

**Date of meeting** Tuesday, 10th September, 2024  
**Time** 2.00 pm  
**Venue** Astley Room - Castle  
**Contact** Geoff Durham 742222



**NEWCASTLE  
UNDER LYME**

**BOROUGH COUNCIL**

Castle House  
Barracks Road  
Newcastle-under-Lyme  
Staffordshire  
ST5 1BL

# 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 OF PREVIOUS MEETINGS** (Pages 5 - 12)  
To consider the Minutes of the previous meeting.
- 4 WALLEYS QUARRY ODOUR UPDATE** (Pages 13 - 50)
- 5 ANNUAL REPORT 23/24** (Pages 51 - 54)
- 6 PROVISIONAL FINANCIAL OUTTURN 2023/24** (Pages 55 - 62)
- 7 MEDIUM TERM FINANCIAL STRATEGY 2025/26** (Pages 63 - 68)
- 8 BRADWELL DINGLE PLAY AND RECREATIONAL FACILITY IMPROVEMENTS** (Pages 69 - 72)
- 9 STAFFORDSHIRE WIDE AGREEMENT ON CLIMATE PLANNING POLICIES** (Pages 73 - 84)
- 10 NORTH STAFFORDSHIRE BUILDING CONTROL PARTNERSHIP - RENEWAL OF SERVICE LEVEL AGREEMENT** (Pages 85 - 90)
- 11 NORTH STAFFORDSHIRE LOCAL AIR QUALITY PLAN (NSLAQP)** (Pages 91 - 94)
- 12 Q1 FINANCE AND PERFORMANCE REPORT 2024/25** (Pages 95 - 130)
- 13 FORWARD PLAN** (Pages 131 - 136)
- 14 URGENT BUSINESS**

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

## **15 DISCLOSURE OF EXEMPT INFORMATION**

To resolve that the public be excluded from the meeting during consideration of the following reports, because it is likely that there will be disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972.

## **16 NORTH STAFFORDSHIRE LOCAL AIR QUALITY PLAN (NSLAQP) - CONFIDENTIAL REPORT (Pages 137 - 188)**

## **17 NORTH STAFFORDSHIRE BUILDING CONTROL PARTNERSHIP - RENEWAL OF SERVICE LEVEL AGREEMENT (Pages 189 - 216)**

### **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 of 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 S Tagg (Leader) (Chair), Sweeney (Vice-Chair), Heesom, Fear, Skelding and Hutchison

**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 :-** Where the total membership of a committee is 12 Members or less, the quorum will be 3 members....Where the total membership is more than 12 Members, the quorum will be one quarter of the total membership.

### **SUBSTITUTE MEMBER SCHEME (Section B5 – Rule 2 of Constitution)**

The Constitution provides for the appointment of Substitute members to attend Committees. The named Substitutes for this meeting are listed below:-

Substitute Members:

***If you are unable to attend this meeting and wish to appoint a Substitute to attend on your place you need to identify a Substitute member from the list above who is able to attend on your behalf***

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

**NOTE:** IF THE FIRE ALARM SOUNDS, PLEASE LEAVE THE BUILDING IMMEDIATELY THROUGH THE FIRE EXIT DOORS.

ON EXITING THE BUILDING, PLEASE ASSEMBLE AT THE FRONT OF THE BUILDING BY THE STATUE OF QUEEN VICTORIA. DO NOT RE-ENTER THE BUILDING UNTIL ADVISED TO DO SO.

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## CABINET

Tuesday, 16th July, 2024  
Time of Commencement: 2.00 pm

[View the agenda here](#)

[Watch the meeting here](#)

**Present:** Councillor Simon Tagg (Chair)

**Councillors:** Sweeney                      Fear                      Hutchison  
Heesom                              Skelding

**Officers:** Gordon Mole                      Chief Executive  
Geoff Durham                      Civic & Member Support Officer  
Simon McEneny                      Deputy Chief Executive  
Sarah Wilkes                      Service Director - Finance /  
S151 Officer  
Andrew Bird                      Service Director - Sustainable  
Environment  
Anthony Harold                      Service Director - Legal &  
Governance / Monitoring Officer  
Paul Dutton                      Senior Media Officer

### 1. **APOLOGIES**

There were no apologies.

### 2. **DECLARATIONS OF INTEREST**

There were no declarations of interest stated.

### 3. **MINUTES OF PREVIOUS MEETINGS**

**Resolved:** That the Minutes of the meeting held on the 4 June, 2024 be agreed as a correct record.

### 4. **WALLEYS QUARRY - ODOUR ISSUES**

The Leader introduced an update report on Walleys Quarry looking at the complaints, monitoring information, actions of the Environment Agency (EA) and the Borough Council.

The Chief Executive, Gordon Mole advised that the report provided an update over the last three months.

Odour complaints had peaked in February with a downward trend through March and April but there had been an upturn in May followed by a reduction in June. It should be noted that the number of complaints exceeded those received in June, 2022 and 2023.

There had been 11 odour events (10 or more complaints in one day) in June. To date, this month there had been 102 complaints and again, that was higher than in previous years for this period.

The air quality data continued to correlate well with the air quality data of the World Health Organisation as shown on page 15 of the report. The table showed that the level of hydrogen sulphide was higher at MMF9, sited at Gallingale, compared to the other MMF's.

In respect of legal action, the Leader of the Council had written to the Secretary of State on 4 July, 2024 requesting permission in relation to legal proceedings. Following the General Election, a new Secretary of State had been appointed and the Leader wrote a further letter on 9 July urging quick approval of the Council's outstanding request to bring legal action against the operator.

Leading experts had been instructed to prepare the evidence which had been requested by King's Counsel in the event that permission was received to proceed.

Regular meetings on these matters would continue between officers and Counsel to collate the evidence. An Inquiry would be held on Tuesday 23 July at Castle House with a further meeting scheduled for 14 August.

The Environment Agency (EA) had provided an update on the long awaited data adjustment on 8 July advising that their report must be reviewed and cleared by the Chief Scientific Advisor. The EA understood that the new Ministers would want to review the report before publication.

The Leader referred to the corrective data from the EA stating that it was eagerly awaited by residents. The complaints received from residents over the last couple of weeks showed that the problem had not gone away. The suspension period, requiring the operator to carry out certain works to resolve the issue, had not worked so the EA needed to be called upon again to take action.

Councillor Fear stated that the complaint figures indicated that the problem was getting worse thus showing that Walleys Quarry was not operating as it should and therefore the EA needed to show improvement. It was hoped that the new Government would allow a public inquiry, which had previously been turned down.

Summing up, the Leader referred to the letter sent to the new Secretary of State asking for a speedy resolution regarding this Council taking legal action. In addition the Inquiry due to take place next week would provide recommendations to take to Full Council.

The Leader agreed with the comment made about a public inquiry stating that it should be raised again. The recommendations were amended in respect of this.

- Resolved:**
- (i) That the contents of the update report be noted.
  - (ii) That this Council call again for Central Government to announce a public inquiry into the handling of the Walleys Quarry issue by the Environment Agency over a long period.

[Watch the debate here](#)

**5. KIDSGROVE SHARED SERVICE HUB**

The Leader introduced a report updating Cabinet on the progress made with the development of the Kidsgrove Shared Service Hub, made possible by the Town Deal Fund.

There had been works undertaken at the railway station, Kidsgrove Sports Centre had reopened, enhancement of the parks and the pump track was now working and well used; the Hub was the next step.

The Leader was pleased that Kidsgrove Town Council had played a major part in this.

- Resolved:**
- (i) That the Deputy Chief Executive, in consultation with the Portfolio Holder Finance, Town Centres and Growth be authorised to apply for the relevant Coal Authority permit to enable ground investigations to proceed and to obtain such necessary insurances as are needed for the development to proceed.
  - (ii) That the Deputy Chief Executive, in consultation with the Portfolio Holder Finance, Town Centres and Growth be authorised to proceed with ground investigations and remediation at the preferred site.

[Watch the debate here](#)

6. **BRAMPTON MUSEUM. APPLICATION TO THE NATIONAL LOTTERY HERITAGE FUND**

The Portfolio Holder for Leisure, Heritage and Culture introduced a report updating Cabinet on The museum's national lottery heritage funding bid for 2025-27 and to seek approval to accept the funding, should the bid be successful.

The bid that had been put forward was for £98,000. The museum had put the previous funding to good use with, amongst other things the many events put on for the Borough's 850<sup>th</sup> Anniversary and delivering a 60% increase (90,000 visitors) in footfall for the museum. They increased income by 229% compared to 2019/20 and had won several awards throughout the year and were now in line for national recognition for the 'Small Visitors Attraction'.

Some of the funding would be used for a 'Friend of the museum' scheme which would be a match-funding scheme to bring growth to the funding.

The Leader referred to the museum's status within the Borough and being central to its heritage. The funding would help the museum to grow further and benefit the Council's net zero plans.

- Resolved:** That the museum's application to the National Lottery Heritage Fund be approved and the Deputy Chief Executive in consultation with the Portfolio Holder for Leisure, Culture and Heritage be authorised to accept and utilise any funding allocated in line with the bid.

[Watch the debate here](#)

**7. KEELE SUSTAINABLE SOLAR ENERGY BUSINESS CASE**

The Portfolio Holder for Finance, Town Centres and Growth introduced a report outlining the business case for a proposed sustainable solar energy scheme at Keele.

The Council was committed to being carbon neutral by 2030 to support the wider communities in being carbon neutral by 2050. By supplying green energy it would service local businesses and help them to meet their environmental obligations. The Council only contributed a small amount of overall volume of carbon emissions across the area but could set an example to show what could be achieved.

The Portfolio Holder amended the recommendations as set out in the report.

The Leader stated that this was still in the early stages with a lot more work required and it was hoped that a report could be brought back to Cabinet later in the year.

More details, relating to the business case would be discussed in closed session at the end of the meeting.

- Resolved:**
- (i) That progress on the business case be welcomed.
  - (ii) That Cabinet receive a further report, in due course about the range of options available to progress the project.

[Watch the debate here](#)

**8. DELIVERY OF ELECTRIC VEHICLE CHARGING THROUGH THE COUNTY COUNCIL'S LOCAL GOVERNMENT ELECTRIC VEHICLE INFRASTRUCTURE (LEVI) FUNDING**

The Portfolio Holder for Finance, Town Centres and Growth introduced a report which outlined the joint work undertaken by this Council and the County Council to deliver an electric vehicle (EV) charging infrastructure through the Governments' Local Electric Vehicle Infrastructure (LEVI) funding in the Borough.

Potential sites for EV charging were outlined at paragraph 2.1 of the report. The new Castle Car Park would have 22 charging points within it.

This was welcomed by the Portfolio Holder for Sustainable Environment and the Leader. The Leader pointed out that the take up of electric vehicles was increasing and therefore more charging points were needed.

- Resolved:**
- (i) That the Council work with the County Council to deliver Electric Vehicle charging points utilising LEVI funding and County Council procurement of the EV Charge Point Operator (CPO).
  - (ii) That the proposed sites for the EV charging points be noted and that these are taken forward for the LEVI soft market testing and if appropriate final installation.
  - (iii) That the Deputy Chief Executive in consultation with the Portfolio Holder for Finance, Town Centres and Growth



be authorised to agree any necessary agreements to facilitate the delivery of the EV chargers and EV charger locations.

[Watch the debate here](#)

**9. URBAN TREE PLANTING STRATEGY PHASE 6**

The Portfolio Holder for Sustainable Environment introduced a report seeking Cabinet approval to progress Phase 6 of tree planting under the Urban Tree Planting Strategy and to expand the strategy to include planting in selected sites in rural villages.

Reference was made to the table at paragraph 2.3 of the report which listed the sites selected for Phase 6.

The Portfolio Holder for Strategic Planning was thanked for including the Urban Tree Planting Strategy in the emerging local plan.

The Leader supported this and suggested that 'Urban' should now be dropped from the title and that it be referred to as the 'Borough Tree Planting Strategy' as rural sites would be integrated.

The Leader referred to areas where tree planting had taken place which would deter traveller incursion and was pleased that the emerging local plan would protect the carbon capture areas.

The Portfolio Holder for Strategic Planning welcomed this and welcomed the integration of rural areas into the strategy.

- Resolved:**
- (i) That Phase 6 of the Urban Tree Planting Strategy be approved for consultation and implementation in winter 2024/25 (subject to consultation responses), and authorise the Service Director – Neighbourhood Delivery to seek and accept quotations for the work in consultation with the Portfolio Holder for Sustainable Environment.
  - (ii) That the Service Director – Neighbourhood Delivery be authorised to bid for and accept external grant funding and secure community donations (if offered) to contribute to the cost of the Urban Tree Planting Strategy and other related projects.
  - (iii) That the expansion of the Urban Tree Planting Strategy to include rural tree planting schemes, be approved.
  - (iv) That ward members in the rural areas of the Borough be invited to propose potential sites for tree planting on Borough Council land in their wards.
  - (v) That up to two rural sites be included in this phase of planting, subject to consultation with the relevant

community and agreement with the Portfolio Holder for Sustainable Environment.

- (vi) That designation of appropriate tree planting sites as Carbon Capture Areas in the emerging Local Plan, be authorised.

[Watch the debate here](#)

**10. LOCAL NATURE RECOVERY STRATEGY**

The Portfolio Holder for Sustainable Environment introduced a report informing on the creation of a Local Nature Reserve Strategy (LNRS), as required under the Environment Act, 2021, for Staffordshire and covering this Borough.

Newcastle Borough Council was leading the way in the County with its Tree Planting and Bio-diversity Plan, the Grassland Management Plan and the recently published Sustainable Environment Strategy and Delivery Plan.

The Leader referred to paragraph 1.5, pointing out that one key partner under 'landowners' was the farming community in their production of foodstuffs.

With the LNRS, the Council would be increasing nature and would look to other landowners to also play their part.

- Resolved:**
- (i) That member endorsement of the LNRS work, and the forthcoming public engagement consultation, be sought.
  - (ii) That a Council and members commitment to supporting the development of the LNRS by engaging appropriate resources, be supported.

[Watch the debate here](#)

**11. PRODUCTIVITY PLAN 2024-25**

The Leader introduced a report seeking Cabinet approval for a Productivity Plan as required by the Department for Levelling Up, Housing and Communities (DLUHC).

The document pulled together all of the work undertaken by this Council over the last few years, particularly on the back of the peer review.

The Leader made a request to the new Government – to not take this too far with rigid inspections but to just do a light touch exercise, particularly as the peer review had already been undertaken.

- Resolved:** That the Productivity Plan for publication on the Council's website and for submission to the Department for Levelling Up, Housing and Communities by July 19<sup>th</sup> 2024, be approved.

[Watch the debate here](#)

**12. PROCUREMENT OF CONTACT CENTRE TELEPHONY**

The Leader introduced a report seeking the approval of Cabinet for the procurement of a contract for contact centre and corporate telephony.

Using the latest technology would ensure that the service was future proofed with the better use of interactive voice responses on phone calls and better use of chat and voice boxes on the Council's website. The integration into Microsoft Teams was also assisting Members to pick up on customer Service enquiries.

**Resolved:** That the procurement and award of a 5-year contract for contact centre and corporate communication solution, delegating authority to enter into a contract to the Chief Executive in consultation with the Portfolio Holder – One Council, People & Partnerships, be approved.

[Watch the debate here](#)

13. **AWARD OF SHORT FORM SERVICES CONTRACTS TO A CONSORTIUM OF ARCHITECTURAL SERVICE PROVIDERS**

14. **FORWARD PLAN**

The Leader went through the Cabinet Forward Plan.

**Resolved:** That the Forward Plan be received and noted.

[Watch the debate here](#)

15. **URGENT BUSINESS**

There was no Urgent Business.

16. **DISCLOSURE OF EXEMPT INFORMATION**

**Resolved:-** That the public be excluded from the meeting during consideration if the following matter because it is likely that there will be disclosure of exempt information as defined in paragraphs contained within Part 1 of Schedule 12A of the Local Government Act, 1972.

17. **KEELE SUSTAINABLE SOLAR ENERGY BUSINESS CASE**

Consideration was given to documents relating to The Keele Sustainable Solar Energy Business Case.

**Resolved:** That the confidential documents be received and noted.

**Councillor Simon Tagg  
Chair**

Meeting concluded at 2.49 pm

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**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**

**CORPORATE LEADERSHIP TEAM'S**

**REPORT TO CABINET**

**10 September 2024**

**Report Title:**                **Walleys Quarry – Odour Issues**

**Submitted by:**            **Chief Executive**

**Portfolios:**                **Sustainable Environment; One Council, People & Partnerships**

**Ward(s) affected:**        **All**

<p><b><u>Purpose of the Report</u></b></p> <p>To update Cabinet on the latest position regarding the problematic odours in the Borough associated with Walleys Quarry.</p>	<p style="text-align: right;"><b><u>Key Decision</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p><b><u>Recommendation</u></b></p> <p><b>Cabinet is recommended to:</b></p> <p>1.     <b>Note the contents of this update report.</b></p>	
<p><b><u>Reasons</u></b></p> <p>To ensure Cabinet is kept updated on the ongoing work regarding the problem odours associated with Walleys Quarry landfill.</p>	

**1.     Background**

- 1.1**     For a number of years, parts of the borough have suffered from foul odours from the Walleys Quarry Landfill Site in Silverdale operated by Walleys Quarry Ltd. The Environment Agency (EA) is the lead regulator for such sites, testing and enforcing compliance with the permit under which the site operates. The Council also has a role in influencing the operation and performance of such sites, where an operator fails to comply with actions required under an abatement notice issued by the Council in relation to any statutory nuisance caused by the site.
- 1.2**     In March 2021, Council held an extraordinary meeting to receive the report of the Economy, Environment and Place Scrutiny Committee review into the Walleys Quarry issues, and to debate a motion demanding the immediate suspension of operations and acceptance of waste at the Walleys Quarry Landfill site.
- 1.3**     Following extensive work, officers determined that the odours from the Walleys Quarry site amounted to a Statutory Nuisance and, on 13 August 2021, served an Abatement Notice on Walleys Quarry Ltd. (WQL). Following an appeal by Walleys Quarry Ltd, and a successful mediation process, His Honour District Judge Grego approved the settlement that the parties had reached and issued a court order upholding the Abatement Notice and dismissing WQL's appeal on 6 October 2022.

- 1.4 The Council continues to assess the prevalence of odours off site. If there are further instances of statutory nuisance identified which amount to a breach of the Abatement Notice, the Council's Enforcement Policy will guide the process to be followed [Reference: [Environmental Health enforcement policy – Newcastle-under-Lyme Borough Council \(newcastle-staffs.gov.uk\)](https://www.newcastle-staffs.gov.uk)]. This would determine what action the Council would take, and whether that would be formal or informal. Enforcement is usually considered sequentially but should the circumstances or nature of the breach be such, escalation direct to prosecution is possible. The Council needs to obtain the consent of the Secretary of State before it is able to prosecute an offence of breaching an abatement notice, as the site is permitted by the Environment Agency. Such consent has been obtained.
- 1.5 Officers maintain an ongoing dialogue with Walleys Quarry Ltd, and with other agencies involved with the issue. Cabinet has received monthly updates on the issues relating to the odours, and Council has also been regularly updated.

## 2. Complaint Data

- 2.1 Below is a schedule of complaints received by the Council and by the Environment Agency from June 2024, reported on a weekly basis. Historical complaint data is attached to this report as Appendix 1.

	Complaints to NuLBC	Complaints to Environment Agency
<b>June 2024</b>		
03/06/24- 09/06/24	38	114
10/06/24- 16/06/24	50	147
17/06/24- 23/06/24	67	189
24/06/24- 30/06/24	117	298
<b>July 2024</b>		
01/07/24- 07/07/24	45	103
08/07/24-14/07/24	52	155
15/07/24 -21/07/24	118	277
22/07/24 -28/07/24	93	189
<b>August 2024</b>		
29/07/24- 04/08/24	61	162
05/08/24-11/08/24	53	143
12/08/24-18/08/24	50	160
19/08/24-25/08/24	58	185
26/08/24-01/09/24	7	46

- 2.2 Officers highlight any odour events where 10 or more odour complaints have been recorded.

### July 2024

There have been 13 odour events in the month of July 2024:

- Monday 08 July 2024
- Friday 12 July 2024
- Wednesday 17 July 2024- Friday 19 July 2024 (3 consecutive days)

- Sunday 21 July 2024 – Wednesday 24 July 2024 (4 consecutive days)
- Saturday 27 July 2024 – Monday 29 July 2024 (3 consecutive days)
- Wednesday 31 July 2024

The highest number of complaints reported to NuLBC was on 19 July 2024 (30 complaints).

There was an upturn in complaints in July with the number of complaints above those reported in 2022 and 2023 for the same month.

## **August 2024**

There have been 6 odour events in the month of August 2024.

- Friday 02 August 2024
- Monday 05 August 2024
- Monday 12 August 2024 - Tuesday 13 August 2024 (2 consecutive days)
- Tuesday 20 August and Wednesday 21 August (2 consecutive days)\*

\*An odour event occurred on 20 August which was predominantly during the evening and reported odour described as 'urine', 'sewage', 'manure' and 'toilet'. An odour event occurred the following day (21 August) with the same type of odour being reported during the day and evening.

An Officer visited the area at approx. 11:00 on 21 August and reported agricultural slurry odour at Rosemary Hill, Keele Bank and Barkers Wood Road, Keele. The wind direction was from the direction of Keele towards Newcastle town centre. The Officer deemed the odour as not related to Walleys Quarry at this time.

It is noted that the percentage exceedance above the WHO odour annoyance guideline across all 3 stations was 0% for the week 19 August – 25 August 2024.

The total number of complaints for August reported in Appendix 2 is 198 however this figure will be revised in the next Cabinet Report if Officers conclude that there was an alternative source of odour on 20 and 21 August.

**2.3** The overall trend is for “spikes” in complaints when odours are prevalent.

## **NULBC Odour Assessments**

**2.4** Officers have undertaken odour assessments. The monitoring has been reactive to odour complaints and proactive where low odour dispersion is predicted.

The type of monitoring includes spot assessments (instantaneous assessments) and assessments made over a 5-minute period where the odour intensity is recorded every 10 seconds.

In July, 4 spot assessments were undertaken of which landfill odour was detected in 2 assessments both with an intensity rating of 3.

In August, 2 assessments were undertaken over 5 mins, both recording a maximum intensity rating of 4. 37 spot assessments were undertaken of which landfill odour was detected in 14 assessments with intensity ratings from 1 (slight/very weak) to 4 (strong).

## **NULBC Mobile Air Quality Monitoring (using Jerome monitor)**

- 2.5** Officers have monitored the levels of hydrogen sulphide within the community using the mobile Jerome monitor. The highest level of hydrogen sulphide recorded in the community was 4.93ppb at Maries Way on 04 August 2024.

## **NULBC Actions**

- 2.6** Critically, under the law, whilst odours may exist off site at levels which could be considered a breach of the notice, that breach would be unenforceable (or a defence against creating a statutory nuisance) if the operator can show that Best Practical Means (BPM) are routinely deployed in the management of the site. Whilst the existence or not of BPM can be debated, it would be a court which would determine whether BPM was in place at the time of the breach. That said, prior to entering into any formal legal action it is necessary for the Council to formulate a view with regard to this matter, this is ongoing.
- 2.7** At the core of next steps are two issues – whether the action taken by the Environment Agency as the primary enforcement agency for this site have been successful in remedying the issues; and whether a defence of BPM exists. Where either of these are assessed to be in place it would not be in the public interest for the Council to pursue this matter further.
- 2.8** On 29 July 2024 the Rt Hon Steve Reed OBE MP, Secretary of State Environment, Food and Rural Affairs responded to the Leader's request for permission to prosecute Walleys Quarry Ltd. under statutory nuisance legislation.

“I am aware of the Walleys Quarry site and the odours from hydrogen sulphide that have been occurring around the site. I visited Newcastle-under-Lyme in January this year, meeting local residents affected by the odour, and subsequently wrote to my predecessor at Defra about this situation. I would like to take this opportunity to commend you and the council for your tireless work on behalf of local residents to seek the action and answers they need and deserve”.

“In terms of the request you have made to take a prosecution, I have taken into account the information provided by the Council and I have consulted with the Environment Agency. Having considered the facts of the case and as required under s79(10) of the Environmental Protection Act 1990, I am happy to grant consent for your prosecution to proceed”.

“I am keen to see a resolution to the problems around the site and know that the Environment Agency are continuing their work in relation to the site to this end”.

## **Scrutiny- Committee of Inquiry**

- 2.9** A member-led committee of inquiry has been set up to look at the impact on local communities from the Walleys Quarry Landfill operation.

The specific lines of inquiry have been determined by Full Council and are as follows:

- What is the impact of the ongoing odour issue?
- What needs to be done next, and by whom, to bring about resolution?
- What, if any, opportunities have been missed to resolve this issue sooner?

The Committee held the first inquiry day on 24 July 2024 and considered the views of and responses to questions from:



Session 1 [Walleys Quarry Inquiry, Session 1, 23rd July 2024 \(youtube.com\)](#)

- NULBC - Regulatory Services
- Staffordshire County Council – Planning and Development
- Former MP Aaron Bell
- Leader of the Council Cllr Simon Tagg

Session 2 [Walleys Quarry Inquiry, Session 2, 23rd July 2024 - YouTube](#)

- Stop The Stink Cap It Off
- Stop The Stink
- Stop The Stink – Fight for Justice
- Walleys Quarry Liaison Committee Chair
- Silverdale Parish Council

Session 3 [Walleys Quarry Inquiry, Session 3, 23rd July 2024 \(youtube.com\)](#)

- Staffordshire County Council Director of Health and Care
- Dr Salt Health Campaigner for the community
- Dr Scott Silverdale and Ryecroft Practice

The Committee reconvened on 14 August and considered the views of and responses to questions from:

Session 4 [Walleys Quarry Inquiry, Session 4, 14th August 2024 \(youtube.com\)](#)

- Dr Scott Silverdale and Ryecroft Practice
- Adam Jogee MP
- Environment Agency
- UK Health Security Agency

- 2.10** The Committee will prepare an report and its recommendations will be submitted to Full Council on 25<sup>th</sup> September 2024.

## **Air Quality & Health**

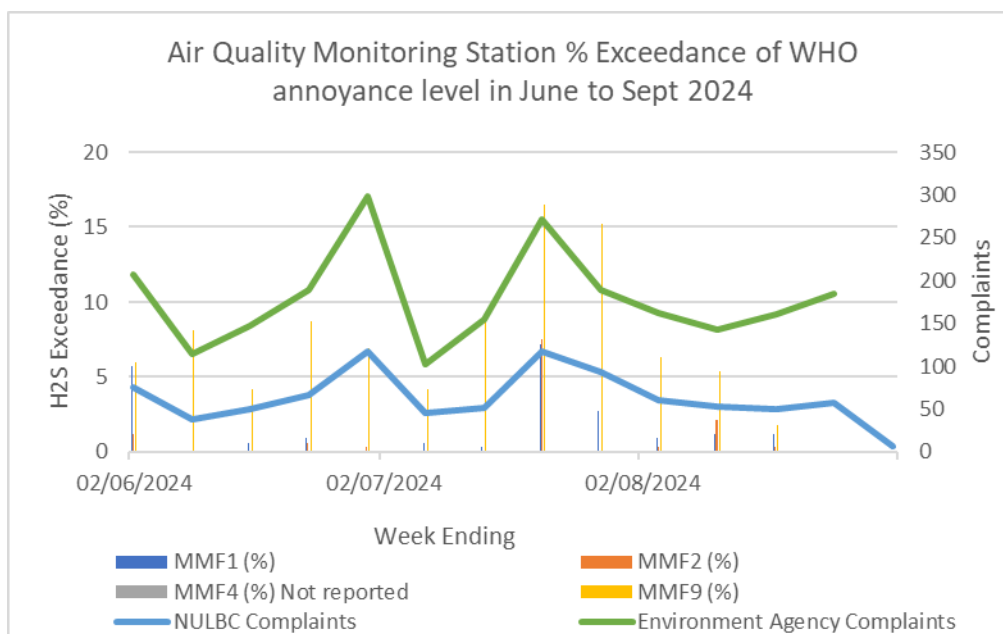
- 2.11** The Council, Staffordshire County Council, and the Environment Agency have jointly funded a campaign of air quality monitoring utilising three static air monitoring stations. The Environment Agency manage and operate these air quality monitoring stations. Data from these stations has been routinely published weekly by the Environment Agency (EA).
- 2.12** Hydrogen sulphide levels have previously been reported and reviewed as part of this report and a full data set provided in Appendices. On 5 October, the Environment Agency provided an update, alerting the community to a problem with the reliability of the Hydrogen Sulphide (H<sub>2</sub>S) monitoring data collected at the monitoring stations. This update is available at the following link [Latest News | Engage Environment Agency \(engagementhq.com\)](#)
- 2.13** On 19 October 2023, the EA calibrated the H<sub>2</sub>S analysers in MMF1 and MMF2. The EA have sufficient confidence in the raw data recorded for the week commencing 16 October 2023 to allow the EA to restart publishing data from MMF1 and MMF2.

**2.14** The latest H2S data is set out in the table below, defining the proportion of the time periods where H2S levels were above the WHO Odour Annoyance guideline of 7ug/m<sup>3</sup>. Historic data is available in Appendix 4.

Time Period	MMF1 (%)	MMF 2 (%)	MMF 9 (%)
03 June - 09 June 2024	0.0	0.0	8.1
10 June - 16 June 2024	0.6	0.0	4.2
17 June - 23 June 2024	0.9	0.6	8.7
24 June - 30 June 2024	0.0	0.3	6.9
01 July - 7 July 2024	0.6	0.0	4.2
08 July - 14 July 2024	0.3	0.0	8.9
15 July - 21 July 2024	7.2	7.5	16.5
22 July - 28 July 2024	2.7	0.0	15.2
29 July - 04 August 2024	0.9	0.3	6.3
05 August – 11 August 2024	1.2	2.1	5.4
12 August – 18 August 2024	1.2	0.3	1.8
19 August – 25 August 2024	0	0	0
26 August – 01 September 2024	0	0	0.6

**2.15** The weekly data for 19 August to 25 August 2024 shows 0% exceedance of the odour annoyance guideline. This is the first time since the MMF’s were recalibrated that 0% exceedance has been recorded.

**2.16** The complaint data and weekly % exceedance of the WHO annoyance level have been combined and is shown on the graph below:



**2.17** On 30 August 2024 the EA provided the following update on the MMF stations.

From 2 September 2024 will be referring to our Mobile Monitoring Facilities (MMFs) according to their location. Adopting this change will make it clearer for members of the public and our partners where the MMFs are. It also gives us the flexibility to change

the name now that we have had to move a monitoring location and may need to do so again in the future.

The existing MMF locations will now be called:

- MMF Cemetery Road (formerly MMF 1)
- MMF Silverdale Pumping Station (formerly MMF 2)
- MMF Galingale Road (formerly MMF 9)

### **MMF Maries Way**

In the week commencing 2 September 2024 we will be removing the MMF from the location at Cemetery Road. We will be replacing and moving it to another location 100m away. This new location will be called MMF Maries Way.

We would like to express our thanks to the owners of the Cemetery Road location who have hosted our MMF. We are relocating the MMF because it was becoming increasingly costly for the MMF to remain where it was.

The new location means that the MMF will continue to provide the same monitoring data and allow the UK Health Security Agency to provide its monthly health risk assessment.

### **MMF Silverdale Pumping Station**

In our previous update on 13 March 2024, we explained that this MMF needed to be relocated at the beginning of September 2024 to enable Severn Trent Water Limited (STW) to carry out construction work at the location.

However, as STW's work has been delayed, the MMF will remain here for the next 2-3 months. We will continue working to identify another location for this MMF. When a new location is confirmed, we will provide an update.

### **MMF Galingale View**

There are no changes for the MMF location at Galingale View.

## **H2S Data Adjustment Method**

**2.18** On 20 August the EA published the adjusted historic hydrogen sulphide (H<sub>2</sub>S) monitoring data on the [Engagement HQ page](#). This page gives the (original) historic data and the adjusted historic data for all Mobile Monitoring Facilities (MMFs) around Walleys Quarry from May 2021.

**2.19** The EA outlined the method used to adjust the historic data:  
'We developed a methodology that would allow us to adjust the historic data. This involved using sulphur dioxide (SO<sub>2</sub>) data that was considered to be reliable. When measuring H<sub>2</sub>S the instrument used chemically converts H<sub>2</sub>S into SO<sub>2</sub>. This SO<sub>2</sub> data formed the basis of the recalibration of historic H<sub>2</sub>S data.'

This methodology was independently reviewed by a peer review group led by Defra's Chief Scientific Adviser. The peer review group consisted of experts from industry and academia with a range of knowledge and experience spanning instrument calibration and air quality measurement. The peer review concluded that the method we developed could be used to adjust the historic data where existing calibration slopes are available for SO<sub>2</sub>'.

**2.20** The adjustment method the EA developed involves using the historic sulphur dioxide (SO<sub>2</sub>) calibration slopes as a surrogate for the hydrogen sulphide (H<sub>2</sub>S) slopes. The SO<sub>2</sub> calibration slopes are not available for all of the instruments in the MMFs. The EA were 'not recording SO<sub>2</sub> calibration slopes routinely in March 2021'. This means that there are gaps in the data as the EA are 'unable to apply the adjustment method to specific data points where there is no SO<sub>2</sub> calibration slope available, and it is not possible to state what level of uncertainty applies'.

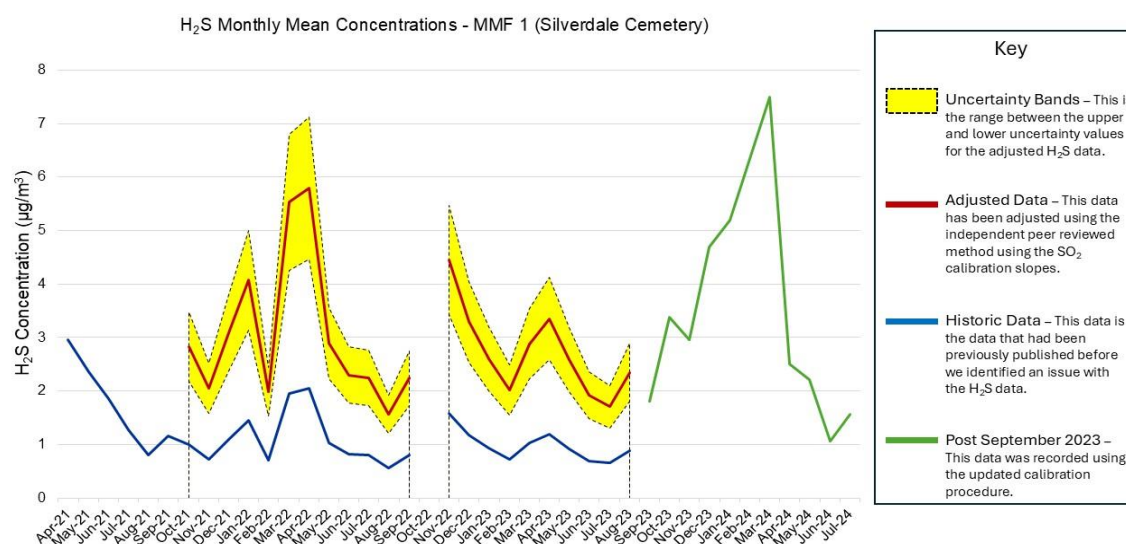
## Understanding the adjusted historic data

**2.21** The EA have adjusted the data sets and have shared:

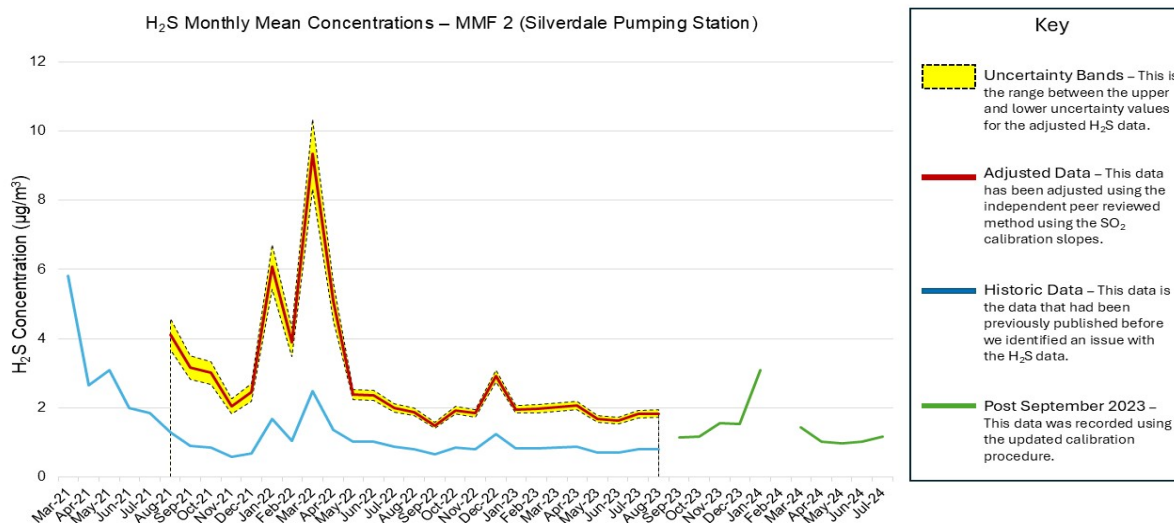
- the (original) historic data
- adjusted data and
- the associated uncertainty values (95% confidence) for the adjusted historic data.

**2.22** For the full range of values recorded, please refer to the data [here](#). The EA have produced 4 charts, one for each MMF, to show the adjusted data set from 2021 to August 2023, and the data recorded using the updated calibration procedure between September 2023 and July 2024. The charts show you how the adjusted data compares to the original historic data. The links on the EA website enable you to view an enlarged version of the graphs.

