

Public Document Pack

Date of meeting **Wednesday, 10th February, 2016**

Time **6.00 pm**

Venue **Committee Room 1, Civic Offices, Merial Street,
Newcastle-under-Lyme, Staffordshire, ST5 2AG**

Contact **Geoff Durham**

Cabinet

AGENDA

PART 1 – OPEN AGENDA

- 1 Apologies**
- 2 DECLARATIONS OF INTEREST**
To receive declarations of interest from Members on items included in the agenda.
- 3 MINUTES** **(Pages 3 - 10)**
To consider the minutes of the previous meeting.
- 4 Ceramics Valley Enterprise Zone** **(Pages 11 - 24)**
- 5 Capital Strategy** **(Pages 25 - 28)**
- 6 Asset Strategy** **(Pages 29 - 36)**
- 7 Land at Sheldon Grove, Chesterton** **(Pages 37 - 42)**
- 8 Revenue and Capital Budgets** **(Pages 43 - 46)**
- 9 Budget Performance Monitoring Report - Quarter Three** **(Pages 47 - 62)**
- 10 Petition objecting to the proposed demolition of the former St
Giles and St George's school, Barracks Road, Newcastle** **(Pages 63 - 66)**
- 11 Corporate Complaints, Comments and Compliments Policy** **(Pages 67 - 72)**
- 12 URGENT BUSINESS**
To consider any business which is urgent within the meaning of Section 100B(4) of the
Local Government Act 1972.
- 13 ATTENDANCE AT CABINET MEETINGS**

Councillor attendance at Cabinet meetings:

- (1) The Chair or spokesperson of the Council's scrutiny committees and the mover of any motion referred to Cabinet shall be entitled to attend any formal public meeting of Cabinet to speak.
- (2) Other persons including non-executive members of the Council may speak at such meetings with the permission of the Chair of the Cabinet.

Public attendance at Cabinet meetings:

- (1) If a member of the public wishes to ask a question(s) at a meeting of Cabinet, they should serve two clear days' notice in writing of any such question(s) to the appropriate committee officer.
- (2) The Council Leader as Chair of Cabinet is given the discretion to waive the above deadline and assess the permissibility if the question(s). The Chair's decision will be final.
- (3) The maximum limit is three public questions at any one Cabinet meeting.
- (4) A maximum limit of three minutes is provided for each person to ask an initial question or make an initial statement to the Cabinet.
- (5) Any questions deemed to be repetitious or vexatious will be disallowed at the discretion of the Chair.

Members: Councillors Beech, Kearon, Turner (Vice-Chair), Williams, Shenton (Chair) and Rout

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.

FIELD_TITLE

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

CABINET

Wednesday, 20th January, 2016

Present:- Councillor Elizabeth Shenton – in the Chair
Councillors Beech, Kearon, Turner, Williams and Rout

1. **APOLOGIES**

Apologies were received from the Chief Executive – John Sellgren.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest stated.

3. **MINUTES**

Resolved: That the minutes of the meeting, held on 11 November, 2015, be approved as a correct record.

4. **MATTERS ARISING FROM THE MINUTES**

Councillor Turner queried Item 6 – Land at Sheldon Grove. The item had been Called-In and it had been assumed that it would be brought back to tonight's meeting.

Members were advised that, given the new information in the Cushman and Wakefield report to the Asset Policy Committee, the previous decision would need to be reviewed in view of the additional detail, and possibly remove Land at Sheldon Grove at this stage.

5. **COUNCIL TAX BASE - 2016-17**

Consideration was given to a report requesting that Members approve the Council Tax Base to be used to calculate the 2016/17 levies.

In addition, Members were asked to delegate the responsibility for the calculation, in future years to the Executive Director for Resources and Support Services in consultation with the relevant portfolio holder.

Resolved: (i) That, in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012, the amounts calculated as the Council Tax Base for 2016/17 shall be as follows:-

Band D Equivalent properties

<i>Newcastle Borough Council</i>	36,078
<i>Kidsgrove Town Council</i>	6,536
<i>Loggerheads</i>	1,878
<i>Audley</i>	2,510
<i>Balterley, Betley and Wrinehill</i>	576

Chapel and Hill Chorlton	192
Keele	332
Madeley	1,445
Maer	260
Whitmore	814
Silverdale	1,457

- (ii) That approval be given to delegate responsibility for the calculation of the Council Tax Base in future years to the Executive Director (Resources and Support Services) and that the Council's Scheme of Delegation be amended accordingly.

6. SCALE OF FEES AND CHARGES 2016-17

Members considered a report requesting approval for the proposed scale of fees and charges which would apply from 1 April, 2016.

The fees and charges which the Council makes need to be reviewed in order to keep them in line with the cost of service provision and ensure compliance with the Charging Policy.

Attention was drawn to page 20 of the report which showed some new charges and page 22 which showed deleted charges.

In addition, the Council's Executive Director – Resource and Support Services advised members of a minor change in the report. The section headed 'Land Charges' at the bottom of page 36 indicated no VAT to all. However, VAT will be added to Con 29 and therefore this would be added into the Land Charges figures where appropriate.

Resolved: That the fees and charges proposed to apply from 1 April, 2016, as set out in Appendix 1 be approved.

7. REVENUE AND CAPITAL BUDGETS 2016-17

Consideration was given to a report on Revenue and Capital Budgets for 2016/17.

The Portfolio Holder for Finance, IT and Customer thanked all officers who had been involved in the preparation of the budgets.

Members were advised that a decision had had to be made as to whether Council Tax should be increased for the year 2016/17 and unfortunately, due to circumstances, an increase of 1.99% was necessary.

Attention was drawn to page 59 of the agenda which indicated changes to the Medium Term Financial Strategy since its approval in November, 2015. Page 61 listed savings which had been made and page 61 showed that there would be no shortfall for 2016/17.

A suggestion was made to include a leaflet in with the Council Tax bills when they are sent out giving as breakdown of the individual charges for the County, Fire Service, Police and ourselves.

- Resolved:**
- (i) That the assumptions set out in the report be approved.
 - (ii) That it be agreed to increase the Council Tax levy by 1.99% for 2016/17.
 - (iii) That the Finance, Resources and Partnerships Scrutiny Committee be asked to consider what comments it wishes to make on the draft Budget and Council Tax proposals before the final proposals are considered at Cabinet in February 2016.

8. HACKNEY CARRIAGE TARIFF

The Cabinet considered a report with a request from the Hackney Carriage Association to change the commencement time of Tariff Two from midnight to 10pm.

The item had been considered by the Council's Public Protection Committee on 3 November, 2015 where it had been recommended to reject the request as it would have a harmful effect on the night time economy.

The Portfolio Holder for Safer Communities also recommended that the request be rejected.

- Resolved:**
- (i) That the request from the Chair of the Hackney Carriage Association be refused.
 - (ii) That the Council continue with the current arrangement for tariff 2.

9. COMMUNITY CENTRES REVIEW ACTION PLAN

Consideration was given to a report updating Members on the progress made in implementing the actions from the Community Centre Review.

Members were advised that five Community Centres had taken on, or were about to sign for, a lease. In addition there were a few who were ready to enter discussions regarding a lease.

The Chair expressed her thanks to the officers who had carried out the work on this and also to the people working in the community to keep them going.

- Resolved:**
- (i) That the progress made in implementing the Community Centre Review actions be noted and that it be recognised that there is still further work to be done.
 - (ii) That the continuation of the Cabinet Panel to provide ongoing oversight of the implementation of the Community Centres Review Action Plan be approved.

10. COMMUNITY INFRASTRUCTURE LEVY VIABILITY

Consideration was given to a report giving Members further guidance on the prospects of pursuing the bringing in of a Community Infrastructure Levy.

- Resolved:**
- (i) That Members note again that the advice received by the City Council that it would be inappropriate to proceed at this point in time with progressing a Community Infrastructure Levy is considered still to apply.
 - (ii) That officers continue to consider and advise the Planning Committee in specific cases whether particular obligations, following the coming into force of the provisions of Regulation 123 on 5th April 2015, are lawful.
 - (iii) That officers bring forward a timetable, with resource implications, detailing how it is proposed to develop proposals for a Community Infrastructure Levy Draft Preliminary Charging Schedule for consultation purposes, the approval of a Draft Charging Schedule and its submission for examination, and its examination following or at the same time as the Examination of the Joint Local Plan in 2018.

11. PUBLIC SECTOR HUB : EXPANSION OF ICT FACILITIES AT KIDSGROVE CUSTOMER SERVICE CENTRE

A report was submitted to Cabinet seeking approval for the procurement of new and replacement ICT hardware which is required to expand the Council's current ICT facilities at Kidsgrove Customer Service Centre, in support of the Public Sector Hub.

Members were advised that when the Hub opens, the back-up which is currently at Kidsgrove, would be moved to the Hub.

- Resolved:**
- (i) That the procurement of new and replacement ICT hardware to expand the Council's current ICT facilities at Kidsgrove Customer Services Centre in support of the Public Sector Hub, as detailed in the report be approved.
 - (ii) That the authority to award the various contracts be delegated to the Executive Director (Resources and Support Services) in consultation with the portfolio holder for Finance, IT and Customer.

12. SELECTIVE LICENSING

A report was submitted to Cabinet to present the case for Selective Licensing in the Miners Estate in Kidsgrove and to recommend the next steps.

It was felt necessary on this estate, to introduce Selective Licensing, to address low housing demand and high levels of private renting.

Members were advised that anti-social behaviour was high in this area and as a result people did not reside there for very long. The area also suffers from low demand.

Under the scheme, action could be taken against landlords who do not adequately maintain their properties. The Scheme would also allow the Council to control what is happening with properties in that locality.

Before the scheme is introduced, a consultation process would have to be undertaken and sufficient evidence given.

If it proved to be successful, it could be rolled out to other areas within the Borough. Members were advised that there were now more private landlords than social ones.

The Portfolio Holder for Finance, IT and Customer expressed his thanks to the officers who had carried out this work.

- Resolved:**
- (i) That it be confirmed that Cabinet believes the Selective Licensing Proposal is appropriately evidence based and robust.
 - (ii) That it be agreed to move forward to a ten week consultation of local residents, landlord's, businesses and other stakeholders.
 - (iii) That a report on the outcome of the consultation which will consider the representations made be brought to a future meeting.

13. LOCAL PLAN UPDATE

A report was submitted to Cabinet seeking approval to go out to public consultation on the Joint Local plan and to agree a revised work programme for its production.

Members were advised that an email had been received from Stoke on Trent City Council stating that they had approved the document.

- Resolved:**
- (i) That public consultation on the Issues Paper Consultation Document (Appendix 1), be approved, in line with the methods of consultation set out in the adopted Joint Statement of Community Involvement.
 - (ii) That the results of the consultation be brought back to Cabinet at the next stage in the Joint Local Plan Process – Strategic Options in summer 2016.
 - (iii) That the revised work programme for the production of the Joint Local Plan, set out in the report and that this is published as an update to the Council's Local Development Scheme be approved.

14. THE FUTURE DEVELOPMENT OF THE BOROUGH MUSEUM AND ART GALLERY

A report was submitted to Cabinet outlining options for the future development of the Borough Museum and Art Gallery along with the development of a plan for its management.

Members were advised that if the application for funding was successful, the Museum could move towards a more interactive offering whereby people could 'get involved' with exhibits.

- Resolved:**
- (i) That a Stage One application be submitted to the Heritage Lottery Fund for the refurbishment of the Borough Museum and Art Gallery.
 - (ii) That a further report be submitted to Cabinet on the outcome of the Stage One application and the options for potential future operating and governance models for the Museum Service.

15. PUBLIC SPACE PROTECTION ORDERS

A report was submitted to Cabinet seeing approval to pursue the introduction of Public Sector Protection Orders (PSPO's) within the Borough.

The Orders would mean that the possession of legal highs would also be prohibited in areas where alcohol is currently not allowed.

Members were advised that some areas used PSPO's to push the homeless out of certain areas. Reassurance was given that Newcastle would not use the Orders to such affect but would help then in any way possible but if any problematic behaviour occurred the Order would then apply.

- Resolved:**
- (i) That the consultation with relevant partners and stakeholders on the potential coverage of PSPO's be approved.
 - (ii) That Officers be authorised to pursue introduction of PSPO's for the indicative issues detailed in the report.

16. PROCUREMENT OF THE COUNCIL'S LONG TERM AGREEMENT (INSURANCE)

A report was submitted to Cabinet informing Members of the approach used to re-procure the Council's Long Term Agreement for Insurance.

Members' attention was drawn to paragraph 5.4 of the report which showed an opportunity to save £201,000 when compared to the Council's budgeted/anticipated spend.

The Portfolio Holder for Finance, IT and Customer thanked the officers involved in this process and for the savings made.

- Resolved:**
- (i) That the procurement approach adopted by officers be acknowledged.
 - (ii) That approval be given to formally award a contract to the successful provider following completion of the procurement on the basis of the 'Most Economically Advantageous Tender.

17. URGENT BUSINESS

There was no Urgent Business.

COUNCILLOR ELIZABETH SHENTON
Chair

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**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL
EXECUTIVE MANAGEMENT TEAM'S REPORT TO CABINET**

10 February 2016

THE CERAMICS VALLEY ENTERPRISE ZONE

Submitted by: Neale Clifton, Executive Director, Regeneration and Development

Principal author: Simon Smith, Regeneration

Portfolio: Town Centres, Business and Assets

Ward(s) affected: Bradwell and adjacent Wards

Purpose of the Report:

To advise Members of the designation of an Enterprise Zone covering a number of development sites along the A500 Corridor (including Chatterley Valley phase 2) referred to as 'The Ceramics Valley Enterprise Zone'.

Recommendations:

- 1. That the Portfolio Holder for Town Centres, Business and Assets be invited to represent the Borough Council on the Enterprise Zone Board.**
- 2. That officers continue to work with those of the City and County Councils to promote the Zone for investment and with landowners and developers to help bring forward its development.**

Reasons:

1. To ensure satisfactory oversight and democratic accountability to the management of the Zone.
2. To maximise the investment potential of the Zone.

