funding with the provision of quality services and increases in demand is a major challenge and potentially limits the ability of the Council to deliver against its plans generally.

The financial picture for 2014/15 and how the council plans to deliver identified savings are detailed in the Revenue & Capital Budgets 2014-15 and Medium Term Financial Strategy. These activities will be monitored regularly and considered in service planning and other planned activities to ensure the savings are realised.

By adopting the revised approach the Council will be better able to align resource allocation with the agreed strategic priorities

Outcomes/Conclusions

The Council Plan informs the Council's overall corporate planning and acts as the major impetus behind budget proposals, longer-term strategic plans and also the service planning process.

In many ways, the Council Plan for 2014-16 will be a transitional plan, in that preparation and planning will be undertaken in order to effectively prepare the Council to meet the longer term demands and challenges to service delivery in the borough (as part of the 2020 Vision work).

Faced with the likely financial restraints leading up to 2020, decisions and planning for the next Council Plan (2016 onwards) will commence at the beginning of 2015-16 with a timetable of activities to ensure the council is in a good position to meet expected and unexpected challenges.

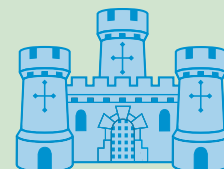
Members are asked to consider the Plan and this covering report and recommend that it be adopted by Full Council in September 2014, subject to any suggested changes by FRAPS.

Supporting Information

- NULBC Council Plan 2014-16 (see Appendix 'H')

Relevant Portfolio Holder(s)

Cllr Mike Stubbs, Communications, Policy & Partnerships



**NEWCASTLE
UNDER LYME**
BOROUGH COUNCIL

Newcastle-under-Lyme Borough Council Plan

2014 -16



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Message

from the Leader of the Council

Councillor Mike Stubbs



**Councillor
Mike Stubbs**
Leader of the Council

This Plan sets out what we will do to tackle the issues that residents have told us matter most to them and which form the basis of our four corporate priorities - a clean, safe and sustainable Borough, a Borough of opportunity, a healthy and active community and a co-operative Council, delivering high-value, community-driven services.

We now have the foundations in place to continue the good work started by this Labour Administration two years ago in 2012 and our desire to continue to focus on our delivering our co-operative promise to residents and businesses alike.

We remain focused, therefore, on five aims, to:

- Enhance customer experiences and to put our citizens at the heart of everything we do
- Encourage collaborative working with our communities and in partnership with other agencies and organisations
- Engage with others to ensure that that the decisions we take are fair, inclusive, open and transparent
- Establish a sustainable approach to co-operative ways of working, including being open to new ways of working, and
- Empower citizens, communities and our staff in order to give people the confidence to take control of their own lives.

This administration is mindful, however, that these austere times continue to affect us all so we will continue to keep Council Tax as low as possible and we remain committed to supporting the local economy through investment in apprenticeships, developing our town centres and delivering regeneration projects within the Borough.

Ongoing cuts and legislative changes nationally continue to challenge us and we have to make tough decisions, but through our open and transparent processes and our inclusive use of consultation, we will seek to move the Council forward together in to 2014/15 and beyond.

This Plan is 'your' plan - every single member of the community of Newcastle-under-Lyme has a stake in delivering this Plan and it seeks to improve the Borough we live or work in.

I look forward to working with you all making the Borough a cleaner, healthier and prosperous place to live.

**... using
resources well
to provide good
public services**

**... targeting
support for
those who need
it most**

**... local people
involved and
having a say**

Welcome

from the Chief Executive



John Sellgren
Chief Executive

We want to make the borough a better place to live, work and invest by creating a place that is prosperous, clean, healthy and safe.

For Newcastle Borough Council, 2014-15 is seen as a year of preparation to plan our approach of how it intends to face the financial issues of the local authority in the years ahead to 2020.

It sets out how the council will seek to achieve this by laying down firm foundations and looks to maintain high quality services with less resources.

In these challenging economic times it is important that resources are used prudently and effectively. Whilst we still face budget reductions, the council is ensuring we take every opportunity to reduce our costs by challenging what we spend and how we do things.