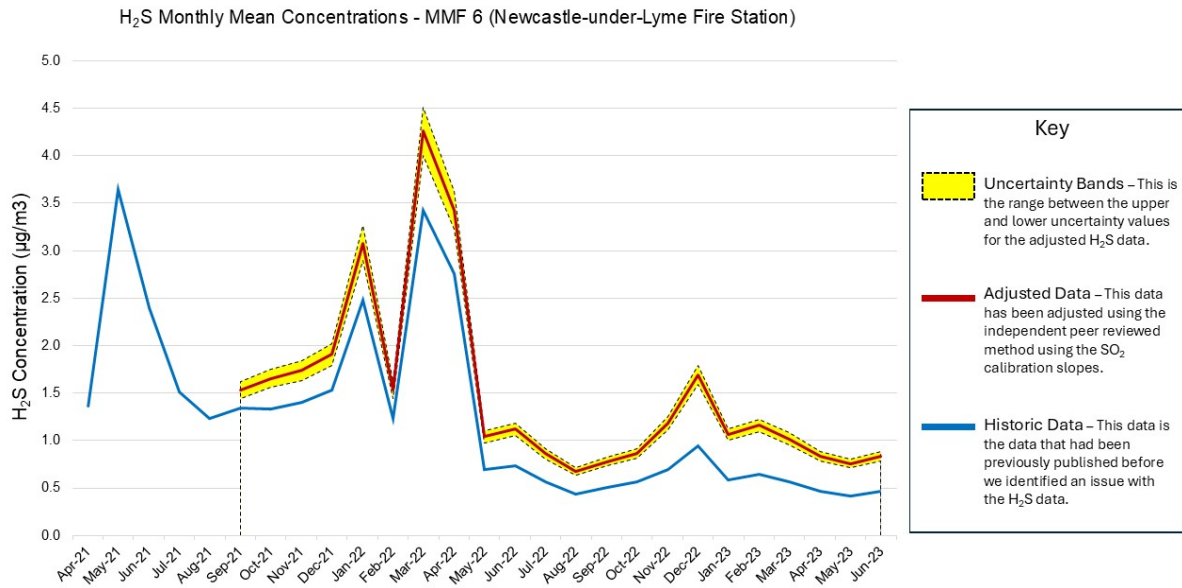
### MMF 1 (Silverdale Cemetery)



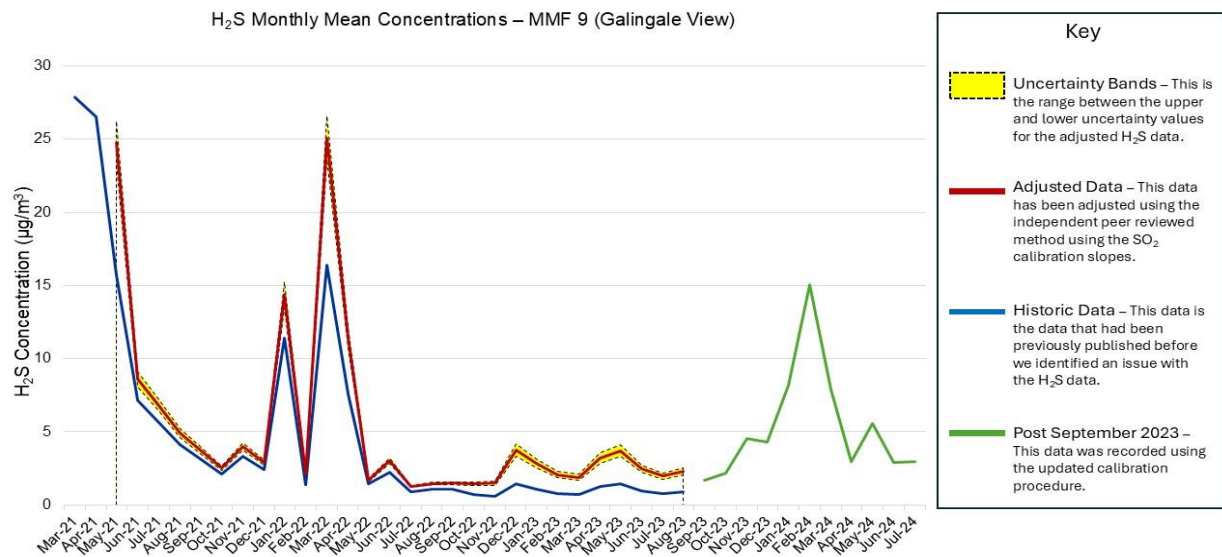
### MMF 2 (Silverdale Pumping Station)



## MMF 6 (Newcastle-under-Lyme Fire Station)



## MMF 9 (Galingale View)



Note:

The vertical axis shows the level of H<sub>2</sub>S Concentration in ug/m<sup>3</sup>. The range on the vertical axis varies across each station.

The Historic H<sub>2</sub>S data (Blue Line) is displayed as monthly arithmetic means. The historic data underwent the data ratification process and was adjusted for drift and zero offset using SO<sub>2</sub> precision check data (based on the original calibration procedure). This line is the data that had previously been published before we identified an issue with the H<sub>2</sub>S data.

The Adjusted H<sub>2</sub>S data (Red Line) is displayed as monthly arithmetic means. This data has been adjusted using the independently peer reviewed method, which involves use of the available SO<sub>2</sub> calibration slopes.

The Uncertainty Band (Yellow Fill), is the range between the upper and lower uncertainty values for adjusted H2S data\*.

The EA give an example for MMF 1 on 30 July 2022, the original value at 10:00am was 0.8, the adjusted value of this data is 2.26 with a lower uncertainty value of 1.74 and a higher uncertainty value of 2.78.

The upper dotted line shows the H2S Uncertainty upper value (95% confidence). This is the upper uncertainty percentage represented as a concentration with a confidence level of 95%.

The lower dotted line shows the H2S Uncertainty lower value (95% confidence). This is the lower uncertainty percentage represented as a concentration with a confidence level of 95%.

The green line represents H2S data recorded after September 2023 displayed as monthly arithmetic means. This data was recorded using the updated calibration procedure. It has undergone the data ratification process and has been adjusted for drift and zero offset using H2S precision check data.

*\* The uncertainty values are based on an hourly average at a limit value of 100 parts per billion (ppb) and an analyser range of 2000 ppb and defined oxidiser efficiency; and are displayed as monthly arithmetic means.*

## Revised UKHSA Public Health Risk Assessment

- 2.23** The UK Health Security Agency provided a revised Public Health Risk Assessment, based on the adjusted historic monitoring data, which is accessible [here](#). It should be noted that the risk assessment is from March 2021 to August 2023.

The non-technical summary states:

**‘The hydrogen sulphide data up to the end of August 2023 shows continuing exposure to the population around the landfill site. Over this period, the three closest MMF sites regularly exceeded the long-term (lifetime) health-based guidance value.**

People living around the site are likely to experience health effects such as headache, nausea, dizziness, watery eyes, stuffy nose, irritated throat, cough or wheeze, sleep problems and stress described above. People who have health conditions that affect breathing, such as asthma and chronic obstructive pulmonary disease (COPD), may experience increased frequency and/or severity of symptoms. The risk to long-term (lifetime) health cannot be excluded, where concentrations are above the long-term health-based guidance value. Currently this risk is likely to be small.

**UKHSA strongly recommends that all appropriate measures be taken to reduce the off-site odours from the landfill site, to reduce the health impacts experienced in the local community.’**

- 2.24** On 28 August 2024 the EA hosted ‘a virtual public meeting with the UK Health Security Agency (UKHSA) to answer your questions on the adjusted data and UKHSA’s risk assessment. We would like to thank you and UKHSA for attending the session. We will be publishing the transcript of the meeting next week. We will now work through the remaining questions on Slido and publish these on our Engagement HQ site soon’.

## **Environment Agency Regulatory and Enforcement Action**

- 2.25** The Environment Agency has continued to provide updates on their regulatory activity on the Walleys Quarry Landfill and can be accessed here: <https://engageenvironmentagency.uk.engagementhq.com/hub-page/walleys-quarry-landfill>
- 2.26** These updates reflect regular EA officer presence at the site to review progress with the Contain Capture Destroy strategy. The Compliance Assessment Reports (published on the [EA website](#)) provide further details of the site visits undertaken.
- 2.27** The following table provides a summary of the published CAR (Compliance Assessment Report) forms since the last Cabinet report:

<b>Date of Report</b>	<b>Date issued</b>	<b>CAR reference</b>	<b>Assessment</b>	<b>Compliance Score</b>
20/06/24	16/07/24	DP3734DC-0511150	Site inspection – unannounced	0
18/07/24	18/07/24	DP3734DC/05111517	Report/data review – temporary capping assessment report 2024 Q1	0

### **Incident: Landfill Fire 04 August 2024**

- 2.28** On Sunday 04 August 2024 an incident occurred at approx. 22:00. Staffordshire Fire and Rescue Service [SFRS], as a first responder, attended the scene and commenced actions in line with the Walleys Quarry’s fire risk assessment.
- 2.29** At 23:00, SFRS reported to the EA that an area of waste approximately 25m<sup>3</sup> was on fire at Walleys Quarry Landfill.
- 2.30** At 23:20 NULBC were notified of the incident by the Staffordshire Civil Contingency Unit which activated the incident management response.
- 2.31** Via the NULBC incident management arrangements, provisional plans were made by the Council to open a rest centre and provide support if the incident escalated, and if residents/ businesses had to be evacuated. In the initial response there was concern for residents of a Caravan Park adjacent to the site boundary.
- 2.32** The fire was brought under control the following morning (Monday 05 August) using mains water as the source of fire water and SFRS continued to support the site by carrying out periodic inspections. Drone surveys were used to identify any hot spots to ensure that the fire was fully extinguished.
- 2.33** The EA’s Air Quality Team shared air quality information with the UK Health Security Agency [UKHSA]. The advice given by UKHSA was that *‘any smoke can be an irritant, which can affect airways, eyes and skin, causing coughing, wheezing, breathlessness and chest pain. These symptoms are in line with what has been reported by residents. Substances in smoke can worsen health problems like asthma and heart conditions’*. UKHSA advised *‘if anyone is concerned for their health, they should contact NHS 111 online or get in touch with their GP’*. *‘People in areas affected by smoke should stay indoors and keep doors and windows closed. Any*

*motorists who have to travel through smoke should keep windows closed and turn off air conditioning and keep air vents closed’.*

**2.34** EA staff were:

“involved in the immediate incident response and officers attended the site on Monday 5 and Tuesday 6 August to support SFRS, assess the surrounding area and site infrastructure and discuss Walleys Quarry Ltd’s (WQL) plans following the fire. Officers made it clear that we expect WQL to install permanent capping and gas infrastructure in the affected area as soon as it is safe to do so.

We are satisfied that the fire was contained to the surface of an area of freshly deposited waste. Following assessment officers were able to confirm that the existing landfill infrastructure, including gas extraction system and capping were all unaffected by the fire. The gas extraction system continued to operate during the fire.

All water used to extinguish the fire was either contained on site or evaporated. Officers sampled local watercourses and all water quality readings including at Silverdale Brook were normal.

SFRS has confirmed that the fire has been fully extinguished and on 6 August handed the site back to WQL. SFRS is leading the investigation into the cause of the fire and will continue to inspect the site regularly over the following days”.

**2.35** Walleys Quarry Limited issued an operations update on 07 August:

“Following a surface fire, which started at approximately 22:30 on Sunday 4 August 2024 Walleys Quarry landfill site has now re-opened. The fire was extinguished successfully with Staffordshire Fire and Rescue Service departing site on Tuesday 6 August 2024.

Waste deliveries recommenced on Wednesday 7 August 2024.

During the incident, landfill gas infrastructure and the site capping systems were unaffected, remaining intact and operational throughout. The Gas Utilisation Plant was also unaffected and remained operational throughout.

We would like to thank the efforts of the Staffordshire Fire and Rescue Service and the police overnight to manage the fire, we also acknowledge that this will have been disruptive for the community around Walleys Quarry, and we apologise for this, along with thanking residents for their understanding.

An investigation has commenced to identify potential causes of the fire and review the response.

Should members of the community have any questions, please contact [enquiries@walleysquarry.co.uk](mailto:enquiries@walleysquarry.co.uk)”

**2.36** Staffordshire Fire and Rescue issued a statement on 21 August 2024 with details of their investigation:

‘A fire in a quarry in Staffordshire has been deemed accidental following an investigation.

On Sunday 4 August, a number of crews attended Walleys Quarry in Newcastle-under-Lyme.

At the height of the incident there were six engines, a water carrier and a high-volume pump being used to tackle the fire.



While it is difficult to determine the full cause of the fire, our investigation has found that it was likely caused accidentally as a result of a battery fire.

Fire Investigator, Liam Hickey said: "The rise in the number of electrical items containing lithium-ion batteries brings significant fire risk if they are discarded at waste sites instead of being recycled.

"When damaged, the batteries can be dangerous to the public, waste operators and firefighters as they cause fires that are challenging to tackle."

Lithium-ion batteries are found inside many everyday household items, including laptops, mobile phones and tablets.'

## Walleys Quarry Update

**2.37** On 05 September 2024 Walleys Quarry issued a statement: 'Walleys Quarry has applied to Staffordshire County Council for a pre-application meeting with its planning department. This forms part of a project Walleys Quarry is undertaking to explore options and opportunities to complete the restoration of the landfill site sustainably, making enhancements and alterations to the existing restoration plans.

This is common practice within the landfill sector as requirements for site void changes in response to market conditions and emerging restoration opportunities.

At this time there a number of opportunities being explored by Walleys Quarry, some of these will be discussed with Staffordshire County Council and Walleys Quarry is awaiting a formal pre-application response.

Technical work to support a potential planning application is being undertaken, and following feedback from statutory consultees, Walleys Quarry will share more information about the emerging proposals.

During this time the landfill site will continue to operate in accordance with its existing planning permission and environmental permit'.

## Impact Study

**2.38** An Impact study, commissioned jointly by a group of public bodies, including Staffordshire County Council, Newcastle-under-Lyme Borough Council, the Environment Agency and UK Health Security Agency, will be carried out by the independent Arcadis Consulting and findings will be published later in the year.

## Key Performance Data

**2.39** Through the settlement agreement both Walleys Quarry Ltd and the Council have developed key performance indicators in relation to relevant data from each organisation. These key performance indicators are shown in Appendix 2 and 3.

**2.40** The data from the Council covers the period from June 2024 to August 2024 and provides complaint numbers and officer assessments.

2.41 The data from Walleys Quarry Limited provides data on waste acceptance, odour management, landfill operations, landfill gas management, leachate management and information relating to the EA regulator as the primary regulator of the site. The KPI data and explanatory notes for June and July are uploaded as Appendix 3 (A) and (B) respectively. The data for August will be uploaded in the next report to Cabinet.

### 3. **Proposal**

#### 3.1 **Cabinet is recommended to:**

- Note the contents of this update report.

### 4. **Reasons for Proposed Solution**

4.1 To ensure Cabinet is kept updated of the ongoing work to address the issues associated with the odours from Walleys Quarry landfill and to keep under review opportunities to further action.

### 5. **Options Considered**

5.1 To provide regular updates to Cabinet.

### 6. **Legal and Statutory Implications**

6.1 Part III of the Environmental Protection Act 1990 is the legislation concerned with statutory nuisances in law. This is the principal piece of legislation covering the Council's duties and responsibilities in respect of issues relating to odour nuisance:

- The Environmental Protection Act 1990, section 79 sets out the law in relation to statutory nuisance. This is the principal piece of legislation covering the Council's duties and responsibilities in respect of issues relating to odour nuisance.
- The relevant part of Section 79 defines a statutory nuisance as any smell or other effluvia arising on industrial, trade or business premises which is prejudicial to health or a nuisance. The Council is responsible for undertaking inspections and responding to complaints to determine whether a statutory nuisance exists.
- Where a statutory nuisance is identified or considered likely to arise or recur, section 80 of the Act requires that an abatement notice is served on those responsible for the nuisance. The abatement notice can either prohibit or restrict the nuisance and may require works to be undertaken by a specified date(s).
- It is then a criminal offence to breach the terms of the abatement notice. Because the site is regulated by the Environment Agency under an Environmental Permit, the council would need to obtain the consent of the Secretary of State before it is able to prosecute any offence of breaching the abatement notice.
- The Act provides powers in respect of a breach. If a person on whom an abatement notice is served, without reasonable excuse, contravenes or fails to comply with any requirement or prohibition imposed by the notice, they shall

be guilty of an offence. If this is on industrial, trade or business premises shall be liable on conviction to an unlimited fine. It is a defence that the best practicable means were used to prevent, or to counteract the effects of, the nuisance.

## **7. Equality Impact Assessment**

7.1 The work of the Council in this regard recognises that the problematic odours in the area may impact on some groups more than others. The work is focussed on minimising this impact as soon as possible.

## **8. Financial and Resource Implications**

8.1 Dedicated officer resource has been allocated to continue the Council's work regarding Walleys Quarry Landfill.

8.2 From April 2024 there is a £300k reserve for works associated with Walleys Quarry Landfill site. Should further funding be required, up to £300k can be made available through the transfer of useable reserves (£100k from the Borough Growth Fund and £200k from the Budget and Borrowing Support Fund). These funds can be transferred without Council approval.

8.3 Should proceedings regarding the breach of the Council's Abatement Notice exceed £600k, a further report will be presented to Council in order to seek approval to utilise funds from the General Fund Reserve.

## **9. Major Risks**

9.1 A GRACE risk assessment has been completed including the following main risks:

- Failure to achieve a reduction in odour levels;
- Community dissatisfaction at odour levels;
- The ability to take enforcement action against abatement notice;
- Failure to evidence a breach of the abatement notice;

9.2 Controls have been identified and implemented in order to control these risks; the main controls include:

- Provisions in settlement agreement ensures greater transparency for public;
- Provisions in settlement agreement ensures regular meetings with Walleys Quarry which enable issues to be discussed;
- Dedicated officer resource for Walleys Quarry work has been secured;
- Continued air quality monitoring provision;
- Robust procedure for investigating complaints with experienced officers;
- Specialist expert advice maintained;
- Multi-Agency partnership working continues.

## **10. UN Sustainable Development Goals (UNSDG)**



## 11. Key Decision Information

11.1 As an update report, this is not a Key Decision.

## 12. Earlier Cabinet/Committee Resolutions

12.1 This matter has been variously considered previously by Economy, Environment & Place Scrutiny Committee, Council and Cabinet on 21 April 2021, 9<sup>th</sup> June 2021, 7<sup>th</sup> July 2021, 21<sup>st</sup> July 2021, 8<sup>th</sup> September 2021, 13<sup>th</sup> October 2021, 3<sup>rd</sup> November 2021, 17<sup>th</sup> November, 1<sup>st</sup> December 2021, 12<sup>th</sup> January 2022, 2<sup>nd</sup> February 2022, 23<sup>rd</sup> February 2022, 23<sup>rd</sup> March 2022, 20<sup>th</sup> April 2022, 7<sup>th</sup> June 2022, 19<sup>th</sup> July 2022, 6<sup>th</sup> September 2022, 18<sup>th</sup> October 2022, 8<sup>th</sup> November 2022, 6<sup>th</sup> December 2022, 10<sup>th</sup> January 2023, 7<sup>th</sup> February 2023, 13<sup>th</sup> March 2023, 5<sup>th</sup> April 2023, 6<sup>th</sup> June 2023, 18<sup>th</sup> July 2023, 19<sup>th</sup> September 2023, 17<sup>th</sup> October 2023, 7<sup>th</sup> November 2023, 5<sup>th</sup> December 2023, 16<sup>th</sup> January 2024, 6<sup>th</sup> February 2024, 14<sup>th</sup> February 2024, 19<sup>th</sup> March 2024, 10<sup>th</sup> April 2024, 4<sup>th</sup> June 2024, and 16<sup>th</sup> July 2024.

## 13. List of Appendices

- 13.1 Appendix 1. Historical Complaint data
- 13.2 Appendix 2. NULBC Key Performance Data
- 13.3 Appendix 3. WQL Key Performance Data
- 13.4 Appendix 4. Percentage exceedance above WHO odour annoyance guideline

## Appendix 1 – Historic Complaint Numbers

Week Ending	Complaints to NuLBC	Complaints to Environment Agency	Week Ending	Complaints to NuLBC	Complaints to Environment Agency
<b>2022</b>			25-Sep	14	79
09-Jan	73	352	02-Oct	13	58
16-Jan	258	1045	09-Oct	42	102
23-Jan	134	651	16-Oct	52	165
30-Jan	25	139	23-Oct	73	186
06-Feb	16	64	30-Oct	30	82
13-Feb	31	120	06-Nov	27	116
20-Feb	49	166	13-Nov	23	86
27-Feb	40	264	20-Nov	60	113
06-Mar	118	571	27-Nov	2	70
13-Mar	72	285	04-Dec	19	47
20-Mar	224	1126	11-Dec	43	163
27-Mar	412	1848	18-Dec	22	114
03-Apr	243	1072	25-Dec	12	45
10-Apr	132	895	<b>2023</b>		
17-Apr	156	752	01-Jan	11	39
24-Apr	65	310	08-Jan	12	32
01-May	49	213	15-Jan	13	25
08-May	39	193	22-Jan	47	118
15-May	35	160	29-Jan	51	149
21-May	43	134	05-Feb	13	66
29-May	20	81	12-Feb	26	115
05-Jun	27	169	19-Feb	7	39
12-Jun	42	234	26-Feb	3	15
19-Jun	25	263	05-Mar	7	13
26-Jun	28	208	12-Mar	12	74
02-Jul	9	54	19-Mar	23	63
09-Jul	4	34	26-Mar	19	56
16-Jul	14	72	02-Apr	51	103
23-Jul	21	52	09-Apr	45	152
30-Jul	12	93	16-Apr	11	64
06-Aug	22	124	23-Apr	48	101
13-Aug	32	133	30-Apr	148	278
21-Aug	11	79	07-May	50	150
28-Aug	12	89	14-May	53	164
04-Sep	10	30	21-May	147	320
11-Sep	9	64	28-May	90	210
18-Sep	13	83	04-Jun	24	43

Week Ending	Complaints to NuLBC	Complaints to Environment Agency
11-Jun	19	75
18-Jun	76	154
25-Jun	80	170
02-Jul	40	99
09-Jul	18	46
16-Jul	20	54
23-Jul	15	73
30-Jul	28	97
06-Aug	21	67
13-Aug	7	30
20-Aug	10	44
27-Aug	8	38
03-Sep	11	59
10-Sept	26	71
17-Sept	12	72
24-Sept	8	31
01-Oct	8	26
08-Oct	8	37
15-Oct	29	64
22-Oct	22	81
29-Oct	26	115
05-Nov	5	15
12-Nov	40	123
19-Nov	35	119
26-Nov	36	135
3-Dec	115	265
10-Dec	83	151
17-Dec	48	180
24-Dec	28	79
31-Dec	44	129
<b>2024</b>		
07-Jan	236	627
14-Jan	76	268
21-Jan	270	824
28-Jan	86	261
04-Feb	133	416
11-Feb	382	905
18-Feb	186	527
25-Feb	397	1264
03-Mar	333	990
10-Mar	218	694
17-Mar	103	374

24-Mar	120	330
31-Mar	81	254
07-Apr	56	220
14-April	17	75
21-April	32	145
28-April	55	196
05-May	41	167
12-May	75	311
19-May	76	192
26-May	89	240
02-June	75	207
09-June	38	114
16-June	50	147
23-June	67	189
30-June	117	298

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**Appendix 2 – NUL Key Performance Indicators**

NULBC		Information	Measurement	MMF	June 2024	July 2024	August 2024
KPI 1	COMPLAINTS	Complaints reported to NULBC	Number		286	340	197
					Number of unique properties reporting complaints = 114	Number of unique properties reporting complaints = 120	Number of unique properties reporting complaints = 109
					Rating 0 = 2 complaints	Rating 0 = 3 complaints	Rating 0 = 2 complaints
					Rating 1 = 1 complaints	Rating 1 = 0 complaints	Rating 1 = 1 complaints
					Rating 2 = 3 complaints	Rating 2 = 2 complaints	Rating 2 = 2 complaints
					Rating 3 = 27 complaints	Rating 3 = 27 complaints	Rating 3 = 15 complaints
					Rating 4 = 65 complaints (22.7%)	Rating 4 = 79 complaints (23.2%)	Rating 4 = 35 complaints (17.8%)
					Rating 5 = 89 complaints (31.1%)	Rating 5 = 93 complaints (27.4%)	Rating 5 = 54 complaints (27.4%)
					Rating 6 = 99 complaints (34.6%)	Rating 6 = 136 complaints (40%)	Rating 6 = 88 complaints (44.7%)
					% of complaints reporting odour entering the property = 225 (78.7%)	% of complaints reporting odour entering the property = 269 (79.1%)	% of complaints reporting odour entering the property = 157 (79.7%)
					% of complaints reporting health effects = 198 (69.2%)	% of complaints reporting health effects = 265 (77.9%)	% of complaints reporting health effects = 151 (76.6%)

KPI 2		Complaints reported (daytime 07:00-23:00)	Number		220	262	169
KPI 3		Complaints reported (night-time 23:00-07:00)	Number		66	78	28
KPI 4		Highest number of complaints during the period	Date (number of complaints)		26/06/24 (31 complaints)	19/07/24 (30 complaints)	Awaiting data
KPI 5	AIR QUALITY	Percentage exceedance Odour Annoyance Guideline (Hydrogen Sulphide 30-minute average)	%	MMF1	0.7%	2.7%	Awaiting data
				MMF2	0.4%	1.8%	Awaiting data
				MMF9	7.0%	10.6%	Awaiting data
KPI 6		Monthly Average H <sub>2</sub> S	ug/m3 over the month	MMF1	1.1ug/m3	1.6ug/m3	Awaiting data
				MMF2	1.0ug/m3	1.2ug/m3	Awaiting data
				MMF9	2.9ug/m3	3.0ug/m3	Awaiting data
KPI 7	H <sub>2</sub> S PEAK LEVEL	Level measured over a 5-minute period Date & Time	ug/m3	MMF1	19.61ug/m3	82.74ug/m3	Awaiting data
				MMF2	11.46ug/m3	39.06ug/m3	Awaiting data
				MMF9	125.87ug/m3	100.39ug/m3	Awaiting data
KPI 8	OFFICER ASSESSMENTS	Odour Rating - Officer odour	Max Odour Rating		2 assessments – max intensity rating 4 (19/06/24)	N/A	2 assessments – max rating 4 (04/08/24)

		assessment (5 minute)					
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Date of Report: June 2024			
Landfill Operations	Information	Measurement	Summary and Actions (Additional Document Reference as applicable)
<b>KPI 1</b>	<b>WASTE ACCEPTANCE</b>	Non-conformance raised with waste operator	CCS score(s) including summary and actions.
		No of loads inspected.	each
<b>KPI 2</b>			0 Non-conformance raised with operator. 0 CCS scores received
			1507 loads received. 1507 loads inspected.
Landfill Operations	Information	Measurement	Summary and Actions (Additional Document Reference as applicable)
<b>KPI 3</b>	<b>ODOUR MANAGEMENT</b>	Non-conformance raised with waste operator	CCS score(s) including summary and actions.
<b>KPI4</b>		No of odour tours	
		No of odour tours where odour detected off site	
			0 Non-conformance raised with operator. 0 CCS scores received. 0 non conformances identified.
			59 tours
			17 external odours.
Landfill Operations	Information	Measurement	Summary and Actions (Additional Document Reference as applicable)
<b>KPI 5</b>	<b>ACTIVE TIPPING AREA</b>	Operational Surface area total	m3
<b>KPI 6</b>	<b>ACTIVE TIPPING AREA</b>	Active tipping area	m3
			129,769m2
			15,925m2
Landfill Operations	Information	Measurement	Summary and Actions (Additional Document Reference as applicable)
<b>KPI 7</b>	<b>CAPPING OF OPERATION AREA</b>	Temporary capping	m3
		Permanent capping	m3
			Temporary Capping 43,908m,2 (34%) Permanent Capping 63,091m2 (49%) Total Capped area 106,999m2 (82%)
Landfill Operations	Information	Measurement	Summary and Actions (Additional Document Reference as applicable)
<b>KPI 8</b>	<b>LANDFILL GAS MANAGEMENT</b>	Surface & Gas infrastructure emission surveys	Number of remaining matters open in the month
<b>KPI 9</b>	<b>LANDFILL GAS MANAGEMENT</b>	Concentration of Hydrogen Sulphide in 'raw' bulk gas	ppm
			1,915ppm – recorded from CLP H2S GUP input data

<b>KPI 10</b>	<b>LANDFILL GAS MANAGEMENT</b>	Landfill Gas capture rate (monitored at the GUP)	m3/hr	3,770 m3/hr - averaged across period
<b>KPI 11</b>	<b>LANDFILL GAS MANAGEMENT</b>	Appendix A LGMP Gas Management Plan (live document)	Progress including summary and actions	See explanatory notes
Landfill Operations		<b>Information</b>	<b>Measurement</b>	<b>Summary and Actions (Additional Document Reference as applicable)</b>
<b>KPI 12</b>	<b>LEACHATE MANAGEMENT ACTION PLAN</b>	Actions (13 actions)	Progress including summary and actions	See explanatory notes.
Landfill Operations		<b>Information</b>	<b>Measurement</b>	<b>Summary and Actions (Additional Document Reference as applicable)</b>
<b>KPI 13</b>	<b>PRIMARY REGULATOR</b>	Compliance Assessments Visits	Number undertaken for which CAR form issued to operator	One visit within the period:  20th June 2024 DP3734DC/0511150
<b>KPI 14</b>	<b>PRIMARY REGULATOR</b>	Compliance Assessments Visits	Number Undertaken where a CCS score is raised with operator, including summary and actions	1 regulatory compliance assessments undertaken which resulted in a compliance assessment score – see explanatory notes.
<b>KPI 15</b>	<b>PRIMARY REGULATOR</b>	Compliance Assessments Visits	Number Undertaken where no CCS score is raised with operator, including summary and actions	1 regulatory compliance assessments undertaken which resulted in 0 compliance assessment scores

## Date of Explanatory Notes: June 2024

### KPI 1 and KPI 2 Waste Acceptance

No non-conformances have been received from the regulator within the period.

1,507 loads inspected within the period, with 0 loads rejected.

### KPI 3 and KPI 4 Odour Management

No non-conformances have been received from the regulator within the month, with one site regulatory inspections/reviews undertaken. The Agency assessments cover a wide scope of permit conditions including engineering, containment, operational activities, landfill gas management, odour and pest management.

59 odour tours conducted by WQL, with 17 reflecting odour experienced. Contemporaneously with these odour tours, checks on the gas collection and treatment infrastructure, site engineering and operations and local weather factors were reviewed to ensure all appropriate actions were being undertaken. No non-conformances were identified during these times. And all appropriate actions were being taken.

### KPI 5 and 6 Active Tipping Area

The overall current landfill is 129,769 m<sup>2</sup>. The active area is confined to Cell 2. The current active area remains contained and measures some 15,925 m<sup>2</sup>. This is aligned with the approved capping and phasing plan, as agreed with the Environment Agency. The active operational area is progressively covered during the day to minimise the time that fresh waste remains uncovered. This is in line with best practice and our operating techniques. We retain healthy stockpiles of cover material to facilitate this progressive covering.

### KPI 7 Temporary Capping

Currently, 43,908 m<sup>2</sup> of the surface area of the facility is temporarily capped, either using a high specification, low permeability engineering clay. This is in line with the capping and phasing plan for the facility, as agreed with the Environment Agency and an increase on the previous period. Maintenance works continue to clay capped areas in line with the agreed (by the Environment Agency) CQA (Construction Quality Assurance) specifications.

### Permanent Capping

Relating to permanent capping, 63,091 m<sup>2</sup> of the surface area of the facility is capped, by the installation of a low permeability geomembrane. Subsequently, on completion of the permanent capping works, cover soils continue to be imported to the facility as part of the site restoration process.

### KPI 8 - 10 Landfill gas management

WQL continues to undertake the extensive regime of surface emission surveys, as agreed with the Environment Agency. A, FID survey was conducted in May 2024.

The concentration of H<sub>2</sub>S at the facility remains within expected limits and in June, averaging 1,915 ppm at the Gas Utilisation Plant (GUP), as measured by CLP Envirogas Ltd and representing a reduction on the previous period.

The volume of gas captured at the facility remains within expected limits, at 3,770m<sup>3</sup>/hr, comparable with the previous period. The flow rate has remained high and consistent across the period. WQL continue to review this position and drive the gas management contractor, CLP Envirogas Ltd, to ensure that gas collection is continually reviewed to assess relevant developments that can be made.

### KPI 11 Landfill Gas Management - Landfill Gas Management Plan

The LFGMP continues to be developed by WQL and adopted by CLP Envirogas Ltd. From Appendix A of this document, three actions remain open and in progress, namely:

Site Specific Balancing Plan – this is being developed by WQL, in conjunction with the Environment Agency and CLP Envirogas Ltd. A draft has been received and is being reviewed, prior to agreement and submission to the Environment Agency.

Regular monitoring, requested by the Environment Agency of CLP Envirogas Ltd continues and is likely to remain in place.

Installation of horizontal wells in active operational areas continues as the site develops, in line with the approved LFGMP.

The LFGMP has been reviewed and issued to the Environment Agency, with comments received from the regulator on 2 June 2023 following the submission on 15 January 2023. The draft LFGMP has been discussed with NuLBC and was submitted to the Environment Agency on 14 August 2023 for approval, with further comments received 6 October. A meeting to discuss the LFGMP was undertaken on 18 October 2023 with the EA, with a further submission made 22 January 2023. Further submissions have been made through 2024, with the latest version submitted 21/7/2024. This document remains fundamentally comparable to the submission of 15 January 2024. It awaits approval from the EA.

### KPI 12 Leachate Management Plan

In relation to the LMP, an addition 5 leachate wells have been successfully installed into the WQ facility. These have been installed utilising steel casing, increasing the robustness of the installed infrastructure to settlement and compaction of waste. replacement leachate wells at the facility.

A pump-trial plan, agreed to be conducted as part of the LMP submission has been undertaken and continues to be developed, in discussion with the EA.

KPI 13- 15



## 20<sup>th</sup> June 2024 DP3734DC/0511150

General site visit undertaken. No compliance scores received.

Off-site odour assessment undertaken, with no odours detected at the following locations :- Keele University, Maries Way, Ellams Place, Ironbridge Drive and Cemetery Rd.

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Date of Report: July 2024			
Landfill Operations	Information	Measurement	Summary and Actions (Additional Document Reference as applicable)
<b>KPI 1</b>	<b>WASTE ACCEPTANCE</b>	Non-conformance raised with waste operator	CCS score(s) including summary and actions.
		No of loads inspected.	each
<b>KPI 2</b>			0 Non-conformance raised with operator. 0 CCS scores received
			1692 loads received. 1692 loads inspected.
Landfill Operations	Information	Measurement	Summary and Actions (Additional Document Reference as applicable)
<b>KPI 3</b>	<b>ODOUR MANAGEMENT</b>	Non-conformance raised with waste operator	CCS score(s) including summary and actions.
<b>KPI 4</b>		No of odour tours	
		No of odour tours where odour detected off site	
			0 Non-conformance raised with operator. 0 CCS scores received. 0 non conformances identified.
			67 tours 7 external odours.
Landfill Operations	Information	Measurement	Summary and Actions (Additional Document Reference as applicable)
<b>KPI 5</b>	<b>ACTIVE TIPPING AREA</b>	Operational Surface area total	m <sup>3</sup>
<b>KPI 6</b>	<b>ACTIVE TIPPING AREA</b>	Active tipping area	m <sup>3</sup>
			129,769m <sup>2</sup> 28,284m <sup>2</sup>
Landfill Operations	Information	Measurement	Summary and Actions (Additional Document Reference as applicable)
<b>KPI 7</b>	<b>CAPPING OF OPERATION AREA</b>	Temporary capping	m <sup>3</sup>
		Permanent capping	m <sup>3</sup>
			Temporary Capping 34,503m <sup>2</sup> (27%) Permanent Capping 65,388m <sup>2</sup> (50%) Total Capped area 99,891m <sup>2</sup> (77%)
Landfill Operations	Information	Measurement	Summary and Actions (Additional Document Reference as applicable)
<b>KPI 8</b>	<b>LANDFILL GAS MANAGEMENT</b>	Surface & Gas infrastructure emission surveys	Number of remaining matters open in the month
<b>KPI 9</b>	<b>LANDFILL GAS MANAGEMENT</b>	Concentration of Hydrogen Sulphide in 'raw' bulk gas	ppm
			0 1,732 ppm – recorded from CLP H2S GUP input data

<b>KPI 10</b>	<b>LANDFILL GAS MANAGEMENT</b>	Landfill Gas capture rate (monitored at the GUP)	m3/hr	3,692 m3/hr - averaged across period
<b>KPI 11</b>	<b>LANDFILL GAS MANAGEMENT</b>	Appendix A LGMP Gas Management Plan (live document)	Progress including summary and actions	See explanatory notes
Landfill Operations		<b>Information</b>	<b>Measurement</b>	<b>Summary and Actions (Additional Document Reference as applicable)</b>
<b>KPI 12</b>	<b>LEACHATE MANAGEMENT ACTION PLAN</b>	Actions (13 actions)	Progress including summary and actions	See explanatory notes.
Landfill Operations		<b>Information</b>	<b>Measurement</b>	<b>Summary and Actions (Additional Document Reference as applicable)</b>
<b>KPI 13</b>	<b>PRIMARY REGULATOR</b>	Compliance Assessments Visits	Number undertaken for which CAR form issued to operator	One visit within the period:  19th July 2024 DP3734DC/0514302
<b>KPI 14</b>	<b>PRIMARY REGULATOR</b>	Compliance Assessments Visits	Number Undertaken where a CCS score is raised with operator, including summary and actions	1 regulatory compliance assessments undertaken which resulted in a compliance assessment score – see explanatory notes.
<b>KPI 15</b>	<b>PRIMARY REGULATOR</b>	Compliance Assessments Visits	Number Undertaken where no CCS score is raised with operator, including summary and actions	1 regulatory compliance assessments undertaken which resulted in 0 compliance assessment scores

## Date of Explanatory Notes: July 2024

### KPI 1 and KPI 2 Waste Acceptance

No non-conformances have been received from the regulator within the period.

1,692 loads inspected within the period, with 0 loads rejected.

### KPI 3 and KPI 4 Odour Management

No non-conformances have been received from the regulator within the month, with one site regulatory inspections/reviews undertaken. The Agency assessments cover a wide scope of permit conditions including engineering, containment, operational activities, landfill gas management, odour and pest management.

67, odour tours conducted by WQL, with 7 reflecting odours experienced. Contemporaneously with these odour tours, checks on the gas collection and treatment infrastructure, site engineering and operations and local weather factors were reviewed to ensure all appropriate actions were being undertaken. No non-conformances were identified during these times. And all appropriate actions were being taken.

### KPI 5 and 6 Active Tipping Area

The overall current landfill is 129,769 m<sup>2</sup>. The active area is confined to Cell 2. The current active area remains contained and measures some 28,284 m<sup>2</sup>. This is aligned with the approved capping and phasing plan, as agreed with the Environment Agency. The active operational area is progressively covered during the day to minimise the time that fresh waste remains uncovered. This is in line with best practice and our operating techniques. We retain healthy stockpiles of cover material to facilitate this progressive covering.

### KPI 7 Temporary Capping

Currently, 34,503 m<sup>2</sup> of the surface area of the facility is temporarily capped, either using a high specification, low permeability engineering clay. This is in line with the capping and phasing plan for the facility, as agreed with the Environment Agency and an increase on the previous period. Maintenance works continue to clay capped areas in line with the agreed (by the Environment Agency) CQA (Construction Quality Assurance) specifications. Commencing in August site will complete approximately 8,700 M<sup>3</sup> of both temporary and permanent capping.

### Permanent Capping

Relating to permanent capping, 65,388 m<sup>2</sup> of the surface area of the facility is capped, by the installation of a low permeability geomembrane. Subsequently, on completion of the permanent capping works, cover soils continue to be imported to the facility as part of the site restoration process.

### KPI 8 - 10 Landfill gas management

WQL continues to undertake the extensive regime of surface emission surveys, as agreed with the Environment Agency. A, FID survey was conducted in July 2024.

The concentration of H<sub>2</sub>S at the facility remains within expected limits and in June, averaging 1,732 ppm at the Gas Utilisation Plant (GUP), as measured by CLP Envirogas Ltd and representing a reduction on the previous period.

The volume of gas captured at the facility remains within expected limits, at 3,692m<sup>3</sup>/hr, comparable with the previous period. The flow rate has remained high and consistent across the period. WQL continue to review this position and drive the gas management contractor, CLP Envirogas Ltd, to ensure that gas collection is continually reviewed to assess relevant developments that can be made. In early August CLP are planning to drill, install and connect 3 new gas wells on site.

### KPI 11 Landfill Gas Management - Landfill Gas Management Plan

The LFGMP continues to be developed by WQL and adopted by CLP Envirogas Ltd. From Appendix A of this document, three actions remain open and in progress, namely:

Site Specific Balancing Plan – this is being developed by WQL, in conjunction with the Environment Agency and CLP Envirogas Ltd. A draft has been received and is being reviewed, prior to agreement and submission to the Environment Agency.

Regular monitoring, requested by the Environment Agency of CLP Envirogas Ltd continues and is likely to remain in place.