1. Background

- 1.1 Last summer, the Government invited local authorities to submit proposals for a new round of 'Enterprise Zones' aimed at accelerating interest in the development of employment sites through the offer of financial incentives to business and a simplified planning regime. Two prospects emerged from discussions with local partners; Keele Science Park and a number of sites along the A500 corridor termed 'The Ceramics Corridor'. The Local Enterprise Partnership (LEP) supported both submissions but was required by DCLG to rank them. It prioritised the A500 Corridor designation and DCLG subsequently announced in November that the Ceramics

Corridor would be designated an Enterprise Zone (EZ) and this would come into operation in April 2016.

1.2 The Ceramics Corridor EZ comprises the following development sites:

- Chatterley Valley phase 2 (all of which lies within the Borough), together with
- Etruria Valley, Highgate/Ravensdale (the old H&R Johnson Tiles site), 'Tunstall Arrow', Stoke Links, and the former Armitage Shanks site in Cliffe Vale (all of which lie within the City).

2. Implications of Enterprise Zone status

- 2.1 The marketing of the six sites which lie within the Zone will focus on the ceramic sector (an obvious USP for Stoke-on-Trent building on the City's research expertise, skills and supply chains), but development will not be restricted to that sector (given existing planning permissions).
- 2.2 The financial incentives to be offered to firms investing on the six sites included within the Zone will be either enhanced capital allowances or business rate relief (for State Aids reasons, the UK Government can't offer more than this to private companies). In Chatterley Valley phase 2's case, the landowners has requested we proceed with the offer of business rate relief. This means that for a period of five years firms will benefit from business rate relief (up to a maximum of £275,000). The Treasury will then reimburse the revenue it would have received to the local authority.
- 2.3 While the business rate discount to businesses lasts for 5 years, 100% of the business rates (including that payable after the 5 year 'rates holiday' will be retained locally for a period of 25 years. This, Government expects to be used to be re-invested in funding development in the Zone. This will be collected by local authorities, as at present, but it will be for the LEP to decide how this is to be used. Clearly the LEP and the Borough, City and County Councils will need to work out a strategy for this investment.
- 2.4 Only one of the six sites (Highgate/Ravensdale) is proposed to be the subject of a Local Development Order (LDO) offering a simplified planning regime (i.e. this will not apply to Chatterley Valley phase 2 which already benefits from an approved masterplan and outline planning permission for B1, B2, B8 development).

3. Development Proposed

- 3.1 The Borough Council is primarily interested in the development proposed on Chatterley Valley phase 2 (although it should be acknowledged that it would expect the Borough's residents and the local economy to benefit from the development of all six sites). This is the area of land to the west of the Blue Planet development (now occupied by JCB) and which lies between the Stoke – Manchester railway line (the WCML) and the A500. This site is around 40 ha / 100 acres in area and is owned by

two partners who have a joint venture between them intended to bring the site forward for development. Prior to the designation of the Zone, officers had been in discussions with one of the partners over its plans for the potential development of the site and clearly the Zone status has added impetus to this.

- 3.2 The site divides between two areas of land; Peacock Hay to the north, which is suited for small business development and Chatterley Sidings to the south which is better suited to large footplate development. The main landowner have engaged national agents to promote the site. It is anticipated that the two areas together could accommodate around 800-900,000 sq. ft. of development and between 1200 and 1500 jobs, though, until detailed enquiries are brought through and built out, this has to remain conjecture.
- 3.3. EZ status itself does not help with the cost of bringing forward the site for development (and the site is known to be expensive in terms of earthworks (to create development plateaux on a sloping site) and off-site infrastructure requirements). While these costs will need to be borne by the developer, EZ status will give the developer greater confidence inducing businesses to locate here and, as a result, it is intended that the site will be built out more quickly than if this were not the case.
- 3.4 The scale and form of development likely to come forward on the five sites within Stoke-on-Trent is likely to be better known in the coming months. The City's bid document talks in terms of 240 hectares of development land and up to 6750 net direct additional jobs by 2020, though this latter figure should be treated with some caution given (a) the variability of the type and density of development which might take place, and (b) the difficulty in bringing forward some of these brownfield sites.

4. Oversight and Management of the Enterprise Zone

- 4.1 In order to provide oversight and direction to the management of the Enterprise Zone, a quarterly Project Board under the aegis of the LEP is to be established which will have private sector representatives together with Members representing the City, Borough and County Councils. It is proposed that the Portfolio Holder for Town Centres, Business and Assets be invited to represent the Borough Council on the Enterprise Zone Board.

5. Outcomes Linked to Corporate Priorities

- 5.1 The potential acceleration of development and the employment opportunities that may arise from the EZ designation would contribute to the Council's priority relating to a Borough of Opportunity.

6. Financial and Resource Implications

- 6.1 There will be some staff resource implications arising from the management and promotion of the Enterprise Zone. The City Council is recruiting two additional members of staff to deal with this. In the Borough Council's case, this work will be absorbed by some re-allocation of staff responsibilities within the Economic Regeneration Team.
- 6.2 There will be significant financial implications for the Borough Council of Enterprise Zone status in the event of the Chatterley Valley phase 2 being developed – see paragraph 2.3 above. Currently the site is undeveloped and the Council does not enjoy the benefit of business rate income from the site. The value of the retained business rates once the site is developed will depend on the scale of development attracted and how the LEP agrees to make use of this. These discussions are yet to take place.

7. Major Risks

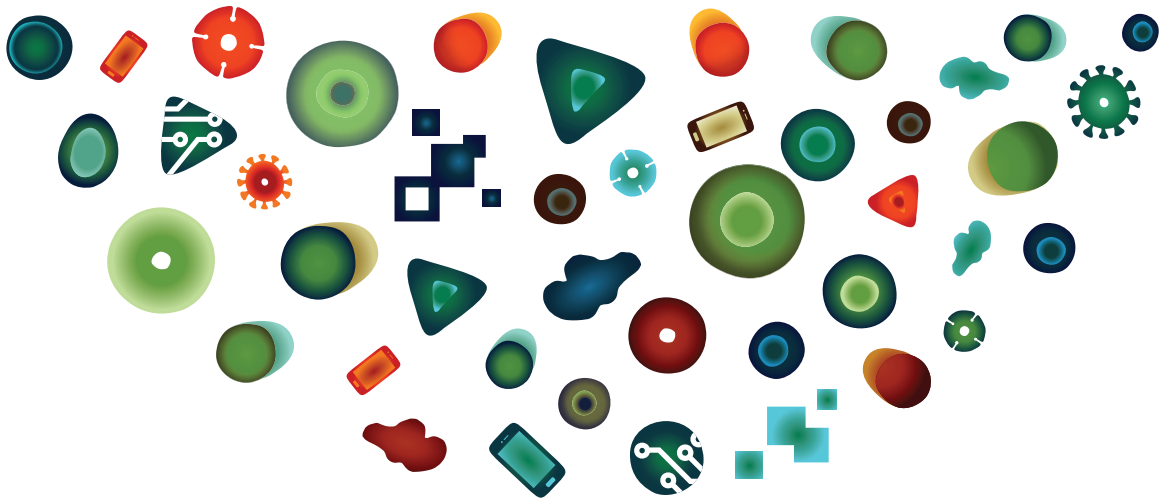
- 7.1 Developer unable / unwilling to bring forward the site.
- Likelihood: medium
 - Impact: high
 - Mitigation: continue to work with developer to reduce risk and explore sources of funding to meet some of the abnormal costs of opening up the site.
- 7.2 Developer unable to attract occupiers once site prepared for development
- Likelihood: low
 - Impact medium to high
 - Mitigation: additional support to market the site through the Make It team
- 7.3 Failure to capture locally retained business rates
- Likelihood: not known at this stage
 - Impact: medium
 - Mitigation: high level discussions (including senior Members) between LEP and the two other local authorities
- 7.4 Planning and highway issues
- Likelihood: low to medium (site already has outline planning permission)
 - Impact: low to medium
 - Mitigation: to find any necessary technical solution
 -

8. Key Decision Information

- 8.1 None

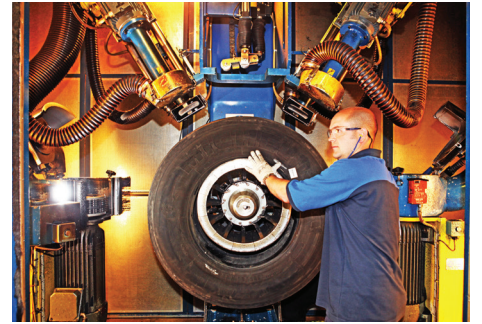
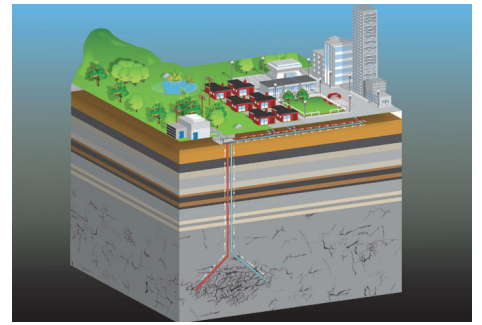


CERAMIC VALLEY



Stoke-on-Trent & Staffordshire Enterprise Zone

FOREWORD



Ceramic Valley Enterprise Zone (EZ) is part of an ambitious initiative that will continue Stoke-on-Trent & Staffordshire's remarkable economic growth, driving the area's already enviable reputation as a major centre of manufacturing know-how.

The EZ is already creating an environment where business can start-up, grow and expand. New business coming to the area can be assured a soft landing through intensive support from the Make It Stoke-on-Trent & Staffordshire investment service.

The UK is one of the easiest places in the world in which to do business, and Stoke-on-Trent & Staffordshire is fast developing as one of the best places to grow a company in the UK.

The Ceramic Valley Enterprise Zone comprises six key sites totalling 140 hectares along the strategic A500 corridor in the heart of the city of Stoke-on-Trent.

This prime location at the centre of the UK transport network, links junctions 15 and 16 of the M6 and offers excellent access to national and international markets.



KEY BENEFITS OF THE ENTERPRISE ZONE:

Investments in Infrastructure

The EZ will benefit from investments in infrastructure and remediation to ensure that sites are shovel-ready for developers;

Building on Existing Sector Strengths

Our 'cluster' approach delivers significant advantages, ranging from supply chains through to shared training and development facilities;

Superfast Broadband

We are committed to providing all sites within the EZ with broadband capacity of 80-100 mbps download speeds. 4G coverage within the EZ is already excellent;

Industry Sectors

The EZ will support a very wide range of light industry, office, general manufacturing and warehouse/distribution uses, but the following sectors will particularly benefit:

Advanced Ceramics

Capitalising on the city's unique selling point as the "World Capital of Ceramics" and home of the UK ceramics industry;

Automotive Supply Chain

Taking advantage of our unique strategic location at the heart of an automotive triangle between car assembly plants in the West Midlands, Merseyside and Derby - creating a compelling supply chain offer. Within one hour of the EZ are Jaguar, Land Rover, JCB, Toyota, Bentley and General Motors;

Energy and Power Generation

Building on the momentum created through the city's unique energy offer, and Government investment and private sector interest in the proposed district heat network. It also allows access to key OEMs in the area including Alstom, ABB, General Electric and Siemens;

Logistics

The EZ's enviable location at the heart of the UK and its transport infrastructure make it an obvious choice for logistics companies;

Business & Professional Services

Tapping into a huge talent pool that stretches from Birmingham to Manchester (but without the costs of those two cities). Companies such as bet365 and Vodafone already have major investments on the edge of the EZ, employing over 2000 people between them.

To Manchester

Chatterley Valley East
Local Authority: Stoke-on-Trent City Council
Ownership: Northern Trust
Size: 18.2 ha
Uses: Automotive/ceramic supply chains
Incentives: Business Rate Relief, Enhanced Capital Allowances

Tunstall Arrow
Local Authority: Stoke-on-Trent City Council
Ownership: Network Space
Size: 8.8 ha
Uses: Light Industry
Incentives: Business Rate Relief

Highgate/Ravensdale
Local Authority: Stoke-on-Trent City Council
Ownership: CW Clowes Development
Size: 38.3ha
Uses: Modern manufacturing, Logistics
Incentives: Business Rate Relief

Chatterley Valley West
Local Authority: Newcastle-under-Lyme
Ownership: Harworth Estates
Size: 38ha
Uses: Light industry, Logistics
Incentives: Business Rate Relief

Etruria Valley
Local Authority: Stoke-on-Trent City Council
Ownership: Stoke-on-Trent Regeneration Ltd (St Modwen)
Size: 31.3ha