At the same time we aim to deliver value for money services, focused on the local needs of our communities, aiming to create a council which is responsive and in touch with the people it serves.

In producing this plan we have reviewed the way we do things and considered what is important for the borough.

Our plan focuses on doing those things which will deliver our priorities and on ensuring that we continue to deliver high quality services for our customers and as a council we are fit for the future.

By working smarter we will continue to deliver a programme that will bring real improvements and efficiencies in services for all in the borough.

- **Preparing for 2020**
- **Fit for the future**

- **Looking at the way we work**
- **Smarter business models**
- **Efficient and effective delivery**

Working towards 2020



Newcastle Borough is, like other authorities, facing difficult times ahead - balancing the reduction in funding with the provision of good quality services and managing possible increases in demand.

Over the next six years the council faces further huge cuts in funding, with at least 20 per cent fewer resources in the years 2015-20. Added to this is the economic impact of reduced public spending on residents, communities, local businesses and organisations.

services going forward as identified in the Asset Management Strategy 2014-17

- creative ways to facilitate economic growth through collaborative approaches with key landowners
- continue to progress the major Ryecroft Development Project in order to regenerate the town proposal along with an initiative for a new Civic Hub
- establish more efficient practices and systems
- strengthen existing links with partners and communities whilst forging new links for efficiency
- identify and adopt smarter and innovative ways of working to face the challenges of 2015-20

“ ...the council faces **huge cuts in funding** with at least **20 per cent fewer resources** in the years 2015-20 ”

In order to get the right balance, the council needs to ensure it is “fit for the future” and prepared with strong foundations to face the expected and unexpected challenges of 2015-20. The period that this plan covers is 2014-16 and is seen as a time for further preparation to:

- ensure that spending matches available resources in the future years.
- manage the disposal of surplus land and assets to provide the necessary funds to support





What does this mean?

Reviews of current services and practices are necessary to identify options for improvement which will release savings and still provide a good quality service for all communities.

The council and its services will need to be:-

- efficient and effective
- ensure plans consider the Medium Term Financial Strategy (MTFS)
- pro-active in how they plan and progress their work
- looking at how shared services may work
- considering the possible options of collaborative approaches to providing and delivering services
- able to make informed decisions for the future of their services that are difficult
- managing the resulting outcomes of change and addressing the impact

- communicating regularly to residents, communities, businesses and partners the effects of proposed plans or changes and encouraging feedback
- providing support to communities, especially those who are vulnerable
- seeking funding wherever possible to provide sustainability of service delivery

All of these actions will provide the environment and foundations for the council to be fit for the future and produce the necessary economies and savings.



Preparation in 2013-14

The council has already taken steps to prepare for 2014-15 to improve delivery of services and ensure efficiencies:-

- Implemented a shared Customer Relationship Management (CRM) system
- Replaced the financial system
- Improved ICT infrastructure
- Implemented strong procurement and commissioning approaches to identify further savings
- Reviewed services and practices to realise efficiencies and improvement to service delivery
- Established new strategic partnerships across all sectors
- Supported Locality Action Partnerships to develop
- Reviewed strategies and policies
- Involve staff and members in future modelling

Our Vision

.... is to create a borough that is prosperous, clean, healthy and safe

We want Newcastle-under-Lyme to be a borough in which people are proud to live, work, visit and do business. Moreover, we want the borough council to be an open, honest and transparent organisation which is accountable to local people and which, through co-operation with partners, will work together to improve where we all live.



“ safer place to live, work and visit with support for people ”

A healthy and active community

We will work with partners to make sure residents and visitors are able to access a range of facilities and support activities that will enable them to improve their health and quality of life.

Priorities

A clean, safe and sustainable borough

We will improve the environment so that everyone can enjoy a safe, sustainable and healthy borough.



A borough of opportunity

We will work with our partners to maximise investment and encourage enterprise and employment - generating activities that will create opportunities for improving the wealth, prosperity and housing choices of our residents.