Installation of horizontal wells in active operational areas continues as the site develops, in line with the approved LFGMP.

The LFGMP has been reviewed and issued to the Environment Agency, with comments received from the regulator on 2 June 2023 following the submission on 15 January 2023. The draft LFGMP has been discussed with NuLBC and was submitted to the Environment Agency on 14 August 2023 for approval, with further comments received 6 October. A meeting to discuss the LFGMP was undertaken on 18 October 2023 with the EA, with a further submission made 22 January 2023. Further submissions have been made through 2024, with the latest version submitted 21/7/2024. This document remains fundamentally comparable to the submission of 15 January 2024. It awaits approval from the EA.

### KPI 12 Leachate Management Plan

In relation to the LMP, an addition 5 leachate wells have been successfully installed into the WQ facility. These have been installed utilising steel casing, increasing the robustness of the installed infrastructure to settlement and compaction of waste. replacement leachate wells at the facility.

A pump-trial plan, agreed to be conducted as part of the LMP submission has been undertaken and continues to be developed, in discussion with the EA.

KPI 13- 15

**19<sup>th</sup> July 2024 DP3734DC/0514302**

General site visit undertaken. No compliance scores received.

Off-site odour assessment undertaken, with no odours detected at the following locations :- Keele University, Maries Way, Ellams Place, Ironbridge Drive, Camillus Rd, Church View and Halfway Place.

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Time Period			
	<b>MMF1 (%)</b>	<b>MMF 2 (%)</b>	<b>MMF 9 (%)</b>
02 October – 08 October 2023			0
09 October – 15 October 2023			9.4
16 October – 22 October 2023	0.9	0	7.8
23 October – 29 October 2023	13.7	3.0	10.4
30 October – 5 November 2023	7.8	0.6	NR
6 November – 12 November 2023	8.9	1.5	5.6
13 November – 19 November 2023	6.9	0.6	3
20 November – 26 November 2023	3.3	2.9	14.33
27 November – 3 December 2023	14.9	7.4	26.2
4 December – 10 December 2023	21.4	3.0	10.2
11 December – 17 December 2023	13.4	2.68	8.33
18 December – 24 December 2023	0	0	0.6
25 December- 31 December 2023	23.21	0.3	1.9
01 January – 07 January 2024	16.9	8.7	17.7
08 January – 14 January 2024	0		5.0
15 January – 21 January 2024	17.4		18.4
22 January – 28 January 2024	37.8		11.6
29 January – 04 February 2024	18.6		23.4
05 February – 11 February 2024	20.8		22.6
12 February – 18 February 2024	30.8		9.6
19 February – 25 February 2024	27.4		21.1
26 February – 03 March 2024	33.7		20.1
04 March – 10 March 2024	34		13
11 March – 17 March 2024	17.0		6.0
18 March – 24 March 2024	8	1.8	4.5
25 March – 31 March 2024	37.8	1.8	2.1
01 April - 07 April 2024	15.6	1.2	5.4
08 April – 14 April 2024	10.7	0	4.8
15 April – 21 April 2024	0.9	1.2	7.9
22 April – 28 April 2024	1.8	0	6.7
29 April – 05 May 2024	2.4	0.6	9.0
06 May – 12 May 2024	6.85	0.3	14.3
13 May – 19 May 2024	3.3	0	12.2
20 May – 26 May 2024	1.8	0.6	8.6
27 May – 02 June 2024	5.7	1.2	6.0
03 June – 09 June 2024	0.0	0.0	8.1
10 June – 16 June 2024	0.6	0.0	4.2
17 June – 23 June 2024	0.9	0.6	8.7
24 June – 30 June 2024	0.0	0.3	6.9





## NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

### Corporate Leadership Team's Report to Cabinet

10 September 2024


**Report Title:** Annual Report 2023-2024

**Submitted by:** Cabinet

**Portfolios:** One Council, People & Partnerships

**Ward(s) affected:** All

<u>Purpose of the Report</u>	<u>Key Decision NO</u>
<p>To provide Cabinet with the opportunity to consider the Council's Annual Report for 2023-2024, which provides a high-level summary of the progress made during the second year of the Council's 2022-2026 Council Plan. The Annual Report also provides contextual information on the financial challenges and operating environment, which have informed the Council's priorities.</p>	
<p><b><u>Recommendation</u></b></p> <p><b>That Cabinet:</b></p> <ol style="list-style-type: none"> <li>1. Receive and consider the Council's Annual Report for 2023-2024</li> <li>2. Refer the 2023-2024 Annual Report to Full Council's 25<sup>th</sup> September 2024 meeting.</li> </ol>	
<p><b><u>Reasons</u></b></p> <p>The publication of an Annual Report is accepted good practice and a key element in the Council's governance and assurance framework providing transparency to stakeholders on progress made, the handling of key risks, the financial outlook of the authority and evidence-based strategy development.</p>	
<p>1.</p>	<p><b><u>Background</u></b></p> <p>1.1 As part of the Council's focus on performance management this Annual Report provides an opportunity to review the progress and achievements made against the Council's stated objectives and to use this intelligence to understand what still needs to be done and what new challenges lie ahead. The Annual Report does this by including the following sections:</p> <ul style="list-style-type: none"> <li>➤ Understanding our Communities - presenting a place profile for the Borough to inform decision-making</li> <li>➤ Listening to our Communities – detailing the consultation and engagement programme for the previous year and how this feedback has been used to inform service improvements</li> <li>➤ The Financial Context - outlining the financial challenges facing the authority over the course of its Medium Term Financial Strategy and how we manage risks</li> <li>➤ Our Vision for the Borough – as set out in the 2022-2026 Council Plan</li> <li>➤ Our Achievements - looking at performance against our own targets and trend data</li> <li>➤ Value for Money Services - analysing our performance and costs against national and regional comparisons</li> </ul>

	<p>➤ External Assessments - providing objectivity and assurance through the reporting of external assessments of the Council's work and any awards received in recognition of our achievements on behalf of our communities</p> <p>1.2 In summary, the Annual Report provides assurance as to the progress made during the second year of the 2022-2026 Council Plan with 72% of all targets met in 2023-2024 and sound progress on our priority projects. The Report acknowledges the funding gap outlined within the 5-year Medium Term Financial Strategy and the plans to address this and the hugely positive findings of the Corporate Peer Challenge progress visit from the LGA (Local Government Association) in January 2024, which recognised the 'energy' and 'ambition' of the Council and the progress being made.</p> <p>1.3 The Annual Report will be published on the Council's website as an important stakeholder document written for councillors, partners and employees and will remain a central element in the Council's annual performance management framework.</p>
2.	<p><b><u>Proposal</u></b></p>
	<p>That Cabinet:</p> <ul style="list-style-type: none"> <li>• Receive and consider the Council's new Annual report for 2023-2024</li> <li>• Refer the 2023-2024 Annual Report to Full Council's September 2024 meeting</li> </ul>
3.	<p><b><u>Legal and Statutory Implications</u></b></p>
	<p>3.1 None from this report.</p>
4.	<p><b><u>Equality Impact Assessment</u></b></p>
	<p>4.1 Local authorities have a responsibility to meet the Public Sector Duty of the Equality Act 2010. The Act gives people the right not to be treated less favourably due to protected characteristics. There are no differential equality issues arising directly from this report.</p>
5.	<p><b><u>Financial and Resource Implications</u></b></p>
	<p>5.1 None from this report.</p>
6.	<p><b><u>Major Risks</u></b></p>
	<p>6.1 No new major risks have been identified through the process of developing the Annual Report.</p>
7.	<p><b><u>UN Sustainable Development Goals and Climate Change Implications</u></b></p> 

8.	<b><u>Key Decision Information</u></b>
	8.1 This is not a key decision.
9.	<b><u>Earlier Cabinet/Committee Resolutions</u></b>
	9.1 None
10.	<b><u>List of Appendices</u></b>
	10.1 Annual Report 2023-2024  <a href="https://www.newcastle-staffs.gov.uk/downloads/download/858/annual-report-2023---2024">https://www.newcastle-staffs.gov.uk/downloads/download/858/annual-report-2023---2024</a>
11.	<b><u>Background Papers</u></b>
	11.1 Working papers held by the Strategic Hub Team.

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## NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

### CORPORATE LEADERSHIP TEAM REPORT TO

Cabinet  
10 September 2024

**Report Title:** Provisional Financial Outturn 2023/24

**Submitted by:** Service Director for Finance (Section 151 Officer)

**Portfolios:** Finance, Town Centres and Growth

**Ward(s) affected:** All

#### Purpose of the Report

To report upon the financial outturn for 2023/24. The report highlights key issues, including a commentary on the General Fund outturn, the Balance Sheet, the Collection Fund, the Capital Programme and the Council's reserves.

#### Recommendations

- 1. The General Fund outturn and key issues in respect of the Council's financial position as at 31 March 2024 be noted.**

#### Reasons

Regular reporting of the Council's financial position is a key discipline supporting sound financial management and corporate governance.

#### 1. Background

- 1.1 The Accounts and Audit Regulations include a deadline for the Council to prepare the draft Statement of Accounts, publish and submit these to their external auditors for review. Currently, this deadline is 31 May. It is intended that they will be made available for public inspection between 1 June 2024 and 28 June 2024.
- 1.2 The regulations require the audited Statement of Accounts for 2023/24 to be published by 30 September 2024.
- 1.3 The external audit will commence during July, primarily for the selection of samples and should be completed prior to 30 September 2024.
- 1.4 The final Statement of Accounts will be presented to the Audit and Standards Committee for approval on 30 September 2024.
- 1.5 This report focuses on reporting the provisional outturn position and the key elements of the Council's provisional financial position as at 31 March 2024.

## 2. Issues

### The General Fund Outturn

- 2.1 The General Fund is the main revenue account of the Council and relates to all of those services which are funded by the Council Tax, Retained Business Rates and Government Grant.
- 2.2 The Council's revenue budget relies on service income from fees and charges of around £0.750m, per month across a wide range of services, with a significant proportion coming from Jubilee 2 and car parking. Income losses from fees and charges for the financial year amount to £0.611m.
- 2.3 The Council approved a General Fund Revenue Budget of £16.857m on 15 February 2023. The outturn for 2023/24 shows a favourable variance of £0.007m against this budget.
- 2.4 The adverse variances that occurred during 2023/24 include:
- a. Income shortfalls from sales, fees and charges which amount to £0.611m for the financial year,
  - b. A shortfall of £0.505m in Housing Benefits subsidy grant regarding accommodation and payments for which full subsidy is not claimable,
  - c. A pay award of £1,925 per full time employee, that is in excess of the amount provided for in the budget (4%). Including national insurance and pension the additional amount totals £0.400m for the financial year,
  - d. Additional audit fees of £0.100m for the audit of the 2023/24 Statement of Accounts will be incurred following the re-tender completed by the Public Sector Audit Appointments board,
  - e. Backdated rent payable on a commercial property rented by the Council amounting to £0.082m and business rates payable on empty properties owned by the Council which amounted to £0.031m,
  - f. Additional overtime and temporary staff costs within the Waste and Recycling service have amounted to £0.240m.
- 2.5 These adverse variances have been offset in full by the following favourable variances:
- a. Utilisation of the Cost of Living Reserve that was established during the budget setting for 2023/24 in order to respond to any above inflationary increases in costs. The £0.400m paid into this reserve has been fully used to offset the pay award,
  - b. Interest receivable on cash that the Council holds in terms of Town Deal and Future High Street funding, together with Section 31 grant and remaining Coronavirus grant funding (repaid to Central Government during the financial year) totals £1.400m. This has also eliminated the need for any in year borrowing to be undertaken saving £0.255m in interest payments.



## Flexible Use of Capital Receipts

2.6 The Service Director for Finance (Section 151 Officer) informed the Department for Levelling Up, Housing and Communities (DLUHC) by letter of the Council's intention to make flexible use of capital receipts in the financial year 2023/24. The flexible use of capital receipts has been utilised in 2023/24 to part fund expenditure in relation to the One Council programme (£0.124m).

## The Collection Fund

2.7 Local tax income is collected by billing authorities and paid into local 'collection funds' (the Council is a billing authority). Where there is a difference in tax receipts (compared to expected levels), this leads to a surplus or deficit on the collection fund. Billing and major precepting authorities are usually required to meet their share of any deficit during the following financial year or in the instance of a surplus a repayment to the precepting authorities will be made.

2.8 In response to forecast shortfalls in tax receipts relating to Government policy business rates reliefs, Section 31 grant is paid to contribute towards the costs of these reliefs. This amount is estimated via the NNDR1 return and the actual relief is reported and reconciled at the close of the financial year.

2.9 The cumulative variances in tax receipts (i.e including the impact of balances held in respect of previous years) and the impact of Section 31 grant received as at 31 March 2024 are:

Tax	Total (Surplus)/Deficit	Council's Share
Council Tax	£0.056m	£0.006m
Business Rates	£1.207m	£0.483m
<b>Total re. Tax Receipts</b>	<b>£1.263m</b>	<b>£0.489m</b>
Section 31 Grant Shortfall	(£0.288m)	(£0.115m)
<b>Total</b>	<b>£0.975m</b>	<b>£0.374m</b>

2.10 The deficit shown is repayable by the Council in future years and will subsequently be transferred from the Business Rates reserve, which is used to provide for any collection fund shortfalls. The deficit incurred on the Business Rates collection fund is a result of decreased rateable values and unoccupied property.

## Reserves

2.11 The Council has usable revenue reserves totalling £5.210m. The main items, with their balances at 31 March 2024, and a comparison to the balances forecast for the close of 2023/24 as per the 2024/25 budget setting, are:

Reserve/Fund	Balance 31.03.24 (£'000's)	Balance Forecast Budget Setting (£'000's)	Variance (£'000's)	Comments
General Fund	2,157	1,910	247	Unforeseen adverse events, increase from VAT refund re. Leisure

Walley's Quarry Reserve	200	100	100	To assist with the Council's actions regarding air quality issues at Walley's Quarry, increase from VAT refund re. Leisure
Equipment Replacement	54	30	24	Replacement of Environmental Heath equipment
Budget and Borrowing Support Fund	490	465	25	Committed expenditure to be utilised in 2024/25
Budget Support – Local Plan	211	248	(37)	To provide funding for the Borough Local Plan
Budget Support – Homelessness	183	200	(17)	Homelessness funding to be utilised in 2024/25
Borough Growth	80	-	80	To fund investment in corporate priorities
Conservation & Heritage	30	30	-	To provide repair grants to owners of historic buildings
Mayor's Charity	31	-	31	To hold funds on behalf of the Mayor's charity
Museum Purchases	46	38	8	Balance held to be utilised on Museum projects
Business Rates	1,654	1,654	-	£0.201m held as business rates contingency. Remainder held as contingency re. fair funding review and to offset any collection fund deficit
Elections	50	50	-	To provide budget on a 4 year cycle for Borough Elections
Clayton Community Centre	24	24	-	Sinking fund held on behalf of Committee (contributions made by Committee)
<b>Totals</b>	<b>5,210</b>	<b>4,749</b>	<b>461</b>	

2.12 The General Fund Balance is £2.157m as at 31 March 2024. The amount required to be held in this reserve is assessed each year when the revenue budget is compiled, by identifying and quantifying the risks applicable to the revenue budget and using this information as the basis to calculate a prudent sum to keep in reserve to meet those risks should they arise.

2.13 The levels of reserves will be considered as part of the budget preparation process for 2025/26. Some may require contributing to, either from the revenue budget or a transfer from another reserve.

### Capital Expenditure

2.14 A Capital Programme totalling £31.360m was approved for 2023/24. Of this total £17.863m relates to the total cost of new schemes for 2023/24 together with £12.497m for schemes funded by external sources (Town Deals Fund, Future High Streets Fund and Disabled Facilities Grants) and £1.000m contingency. In addition £24.013m was brought forward from the 2022/23 Capital Programme (including £22.771m from the Town Deals Fund and

the Future High Streets Fund), resulting in a total Capital Programme of £55.373m for 2023/24.

2.15 A mid-year review of the capital programme for 2023/24 has been undertaken as part of the Efficiency Board and budget setting process. The revised capital programme (Annex A) for 2023/24 totalling £55.433m (including a £1m contingency and agreed carry forwards from 2022/23) was approved by Cabinet on 5 December.

2.16 In addition to the revised 2023/24 Capital Programme additional capital expenditure of £0.124m regarding the Flexible Use of Capital Receipts was incurred as well as expenditure that was fully funded by the Shared Prosperity Fund (£0.344m).

2.17 Planned expenditure financed via capital for 2023/24 therefore totalled £55.901m. Actual expenditure has totalled £11.630m, £44.271m below that planned. This relates to expenditure that has been rolled forward into 2024/25 (£42.174m) including projects planned under the Town Deals and Future High Streets funds that will be progressed during 2024/25 (£25.641m), the Council's contribution towards the construction of a new multi storey car park (£8.100m) and fleet replacement (£4.751m). There is an unused amount of capital contingency (£0.922m) and a number of projects whereby costs have been value engineered or whereby a decision has been made not to progress with the project until a future period (£1.173m).

2.18 The expenditure of £11.630m was financed as shown below:

<b>Financed by:</b>	<b>£ (000)</b>
Capital Receipts	2.293
Government Grants and Other Contributions	9.337
<b>Total</b>	<b>11.630</b>

### 3. **Proposal**

3.1 The General Fund outturn and key issues in respect of the Council's financial position as at 31 March 2024 be noted.

### 4. **Reasons for Proposed Solution**

4.1 Regular reporting of the Council's financial position is a key discipline supporting sound financial management and corporate governance.

### 5. **Options Considered**

5.1 The report on the provisional General Fund outturn is for informational purposes and is considered best practice, as opposed to not providing an update.

### 6. **Legal and Statutory Implications**

6.1 The report on the provisional General Fund outturn is for informational purposes and is considered best practice. The draft and audited Statement of Accounts are considered by the Audit and Standards Committee in accordance with the Accounts and Audit Regulations 2015.

### 7. **Equality Impact Assessment**

7.1 There are no differential equality issues arising.

## 8. Financial and Resource Implications

- 8.1 The General Fund outturn for the financial year 2023/24 shows a favourable variance against the budget of £0.007m. This amount has been paid into the Budget Support Fund.
- 8.2 £42.0174m of the 2023/24 capital programme will be carried forward to the financial year 2024/25.
- 8.3 The General Fund Reserve of £2.157m is in accordance with the risk assessed minimum value as approved as part of the budget setting process.
- 8.4 The Council's share of the Collection Fund surplus amounts to £0.489m which is repayable by the Council in future years, this will be transferred from the Business Rates Reserve.

## 9. Major Risks

- 9.1 The ongoing cost of living crisis and changing market conditions represents the greatest risk to the revenue budget, particularly with regard to the impact it may have upon both utility prices and 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 impact of cost of living crisis is apparent in the reporting of this provisional outturn, impacting primarily on utility costs and the situation will continue to be monitored through the normal budget monitoring procedures during the financial year 2024/25.
- 9.2 The capital programme requires regular monitoring to identify any projects which are falling behind their planned completion dates. This will be carried out by the Capital, Assets and Commercial Investments Review Group, which meets on a bi-monthly basis together with quarterly and annual reports to Cabinet.
- 9.3 The above represents a high level view of risk. There are detailed risk registers available if members wish to see them.

## 10. UN Sustainable Development Goals (UNSDG)



## 11. Key Decision Information

- 11.1 This is not a key decision.

## 12. Earlier Cabinet/Committee Resolutions

- 12.1 Quarterly Finance and Performance Review Reports to Cabinet.

12.2 Draft Statement of Accounts Report to Audit and Standards Committee (28 May 2024).

13. **List of Appendices**

13.1 No appendices are provided with this report.

14. **Background Papers**

14.1 Quarterly Finance and Performance Review Reports to Cabinet.

14.2 Draft Statement of Accounts Report to Audit and Standards Committee (28 May 2024).

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**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**

**CORPORATE LEADERSHIP TEAM'S  
REPORT TO**

**Cabinet**  
**10 September 2024**

**Report Title:** Medium Term Financial Strategy 2025/26 to 2029/30

**Submitted by:** Service Director for Finance (Section 151 Officer)

**Portfolios:** Finance, Town Centres and Growth

**Ward(s) affected:** All

<b><u>Purpose of the Report</u></b>	<b><u>Key Decision</u></b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
To present an update regarding the financial pressures facing the Council for the period 2025/26 to 2029/30.			
<b><u>Recommendation</u></b>			
<ol style="list-style-type: none"> <li>1. The funding pressures of £1.429m in 2025/26 and £5.251m over the 5-year period covered by the Medium-Term Financial Strategy (MTFS) be noted.</li> <li>2. Agree the approach regarding the development of savings and income generation proposals in the medium-term.</li> <li>3. Note the continued uncertainty regarding the medium-term impact of local government funding.</li> </ol>			
<b><u>Reasons</u></b>			
To ensure that the Council meets its statutory duty to set a balanced budget in February 2025.			

1. **Background**

1.1 Full Council agreed a Medium-Term Financial Strategy (MTFS) for the period 2024/25 to 2028/29 in February 2024 as part of the budget setting process. This report updates the assumptions regarding financial pressures facing the Council from that time and sets out the strategy for development of the 2025/26 budget and MTFS for 2025/26 to 2029/30.

2. **Issues**

2.1 The MTFS provides an overarching framework for the allocation of resources to the Council's key priorities as set out in the Council Plan.

2.2 The financial strategy will continue to focus on the need for the Council to become self-sustaining through developing a strong and growing tax base, making best use of its resources, promoting an 'everyone's responsibility' culture in which there is widespread internal ownership of the Council's financial position, a robust financial position and a fair funding settlement for Newcastle-under-Lyme.

- 2.3 The MTFS assumes that the new Government will press ahead with plans for a business rates retention reset which would see the accumulated growth built up since 2013/14 being redistributed across the system. As a member of the Staffordshire Business Rates Pool the Council currently saves £0.814m per annum in levy payments which would be payable to the Treasury if the Council ceased to be part of a pooling arrangement. In addition to this, growth within the Borough has enabled a further £2.705m of business rates income to be retained by the Council (this has been recognised in previous savings) over and above the funding baseline set by Central Government. In the event that a reset goes ahead strong lobbying will be required to ensure that appropriate transitional arrangements are in place to cushion the impact locally.
- 2.4 The Council has been successful in securing resources required to regenerate the Borough via Town Deals and Future High Street Fund funding. It is important that the Council continues to work, including closely with partners, to secure inward investment in the Borough to drive growth and employment opportunities for local people.
- 2.5 The current MTFS approved by Council as part of the budget setting process in February 2024 forecast a budget gap of £6.885m over the period 2024/25 to 2028/29 (including £1.557m for 2025/26). The MTFS is being rolled forward by a year and assumptions are constantly revisited. The current forecast around financial pressures facing the Council is for a gap in 2025/26 of £1.429m and over the 5-year period of the MTFS, £5.251m. Further details are shown in Appendix A.
- 2.6 The revised budget gap provides for a 3.5% pay award in relation to 2025/26. It also provides for a £1,290 per FTE pay award in relation to 2024/25 as per the latest employers offer, this was not budgeted for in full for 2024/25. This pay offer is an increase when compared to the 3.5% previously built into the MTFS.
- 2.7 Considerable pressure will continue to be placed on the Council's finances in the medium term as a result of a number of national issues. These include the proposed Local Government pay award offer, inflation and interest rates that place pressure on the Council in terms of fuel and utilities, contractor costs, supplies and services and borrowing costs and the continuing rising costs of temporary and supported accommodation that the Council is required to provide for vulnerable and homeless residents.
- 2.8 Work on the detail of the 2025/26 budget including investment and savings proposals is underway and is being overseen by an Efficiency Board chaired by the Leader of the Council. Draft budget proposals will be presented to Cabinet and the Finance, Assets and Performance Scrutiny Committee (FAPSC) in December.
- 2.9 Based on this work, key themes for further exploration are anticipated to include digital transformation, the One Council programme, commercial opportunities and asset management.
- 2.10 A full risk assessment is being carried out on the Council's reserves. A preliminary assessment suggests that the current General Fund reserve of £2.257m will be required to provide sufficient cover for potential risks. Further consideration of the levels of other reserves held will be considered as part of this assessment.
- 2.11 The Council agreed a 10 year Capital Strategy in February 2024. The Capital Strategy sets out how the Council will invest capital resources to support service delivery and facilitate the achievement of key objectives. The strategy has been reviewed and updated including expected capital receipts from asset disposals.



2.12 The capital financing requirement is estimated to increase to £41.557m by 2034/35 based on the current capital programme and the revenue implications have been reflected in the revised MTFS. It is anticipated that the current borrowing revenue budget of £0.902m will need to be increased by £0.045m to provide for borrowing costs that may be incurred during 2025/26.

2.13 The table below sets out the key dates of the events to take place before the budget for 2025/26 is finally approved:

Event	Committee	Date
Draft MTFS	FAPSC	18 September 2024
First draft savings proposals	Cabinet	3 December 2024
Budget consultation	Proposed to run during December	
Scrutiny of first draft savings proposals	FAPSC	5 December 2024
Approval of final MTFS & consideration of draft budget proposals	Cabinet	7 January 2025
Scrutiny of draft budget proposals	FAPSC	16 January 2025
Final budget proposals recommended for approval by Full Council	Cabinet	4 February 2025
Full Council to approve budget	Full Council	12 February 2025

### 3. **Proposal**

3.1 That Cabinet note the funding gap of £1.429m in 2025/26 and £5.251m over the life of the MTFS.

3.2 That Cabinet agree the approach regarding the development of savings and income generation proposals in the medium term.

3.3 That Cabinet note the continued uncertainty regarding the medium-term impact of local government funding.

### 4. **Reasons for Proposed Solution**

4.1 The Council has a statutory duty to set a balanced budget by February 2025. Best practice is for financial planning to take place over a 5-year period in the form of a Medium-Term Financial Strategy that sets out how the Council plans to allocate resources to meet its objectives.

### 5. **Options Considered**

5.1 None.

### 6. **Legal and Statutory Implications**

6.1 The MTFS is not a statutory document but it is considered best practice.

### 7. **Equality Impact Assessment**

7.1 Local authorities have a responsibility to meet the Public Sector Duty of the Equality Act 2010. The Act gives people the right not to be treated less favourably due to protected characteristics. It is important to consider the potential impact on such groups and individuals when designing or delivering services and budgets. Budget proposals requiring changes or

new services and policies will be subject to Equality Impact Assessments including consultation with affected people and organisations.

## 8. **Financial and Resource Implications**

8.1 These are addressed in the body of the report.

## 9. **Major Risks**

9.1 Section 25 of the Local Government Acts 2003 places a duty on the Section 151 Officer to report on the robustness of the budget. The main risks to the budget include spending in excess of budget; income falling short of the budget (including capital receipts from disposal of assets); and unforeseen elements such as changes to Government funding. In the context of the cost-of-living crisis and uncertainty regarding Government funding reforms there are significant budget risks that will need to be managed. It will be essential the Council has sufficient reserves to call on if required.

## 10. **UN Sustainable Development Goals (UNSDG)**

10.1 In shaping detailed budget proposals consideration will be given to the need for investment in order to deliver the Council's Sustainable Environment Action Plan.



## 11. **Key Decision Information**

11.1 Final approval of the MTFS as part of the budget setting process will be a key decision.

## 12. **Earlier Cabinet/Committee Resolutions**

12.1 None

## 13. **List of Appendices**

13.1 Appendix A – MTFS 'Gaps'

## 14. **Background Papers**

14.1 None

## Appendix A – 2025/26 to 2029/30 MTFS ‘Gaps’

Detail	2025/26 £'000	2026/27 £'000	2027/28 £'000	2028/29 £'000	2029/30 £'000	Description
<b>Employees:</b>						
Increments	60	60	60	60	60	Employees due an increment
Pay awards	594	520	540	561	583	3.5% pay award assumed for all years plus £1,290 per FTE re. 2024/25
Superannuation increases	144	128	132	137	142	22% of increase in salaries
Superannuation lump sum increases	41	43	45	45	45	Net increase of lump sum pension payment
National Insurance	90	80	83	86	89	National insurance on increase in salaries (increments and pay awards)
<b>Premises:</b>						
Business Rates	26	27	28	29	30	Inflationary increase in business rates payable (per CPI)
Utilities	127	31	33	34	35	Inflationary increase in gas and electric (per CPI), additional pressure in 2025/26 to reflect current costs
<b>Transport:</b>						
Fuel	11	12	12	12	13	Inflationary increase in fuel (per CPI)
Hydrotreated Vegetable Oil	8	8	8	9	9	Inflationary increase in HVO (per CPI)
<b>Financing:</b>						
Borrowing costs	45	185	(20)	38	228	Borrowing costs regarding the financing of capital expenditure
<b>New Pressures:</b>						
ICT software	16	10	10	10	10	ICT costs re. systems maintenance and software licences
Restructuring	100	-	-	-	-	Potential additional resource requirements
<b>Income:</b>						
Fees and charges	-326	-338	-349	-362	-374	3.5% increase in fees and charges
Business Rates Retention reset	500	500	500	-	-	To allow for a reset of the Business Rates Retention scheme in 2027/28
Business Rates baseline funding level	-107	-110	-112	-115	-118	Inflationary increase in baseline funding level (per CPI)
Income pressures	100	100	100	100	100	General income shortfalls
<b>TOTAL GAPS</b>	<b>1,429</b>	<b>1,256</b>	<b>1,070</b>	<b>644</b>	<b>852</b>	

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**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**

**CORPORATE LEADERSHIP TEAM'S  
REPORT TO CABINET**

**DATE: 6<sup>th</sup> September 2024**

**Report Title:** Bradwell Dingle Play and Recreational Facility Improvements

**Submitted by:** Service Director - Neighbourhood Delivery

**Portfolios:** Sustainable Environment

**Ward(s) affected:** Bradwell

<b><u>Purpose of the Report</u></b>	<b><u>Key Decision</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<p>To seek authority to deliver a project to improve play and recreational facilities at Bradwell Dingle.</p>	
<b><u>Recommendation</u></b>	
<p><b>That Cabinet:</b></p> <ol style="list-style-type: none"> <li>1) Approves the principles of the scheme for play and recreational facilities at Bradwell Dingle</li> <li>2) Authorises officers to appoint a consultant to undertake further consultation, detailed design, and delivery of the project.</li> <li>3) Approves the use of the allocated £492,419.00 Section 106 funding for the delivery of the project.</li> <li>4) Delegates to the Service Director, Neighbourhood Delivery, to approve the detailed design in consultation with the Portfolio Holder for Sustainable Environment</li> <li>5) Authorises officers to seek and accept the best value tender for the delivery of the project.</li> </ol>	
<b><u>Reasons</u></b>	
<p>To deliver play and recreational facility improvements to Bradwell Dingle in line with the needs of residents and users of the site.</p>	

**1. Background**

- 1.1 Bradwell Dingle is a neighbourhood park within the Bradwell ward, which contains a range of play facilities, a multi-use games area and a kick-about area. Many of these facilities were last updated over 10 years ago.

- 1.2 Over several years, the skate equipment on Bradwell Dingle has deteriorated and this has led to the removal of these facilities. A small amount of capital funding had previously been allocated to replace this equipment.
- 1.3 Ward members and the Friends of Bradwell Dingle instigated a project to encompass the entire site, rather than just look to replace the skate park. A draft set of proposed facilities was agreed, and a consultation was undertaken with the wider community, the results of which were collated in the summer of 2023.

## 2. Issues

- 2.1 From the consultation results, 97% of the consultees agreed that the facilities on the site should be improved and that 87% agreed with the draft set of proposed facilities for the site. In total 102 people responded to the consultation. The initial list of potential improvements for further consultation include:
- Skate improvements/wheeled sports
  - Improvements to existing Multi Use Games Area (MUGA)
  - Community garden
  - Play improvements
  - CCTV
  - Kickabout area improvements and possible creation of second kickabout area
  - Outdoor gym kit
- 2.2 Section 106 (S106) funds in the sum of £492,419 were secured in relation to the residential development of the Knype Way site, which is close to Bradwell Dingle. It is a requirement of the Section 106 agreement that the funds are to be specifically used to improve open space facilities at Bradwell Dingle. Since the consultation was undertaken, these funds have been received and will cover the costs of the proposed new facilities, including project management of the detailed design and implementation phase of the project.
- 2.3 To enable the delivery of the project within available resources, it is proposed to engage consultants to refine the proposals, undertake a further consultation on the detailed plan, and for the consultant to tender and project manage the agreed scheme on site.
- 2.4 The consultant will be required to undertake a further consultation with residents and users and a more targeted consultation with younger users of the site, to ensure that all users have a say in the proposed facilities for the site, and that the final scheme caters for as wide a range of needs as possible.
- 2.5 Once the consultant is appointed and the consultation completed a final detailed design will be created, and it is proposed to approve this in consultation with the portfolio holder.

## 3. Recommendation

- 3.1 Approval of the principles of the scheme for play and recreational facilities at Bradwell Dingle

- 3.2 Authority is given to officers to appoint a consultant to undertake further consultation, detailed design, and delivery of the project.
- 3.3 Approval of the use of the allocated £492,419.00 Section 106 funding from the Knype Way development for the delivery of the project.
- 3.4 Delegation is given to the Service Director, Neighbourhood Delivery, to approve the detailed design in consultation with the Portfolio Holder for Sustainable Environment.
- 3.5 Authority is given to seek and accept the best value tender for the delivery of the project.

#### 4. **Reasons**

- 4.1 To deliver play and recreational facility improvements to Bradwell Dingle in line with the needs of the residents / users of the site.

#### 5. **Options Considered**

- 5.1 To implement the project as outlined in the report and provide a facility that better suits the needs of the residents and users of the site.
- 5.2 To do nothing and therefore risk failure to respond to the needs of the residents and users of the site.

#### 6. **Legal and Statutory Implications**

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

#### 7. **Equality Impact Assessment**

- 7.1 There are no negative implications arising from this report, the improved facilities should improve the access and usability of the site for users. The consultation process will seek to engage with users and potential users.

#### 8. **Financial and Resource Implications**

- 8.1 A capital sum of £492,419 has been secured and received specifically for open space improvements to Bradwell Dingle through a Section 106 Agreement from the nearby Knype Way development. A further sum is due to be paid towards the maintenance of the improvements, from the same agreement, upon occupation of the first dwelling.
- 8.2 The estimated cost of the project is £370,000 and the estimated cost of the consultant for the delivery of the project is £40,000, both of which can be met from the Section 106 Agreement funding for the site.

#### 9. **Major Risks & Mitigation**

- 9.1 The major risks associated with the project are:
  - Failure to appoint a suitable consultant to enable the delivery of the project, which would put additional strain on the Council's existing staff

resources for the delivery. A similar project is currently being delivered with a consultant, which provides confidence that suitable consultants are interested in delivering projects of this nature.

- Failure to spend the allocated Section 106 Agreement funds on the site, which is a specified requirement of the Section 106 Agreement. The proposal facilitates the spend of the available funding.
- Failure to appoint a suitable contractor for the delivery of the project. Working with a consultant provides access to a wider range of suitable contractors for projects of this nature.

## 10. UN Sustainable Development Goals (UNSDG)

10.1 The project addresses, 3 and 11 of the goals



## 11. Key Decision Information

11.1 The decision is not a key decision as only one ward is impacted by the proposals.

## 12. Earlier Cabinet/Committee Resolutions

12.1 There are no earlier resolutions associated with this report.

## 13. List of Appendices

13.1 None

## 14. Background Papers

14.1 None.



**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**

**CORPORATE LEADERSHIP TEAM'S  
REPORT TO CABINET**

**10 September 2024**

**Report Title:**               **Staffordshire-wide agreement on climate planning policies**

**Submitted by:**           Service Director Planning & Service Director Sustainable Environment

**Portfolios:**               Sustainable Environment and Strategic Planning

**Ward(s) affected:**   All

<b><u>Purpose of the Report</u></b>	<b><u>Key Decision</u></b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
To provide information regarding the Staffordshire wide agreement on climate planning policies	
<b><u>Recommendation</u></b>	
<p><b>That Cabinet:</b></p> <p><b>1. That Newcastle under Lyme Borough Council becomes a signatory to the Staffordshire planning policy commitments shared statement annexed as Appendix 1 and supports the policy directions and future evidence requirements to support the transition towards achieving net zero carbon emissions for the borough by 2050.</b></p>	
<b><u>Reasons</u></b>	
<p>The purpose of this report is to seek member agreement to a shared statement produced jointly by the Local Planning Authorities in Staffordshire (Appendix 1). The shared statement seeks a commitment to explore the inclusion of proactive policies in emerging local plans to address the declared climate emergency and to undertake additional studies with the aim of improving the evidence base in support of achieving the transition to net zero by 2050.</p> <p>This shared statement builds upon and seeks to implement measures identified in a study commissioned jointly by the Staffordshire Local Planning Authorities 'Climate Change Adoption &amp; Mitigation Final Report 2020' ('the 2020 study').</p>	

## 1. Background

- 1.1 The UK Government has set legally binding targets to reduce carbon emissions which will occur at pace over the lifetime of emerging and future local plans. As part of the transition to net zero by 2050, the aim is to promote a 78% reduction by 2035. This requirement is reflected in the current National Planning Policy Framework (NPPF) which states that planning should contribute to 'radical reductions' in greenhouse gas emissions (NPPF Paragraph 152).
- 1.2 Staffordshire Local Planning Authorities commissioned a joint study in 2020, the 'Climate Change Adaptation & Mitigation Final Report'. This study sought to promote a shared approach to addressing climate change and included several planning policy recommendations. A shared statement based on these recommendations to provide a common county-wide approach within individual local plan policies which support the transition towards net zero carbon emissions by 2050. Across Staffordshire, all ten local authorities have committed through the Staffordshire Leaders Board to work collaboratively to successfully achieve net carbon zero in line with each of the authorities own climate change declarations.
- 1.3 The Staffordshire Sustainability Board (SSB) has been set up to facilitate collaboration on shared sustainability goals and objectives. It consists of respective local authority member Portfolio Holders and senior officers with responsibility for sustainability, supported by a team of advisors drawn from across the Staffordshire authorities. The SSB works to influence change within local authorities as well as other organisations and individuals to ensure that Staffordshire as a county is net zero by at least 2050 or before.
- 1.4 This 'Climate Change Adaptation & Mitigation Final Report' has been fully endorsed by the SSB, who requested that via its relevant local planning policies, Newcastle Under Lyme Borough becomes a formal signatory of the commitment, alongside all other Staffordshire authorities, in achieving Net Zero.
- 1.5 The emerging Newcastle under Lyme Local Plan includes policy CRE1 'Climate Change' which proposes to a number of requirements including water efficiency targets, the introduction of standards for residential and non-residential developments on energy efficiency and other matters. The policy also supports the Council's Carbon Capture / Tree Planting Strategy. The policy is supported by the Climate Change Adaptation and Mitigation Report from Aecom referenced above. Importantly, the policy approach in the Local Plan has also been supported by the Local Plan Viability Study which has tested policy requirements to ensure they are deliverable over the Plan period. Emerging policy CRE2 'Renewable Energy' provides an appropriate planning policy context for the consideration of solar, wind and other low carbon energy schemes in the Borough.
- 1.6 The Borough Council declared a climate emergency in 2019 and has worked hard thereafter to reduce its own emissions as a part of its target to reach net zero by 2030 for its own operations. Cabinet has recently approved a refreshed Sustainable Environment Strategy (SES) which sets out actions necessary to reach its targets and looks forward as to how it can help facilitate the wider Borough reaching net zero by 2050. Implementation of planning policy will play

a crucial role in promoting a reduction in emissions in multiple sectors through support for energy efficient construction and buildings, support for renewables and sustainable transport and promoting carbon sequestration.