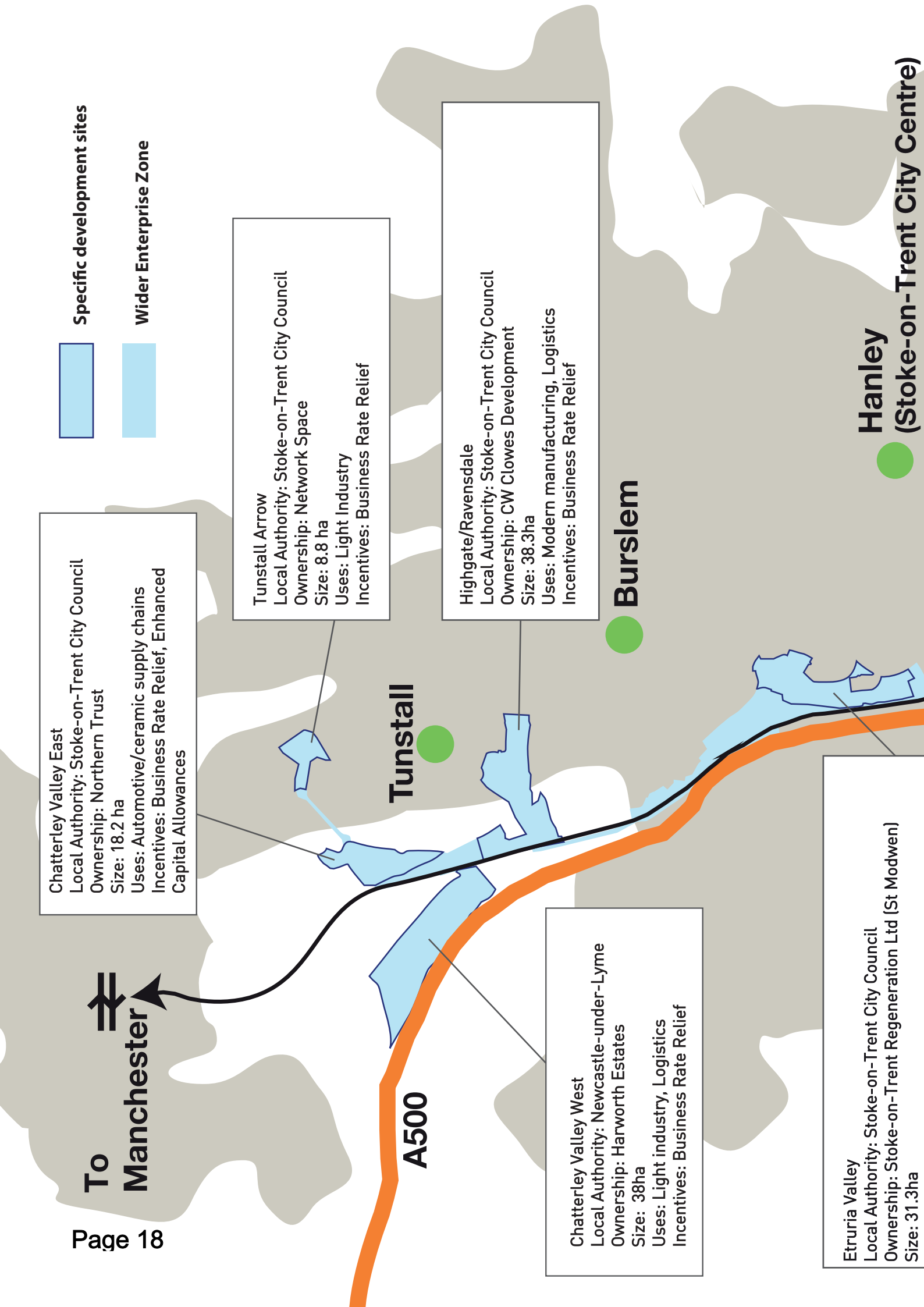
Specific development sites

Wider Enterprise Zone

Tunstall

Burslem

Hanley (Stoke-on-Trent City Centre)



Uses: Mixed use, business services, manufacturing, logistics
Incentives: Enhanced Capital Allowances

**Newcastle-
under-Lyme**



**Stoke
Town**



Fenton



M6 North



M6 South



**To
Derby**



Longton



**To
Birmingham**



A50

A500

Cliffe Vale

Local Authority: Stoke-on-Trent City Council
Ownership: Stoke-on-Trent City Council Size:
6.2ha

Uses: Industrial workshop units
Incentives: Business Rate Relief

A RECIPE FOR SUCCESS...



Financial Incentives

The Make It Stoke-on-Trent & Staffordshire team can help broker access to sources of grants, loans and equity investments. However, companies setting up or expanding within the Enterprise Zone are, prior to 2020, entitled to:

Business Rate Reduction. Companies moving into 5 of the sites within the EZ (Cliffe Vale; Highgate/Ravensdale; Chatterley Valley East and West; and Tunstall Arrow) can benefit from a business rate reduction of up to £55,000 per annum for a 5-year period (so a maximum of a £275,000 reduction);

Enhanced Capital Allowances (ECAs). Companies moving into the 6th site, Etruria Valley, and investing in plant and machinery, can qualify for ECAs. This allows business to write down the costs of certain assets against their taxable income. At present ECAs give a 100% first year allowance for qualifying assets until March 2020.

A Strong Business Support Offer

The delivery of the EZ will be underpinned by a strong offer for business including:

A Red Carpet Treatment; the Make It Stoke-on-Trent & Staffordshire team will act as ambassadors for investors, ensuring a smooth ride through the planning system and other statutory needs;

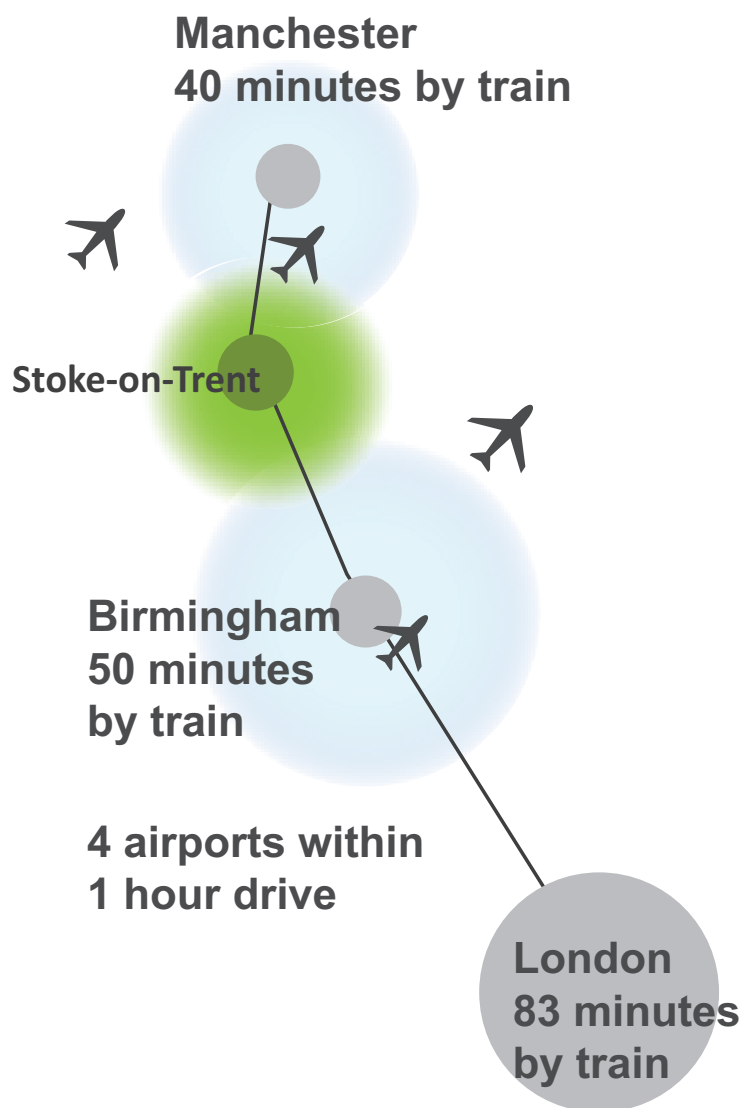
Property Solutions, to help find the right site or premises in the EZ, and get you in touch with the owners and developers;

Financial Support, to help you find the right source of grant, loan and equity investment;

A Recruitment & Skills Brokerage, to help you find the right workforce for you;

Competitive Business Intelligence, providing key real time data to allow you to find your customers and your supply chain, and information on your competitors and gaps in the market.

WHY STOKE-ON-TRENT & STAFFORDSHIRE?



Stoke-on-Trent: Better Connected, Better Located

Stoke-on-Trent is located at the heart of the UK, enjoying unparalleled connectivity at the axis of key north-south, east-west road and rail corridors, providing easy access across the wider region and the UK.

Anchoring the space between Birmingham and Manchester, the city enjoys:

Excellent road connections, being situated on the M6 from which it also has excellent connections to the M1, M62 and M42;

Rail connections: The city's West Coast Mainline station allows travel to London in 85 minutes away (with 2 trains per hour), Manchester in 40 minutes and Birmingham in 50 minutes;

International connections: Four airports within an hour's drive, as is the Atlantic Gateway at Liverpool.

Competitively Priced

With office rentals at 60% less than Birmingham and Manchester (despite being located halfway between the two) and industrial rental 20% less than comparable cities, Ceramic Valley EZ makes perfect sense from a business perspective. In addition, labour costs are 10% less than the UK average in both manufacturing and telesales, giving another compelling reason.

Leisure & Lifestyle

Stoke-on-Trent & Staffordshire can offer a lifestyle that is second-to-none. From urban chic to rural idyll (with the Peak District National Park being just 15 miles away), there is a lifestyle here to suit all tastes.

For more information please contact:
Make It Stoke-on-Trent & Staffordshire
investment service
enquiries@makeitstokestaffs.co.uk
0044 (0)300 111 8005

For more information please contact:
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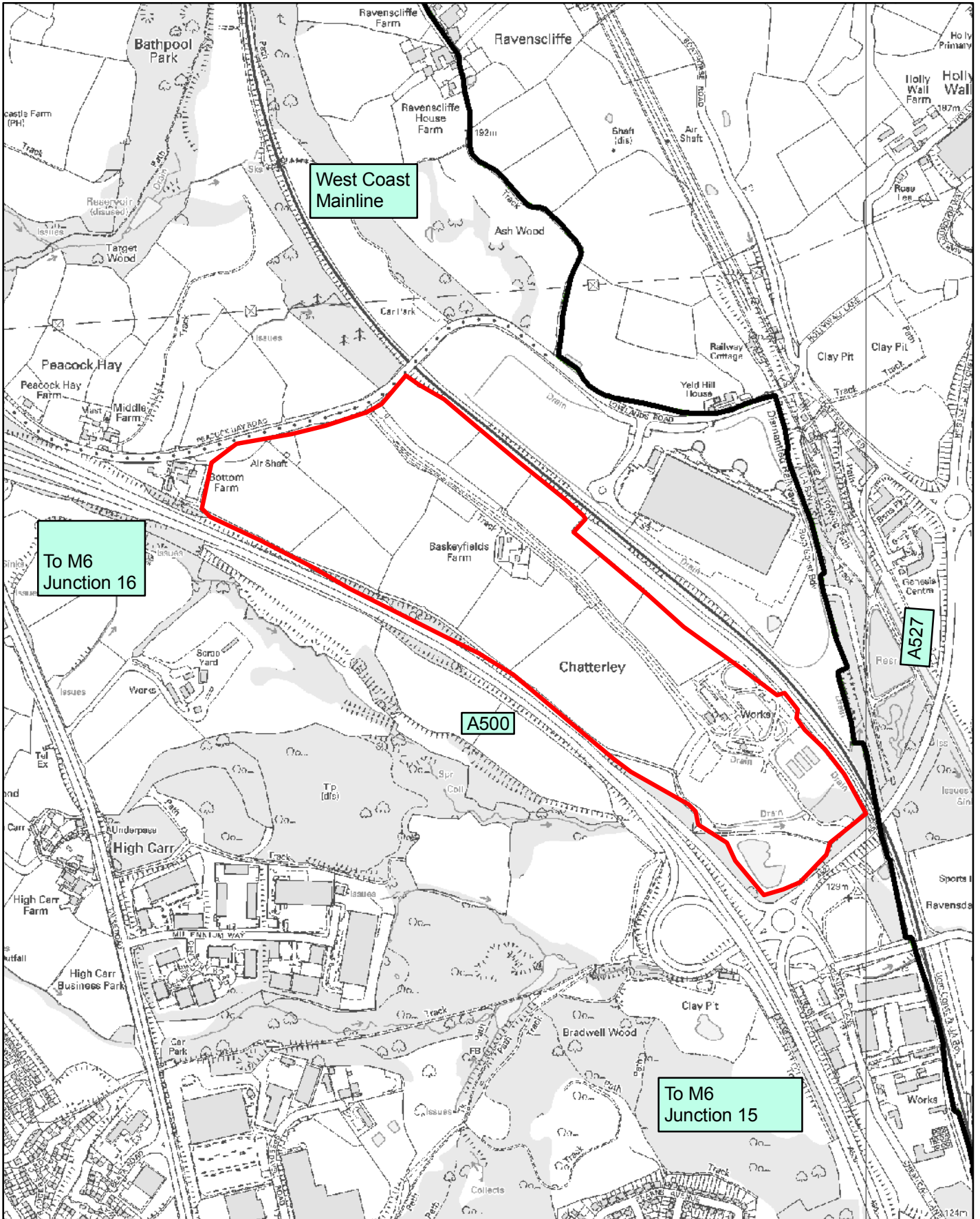


City of
Stoke-on-Trent

Make it | **Stoke-on-Trent
& Staffordshire**



Chatterley Valley Phase 2, Newcastle-under-Lyme



To M6
Junction 16

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To M6
Junction 15



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CAPITAL STRATEGY

Submitted by: Executive Director – Resources and Support Services

Portfolio: Finance, ICT and Customer

Ward(s) affected: All

Purpose of the Report

For Cabinet to consider the recommendations of the Special Council meeting held on 27 January 2016 following their consideration of the report of the Assets Policy Committee entitled “Capital Programme Funding Framework and Programme for the Disposal of Surplus Assets”. This report is concerned with the two recommendations that relate to the Council’s Capital Strategy. A separate report on your agenda considers the recommendations in respect of the Council’s Asset Management Strategy.

Recommendations

That Cabinet considers the following 2 recommendations of the Special Council meeting Held on 27 January 2016 in relation to the Capital Strategy:

- a.) That Cabinet reaffirms its decision taken in October 2014 that the Council, as a first resort, will seek to fund its future known capital programme needs through the annual asset management process by the identification of land or property in its ownership that is capable of, and appropriate for, disposal.***
- b.) That provision is made in future revenue budgets for prudential borrowing.***

Reasons

To ascertain if any changes are required to the current Capital Strategy following the work undertaken by the Assets Policy Committee and the recommendations made at the Special Council meeting held on 27 January 2016.

1. Background

- 1.1 The current Capital Strategy was approved by Council on 25 February 2015 and covers the period 2015 to 2019.
- 1.2 The purpose of the Capital Strategy is to set out how the Council proposes to deploy its capital resources in order to achieve its corporate and service objectives. It takes into account other relevant Council strategies, policies and plans and the views of partners and stakeholders with whom the Council is involved. It also takes account of the resources which are likely to be available to the Council to fund capital investment and the effect of that investment on the Council’s revenue budget. It serves as a useful point of reference when determining or reviewing the Council’s Capital Programme.

2. Issues

- 2.1 The underlying strategy, reflecting Council policies, which is set out in the document has not changed since it was approved and it is not intended to propose any amendments. The revenue and capital budgets report considered by Cabinet at its last meeting on 20 January 2016 reflected the changes to the expenditure programme planned for 2016/17.