Becoming a co-operative council which delivers high quality, community-driven services

Newcastle-under-Lyme Borough Council is working towards being a co-operative council which means we are working together with our residents, partners and local organisations to collectively deliver the best we can using the resources we have.



**“ Newcastle
is a
co-operative
council ”**

**What is a
co-operative council?**

The Co-operative Council Strategy was developed in 2013 and the council became a member of the Co-operative Councils Innovation Network in July 2013. The Network is made up of councils who subscribe to the principles of co-operative working and delivery.

With the values of the council at the heart of our co-operative approach we have started work in five key areas, the 5E’s of our co-operative promise for Newcastle-under-Lyme:

- **Enhancing** customer experiences - we will put our citizens at the heart of everything we do.
- **Encouraging** collaborative working between our communities and our partners - we will make our decisions co-operatively with the people that matter.
- **Engaging** with others - we will ensure that our decision making is fair, inclusive, open and transparent.

- **Establishing** a sustainable change to co-operative ways of working - we will be open to new ways of doing things.
- **Empowering** citizens, communities and our staff - we will give people the confidence to take control of their own lives and the area they live in rather than having decisions made for them by the Council.

Whilst we still face budget cuts, we are making sure that local people are much more involved when it comes to reducing our costs and challenging what we spend.

We are involving the community and business leaders in developing our future plans, drawing on the skills and expertise that exists in the borough.

**Working with our
communities**

The Newcastle Partnership engages with the Locality Action Partnerships (LAPs) across the Borough to offer potential opportunities for residents and communities to get involved in activities, engagement and decision-making in their area.

LAPs represent the established infrastructure of the partnerships for the delivery of locality working and offer communities enhanced and focused access to a range of partners in order to address and deliver against local priorities.

Our values

We will . . .

**. . . put residents
at the centre
of everything
we do**

**. . . work
co-operatively
with our
partners and
communities**

**. . . be open
and transparent
in all our
decision making**

**. . . be open
to new ideas
and new ways of
doing things**

The changing landscape

We have many things to consider when delivering a service to residents.



- ◆ **Population estimate of 124,200 residents in the borough**

- ◆ **14% more residents aged over 60 than in 2001**
(Census 2011)

- ◆ **Newcastle Borough is becoming a safer place to live, work and visit**

- ◆ **Long-term crime rates have fallen over the last few years.**

- ◆ **Residents are happy with Newcastle as a place to live**

- ◆ **Employment levels of 72% and key out-of-work benefits at 10.8% in early 2013**

- ◆ **Long-term worklessness and benefit dependency due to ill-health are major issues in some areas**

- ◆ **20.2% of year 6 children classified as obese in 2011-12**

- ◆ **Adult obesity rates recently estimated at 25.8%**

- ◆ **An estimated 20 per cent of adults smoke**

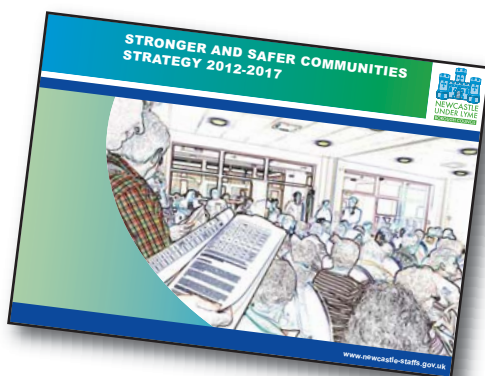
Priorities in Newcastle include tackling health inequalities, alcohol-related hospital admissions, the ageing population and long-term conditions.

Strategies, plans and partnerships driving our activities in 2014-16

Local Strategies

In response to the new landscape and future demands, four key strategies are used to help the Council focus its activities. These strategies are linked to the priorities of the Council:-

- Stronger and Safer Communities Strategy –
A clean, safe and sustainable borough
- Economic Development Strategy –
A borough of opportunity
- Health and Wellbeing Strategy –
A healthy and active community
- Co-operative Council Strategy –
A co-operative council delivering high quality, community driven services



These strategies show how the council is planning to work with partners and other organisations to improve and develop local communities and so deliver our vision for the borough.