## **2. Issues**

2.1 It is calculated that 68% of current domestic emissions come from sectors heavily linked to planning including buildings, surface transport, manufacturing / construction, and grid supply. It is vital therefore that suitable planning policies are put in place that direct new development to sustainable locations, encourage and require appropriate construction techniques and the use of suitable materials, and allow occupation and use of buildings in an energy efficient manner.

## **3. Proposal**

3.1 That Cabinet agrees to sign the Council up to the Staffordshire climate planning policy commitment.

## **4. Reasons for proposed Solution**

4.1 The Borough Council has declared a climate change emergency and developed a response to this, including formulating suitable planning policies which will influence how land and property is developed and used in the borough over the next 20 years and beyond. Signing up to the commitment shows that the Council has real intent in combatting climate change and working on a collaborative basis.

## **5. Options Considered**

5.1 The Council could decide it does not feel it is necessary to sign up to the commitment. However, it is considered that this would not show commitment to the intended goals of the Staffordshire Sustainability Board of which the Borough Council is a member.

## **6. Legal and Statutory Implications**

6.1 The Climate Change Act 2008 contains the following provisions:

- Carbon targets and carbon budgeting - The Act places the government under a legal duty to reduce greenhouse gas emissions by 80% below 1990 levels by 2050.
- The Committee on Climate Change - The Act also establishes the Committee on Climate Change, an independent, expert body to advise government on the appropriate level for the targets, budgets, and on matters relating to mitigation and adaptation. The Committee will submit

annual reports to parliament on progress towards the targets and the government must respond to this report.

- 6.2 Councils' Duty to reduce carbon emissions - There are currently no statutory requirements for local authorities to set or negotiate targets to reduce their own or area wide emissions. However, the Borough declared a Climate Emergency in April 2019 and has committed to reach net zero for its own operations by 2030 and as a borough by 2050.
- 6.3 The Environment Act 2021 imposes specific environmental targets the delivery of which will help alongside the Climate Change Act 2008 to combat climate change and the effects of carbon emissions on people, animals, habitats and the general environment.

## 7. Equality Impact Assessment

- 7.1 There are no equality issues associated with this report.

## 8. Financial and Resource Implications

- 8.1 It is envisaged that the majority of financial costs and the need to employ resources arising from the contents of this report will fall on applicants seeking planning permission. In the case of the Council and its own compliance where development is proposed or the use of land/property linked to delivering climate change objectives costs are built in to the Sustainable Environment Strategy.

## 9. Major Risks & Mitigation

- 9.1 There are no major risks however implementation of the Council's planning policies in the borough will be dependent on viable development proposals coming forward and being capable of delivery.

## 10. UN Sustainable Development Goals (UNSDG)



## 11. Key Decision Information

**12. Earlier Cabinet/Committee Resolutions**

12.1 n/a

**13. List of Appendices**

13.1 Appendix 1 - Staffordshire's Climate Emergency - planning policy commitments

**14. Background Papers**

14.1 n/a

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# Staffordshire's Climate Emergency - planning policy commitments

## 1. Introduction and background

Almost all Staffordshire District and Borough Councils have declared Climate Emergencies and have a variety of net zero targets in place. Whilst planning policies cannot achieve net zero in isolation, the planning system still plays a crucial role in reducing emissions in multiple sectors. Proactive policies can help to facilitate the transition necessary to achieve Staffordshire's net zero target whilst ensuring that more of the cost of meeting this is shouldered by the development industry, rather than being borne solely by public bodies to improve matters such as transport and energy efficiency through more costly retrofit measures. This shared statement aims to ensure that all signatory local planning authorities respond appropriately to Staffordshire's declared climate goals, by implementing the shared Staffordshire-wide climate evidence base and policy recommendations.

## 2. Planning policy measures identified for Staffordshire

With these principles in mind, Staffordshire Councils<sup>1</sup> prepared an evidence base for a number of climate change mitigation policy directions in 2020. These are set out in the Staffordshire County Council - Climate Change Adaptation & Mitigation Final Report 2020 ('the 2020 study'). For clarity, these are set out alongside the relevant supporting paragraph references from the 2020 study.

### A. Policies for new build developments:

- Implement the highest CO2 reduction targets for new buildings that can practically and viably be achieved, e.g. achieving net zero regulated emissions and considering options to go beyond this to achieve net zero unregulated emissions (3.1.3.1, 3.1.1.6)
- Require new development to achieve a target fabric and energy efficiency performance and be designed in accordance with an energy and heat hierarchy (3.1.3.2, 3.1.3.3)
- Achieve at least BREEAM 'Excellent' or 'Outstanding' for non-domestic buildings, considering setting minimum targets for BREEAM credits in Ene01 (3.1.3.1)
- Require all new developments to maximise opportunities for renewable energy (4.1.5.1)
- Require developers to monitor and report on operational energy use and / or CO2 emissions, in order to confirm that the required level of improvement has been achieved, to help to close the 'performance gap' (3.1.3.1)
- Require developers to undertake Lifecycle Carbon Assessments and minimise embodied carbon. (3.1.1.3)
- Require high standards for water efficiency and conservation (3.1.3.4)

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<sup>1</sup> With the exception of Staffordshire Moorlands District Council

## **B. Policies and joint working for transport/location of development:**

- Require new developments to reduce reliance on private vehicles, including consideration of altering densities to support mixed uses, demonstrating adequate links to bus routes and pedestrian and cycle networks through spatial strategies and Local Transport Plan (3.2.4)
- Supporting provision of ULEV vehicles, particularly within new developments, car parks and public realm facilities (3.2.4)
- Implement plans and/or new policy that promotes walking and cycling e.g. by establishing new cycle lanes, pedestrian routes, and public transport links within Staffordshire and beyond (3.2.4)
- Ensure that any transport planning, or road network expansion is required to quantify and take steps to significantly reduce emissions (3.2.4)
- Consider how they can use their licensing authority and other powers to promote sustainable transport modes, for instance by introducing low / zero emission zones or congestion charges, workplace parking charges, differential charges for parking permits, or requiring all taxis and buses to be ultra low emission or EV (3.2.4)

## **C. Policies for renewable energy generation**

- Requiring all new developments to maximise opportunities for renewable energy, including considering requiring all new developments to include some form of onsite renewable electricity or heat generation and/or battery systems or setting a minimum target for the proportion of energy demands that should be met with renewables (4.1.5.1)
- Increase policy support for low and zero carbon (LZC) energy schemes and broaden policy criteria for acceptability, including identifying all of Staffordshire as being 'strategically suitable' for wind energy (whilst recognising that there is very limited land available in either Tamworth or Cannock Chase), acknowledging the need to achieve at least a tenfold increase in renewable energy generation in the County (4.1.5.2)
- Where appropriate for an individual local authority, consider other options for increasing renewable energy delivery, including issuing a 'call for sites' for large scale LZC schemes, considering issuing Local Development Orders to extent permitted development rights for large scale LZC schemes, working with community groups to deliver local energy projects and reviewing subsidy schemes to ensure these are compatible with the Net Zero target (4.1.6)

## **D. Policies for carbon sequestration and biodiversity**

- Increase tree planting and afforestation rate, increasing forestry cover through the planting of broadleaf and conifer woodland each year, improving the yield class (productivity) of new trees, and increasing management of existing woodlands (4.2.4)
- Increase agroforestry and extend hedgerow length with an aim to increase carbon sequestration by increasing the amount of permanent vegetation on agricultural land whilst maintaining agricultural production (4.2.4)



- Involve ecological experts in the delivery of biodiversity net gain and carbon sequestration in the writing of planning conditions relating to biodiversity and environmental net gain, habitat or protected species to ensure the conditions are appropriately worded (4.2.4)

### **3. Further future evidence to reach net zero by 2050**

In addition to the above it will also be necessary to address the gap in evidence regarding how far the above recommendations will go towards achieving net zero in Staffordshire by 2050, a matter which is not addressed in the 2020 study. In order to determine what other planning policy interventions may be required to achieve the County's net zero target it will be necessary to commission additional joint evidence to address the following;

- A.** The impact of the 2020 study's climate change mitigation policy recommendations on the County's net zero pathway.
- B.** Where policy targets may need to be raised or refined in future to achieve net zero in Staffordshire by 2050.
- C.** The extent of the net zero target which can reasonably be influenced by planning policies and where wider initiatives outside of planning may be required to achieve this.

### **4. Agreed position between Staffordshire authorities**

The authorities' position on this matter is a live issue and subject to any policy approach being found sound at local plan examination. Notwithstanding this, the following authorities commit to fully exploring the proposed policy directions set out in the 2020 study, as summarised in this statement, in their emerging Local Plans. This is subject to Member approval, policies being feasible and viable and not superseded by a subsequent study and/or revised evidence and provision of adequate resources to deliver the necessary evidence base:

- **South Staffordshire District Council**
- **Stafford Borough Council**
- **Cannock Chase District Council**
- **Tamworth Borough Council**
- **East Staffordshire Borough Council**
- **Newcastle-under-Lyme Borough Council**
- **Lichfield District Council**
- **Staffordshire Moorlands District Council**

**Staffordshire County Council** commit to proactively supporting and facilitating the delivery of the 2020 study measures through joint working with Staffordshire Local Planning Authorities, particularly on areas such as sustainable transport, active travel and carbon sequestration/biodiversity net gain.

**Signatories to this statement**

**Cannock Chase District Council**

Name:

Position:

**East Staffordshire Borough Council**

Name:

Position:

**Lichfield District Council**

Name:

Position:

**Newcastle-under-Lyme Borough Council**

Name:

Position:

**Stafford Borough Council**

Name:

Position:

**South Staffordshire District Council**

Name:

Position:

**Staffordshire Moorlands District Council**

Name:

Position:

**Tamworth Borough Council**

Name:

Position:

**Staffordshire County Council**

Name:

Position:

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**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**

**CORPORATE LEADERSHIP TEAM'S**

**REPORT TO CABINET**

**10<sup>th</sup> SEPTEMBER 2024**

**Report Title:** North Staffordshire Building Control Partnership SLA

**Submitted by:** Deputy Chief Executive

**Portfolios:** Strategic Planning

**Ward(s) affected:** All

<b><u>Purpose of the Report</u></b>	<b><u>Key Decision</u></b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>The purpose of the report is to agree the renewal of a shared building control service known as the North Staffordshire Building Control Partnership between Stoke-on-Trent City Council and Newcastle Under Lyme Borough Council to 2029 and seek approval to enter into an updated partnership agreement between the two councils.</p>			
<b><u>Recommendation</u></b>			
<p><b>That Cabinet:</b></p>			
<ol style="list-style-type: none"> <li>1) Approves the renewal of the shared building control service between Stoke on Trent City Council and Newcastle under Lyme Borough Council to discharge the statutory building control functions for the Borough Council to 2029; unless terminated earlier in accordance with the provisions of the agreed deed.</li> <li>2) Delegates authority to the Portfolio Holder for Strategic Planning in consultation with the Service Director Planning to finalise the specific terms and conditions and sign the updated partnership agreement on behalf of the Borough Council including any necessary data sharing requirement agreements.</li> <li>3) Delegates authority to the Service Director Planning to oversee delivery of the building control services provided by Stoke-on-Trent City Council to the Borough Council in accordance with the partnership agreement; review the Annual Business Plan and fee setting proposals; attend quarterly meetings with Stoke On Trent City Council to review performance including in terms of finance; and, report on performance to the relevant Scrutiny Committee at the Borough Council.</li> </ol>			
<b><u>Reasons</u></b>			
<p>The North Staffordshire Building Control Partnership managed by Stoke-on-Trent City Council has provided a quality building control service to Newcastle Borough Council for a period of time. The arrangement allows for a resilient and sustainable service and at a financial cost which is appropriate to both local authorities. As such it is recommended that the service is extended for another 5 years.</p>			

## 1. Background

- 1.1 On 25<sup>th</sup> July 2007, the Borough Council entered into a Service Level Agreement with Stoke-on-Trent City Council for the City Council to provide a building control service on behalf of the Borough Council. This was a 10 -year agreement that subsequently was reviewed and agreed on a rolling basis year by year. During that time the Borough Council has undertaken a number of best value exercises and has concluded that the arrangement with the City Council delivers a good quality service at an appropriate cost. Officers of the Borough Council consider it suitable to continue the relationship with the City Council and discussions have taken place regarding moving forward with a 5-year extension to 2029 subject to the signing of partnership agreement.

## 2. Issues

- 2.1 The Borough Council has a statutory duty to provide a building control service to ensure the safety of occupants and users of buildings developed in the borough and that such buildings and structures meet prescribed performance standards. The services are provided by professionally qualified building surveyors responsible for advising on building regulations, checking submitted plans and proposals and assessing works subsequently undertaken for compliance. The tragedy around Grenfell Tower highlighted nationally the importance of building regulations and the need for proper implementation and compliance.
- 2.2 Since 2007 the building control functions of the Borough Council have been wholly undertaken by officers employed by Stoke-on-Trent City Council as part of a North Staffordshire Building Control Partnership serving both councils. Under the arrangement which is detailed in a partnership agreement between both authorities, Stoke-on-Trent City Council has put in place a dedicated resource serving Newcastle-under-Lyme comprising a manager, surveyor(s) and administrative support. The agreement sets out the specific functions which are intended to be delivered, governance arrangements, the costs and how the service will be funded.
- 2.3 The services to be provided include – team management, recruitment, training, plan checking, site visits, enforcement, fee collection, dangerous structures and compliance with the Building Safety Act 2022.
- 2.4 The proposal is contained in the accompanying restricted report at this Cabinet. Under the proposed agreement, fees/charges received in respect of Newcastle-related work would fund the costs of the post for the service (including 50% of the Team Manager role) and also as at present, NULBC would pay a management fee, index linked, towards the central support costs of the City Council. Where, income from fees generated across a financial year do not meet costs then any shortfall in accordance with the agreement would be met, as they are currently, by the Borough Council.
- 2.5 Both Councils are responsible for approving the annual budget and fixing fees and charges.
- 2.6 To oversee the partnership and ensure delivery a quarterly officer panel will be held.

- 2.7 The draft agreement now presented follows from discussions with Stoke-on-Trent City Council and the sharing of iterations of the agreement reviewed by officers responsible for legal, procurement and insurance matters at the Borough council.

### 3. **Recommendation**

#### 3.1 Cabinet is recommended to:

- Approve the renewal of the shared building control service between Stoke-on-Trent City Council and Newcastle-under-Lyme Borough Council to discharge the statutory building control functions for the Borough Council to 2029; unless terminated earlier in accordance with the provisions of the agreed deed.
- Delegate authority to the Portfolio Holder for Strategic Planning in consultation with the Service Director Planning to finalise the specific terms and conditions and sign the updated partnership agreement on behalf of the Borough Council including any necessary data sharing requirement agreements.
- Delegates authority to the Service Director Planning to oversee delivery of the building control services provided by Stoke-on-Trent City Council to the Borough Council in accordance with the partnership agreement; review the Annual Business Plan and fee setting proposals; attend quarterly meetings with Stoke-on-Trent City Council to review performance including in terms of finance; report on performance to the relevant Scrutiny Committee at the Borough council.

### 4. **Reasons**

- 4.1 The North Staffordshire Building Control Partnership managed by Stoke on Trent City Council has provided a quality building control service to Newcastle Borough for a period of time. The arrangement allows for a resilient and sustainable service and at a financial cost which is appropriate to both local authorities. As such it is recommended that the service is extended for another 5 years.

### 5. **Options Considered**

- 5.1 The Borough Council could decide not to continue with the arrangement with Stoke-on-Trent City Council. However, this would mean the Borough Council would have to establish an alternative means of delivering its statutory building control functions. Best Value assessments have determined that the partnership with the City Council provides benefits including providing for a resilient, sustainable and cost-effective service.

### 6. **Legal and Statutory Implications**

- 6.1 Section 101 of the Local Government Act 1972 permits a local authority to discharge the functions of any other local authority. The proposals in this report are to approve an agreement between Stoke-on-Trent City Council and the Borough Council for the City Council to provide a statutory building control service on behalf of the Borough Council for a further 5 years to 2029. The agreement must establish the process for the delivery of the ongoing service.

## 7. Equality Impact Assessment

- 7.1 The continuation of the partnership will assist with delivery of disability access grants across the two authorities as the building control service has a statutory duty to support such programmes at nil fee.

## 8. Financial and Resource Implications

- 8.1 The expectation is that fees will generate income to off-set the costs of the partnership agreement and as such it is in the interests of the building control service to capture as much of the market share as it can and provide a good quality service that people want to use. As per the report, where there is any shortfall the Borough Council agrees to pay this. If a surplus is achieved after accounting for any costs and liabilities under the agreement, the residual is applied in line with the Annual Business Plan.

## 9. Major Risks & Mitigation

- 9.1 The key risks to the Borough Council are that fee income generated by the service leaves a significant shortfall which will need to be covered by the Authority and separately, that issues relating to skills within the building control profession impact on the ability of the partnership to deliver the services agreed to be provided.
- 9.2 With regard to finances, annual budgets and the setting of fees and charges will be reviewed and agreed jointly and then monitored regularly through the financial year. Liaison between the Borough Council's Service Director Planning, the City Council's Strategic Manager (Planning and Transportation) and the respective team manager for Newcastle's building control service will allow for any management actions to be taken when deemed appropriate.
- 9.3 As with a number of professions, there are challenges within the building control sector as regards the numbers of skilled surveyors. This is likely to be exacerbated by the demands being made as result of the new Building Safety Act. To help combat the above, the Partnership provides opportunities for growth and career enhancement and has also created trainee positions to assist with longer term resilience.

## 10. UN Sustainable Development Goals (UNSDG)

- 10.1 The renewal of the shared building control service between Stoke-on-Trent City Council and Newcastle-under-Lyme Borough Council will contribute to the following UN Sustainable Development goals:





11.1 See confidential report to this Cabinet.

12. **Earlier Cabinet/Committee Resolutions**

12.1 None

13. **List of Appendices**

13.1 Draft Partnership Agreement appended – Appendix 1.

14. **Background Papers**

14.1 None

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## NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

### CORPORATE LEADERSHIP TEAM'S REPORT TO

Cabinet  
10 September 2024

**Report Title:** North Staffordshire Local Air Quality Plan (NSLAQP)

**Submitted by:** Chief Executive

**Portfolios:** Sustainable Environment

**Ward(s) affected:** May Bank

#### Purpose of the Report

To consider the progression of plans for tackling unacceptable air quality related to road traffic pollution on the A53 Etruria Road at Basford Bank.

#### Recommendation

**That Cabinet:**

1. Considers options for addressing air quality in line with a Ministerial Direction.
2. Notes details of and agrees the progression of a plan which is an alternative to the A53 bus gate, details of which are set out in the Restricted Report, which is not for publication by virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. Information relating to the financial or business affairs of any particular person (including the authority holding that information).

#### Reasons

Exposure to high concentrations of nitrogen dioxide (NO<sub>2</sub>) causes adverse health effects and the Council is under a legally binding Ministerial Direction, along with Stoke-on-Trent City Council, to identify the option which will deliver compliance with legal limits for nitrogen dioxide in the shortest time possible, and subject to approval by Government will then be placed under further Direction to deliver the option.

### 1. Background

- 1.1 A Ministerial Direction - the "Environment Act 1995 (Feasibility Study for Nitrogen Dioxide Compliance) (No. 2) Air Quality Direction 2018" was issued to Newcastle-under-Lyme Borough Council and Stoke-on-Trent City Council on 4 October 2018. This imposes a legal requirement on the two authorities to undertake a feasibility study in accordance with HM Treasury's Green Book appraisal process, to identify an option which would deliver compliance with legal limits for nitrogen dioxide (NO<sub>2</sub>) in the shortest time possible.
- 1.2 One of the three areas where NO<sub>2</sub> levels were predicted to be exceeded is located on the A53 Etruria Road at Basford Bank. The other two are located wholly within Stoke on Trent. On Etruria Road, the original exceedance location was between Victoria Street and Basford Park Road, but later reviews of air quality resulted in the location being revised to a section of road closer to the A500.

- 1.3 An Outline Business Case (OBC) was submitted to UK Government on 15 May 2020. Government officials provided feedback on the Outline Business Case in late 2020 and advised that a Full Business Case (FBC) in respect of the preferred options for compliance be submitted for approval.
- 1.4 For Etruria Road, the preferred option as put to Government in the OBC was the installation of a two-lane peak period bus gate to be installed on the A53 Etruria Road westbound exit of the A53/A500 roundabout, with appropriate amendments to the existing road markings and advance signage at the bus gate and on the circulatory carriageway and approach roads, including the A500. In this proposal, westbound (Newcastle-bound) traffic would be restricted to buses, cyclists, taxis, zero emission vehicles and emergency service vehicles between 7am to 10am and 4pm to 7pm, Monday to Friday. Two ANPR cameras would need to be installed to manage compliance and enforce non-compliance, which would require an expensive back-office team of staff, and an extensive network of variable message signs would also be required, including on the A500 trunk road, to advise motorists of the varying restrictions during each day.

## 2. Issues

- 2.1 Substantial concerns have been raised in respect of the effect of the installation of a bus gate on other routes, causing congestion in parts of the Borough and City, diverting traffic and pollution to other less suitable routes and adversely affecting local businesses by reducing passing traffic.
- 2.2 In late 2023, a study was commissioned to review the bus gate's potential impacts on factors such as air quality and traffic flows in the wider area.
- 2.3 The study was submitted to Government in October 2023 and a meeting with Government officials was held to discuss it.
- 2.4 Working with the City Council and Staffordshire County Council as the highway authority an alternative plan that overcomes the concerns is being developed, which is the subject of the attendant Restricted Report. The alternative option to the bus gate will be managed by Stoke City Council, as it sits within the city boundary.

## 3. Proposal

- 3.1 It is proposed that Cabinet:

### **3.1.1 Considers options for addressing air quality in line with a Ministerial Direction**

- ### **3.1.2 Agrees the progression of a plan contained in the Restricted Report, which is not for publication by virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. Information relating to the financial or business affairs of any particular person (including the authority holding that information).**

## 4. Reasons for Proposed Solution

- 4.1 Long-term exposure to high concentrations of nitrogen dioxide causes adverse health effects and the Council is under a Ministerial Direction, along with Stoke-on-Trent City Council, to identify the option which will deliver compliance with legal limits for nitrogen dioxide in the shortest time possible, and subject to approval by Government will then be placed under further Direction to deliver the option.

## 5. **Options Considered**

5.1 Officers considered a do-nothing option, which would ignore the requirements of the Ministerial Direction option. This could result in legal action against the Borough and City Councils by the Government and/or environmental interest groups for failure to comply with the requirements set out in the Direction.

## 6. **Legal and Statutory Implications**

6.1 A Ministerial Direction - the "Environment Act 1995 (Feasibility Study for Nitrogen Dioxide Compliance) (No. 2) Air Quality Direction 2018" was issued to the Borough and City Councils on 4 October 2018. This imposes a legal requirement on the two authorities to undertake a feasibility study in accordance with HM Treasury's Green Book approach, to identify the option(s) which will deliver compliance with the statutory limit for NO<sub>2</sub> concentrations in the shortest time possible. It is imperative that the Council continues to work actively to meet the requirements of the Direction.

## 7. **Equality Impact Assessment**

7.1 A joint Equality, Environmental and Community Impact assessment will be completed with Stoke on Trent City Council as part of an alternative plan.

## 8. **Financial and Resource Implications**

8.1 All costs associated with the development of the Outline and Full Business Cases, and subsequent implementation, monitoring and evaluation of the preferred option, will be met through Central Government grants, administered by the Government's Joint Air Quality Unit (JAQU), therefore there is no financial risk to the Council.

## 9. **Major Risks**

9.1 An assessment of major risks will be completed as part of an alternative plan.

## 10. **UN Sustainable Development Goals (UNSDG)**

10.1 The proposal considers or contributes towards the UN Sustainable Development Goals of:



## 11. **Key Decision Information**

11.1 This is not a key decision as it does not meet the expenditure, or savings thresholds and does not have a significant effect on communities living or working in an area comprising two or more electoral wards in the borough.

## 12. **Earlier Cabinet/Committee Resolutions**

- 12.1 [Economy, Environment & Place Scrutiny Committee - Thursday, 12th November, 2020](#)  
 12.2 [Cabinet - Wednesday, 9th December, 2020](#)

13. **List of Appendices**

13.1 None

14. **Background Papers**

14.1 None



## NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

### CORPORATE LEADERSHIP TEAM'S REPORT TO CABINET

10 September 2024

**Report Title:** Financial and Performance Review Report – First Quarter 2024/25

**Submitted by:** Corporate Leadership Team

**Portfolios:** One Council, People & Partnerships  
Finance, Town Centres & Growth

**Ward(s) affected:** All

<u>Purpose of the Report</u>	<u>Key Decision</u>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
To provide Cabinet with the Financial and Performance Review Report for 2024-25 (Quarter One).			
<b><u>Recommendation</u></b>			
That Cabinet note the contents of the attached report and appendices and continue to monitor and challenge the Council's service and financial performance for this period.			
<b><u>Reasons</u></b>			
The Financial and Performance Management monitoring reports provide information on a quarterly basis regarding the performance of individual council services and progress with delivery against our priorities, alongside related financial information on the organisation.			

## 1. **Background**

- 1.1 This quarterly report provides Members with a detailed update on how the Council has performed during the quarter by presenting performance data and progress summaries set within a financial context. The report provides broad financial information (Appendix A) and also details service performance (Appendix B) for the period to the end of quarter one in 2024/25.
- 1.2 The Council approved a General Fund Revenue Budget of £17,046,150 on 14 February 2024. Further financial information is provided in Appendix A.

## 2. **Performance**

- 2.1 The Q1 report (April 2024 to June 2024) has been produced using business intelligence tools in order automate and improve the monitoring, analysis and reporting of Council performance. The indicators included are those agreed as part of the new Council Plan and reflect the priorities for the Borough. In addition to reporting on key performance indicators, the report also includes progress summaries for each priority action, detailing the progress with the delivery of planned activities.
- 2.2 Contextual performance information is provided (indicators without a target), not only to ensure the monitoring of the corporate activities of the Council, but also to inform Members, businesses and residents of performance in their local area that the Council cannot directly control.

- 2.3 Any indicators failing to meet the set targets include a comment explaining why the indicator has not performed well, and what steps are being taken to ensure improvement in the future.
- 2.4 For this report a total of 47 indicators were monitored, 19 of these indicators were contextual and had no set target. Of these contextual measures that had historic trend data available, 54% showed an improvement or maintenance when compared to the previous year's performance. Of the remaining 28 indicators, the proportion which have met their target during this period stands at 82%, with the remaining 18% falling short of target. 40% of off target measures this quarter show a positive trend when comparing to the same time period of the previous financial year. It must also be noted that a small number of these 'off target' measures have more stretching targets this year, in line with benchmarking findings and council ambition. In terms of trend data overall, with measures where there is comparable data, the proportion of indicators showing an improvement or maintenance of the previous year's performance stands at 55%.
- 2.5 Three project/actions have been classified as completed by their respective owners this quarter

### 3. Issues

- 3.1 There are five indicators 'off target' this quarter and officers do not feel that these give rise to serious cause for concern at present (see commentaries in Appendix B). The management of each of the service areas concerned continue to monitor and take steps to address performance improvement where feasible and appropriate.
- 3.2 Progress on delivery of planned activities is summarised for each priority with there being one amber rated project/action identified in Quarter 1.
- 3.3 The action flagged as amber is the Walleys Quarry odour problem, which recorded a significant escalation in complaints at the start of 2024. In response the Service Director wrote to Walleys Quarry highlighting the increase in complaints over the period. An officer review of the increased complaints concluded that breaches of the Abatement Notice had occurred. Walleys Quarry Ltd were notified in writing of the breaches on 8 April with a 14-day response time. At the Council meeting on 10 April 2024, it was agreed that legal action would be prepared. As the Council is not the principal regulator of Walleys Quarry, permission from the Secretary of State must be given to pursue legal proceedings, this was made in April and a decision was yet to be received. During this period there has also been a change in Secretary of State. Complaint numbers have subsided in the first quarter compared to quarter four, but spikes remain in complaint levels and monitored hydrogen sulphide levels.

### 4. Recommendation

- 4.1 That Cabinet note the contents of the attached report and Appendices A and B and continue to monitor and challenge the Council's performance alongside its financial performance for the same period.

### 5. Reasons

- 5.1 To enable financial and performance information to be presented for continued scrutiny and encourage improvement within council delivery.



## 6. Options Considered

- 6.1 At this time, it is felt there is no other option necessary for consideration, however the presentation of information is continually reviewed

## 7. Legal and Statutory Implications

- 7.1 The Council has a Best Value duty to provide value for money services.

## 8. Equality Impact Assessment

- 8.1 There are no differential equality issues arising directly from this report

## 9. Financial and Resource Implications

- 9.1 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.

## 10. Major Risks & Mitigation

- 10.1 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.
- 10.2 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 bi-monthly basis together with quarterly reports to Cabinet.

## 11. UN Sustainable Development Goals (UNSDG)



## 12. Key Decision Information

- 12.1 This is not a key decision.

## 13. Earlier Cabinet/Committee Resolutions

13.1 Not relevant

14. **List of Appendices**

14.1 Financial information (Appendix A) and Performance Outturn (Appendix B)

15. **Background Papers**

15.1 Working papers held by officers responsible for calculating indicators.



**2024/25**

**Quarter One  
Financial  
Performance**

## 1. Background and Introduction

- 1.1 In accordance with the Council's Financial Procedure Rules and recommended good practice, a quarterly financial report is presented to Members. This is the first report for 2024/25.
- 1.2 The report summarises overall financial performance for 2024/25 with particular emphasis on the key sources of financial risk to the Council. Specific considerations are as follows:
- **General Fund Revenue Account (Section 2)** – considers budgetary performance on the General Fund Account by looking at variations in income and expenditure and the funding received by the Council.
  - **Efficiency and Savings Plan (Section 3)** – considers progress in achieving the efficiency and savings forecast for 2024/25.
  - **Capital Programme (Section 4)** – provides an update to Members on progress against the Council's Capital Programme and major project funded through the Town Deal Funds and Future High Street Fund.
  - **Treasury Management (Section 5)** – sets out the key statistics in terms of investments and borrowings;
  - **Collection Fund (Section 6)** – considers progress to date in collecting the Council Tax, Business Rates and Sundry Debts.

## 2. General Fund Revenue Budget

- 2.1 This section of the report considers the financial performance of the General Fund Revenue Account against budget by setting out variations in income and expenditure and funding received by the Council.

Area	2024/25 General Fund	
	Estimate £	Band D Council Tax £
Central Services	2,397,680	61.89
Cultural Services	3,555,470	91.78
Environmental Services	8,150,380	210.40
Planning	1,730,040	44.66
Transport	(270,890)	(6.99)
Housing	2,168,480	55.98
<b>Net Cost of Services</b>	<b>17,731,160</b>	<b>457.72</b>
Pensions Liabilities Account	400,000	10.33
Investment Properties	(84,510)	(2.18)
Interest and Investment Income	498,000	12.86
<b>Net Operating Expenditure</b>	<b>18,554,650</b>	<b>478.73</b>
Contribution to/(from) Revenue Reserves	273,000	7.05
Contribution to/(from) Capital Reserves	(1,771,500)	(45.73)
<b>Amount to be met from Government Grant and Local Taxpayers</b>	<b>17,046,150</b>	<b>440.05</b>

- 2.2 The Council approved a General Fund Revenue Budget of £17.046m on 14 February 2024 for 2024/25. The actual and forecast position compared to this budget is continuously monitored by Budget Holders, the Corporate Leadership Team and Portfolio Holders in order to detect any

significant variances of expenditure or income from the approved amounts contained in the budget.

2.3 The table above shows how this budget has been allocated.

2.4 At the close of quarter one a positive variance of £0.003m has been achieved. The projected outturn on the General Fund Revenue Account for the year is £17.007m. This represents a positive outturn of £0.039m for the year.

2.5 The adverse variances that have occurred at the close of the first quarter of 2024/25 include:

- a. Income shortfalls from sales, fees and charges which amount to £0.123m (forecast to be £0.225m for the financial year).
- b. Holding costs for York Place (e.g. utilities and business rates) are expected to amount to £0.155m for the financial year, £0.095m had been incurred during the first quarter.
- c. Supported accommodation for which full Housing Benefit subsidy cannot be reclaimed has amounted to £0.066m in excess of the budget for the first quarter (forecast to be £0.264m for the financial year).
- d. A pay award of £1,290 per employee has been offered that is in excess of the amount provided for in the budget (3.5%), this would amount to a pressure of £0.117m (£0.029m at quarter one).

2.6 These adverse variances have been offset in full by the following favourable variances:

- a. Interest receivable on cash that the Council holds in terms of Town Deal and Future High Street funding totals £0.273m at the close of quarter one (it is forecast that this will grow to £0.436m of income by the close of the financial year).
- b. Interest payable on borrowing has yet to be incurred due to the cash that the Council holds in terms of Town Deal and Future High Street funding. It is forecast that borrowing will be required in the second half of the financial year and that interest payable will be £0.351m lower than budgeted for (£0.132m at the close of quarter one).

### **3. Efficiency and Savings Plan**

3.1 This section of the report considers the financial performance of the Council's Efficiency and Savings Plan in 2024/25.

3.2 The Council's Medium Term Financial Strategy (approved in February 2024) included the five year (2024/25 – 2028/29) Efficiency and Savings Plan targeting savings of £6.885m.

3.3 The Efficiency and Savings Plan is set on the need to both reduce expenditure and increase income. The need to grow income is now more of a priority as the Council moves more towards being self-financing. The plan has been developed with the underlying principles of protecting frontline service delivery. It is also intended that the plan is a tool to enable the Council to ensure that its service spending is determined by the established priorities set out in the Corporate Plan.

3.4 The 2024/25 budget was set in February 2024 with the assumption of £2.692m of savings in the year. These savings are detailed in the table below:

Category	Amount £'000	Comments
Income	680	Additional sources of income generation and an increased demand for services that the Council charges for
One Council	230	Efficiencies to be generated from the introduction of a new Council operating model and increased performance management
Staffing Related Efficiencies	199	No redundancies are anticipated to arise from these proposals
Good Housekeeping/More Efficient Processes	489	Various savings arising from more efficient use of budgets
Tax Base Increase	424	Increased in Council Tax and Business Rates tax base
Council Tax Increase	164	An assumed 1.99% per Band D equivalent increase in Council Tax
Government Reimbursement	506	Grant in respect of New Homes Bonus and Minimum Funding Guarantee
<b>Total</b>	<b>2,692</b>	

3.5 At the end of quarter one, all savings have been achieved.

#### 4. Capital Programme and Major Projects

4.1 This section of the report provides an update to Members on the Council's Capital Programme and major projects funded by the Town Deal Funds and Future High Street Fund.

4.2 The table below shows a high level (service) summary of the General Fund Capital Programme position at 30 June 2024.

Priority	Budget at Period 3 £'000	Actual at Period 3 £'000	Variance at Period 3 £'000
One Council Delivering for Local People	159	159	-
A Successful and Sustainable Growing Borough	3,218	3,215	(3)
Healthy, Active and Safe Communities	1,507	1,512	5
Town Centres for All	1,419	1,421	2
<b>Total</b>	<b>6,303</b>	<b>6,307</b>	<b>4</b>

4.3 A Capital Programme totalling £16.680m was approved for 2024/25, excluding a £1.000m contingency. Of this total £10.135m relates to the total cost of new schemes for 2024/25 together with £6.545m for schemes funded by external sources (Town Deals Fund, Future High Streets Fund and Disabled Facilities Grants). In addition £42.174m was brought forward from the 2023/24 Capital Programme, including projects planned under the Town Deals and Future High Streets funds that will be progressed during 2024/25 (£25.641m), the Council's contribution towards the construction of a new multi storey car park (£8.100m) and fleet replacement (£4.751m), resulting in a total Capital Programme of £59.855m for 2024/25 (including a £1.000m contingency).

4.4 The expected total capital receipts due to be received this year following the sale of assets amount to

£3.786m. A summary of the expected income is shown in the table below.

<b>Funding</b>	<b>Amount</b>
Proceeds from Right to Buy sales	£0.500m
Asset sales	£3.286m
<b>Total</b>	<b>£3.786m</b>

### **Major Projects Funding**

- 4.5 The Council was awarded Future High Streets Fund funding in June 2021 of £11.0m to progress projects to help future economic growth. The full £11.0m has now been received of which £9.578m has been spent at 30 June 2024, as shown below:

<b>Project</b>	<b>Award (£000's)</b>	<b>Spend/Ordered (£000's)</b>	<b>Remaining (£000's)</b>
Ryecroft / Site Preparation	3,756	3,112	644
Castle Multi Storey Car Park	3,500	3,500	-
York Place	3,015	2,499	516
Stones Public Realm	321	16	305
Market Stalls	76	72	4
Project Management	380	379	1
<b>Total</b>	<b>11,048</b>	<b>9,578</b>	<b>1,470</b>

- 4.6 £23.6m was awarded to the Council via the Town Deals Fund for Newcastle to enable a vision to improve communications, infrastructure, and connectivity in Newcastle-under-Lyme to become a reality. £14.2m has been received to date of which £2.3m has been spent as shown below:

<b>Project</b>	<b>Award (£000's)</b>	<b>Spend/Ordered (£000's)</b>	<b>Remaining (£000's)</b>
Digital Infrastructure	2,285	29	2,256
Sustainable Public Transport	3,421	-	3,421
Electric Vehicle Charging	400	-	400
Pedestrian Cycle Permeability	950	-	950
Transform Key Gateway Sites	3,810	69	3,741
Astley Centre for Circus	1,810	637	1,173
Digital Society	3,510	662	2,848
Heart into Knutton Village	3,534	298	3,236
Cross Street, Chesterton	2,955	-	2,955
Project Management	925	596	329
<b>Total</b>	<b>23,600</b>	<b>2,291</b>	<b>21,309</b>

- 4.8 £16.9m has also been awarded via the Town Deals fund for Kidsgrove to enable real and lasting economic benefits to be realised in Kidsgrove and the surrounding area. To date £13.4m has been received of which £6.9m has been spent as shown below:

<b>Project</b>	<b>Award (£000's)</b>	<b>Spend/Ordered (£000's)</b>	<b>Remaining (£000's)</b>
Kidsgrove Sports Centre	2,328	2,328	-
Chatterley Valley West	3,496	3,496	-
Kidsgrove Station	3,638	202	3,436
Shared Services Hub	6,183	157	6,026
Canal Enhancement	420	-	420
Project Management	835	676	159
<b>Total</b>	<b>16,900</b>	<b>6,859</b>	<b>10,041</b>

4.9 The Council has been awarded £4.8m (all of which has now been received), over a 3 year period, of UK Shared Prosperity Funding as part of the governments mission to level up opportunity and prosperity and to overcome geographical inequalities. It also aims to level up people's pride in the places they love and seeing that reflected in empowered local leaders and communities, a stronger social fabric and better life chances. 33 projects have been identified for which spend has commenced. Total spend at 30 June 2024 amounted to £2.7m as shown below:

<b>Project</b>	<b>Award (£000's)</b>	<b>Spend/Ordered (£000's)</b>	<b>Remaining (£000's)</b>
CML Community Hubs	6	6	-
Newcastle 850 Anniversary	16	16	-
Nature and Wellbeing	21	9	2
Canal Connectivity	102	5	97
Clough Hall Park	234	-	234
Mental Health Worker	86	54	32
Nature Recovery	265	121	144
Epicentre for Circus	100	50	50
Homelessness Hub	1,115	573	542
Beat The Street	20	20	-
New Vic Theatre - 850 Event	10	-	10
Kidsgrove Workshop	156	108	48
Community Connector	67	34	33
Promotional Videos/Photos	15	14	1
Honeybox	55	55	-
Volunteering for all	71	49	22
Discharge Officer	86	54	32
BES Enterprise Coaching	89	82	7
Kidsgrove Town Hall	255	255	-
Security Marshalls	33	33	-
Flourishing Keele (KU)	466	233	233
Moving Ahead (KU)	277	277	-
Advanced Digital Technologies	409	204	205
Chamber Growth Hub	59	28	31
Brampton Wedding Venue	44	44	-
Markets For All	21	-	21
Community Connects	55	55	-
Feasted	44	44	-
Business Connects	6	3	3
Business Development	10	-	10
Technical Innovation Upskilling	159	86	73
Disadvantaged Upskill Project	28	8	20
Green Projects	164	1	163
Contingency	99	-	99
Project Management	193	140	53
<b>Total</b>	<b>4,836</b>	<b>2,661</b>	<b>2,175</b>

4.10 Several projects within the Town Deals and Future High Streets Fund (e.g., Multi Storey Car Park, Ryecroft Development, York Place and Chatterley Valley) will require further funding from the Council in addition to the government grants, this will include the Council borrowing to fund these projects.