- 2.2 In respect of funding the capital programme, the strategy concluded that the only realistic option to meet investment needs is a systematic programme of surplus land disposal, which will also enable the Council to deliver its policy objective of bringing forward more affordable and social housing by the release of some of its land holdings. Accordingly Cabinet resolved at its meeting of 15 October 2014 – which was endorsed by full Council at its meeting on 25 February 2015 when approving the Capital Strategy – ***“That Cabinet agrees with the principle that the Council, as a first resort, will seek to fund its future known capital programme needs through the annual asset management planning process by the identification of land or property in its ownership that is capable of, and appropriate for, disposal”.***
- 2.3 At the Council meeting on 25 November 2015 a resolution was made to establish an Assets Policy Committee (APC) with the principle aim of preparing a new Assets Policy for consideration by Council and then subsequently by the Cabinet. Part of the terms of reference agreed by the APC were:
- i.) To review the Council’s current and anticipated future capital expenditure requirements; and
 - ii.) To consider options to fund these future capital expenditure requirements.

These both have relevance to the Capital Strategy.

- 2.4 At its meeting on 16 December 2015 the APC considered two reports from the Executive Director – Resources and Support Services, namely:

- 2.4.1 The Council’s Planned Capital Expenditure
- 2.4.2 Funding Options for the Council’s Capital Programme

2.5 **The Council’s Planned Capital Expenditure**

Members of the APC were provided with an update in respect of the “Newcastle Capital Expenditure Programme” identifying investment of £16.5m required over the next four years, and noted the report.

2.6 **Funding Options for the Council’s Capital Programme**

- 2.6.1 Members of the APC were provided with an outline of the options available to fund the Council’s capital investment programme and concluded that the Council has two main options to fund its capital programme – capital receipts from the sale of assets and borrowing.

- 2.6.2 The APC agreed two recommendations which formed part of their report to the Special Council meeting on 27 January 2016. The two recommendations were:

- i.) The Committee reaffirmed the decision of Cabinet taken in October 2014 “that the Council as a first resort, will seek to fund its known capital programme needs through the annual asset management planning process by the identification of land or property in its ownership that is capable of, and appropriate for, disposal”.
- ii.) The Committee recommends to full Council that provision is made in future revenue budgets for prudential borrowing.

- 2.7 At the Special Council meeting on 27 January 2016 both of the above recommendations were agreed to be put forward to the Cabinet.

3 Financial and Resource Implications

- 3.1 The data in relation to the ongoing need for capital investment in areas such as operational equipment and property both operational and income earning, demonstrates the continuing need for resources sufficient to finance such investment. If, for whatever reason, the planned programme of disposals does not deliver the required amount then there will be no options other than to curtail investment, which may be difficult or counter-productive, or to meet the shortfall by either temporary borrowing or prudential borrowing.
- 3.2 Part of paragraph 12.8 of the current Capital Strategy states “if significant sales of assets cannot be achieved within the timescales the Council may have to review its stance with regards to borrowing, if this proves to be the only practical means of funding necessary investment”.

4 Earlier Cabinet / Committee Resolutions

- 4.1 Cabinet 5 February 2014 – “Newcastle Capital Investment Programme”
Cabinet 15 October 2014 – “Funding the Council’s Capital Programme”
Council 25 February 2015 – “Capital Strategy 2015 to 2019”
Council 25 November 2015 – Resolution to establish an Assets Policy Committee
Assets Policy Committee 16 December 2015 – “The Council’s Planned Expenditure”
Assets Policy Committee 16 December 2015 – “Funding Options for the Council’s Capital Programme”
Special Council 27 January 2016 – “Report of the Assets Policy Committee – Capital Programme Funding Framework and Programme for the Disposal of Assets”

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NEWCASTLE-UNDER-LYME BOROUGH COUNCIL
EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE
CABINET

10th February 2016

REPORT OF ASSETS POLICY COMMITTEE ON BEHALF OF COUNCIL

Submitted by: Property Manager
Portfolio: Town Centres, Business and Assets
Ward(s) affected: All Wards

Purpose of the Report

To enable Cabinet to consider the recommendations of full Council following its consideration of the report of the Assets Policy Committee and to consider the implications of those recommendations on the current Asset Management Strategy 2015/16-2017/18.

Decision Required

Which course of action do members wish to take?

Reasons

To enable officers to take the necessary actions to dispose of surplus land for the reasons set out in the approved Asset Management Strategy and Capital Strategy.

1. Background

- 1.1 The Council at its meeting on 25th November 2015 resolved that an Assets Policy Committee be formed and its remit be to prepare a policy for the disposal of the Borough Council's land assets for residential use in the future.
- 1.2 The resolutions made at the Council meeting reflected the recommendations made by the Assets Policy Committee (see Appendix 1). Recommendations (a) and (b) are addressed in a separate report on your agenda regarding the Capital Strategy; this report focuses upon the property-related matters. In view of the limited time available to undertake this piece of work members had considered it appropriate to prioritise addressing the relatively short term capital funding requirements by identifying the disposal of what were considered to be the least controversial sites. Nevertheless it was noteworthy that Council reaffirmed the decision of Cabinet taken in October 2014 "that the Council as a first resort, will seek to fund its known capital programme needs through the annual asset management planning process by the identification of land or property in its ownership that is capable of, and appropriate for, disposal".

2. Assets Disposal Strategy

- 2.1 An assessment of Council owned land and buildings is constantly ongoing in order to continue to identify assets that are considered to have better alternative uses. The Asset

Management Strategy 2015/16-2017/18 set out the categories which these surplus sites fall into. These are listed below:

- Brownfield sites not required for operational use;
- Greenfield sites that do not form part of the Green Space Strategy;
- Sites identified in the Green Space Strategy that are considered to have a better alternative use (i.e. not required to fulfil the objectives of the Strategy);
- Sites identified in the current Playing Pitch Strategy where there is no local demand or business case for retention;
- Sites identified in the Green Space Strategy which form a small part of a larger site and the removal of which would not adversely impact on the function or enjoyment of green space.

An additional category is operational land and buildings where there is no strategic, financial, operational or other public interest reason for retention.

The existing Asset Management Strategy makes clear that if a site falls into one of these categories then it should be regarded as surplus to requirements and should be disposed of as a matter of principle to avoid holding cost and land ownership liabilities; to recycle the receipt to fund service needs and; to facilitate private sector delivery of development needs such as housing.

2.2 The Assets Policy Committee set out the reasons why Council holds land and property which are broadly consistent with the current Strategy and are set out below:

- Active service use (operational portfolio) – e.g. formal playing fields, leisure centres, public open spaces, play areas, car parks, crematoria, etc.
- As a managed commercial portfolio – e.g. enterprise centres, industrial units, shops.
- Delivery of future policy objective – e.g. to deliver regeneration outcomes such as jobs or housing, to build a new service-based premises such as leisure facilities.

A comprehensive review of all Council land by the Assets Policy Committee had confirmed 25 sites which could be capable of being brought forward for development and meet the definition of surplus to requirements defined above. These sites have been reviewed as compliant with other key Council policies such as the current Planning Policy framework, the Green Spaces Strategy and the Playing Pitch Strategy. Essentially the sites were derived from the current Asset Management Strategy along with a list of sites previously considered as part of the former Newcastle Development programme. The Committee commissioned an independent review of these sites by specialist consultants in accordance with its terms of reference and information in this regard was provided to members of both the Committee and Council.

2.3 The Strategy recommended by the Consultants was that in order to achieve its medium term financial requirements and in the context of current market conditions, the Council should:

- Retain its presumption to the disposal of sites upon which it has secured outline planning permission for the intended (preferred) end use.
- Progress sites which are compliant with current planning policies.
- Bring forward immediately three of the largest residential end use sites for early disposal.
- Acknowledge the lead time of typically two years required to bring sites forward for disposal taking account of the Council's approach to community consultation; the seeking of planning permission; the site marketing and; the final securing of the capital receipt (which may be the subject of negotiations).

In addition the consultants recommended that the Council should keep an open mind about the smaller sites and should consider how these might be packaged in a manner which would make them most attractive to the market in the medium term. Overall the above advice was considered to be broadly consistent with previous officer advice in this matter.

2.4 Council resolutions (c) and (e) propose the following large sites to be disposed of in the financial years shown in brackets:

- *Knype Way, Bradwell (2016/17)
- *Dean's Lane, Chesterton (2016/17)
- Newchapel Road/Pennyfields Road, Kidsgrove/Newchapel (2016/17)
- Clayhanger Close, Bradwell (2017/18)
- *Market Drayton Road, Loggerheads (2017/18)

* denotes sites which fall within the current approved Asset Management Strategy.

2.5 In addition Council resolution (c) identified the following other sites for disposal within the next two financial years:

- *Gloucester Road, Kidsgrove (residential)
- *Crackley Bank, Chesterton (industrial)
- *Meadows Road, Kidsgrove (commercial)
- Former toilet block, Merrial Street, Newcastle town centre (commercial)

* denotes sites which fall within the current approved Asset Management Strategy.

2.6 Cabinet members will be aware that the Council has an existing Asset Management Strategy which identifies a prioritised list of sites for disposal. As noted above most of the sites being recommended by Council for short term disposal are contained within the latter list. In these circumstances members should consider whether the recommendations made by Council would assist in prioritising the disposal programme over the next two financial years.

Former Keele Golf Course.

2.7 The Assets Policy Committee considered the sites which were within the Council's ownership within the Newcastle-west/Keele master plan area. Council resolution (g) recommends that the former Keele Golf Course be declared surplus and that it should be included on medium term list of sites for disposal with an expectation that the local plan would identify some or all of the land within the master plan area as suitable for residential or other appropriate end use (acknowledging its current Green Belt status).

2.8 Whilst the Committee noted that the future use of the former golf course site is intended to be reviewed in the context of the emerging master plan (which will inform the local plan) the Committee did consider the potential scope to accelerate consideration of the matter via the development management route. Nevertheless the formal resolution in this regard would appear to be largely consistent with the position set out in the approved Asset Management Strategy – i.e. to adopt a Plan-led approach which would involve the preparation of a comprehensive approach to the area including appropriate consultation with the local communities and other stakeholders.

Consultation

2.9 The Asset Management Strategy sets out a consultation procedure which takes place prior to the disposal of an asset. The Council accepted the recommendation of the Committee that local members be consulted 3 weeks prior to any consultation documentation being sent out to enable the most appropriate member-led approach to public consultation to be determined

(i.e. adding a week to the existing arrangement). All comments received will be considered and will form part of a public report prior to any formal disposal being initiated.

- 2.10 Also Council agreed that there should be a clear communication briefing to improve the public consultation process and to assist Members to support effective consultation. This should explain the rationale underpinning the land disposal programme and set out the process for local representations being taken into account in any disposal.

Comprehensive Area Review

- 2.11 Another key resolution made by Council (resolution (f)) is that all Council owned land should be reviewed on an area by area basis to inform a full refresh of the Asset Management Strategy. Members may wish to consider whether that approach would be appropriate or whether the current approach (set out in the current Asset Management Strategy) is sufficiently robust – i.e. whereby officers undertake an annual review of the commercial and operational property portfolios against corporate and service-based strategies or plans.

Asset Disposal Policy

- 2.12 Finally Council recommended that the Council may wish to consider carrying out further work to develop an Assets Disposal Policy.

3 Options considered

- 3.1 Option 1 – members could accept the recommendations of the Council (as set out in the report of the Assets Policy Committee). This would enable officers to progress with a short-term disposal programme to meet the known/anticipated funding requirements of the Capital Programme, whilst exposing all other Council-owned land to a future comprehensive area-based review process within the policy framework provided by the current Asset Management Strategy.
- 3.2 Option 2 – members could reject the recommendation of the Council (as set out in the report of the Assets Policy Committee) and revert back to implementation of the programme of disposals set out in the current 3-year Asset Management Strategy, noting that no additional sites are to be promoted for disposal at this stage.
- 3.3 Option 3 – members could opt for a hybrid option which blends elements of both the approved Asset Management Strategy and the report of the Assets Policy Committee. For example members could agree to modify the consultation procedure set out in the current strategy as recommended by the Council resolution. Agreement to continuing the work of the Assets Policy Committee may be another element that could be taken forward. Also, importantly, members could agree to prioritise the disposal programme based upon the Council's recommendations (c) and (e) where there is alignment with the approved Asset Management Strategy.

4. Proposal and reasons

- 4.1 Clearly it is a matter for members to decide upon the precise content of the disposal programme going forward. The principles set out in the Asset Management Strategy have been accepted by the work of the Assets Policy Committee as has the key principle of funding the Council's capital programme as a first resort from the disposal of surplus land and property. In view of the lead-in times for making capital purchasing decisions it is considered prudent to agree upon a programme of disposals over at least a two-year, but preferably three year timescale.

5. **Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

5.1 The disposal of surplus assets enables the achievement of priority outcomes in all four of the Council's Corporate Priorities.

6. **Legal and Statutory Implications**

6.1 The Council has a duty, both fiduciary and operationally, to utilise its Assets for the benefit of the community.

6.2 The Local Government Act 1972 (as amended) – Section 123 - the Council has a duty to achieve best consideration when disposing of its assets.

6.3 The Local Government Act 2000 - powers to promote the economic, social and environmental wellbeing of the Borough.

7. **Equality Impact Assessment**

7.1 There are no issues arising from this report.

8. **Financial and Resource Implications**

8.1 Members are aware of the previous commitment to funding the Council's capital programme as a first resort from the receipts derived from the disposal of surplus land/property. If, for whatever reason, the planned programme of disposals does not deliver the required amount then there will be no options other than to curtail investment, which may be difficult or counter-productive, or to meet the shortfall by either temporary borrowing or prudential borrowing.

9. **Major Risks**

- Loss of income to the council (Capital Receipts)
- Increased revenue expenditure for the council
- Reputational damage to the council
- Inability to implement the Council's Asset Management Strategy 2015/16 – 2017/18
- Community and/or political resistance to the land sales
- Inability to fund essential Council services
- The estimated capital value is based on the assumption that there are no significant abnormal costs associated with making the land/sites developable

10. **Sustainability and Climate Change Implications**

10.1 Any issues will be considered through the planning process.

11. **Key Decision Information**

11.1 This is not a key decision.

12. **Earlier Cabinet/Committee Resolutions**

Assets Policy Committee – 9th December 2015
16th December 2015
6th January 2016
13th January 2016

Cabinet – 14 January 2015 to approve the current Asset Management Strategy.

