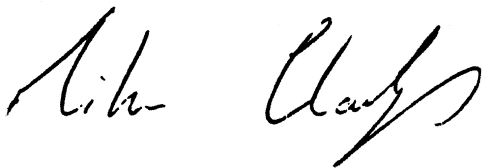


## **Executive**

**Councillors:** C. D. Christer, O. Johnson, D. Lavin, D. G. Llewellyn, M. J. Malone (Vice-Chair), C. Marshall, A. Taylor, A. Watson O.B.E (Chair).

Dear Councillor,

Your attendance is invited at a meeting of the Executive to be held in the Council Chamber, Civic Centre, Consett on 8th September 2008 at 4.30 p.m. for consideration of the undernoted agenda.



**MIKE CLARK**

**Chief Executive Officer**

## **Agenda**

### **1. DECLARATIONS OF INTEREST**

To receive any disclosure by Members of personal interests in matters on the agenda, identify the item on the agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Code of Conduct.

### **2. MINUTES**

To approve the minutes of the meeting held on 9th June 2008 as a correct record. (Herewith 'A')

Attached Documents:

[MINUTES \(A\)](#)

3. **COUNCIL PERFORMANCE - REVIEW OF PERFORMANCE FIRST QUARTER 2008/09**

To consider the report of the Director of Corporate Administration & Policy (Herewith 'B')

Attached Documents:

[COUNCIL PERFORMANCE - REVIEW OF PERFORMANCE FIRST QUARTER 2008/09 \(B\)](#)

4. **REVENUE & CAPITAL OUTTURN 2007/08**

To consider the report of the Head of Financial Services (Herewith 'C')

Attached Documents:

[REVENUE & CAPITAL OUTTURN 2007/08 \(C\)](#)

[Appendix 1](#)

[Appendix 2](#)

[Appendix 3](#)

[Appendix 4](#)

3. **COMMUNITY GROUPS - APPLICATIONS FOR FINANCIAL SUPPORT**

To consider the report of the Chief Executive Officer (Herewith 'D')

5. **EXCLUSION**

**THE PRESS AND PUBLIC ARE LIKELY TO BE EXCLUDED FROM THE MEETING FOR THE FOLLOWING ITEMS OF BUSINESS ON THE GROUNDS THAT THEY INVOLVE THE LIKELY DISCLOSURE OF EXEMPT INFORMATION AS DEFINED IN PARAGRAPH 3 OF PART 1 OF SCHEDULE 12(A) OF THE LOCAL GOVERNMENT ACT 1972 (AS AMENDED).**

6. **DISPOSAL OF LAND AT WHITE-LE-HEAD**

To consider the report of the Deputy Chief Executive Officer (Herewith 'E')

7. **STANLEY TOWN CENTRE - PHASE 2 REGENERATION**

To consider the report of the Deputy Chief Executive (Herewith 'F')

8. **SALE OF LAND AT GREENWOOD AVENUE, BURNHOPE**

To consider the report of the Deputy Chief Executive (Herewith 'G')

9. **SALE OF LAND AT VALE VIEW, BURNHOPE**

To consider the report of the Deputy Chief Executive (Herewith 'H')

Agenda prepared by Lucy Stephenson Democratic Services  
01207 218249 or email [l.stephenson@derwentside.gov.uk](mailto:l.stephenson@derwentside.gov.uk)

Date: 27th August 2008



## **EXECUTIVE**

Minutes of a meeting of the Executive held in the Council Chamber, Civic Centre, Consett on Monday 9<sup>th</sup> June 2008.

### **Present**

Councillor A. Watson (Chair)

Councillors O. Johnson, D. Lavin, D.G. Llewellyn, M.J. Malone, C. Marshall and A. Taylor.

### **Apologies**

An apology for absence was submitted on behalf of Councillor C.D. Christer.

### **In Attendance**

Councillor W. Tyrie.

#### **1. REVIEW OF SCRUTINY BOARD DEBATE**

A list of items discussed at Scrutiny Board were circulated, the Chair advised that the comments, if any would be referred to as each agenda item was discussed.

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

There were no declarations of interest submitted.

#### **3. MINUTES**

**RESOLVED:** That the minutes of the meeting held 14<sup>th</sup> April be agreed as a correct record.

#### **4. YEAR END REVIEW OF PERFORMANCE**

Councillor Malone presented the report the purpose of which was to inform Members of the performance of red, amber and green rated Best Value Performance Indicators (BVPIs) for 2007/08.

Appendix 2 of the report detailed all of the new national indicators that would be required to be collected to a district level during 2008/09 and Appendix 3 further highlighted the current BVPI s that would be retained as part of the new indicator set and reported alongside the new national indicators for 2008/09. He advised Appendix 4 gave an update for performance for the current set of local PIs developed to measure performance against the Council's corporate objectives.

He moved on to address section three of the report which concentrated upon areas where performance was a concern or where significant increases in performance had occurred.

Sections 3.7 and 3.8 of the report highlighted the red risk indicators and of the 5, 4 had demonstrated an improvement in comparison to 2006/07 and 1 remained static.