4.11 The Public Works Loan Board (PWLB) borrowing rate is subject to change daily and could have a significant impact on the financial viability if increases in interest rates are forthcoming or may result in considerably less costs in the instances of lower rates being obtained when borrowing is required. Additionally, the level of inflationary demands is also considered on a project-by-project basis.



- 4.12 Rigorous financial challenge and monitoring of each project's expenditure will be required in both the interim and during subsequent construction phases. Financial monitoring will continue to be reported as part of the scrutiny process and will also form part of the quarterly financial report to Cabinet.

## **5. Treasury Management**

- 5.1 This section of the report sets out the key treasury management statistics in relation to the Council's investments and borrowings. This report comprises a high level treasury management summary. The Audit and Standards Committee receives detailed operational updates on treasury management.

### ***Investments***

- 5.2 Cash Investments held on the 30 June 2024 amounted to £17.750m. Interest earned on these investments at the close of quarter one amounted to £0.273m. The average level of funds available for investment between 1 April 2024 and 30 June 2024 was £17.625m.
- 5.3 The Council has not budgeted to receive investment income in 2024/25. A surplus of £0.436m is anticipated for the financial year due to the cash that the Council holds in terms of Town Deal and Future High Street funding.

### ***Borrowing***

- 5.4 Borrowing is likely to be required during the second half of 2024/25 to fund the capital programme.
- 5.5 Although not utilised in recent years, the Council has previously considered the option of long-term borrowing from the PWLB. After the utilisation of capital receipts and internal borrowing, the Council will look to borrow short term from other local authorities in the first instance and will then review any other sources of funding if required.
- 5.6 Advice from the Council's Treasury Management Advisors, Arlingclose, is to continue to utilise internal funding whilst it is available as opposed to borrowing whilst the interest rates are high. This approach also reduces the need to place funding in long term deposits, whilst minimising any potential investment risks.

## **6. Collection Fund**

- 6.1. This section of the report details progress to date in collecting the Council Tax, Business Rates and Sundry Debt.
- 6.2 Local tax income is collected by billing authorities and paid into local 'collection funds' (the Council is a billing authority). Where there is a shortfall in tax receipts (compared to expected levels), this leads to a deficit on the collection fund. Billing and major precepting authorities are usually required to meet their share of any deficit during the following financial year.
- 6.3 The quarter one collection rate was as follows:
- Council Tax – 26.8% of Council Tax was collected by 30 June 2024, compared to a target for the first quarter of 24.4%.
  - Business Rates – 29.1% of Business Rates was collected by 30 June 2024, compared to a target for the first quarter of 24.4%.

6.4 The current forecast of tax receipts and Section 31 grant are shown below:

<b>Tax</b>	<b>Forecast (Surplus)/Deficit at 30.6.24</b>	<b>Council's Share</b>
Council Tax	(£0.001m)	(£0.000m) (11%)
Business Rates	(£0.021m)	(£0.009m) (40%)
Business Rates Section 31 Grant	£0.016m	£0.006m (40%)
<b>Total</b>	<b>(£0.006m)</b>	<b>(£0.003m)</b>



# Quarter 1 - April 2024 to June 2024

## All Performance Indicators Current Status



Corporate Aim (Priority)	Count
Priority 1: One Council delivering for Local People	16
Priority 2: A Successful and Sustainable Growing Borough	6
Priority 3: Healthy, Active and Safe Communities	24
Priority 4: Town Centres for All	1
<b>Total</b>	<b>47</b>

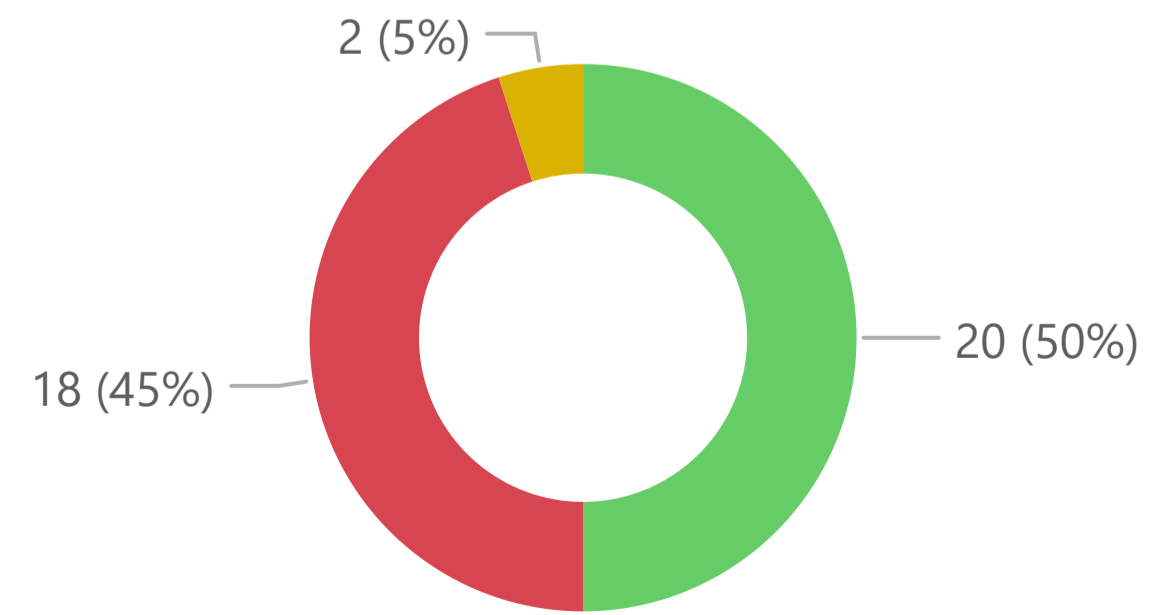
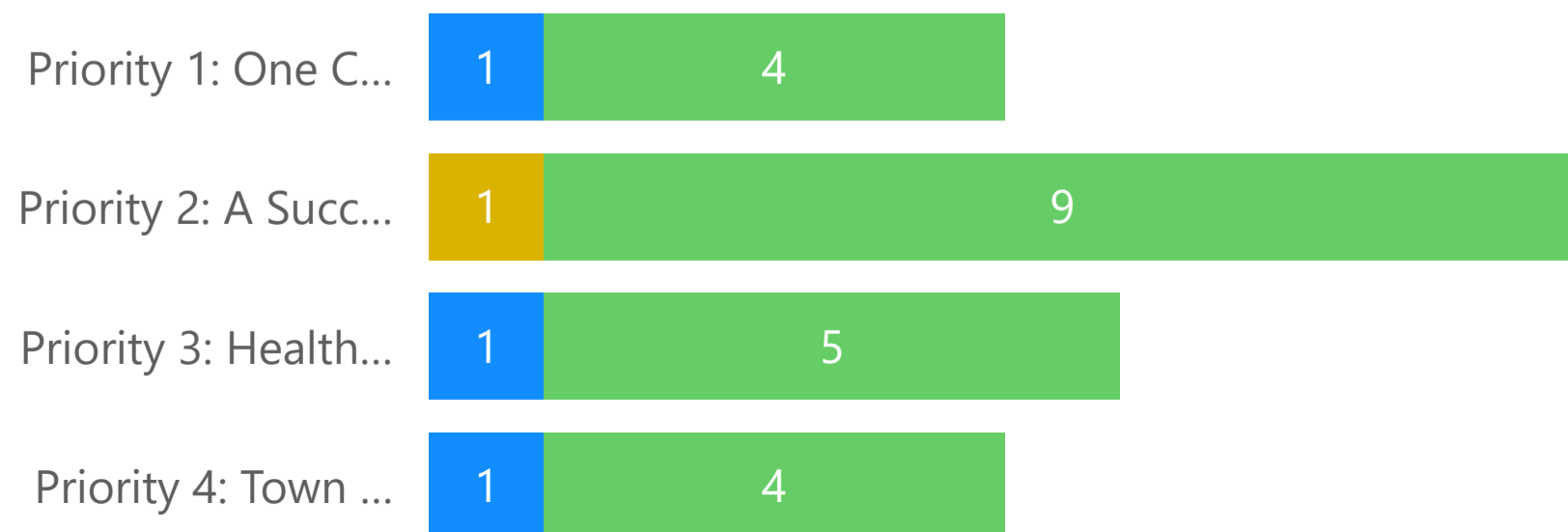
## Smart Narrative

- There are 28 Indicators which have set targets this quarter.
- 82% met their targets within Quarter One. 11 Indicators which met their target also showed improvement when compared to the same time period last year. 9 Indicators which met their target showed a negative trend when being compared to last year. 2 Indicators showed no change and 1 Indicator had no historic data in order to provide trend status.
- 18% of Indicators were off target this quarter. 2 of these indicators showed an improvement when compared to last year and 3 indicators showed a negative trend.
- There are 19 Indicators which are contextual this quarter and do not have a target to meet. When compared to last year 7 measures showed an improved trend with 6 of the contextual measures showing a negative trend. 6 measures did not have any historic data to compare against.
- There are 3 Projects/Actions that have been classified as completed being split equally between Priority 1, 3 and 4. Priority 2 has 1 Project/Action's that have been identified as not progressing as expected - detail of these is provided in this report.

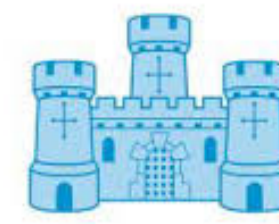
## Summary Project Status Split

## All Qtr.1 Trend Status of PI's Compared On Same Qtr in the Previous Financial Year

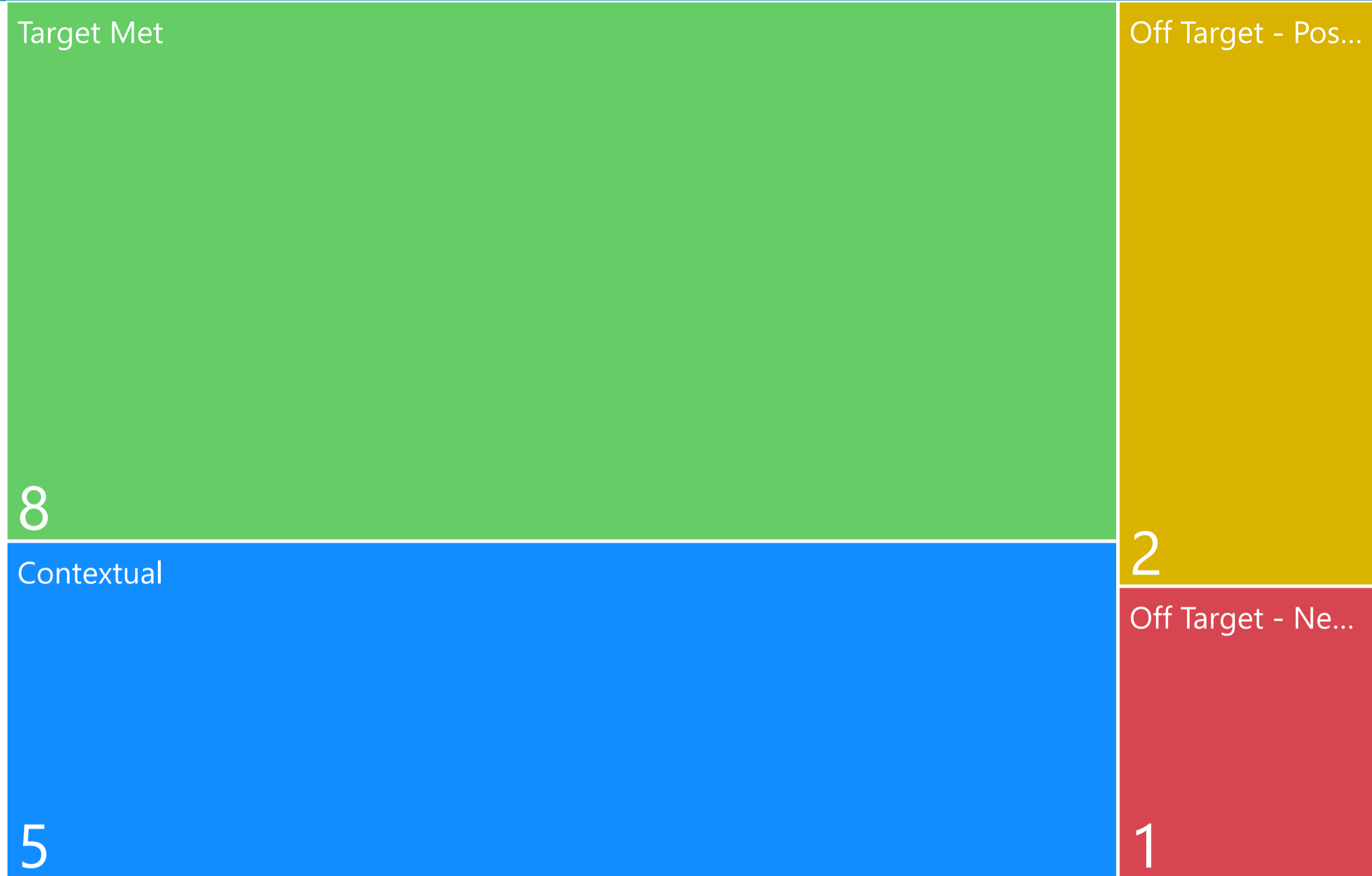
● Project/Action is Completed ● Project/Action is Not Progr... ● Project/Action is Progr...



● Improvement of Previous Year ● Deterioration of Previous Year ● No Change



Priority 1: Performance Indicators Current Status



Corporate Objective	Count
Deliver services to a high standard every day	3
Develop professional talent across the Council and provide opportunities for staff to grow their careers	4
Ensure our services are efficient and accessible	7
Ensure strong financial discipline across the Council	2
<b>Total</b>	<b>16</b>

Smart Narrative

- There are 11 Indicators which have set targets this quarter within Priority 1.
- 73% met their targets within Quarter One. 4 Indicators which met their target also showed improvement when compared to the same time period last year. 4 Indicators which met their target showed a negative trend when being compared to last year.
- 27% of Indicators were classed as off target this quarter. Only 1 of these indicators showed a negative trend when compared to last year and 2 showed an improved performance on the year previous.
- There are 5 Indicators which are contextual this quarter and do not have a target to meet. When compared to last year, 3 of these measures showed a negative trend, 1 measure demonstrated an improvement and 1 measure did not have any historic data to compare against.
- There has been one Project/Action that has been classed as completed in Priority 1, this being the Delivery of the One Council Programme. All other Projects/Actions within Priority 1 are classed to be progressing as expected.

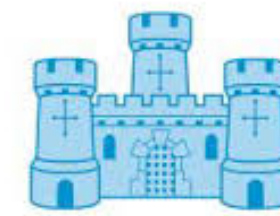
Priority 1: Summary Project Status Split

Priority 1: Qtr.1 Trend Status of PI's Compared On Same Qtr in the Previous Financial Year

● Project/Action is Completed ● Project/Action is Progressing as Expected



● Deterioration of Previous Year ● Improvement of Previous Year



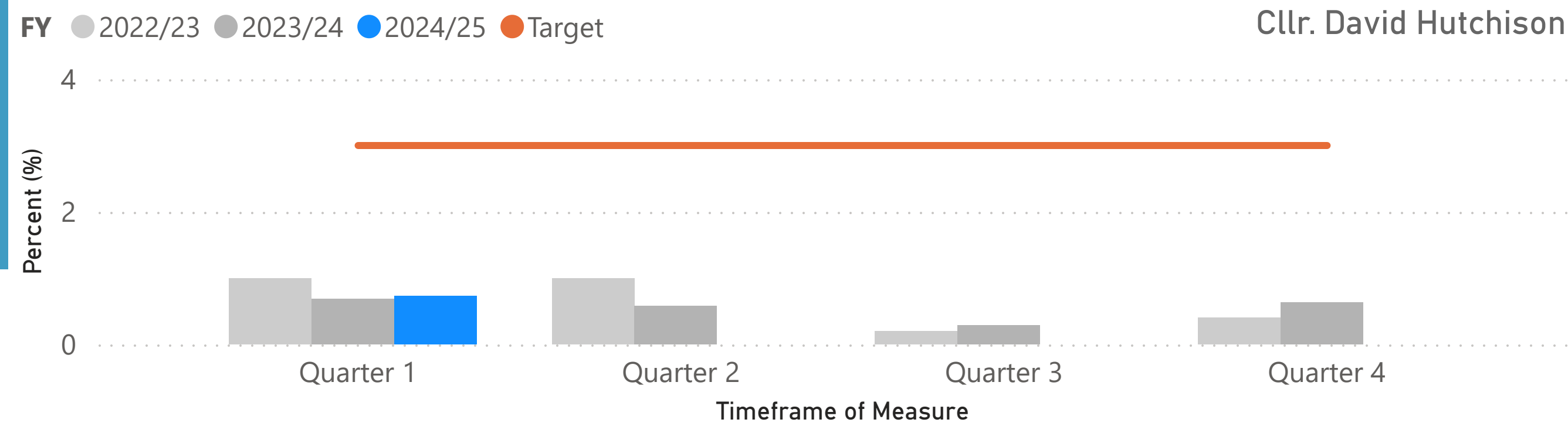
Low  
Is Good  
Per  
Quarter  
(Snapshot)

ID1.1 - Percentage of food premises that have a zero or one national food hygiene rating

Current Status

SMART Actions if Off Target

Cllr. David Hutchison



0.73✓

Not Required as Target Met

Target:  
3.00

Negative  
Yearly Trend

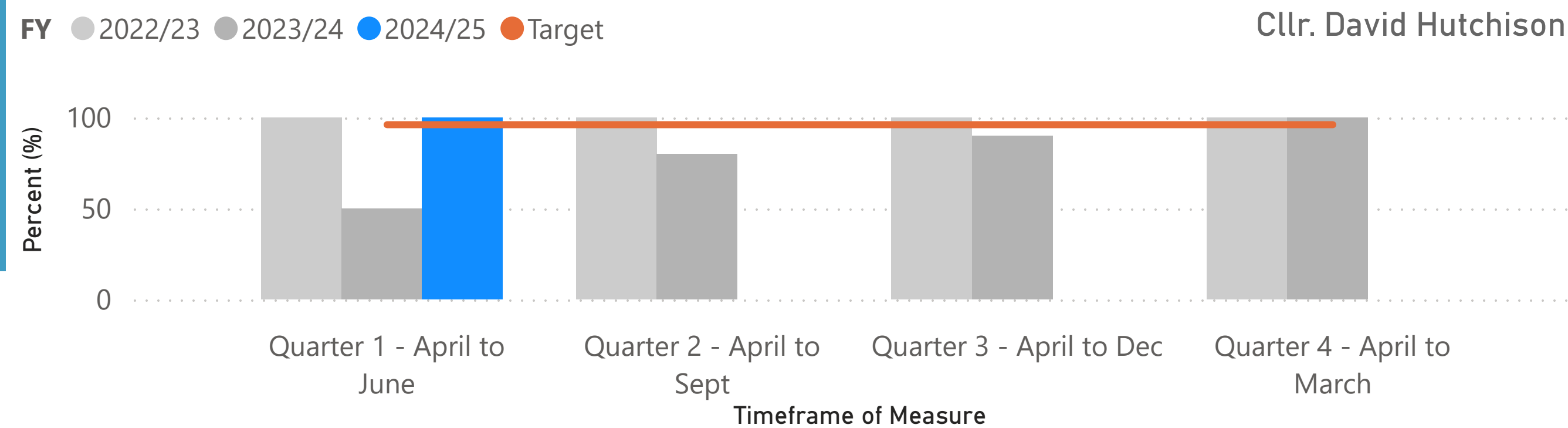
High  
Is Good  
Cumulative  
(Per  
Annum)

ID1.2 - Percentage of category A and B food business inspections completed on time

Current Status

SMART Actions if Off Target

Cllr. David Hutchison



100.00✓

Not Required as Target Met

Target:  
96.00

Positive  
Yearly Trend

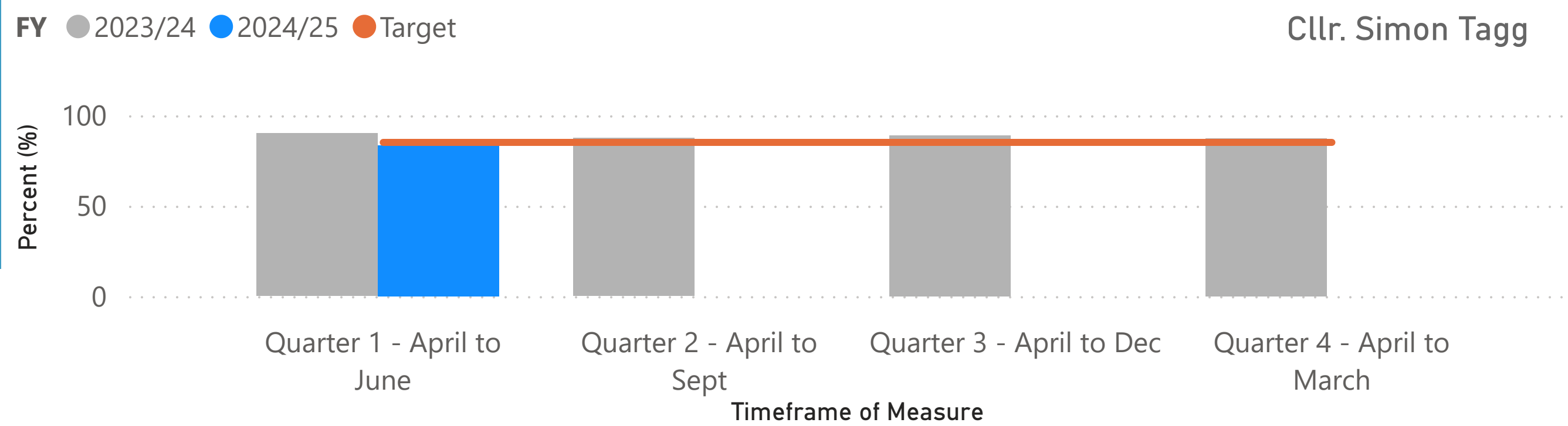
High  
Is Good  
Cumulative  
(Per  
Annum)

ID1.16 - Percentage of Stage 1 complaints processed in time being 20 working days

Current Status

SMART Actions if Off Target

Cllr. Simon Tagg



83.33!

3/3 responded to in June on time. In total for the year, 15 of 18 completed within the processing time of 20 working days.

Target:  
85.00

Negative  
Yearly Trend

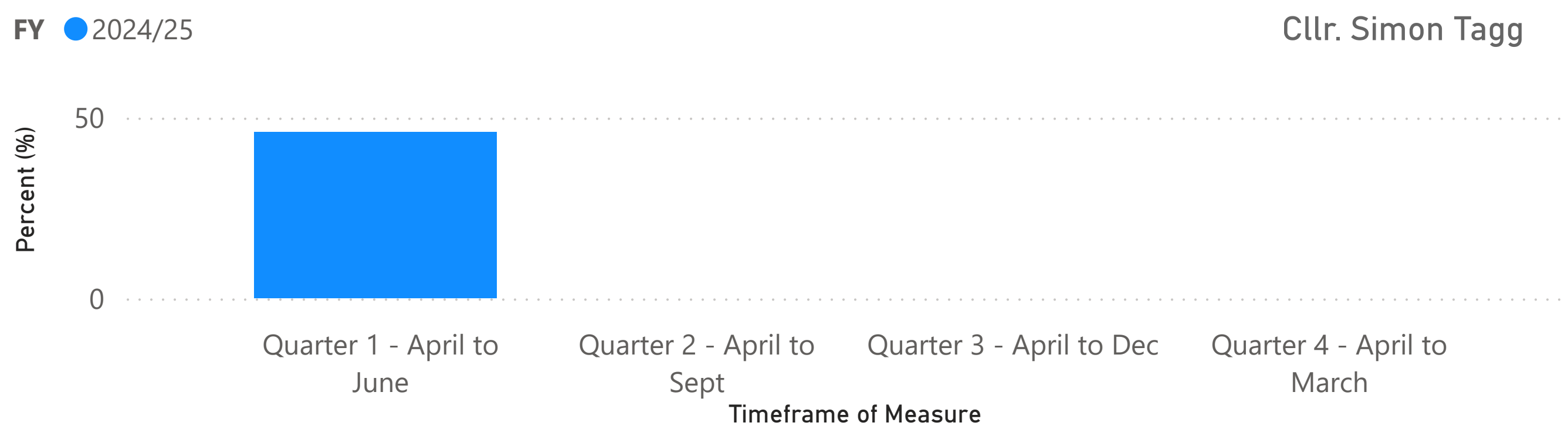
High  
Is Good  
Cumulative  
(Per  
Annum)

ID1.17 - Percentage of FOI's dealt with in time being 20 working days

Current Status

SMART Actions if Off Target

Cllr. Simon Tagg



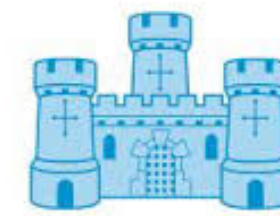
46.00

Now resolved the backlog most recent figure is 42 out of 52 responded to on time in June

N/A  
Yearly Trend

Deliver services to a high standard every day

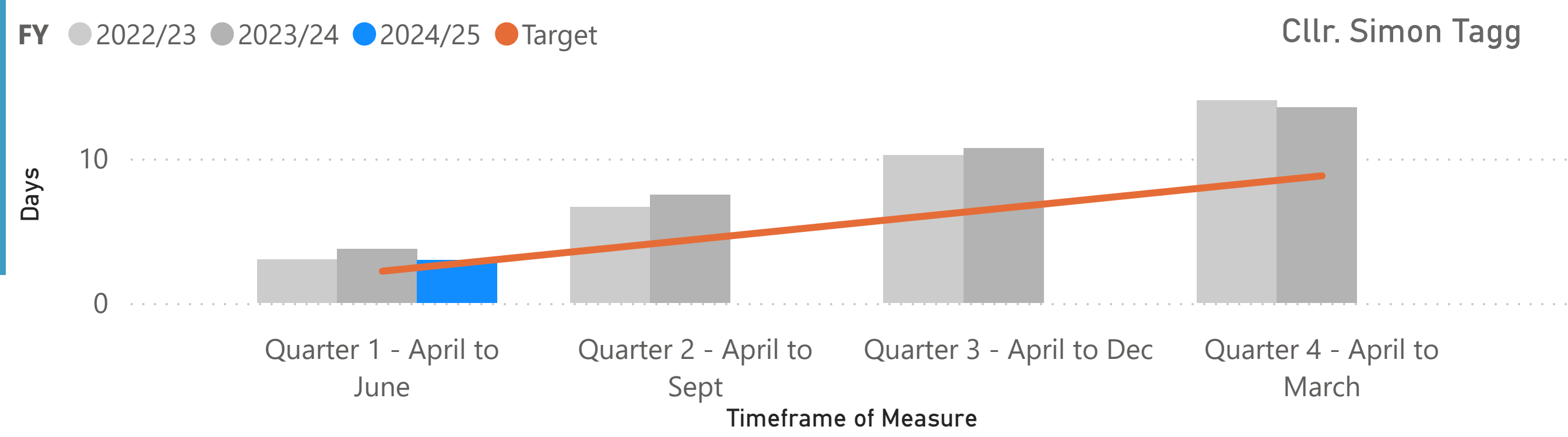
Ensure our services are efficient and accessible



**ID1.13 - Average number of days per employee lost to sickness - Per Employee** Current Status SMART Actions if Off Target

Low  
Is Good  
Cumulative (Per Annum)

Positive  
Yearly Trend



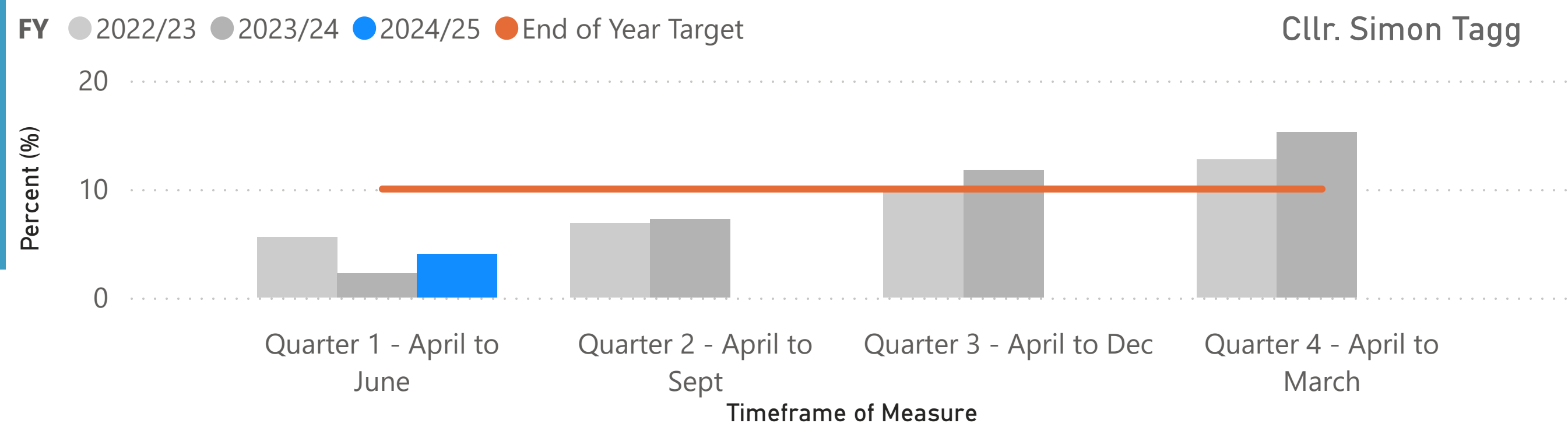
**2.98!**  
Target: 2.20

Whilst sickness remains above target and rose again in June, this increase was in line with the pattern seen in previous years. Encouragingly long term absence has actually declined quite significantly and the increase has been in short term absence which does tend to be easier to manage. Absence remains lower year on year and the team continue to undertake proactive work around well-being and managing absence.

**ID1.14 - Staff Turnover** Current Status SMART Actions if Off Target

Low  
Is Good  
Cumulative (Per Annum)

Negative  
Yearly Trend



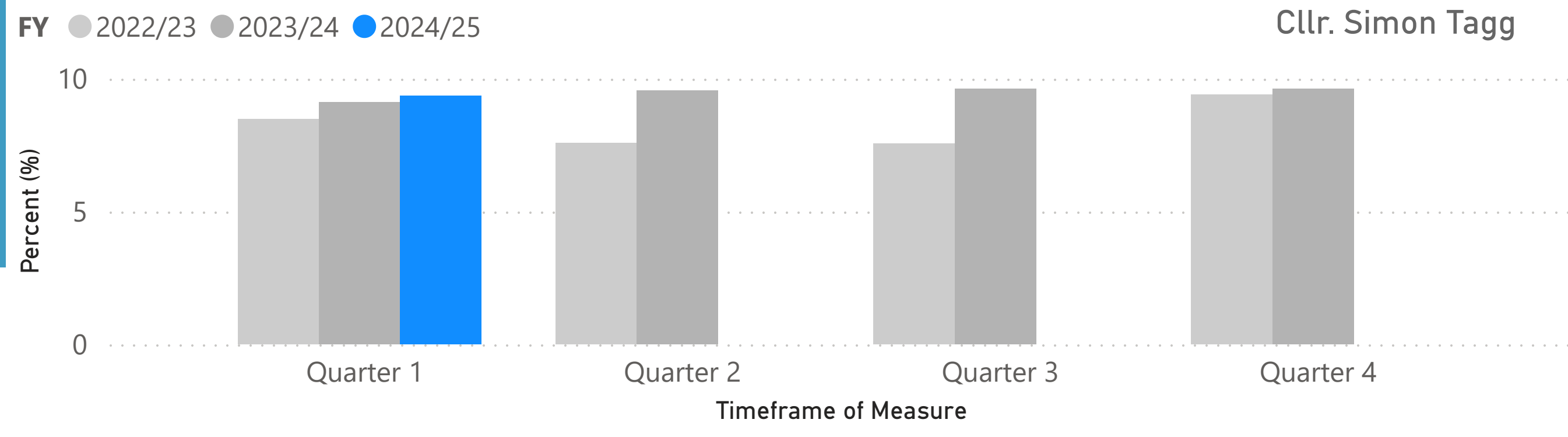
**4.03✓**  
End of Year Target: 10.00

Target met but this is due to it being a cumulative figure

**ID1.15 - Staff Vacancy Rate** Current Status SMART Actions if Off Target

Low  
Is Good  
Per Quarter (Snapshot)

Negative  
Yearly Trend



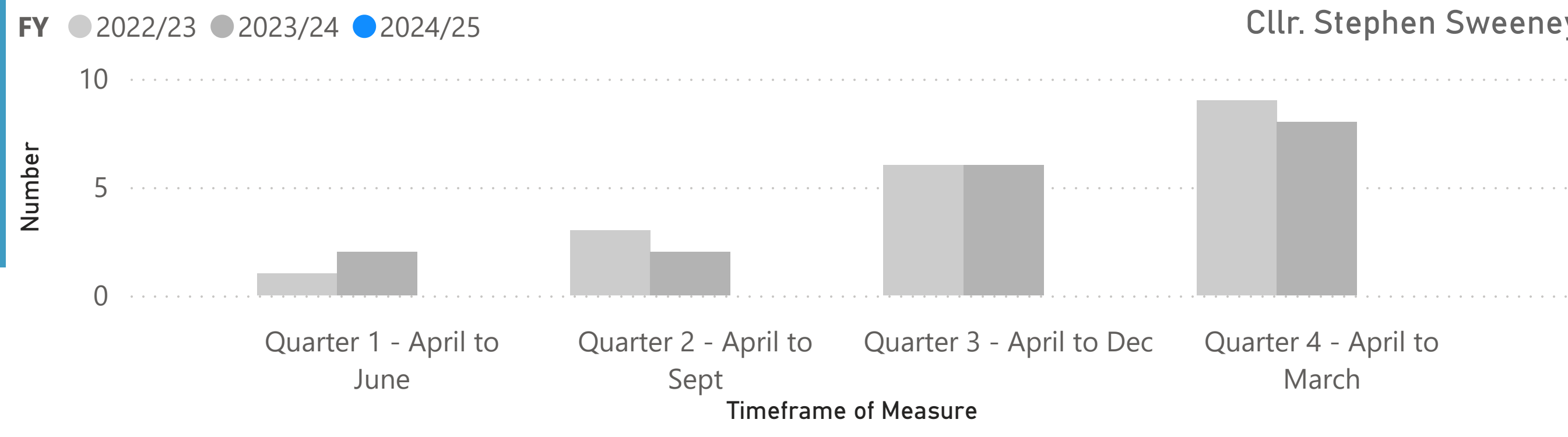
**9.35**

Vacancy rates remain stable, with a slight reduction for the second month running/ Some posts are mid-recruitment and others down to natural turnover. There are only a small number of hard to recruit to posts.

**ID1.3 - No. Accidents/Incidents reported (RIDDOR)** Current Status SMART Actions if Off Target

Low  
Is Good  
Cumulative (Per Annum)

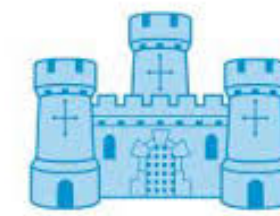
Positive  
Yearly Trend



**0**

Although this appears positive it is acknowledged that accidents tend to increase in winter months.