13. **List of Appendices**

Appendix 1 – List of Council resolutions made at a meeting on 27.1.16 arising from report of the Assets Policy Committee

14. **Background Papers**

Assets Policy Committee report to Full Council – 27th January 2016

Asset Management Strategy 2015/16 – 2017/18 available from the Council's website

Plan of the sites – available on request from the property section

Consultation letters and background information – available on request from property section

Previous Cabinet/Committee reports (see 13 above)

Resolutions of Council regarding report of the Assets Policy Committee

(a) The Council reaffirmed the decision of Cabinet taken in October 2014 “that the Council as a first resort, will seek to fund its known capital programme needs through the annual asset management planning process by the identification of land or property in its ownership that is capable of, and appropriate for, disposal”.

(b) The Council recommends to Cabinet that provision is made in future revenue budgets for prudential borrowing.

(c) The majority of Council members wish to recommend to Cabinet that the following sites be considered suitable for disposal within the next two financial years subject to confirmation of the appropriate level of capital receipt following a site condition survey (and any other appropriate surveys such as ecology Part 1 reports):

- Knype Way, Bradwell
- Dean’s Lane, Chesterton
- Crackley Bank, Chesterton
- Gloucester Road, Kidsgrove
- Newchapel Road/Pennyfields Road, Kidsgrove/Newchapel
- Clayhanger Close, Bradwell
- Market Drayton Road, Loggerheads
- Meadows Road, Kidsgrove
- Former toilet block, Merrial Street, Newcastle town centre

(d) The Council wishes to recommend to Cabinet that in light of the advice which has been received that the Council should seek to be marketing actively no more than three of its larger sites at any one time and that as sites are sold further sites should be brought forward.

(e) The majority of Council members identified the following sites as falling within the group of sites referred to at (d) and that the sequencing of disposals should be prioritised in the financial years stated taking account of geographical spread, deliverability and potential value of receipts:

- Knype Way, Bradwell (2016/17)
- Dean’s Lane, Chesterton (2016/17)
- Newchapel Road / Pennyfields Road, Kidsgrove/Newchapel (2016/17)
- Market Drayton Road, Loggerheads (2017/18)
- Clayhanger Close, Bradwell (2017/18)

(f) The majority of Council members wish to recommend that all of the Council owned land/sites together (including the smaller sites set out above) be the subject of a comprehensive area review process.

(g) The majority of Council members wish to recommend that the former Keele Golf Course be regarded as surplus and therefore suitable for disposable at the appropriate time should the planning policy framework support an alternative development-led use.

(h) The Council wishes to recommend to Cabinet that the preferred approach to local consultation about the disposal of surplus assets should be to consult with local members about any proposed sale in accordance with the Council's current consultation procedure but that it be extended for a further week to enable the most appropriate member-led approach to public consultation to be determined (in addition to the approved notification procedure). All comments received will be considered and will form part of a public report prior to any formal disposal being initiated.

(i) The Council wishes to recommend to Cabinet that a communications briefing should be prepared to support the public consultation process to explain the rationale underpinning the land disposal programme and to explain the process for local representations being taken into account in any disposal decision(s).

(j) The Council wishes to recommend that Cabinet may wish to consider whether further work needs to be undertaken to develop the Asset Disposal Policy from the outline formulated by the Committee.

CONFIDENTIAL DRAFT

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE CABINET

10th February 2016

1. ASSET DISPOSAL – Land at Sheldon Grove, Chesterton

Submitted by: Property Manager

Portfolio: Town Centres, Business and Assets

Ward(s) affected: Holditch Ward

Purpose of the Report

For Cabinet to consider:

- (i) the resolution of the Economic Development and Enterprise Scrutiny Committee at its meeting on 2nd December 2015 following a call in received in respect of the decision of Cabinet on 11th November 2015.
- (ii) the implications of the decisions made by the Special Council meeting at a meeting on 27th January 2016 in recommending a prioritised list of sites for disposal over the next two financial years.
- (iii) the work and findings of the Assets Policy Committee in respect of this land.

Decision Required?

Do Members wish to reaffirm the decision made at Cabinet on 11th November 2015 in respect of this parcel of land?

Reasons

A decision is required in order to clarify the Council's intentions in respect of this parcel of land in the context of the approved Asset Management Strategy and the Capital Strategy.

1. **Background**

- 1.1 Council-owned land at Sheldon Grove, Chesterton was identified in the Asset Management Strategy 2015/16 – 2017/18 as a site in respect of which alternative uses should be explored as it no longer serves any strategic or operational purpose to the Council.
- 1.2 The Council at its meeting on 9th September 2015 received a petition containing 972 signatures opposing any alternative uses for this land. It also stated that the land has been acknowledged by Staffordshire Wildlife as a wildlife haven and is treasured by the Chesterton community and they request that this green land remain untouched so that future generations can continue to enjoy it. It was resolved that the petition be received and comments be noted.
- 1.3 At your Cabinet meeting on 11th November 2015, following consultation with the public and the procurement of a desk-top technical assessment (including a mining report), the disposal of this land was considered and it was resolved that the principle of a partial disposal be approved subject to the following conditions:

- (i) Given the location of the land and the lack of suitable green space for community use in the area, any proposal for development will include the retention of a significant amount of public open space suitable for children's play space a kick about area etc.
- (ii) That, as part of any sale, a covenant be placed on the public space area securing it for the community in perpetuity.
- (iii) That officers facilitate the preparation of an outline design and bring it to a future meeting for approval, prior to any disposal
- (iv) That any planning application will be presented at a meeting of the Strategic Planning Consultative Group where local Members will have the opportunity to comment on the plans

1.4 The above Cabinet decision was called in and a report was considered by the Economic Development and Enterprise Scrutiny Committee on 2nd December 2015. The reasons for the call-in were:

- (i) There was an adverse public reaction by the public to the Cabinet decision. Residents are unhappy that resolutions differed from the original recommendations and had therefore not had the opportunity to be consulted on the final decision made. The new resolution also fails to address concerns made during the initial consultation and reflected in the report.
- (ii) The value of this site as informal open space has not been assessed due to its exclusion from the Green Space Strategy. A request was made to suspend the sale and for scrutiny Committee request Cabinet to keep this land as open space or if Cabinet are not willing to fulfil this request that Cabinet agree to include the site within the ongoing Green Space Strategy review so that it can be assessed objectively against other sites as to its value as informal open space.

Members of the Scrutiny Committee were advised that an Assets Policy Committee would be formed and that the land at Sheldon Grove would form part of this review. The Committee resolved that the call-in be accepted and the matter be referred back to Cabinet via the Assets Policy Committee.

2 Assets Policy Committee

2.1 As part of the Assets Policy Committee work a report was commissioned to provide an independent assessment of the Council's anticipated land disposals strategy in the context of existing planning policies. 25 surplus Council-owned sites were assessed, one of which was Sheldon Grove, and a valuation report was prepared. Members will recall that the total site area of the subject land is 5.9 acres and the consultant estimated the development capacity and potential market value of the site based upon an assumption that the whole area was developable (in view of the site's urban area location). Although this assumption did not accord with the decision of the previous Cabinet meeting – whereby a partial disposal for development had been agreed in principle (thereby retaining a significant amount of public open space) – it was made for reasons of consistency in approach with all the other sites under review.

2.2 Notwithstanding the latter the consultants recommended that as it had been identified (in the previously-reported desktop environmental study) that there is a geological fault running through the site, an intrusive site investigation survey should be undertaken to confirm its location and to confirm the engineering properties of the site. In addition the consultants advised that the fault could affect the developability of the land and that there is a risk of settlement where the fault runs as well as a zone of weaker ground around the fault. Additionally they indicated that there may be a risk of subsidence if the fault is found to be active.

- 2.3 In addition, since Cabinet members last considered this matter a resolution was made at the Council meeting on 25 November 2015 to establish an Assets Policy Committee with the aim of preparing a new Assets Policy for consideration by Council. The Committee was established on a task and finish basis to prepare a report for Council in this regard. This process culminated in a set of resolutions being made at a Special meeting of Council on 27 January 2016 including a prioritised list of sites considered suitable for disposal within the next two financial years. The Sheldon Grove site is not included in this list. Another one of the resolutions is recommending to Cabinet that all Council-owned land be subject to a comprehensive area review whereby the Council's entire property estate be reviewed so that this can form a full refresh of the Council's disposal programme in the context of the approved Asset Management Strategy.
- 2.4 Members will need to consider whether any or all of the above information would justify adopting a different course of action or whether the previous decision of Cabinet should be re-affirmed.

3. **Options Considered**

- 3.1 Option 1 – Retain this site within the Council's operational portfolio.

The Council would retain the asset as part of its operational estate. It would continue to be maintained in the current manner and be kept under review as part of the cyclical asset management review process (in the same way as the overall property portfolio).

- 3.2 Option 2 – As option 1 plus commissioning of an intrusive site investigation report

Reflecting upon the advice provided by the independent property consultants (commissioned to advise the recent work of the Assets policy Committee) members may wish to procure a site investigation report to establish the developability of part(s) of the site. It is worth noting that any expenditure of this nature would be incurred at risks and may be considered inadvisable unless there is any decision to proceed with partial development as a matter of principle.

- 3.3 Option 3 – Re-affirm the Cabinet decision of 11 November 2015 – i.e. to accept the principle of partial disposal of this site (retaining a significant portion of public open space) and procure specialist consultants to prepare and submit a planning application in respect of this site (including a site investigation report as referred to in option 2).

In view of the known technical constraints affecting this site and the advice of the independent property consultants in this regard, it may be prudent to commission a site investigation report (and other necessary technical reports) to identify those parts of the site which would not be suitable for development. Such information, taken together with members wish to retain a significant part of the site for public open space, may enable a balanced proposal to be designed.

If part of the site were to be disposed of, with the benefit of planning permission, then a capital receipt would be realised thereby contributing towards the Council's Capital Investment Programme (to assist in achieving corporate and service objectives). This would meet the legal duty placed upon the Council to achieve 'best consideration' in any land disposal.

In addition, the release of this site for housing development would contribute to the supply of housing land and meet broader housing provision objectives.

- 3.4 Option 4 – Dispose of the site without the benefit of any planning permission.

It is considered likely that the value of the capital receipts would be substantially reduced, therefore not achieving best consideration. Also any disposal without suitable controls or restrictions would create uncertainty that would not be in the public interest.

4. **Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

- 4.1 Should there be a partial development of the site for housing this would contribute towards the corporate priority of Borough of Opportunity.

5. **Legal and Statutory Implications**

- 5.1 The Council has a duty, both fiduciary and operationally, to utilise its Assets for the benefit of the community.
- 5.2 The Local Government Act 1972 (as amended) – Section 123 - the Council has a duty to achieve best consideration when disposing of its assets.
- 5.3 The Local Government Act 2000 - powers to promote the economic, social and environmental wellbeing of the Borough.

6. **Equality Impact Assessment**

- 6.1 There are no such issues arising from this report.

7. **Financial and Resource Implications**

- 7.1 The consultants appointed by the Assets Policy Committee estimated that the capital receipt achievable for the whole of this site is between £500,000 and £1m (subject to planning permission being granted and the site selling for open market value). This however assumed that all of the site would be developed and that there are no adverse ground conditions. Given the previous views of Cabinet (about wishing to retain a significant part of the site for public open space) and the known (and suspected) site constraints it is difficult to estimate the likely achievable value without further intrusive site investigations. The latter would cost in the region of £20k to £30k.
- 7.2 If option 3 were to be the preferred solution, it is proposed that specialist consultants be procured to prepare and submit a planning application for the comprehensive development of the site (including the retention of a significant amount of land for public open space purposes). At your November 2014 meeting you approved the provision of funds to cover the costs associated with submitting the planning applications in respect of the tranche 2 sites. There is currently sufficient headroom in this budget allocation to meet the costs associated with preparing a planning application as described above.
- 7.3 Members will recall that this site is listed for potential disposal in the approved Asset Management Strategy as part of the agreed approach to funding the Council's Capital Programme.

8. **Major Risks**

- Loss of income to the council (Capital Receipts)
- Potentially unnecessary revenue expenditure for the council
- Reputational damage to the council
- Inability to implement the Council's Asset Management Strategy 2015/16 – 2017/18

- Inability to implement the Council's Playing Pitch Strategy 2015 - 2020
- Community and/or political resistance to the land sale
- Inability to fund essential Council services (via the approved Capital Programme)
- The estimated capital value is based on the assumption that there are no significant abnormal costs associated with making the land/site developable

9. **Sustainability and Climate Change Implications**

9.1 Any such issues would be considered through the planning process.

10. **Key Decision Information**

10.1 The report is referred to in the Forward Plan.

11. **Earlier Cabinet/Committee Resolutions**

Cabinet 18th June 2014 – Asset Disposals

Cabinet 15th October 2014 – Newcastle Capital Programme funding

Cabinet 12th November 2014 – Asset Disposals

Cabinet 14th January 2015 – Asset Management Strategy

Cabinet 16th September 2015 – Asset Disposals

Council 9th September 2015 – Receipt of Petition

Cabinet 11th November 2015 – Asset Disposal – Sheldon Grove

Council 25th November 2015 – resolution to establish a sub-Committee to prepare an Assets Policy

Economic Development and Enterprise Scrutiny Committee 2nd December 2015. Call in Special Council meeting – 27th January 2016 – resolutions arising from report of Assets Policy Committee

12. **List of Appendices**

12.1 Plan of site. (to be displayed at the meeting).

13. **Background Papers**

Asset Management Strategy 2015/16 – 2017/18 available from the Council's website

Plan of the sites – available on request from the property section

Consultation letters and background information – available on request from property section

Petition – 9th September 2015

Cabinet/Committee/Council reports (see 11 above)

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REVENUE AND CAPITAL BUDGETS AND COUNCIL TAX 2016/17

Submitted by: Executive Director (Resources and Support Services)

Portfolio: Finance IT and Customer

Ward(s) affected: All

Purpose of the Report

To enable Cabinet to recommend the 2016/17 General Fund Revenue Budget and the 2016/17 Capital Programme to Full Council, meeting on 24 February 2016, following consideration of comments received from the Finance, Resources and Partnerships Scrutiny Committee of 28 January 2016 and following a review of the Council's balances and reserves.