Sections 3.11 and 3.12 of the report highlighted the amber indicators 15 have improved, 19 had deteriorated and remained static. Falls in performance may in part have been due to staffing capacities as a result of LGR as a number of amber indicators, planning for example, had deteriorated during the latter quarter of the year. Street cleaning and community safety indicators, especially violent crime have all demonstrated a significant improvement in performance during 2007/08.

Section 3.13 of the report highlighted the green indicators and out of the 20 indicators, 13 continued to sit in the top performing quartile and 6 in the 2<sup>nd</sup> performing quartile.

Councillor Malone went on to on to advise that all red risk indicators had now completed action plans which had been referred to the relevant scrutiny panels throughout the year.

He further updated that at a meeting of Scrutiny Chairs held on 2<sup>nd</sup> June it had been agreed that red risk indicators would in future report performance to the panels responsible for dealing with the 'Business as Usual' element of the Transitional Plan.

In conclusion he advised that based upon the 'All England' quartile data published by the Audit Commission for 2006/07, 34% of indicators performed in the best quartile, which was marginally higher than the district average of 33%. It was disappointing to note that 20% of indicators sit in the worst performing quartile compared with 18% last year.

Overall 47% of indicators improved in performance in comparison to 2006/07, with 11% remaining static and 42% demonstrating deterioration in overall performance. This situation would be closely monitored throughout 2008/09 both to address falling levels of performance and also to ensure that service areas do not face additional workloads as a result of staffing shortages.

**Notes of Scrutiny Board – 6<sup>th</sup> June 2008:** "Members welcomed the report. Councillor Mellor expressed concern at the red risk indicators for major and minor planning applications. Anne Smith explained that during quarter three the

planning division determined a number of complex major applications in addition to a large number of housing applications therefore due to the overall performance the indicator had to be amended to a red risk indicator. Anne Smith further advised that all red risk rated indicators will be required to complete an Action Plan, and with regard to these Action Plans will be reported to Members throughout 2008/09.

There were no other matters of concern”.

**Options:** Whether or not to commission further reports into the performance of any of the Best Value Performance Indicators with a view to incorporate any indicators that pose concern into the Action Planning and Scrutiny process.

**RESOLVED:** That the information contained in the report regarding the performance of the Council against Best Value Performance Indicators be noted.

**Reasons:**

- (i) To investigate innovative solutions to address falling performance.
- (ii) To enable any slippage in performance to be noted and risk bandings re-assessed throughout the year.

**5. DERWENTSIDE LOCAL DEVELOPMENT FRAMEWORK: RESPONSE TO STANLEY TOWN CENTRE AREA ACTION PLAN DEVELOPMENT PLAN DOCUMENT ISSUES AND OPTIONS**

Councillor Johnson presented the report which informed Members of the responses received following consultation on the Issues and Options stage of Stanley Town Centre Area Action Plan Development Plan Document (DPD).

He advised that there was widespread support for the Stanley Town Centre Action Plan and the general view of respondents was that the document should seek to achieve regeneration across the whole of Town.

He advised that in light of LGR it would be expected that the new authority would take over this role and undertake the necessary works.

Councillor Llewellyn added that he found it unlikely that the new authority would see the regeneration as a priority and thought it appropriate for Derwentside to release a press statement to advise residents of the reasons for the delay in the process. He further made reference to the hold ups which had been had regarding the highways work and this somewhat reflected on how the project was prioritised.

Councillor Johnson advised that the developer Modus would be pushing this project forward however a new agreement would be required with the new authority.

The Deputy Chief Executive Officer added that a development agreement currently stood with Modus development, however with the current downturn in the economy they must consider the impact this may have on any future development and it was likely that a new development agreement would be formed. He further added that there was very little this authority could do at this stage.

Councillor Llewellyn added that he agreed with the Deputy Chief Executive Officer's comments.

Councillor Marshall added that he would like to echo the comments made by Councillor Mellor at the Scrutiny Board meeting, there had been wide consultation and this document would provide a good platform for the new authority to drive the project forward.

Discussion then ensued regarding Planning Policy Framework, the Chief Executive Officer advised that it had been agreed that this would be better co-ordinated centrally and guidance was expected shortly from the DCLG on this. He advised that the new authority would be looking at Town Centres across the County.

The Director of Environmental Services added that with regard to the LDF process the new authority would be analysing the position of each districts progress on the document. He further added that as to the priority of town centre regeneration this would be discussed in the new authority.

Councillor Taylor added that a lot of work had been undertaken by the Council to get to this stage and hoped that this would be picked up as a priority by the new authority. She further added that during the consultation period of this document young people had been consulted and their fear of crime showed within the results, she concluded that she hoped the new authority and the Police would take their views on board.

**Notes of Scrutiny Board – 6<sup>th</sup> June 2008:** *“Members welcomed the report. Councillor Mellor said in her opinion she was happy with the consultation process and was pleased to see a variety of ages had been consulted”.*

**Options:** Whether or not to note the responses to the Stanley Town Centre Area Action Plan Document Issues and Options.

**RESOLVED:** that the responses to the Stanley Town Centre Area Action Plan Development Plan Document Issues and Options be noted.