Develop professional talent across the Council and provide opportunities for staff to grow their careers



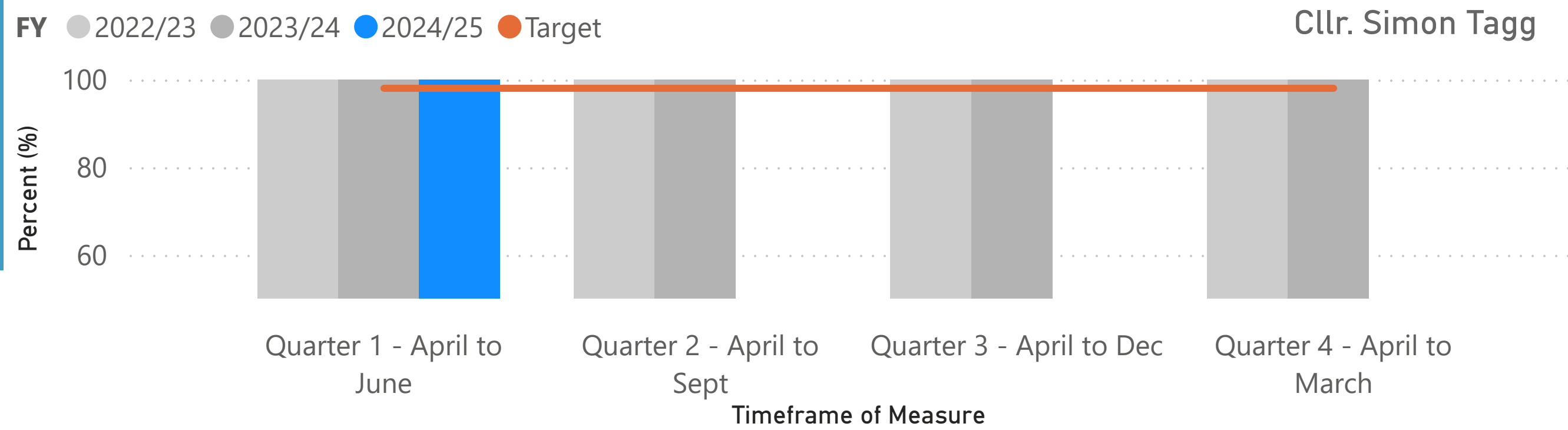
High  
Is Good  
Cumulative (Per Annum)

ID1.6 - Percentage of Customer Hub requests resolved at first point of contact

Current Status

SMART Actions if Off Target

Cllr. Simon Tagg



99.99✓

Not Required as Target Met

Ensure our services are efficient and accessible

Negative  
Yearly Trend

Target: 98.00

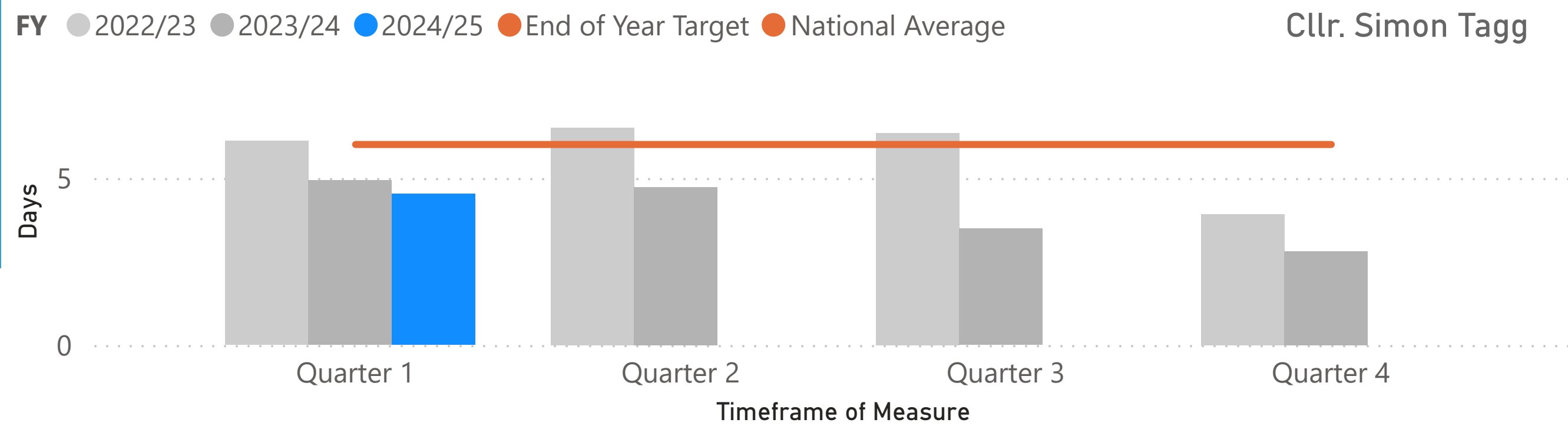
Low  
Is Good  
Cumulative (Per Annum)

ID1.10 - Time taken to process Housing Benefit new claims/change events (Days)

Current Status

SMART Actions if Off Target

Cllr. Simon Tagg



4.52✓

Not Required as Target Met

Deliver services to a high standard every day

Positive  
Yearly Trend

Target: 19.00

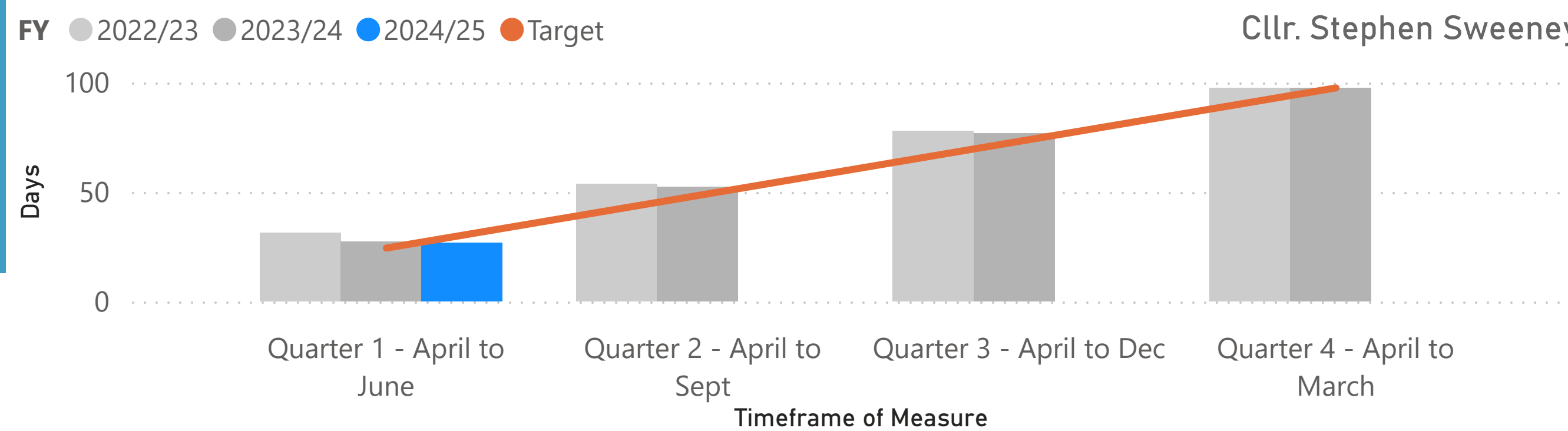
High  
Is Good  
Cumulative (Per Annum)

ID1.11 - Percentage of Council Tax collected

Current Status

SMART Actions if Off Target

Cllr. Stephen Sweeney



26.80✓

Not Required as Target Met

Ensure strong financial discipline across the Council

Negative  
Yearly Trend

Target: 24.38

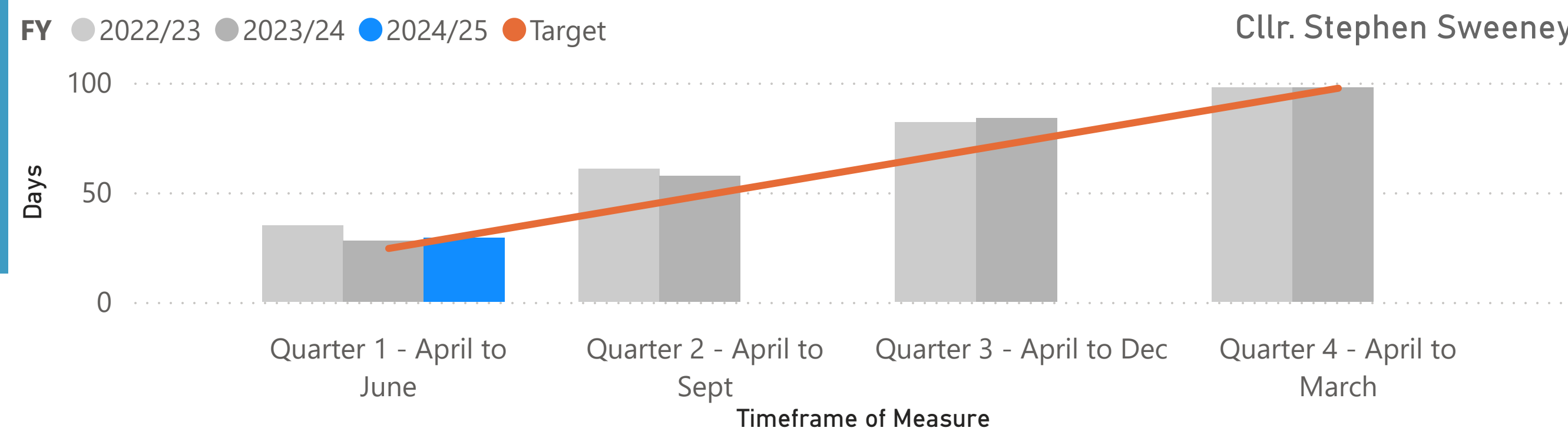
High  
Is Good  
Cumulative (Per Annum)

ID1.12 - Percentage of National non-domestic rates collected

Current Status

SMART Actions if Off Target

Cllr. Stephen Sweeney

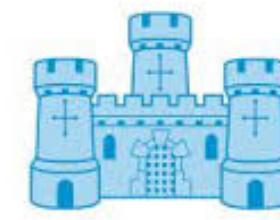


29.10✓

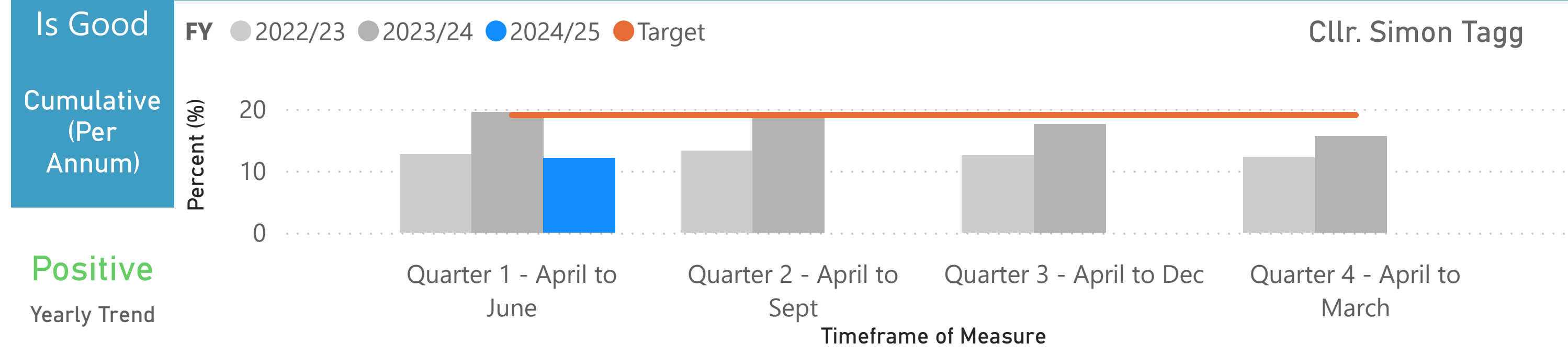
Not Required as Target Met

Positive  
Yearly Trend

Target: 24.35



**Low** ID1.7 - % Unmet demand (number of calls not answered as a % of total call handling volume) **Current Status** SMART Actions if Off Target

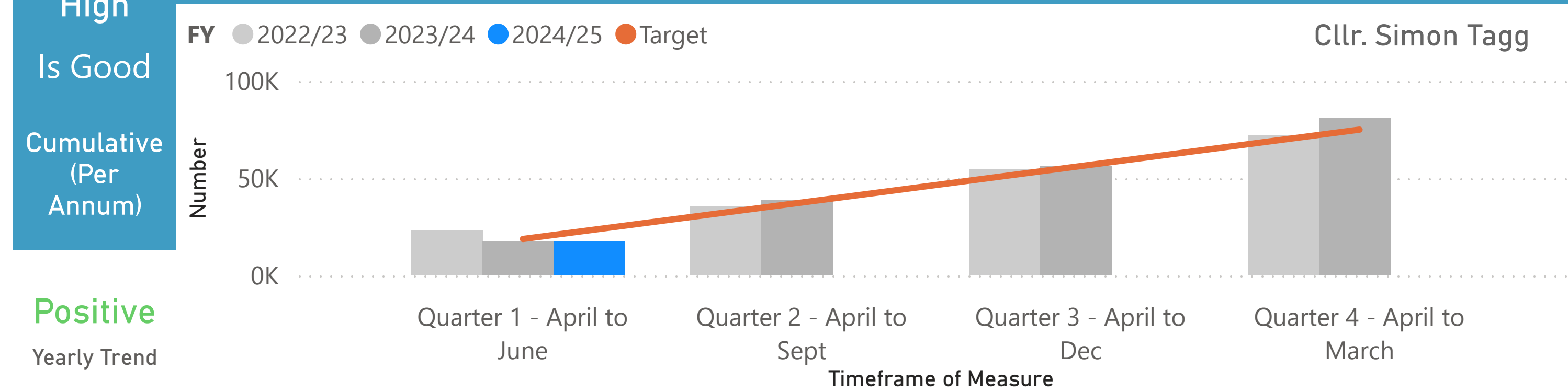


**12.00** ✓

Target: 19.00

Not Required as Target Met

**High** ID1.8a - Total number of digital online transactions **Current Status** SMART Actions if Off Target

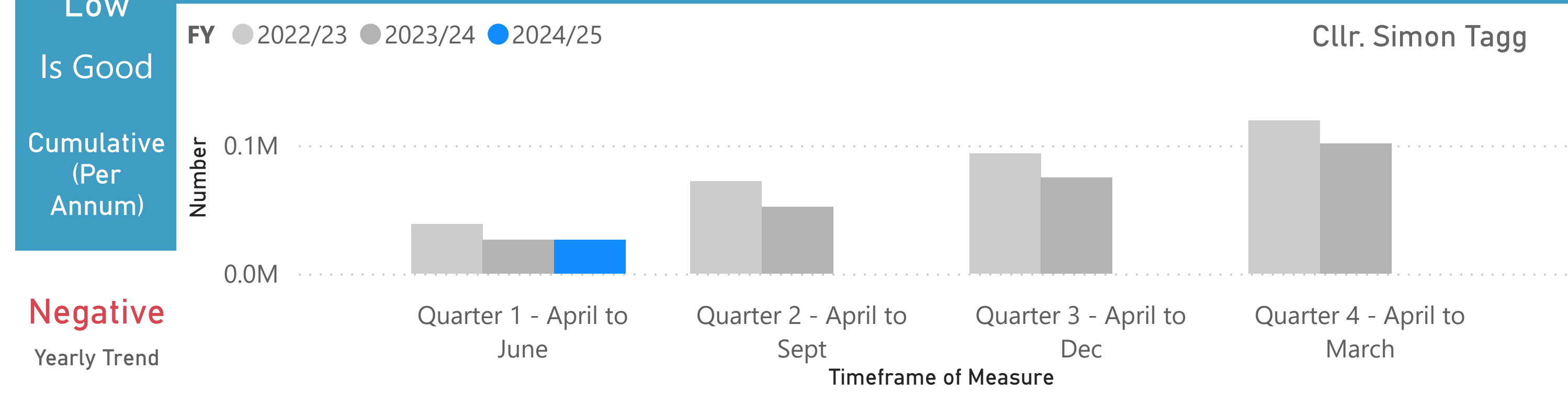


**17,487** !

Target: 18,750

A stretching target and fewer Jadu forms when comparing to last year have impacted the overall measure thus meaning it is off target by 1263 transactions for the end of Quarter 1. Despite failing to hit the target, the number of transactions has improved when comparing against this time period from the year before by a total of 210 transactions. Total transactions are split with 13,946 Jadu Transactions and 3541 Citizens Access Transactions as of end of June 2024. Jadu forms have dropped by 94 when comparing against the previous year likely caused by lower usage of the Garden Waste Form; whereas Citizens Access have shown an increase by 304.

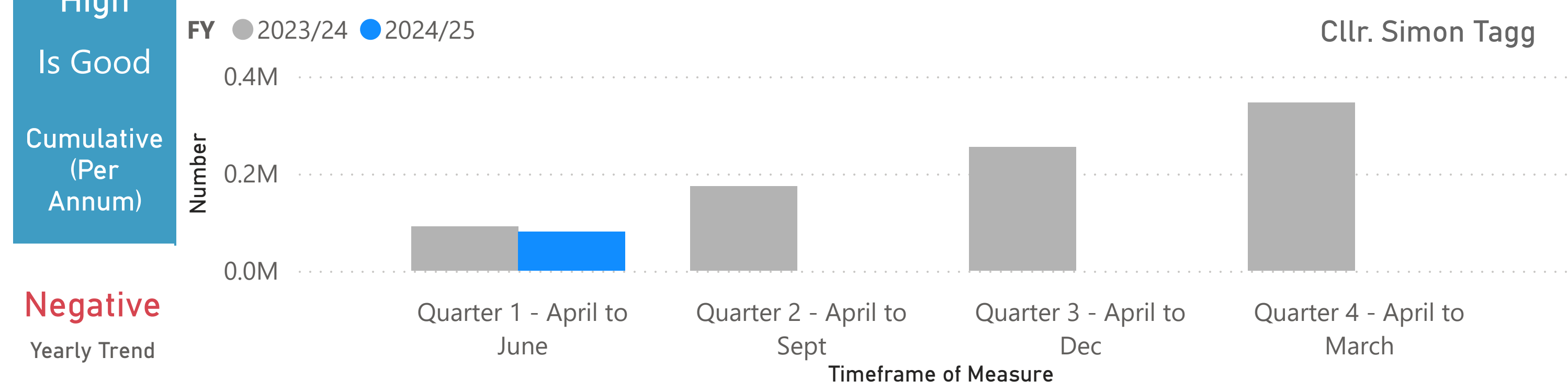
**Low** ID1.8b- Total number of calls offered into the Customer Hub **Current Status** SMART Actions if Off Target



**26,303**

No set target and used to compare different types of demand. Measure is slightly above May 2023 by 145 calls.

**High** ID1.9 - Total number of unique users to the website **Current Status** SMART Actions if Off Target

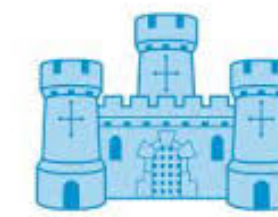


**80,291**

Less unique users by end of quarter 1 than the previous financial year. Value has mirrored previous year for months of April and May but there has been a dip in numbers during June which is thought anomaly. Continued monitoring of the measure will take place as the year progresses.

Ensure our services are efficient and accessible





Project Status Split for Priority 1.

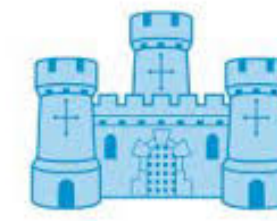
Project/Action is Progressing as Expected

4

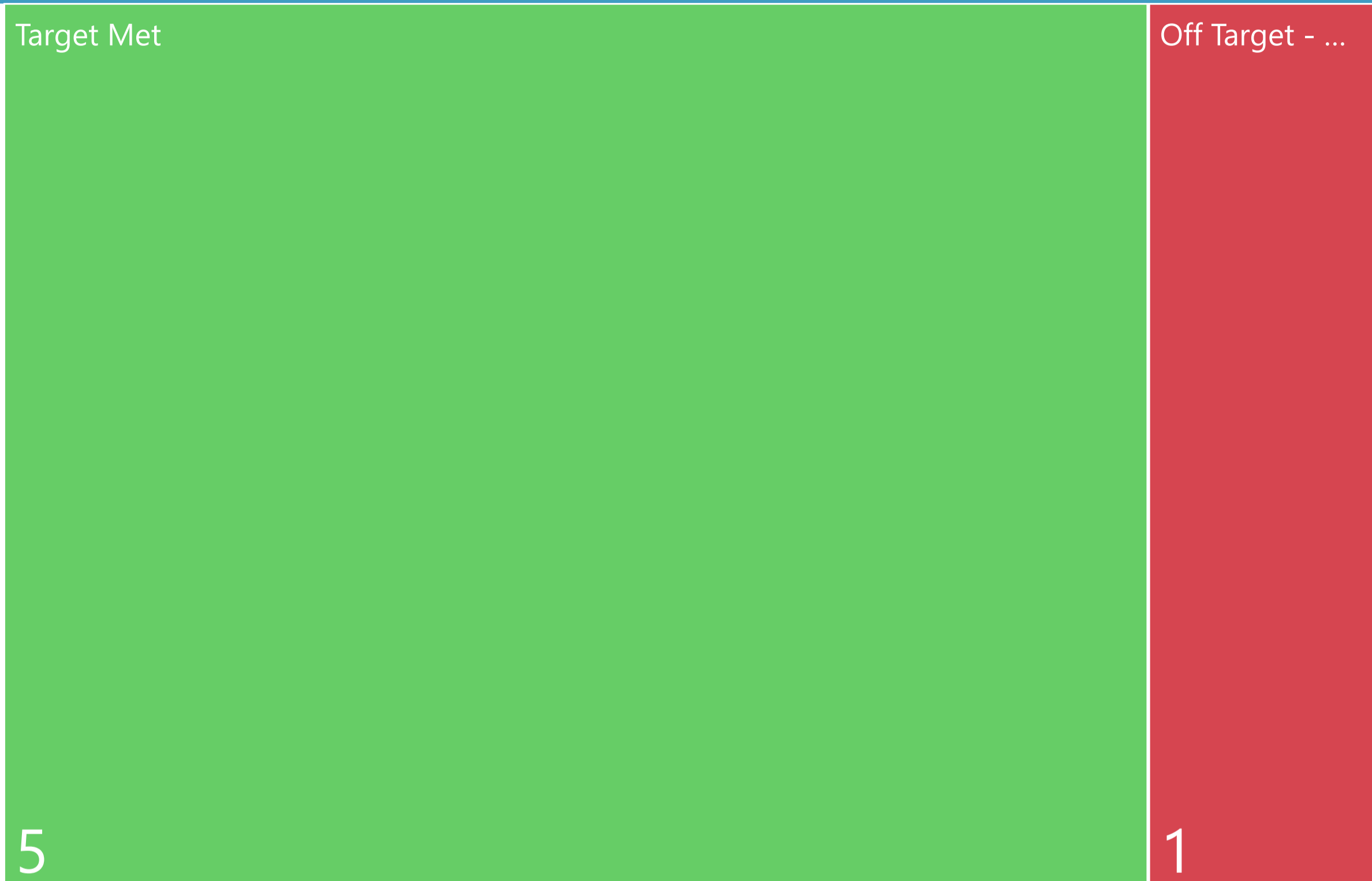
Project/Action is Completed

1

Portfolio Holder	Service Area	Action	Corporate Objective	Status report	Commentary on progress
Cllr. Simon Tagg	1. Strategy, People and Performance 2. All services	Deliver a Workforce Strategy	Develop professional talent across the Council and provide opportunities for staff to grow their careers	✔ Project/Action is Progressing as Expected	Strategy is in train with progress being made in line with objectives
Cllr. Simon Tagg	1. Strategy, People and Performance 2. IT and Digital 3. Neighbourhoods 4. All (digital enablement)	Deliver the One Council Programme	Ensure our services are efficient and accessible	★ Project/Action is Completed	Project/Action has been completed.
Cllr. Stephen Sweeney	1. Commercial Delivery 2. Finance 3. Legal & Governance	Identify and deliver opportunities to generate income from commercial development	Ensure strong financial discipline across the Council	✔ Project/Action is Progressing as Expected	The Museum continues to offer a wide range of events, which also contributes to increased visitors and shop sales. Bereavement Services continue to expand the range of memorial options, and further investigation work is ongoing as to the options to expand the internment area. Site investigation studies also continue at Keele for a potential solar project. Officers are also beginning a new programme to investigate commercialisation opportunities across the Council.
Cllr. Simon Tagg	1. Strategy, People and Performance 2. All services	Work with our communities to ensure services reflect local need	Work with our communities to ensure services reflect local need	✔ Project/Action is Progressing as Expected	Ongoing partnership work continues. Work continues in developing our Priority Delivery Plans in line with our understanding of our communities and the overall Council Priorities and Plan. We continue to work with partners and also with data to understand the context in which we operate, invite feedback and consultation e.g. budget consultation, local plan consultation.
Cllr. Simon Tagg	1. Strategy, People and Performance 2. neighbourhoods 3. Regulatory	Work with partners to deliver the best for our communities	Work with partners to deliver the best for our communities	✔ Project/Action is Progressing as Expected	Ongoing partnership work continues. Partnership working continues to be a strength for the organisation with positive outcomes in regard to Community Safety , Town Centre experience and ease of access to council services.



Priority 2: Performance Indicators Current Status



Corporate Objective	Count
A strong and sustainable economy where everyone benefits	1
Protecting our communities by improving how we use our enforcement powers.	1
Support the sustainable development of our towns and villages	4
<b>Total</b>	<b>6</b>

Smart Narrative

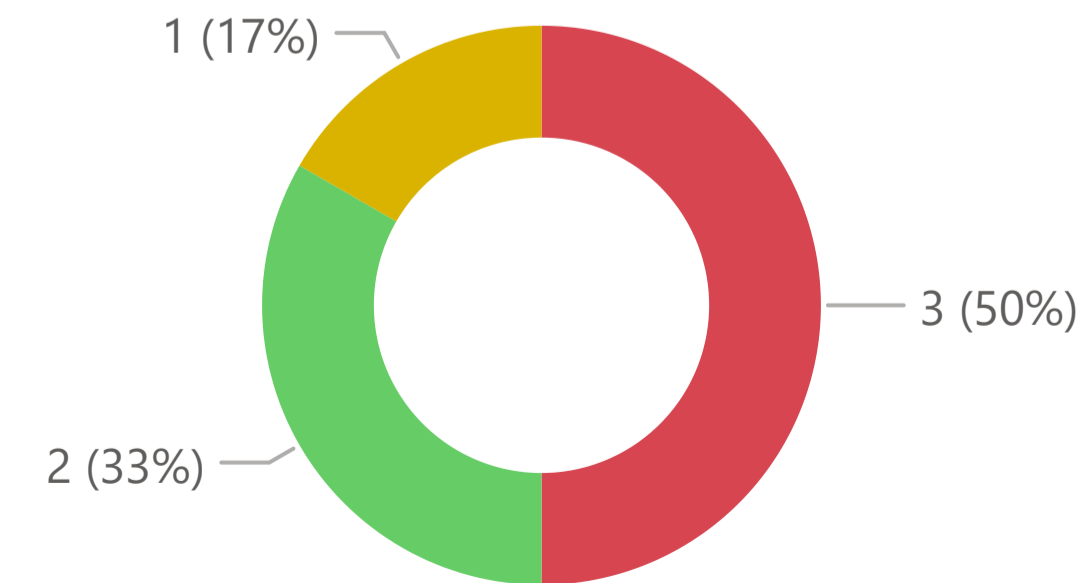
- There are 6 Indicators which have set targets this quarter within Priority 2.
- 83% met their targets within Quarter One. 2 Indicators which met their target showed improvement when compared to the same time period last year. 2 Indicators which met their target showed a negative trend when being compared to last year and 1 indicator showed no change.
- Within Priority 2, there are 1 Projects/Actions that have been raised to not be progressing as expected and relate to the following; "Secure a Successful Resolution to Walleys Quarry". Further detail in regards to this project/action is supplied within the body of the report.

Priority 2: Summary Project Status Split

● Project/Action is Not Progressing as Expected ● Project/Action is Progressing as Expe...



Priority 2: Qtr.1 Trend Status of PI's Compared On Same Qtr in the Previous Financial Year



● Deterioration of Previous Year ● Improvement of Previous Year ● No Change



### ID2.1 - Percentage of investment portfolio vacant (NBC owned)

Current Status

SMART Actions if Off Target

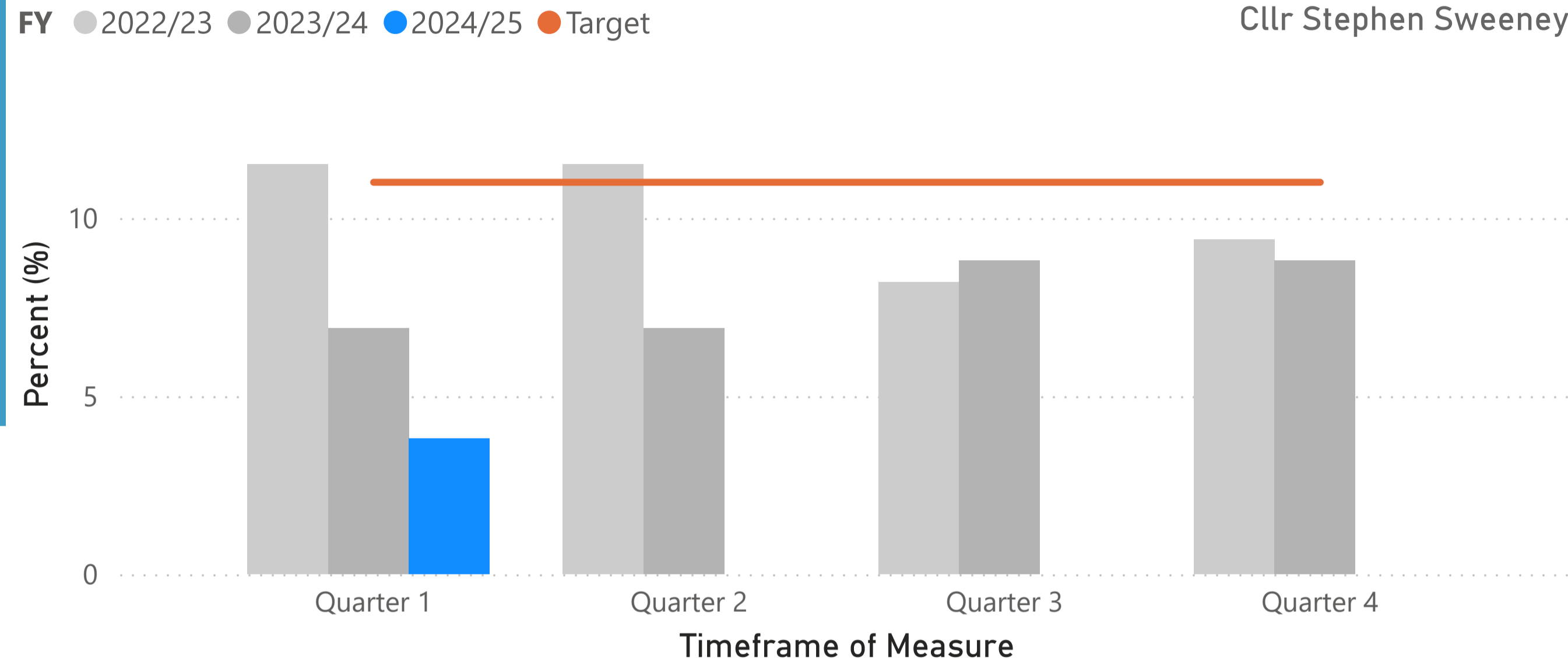
Low

Is Good

Per  
Quarter  
(Snapshot)

Positive

Yearly Trend



3.80 ✓

The number of properties % vacant is below target

Target:

11.00

A strong and sustainable economy where everyone benefits

### ID2.6 - Percentage of complainants informed within the required timescales of any action to be taken about alleged breaches of planning control

Current Status

SMART Actions if Off Target

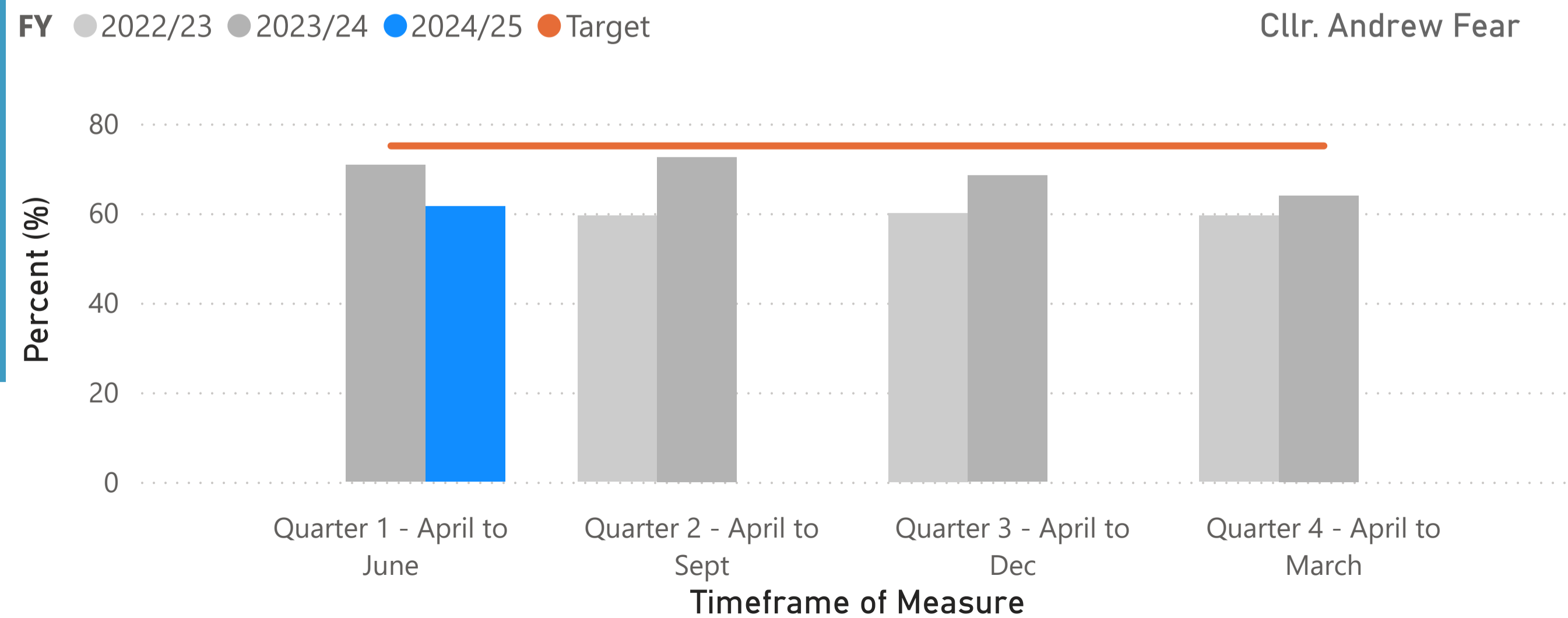
High

Is Good

Cumulative  
(Per  
Annum)

Negative

Yearly Trend



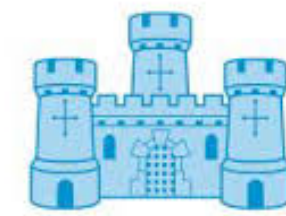
61.50 !

Performance in this quarter is lower than was reported previously, however there has been a significant increase in the number of cases since the previous quarter and several particularly complex cases have taken up a substantial amount of Officer time. A number of changes in process and procedures are also being introduced and it is anticipated that there will be improvement in the next quarter and financial year.

Target:

75.00

Protecting our communities by improving how we use our enforcement powers.



**High**  
Is Good  
Planning  
Negative  
Yearly Trend

**ID2.2 - Speed of major development applications (P151a - 24 Month Rolling Period up to End of Each Quarter)**

Cllr. Andrew Fear

Timeframe of Measure	FY 2022/23 (%)	FY 2023/24 (%)	FY 2024/25 (%)	Target (%)
1. Jul 2022 - Jun 2024	100	95	90	75
2. Oct 2022 - Sep 2024	100	95	-	75
3. Jan 2023 - Dec 2024	100	95	-	75
4. Apr 2023 - Mar 2025	100	95	-	75

**Current Status** **SMART Actions if Off Target**

**90.50** ✓

Target: 75.00

Measure shown is the % within 13 weeks or within agreed time - Central Gov metric which measures a rolling time period of 24 months - Newest metric shows the following time period July 2022 – June 2024

**Low**  
Is Good  
Planning  
Negative  
Yearly Trend

**ID2.3 - Quality of major development applications (P152a - 24 Month Rolling Period - See SMART Actions)**

Cllr. Andrew Fear

Timeframe of Measure	FY 2022/23 (%)	FY 2023/24 (%)	FY 2024/25 (%)	Target (%)
1. Jul 2021 - Jun 2023	5	2	2	10
2. Oct 2021 - Sep 2023	4	0	0	10
3. Jan 2022 - Dec 2023	2	0	0	10
4. Apr 2022 - Mar 2023	2	0	0	10

**Current Status** **SMART Actions if Off Target**

**2.30** ✓

Target: 10.00

Measure shown is the Quality of decisions (% overturned at appeal) - Central Gov metric which measures a rolling time period of 24 months - They have currently advised they are behind schedule. Newest metric shows the following time period July 2021 – June 2023

**High**  
Is Good  
Planning  
Negative  
Yearly Trend

**ID2.4 - Speed of non-major development applications (P153 - 24 Month Rolling Period up to End of Each Quarter)**

Cllr. Andrew Fear

Timeframe of Measure	FY 2022/23 (%)	FY 2023/24 (%)	FY 2024/25 (%)	Target (%)
1. Jul 2022 - Jun 2024	100	95	90	85
2. Oct 2022 - Sep 2024	100	95	-	85
3. Jan 2023 - Dec 2024	100	95	-	85
4. Apr 2023 - Mar 2025	100	95	-	85

**Current Status** **SMART Actions if Off Target**

**95.00** ✓

Target: 85.00

Measure shown is the % within 8 weeks or within agreed time - Central Gov metric which measures a rolling time period of 24 months - Newest metric shows the following time period July 2022 – June 2024

**Low**  
Is Good  
Planning  
Positive  
Yearly Trend

**ID2.5 - Quality of non-major development applications (P154 - 24 Month Rolling Period - See SMART Actions)**

Cllr. Andrew Fear

Timeframe of Measure	FY 2022/23 (%)	FY 2023/24 (%)	FY 2024/25 (%)	Target (%)
1. Jul 2021 - Jun 2023	0	0	0	10
2. Oct 2021 - Sep 2023	0	0	0	10
3. Jan 2022 - Dec 2023	0	0	0	10
4. Apr 2022 - Mar 2023	0	0	0	10

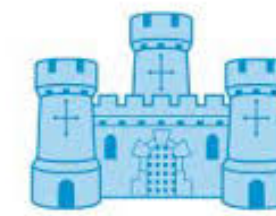
**Current Status** **SMART Actions if Off Target**

**0.30** ✓

Target: 10.00

Measure shown is the Quality of decisions (% overturned at appeal) - Central Gov metric which measures a rolling time period of 24 months - They have currently advised they are behind schedule. Newest metric shows the following time period July 2021 – June 2023

Support the sustainable development of our towns and villages



Project Status Split for Priority 2.

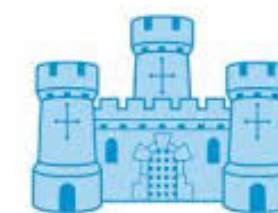
Project/Action is Progressing as Expected

9

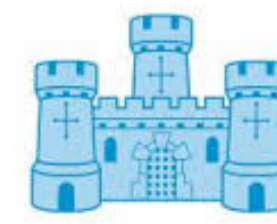
Project/Action is ...

1

Portfolio Holder	Service Area	Action	Corporate Objective	Status report	Commentary on progress
Cllr. David Hutchison	1. Regulatory 2. Neighbourhoods	Secure a successful resolution to the Walley's Quarry odour problem.	Protecting our communities by improving how we use our enforcement powers.	! Project/Action is Not Progressing as Expected	<p>At the start of 2024, there was a significant escalation in complaints. In response the Service Director wrote to Walleys Quarry Limited highlighting an increase in complaints over the period. This escalation of complaint numbers in January and February was subject to an Officer review that concluded that breaches of the Abatement Notice had occurred. Walleys Quarry Ltd were notified in writing of the breaches on 08 April 2024 with a 14 days response time. At the Council meeting on 10 April 2024 it was agreed that legal action would be prepared.</p> <p>As the Council is not the principal regulator of Walleys Quarry permission from the Secretary of State has to be given to pursue legal proceedings, this request was made in April and a decision has yet to be received. During this period there has been a change in Secretary of State.</p> <p>Complaint numbers have subsided in the first quarter when compared to quarter 4, but spikes still remain in complaint numbers and monitored hydrogen sulphide levels.</p>
Cllr. David Hutchison	1. Sustainable Environment 2. All	Play an active role in the Staffordshire Sustainability Board	Secure a carbon neutral Borough by 2050	✔ Project/Action is Progressing as Expected	Continuing to play an active and leading role in the SSB. Officers are advising other SSB members on the operation of separate collection of food waste, as it becomes mandatory for all English waste collection authorities, and will shortly be presenting on its grassland management strategy and plan.
Cllr. David Hutchison	1. Neighbourhoods	Protect our parks and green spaces for future generations	Ensuring that the Council's operations are carbon neutral by 2030	✔ Project/Action is Progressing as Expected	Phase 6 of the Urban Tree Planting Strategy is in progress, with 8 further sites identified for potential tree planting. Consultation will take place in September/October 2024 with planting scheduled for this winter.
Cllr. David Hutchison	1. Sustainable Environment 2. All	Deliver the Sustainable Environment Strategy	Ensuring that the Council's operations are carbon neutral by 2030	✔ Project/Action is Progressing as Expected	Refreshed Sustainable Environment Strategy (SES) has been completed and approved by Cabinet in June. Working groups with all directorates now set up with individual action plans for those directorates being developed for agreement to ensure objectives of the SES are met and the Council meets its net zero goal.
Cllr. Stephen Sweeney	1. Commercial Delivery 2. Strategy, People and Performance 3. Finance	Continue to bid for government funding to support the borough's ambitions, including the further development of Keele Science and Innovation Park and the University Growth Corridor.	A strong and sustainable economy where everyone benefits	✔ Project/Action is Progressing as Expected	The Council continues to deliver the two Town Deals, Future High Street Fund and Shared Prosperity Fund.