Recommendations

- a) That the 2016/17 General Fund Revenue Budget as detailed in the report to Cabinet dated 20 January 2016 be recommended to Full Council for approval.
- b) That the Capital Programme 2016/17 as detailed in the report to Cabinet dated 20 January 2016 be recommended to Full Council for approval.
- c) That an additional contribution of £50,000 be made to the Renewals and Repairs Fund and a contribution of £69,560 be made to the Insurance Provision, to be funded from the estimated Council Tax Surplus of £119,560 which will be transferred to the revenue account in 2016/17.

Reasons

To enable the Cabinet to recommend a robust and affordable budget for 2016/17 to the Council meeting on 24 February 2016.

1. **Background**

1.1 The 2016/17 Revenue Budget and the Capital Programme 2016/17 were considered by Cabinet on 20 January 2016, following which these were submitted to the Finance, Resources and Partnerships Scrutiny Committee, on 28 January, for consideration.

1.2 A Summary of the overall Revenue Budget is as follows:

	Estimated Expenditure	Rate of Council Tax (Band D)
	£	£ p
Borough Council requirements –		
Total Net Expenditure	11,586,710	321.16
Less: External Support	<u>(5,233,130)</u>	<u>(145.05)</u>
	6,353,580	176.11
Less:		

Collection Fund (Surplus)/Deficit 2015/16		
- Council Tax	(119,560)	(3.31)
- Business Rates	276,260	7.65
Borough Council Tax Requirement	<u>£6,510,280</u>	<u>£180.45</u>

1.3 The Borough's Band D council tax levy of £180.45 is an increase of £3.52 from the 2015/16 amount. This is an increase of 1.99 per cent, just below the threshold at which a referendum would be required in accordance with the excessive council tax legislation. This was the Cabinet's proposal that was resolved at its meeting on 20 January 2016.

1.4 The majority of properties in the Borough are either Band A or Band B. The 1.99 per cent increase for these properties equates to around £2.50 a year or 5p a week.

2. Finance, Resources and Partnerships Scrutiny Committee

2.1 At its meeting on 20 January 2016 Cabinet approved the Revenue and Capital Budgets for 2016/17, recommending an increase in Council Tax of 1.99 per cent. The report and the recommendations were referred to the Finance, Resources and Partnerships Scrutiny Committee for comments.

2.2 The Scrutiny Committee met on 28 January 2016. The only comments that the committee wanted to raise with the Cabinet were a request to look again at the new waste and recycling service in respect of how the new vehicles are to be financed, and also whether there are any external grants available for the setting up of the new service.

3 Final Finance Settlement Notification

3.1 At the time of compiling this report the government have not yet notified the Council of the final amount of its grant funding for 2016/17. However, there is unlikely to be a significant change from the amounts notified as the provisional settlement figure. If the amounts do change, the tables in paragraphs 1.2 and 1.3 will require amending to reflect the changes. A verbal update will be given at the Cabinet meeting.

4 Balances and Reserves

4.1 The Council's Balances and Reserves Strategy for 2015/16 is that there should be a minimum General Fund balance of £1.2m and a minimum balance on the Contingency Reserve of £100,000. The Council currently holds these reserves.

4.2 A review of all the Council's Balances and Reserves together with a risk assessment has been carried out for inclusion in the final report on the budget to Full Council on 24 February.

4.3 The review and risk assessment indicate the following:

- Overall, reserves are still adequate to meet normal levels of expenditure although the Renewals and Repairs Fund will require topping up.
- The level of minimum balances required after considering the risk assessment remains at £1.3m.

4.4 The previous Cabinet meeting on 20 January approved the award of a new contract in respect of the council's insurance policies. The cost of the contract is £201,000 less than the current budget provision. The cost reduction has been partly achieved through more

favourable market conditions and partly because a higher claims excess figure has been accepted. Acceptance of a higher excess does mean that if there are claims, the Council will have to meet more of the cost of the claim. In recognition of this Cabinet agreed that the full saving would not be taken as a budget reduction, only £150,000 being applied to reduce the budget gap. The remaining £51,000 is to be paid into the Insurance Provision to meet possible additional claims costs.

- 4.5 As is usual and required by council tax legislation, an estimate has been made of the current year outturn position in relation to the Council Tax Collection Fund. It is estimated that there will be a surplus of some £993,880 for 2015/16. The legislation requires an estimated surplus on the Collection Fund to be transferred to the major precepting authorities in the following year and included in their revenue budgets for that year, in proportion to their respective council tax levies. This council's share of the estimated surplus is £119,560. Presently, the Medium Term Financial Strategy does not include an amount in respect of a Collection Fund transfer in 2016/17. The transfer of £119,560 will, therefore, be additional income to the revenue account.
- 4.6 It is recommended that the Collection Fund Surplus be used as follows:
- to top up the Renewals and Repairs Fund by £50,000;
 - the balance of £69,560 to be paid into the Insurance Provision as further provision to meet the cost of claims excesses;

5. Earlier Cabinet Resolutions

Medium Term Financial Strategy 2016/17 to 2019/20 (Cabinet 11 November 2015);
Budget Report (Cabinet 20 January 2016)

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1. FINANCIAL AND PERFORMANCE MANAGEMENT REPORT TO END OF QUARTER THREE (October - December) 2015

Submitted by: Executive Management Team

Portfolio: Policy, People & Partnerships
Finance, IT & Customer

Wards Affected: All

Purpose

To provide Cabinet with the Financial and Performance Review report with the Financial and Performance Review report - third quarter 2015/16.

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.
- (b) That Members note the comments made through the Scrutiny process and the responses from officers and others to these comments.

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 February 2016. This report was originally presented to the Finance, Resources & Partnerships Scrutiny (FRAPS) Committee meeting on 28 January 2016.

1. Background

- 1.1 This quarterly report provides Members with a detailed update on how the Council has performed during the third quarter of 2015/16 by presenting performance data set within a financial context.
- 1.2 This report provides broad financial information (Appendix A) and also detailed analysis of performance (Appendix B) for the third quarter of 2015/16. In addition this quarter, there is further information (Appendix C) detailing the GP referral programme.
- 1.3 A summary of the overall performance picture is presented in section 3 of this report and members will note that performance is generally progressing well.

2. 2015/16 Revenue and Capital Budget Position

- 2.1 The Council approved a general fund revenue budget of £13,830,450 on 25 February 2015. 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.


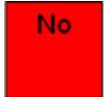
3.3 The information found in Appendix B is presented in four sections against each corporate priority and detailed results and progress towards identified outcomes for the Council is presented here as well.

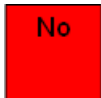

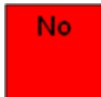
3.4 The number of indicators monitored in this report for quarter three 2015-16 is 27 in total, and the proportion of indicators which have met their target during this period stands at 81%.

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 2014-15 and 2015-16 – this allows the reader to gain some insight into annual trends;
- The fourth column shows the annual target for 2015-16 (in some cases a quarterly target may be provided when relevant and necessary) and;
- In the last column one set of symbols (icons) show whether performance is on target or not at this time.

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

Exception Report Quarter 3, 2015 (October - December)						
Ref	Indicator	Result	Target	Status	Officer	Portfolio holder
1.7	The amount of residual waste per household	111.65kgs (est)	415kgs (annual)		Trevor Nicoll	Cllr. Beech
Comment	December was a high month for residual waste due to Christmas, which always sees more waste produced. It is 11kgs per household more than in quarter 2. The overall trend however remains positive.					
1.8	Percentage of household waste sent for reuse, recycling and composting	48.05% (est)	55%		Trevor Nicoll	Cllr. Beech
Comment	Garden waste has been down this year due to the cool summer, and although we have had a mild winter so far, December was very wet which resulted in less garden waste being collected, as people were unable to get into their gardens. Christmas however has seen high tonnages of dry recycling and food waste being collected. If the mild weather continues and it is dry, together with an early Easter, hopefully volumes of garden waste will increase significantly before the year end to help get nearer the target.					
<p><u>Comment from Cllr. Ann Beech</u> Seasonal factors are the norm with respect of garden waste which makes up a significant part of overall recycling targets and it is expected to see a sharp increase now that brown bin collections have resumed. It is very pleasing to see that residents have taken the recycling message on board over the Christmas period with high levels of dry recycling and food waste being collected.</p> <p>The whole year target of 55% is an aspirational target to encourage as much recycling as possible and it is worth remembering that residents in Newcastle are already recycling over the 50% target overall which is well ahead of the national target to be reached by all councils in 2020.</p>						

Exception Report Quarter 3, 2015 (October - December)						
Ref	Indicator	Result	Target	Status	Officer	Portfolio holder
2.6	Percentage of Minor Planning Applications determined within time	66.2% (cumulative)	75%		Guy Benson	Cllr. Williams
2.7	Percentage of Other Planning Applications determined within time	83.7% (cumulative)	85%		Guy Benson	Cllr. Williams
Comment for 2.6 and 2.7	The result for Minor applications (the more complicated ones) has improved this quarter. However the cumulative results were inevitably affected by the number of already out of time applications in the system which had to be determined and two long term staff absences in a small team due to illness. With the employment of two part time planning consultants the volume of the more complicated decisions made has increased. The situation is being monitored to seek to ensure that the improvement continues.					
<p><u>Comment from Cllr. John Williams</u> Overall these results show an improving position against a backdrop of challenging targets and ongoing staff resourcing issues. The throughput of decisions on applications is increasing which should take us into the next accounting period on a more robust footing. In addition I am heartened by continuing strong performance on the processing of applications for major development.</p>						
4.3	Average number of days per employee lost to sickness	7.09 days	5.53 days		Sarah Taylor	Cllr. Shenton
Comment	<p>In Qtr. 3 we have seen the number of long term sickness cases reduced to 4, which was previously 6 cases in Qtr. 2 and 23 cases in Qtr 1. Although improvement is evident, due to the cumulative collection of the indicator and the impact of many cases in the first quarter on the result, the indicator remains off target in Qtr. 3.</p> <p>Both short term and long term sickness cases are continuing to be pro-actively managed with HR, service managers and Occupational Health support and are monitored regularly at Executive Management Team and Departmental meetings.</p>					
<p><u>Comment from Cllr. Elizabeth Shenton</u> Human Resources continue to effectively support staff on long term and short term sickness. The review of the Attendance Management Policy is also in progress and currently being discussed with the Trade Unions. The target is currently being reviewed to ensure the Council is consistent with other employers.</p>						

Despite a slight increase in indicators off target this quarter, officers consider that the performance against these indicators does not give rise to serious cause for concern at present, and the management of each of the service areas concerned continue to monitor and take steps to deal with under achievement of targets 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 and members will note that some services are affected by both seasonal and external factors. It should also be noted for consideration that some indicators have stretched targets set and local targets that are higher than the national ones.

3.8 In response to comments raised at the previous Scrutiny meeting - 3 November 2015 that the indicators for the GP referral programme are not meaningful;

- Appendix C gives more detailed information to members how the programme of GP referrals is performing in this quarter and annually.

4. Outcomes Linked to Sustainable Community Strategy and Corporate Priorities

4.1 All 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 changing market conditions 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 or in the case of the waste/recycling service where the volume of recycled materials is liable to fluctuate. 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), Performance report (Appendix B) and Information on GP referral Programme (Appendix C) are attached.

10. Background Papers

Working papers held by officers responsible for calculating indicators.

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Financial Position Quarter Three 2015/16

1. General Fund Revenue Budget

1.1 The Council approved a General Fund Revenue Budget of £13,830,450 on 25 February 2015. 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.

2. Capital Programme

2.1 A Capital Programme totalling £9,390,300, covering the two years 2014/15 to 2015/16, was approved at the same Council meeting. Of this total, £5,564,000 was estimated to be spent in 2015/16.

3. Revenue Budget Position

3.1 At this point in the financial year, we would have expected to have spent approximately £14,519,296; we have actually spent £14,545,483. Therefore, as at the end of the third quarter, the general fund budget shows an adverse variance of £26,187.

3.2 The main reasons for the overall adverse variance to date are:

- a. The implementation of the staff related savings required to deliver the 2015/16 target of £50k has now been concluded and a Collective Agreement has been signed. It is anticipated that savings of £15k will be made this year and £30k in a full financial year.
- b. Jubilee 2 and Kidsgrove Sports Centre are both operating at net overspends primarily due to income shortfall. Officers have looked at ways to both retain current income levels and pursue additional income to eradicate the current shortfalls. This review has resulted in Jubilee 2 shortfall stabilising.
- c. Income from commercial rents and car parking is below the amount budgeted for. Active marketing of properties is continuing in order to try and secure new tenancies and a review of car parking income is underway.

There are also a number of favourable variances, the main ones being:

- a. Employee costs in respect of a number of vacant posts and flexible retirements that have taken place across the Council.
- b. Additional interest income as a result of increased amounts available to invest following sales of land and buildings.

4. Capital Programme Position

4.1 The Capital Programme approved by Council in February 2015 has been updated to take account of slippage in 2014/15. Where planned expenditure did not occur last year, this has been added to the budget for 2015/16 (apart from any cases where costs have been reduced or expenditure will no longer be incurred). The revised budget for capital projects in 2015/16 totals £7,559,700.

4.2 £2,839,500 of the revised budget was expected to be spent by 31 December; the actual amount spent was £2,229,048 resulting in a variance at the end of quarter three of £610,452. This is due to savings made on a number of projects which forms part of the additional £500,000 that was included in the funding proposals for the new Civic Hub.









5. Investment Counterparties

5.1 Investment counterparties with whom money is invested, as at 31 December 2015 are as follows (with the parent company shown in brackets, where applicable):








Barclays Bank
Nationwide Building Society
Santander
Heritable Bank (*Landsbanki*)

5.2 With regard to the Council's frozen investment in Heritable Bank, a further payment was received in August which means the total amount repaid now totals £2,457,623, which is 98% of the total that was frozen.