Local Growth Strategy

The Stoke-on-Trent and Staffordshire Local Enterprise Partnership (LEP) has prepared a Strategic Economic Plan against which the LEP can plan its investment to help drive economic growth to 2030. This plan reflects the priorities in the council's own Economic Development Strategy and sets out an ambitious countywide vision for the area and a number of priorities based on:

- the rapid growth of Stoke-on-Trent
- "super-connectivity"
- energy expertise
- applied materials technology
- competitive urban centres
- sector growth
- a skilled workforce

resourced in part from the Government's Local Growth Fund, EU Funds, City Deal and other, including private sector, sources.

Newcastle Partnership

The Newcastle Partnership is the strategic partnership for the borough and has the vision:

Newcastle communities together, securing a prosperous future

In delivering this vision the Newcastle Partnership is focused on two priorities:

- Improving economic growth
- Tackling vulnerability

Newcastle-under-Lyme Local Police and Crime Plan 2014-17

The Local Police and Crime Plan for the borough has been produced by the council in collaboration with the Newcastle Local Policing Team and the office of the Police and Crime Commissioner.

It recognises that the local communities deserve a voice on how they are policed, protected and supported and is tailored to their local needs. Also it reflects the commitments of the borough council, the police and other partner agencies in the borough to work co-operatively with residents, to deliver high quality support and services.

Making good use of public money
Having to do more with less will mean we will be looking more creatively at how we provide and deliver our services over the next years – on our own by involving officers in developing new business models and together with our partners in the public, private and voluntary sectors. We will be taking a radical look at our assets - working hard to keep council tax low, maximising our resources and seeking out efficiencies in all that we do.



Priority 1:

A clean, safe and sustainable borough

Key activities for delivery in 2014-16:-

Recycling & Waste Strategy 2016

Since the introduction of the Recycling and Waste Service in 2010, the service has developed both in terms of efficiency and performance. Over this period we have reduced the cost of service by over £500,000 per year, increased our recycling to over 52% from a 27% rate in 2009, and reduced the amount of residual waste disposed of from 640.92 kg per household in 2009 to 430kg per household in 2014.

In 2016 the contract for the collection and treatment of the borough recycling and waste comes to an end. A Cabinet Panel reviewed a number of services and 13 different options and in July 2014 the panel will put a recommendation forward to Cabinet which includes a three 55 litre box system for dry recycling to be collected weekly and a change to all core collection services to be operated via an in-house service from the Councils Knutton Lane Depot.



Partnership Development

The shared vision for the Newcastle Partnership is Newcastle Communities together, securing a prosperous future. Having established a strategic framework, governance structure and work programme, the Partnership has been working since mid-2012 on delivering different projects, as well as continuing to work operationally with key partners in areas such as anti-social behaviour and the Building Resilient Communities and Families (BRFC) programme.

The Partnership in 2014 onwards will:-

- work with the Office of the Police and Crime Commissioner to maximise future funding opportunities and the development of services for the borough including the delivery of objectives within the Local Police and Crime Plan;
- Progress and improve the opportunities with co-location of services;
- Work with the County Council to actively assist in the further development of the Building Resilient Families and Communities (BRFC) project;
- Work with the Public Health team to co-ordinate a gap analysis of Health and Wellbeing services/ activities available in the borough;
- Work with partners to co-ordinate Safer Nights activities in the Town Centres;
- Streamline and strengthen the Locality Action Partnerships and provide additional support in order to allow them to govern their own work programmes and commission work effectively;

Outcomes:-

- **Our borough will be safer**
- **Our borough will be cleaner**
- **Our borough will be sustainable**



- co-ordinate the Purple Flag submission to the ACTM and associated activity;
- work towards achieving the Co-operative Council vision of the Borough Council in conjunction with partners and communities.