**Reasons:** There is widespread support for the Stanley Town Centre Area Action Plan. The general view of respondents is that it should seek to achieve regeneration across the Town.



## **6. EXCLUSION OF PRESS AND PUBLIC**

**ON THE MOTION OF COUNCILLOR MALONE SECONDED BY COUNCILLOR JOHNSON THAT UNDER SECTION 100(A) OF THE LOCAL GOVERNMENT ACT 1972, THE PRESS AND PUBLIC BE EXCLUDED FROM THE MEETING FOR THE FOLLOWING ITEM OF BUSINESS ON THE GROUNDS THAT THEY INVOLVE THE LIKELY DISCLOSURE OF EXEMPT INFORMATION AS DEFINED IN PARAGRAPH 3 OF THE LOCAL GOVERNMENT ACT (AS AMENDED).**

## **7. LOUISA CENTRE ANNEXE, STANLEY**

Councillor Marshall presented the report which sought a decision on the future use of the Louisa Annexe in Stanley.

He advised that there had been three expressions of interest from businesses as follows:

1. Youth Café
2. New Business Space
3. Utilisation by County Council.

He went on to address the comments made by Councillor Mellor at Scrutiny Board 6<sup>th</sup> June, he advised that the provision of any youth provision in Stanley should be looked upon favourably and would compliment the other youth services in the area.

Councillor Watson agreed that provision of a youth service would compliment current facilities and if managed correctly could be proven to be successful.

Councillor Taylor added that the Youth Café would be a new way forward for young people, advice would be provided by professionals on a range of issues and the facility would be open throughout the day. She advised that as the centre would be in a central location there would be no boundaries for access for young people from both Consett and Stanley. She advised that the proposal had been discussed at Stanley Steering Group meetings some time ago and it was envisaged that funding for the scheme would be obtained through the Lottery, Pathways and the Princess Trust but to name a few.

She advised that Option 2 was preferred as this would enable half of the premises to be let out and bring in income for the Café, however this would have to be carried out in phases and therefore option 1 was the most practical to choose.

Councillor Llewellyn asked if it was known what the lease arrangement would be on the premises.

Councillor Taylor advised that this would be between 20 – 25 years.

Councillor Llewellyn asked if there was a fall back position and if so would the matter be brought back to the Executive.

Councillor Watson advised that it would most likely be referred to the Program Board. The Deputy Chief Executive advised that as the matter would be passed onto the new authority it would have to be determined by them to see what progress could be made.

**Notes of Scrutiny Board – 6<sup>th</sup> June 2008:** “Members welcomed the report. Councillor Mellor raised concerns regarding the grant funding repayment. Peter Reynolds advised that further discussions would be required and that it would depend on the use of the space as to whether or not the clawback would be triggered. Councillor Mellor advised that there is a good youth facility within a close proximity to the Louisa Centre, on Tyne Road, Stanley and she would therefore not be happy for another youth facility to be provided at the Louisa Centre”.

**Options:**

1. Youth Café
2. Youth Café
3. New Business Space
4. Utilisation by County Council
5. Advertise to let on the open market.

**RESOLVED:** that Option 1 be preferred, this option will then have to be referred to the County Council with a view to them making a decision and taking the lead role in taking the project forward.

**Reasons:** County Council consideration is required under the Local Government Review “Business as Usual” procedures, due to potential financial and/or service implications.

**Conclusion of meeting**

The meeting closed at 5.00 p.m.

**Chair**

<b>TITLE:</b>	<b>COUNCIL PERFORMANCE - REVIEW OF PERFORMANCE FIRST QUARTER 2008/09</b>
<b>TO/ON:</b>	<b>EXECUTIVE SEPTEMBER 8<sup>TH</sup> 2008</b>
<b>BY:</b>	<b>DIRECTOR OF CORPORATE ADMINISTRATION AND POLICY</b>
<b>PORTFOLIO HOLDER:</b>	<b>M.J. MALONE, DEPUTY LEADER</b>
<b>STATUS:</b>	<b>PERFORMANCE MONITORING REPORT</b>

## **1. Purpose of Report**

- 1.1. The purpose of this report is to inform members of the performance of red, amber and green rated Performance Indicators for the first quarter of 2008/09.

## **2. Background**

- 2.1. The authority is no longer required to collect and measure Best value Performance Indicators (BVPIs) with effect from 1<sup>st</sup> April 2008. The Government have, instead introduced a set of new National Indicators to be collected and measured by local authorities and their partners.
- 2.2. To ensure that performance for former Best Value Performance Indicators does not deteriorate during 2008/09 it has been agreed that a number of these indicators will be collected and monitored alongside the new National Indicator Set.
- 2.3. A traffic light risk rating system is currently used to identify the performance indicators where anticipated performance is thought to be at risk of falling into or remaining within the bottom performing quartiles nationally. All red risk indicators are required to complete an Action Plan and all completed Action Plans are referred to the relevant Scrutiny Panel within the agreed reporting mechanism throughout the year.

## **3. Relevant Material Considerations**

- 3.1. Performance for all former BVPIs that are now measured as key local performance indicators is detailed in a series of Tables in Appendix 1 along with the 2007/08 year end performance for each indicator and the anticipated target for the first quarter of 2008/09.