Corporate Performance Scorecard
Quarter 3 2015-16
Priority 1: A clean, safe and sustainable Borough

Outcomes: Our borough will be safer, cleaner and sustainable						
Ref	Indicator	Good is	Result 2014/15 Qtr 3	Result 2015/16 Qtr 3	Target 2015/16	Status
1.1	Percentage of food premises that have a zero or one national food hygiene rating.	Low	0.75% (6 out of 799 published premises)	1.30% (10 out of 768 published premises)	2.25%	
1.2	The percentage of food establishments which are broadly compliant with good hygiene law	High	98% (1119 out of 1142 premises)	94.43% (1070 out of 1133 premises)	85%	
1.3	The area of contaminated land that has been remediated or is determined suitable for use	High	Reported in Qtr 4		-	-
1.4	Number of incidents of violence with injury	Low	262	274	-	-
1.5	Number of incidents of anti-social behaviour	Low	767	903	-	-
1.6	Number of incidents of serious acquisitive crime	Low	229	253	-	-
1.7	The amount of residual waste per household	Low	108.64kgs	111.65kgs (est.)	415kgs (annual)	
1.8	Percentage of household waste sent for reuse, recycling and composting	High	48.4%	48.05% (est.)	55%	
1.9	Levels of street and environment cleanliness (LEQ survey) free / predominantly free of litter, detritus, graffiti and fly-posting)	High	92.33% 95.33% 99.50% 99.83%	96.5% 99.47% 99.83% 100%	91% 91% 97% 99%	
1.10	Number of community volunteer groups/hours spent caring for their local green spaces and neighbourhoods	High	1707.5hrs	1776hrs	1700 hrs (Qtr 3)	
1.11	Town Centre Vacancy Rate	Low	13.54%	10.74%	15%	
1.12	Percentage of investment portfolio (NBC owned) vacant	Low	8.6%	8.1%	12%	









Priority 2 : Borough of Opportunity


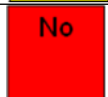

Outcomes: Newcastle is a great place to live, work and do business						
Ref	Indicator	Good is	Result 2014/15 Qtr 3	Result 2015/16 Qtr 3	Target 2015/16	Status
2.1	Number of hours worked by volunteers in council co-ordinated activities (museum)	High	494hrs	408hrs	375 hrs	
2.2	Percentage of minor adaptations delivered within four months (approval to payment for works under £5000)	High	89%	93%	75%	
2.3	Number of homelessness cases where positive action was successful preventing homelessness	High	171 (543 Cumulative)	135 (479 Cumulative)	600	
2.4	Average stall occupancy rate for markets	High	87%	78%	55%	
2.5	Percentage of Major Planning Applications determined within time	High	90%	84.6% (Cumulative)	70%	
2.6	Percentage of Minor Planning Applications determined within time	High	72.5%	66.2% (Cumulative)	75%	
2.7	Percentage of Other Planning Applications determined within time	High	84.1%	83.7% (Cumulative)	85%	

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						
Ref	Indicator	Good is	Result 2014/15 Qtr 3	Result 2015/16 Qtr 3	Target 2015/16	Status
3.1	Number of parks which have Green Flag status	High	11	9	9	
3.2	Level of satisfaction with Council run parks and open spaces	High	70% (Annual survey)	70% (Annual survey)	70%	
3.3	Number of people visiting the museum	High	40,954 (cumulative)	46,487 (cumulative)	60,000	
3.4	Number of referrals from GP scheme to organised sporting activity in each quarter (See Appendix C)	High	-	23	-	-
3.5	Number of people accessing leisure and recreational facilities	High	130,765	155,862	150,080 (Qtr 3) 670,000	

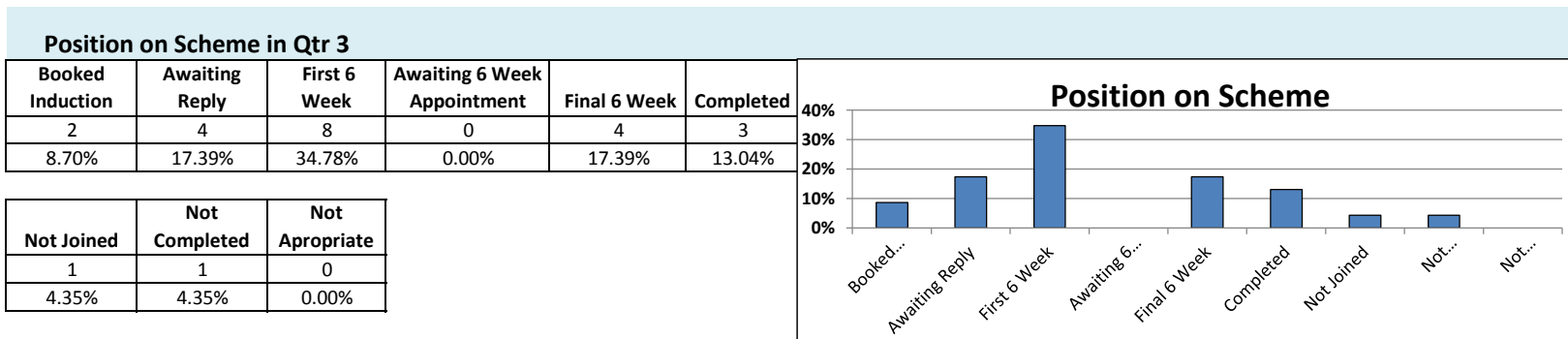
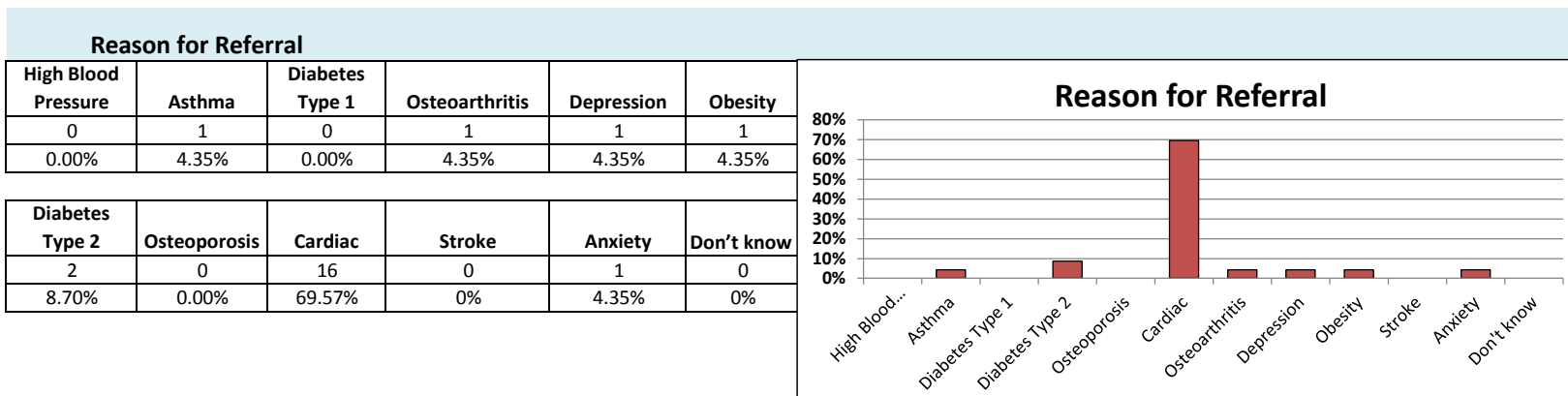
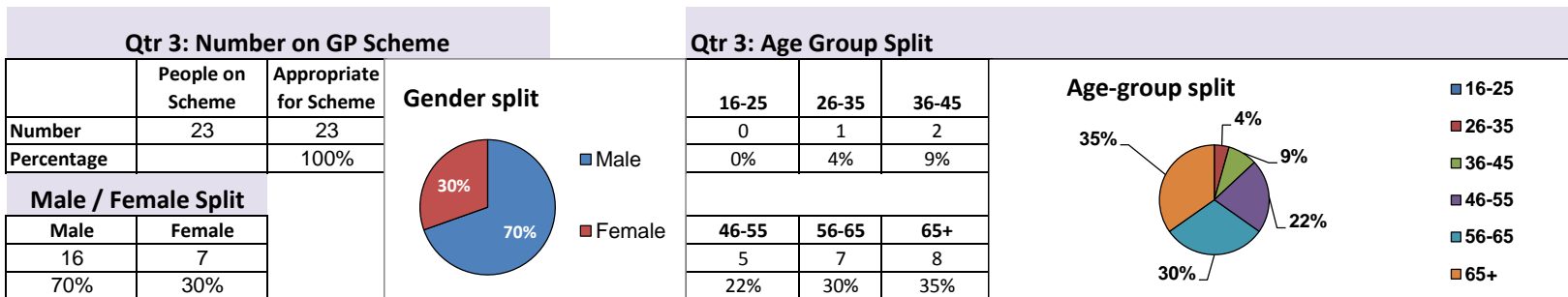
Priority 4 : A Co-operative Council, delivering high-quality, community driven services

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						
Ref	Indicator	Good is	Result 2014/15 Qtr 3	Result 2015/16 Qtr 3	Target 2015/16	Status
4.1	Percentage attendance at planned meetings by members	High	80.55%	81.86%	80%	
4.2	Percentage projected variance against full year council budget	Low	0.6%	0.1%	No variance	
4.3	Average number of days per employee lost to sickness	Low	5.17 days	7.09 days	5.63 days	No 
4.4	Percentage of requests resolved at first point of contact	High	97%	97.9%	97%	
4.5	% Unmet demand (number of calls not answered as a % of total call handling volume)	Low	3.94%	2.44%	7%	
4.6	Time taken to process Housing/Council Tax Benefit new claims and change events	Low	8.96 days	6.73 days	10 days	
4.7	Percentage of Council Tax collected	High	78.5%	78%	76.08%	
4.8	Percentage of National non-domestic rates collected	Hlgh	81.4%	82.8%	78.66%	

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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Appendix C: GP Referral- Qtr 3 and Annual Data



Appendix C: GP Referral- Qtr 3 and Annual Data

Annual Data: Number on GP Scheme			Annual Data: Age Group Split					
	People on Scheme	Appropriate for Scheme	Gender split			Age-group split		
Number	127	124						
Percentage		98%						
Male / Female Split								
Male	Female							
66	61							
52.0%	48.0%							
			16-25	26-35	36-45	46-55	56-65	65+
			4	14	16			
			3.4%	11.8%	13.4%			
			46-55	56-65	65+			
			27	35	31			
			22.7%	29.4%	26.1%			

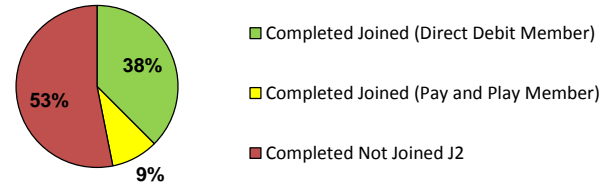
Reason for Referral					
High Blood Pressure	Asthma	Diabetes Type 1	Osteoarthritis	Depression	Obesity
13	5	1	9	6	26
10.24%	3.94%	0.79%	7.09%	4.72%	20.47%
Diabetes Type 2	Osteoporosis	Cardiac	Stroke	Anxiety	Don't know
18	1	40	1	4	3
14.17%	0.79%	31.50%	0.79%	3.15%	2.36%

Position on Scheme 31 December 2015					
Booked Induction	Awaiting Reply	First 6 Week	Awaiting 6 Week Appointment	Final 6 Week	Completed
2	5	13	0	9	32
1.57%	3.94%	10.24%	0.00%	7.09%	25.20%
Not Joined	Not Completed	Not Appropriate			
38	25	3			
29.92%	19.69%	2.36%			

Post-Scheme Status 2015-16

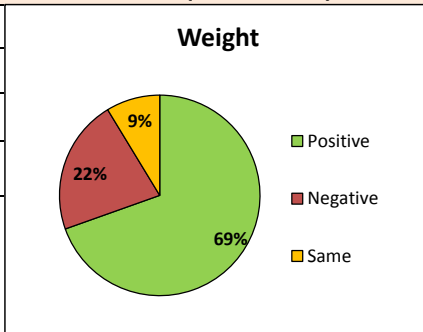
Completed Joined (Direct Debit Member)	Completed Joined (Pay and Play Member)	Completed Not Joined J2
12	3	17
37.5%	9.4%	53.1%

Post-Scheme Status 2015-16

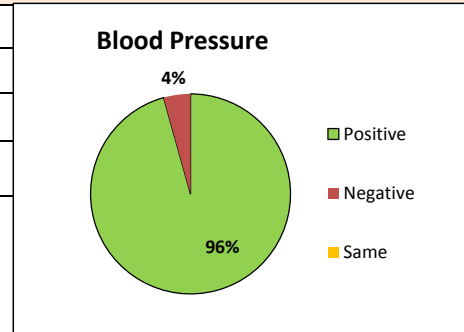


Outcomes Annual: April -December 2015 (Qtr 1 -Qtr 3)

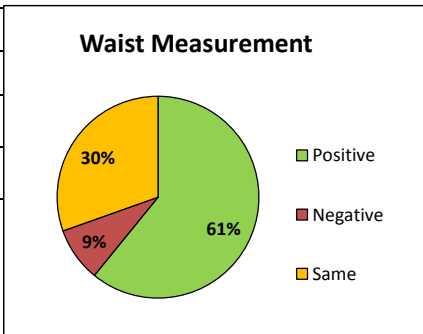
Weight		
Positive	Negative	Same
16	5	2
69%	22%	9%



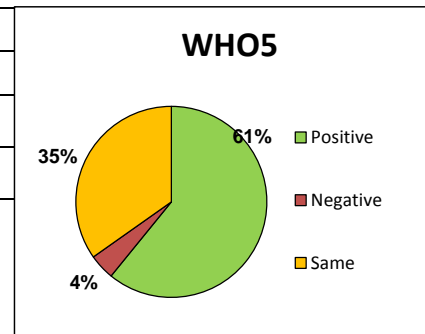
Blood Pressure		
Positive	Negative	Same
22	1	0
96%	4%	0%



Waist Measurement		
Positive	Negative	Same
14	2	7
61%	9%	30%



WHO5		
Positive	Negative	Same
14	1	8
61%	4%	35%



Total number of customers with all measurements completed 23

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NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE CABINET

Date 10th . February 2016

1. Petition objecting to the proposed demolition of the former St Giles and St George's school, Barracks Road, Newcastle.