Local Environmental Quality in the Borough

Streetscene activities are key to ensuring the borough is clean, safe and sustainable. The teams work 364 days per year to keep streets clean, bins emptied and parks, open spaces and verges maintained. Surveys are undertaken throughout the year to monitor the Local Environmental Quality and the service aim is to ensure the high performance levels achieved are sustained in 2014-16. In addition, the community in 2013-14 gave over 8000 hours of voluntary effort to make the borough clean and attractive and the intention is to continue to develop and expand the scheme for 2014-16.

Priority 2:

A borough of opportunity

Key activities for delivery in 2014-16:-

Ryecroft development

The Ryecroft site, jointly purchased by the borough council and Staffordshire County Council from Sainsburys, is earmarked for a retail led redevelopment. The objective for development of the site is to bring new shops, up to 700 jobs and investment of around £60 million into the town centre.

The considerable interest, which has been shown by a range of interested parties wishing to take forward the major regeneration project is seen as a significant milestone for Newcastle. The evolution of the scheme will strengthen the economic fortunes of Newcastle town centre by improving the breadth of the retail offer. It reflects a growing confidence in the market place but is also seen as an encouraging sign of confidence in Newcastle itself.

Disposal of surplus land and assets

The first phase of a five year plan to sell some of the council's surplus land and property has come forward for public consultation. The council is proposing to sell some assets in its property portfolio to bring funds to support the capital programmes. Cuts in Government funding means the capital programme will depend on generating capital receipts for the foreseeable future.

The disposal of a range of assets which are surplus to requirements will allow the council to preserve services and invest in projects to meet community needs whilst avoiding costly borrowing to shore up its finances.

All land and property owned by the council is regularly assessed and the sites for disposal fall into one of the following categories:-

- Brownfield sites
- Green sites that do not form part of the council's Green Spaces Strategy
- Sites identified in the Green Spaces Strategy that could have a better alternative use
- Sites identified in the strategy which form a small part of a larger site and the removal of which would not impact significantly on the green space.

Further tranches of land and property will be brought forward for public consultation and potential disposal in the next few years and is expected to raise £7 million to support services and project.

Keele Golf Centre Development

The borough council is currently involved in talks with significant land owners near to Keele Golf Centre about the potential future of the site. The council is working with the landowners on a master planning exercise which will explore options for the medium to long term future of the facility along with their land. The centre is being advertised 'To Let' and is currently closed. Offers have been invited to lease the land for a term of up to three years. Interest about potential re-use have been wide ranging and include continuing as a golf course. Alternative or complimentary leisure use or other purposes would be considered – subject to planning, landlord and other approvals.

Outcomes:-

- **Newcastle is a great place to live**
- **Newcastle is a great place to work**
- **Newcastle is a great place to do business**

Local Plan

The Local Plan is a key, long term spatial plan which will help shape future development in Newcastle for the next 15-20 years. It sets out the opportunities and policies on what will or will not be permitted and indicates where it should go, including new homes and businesses.

The preparation of a new joint Local Plan working in partnership with Stoke-on-Trent City Council is planned. A timetable for completion of the Local Plan has been approved and a Joint Advisory Group comprising elected members from the two councils has been established to facilitate delivery of the Plan. The Joint Local Plan will perform three key roles, which can be summarised as follows:

- Firstly, it will set policies guiding the strategic direction of Newcastle-under-Lyme and Stoke-on-Trent, which will include identifying new targets for housing and jobs for the future.
- Secondly it will contain site-specific allocations with the aim of directing new housing, employment and shopping facilities to where they are needed to meet local community needs and benefit local people.
- Finally it will set site-specific and generic development management policies to be used in the determination of planning applications across the borough. It is expected that not all of the generic policies will apply equally across the area but will each help to ensure that the environmental impact of development is minimised.

Priority 3:

A healthy and active community

Key activities for delivery in 2014-16:-

Allotment Policy Consultation

This is an ongoing project following on from the work over the past 12 months by the allotment review committee, who looked into the whole issue of how the Council administers its allotments. The committee produced a report which details suggested changes to the way we charge for allotments, manage the eviction of bad tenants and even considered such issues as water conservation and environmental responsibilities along with a host of other things. We will be consulting with as many people as possible who have an interest in these issues and ask them to look at the report via our website or at our public receptions and then give us their views accordingly. The process will be announced via a press release as well as through social media with the results summarised into a report for Cabinet in Autumn 2014.