Portfolio Holder	Service Area	Action	Corporate Objective	Status report	Commentary on progress
Cllr. Stephen Sweeney	1. Commercial Delivery 2. Neighbourhoods	Delivering the £4.8m Uk Shared Prosperity Fund programme, including: Improving the town centre; Supporting culture and heritage; Skills development for local people; Supporting the most vulnerable people.	A strong and sustainable economy where everyone benefits	✔ Project/Action is Progressing as Expected	UKSPF has supported 32 projects delivering against the 3 priority areas. The projects have created over 52 employment opportunities, over 120 people have increased their skills and knowledge and we have improved our community by planting over 8000 trees. Perception of our cultural provision has improved with over 86% of users agreeing with this. We have provided over 40 volunteer placements in community settings. Over 150 places for training and skills have been provided and another 200 people who are classed as economically inactive have been targeted for support.
Cllr. Stephen Sweeney	Commercial Delivery	Delivering the £16m Kidsgrove Town Deal, including: Facilitating the Chatterley Valley Enterprise Zone development to deliver 1700 quality jobs for local people; Enhancing Kidsgrove Railway Station and access to the local canal network; Developing a Shared Service Hub with key partners.	A strong and sustainable economy where everyone benefits	✔ Project/Action is Progressing as Expected	Two of the 5 projects are complete. The canal is due to start on site in September 24. Plans for the Shared Service Hub are progressing with some minor delays around a coal authority permit. the railway station has been delayed while a solution is found to the coal authority permit issue however this is close to resolution.
Cllr. Stephen Sweeney	Commercial Delivery	Delivering the £23m Newcastle Town Deal, including: Development of key gateway sites including the 'Zanzibar' and Midway; Connecting residents and businesses to skills training for the digital world; Improving bus, cycling and walking infrastructure; Delivering a circus-themed performing arts Centre; Building more than 400 homes in Knutton and Chesterton.	A strong and sustainable economy where everyone benefits	✔ Project/Action is Progressing as Expected	Digital infrastructure. Tender pack is being developed to procure a provider over the summer. Transport projects are in progress with some phases complete and other elements to be delivered in summer / autumn and a cycle path element to be delivered in early 2025. Knutton, the enterprise centre extension has started on site. The football changing room has started on site. Grant funding agreement for the housing sites is at final stage pending subsidy control assessment. Cross Street, the grant funding agreement is at final stage pending subsidy control assessment. Keel in Town is in progress and phase 1 Astley Centre is complete.
Cllr. Gill Heesom	1. Regulatory 2. Legal & Governance	Ensure that there are good homes for everyone and that every citizen has a safe and secure place to live	Ensure that there are good homes for everyone and that every citizen has a safe and secure place to live	✔ Project/Action is Progressing as Expected	The service has a housing and health related project to focus on cold, damp homes in the private rented and owner-occupied sectors. It started in February 2024 and has continued in the first quarter of 24/25. It aims to 1) Develop links with social prescribers, medical professionals and locations such as food banks, school groups etc to engage with residents who are experiencing poor health but not necessarily connecting it to their home or not knowing there is support available. 2) To investigate housing conditions using the HHSRS, to undertake detailed reviews where damp and mould is evident to understand and address the underlying factors. 3) Enforcement activity, support with grants or schemes that may be available.
Cllr. Andrew Fear	1. Planning 2. Legal & Governance	Delivering the Newcastle Local Plan	Support the sustainable development of our towns and villages	✔ Project/Action is Progressing as Expected	The Final Draft Local Plan (at Regulation 19 stage) is anticipated to be considered at Economy and Place Scrutiny Committee on the 11th July and then at Full Council on the 24th July 2024 with a recommendation to consult on the Local Plan for a minimum of six weeks. This is with the intention of submitting the Local Plan for examination by the end of 2024. The Plan will be supported by a suite of evidence based documents and will consider the comments received to the First Draft Local Plan consultation held over the summer of 2023. The agenda for Economy and Place Scrutiny meeting on the 11th July has now been published



Priority 3: Performance Indicators Current Status

Contextual	Target Met
18	10
	N/A

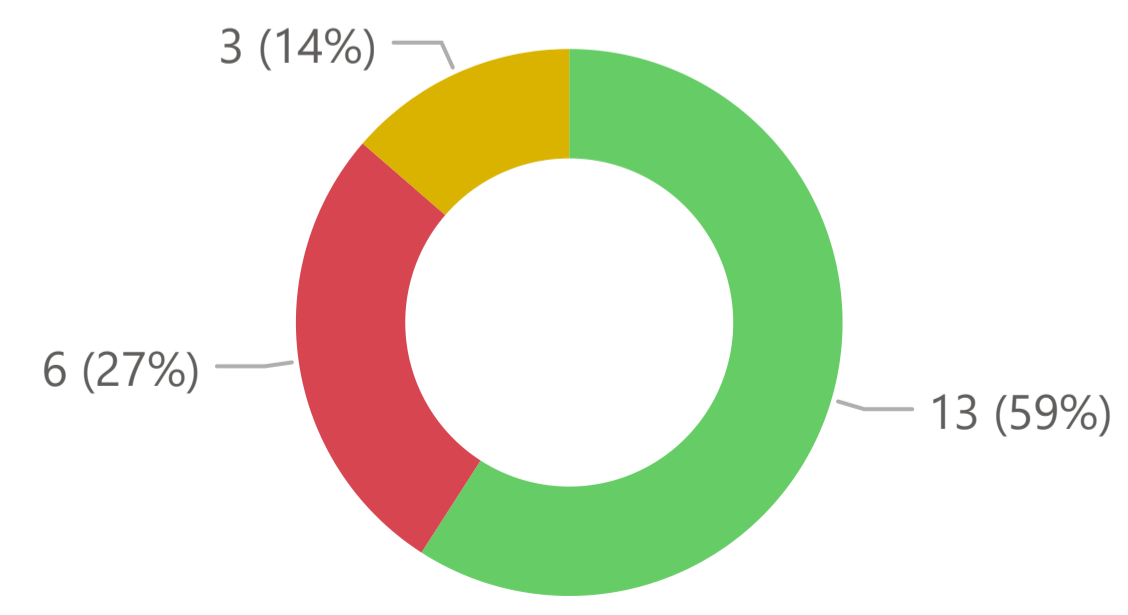
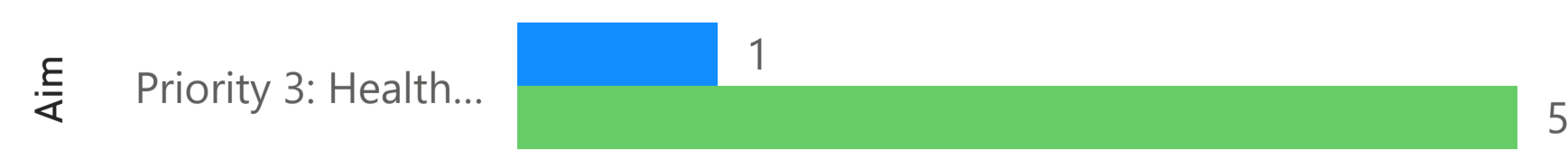
Corporate Objective	Count
Delivering an economic and cultural legacy from the celebration of the borough's 850th anniversary in 2023.	1
Ensure that our most vulnerable residents are supported through the impact of the rising cost of living.	1
Ensure that there are good homes for everyone and that every citizen has a safe and secure place to live	10
Further increasing recycling rates across the borough with a particular focus on food waste	4
Reduce anti-social behaviour and crime in our communities	5
Secure a step change in street cleanliness and the quality of the public domain	6
Support the development of community solutions to local problems	2
<b>Total</b>	<b>29</b>

Smart Narrative

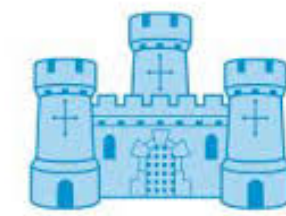
- There are 10 Indicators which have set targets this quarter within Priority 3.
- 100% met their targets within Quarter One. 5 Indicators which met their target also showed improvement and 2 measures showed no change when comparing to the same time period last year. Only 2 measures showed a negative trend. 1 measure did not have any historic data to compare against.
- There are 18 Indicators which are contextual this quarter and do not have a target to meet. When compared to last year, 4 measures had showed a negative trend, 8 measures demonstrated an improvement when comparing to 23/24; 5 contextual measure did not have any historic data to compare against.
- Within Priority 3, there was 1 Projects/Actions which was been classed as completed, this being "Expansion of the street warden scheme and the creation of neighbourhood delivery teams.". All other Projects remain are shown to be progressing as expected.

Priority 3: Summary Project Status Split Priority 3: Qtr.1 Trend Status of PI's Compared On Same Qtr in the Previous Financial Year

● Project/Action is Completed ● Project/Action is Progressing as Expected



● Improvement of Previous Year ● Deterioration of Previous Year ● No Change



**High**  
Is Good  
Cumulative (Per Annum)

**ID1.4a - Total % of materials collected for recycling and composting verified via WDF** Current Status SMART Actions if Off Target

FY ● 2023/24 ● 2024/25 ● Target Cllr. David Hutchison

Timeframe of Measure	2023/24 (%)	2024/25 (%)	Target (%)
Quarter 1 - April to June	~48	~52	50
Quarter 2 - April to Sept	~48	-	50
Quarter 3 - April to Dec	~48	-	50
Quarter 4 - April to March	~48	-	50

**52.78** ✓

Target: 50.00

Not Required as Target Met

**Positive**  
Yearly Trend

**High**  
Is Good  
Per Quarter (Snapshot)

**ID1.4b - Food:- Household collections from the kerbside (%)** Current Status SMART Actions if Off Target

FY ● 2024/25 ● Target Cllr. David Hutchison

Timeframe of Measure	2024/25 (%)	Target (%)
Quarter 1	~44.5	37
Quarter 2	-	37
Quarter 3	-	37
Quarter 4	-	37

**44.50** ✓

Target: 37.00

Collection method has been changed and because of this any historic trend data has been removed as it is not currently comparable. Target was set prior to the change in the calculation method. 32% relates to set out rate and not participation rate. The participation rate is 10-15% higher based on industry standards validated by WRAP research. Mid point added to set out.

**N/A**  
Yearly Trend

**Low**  
Is Good  
Cumulative (Per Annum)

**ID1.4c - Residual Waste per household:- Household collections from the kerbside (Kgs)** Current Status SMART Actions if Off Target

FY ● 2022/23 ● 2023/24 ● 2024/25 ● Target Cllr. David Hutchison

Timeframe of Measure	2022/23 (Kgs)	2023/24 (Kgs)	2024/25 (Kgs)	Target (Kgs)
Quarter 1 - April to June	~100	~100	~101	105
Quarter 2 - April to Sept	~100	~100	-	105
Quarter 3 - April to Dec	~100	~100	-	105
Quarter 4 - April to March	~100	~100	-	105

**101.15** ✓

Target: 105.00

Not Required as Target Met

**Positive**  
Yearly Trend

**High**  
Is Good  
Cumulative (Per Annum)

**ID1.4d - Percentage of Successful Collections** Current Status SMART Actions if Off Target

FY ● 2023/24 ● 2024/25 ● Average of Target Cllr. David Hutchison

Timeframe of Measure	2023/24 (%)	2024/25 (%)	Average of Target (%)
Quarter 1 - April to June	~99.8	~99.9	99.5
Quarter 2 - April to Sept	~99.8	-	99.5
Quarter 3 - April to Dec	~99.8	-	99.5
Quarter 4 - April to March	~99.8	-	99.5

**99.91** ✓

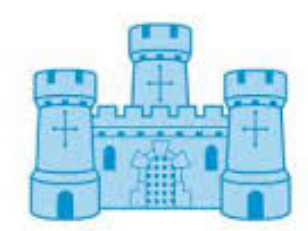
Target: 99.50

Not Required as Target Met

**Positive**  
Yearly Trend

Further increasing recycling rates across the borough with a particular focus on food waste

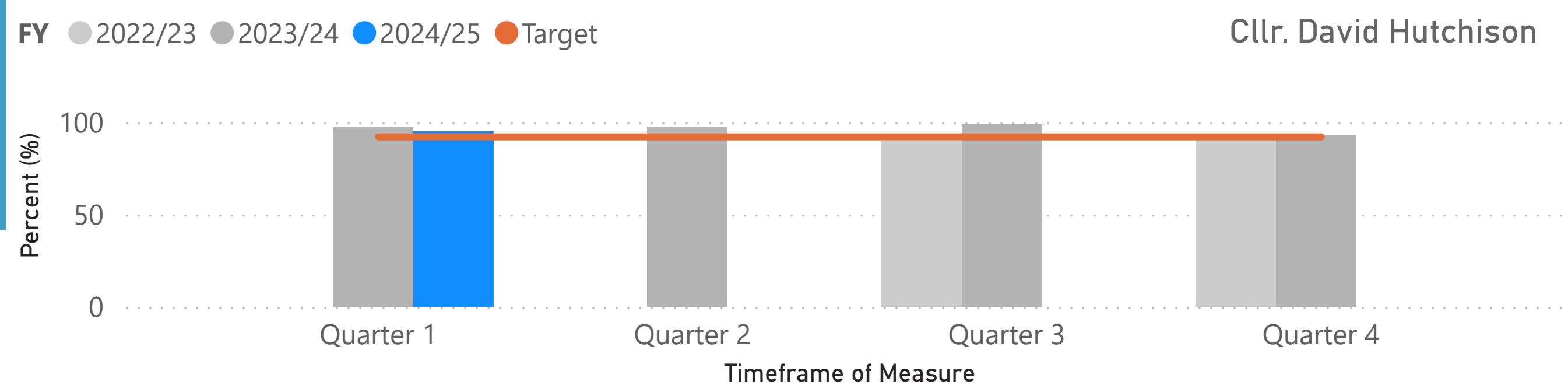




**High**  
ID1.5a - Litter: Levels of street and environment cleanliness (LAMS survey) free / predominantly free of litter

Is Good  
Per Quarter (Snapshot)

Negative  
Yearly Trend



Current Status SMART Actions if Off Target

95.00 ✓

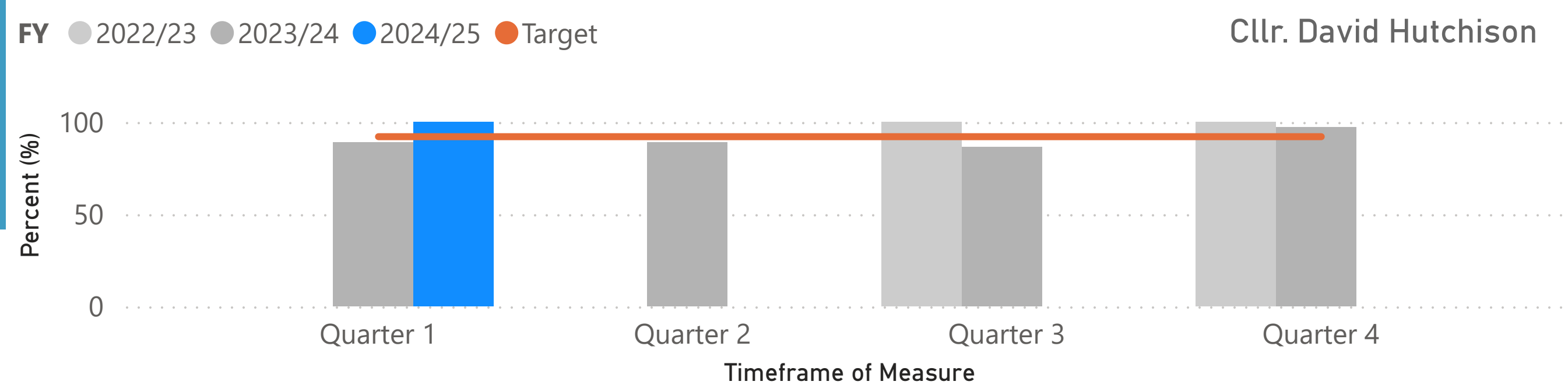
Not Required as Target Met

Target:  
92.00

**High**  
ID1.5b - Detritus: Levels of street and environment cleanliness (LAMS survey) free / predominantly free of detritus

Is Good  
Per Quarter (Snapshot)

Positive  
Yearly Trend



Current Status SMART Actions if Off Target

100.00 ✓

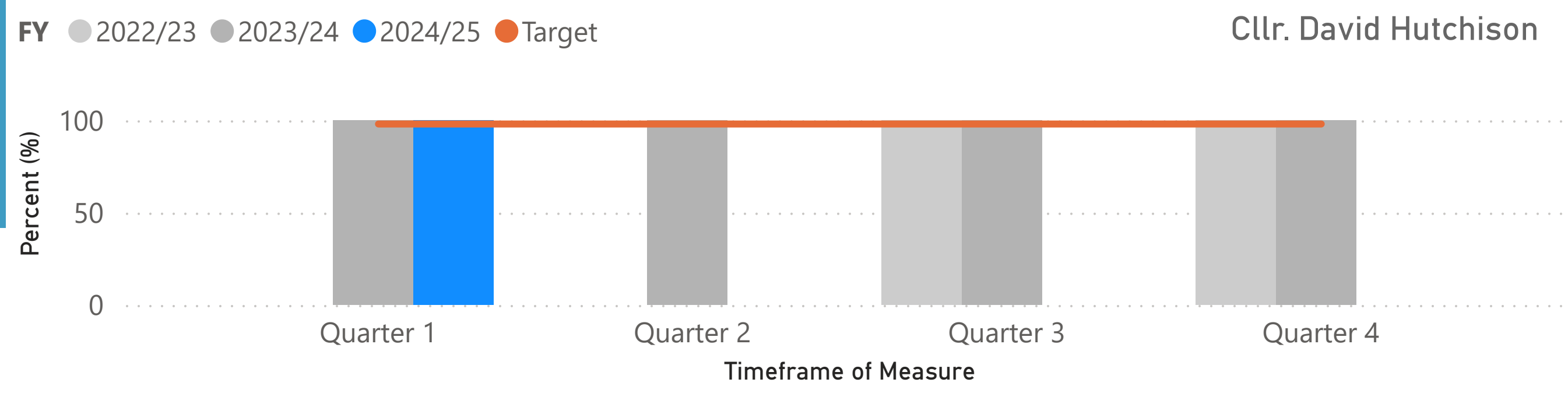
Not Required as Target Met

Target:  
92.00

**High**  
ID1.5c -d environment cleanlin\_Levels of street aness (LAMS survey) free / predominantly free of graffiti

Is Good  
Per Quarter (Snapshot)

No Change  
Yearly Trend



Current Status SMART Actions if Off Target

100.00 ✓

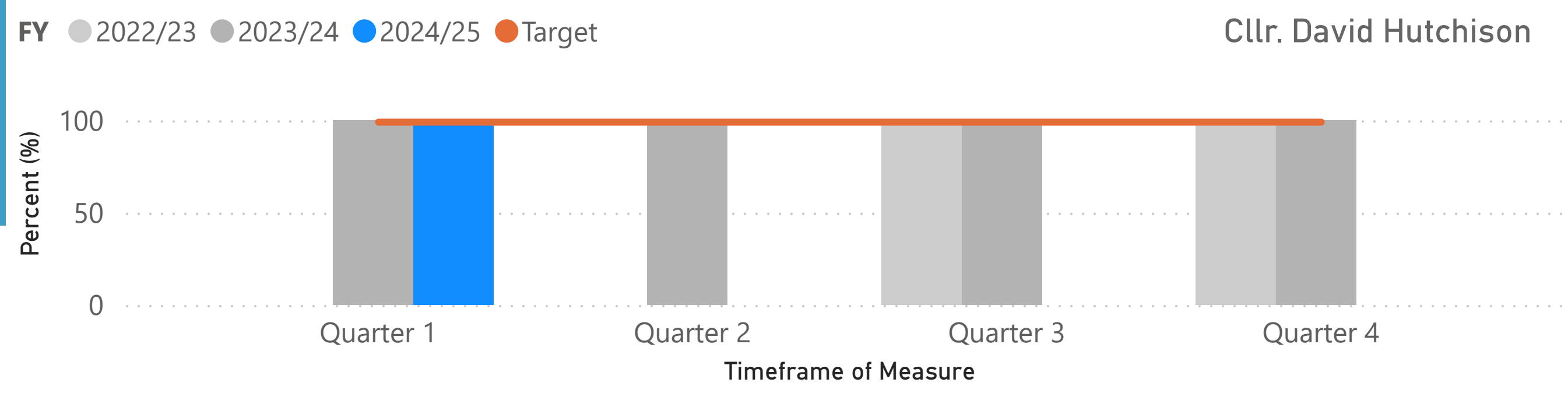
Not Required as Target Met

Target:  
98.00

**High**  
ID1.5d - Fly-Posting: Levels of street and environment cleanliness (LAMS survey) free / predominantly free of fly-posting

Is Good  
Per Quarter (Snapshot)

No Change  
Yearly Trend



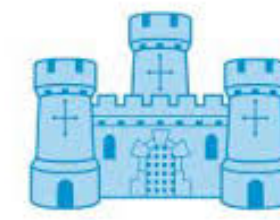
Current Status SMART Actions if Off Target

100.00 ✓

Not Required as Target Met

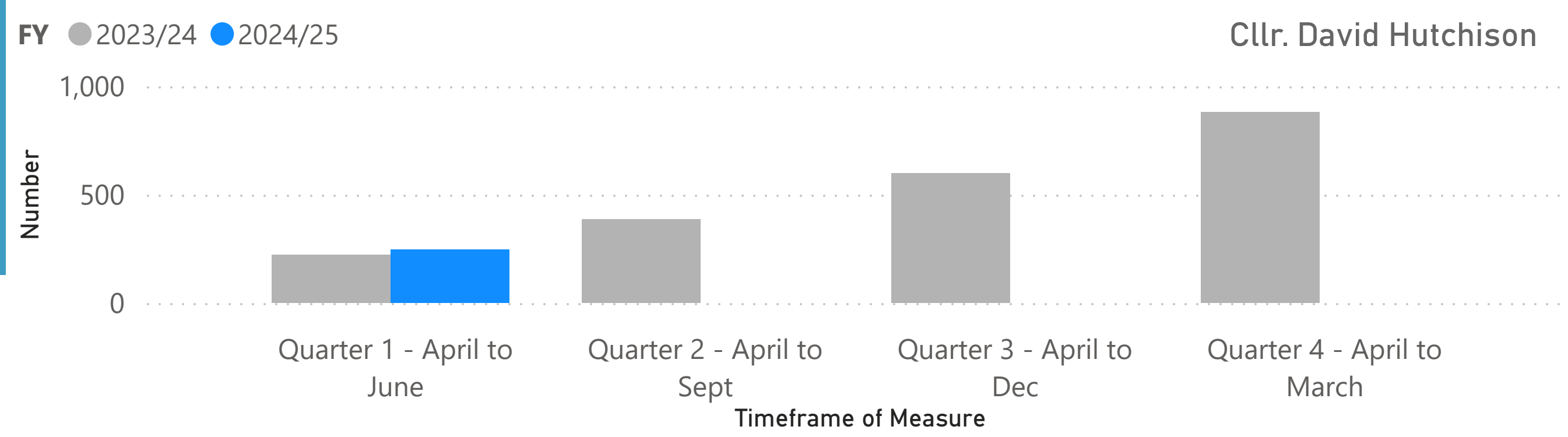
Target:  
99.00

Secure a step change in street cleanliness and the quality of the public domain



**Low** ID3.11 - Number of Fly-Tipping Incidents (as per national measure) **Current Status** **SMART Actions if Off Target**

Is Good  
Cumulative



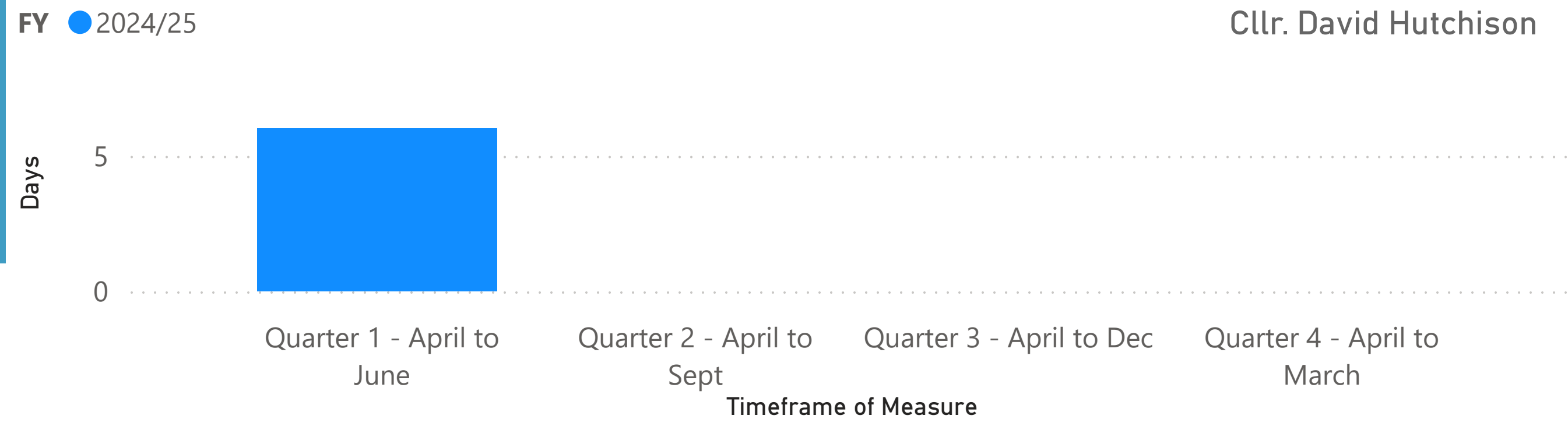
245

This is a new measure to scope number of fly tips we have received. These are fly tipping reports made directly to the Council for us to action. Streetscene to respond initially to clear the fly tip. Neighbourhood Delivery to then follow this up with enforcement if relevant.

Positive  
Yearly Trend

**Low** ID3.12 - Average number of days from report of fly-tipping to clear-up (Case closed) **Current Status** **SMART Actions if Off Target**

Is Good  
Cumulative (Per Annum)



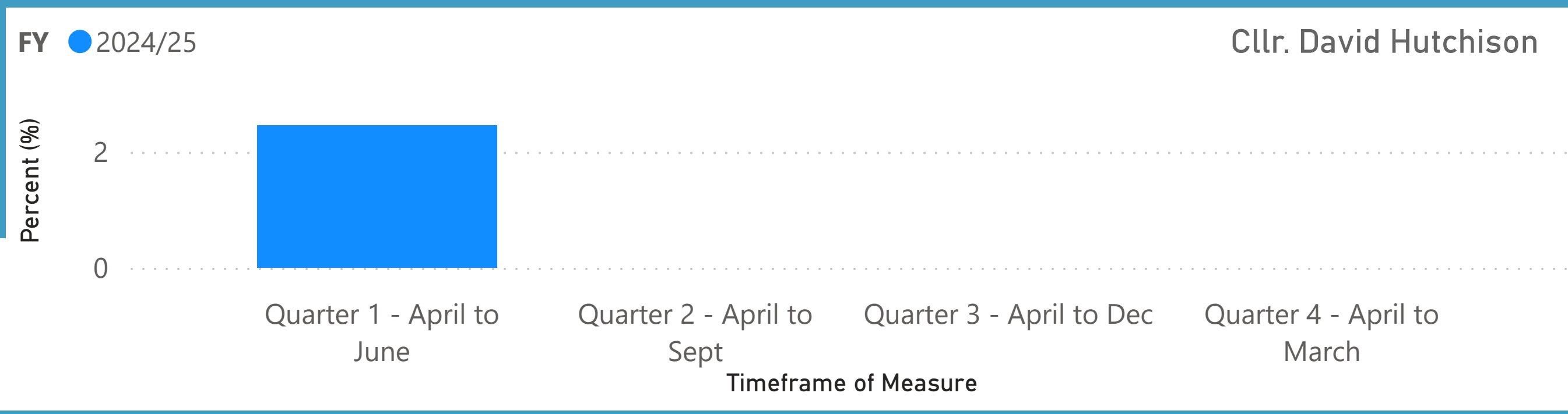
6.01

Third month of measuring shows a reduction in number of days back to 6.01. Number of received cases also dropped. Measure will be monitored throughout the year to understand trends.

N/A  
Yearly Trend

**High** ID3.13 - % of fly-tipping incidents where sufficient evidence gathered to proceed to formal enforcement **Current Status** **SMART Actions if Off Target**

Is Good  
Cumulative (Per Annum)



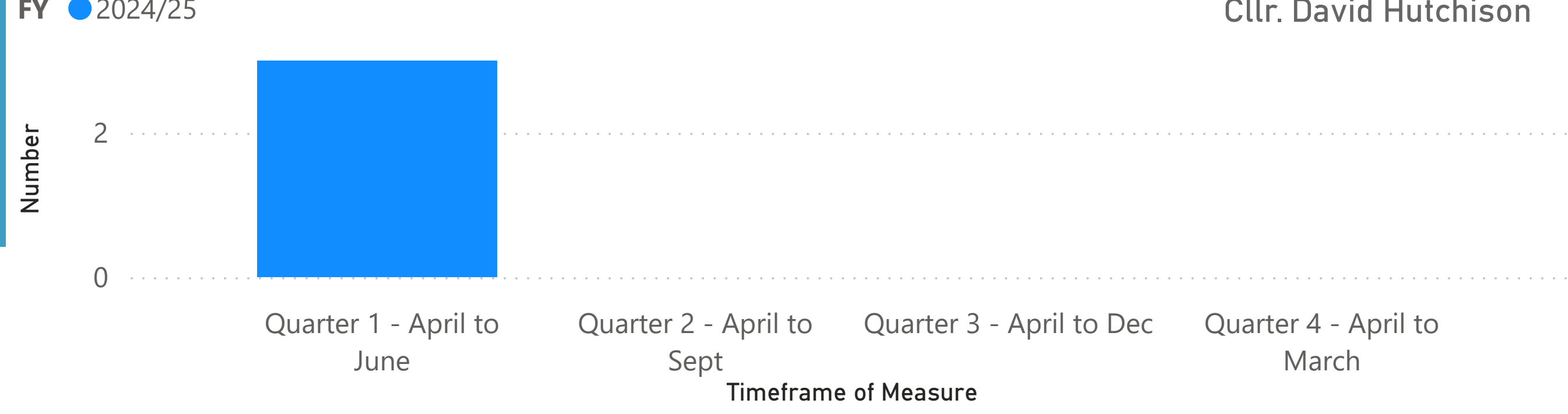
2.45

This measure demonstrates the percentage of fly tipping incidents where evidence has been retrieved by Streetscene operatives and passed to Neighbourhood delivery. This is a new measure and a new code has been added onto APP to allow us to effectively report on the number of cases where this is relevant.

N/A  
Yearly Trend

**High** ID3.14 - Number of Fly-tipping FPNs issued **Current Status** **SMART Actions if Off Target**

Is Good  
Cumulative (Per Annum)



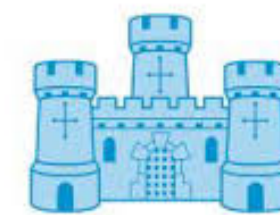
3

Total number of FPN's served against those cases where evidence has been seized. This includes offences such as fly tipping and duty of care offences.

N/A  
Yearly Trend

Secure a step change in street cleanliness and the quality of the public domain

Reduce anti-social behaviour and crime in our communities



High  
Is Good

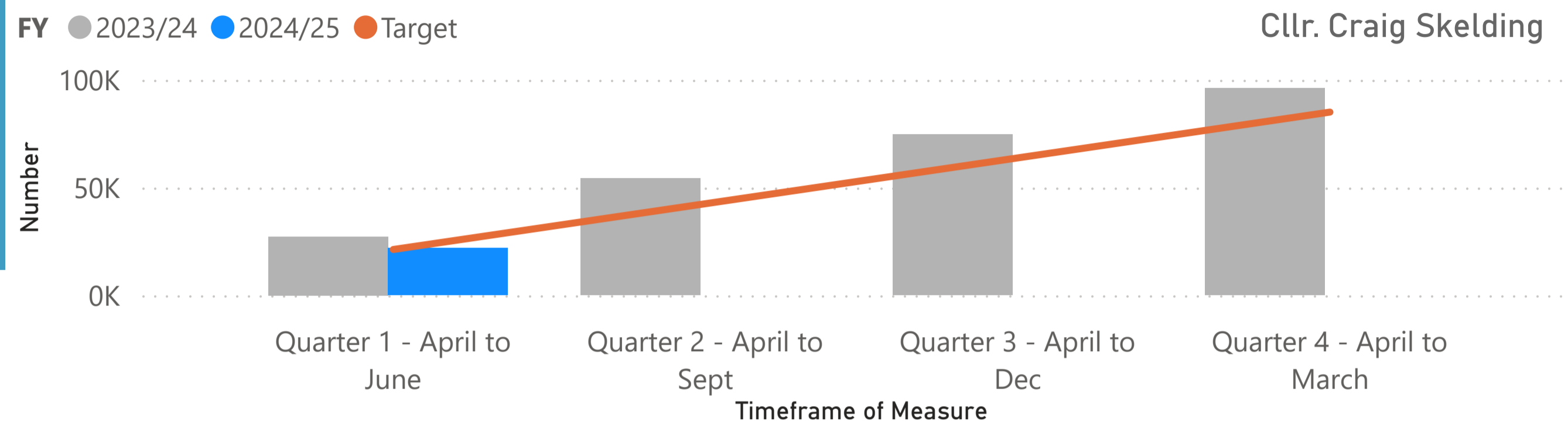
Cumulative  
(Per  
Annum)

Negative  
Yearly Trend

### ID3.3 - Number of People Accessing the Museum's collections in person only

Current Status

SMART Actions if Off Target



21,932 ✓

Target:  
21,250

Not required as Target Met - Previous financial year are expected to have higher figures due to the 850th Celebrations taking place in 2023. The figure is adjusted based on an automated counter and should be treated as an estimated number of visitors attending the museum in person.

Delivering an economic and cultural legacy from the celebration of the borough's 850th anniversary in 2023.

High  
Is Good

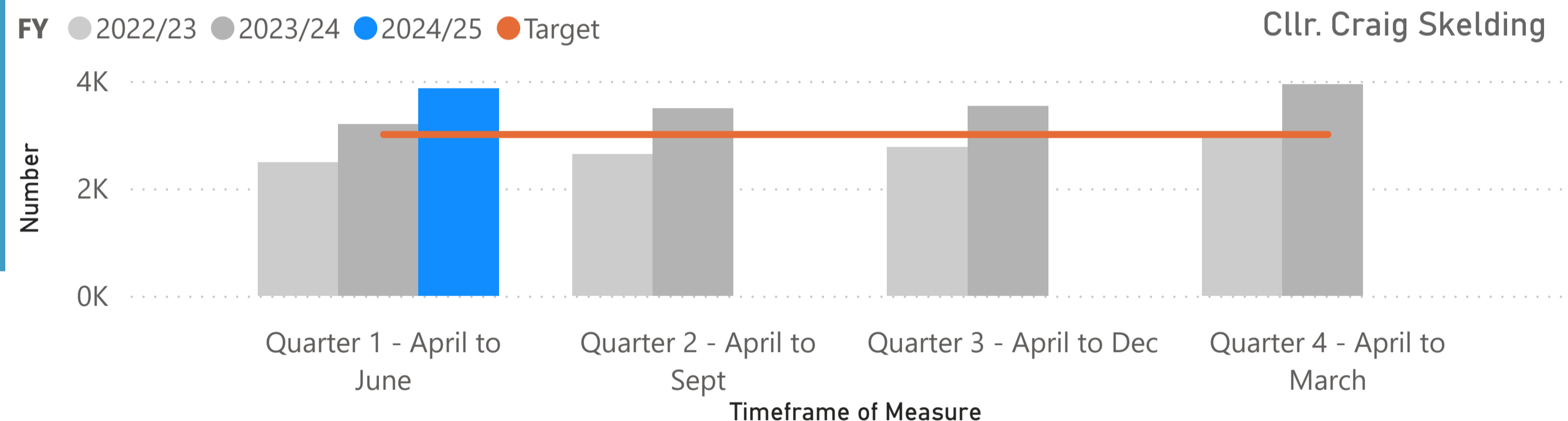
Cumulative  
(Per  
Annum)

Positive  
Yearly Trend

### ID3.4 - J2 Membership growth

Current Status

SMART Actions if Off Target



3,864 ✓

Target:  
3,000

Not Required as Target Met

Support the development of community solutions to local problems

High  
Is Good

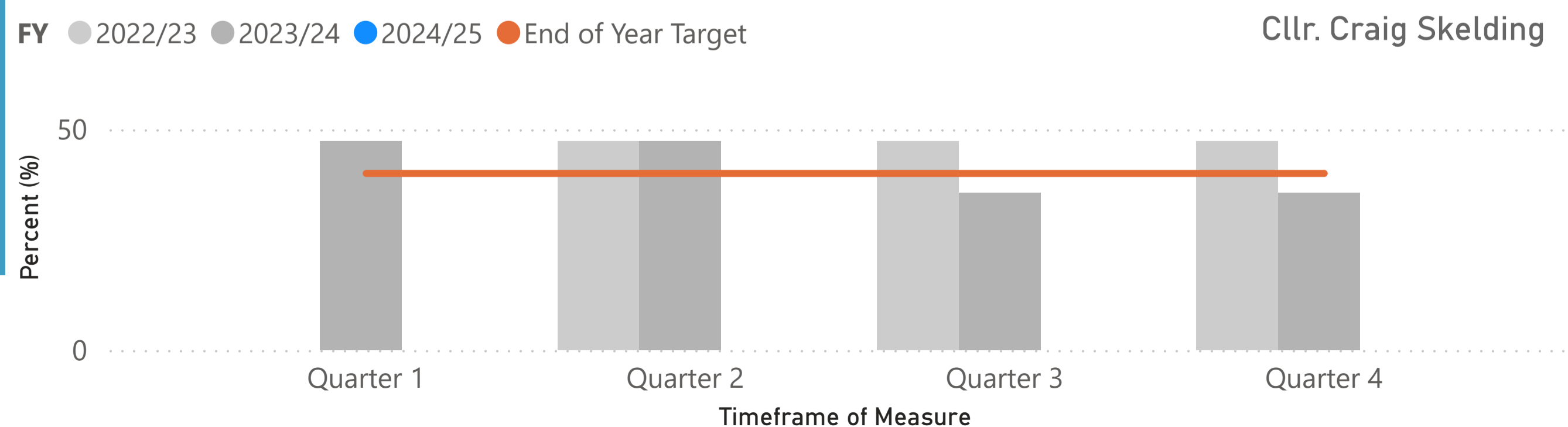
Per  
Quarter  
(Snapshot)

N/A  
Yearly Trend

### ID3.5 - Jubilee 2 Customer Satisfaction – Net Promotor Score

Current Status

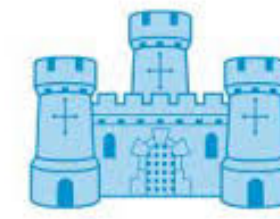
SMART Actions if Off Target



0.00 !