Submitted by: Executive Director (Regeneration and Development)

Portfolio: Planning and Assets

Ward(s) affected: Town

Purpose of the Report

To inform members that a petition has been received from local residents objecting to the proposed demolition of the former St Giles and St Georges school, for which planning consent was granted on 5 January 2016.

Receipt of the petition was reported to Council on 27 January 2016 where it was resolved that the matters raised should be referred to Cabinet for consideration.

Recommendations

- (a) That Members receive and note the petitioners concerns and objections.
- (b) That having reviewed and carefully considered the issues raised by the petitioners, Members reaffirm the decision to dispose of this property to Staffordshire County Council (by way of grant of long leasehold) in order for it to implement proposals for a new Public Sector Hub.

Reasons

The construction of a new Public Sector Hub will provide accommodation for the co-location of local / sub-regional government, and partner agencies into a multifunctional, 'one front door' public service centre. The need to promote the development of a new public sector hub has arisen because of the opportunity to facilitate a retail-led redevelopment of the site of the existing Civic Offices in Merrial Street (as part of a wider redevelopment which includes the former Sainsbury's site). The overall economic regeneration benefits of the two redevelopment schemes are considered to significantly outweigh any perceived harm caused by the loss of the former school building.

1. **Background**

- 1.1 Members will recall that the former school was closed in 2005 when the education function was transferred to a new site at Poolfields. The Borough Council acquired the building from the County in 2008.. At the time of acquisition the Borough Council's intervention had sought to retain the building and to find a viable use for it; the proposed use of the building was for a small scale enterprise centre, hosting managed workspace. The project was entitled Newcastle Design Studios and sought to attract funding from various sources, including the then Regional Development Agency (which had agreed to prioritise investment into Newcastle Town Centre as part of a sub-regional programme to stimulate economic growth). As feasibility work progressed and the likelihood of RDA funding began to diminish the project was re-framed to explore the scope for a Newcastle Heritage, Arts and Creative centre. In 2009 a business viability case and initial budget costs for the project was developed. Unfortunately by this time a shift in political and economic circumstances had a significant impact on public sector and external funding finances resulting in the project being aborted. In 2010 the Council marketed the property to-let by way of a long leasehold. A small number of expressions of interest were received however these were withdrawn owing to the costs of bringing the building back into use being considered too great.
- 1.2 Over the course of the last three years the Borough Council (NBC) and its partners, Staffordshire County Council (SCC) and the Office of the Police and Crime Commissioner (OPCC) have undertaken a comprehensive, in-depth review and re-assessment of their accommodation needs. This piece of work culminated in the partners taking the decision, supported by a detailed and robust business case exercise to construct a new Public Sector Hub on what was identified (from an original list of nine sites) as 'the preferred site' namely the former St Giles and St George's School in September 2015. Reuse of the existing twentieth century building was not considered to be viable, both financially or physically since it would not be possible to create sufficient, modern, fit for purpose accommodation either within it or by way of extension(s). It was further agreed that NBC would grant SCC a long leasehold interest of the preferred site, that SCC should take the 'lead developer role' for the Hub project and that once the development was completed, NBC and OPCC would be granted long term occupational leases of their respective agreed areas of accommodation.
- 1.3 In December 2015 SCC proceeded to submit a planning application for the demolition of the former school buildings and this petition has arisen in consequence of the LPA's decision to grant such permission on 5th January 2016. The petitioners are objecting to the proposed demolition of the building, stating that it should be preserved and restored as much as possible or that its façade be retained with a modern structure constructed to its rear.
- 1.4 At the time of granting permission the LPA Planning Committee took into account representations and responses received by the due deadline, following appropriate publication of notices and contact with statutory consultees. It duly considered all pertinent facts including, Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990, which places a duty upon the LPA to pay special attention to the desirability of preserving or enhancing the character or appearance of that area. There was acknowledgement that the loss of the building would result in harm, both to the significance of the Conservation Area (albeit 'less than substantial harm') and directly as a result of the loss of a locally important building. However taking into account the significant public benefits arising from the redevelopment of the site with a Public Sector Hub, which in turn unlocks the retail led development of the Ryecroft site, it considered the harm to be outweighed by the benefits of the proposal, including securing optimum viable use. In summary the overall economic regeneration benefits, particularly for the town centre economy in terms of new and safeguarded jobs, as well as the capture of spending power from the employees, is considered to significantly outweigh any harm caused by the loss of the former school building.

- 1.5 Members will be aware that the planning application for the new Public Sector Hub has been submitted to the local planning authority. The new building would be constructed entirely within the curtilage of the former school but would seek to integrate much more effectively with the Queens Gardens through which the main pedestrian access will be gained.

2. **Issues**

In the above circumstances members need to consider whether to:

2.1 Rescind the decision to dispose of this asset, i.e. former St Giles and St George's school in the hope of finding a suitable use and the necessary funding to bring the building back into viable use.

2.2 Confirm the decision to dispose of this asset to SCC, thereby allowing it to implement the approved planning permission for demolition and to facilitate delivery of both the public sector hub development and the retail-led redevelopment of the Ryecroft site.

3. **Options Considered**

3.1 Rescinding the decision to dispose of the asset by way of grant of long leasehold to SCC would prevent it from implementing the approved planning permission for demolition. There is no known project for re-use of the building, neither is there any known funding.

3.2 Allow the disposal of this asset to proceed, thereby enabling SCC to implement the approved planning permission for demolition and the site's redevelopment of the public sector hub.

4. **Proposal and Reasons for Preferred Solution**

4.1 The second option (i.e. disposal) is recommended for the reasons set out in the report to Council dated 23rd September 2015.

5. **Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

- 5.1 The redevelopment of both this and the Ryecroft site is considered to contribute positively to the long term economic viability of the town centre, consistent with the aims of "Borough of Opportunity".

6. **Legal and Statutory Implications**

6.1 There are no legal or statutory implications arising directly from this report.

7. **Equality Impact Assessment**

7.1 There are no such issues arising directly from this report.

8. **Financial and Resource Implications**

8.1 Significant resource and expenditure have been committed to both this and the Ryecroft projects, all of which would be at risk should this disposal not proceed.

Potentially the partners suffering detriment could seek recovery of their losses from the Borough Council.

9. **Major Risks**

9.1 The creation of a new Public Sector Hub would, at the very least be delayed whilst an alternative site was identified. It is highly likely that more costs would be incurred and projected efficiency savings, lost or deferred.

9.2 The Ryecroft project would be delayed or even stopped altogether in its present form, as it would not be possible to give vacant possession of the site until a new Hub was built. Both developer confidence and tenant appetite would be put at risk.

10. **Key Decision Information**

10.1 The content of this report is not a key decision.

11. **Appendices**

None

12. **Background Papers**

12.1 Petition from Mr Ken Glover dated January 2016

12.2 Report to Council entitled 'Proposed Newcastle-under-Lyme Public Sector Hub
dated 23 September 2015

12.3 Report to LPA Committee entitled Former St Giles and St Georges Primary School
Barracks Road dated 05 January 2016

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL
EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE
CABINET

Date 10th February 2016

REPORT TITLE: Amendments to the Corporate Complaints, Comments & Compliments Policy

Submitted by: Executive Director Resources & Support Services

Portfolio: Finance, ICT and Customer

Ward(s) affected: Non specific

Purpose of the Report

To seek Cabinet approval to incorporate amendments to specific sections of the existing Corporate Complaints, Comments and Compliments Policy (3Cs Policy) as detailed in the report, to ensure the currency and consistency of the Policy.

Recommendation

That the amendments to the Corporate Complaints, Comments and Compliments Policy (3Cs Policy), as detailed in Appendix A of the report, be approved.

Reasons

1. The 3Cs Policy is a 'dynamic' policy in that it requires regular review and revision to ensure that it continues to reflect the changing needs of the Council and its customers.
2. The amendments to the Policy support the objectives of the Council's Customer Service Excellence programme by aiming to further improve the customer experience of Council services.

1. **Background**

- 1.1. The 3Cs Policy was last reviewed and updated in July 2014. The amendments made at that time ensured that the Policy fell in line with the new Regulators' Code, whereby businesses could access and utilise the Policy in the same way that individuals could.
- 1.2. Revisions to the 3Cs Policy are normally made as a result of legislative requirements, Local Government Ombudsman (LGO) guidelines, from listening to feedback from our customers and from changes to the business practices of the Council.
- 1.3. The Council is committed to improving its front line customer service through the use of the Customer Service Excellence (CSE) Standard. The 3Cs Policy continues to incorporate those requirements¹.

2. **Issues**

¹ Criterion 4 of the CSE Standard is the Delivery of Services. Compliance with this part of the Standard is subject to the Council demonstrating it has a commitment to dealing with problems fully. This is achieved, in part, by "regularly reviewing and improving the complaints procedure, taking account of the views of customers, complainants and staff".

2.1. Although there are no current amendments required to the 3Cs Policy resulting from changes to legislation or LGO guidance, it has become clear that a number of revisions and insertions are necessary as a result of customer feedback and departmental requirements. The proposed revisions are highlighted in italics and underlined in the attached extracts from the existing Policy (Appendix A). In summary the main changes are:

- Section 4.2 - refers to complaints of a 'democratic nature' being referred to local councillors. However, these could be investigated as formal complaints; for example, failure to update the electoral register accurately or not processing a postal vote application form correctly. The revision aims to ensure that complaints referred to councillors are specific to their political role.
- Section 7
 - Section 7.1 update. The current Policy does not state the 'purpose' of a Stage 1 complaint. This needs to be explained and should therefore be added into Section 7.1 for consistency.
 - Sections 7.3 to 7.5. In instances where a department is unable to respond to a Stage 1 complaint within the Policy timeline of 20 days for legitimate reasons, it is essential that the Customer Relations Officer keeps the complainant informed of the delay; the reasons for the delay and details of when a response can be expected. Advising the customer of when a response is likely and why there is a delay is likely to encourage the customer to wait for the Stage 1 response rather than embark on a lengthy Stage 2 complaint. Sections 7.3 to 7.5 therefore require updating to incorporate these changes.
 - Section 7.7 Removal of the words 'resolved' and 'unresolved'. There may be instances where a complaint remains unresolved to the complainant's satisfaction even though all aspects of the policy have been applied. Section 7.8 further clarifies this point.
 - Section 7.10 should be deleted, as this issue is addressed in Section 7.8 of the existing Policy.

3 Options Considered

1. That the Council continues to operate its existing 3Cs Policy.
2. That the Council revises those sections of the 3Cs Policy defined in Section 2, and detailed in Appendix A of the report, to incorporate the proposed amendments.

4 Proposal

- 4.1. That the existing Complaints, Comments and Compliments Policy be updated to incorporate the amendments shown in Appendix A.

5. Reasons for Preferred Solution

1. To ensure the 3Cs Policy continues to reflect Council and customer needs;
2. The revisions to the 3Cs Policy support the objectives of the Council's Customer Service Excellence programme by aiming to further improving the customer experience of Council services.

6. Outcomes linked to Sustainable Community Strategy and Corporate Priorities

The Policy supports becoming a Cooperative Council delivering high quality community driven services, by providing a current Corporate Complaints, Comments and Compliments Policy which enhances transparency and continues to address customer and Council needs.

7. List of Appendices

Appendix A: Proposed Amendments to the Complaints, Comments and Compliments Policy; Sections 4.2, 7.1, 7.3 to 7.5, 7.7 and 7.10.

8. Background Papers

The previously approved Corporate Complaints, Comments and Compliments Policy is available to view on the Council's Intranet site at:-

http://svint/utilities_page.asp?id=SX7874-A77FF1B0

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Appendix A

Proposed Amendments to the Complaints, Comments and Compliments Policy

NOTE: Proposed changes to the existing Policy are shown in *italics* and underlined.

Section 4.2

The Complaints procedure will generally exclude:-

- Complaints concerning matters of a political nature which are best addressed to the local councillor.

Section 7. 1

The purpose of a Stage 1 review is to investigate a complaint where informal resolution has not been possible or the complainant remains dissatisfied. Once it has been established that the officer who takes the information is unable to resolve the complaint informally, they will take full details of the complaint along with contact details from the complainant and inform the Customer Relations Officer in order for it to be logged and sent to the appropriate department to be investigated.

Sections 7.3 to 7.5

7.3 It is important at this stage that the complainant be reassured that their complaint will be treated as confidential; their identity will not be made public; they will not receive adverse treatment from the Council because of the complaint and the complaint is being taken seriously.

7.4 The Customer Relations Officer will send a reminder to officers investigating a Stage 1 response at least 5 working days before their response is due to be sent to the complainant.

7.5 If the complaint cannot be resolved within TWENTY working days of the original complaint, the investigating officer should advise the Customer Relations Officer as soon as possible of the reasons why the timescales cannot be met and when a full response can be expected. The Customer Relations Officer will, in turn, inform the complainant in writing before offering the complainant the opportunity to progress to Stage 2.

Section 7.7

The words 'resolved and 'unresolved' are to be deleted – deletions shown in brackets.

The purpose of Stage 2 is to give customers the opportunity to identify where they feel that the complaint has not been adequately investigated (*or resolved*) at Stage 1. This may include highlighting where the Stage 1 response is considered by the complainant to be incomplete, unclear or unhelpful (*or unresolved*). In these instances, the customer must outline the reasons why they are not satisfied and what outcome they would like to see. A Stage 2 review will be considered if received by the Council within ten working days of our reply to Stage 1.

Section 7.10

To be deleted- this is repeated earlier in point 7.8; see below –

7.8 - An escalation to Stage 2 of the process will not normally be considered if the complainant does not provide reasons or information to show that the Stage 1 response is not adequate. Stage 2 should not simply be invoked because a customer disagrees with the response at Stage 1 but has no substantive reason or information to dispute it.