Community Centre Review

The community centre review undertaken in the past year has protected the long term future of community centres. It has done this by transferring the responsibility to local management committees and providing the tools to raise the finances to operate their particular community centre successfully. The result being that several of the committees are now in the position to negotiate to lease their community centre buildings from the council.

Sports and Physical Activity Strategy

This strategy, developed from the Action Plan of the Health & Wellbeing Strategy, identifies a number of stakeholders and activities that will increase the overall participation rates in sports & physical activity throughout the borough. The link between exercise and health is well documented, advising that increased levels of activity will improve an individual's health and reduce the impact on health related services in the future. Benefits include better mental health as well as combating the onset of several major diseases.

Kidsgrove Sports centre

The council has a long term association with the County Council and Clough Hall Technology School to

Outcomes:-

- *Everyone has the chance to live a healthy, independent life*
- *Everyone has access to high quality leisure and cultural facilities/ activities*
- *Everyone has the opportunity to get involved in their community*

jointly provide the Kidsgrove Sports Centre. This provision is nearing the end of its life span and the council is working hard to develop options to secure sports and leisure facilities for Kidsgrove that are fit for the 21st century. We are determined to provide the opportunity for Kidsgrove community to access high quality facilities that are designed, built, operated and financed in a sustainable way.



Priority 4:

A co-operative council delivering high quality, community-driven, services.

Key activities for delivery in 2014-16:-

Medium Term Financial Strategy (MTFS)

The council plans its finances over a 5-year rolling programme. This longer-term view is designed to highlight at an early stage where the council may have financial challenges and the level of resources it is likely to have available beyond the current financial year. This is crucial now when councils are faced with budget cuts in government funding and helps to identify future issues in order that a timely and planned approach can be taken to address a shortfall in resources, a reprioritisation of spending or indeed where additional resources are available, where they should be invested. The implications of the MTFS forecast is taken into consideration in the preparation of detailed budgets for 2014/15 and gives guideline figures for the budgets for the following four financial years.

Delivery of the procurement (strategic) work plan

The programme of cuts in funding detailed in the MTFS means we have to look more creatively at how we provide, and deliver, our services over the next four years. It is essential that the council spends less, year on year, and rethinks how it procures goods and services. We need to spend only what is necessary and ensure what we buy delivers real and sustainable value. A commitment to sustainability, fairness and the development of Social Value will be built in to our

purchasing decisions. Added to this we will seek to work in collaboration with various partners, local authorities and other public sector organisations in order to make efficiencies. Also where possible, encouraging micros, small to medium enterprises and social enterprises to engage and explore potential opportunities to contract with the authority – and so impact on the local economy.

Asset Management Strategy 2014-17

The Asset Management Strategy is a key document to manage the disposal of surplus land and assets to provide the necessary funds to support services going forward. It provides a clear framework for understanding the value and condition of property owned by the Council and our approach to the management and use of Council's land and property assets. It also summarises the potential ways in which investment can be funded and highlights the necessity to generate its own capital through the identification and disposal of surplus assets.

Shared Apprenticeship Scheme

Newcastle-under-Lyme Borough Council is committed to help support the worklessness agenda by increasing the number of employment opportunities for young local people to enable them to gain valuable work experience and a qualification as well as earning a wage within North Staffordshire.

The council believe a shared scheme working with our partners will help to

Outcomes:-

- **Your council is efficient, open and innovative in its work**
- **Your services are designed and delivered co-operatively.**
- **Your community is strong and well supported.**

pool together our resources and share the responsibilities of training apprentices who may not have the time or resources to take an apprentice on for the duration of the programme. In this approach no single organisation bears the total costs of financing the apprenticeship and allows more varied opportunities for the apprentice. Some of the potential career paths for apprentices are Customer Service, Business Administration, Finance, Sports and Leisure, Parks, Grounds Maintenance, Streetscene, ICT, Garage Workshop and Warehousing/ Fork Lift.