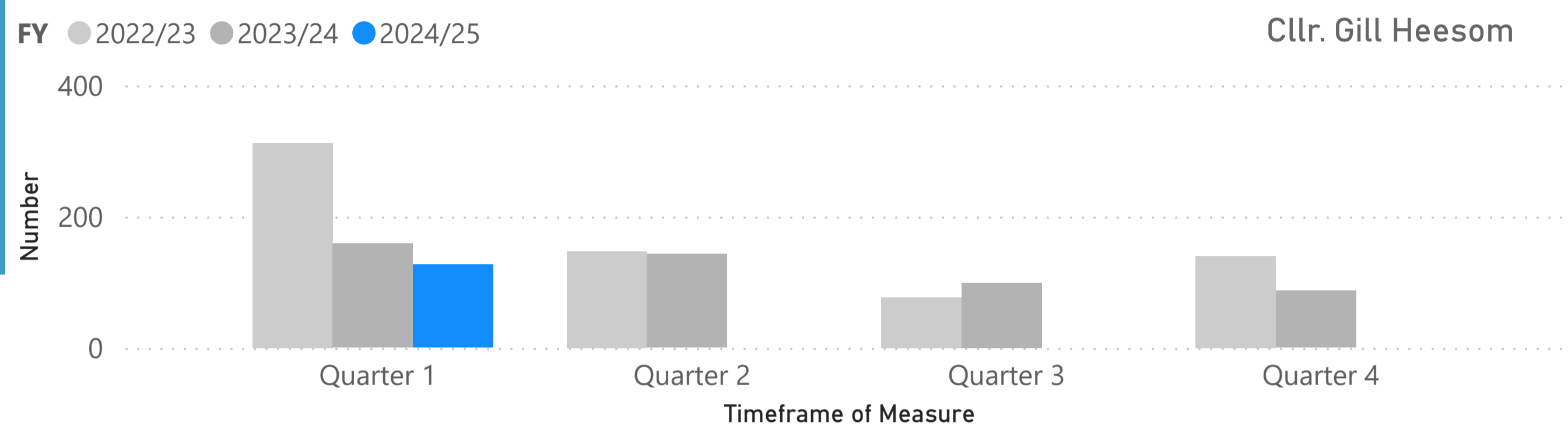
End of Year Target:  
40.00

Not due until end of year - Recorded once per year. Previous measure of 35.68% is current Net Promotor Score for Jubilee2



**ID3.1a - Anti-Social Behaviour (ASB) cases - New cases received during the quarter** Current Status SMART Actions if Off Target

Low  
Is Good  
Per Quarter (Snapshot)  
Positive  
Yearly Trend



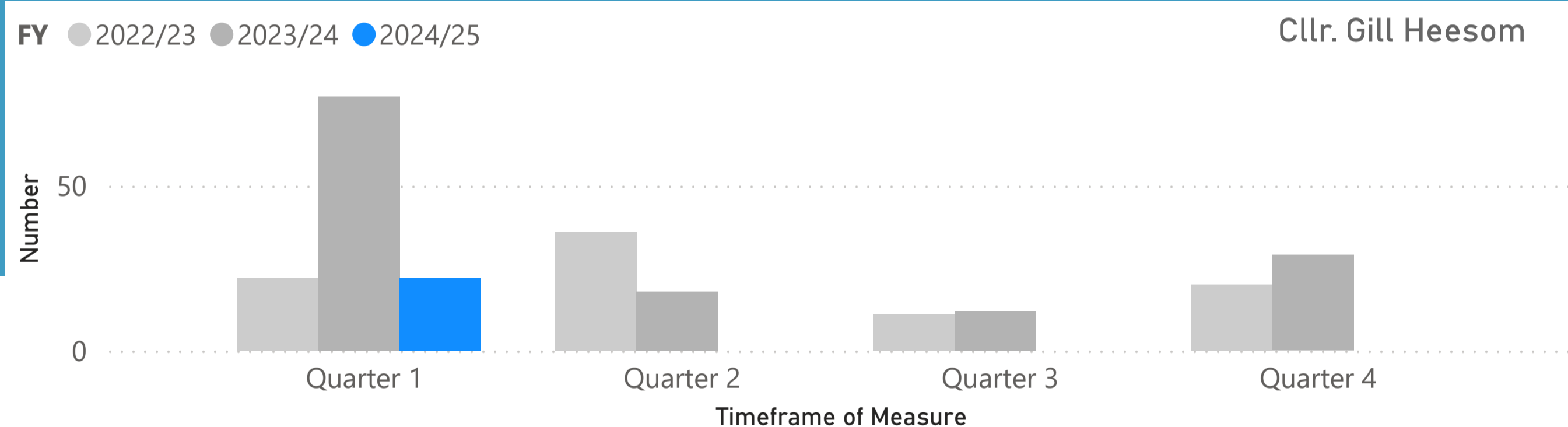
Cllr. Gill Heesom

127

Training has recently been undertaken by professionals in regards to ASB - and how we can effectively triage, assess ASB cases. We are also contributing to a County wide ASB policy which will outline the what members of the public can expect from each of the respective partners.

**ID3.1b - (ASB) cases - Current open cases at the end of the quarter** Current Status SMART Actions if Off Target

Low  
Is Good  
Per Quarter (Snapshot)  
Positive  
Yearly Trend



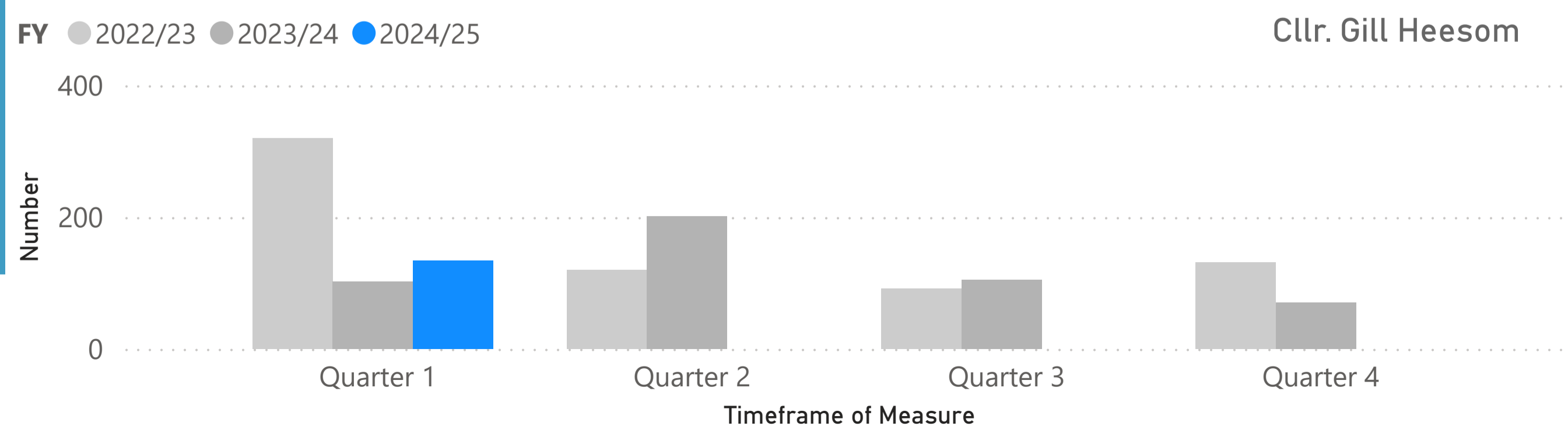
Cllr. Gill Heesom

22

We continue partnership working to reduce ASB and ensure any complaints are dealt with efficiently and effectively in a timely manner.

**ID3.1c - (ASB) cases - Cases closed in the quarter** Current Status SMART Actions if Off Target

High  
Is Good  
Per Quarter (Snapshot)  
Positive  
Yearly Trend

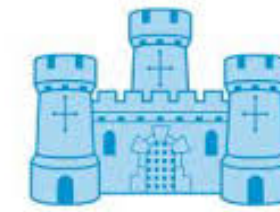


Cllr. Gill Heesom

134

Value is also relative to the measure of new cases received. We continue partnership working to reduce ASB and ensure any complaints are dealt with efficiently and effectively in a timely manner.

Reduce anti-social behaviour and crime in our communities



Low  
Is Good  
Cumulative  
(Per Annum)

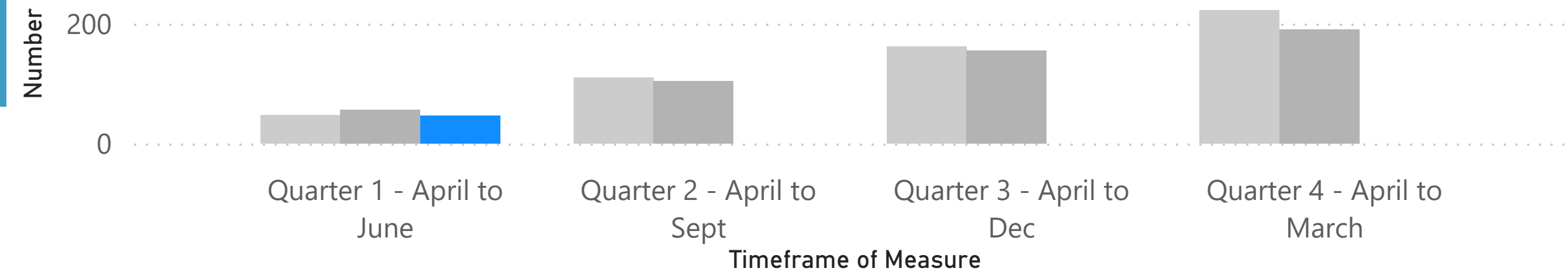
### ID3.2 - Number of referrals made regarding vulnerability by participating organisations at the Daily Hub

Current Status

SMART Actions if Off Target

FY ● 2022/23 ● 2023/24 ● 2024/25

Cllr. Gill Heesom



46

We have seen an increase of hoarding cases on the vulnerability hub. We are working with Reaching North Staffs on these cases to provide hoarding specialist support. We know that there is an increased risk of death by fire in severe hoarding cases. We have successfully obtained an allotment plot which will be used by individuals that we discuss on the hub. The aim is to reduce isolation, give them a purpose and improve their mental health. Other than the increase in hoarding cases we continue to see a steady stream of referrals on issues such as alcohol and substance misuse, mental health, domestic abuse and exploitation.

Ensure that our most vulnerable residents are supported through the impact of the rising cost of living.

Positive  
Yearly Trend

Low  
Is Good  
Cumulative  
(Per Annum)

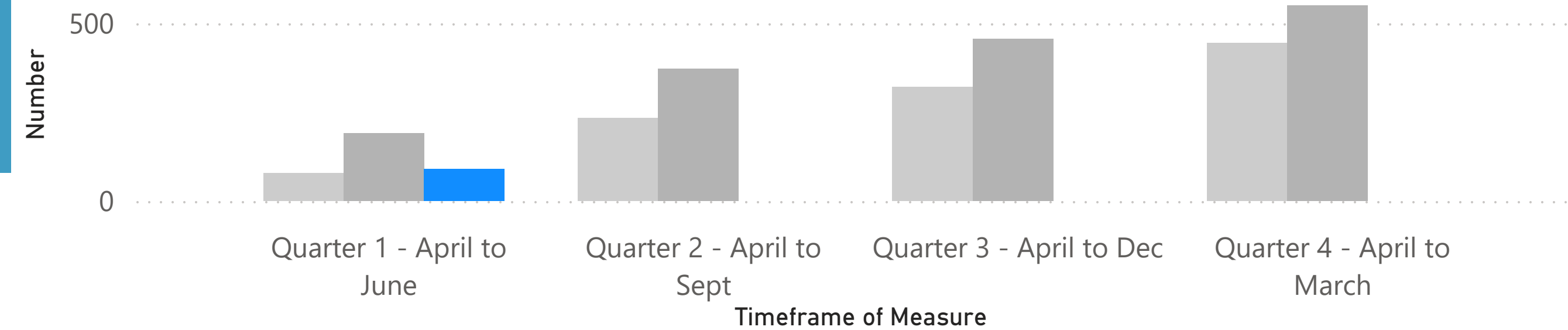
### ID3.8 - Emergency homeless presentations

Current Status

SMART Actions if Off Target

FY ● 2022/23 ● 2023/24 ● 2024/25

Cllr. Gill Heesom



90

Homeless trend is increasing, measure will be monitored as year progresses, target is to reduce from last year

Positive  
Yearly Trend

Low  
Is Good  
Per Quarter  
(Snapshot)

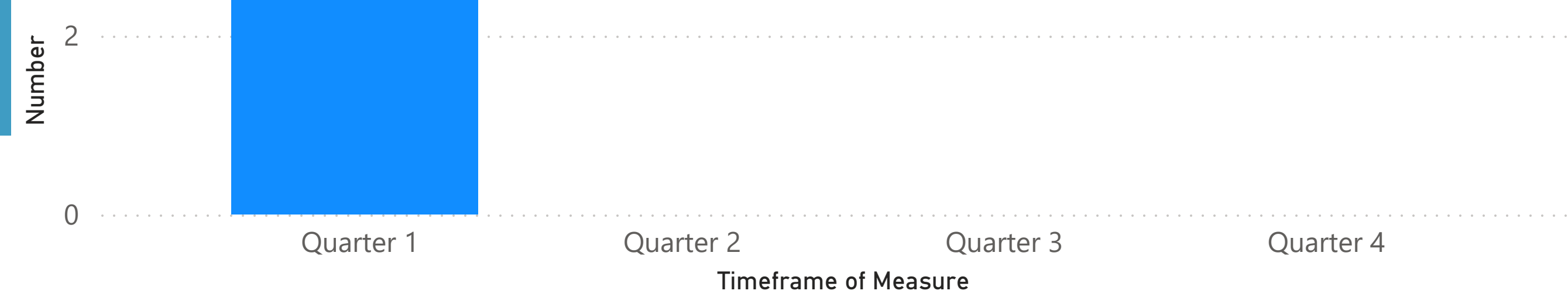
### ID3.9 - Number of open Disabled Facilities Grant enquiries

Current Status

SMART Actions if Off Target

FY ● 2024/25

Cllr. Gill Heesom



225

The aim is for this to decrease through the year as cases are processed more efficiently through to completion

Ensure that there are good homes for everyone and that every citizen has a safe and secure place to live

N/A  
Yearly Trend

High  
Is Good  
Cumulative  
(Per Annum)

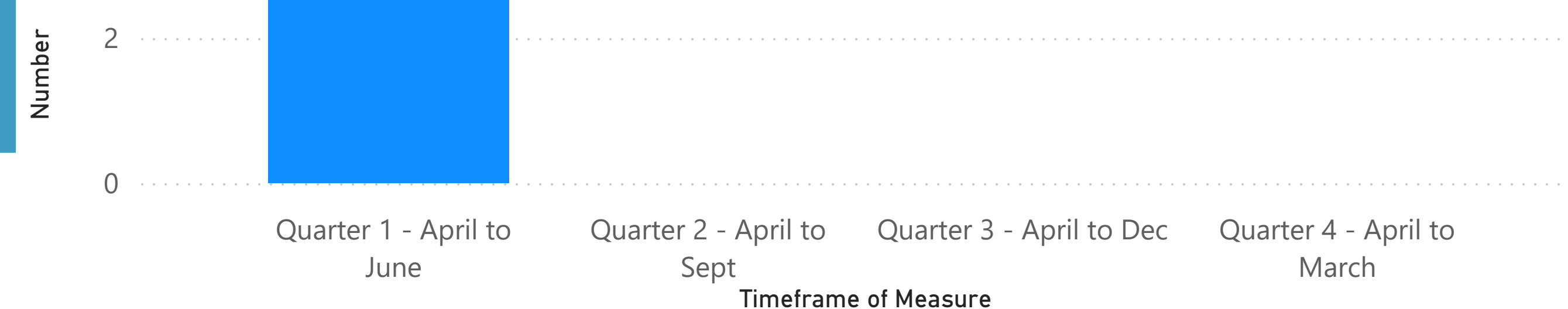
### ID3.10 - Number of Disabled Facilities Grants completed

Current Status

SMART Actions if Off Target

FY ● 2024/25

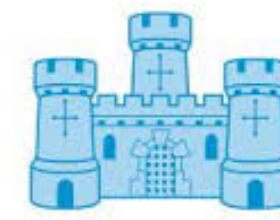
Cllr. Gill Heesom



39

Measure should increase through the year as grants are completed

N/A  
Yearly Trend



**Low**  
Is Good  
Per Quarter (Snapshot)

**ID3.6 - Live application on the housing register** Current Status SMART Actions if Off Target

FY ● 2022/23 ● 2023/24 ● 2024/25 Cllr. Gill Heesom

Timeframe of Measure	2022/23	2023/24	2024/25
Quarter 1 - April to June	~1,200	~1,800	~2,500
Quarter 2 - April to Sept	~1,500	~2,000	-
Quarter 3 - April to Dec	~1,600	~2,100	-
Quarter 4 - April to March	~1,700	~2,200	-

2,591

Trend increasing, data will be compared against previous year as we progress, new review module implemented

**Negative**  
Yearly Trend

**High**  
Is Good  
Per Quarter (Snapshot)

**ID3.7 - Number of lets to registered providers from the housing waiting list** Current Status SMART Actions if Off Target

FY ● 2022/23 ● 2023/24 ● 2024/25 Cllr. Gill Heesom

Timeframe of Measure	2022/23	2023/24	2024/25
Quarter 1 - April to June	~100	~200	~150
Quarter 2 - April to Sept	~200	~350	-
Quarter 3 - April to Dec	~400	~450	-
Quarter 4 - April to March	~550	~500	-

155

Monitoring nominations received from the housing providers, measure will be monitored as year progresses

**Negative**  
Yearly Trend

**Low**  
Is Good  
Per Quarter (Snapshot)

**ID4.4 - Total Rough Sleepers Verified in Quarter** Current Status SMART Actions if Off Target

FY ● 2022/23 ● 2023/24 ● 2024/25 Cllr. Gill Heesom

Timeframe of Measure	2022/23	2023/24	2024/25
Quarter 1	~50	~10	~8
Quarter 2	~40	~15	-
Quarter 3	~15	~10	-
Quarter 4	~10	~10	-

8

The last rough sleeper count took place on the 17th May 2024 and 8 individuals were verified.  
5 were Stoke connection and 3 Newcastle. We seem to be having an influx of rough sleepers from out of area. Having the Multi Agency Hub is enabling us to link in with other providers to ensure those individuals are receiving the right support to get them to access provision in their area.

**Positive**  
Yearly Trend

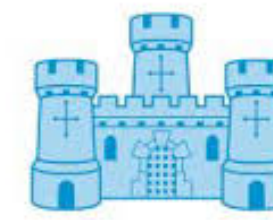
**ID4.4a, 4.4b, 4.4c and 4.4d - Breakdown of Rough Sleepers Verified in Quarter** Cllr. Gill Heesom

● 1. Prevented 1 - New Rough Sleepers ● 2. Non-Recurring 1 - Returning Rough Sleepers ● 3. Brief 1 - Entrenched Rough Sleepers ● 4. Prevented 2 - Rough Sleepers after ...

Category	Number
1. Prevented 1 - New Rough Sleepers	2
2. Non-Recurring 1 - Returning Rough Sleepers	2
3. Brief 1 - Entrenched Rough Sleepers	4
4. Prevented 2 - Rough Sleepers after ...	0

Other quarters (2, 3, 4) show 0 for all categories.

Ensure that there are good homes for everyone and that every citizen has a safe and secure place to live



Project Status Split for Priority 3.

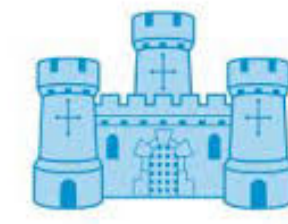
Project/Action is Progressing as Expected

5

Project/Action is Completed

1

Portfolio Holder	Service Area	Action	Corporate Objective	Status report	Commentary on progress
Cllr. Gill Heesom	Neighbourhoods	Build on our work with Staffordshire Police	Reduce anti-social behaviour and crime in our communities	✔ Project/Action is Progressing as Expected	Partnership working with the Police is progressing well. The Community Safety Action Plan is being updated based on priorities identified in the Strategic Assessment. Operational work is continuing in Newcastle town centre to tackle ASB.
Cllr. Craig Skelding	1. Commercial Delivery 2. Neighbourhoods	Delivering an economic and cultural legacy from the celebration of the borough's 850th anniversary in 2023.	Delivering an economic and cultural legacy from the celebration of the borough's 850th anniversary in 2023.	✔ Project/Action is Progressing as Expected	The final element of this, the new Queen Elizabeth statue is due to be unveiled on site at Queens Gardens in Quarter 3
Cllr. David Hutchison	1. Neighbourhoods 2. Sustainable Environment	Expansion of the street warden scheme and the creation of neighbourhood delivery teams.	Secure a step change in street cleanliness and the quality of the public domain	★ Project/Action is Completed	Project/Action has been completed.
Cllr. David Hutchison	Sustainable Environment	Further increasing recycling rates across the borough with a particular focus on food waste	Further increasing recycling rates across the borough with a particular focus on food waste	✔ Project/Action is Progressing as Expected	Planning for the roll out of food waste to flats now underway. Bins have been procured, and routing for collection vehicles being undertaken. Recycling rates for organics have increased in quarter 1 showing a positive trend.
Cllr. Simon Tagg	1. Strategy, People and Performance 2. Neighbourhoods	Work collaboratively with the Newcastle Partnership	Ensure that our most vulnerable residents are supported through the impact of the rising cost of living.	✔ Project/Action is Progressing as Expected	Ongoing partnership work continues. Through the partnership board, we are progressing working groups around vulnerability, cost of living and mental health. We also are the designated chair for Better Health Staffordshire in Newcastle and are in receipt of grant funding to impact on health inequalities.
Cllr. Craig Skelding	Neighbourhoods	Work with partners to develop effective community bodies	Support the development of community solutions to local problems	✔ Project/Action is Progressing as Expected	Community groups are being supported at Bradwell Dingle to develop a project for recreational facilities, the Lyme Valley to develop sustainable management techniques, and other various community events across the Borough



Priority 4: Performance Indicators Current Status

Off Target - Negative Trend

1

Corporate Objective	Count
Increasing the number of people living, working and using Newcastle town Centre	1
<b>Total</b>	<b>1</b>

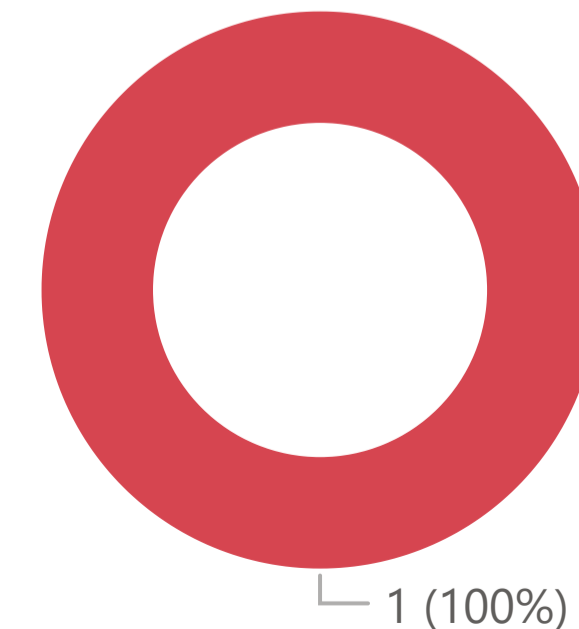
Smart Narrative

- There is 1 Indicator which have set targets this quarter within Priority 4. Ordinarily we would see 3 indicators in this priority but due to ongoing developments within the markets, 2 are not available this quarter.
- This indicator failed to meet targets in this quarter and shows a negative trend to last year.
- Of the 2 Indicators which could not able to be supplied this quarter, these will be included again in Quarter 2 when data is available. One of the indicators is around town centre footfall, the data is provided by an external source and has not been supplied. The other indicator relating to Markets Attendance, has not been able to be recorded due to the remodeling work taking place during Q1.
- Within Priority 4, One project/action has been classed as completed; this being "Developing a Town Centre Strategy for Kidsgrove". All other Projects/Actions were identified to be progressing as expected.

Priority 4: Summary Project Status Split

Priority 4: Qtr.1 Trend Status of PI's Compared On Same Qtr in the Previous Financial Year

● Project/Action is Completed ● Project/Action is Progressing as Expected



● Deterioration of Previous Year





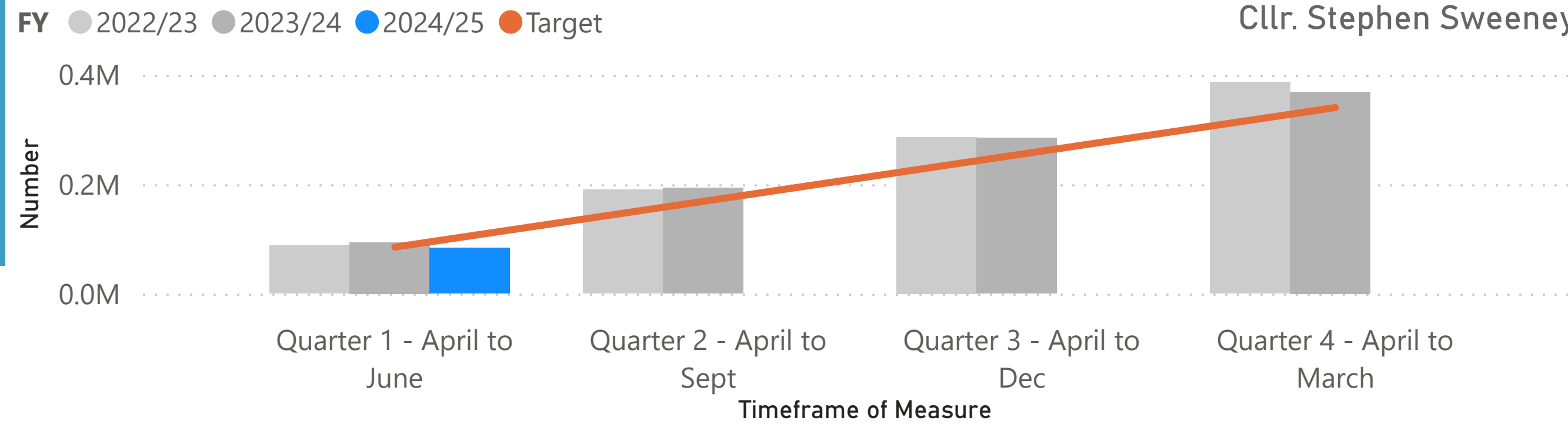
High  
Is Good  
Cumulative  
(Per  
Annum)

### ID4.1 - Car parking usage:-Number of tickets purchased

Current Status

SMART Actions if Off Target

Cllr. Stephen Sweeney



Measure is marginally lower against the target which is due to a combination of factors and our ongoing developments impacting our car parks in the town centre. We have seen a fluctuating picture of usage from contractors and building works ongoing in the town leading to a different pattern of use during the quarter. It is expected that the number of tickets sold will improve over the summer months. This measure will be reviewed in a forthcoming car parking strategy and will be rebased at that point

Negative  
Yearly Trend

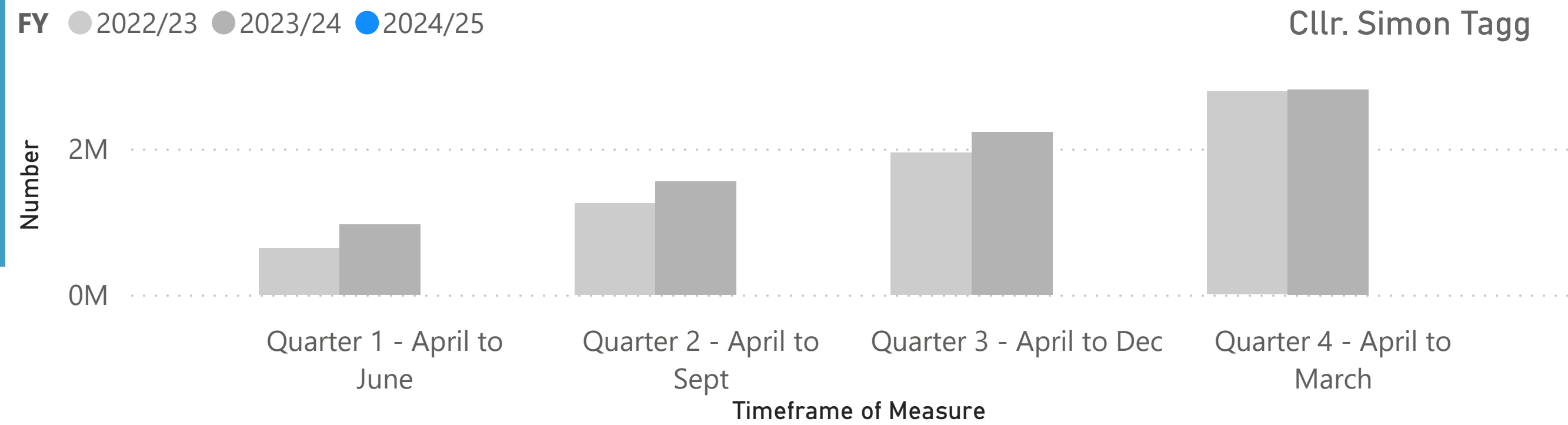
High  
Is Good  
Cumulative  
(Per  
Annum)

### ID4.2 - Town Centre Footfall - Newcastle

Current Status

SMART Actions if Off Target

Cllr. Simon Tagg



Data not provided by the BID in time for the report - will be back dated when data has been made available.

N/A  
Yearly Trend

High  
Is Good  
Cumulative  
(Per  
Annum)

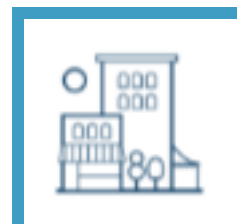
### ID4.3 - Average stall occupancy rate for markets - Overall

Cllr. Stephen Sweeney

PIs for stall occupancy are now under review due to a Market remodelling project and reduced numbers of fixed stalls. The work commenced mid-Q1 2024/25 and is due for completion at the end of July 2024.

N/A  
Yearly Trend

Increasing the number of people living, working and using Newcastle town Centre



## Project Status Split for Priority 4.

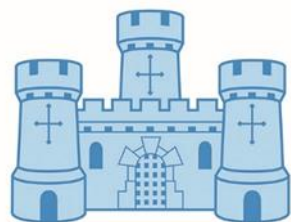
Project/Action is Progressing as Expected

4

Project/Action is Completed

1

Portfolio Holder	Service Area	Action	Corporate Objective	Status report	Commentary on progress
Cllr. Stephen Sweeney	1. Commercial Delivery 2. Planning	Redeveloping Midway car park to provide aspirational town centre residential accommodation	Increasing the number of people living, working and using Newcastle town centre	✔ Project/Action is Progressing as Expected	Concrete testing has been completed. Designs are progressing and an agreement is in place with Capital & Centric to RIBA 3 planning with a target for submission in September 2024.
Cllr. Stephen Sweeney	1. Neighbourhoods 2. Commercial Delivery	Developing a Town Centre Strategy for Kidsgrove	Encourage visitors and support local businesses in Kidsgrove	★ Project/Action is Completed	Project/Action has been completed.
Cllr. Stephen Sweeney	Commercial Delivery	Redevelopment of Ryecroft Site	Continuing to work with key partners to deliver the redevelopment of opportunities across the borough	✔ Project/Action is Progressing as Expected	Development of Castle Car Park is well underway with a target date for completion in November. An agreement is in place with Capital & Centric to RIBA 3 Planning, with a target date of submitting for planning in September 24 for the housing element and November 24 for a hotel / residential element. Negotiations continue with McCarthy Stone with a view to the sale of land for their development on this site.
Cllr. Stephen Sweeney	Commercial Delivery	Redevelopment of York Place	Continuing to work with key partners to deliver the redevelopment of opportunities across the borough	✔ Project/Action is Progressing as Expected	Strip out of asbestos is complete. A demolition contractor is being appointed with a planned start date in July, subject to agreement of the hoarding line with SCC Highways. An agreement is in place with Capital & Centric to RIBA 3 planning with a target for submission in September 2024.
Cllr. Stephen Sweeney	Neighbourhoods	Further enhance the historic market and public realm and boost our signature specialist market programme	Further enhance the historic market and public realm and boost our signature specialist market programme	✔ Project/Action is Progressing as Expected	The contract to improve the public realm and stalls is in progress with anticipated completion in July. The Makers Market is now established on the first Sunday of each month.



**NEWCASTLE·UNDER·LYME**  
**BOROUGH COUNCIL**

## **Cabinet Forward Plan: Newcastle under Lyme Borough Council**

### **Notice of Key Decisions to be taken under the Local Authorities (Executive Arrangements) (Meetings & Access to Information) (England) Regulations 2012 between 1 September 2024 and 31 December 2024**

This plan gives notice of decisions that [Cabinet](#) is expecting to take over the next few months. It also gives, except in cases of urgency, at least 28 days notice of all “Key Decisions” that will be taken “Key Decisions” are decisions about “executive” functions that will:-

- A) result in the Council incurring expenditure or making savings of an amount which is significant having regard to the Council’s budget for the service or the function to which the decision relates. (NB: The financial threshold above which expenditure or savings become significant has been set by the Council at £100,000 Revenue and £250,000 Capital Expenditure); and/or
- B) be significant in terms of its effects on communities living or working in an area comprising two or more wards of the Borough.

We have to take some Cabinet decisions in private because they deal with confidential or “exempt” information. That is information described in one or more of the following categories set out in Schedule 12A of the Local Government Act 1972.

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals an authority proposes;

- a. to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - b. to make an order or direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime

If we intend to take a decision in private, we will tell you why in the plan below. If you disagree with our reasons, you can tell us why using the contact details below. We will respond to you directly and will publish our response in the meeting agenda. If we have published the meeting agenda before we can respond, we will respond verbally at the meeting and record the response in the minutes.

You can find more information about Cabinet, Cabinet Members and their portfolios, agendas, reports and minutes [here](#).

More information on Cabinet procedures, executive functions, Key Decisions, urgent decisions and access to information is available in our [Constitution](#).

For all enquiries, please contact Democratic Services, Castle House, Barracks Road, Newcastle-under-Lyme, Staffordshire ST5 1BL.  
Telephone – 01782 742222 / Email – [DemocraticServices@newcastle-staffs.gov.uk](mailto:DemocraticServices@newcastle-staffs.gov.uk)

Report Title	Description	Portfolio	Intended Decision Taker and Date	Overview & Scrutiny Committee	Wards Affected	Reason for Determining in Private Session (if Applicable)	Key Decision
Medium Term Financial Strategy 2025/26	To consider a report on the Medium Term Financial Strategy 2025/26	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 10 September 2024	Finance, Assets and Performance	All Wards	N/A	No
Quarter 1 Finance and Performance Report 2024/25	To consider a report on the Quarter 1 Finance and Performance Report 2024/25	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 10 September 2024	Finance, Assets and Performance, Audit and Standards	All Wards	N/A	No
Provisional	To consider a report	Cabinet Portfolio	Cabinet 10	Finance, Assets	All Wards	N/A	No

Report Title	Description	Portfolio	Intended Decision Taker and Date	Overview & Scrutiny Committee	Wards Affected	Reason for Determining in Private Session (if Applicable)	
Outturn 2023/24	on the Provisional Outturn 2023/24	Holder - Finance, Town Centres and Growth	September 2024	and Performance, Audit and Standards			
Walleys Quarry Odour Update	To consider a report on odour issues at Walleys Quarry	Cabinet Portfolio Holder - One Council, People and Partnerships	Cabinet 10 September 2024	Health, Wellbeing and Environment	All Wards	N/A	No
Staffordshire Wide Agreement on Climate Planning Policies	To consider a report on a Staffordshire Wide Agreement on Climate Planning Policies	Cabinet Portfolio Holder - Sustainable Environment, Cabinet Portfolio Holder - Strategic Planning	Cabinet 10 September 2024	Health, Wellbeing and Environment	All Wards	N/A	Yes
North Staffordshire Building Control Partnership - Renewal of Service Level Agreement	To seek approval to agree a new service level agreement with Stoke on Trent City Council for the provision of Building Control Services on behalf of Newcastle under Lyme Borough Council for a five year period.	Cabinet Portfolio Holder - Strategic Planning	Cabinet 10 September 2024	Economy and Place	All Wards	N/A	Yes
Bradwell Dingle Recreational	To consider a report on Bradwell Dingle	Cabinet Portfolio Holder - Sustainable	Cabinet 10 September	Health, Wellbeing and Environment	Bradwell	N/A	No

Report Title	Description	Portfolio	Intended Decision Taker and Date	Overview & Scrutiny Committee	Wards Affected	Reason for Determining in Private Session (if Applicable)	
Facilities	Recreational Facilities	Environment	2024				
Annual Report 2023/24	To consider the Council's Annual Report	Cabinet Portfolio Holder - One Council, People and Partnerships	Cabinet 10 September 2024	Finance, Assets and Performance	All Wards	N/A	No
Animal Welfare Charter	To consider a report on the Animal Welfare Charter	Cabinet Portfolio Holder - Sustainable Environment	Cabinet 15 October 2024	Health, Wellbeing and Environment	All Wards	N/A	No
Contract Award for the Digital Infrastructure	To consider a report on the Contract Award for the Digital Infrastructure	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 15 October 2024	Economy and Place	All Wards	3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Yes
Walleys Quarry Odour Update	To consider a report on the Walleys Quarry Odour issues	Cabinet Portfolio Holder - One Council, People and Partnerships	Cabinet 15 October 2024	Health, Wellbeing and Environment	All Wards	N/A	Yes
Borough Local Plan Examination Costs and Funding	To consider a report on the funding of the local plan examination process	Cabinet Portfolio Holder - Strategic Planning	Cabinet 15 October 2024	Economy and Place	All Wards	N/A	Yes

Report Title	Description	Portfolio	Intended Decision Taker and Date	Overview & Scrutiny Committee	Wards Affected	Reason for Determining in Private Session (if Applicable)	
Quarter 2 - Finance and Performance Report 2024/25	To consider the Quarter Two - Finance and Performance Report 2024/25	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 5 November 2024	Finance, Assets and Performance, Audit and Standards	All Wards	N/A	No
Traffic Regulation Order Amendments	To consider a report on Traffic Regulation Order Amendments	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 5 November 2024	Economy and Place	All Wards	N/A	No
York Place - Regeneration Plans Update	To consider a report on the York Place - Regeneration Plans Update	Cabinet Portfolio Holder - One Council, People and Partnerships, Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 5 November 2024	Economy and Place	Town	N/A	Yes
Midway - Regeneration Plans Update	To consider a report on the Midway - Regeneration Plans Update	Cabinet Portfolio Holder - One Council, People and Partnerships, Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 5 November 2024	Economy and Place	Town	N/A	Yes
Ryegroft -	To consider a report	Cabinet Portfolio	Cabinet 5	Economy and	Town	N/A	Yes

Report Title	Description	Portfolio	Intended Decision Taker and Date	Overview & Scrutiny Committee	Wards Affected	Reason for Determining in Private Session (if Applicable)	
Regeneration Plans Update	on the Ryecroft - Regeneration Plans Update	Holder - One Council, People and Partnerships, Cabinet Portfolio Holder - Finance, Town Centres and Growth	November 2024	Place			
Walleys Quarry Odour Update	To consider a report on odour issues at Walleys Quarry	Cabinet Portfolio Holder - One Council, People and Partnerships	Cabinet 5 November 2024	Health, Wellbeing and Environment	All Wards	N/A	No
Draft Savings Proposals 2025/26	To consider a report on the Draft Savings Proposals 2025/26	Cabinet Portfolio Holder - Finance, Town Centres and Growth	Cabinet 3 December 2024	Finance, Assets and Performance	All Wards	N/A	No
Walleys Quarry Odour Update	To consider a report on the Walleys Quarry Odour Update	Cabinet Portfolio Holder - One Council, People and Partnerships	Cabinet 3 December 2024	Health, Wellbeing and Environment	All Wards	N/A	Yes



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