- 3.2. In addition the performance tables in Appendix 1 contain information appertaining to the new National Indicators and where applicable targets have been set in proportion to the Durham Local Area Agreed targets signed off by Government Office North East in June of this year.
- 3.3. Performance for the majority of the new National Indicators is reported annually. Quarterly information is, however available for a number of these indicators and this performance data is included for Member's information within the tables in Appendix 1 of the report.
- 3.4. The report highlights the performance for the first quarter of 2008/09 for all indicators posing a red risk and demonstrates where performance is a concern and also where improvement in performance has occurred. Any amber rated indicators where performance has significantly fallen or improved by 10% or more during the first quarter of 2008/09 are also highlighted. An update of the performance for green rated indicators is given and any indicators demonstrating deterioration in performance are highlighted and a new risk rating assigned where appropriate.

#### **Red Rated Local Key and National Performance Indicators**

- 3.5. There are currently five key local performance indicators that have been allocated a red risk rating for 2008/09 and these are included in Table A in Appendix 1.

#### **Improvements in Performance for Red Rated Indicators**

- 3.6. Two of the five red risk indicators have demonstrated a rise in performance for the first quarter of 2008/09 and these are detailed below:
  - **Key Local Indicator 109c (contributes to NI 157)**

The proportion of other planning applications determined in 8 weeks has demonstrated an improvement in performance in comparison to the same period in 2007/08 rising to 85% compared to 80% in quarter 1 of last year. The current rate of performance also meets a year end target of 85%.
  - **Key Local Indicator 213**

The number of households, as a proportion of the total number of households in Derwentside, prevented from becoming homeless due to the intervention of the local authority has significantly improved in performance during the first quarter of 2008/09. The figure has increased from 1 to 2 and this indicator now sits within the second best performing quartile nationally. In view of the fact that performance has increased steadily throughout 2007/08 and continues to do so, the risk rating for this indicator will be amended from red to amber for Quarter 2.

### **Red Rated Indicators demonstrating a fall in performance**

3.7. The remaining three red risk indicators have demonstrated a fall in performance for the first quarter of 2008/09 compared to performance in 2007/08 and include:

➤ **Key Local Indicator 12**

The rate of absence has increased significantly in the first quarter of 2008/09 in comparison to the same period in 2007/08 rising from 2.11 days to 2.60 days per full time employee. This indicator currently sits within the third performing quartile nationally and if the current rate of performance continues this indicator will not meet a year end target of 9.5 days.

➤ **Key Local Indicator 109a (contributes to NI 157)**

The proportion of planning applications determined within 13 weeks for the first quarter of 2008/09 was 40%, which represents deterioration in performance when compared to the same period during 2007/08 when it was 63%. The performance for this indicator fluctuates throughout the year and this fall in performance has been due in the main to staffing capacity issues in this service area. Some posts will remain unfilled as a result of the ongoing Local Government Review. Other vacant positions have been advertised within the Durham Family Group via secondment opportunities, but to date this exercise has been unsuccessful. The service has recently secured the services of an Area Planning Officer from a recruitment agency and continues to investigate other options.

➤ **Key Local Indicator 109b (contributes to NI 157)**

The proportion of minor planning applications determined in 8 weeks has demonstrated a marginal fall in performance in comparison to the same period in 2007/08. To address falling levels of performance an additional student placement has been secured during the summer recess to assist with the processing of applications. In addition the current student placement position has been extended on a full time basis until October 2008 and then on a part time basis until March 2009.

### **Amber rated Local Key and National Performance Indicators**

3.8. Performance for the first quarter of 2008/09 for amber rated indicators is included in Table B in Appendix 1. This table includes the performance for both local key indicators retained during 2008/09 to monitor the delivery of service provision and also performance for the new National Indicators that were introduced on the 1<sup>st</sup> April 2008, which are collected by the authority to a district level.

## Improvement in performance for amber rated indicators

- 3.9. There has been a number of amber rated indicators that have either performed in excess of 10% for the first quarter of 2008/09 in comparison with performance for the same period in 2007/08 or significantly exceeded set targets and these include:
- **Key Local Indicator 106** – there has been a higher percentage of completions on brownfield sites during the first quarter of 2008/09 and the current rate of performance of 86% significantly exceeds an anticipated year end target of 65%.
  - **Key Local Indicator 127a** – the recorded incidents of violent crime continue to significantly fall in comparison to the same period in 2007/08. The figures supplied by Durham Constabulary for the first quarter of 2008/09 show that the rate of violent crime has improved from a rate of 16.08 per 1,000 population in the first quarter of 2007/08 to 12.95 for this quarter. Initiatives contributing to this reduction in violent crime include partnership working to address alcohol related violence, which has included close scrutiny of licensed premises and the creation of specific action plans, together with the enforcement of licensing conditions.
  - **National Indicator 191** – This indicator monitors the proportion of household waste collected by the authority and is now measured per 1000 household instead of per 1000 population as was the case in previous years. In view of this change in methodology figures for 2007/08 have been recalculated to reflect this and will therefore differ from performance reports presented to members previously.