Delivery of the Localism Bill

The Localism Bill was introduced in 2010 and shifts power from central government in to the hands of individuals, communities and councils. Localism isn't simply about giving power back to local government but to individuals, neighbourhoods, professionals and communities as well as local councils and other local institutions – close to the people who are affected by the decisions. The Bill includes five key measures that underpin the Government's approach to decentralisation:-

- Community Rights
- Neighbourhood Planning
- Housing
- General power of competence
- Empowering cities and other local areas

Newcastle-under-Lyme Borough Council Plan

2014-16



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Members: Sandra Hambleton, David Stringer, Amelia Rout, John Taylor, Stephen Sweeney, Tracey Peers, Andrew Fear, Nigel Jones and Derrick Huckfield

FINANCE, RESOURCES AND PARTNERSHIP SCRUTINY COMMITTEE WORK PLAN



Chair: Councillor Paul Waring
Vice Chair: Councillor Rob Wallace

Portfolio Holder(s) covering the Committee's remit:

Councillor Mike Stubbs (Communications, Policy and Partnerships)

Councillor Mrs Elizabeth Shenton (Finance and Resources)

Councillor Terry Turner (Economic Regeneration, Business and Town Centres)

Work Plan correct as at: Wednesday 20 August 2014

Remit:

Finance, Resources and Partnership Scrutiny Committee is responsible for:

- Communications and consultation
- Council structure and democracy and constitutional review
- Customer contact and customer service centres
- Member development and support
- Neighbourhood and locality working
- Partnerships: Newcastle Partnership Strategic Board
- Performance management and monitoring
- Revenues and benefits
- Putting people first
- Risk champion
- Transformation programme
- Accountancy
- Budget
- Capital and revenue expenditure
- Efficiency savings
- Financial monitoring
- Health and safety champion
- Human Resources
- Information and communication technology
- Procurement champion
- Treasury management
- Workforce development
- Co-operative Council

Date of Meeting	Item	Reason for Undertaking
17 June 2014 (agenda dispatch Friday 6 June)	Financial and Performance Management Report to end of Quarter 4 (March) 2014	To provide Finance, Resources & Partnerships (FRAP) Scrutiny Committee with the Financial and Performance Review, Fourth Quarter 2013/2014
	Parish and Town Councils Review of Concurrent Funding	To present Committee with proposals for a review of the existing funding arrangements dedicated to Parish/Town Council concurrent functions
	Council Plan (to be submitted to July Cabinet)	To receive developments of the new Council Plan 2014-16
	Constitutional Review Working Group Future Work Plans	To ask FRAP Scrutiny Committee to nominate members of the Scrutiny Committee to sit on the Constitutional Review Working Group
	Finance, Resources and Partnership Scrutiny Committee Work Plan	To discuss the work plan and potential topics that Committee Members would like to scrutinise over the forthcoming year
1 September 2014 (agenda dispatch 22 August 2014)	Portfolio Holder Question Time	Opportunity for the Committee to question the Portfolio Holders on their priorities and work objectives for the next six months and to address any issues or concerns that they may be facing
	Keele Golf Course	To provide Members with information about the outcome of a marketing exercise which sought to identify a range of potential options for the interim use of the former Keele Golf Course
	Quarter 1 Financial & Performance Review	To provide Scrutiny with the Financial and Performance Review, Quarter One 2014/2015
	Supplementary report to comments from Scrutiny on the Quarter 4 Performance Report	To present to Scrutiny a report in response to questions and comments raised at the last meeting on 17 June 2014
	Council Plan 2014-16	Cabinet approved version of the Council Plan to be presented to Scrutiny
	Finance, Resources and Partnership Scrutiny Committee Work Plan	To discuss the work plan and potential topics that Committee Members would like to scrutinise over the forthcoming year