In addition all waste reused, recycled or composted by the authority is now removed from the final calculation for this revised indicator, offering a fairer measure of performance than in previous years when the increased waste the authority recycled and composted only served to increase the overall waste collected, thus skewing the figures. NI 191 has improved significantly in comparison to the same period in 2007/08 and the amount of residual waste collected has reduced from 172kg per household in the first quarter of 2007/08 to 149kg for this quarter.

- **National Indicator 192** – The percentage of waste recycled continues to improve in 2008/09 rising from a rate of 21.97% in the first quarter of 2007/08 to 31.54% this quarter. The rate of waste composted has also improved rising from 3.12% to 5.63% for the same period. Overall recycling and composting rates are 37.17% for the first quarter of 2008/09 and exceed both a local target of 30% and also the Durham Local Area Agreed target of 35%.

### **Deterioration in performance for amber rated indicators**

- 3.10. Indicators where performance has slipped by 10% or more either from an anticipated target for Quarter 1 or in comparison with performance for the same quarter in 2007/08 include:
- **Key Local Indicator 126** – the incidents of domestic burglary per household has increased significantly during the first quarter of 2008/09 rising from 5.62 in 2007/08 to 8.15. The current rate of performance remains in the 2<sup>nd</sup> best performing quartile nationally, however this indicator will be closely monitored during the second quarter of 2008/09 to ensure performance does not deteriorate further.
  - **Key Local Indicator 183b** – the average length of stay in hostel accommodation has increased from 0 weeks in the first quarter of 2007/08 to 8.6 weeks for the first quarter of 2008/09. This increase has arisen as a result of the change in the applicant criteria for the 'More than a Roof' scheme. This scheme is a hostel managed by Centrepont for 16-25 year olds and young women who are pregnant residing in this facility fall within the 'family' category used for calculating performance against this indicator. To ensure that the authority supports clients in this category it is often necessary for them to remain in this accommodation for a number of weeks. This factor was taken into consideration when setting the target for 2008/09 and the current rate of performance is within a predicted year end target of 9 days. The current rate of performance is also better than the All England average of 9.93 days.

### **Green rated Local key and National Performance Indicators**

- 3.11. The local key indicators and National Indicators that have been allocated a green risk rating for the first quarter of 2008/09 have all continued to perform in the higher performing quartiles nationally and therefore pose no concern at this stage in the year.

## **4. Action Planning and Risk Assessment Ratings**

- 4.1. All red risk indicators are required to complete an Action Plan as part of the current Performance Management Monitoring Framework. Appendix 2 includes the Action Plans for all five red risk indicators for 2008/09 for Member's information. All Action Plans were presented to the Learning and Economy and Leader/Deputy Leader Scrutiny Panel on the 23<sup>rd</sup> July 2008 as part of the 'Business as Usual' arrangements.
- 4.2. An advantage of the current Performance Monitoring Risk Rating System is that it enables risk ratings assigned at the beginning of the financial year to be amended throughout the year to reflect slippages or significant improvements in the overall performance. This re-assessment process is carried out at quarterly intervals throughout the

year and the amended risk ratings for Quarter 2 are shown in the following table:

BVPI	Title	Current Rating Q1 2008/09	Recommended Rating Q2 2008/09
213	Homeless Prevention	Red	Amber

## 5. Conclusion

- 5.1. It is disappointing to note that sickness and absence rates continue to pose a concern for the first quarter of 2008/09 and current performance now sits within the third performing quartile nationally based upon the 2006/07 Audit Commission quartile boundaries. Similarly the number of planning applications determined during Quarter 1 has been lower than at the same period in 2007/08. This situation is due in part to reduced staffing capacity as a result of uncertainty regarding the Local Government Review. The authority will therefore continue to closely monitor the current situation throughout 2008/09 to identify any service areas where performance or human resourcing issues are posing a concern.
- 5.2. All red risk indicators will continue to form part of the action planning process and regular updates will be reported to the Business as Usual Scrutiny Panel via the agreed reporting mechanisms throughout 2008/09.
- 5.3. There have been some positive improvements in performance for the amber and green rated indicators during the first quarter of 2008/09. The service areas where high levels of performance continue include Housing Benefit and the waste and recycling indicators, all of which have either demonstrated continuous improvement in the first quarter of 2008/09 or have continued to perform in the top performing quartiles nationally. In addition the levels of recorded violent crime continue to fall and this indicator now sits within the highest performing quartile for the first quarter of 2008/09.

## 6. Recommendation

- 6.1. Members are requested to note the content of this report and to consider commissioning further reports into the performance of any of the indicators, with a view to incorporating any indicators that pose concern into the Action Planning and Scrutiny process for 2008/09.

For further information contact Anne Smith, Performance Management Officer, Telephone 01207 218208 or E-Mail [anne.smith@derwentside.gov.uk](mailto:anne.smith@derwentside.gov.uk)

### Background Papers:

Derwentside D.C. Best Value Performance Plan 2008;  
 Learning & Economy and Executive Leader/Deputy Leader Scrutiny Panel – July 2008;  
 County Durham's 2008-2011 Local Area Agreement Indicators and Targets;  
 Audit Commission Best Value All England Quartile Data 2006/07.



## Local Key and National Performance Indicators – Red Risk Q1 2008/09

BVPI	Title of Indicator	Top All England Quartile 2007/08	Bottom All England Quartile 2007/08	Outturn Perform 2007/08	Predicted 2007/08 quartile position	Q1 Performance 2007/08	Q1 Target 2008/09	Q 1 Performance 2008/09	Actual V Target 2008/09	2007/08 V 2008/09	2007/08 Nearest Neighbour Outturn	Performance comparison with Nearest Neighbours
<b>Local Key Performance Indicators</b>												
12	Number of days/shifts lost to absence	8.09 days	10.73 days	10.30 days	3	2.11 days	2.37 days	2.60 days	x	↘	9.99 days	👎
213	Homelessness – Prevention	5	2	1	4	0.05	Year end = 2	2	✓	↗	3	👎
<b>National Indicator Set</b>												
NI 157	Major planning apps determined in 13 weeks	80.65%	65.22%	60.61%	4	82.00%	Year end = 63.00%	40%	x	↘	72.33%	👎
	Minor planning apps determined in 8 weeks	83.38%	71.40%	64.60%	4	68.00%	Year end = 71.00%	62%	x	↘	78.44%	👎
	Other planning apps determined in 8 weeks	92.46%	84.81%	83.64%	4	80.00%	Year end = 85.00%	85%	✓	↗	89.54%	👍

**Table B**

Local Key and National Performance Indicators Amber Risk Q1 2008/09												
BVPI	Title of Indicator	Top All England Quartile 2006/07	Bottom All England Quartile 2006/07	Outturn Perform 2007/08	Predicted 2007/08 quartile position	Q1 Performance 2007/08	Q 1 target 2008/09	Q 1 Performance 2008/09	Actual V Target 2008/09	2007/08 V 2008/09	2006/07 Nearest Neighbour Outturn	Performance comparison with Nearest Neighbours
<b>Local Key Performance Indicators</b>												
2a	Equality Standard (0-5)	Not available	Not available	Level 2	Not available	Level 1	Level 2	Level 2	✓		Level 2	
2b	Race equality checklist	84.00%	58.00%	74.00%	2	74.00%	Year end 79.00%	74.00%	Ongoing		56.00%	
8	% of invoices paid within 30 days	97.00%	91.00%	94.89%	3	93.29%	95.00%	94.23%	Ongoing		94.92%	
9	% of council tax collected	98.48%	96.49%	97.96%	2	29.69%	29.72%	29.50%	✗		97.42%	
10	% of non-domestic rates due that were received	99.30%	98.43%	98.76%	3	33.29%	33.05%	32.67%	✗		98.59%	
106	% of new homes built on previously develop land	96.92%	65.93%	75.00%	3	81.00%	Year end 65.00%	86.00%	✓		73.16%	
126	Domestic burglaries per 1,000 h/hlds	5.80	13.20	7.57	2	5.62	Target not set	8.15	N/A		11.15%	

### Local Key and National Performance Indicators Amber Risk Q1 2008/09

BVPI	Title of Indicator	Top All England Quartile 2006/07	Bottom All England Quartile 2006/07	Outturn Perform 2007/08	Predicted 2007/08 quartile position	Q1 Performance 2007/08	Q 1 target 2008/09	Q 1 Performance 2008/09	Actual V Target 2008/09	2007/08 V 2008/09	2006/07 Nearest Neighbour Outturn	Performance comparison with Nearest Neighbours	
127a	Violent crime per 1000 h/holds	13.10	22.90	14.74	2	16.08	Target not set	Estimated 12.95	N/A		17.35		
156	Buildings accessible to people with a disability	Quartile data for 2006/07 not published due to LAs using different versions of Document M.				Not monitored ¼ly	Year end 78.95%	78.95%	✓	Not available	N/A	N/A	
174	No. of racial incidents per 100,000 pop	All England quartile data for 2006/07 not available				This indicator is collected and monitored annually					Not available		
183b	Homelessness – average stay in hostel	0 weeks	14.11 weeks	9 weeks	3	0 weeks	Year end 9 weeks	8.6 weeks	✓		4.66 weeks		
225	Domestic violence checklist	All England quartile data not provided by the Audit Commission for this indicator				60.00%	This indicator is collected and reported annually					63.10%	
<b>National Indicator Set</b>													
NI 14	Avoidable contact					Collection and monitoring of NI 14 commences in October 2008			To be set	N/A	N/A	N/A	
NI 154	Net additional homes provided					Not collected	Durham LAA =1753	154	N/A	N/A	N/A	N/A	
NI 155	No. of affordable homes delivered					Not collected	Durham LAA =150	0	N/A	N/A	N/A	N/A	