Date of Meeting	Item	Reason for Undertaking
5 November 2014 (agenda dispatch 24 October 2014)	Medium Term Financial Strategy	To set out the Medium Term Financial Strategy for 2015/2016 and the following four years, indicating the projected budgets for these years and the shortfall compared to available resources
	Finance, Resources and Partnership Scrutiny Committee Work Plan	To discuss the work plan and potential topics that Committee Members would like to scrutinise over the forthcoming year
4 December 2014 (agenda dispatch 21 November 2014)	Capital Strategy 2015/2016	Approval of how the Council deploys its capital resources in order to assist it to achieve its corporate and service objectives
	Parish/Town Councils – Review of Concurrent Funding Task and Finish Group	To receive recommendations from the Task and Finish Group around the future arrangements for concurrent funding of Town/Parish Councils in the Borough
	Revenue and Capital Budgets 2015/2016	To review progress on the completion of the revenue and capital budgets for 2015/2016 to enable a robust and affordable budget for 2015/2016 to be approved
	Scale of Fees and Charges 2015/2016	Review of the fees and charges which the Council makes in order to keep them in line with the cost of service provision and to establish the amounts to be included in the 2015/2016 budget
	Finance, Resources & Partnership Scrutiny Committee Work Plan	To discuss the work plan and potential topics that Committee Members would like to scrutinise over the forthcoming year
	Recommendations made by Finance, Resources and Partnership Scrutiny Committee	To provide an overview of topics and recommendations made by Scrutiny and Cabinet from the 17 June 2014, 1 September 2014 and 5 November 2014 meetings
13 January 2015 (agenda dispatch 02 January 2015)	Budget Scrutiny Café	The café is an information gathering workshop and will give Members a chance to ask any questions relating to the budget setting process

Date of Meeting	Item	Reason for Undertaking
21 January 2015 (agenda dispatch 09 January 2015)	Treasury Management Strategy 2015/2016	To approve the Strategy to be followed by the Council in carrying out its treasury management activity in the forthcoming year 2015/2016
	Finance, Resources & Partnership Scrutiny Committee Work Plan	To discuss the work plan and potential topics that Committee Members would like to scrutinise over the forthcoming year
16 March 2015 (agenda dispatch 6 March 2015)	Annual Work Plan	To review outcomes, recommendations, feedback and further action required on items submitted over the past twelve months

Task and Finish Groups:	<ul style="list-style-type: none"> Parish and Town Councils – Review of Concurrent Funding
Future Task and Finish Groups:	
Suggestions for Potential Future Items:	<ul style="list-style-type: none"> Constitutional Review Working Group – Future Work Plans

DATES AND TIMES OF FUTURE MEETINGS:	Monday 1 September 2014, 7.00pm, Committee Room 1
	Wednesday 5 November 2014, 7.00pm, Committee Room 1
	Thursday 4 December 2014, 7.00pm, Committee Room 1
	Tuesday 13 January 2015, 7.00pm, Council Suite (Budget Scrutiny Café)
	Wednesday 21 January 2015, 7.00pm, Committee Room 1
	Monday 16 March 2015, 7.00pm, Committee Room 1

ADDITIONAL/JOINT MEETINGS:	Joint meeting with Economic Development and Enterprise Scrutiny Committee to be arranged October/November to discuss the Ryecroft Regeneration and Redevelopment Project
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DATES AND TIMES OF CABINET MEETINGS:	Wednesday 18 June 2014, 7.00pm, Committee Room 1
	Wednesday 23 July 2014, 7.00pm, Committee Room 1
	Wednesday 10 September 2014, 7.00pm, Committee Room 1
	Wednesday 15 October 2014, 7.00pm, Committee Room 1
	Wednesday 12 November 2014, 7.00pm, Committee Room 1
	Wednesday 14 January 2015, 7.00pm, Committee Room 1
	Wednesday 4 February 2015, 7.00pm, Committee Room 1 (BUDGET)
	Wednesday 25 March 2015, 7.00pm, Committee Room 1
	Wednesday 24 June 2015, 7.00pm, Committee Room 1

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