### Local Key and National Performance Indicators Amber Risk Q1 2008/09

BVPI	Title of Indicator	Top All England Quartile 2006/07	Bottom All England Quartile 2006/07	Outturn Perform 2007/08	Predicted 2007/08 quartile position	Q1 Performance 2007/08	Q 1 target 2008/09	Q 1 Performance 2008/09	Actual V Target 2008/09	2007/08 V 2008/09	2006/07 Nearest Neighbour Outturn	Performance comparison with Nearest Neighbours
NI 156	No. of h/hlds living in temp accomm						DDC = 6 Durham LAA = 44	6	✓		Not available	Not available
NI 159	Supply of ready to develop housing sites					Not collected	N/A	183% as at 1/4/08	N/A	N/A	N/A	N/A
NI 170	Previously developed land – vacant derelict < 5 years					Not collected	N/A	0.80%	N/A	N/A	N/A	N/A
NI 179	Value for Money					Collected and monitored on an annual basis			N/A	N/A	N/A	N/A
NI 184	Food establishments – broadly compliant with food hygiene law					Collected and monitored on an annual basis			N/A	N/A	N/A	N/A
NI 185	CO <sub>2</sub> reduction from LA operations					This indicator is being monitored by the Sustainability Working Group and will report performance at the end of this calendar year in Q3			N/A	N/A	N/A	N/A
NI 187	Tackling fuel poverty					This indicator reports annually – The Durham LAA target is a 2% improvement year on year			N/A	N/A	N/A	N/A

**Local Key and National Performance Indicators Amber Risk Q1 2008/09**

BVPI	Title of Indicator	Top All England Quartile 2006/07	Bottom All England Quartile 2006/07	Outturn Perform 2007/08	Predicted 2007/08 quartile position	Q1 Performance 2007/08	Q 1 target 2008/09	Q 1 Performance 2008/09	Actual V Target 2008/09	2007/08 V 2008/09	2006/07 Nearest Neighbour Outturn	Performance comparison with Nearest Neighbours
NI 188	Adapting to climate change					This indicator reports annually – the Durham LAA target is 1			N/A	N/A	N/A	N/A
NI 191	Residual h/hld waste per head	The methodology for calculating this indicator has been amended		646kg	2	172kg	DDC – to be set Durham LAA = 741 kg	149kg	N/A		N/A	N/A
NI 192	Percentage of waste recycled	22.88%	15.59%	23.42%	1	21.97%	DDC 30% Durham LAA = 35%	31.54%	✓		20.37%	
	Percentage of waste composting	15.53%	5.49%	1.50%	4	3.12%		5.03%	✓		10.19%	
NI 193	Municipal waste land filled	55.63%	71.69%	75.08%	4	74.92%	DDC = Year end 70%	63.43%	✓		Not available as not formerly a district PI	N/A
NI 194	Level of air quality – reduction in emissions through LA operations					This indicator is being monitored by the Sustainability Working Group and will report performance at the end of this calendar year in Q3			N/A	N/A	N/A	N/A

### Local Key and National Performance Indicators Amber Risk Q1 2008/09





BVPI	Title of Indicator	Top All England Quartile 2006/07	Bottom All England Quartile 2006/07	Outturn Perform 2007/08	Predicted 2007/08 quartile position	Q1 Performance 2007/08	Q 1 target 2008/09	Q 1 Performance 2008/09	Actual V Target 2008/09	2007/08 V 2008/09	2006/07 Nearest Neighbour Outturn	Performance comparison with Nearest Neighbours
NI 195	Street & environmental cleanliness - litter	7.0%	17.0%	12.0%	2	These indicators are monitored every 4 months and performance will be reported in the Quarter 2 Performance Monitoring Report	DDC = 10% Durham LAA = 20.9%	First 4 months	N/A	N/A	9.8%	
	Street & environmental cleanliness - detritus				New indicator			N/A	N/A			
	Street & environmental cleanliness - graffiti	1%	5%	0%	1		DDC = 0% Durham LAA = 3.1%	First 4 months	N/A	N/A	1.89%	
	Street & environmental cleanliness – fly-posting	0%	1%	0%	1		DDC = 0% Durham LAA = 0.5%	First 4 months	N/A	N/A	0.37%	
NI 196	Street & environmental cleanliness – fly tipping	1	3	1	Not available	This indicator reports annually DDC Target = 1 LAA Target = 3		N/A	N/A	2.36%		
NI 197	Local Sites where active conservation management is being achieved					This indicator reports annually.		N/A	N/A	N/A	N/A	

Table C

**Local Key and National Performance Indicators –Green Risk Q1 2007/08**

BVPI	Title of Indicator	Top All England Quartile 2006/07	Bottom All England Quartile 2005/06	Outturn Perform 2006/07	Predicted 2006/07 quartile position	Q1 Performance 2007/08	Q 1 Target 2008/09	Q 1 Performance 2008/09	Actual V Target 2008/09	2007/08 V 2008/09	2006/07 Nearest Neighbour Outturn	Comment
<b>Local Key Performance Indicators</b>												
64	No. of private sector dwellings returned into occupation	District Quartiles		43	2	This indicator is collected and reported annually					22	👍
		55	4									
127b	Robberies per 1000 pop	0.30	1.30	0.25	1	0.23	Not set	Estimated 0.23	N/A	📉	0.56	👍
128	Vehicle crimes per 1000 population	7.00	13.90	7.09	2	6.54	Not set	Estimated 5.50	N/A	📉	11.4	👍
175	% Racial incidents resulting in further action	100	100	N/A	N/A	This indicator is collected and reported annually					91.88%	N/A
218a	Abandoned vehicles investigated	98.55%	82.00%	100.00%	1	100.00%	100.00%	100.00%	✓	📉	95.43%	👍
218b	Abandoned vehicles – removal	97.87%	75.50%	100.00%	1	100.00%	100.00%	100.00%	✓	📉	87.62%	👍
<b>National Indicator Set</b>												
NI 180	Changes in Housing Benefit/Council Tax Benefit	Definition of indicator amended			Est. 2	N/A	Unable to calculate due to delay in discs from DWP			N/A	N/A	N/A
NI 181	Time taken to process HB/CTB new claims and change events	Definition of indicator amended			Est. 2	N/A	15.00%	15.8%	✓	N/A	N/A	N/A

**PERFORMANCE MONITORING  
RED RISK INDICATORS 2008/09  
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**APPENDIX 2**

<b>Directorate:</b> Chief Executive			<b>Chief Executive:</b> Mike Clark			<b>Head of Service:</b> Ian Jones			
BVPI	Title	Performance				Corporate Aim			
		2004/05	2005/06	2006/07	2007/08	Together with our partners achieve organisational excellence			
<b>BV 12</b>	<b>Number of days/shifts lost to absence</b>	11.02 days	12.01 days	11.36 10.44	10.30 days				
<b>Responsible Officer</b>	Ian Jones	<b>2007/08 Quarterly Performance</b>			<b>Qtr 1</b>	<b>Qtr 2</b>	<b>Qtr 3</b>	<b>Qtr 4</b>	
<b>Named Officer responsible for performance data collection</b>	Lesley Allison	Direction of travel			↘				
		<b>2008/09 Quarterly Performance</b>			<b>Qtr 1</b>	<b>Qtr 2</b>	<b>Qtr 3</b>	<b>Qtr 4</b>	
		Target			2.37	4.75	7.13	9.5	
		Target achieved			<b>x</b>				
<b>Monitoring Frequency</b>	Quarterly	<b>Reporting Frequency</b>			Quarterly				
<b>Action Plan</b>									
Action/Milestone	Responsible Officer	Deadline	Actual Date completed	Resources Required	Outcome/Impact				
Review Occupational Health provision	I. Jones	Revised - Sept 08	Ongoing	Within existing resources	<p><b>Update:</b> More efficient and effective service resulting in improved management of sickness also linked to implications of joint provision through LGR process.</p> <p>Reviewing Service Level Agreement with local provider suitability of the service.</p> <p>Introduction of early intervention strategies i.e. early stress/depression referrals.</p> <p>Introduction of vibration white finger to manage future risk.</p>				



<b>Action Plan BVPI 12 Quarter 1 2008/09 (continued)</b>					
<b>Action/Milestone</b>	<b>Responsible Officer</b>	<b>Deadline</b>	<b>Actual Date completed</b>	<b>Resources Required</b>	<b>Outcome/Impact</b>
To work with the Audit Commission who are currently looking at sickness levels across the North East with a view to developing a Best Practice Guide	I. Jones	Ongoing	Ongoing	Within existing funding	To have a more effective service to address sickness and absence rates.  <b>Update:</b> Audit Commission visit during February 2008 – awaiting report and recommendations
Pilot improvement plans in General Services	I Herdman	Revised July 2008	Delayed		Development of revised management processes  <b>Update:</b> On hold due to resource issues and impending LGR.
Increase stress awareness and training	I Jones	Revised December 2008	Ongoing	£4,000 from corporate budget	Inclusion in annual development plan  <b>Update:</b> Workbooks and CD produced;  Stress awareness and management incorporated in management competency framework.
Develop health education programme	I Jones	Revised October 2008	Ongoing	Staff time and marketing materials	Health education in place, reduction in absence due to better understanding and earlier intervention
Increasing Management & Staff Awareness of support	I Jones	December 2008	Ongoing	Material Production & Regional Funding	Ensuring staff are aware of support mechanisms available during the transition process.  Run a series of events to assist managers and employees during the period of transition.
Risk Assessment	I Jones	December 2008	Ongoing	£4,000 from corporate budget	Develop localised intervention where specific risk areas are identified.

<b>Directorate:</b> Environmental Services				<b>Director:</b> Peter Reynolds			
<b>BVPI</b>	<b>Title</b>	<b>Performance</b>			<b>Corporate Aim</b>		
		<b>2005/06</b>	<b>2006/07</b>	<b>2007/08</b>	Together with our partners deliver an attractive, sustainable environment		
<b>BV 109a - now NI 157</b>	<b>Major planning applications determined in 13 weeks</b>	82.76%	74.28%	60.61%			
<b>Responsible Officer</b>	Fiona Clarke	<b>2007/08 Quarterly Performance</b>		<b>April Not collected</b>	<b>May 50.00%</b>	<b>Qtr 1 69.00%</b>	<b>Year End 60.61%</b>
		<b>Direction of travel</b>		N/A	↗	↘	↖
		<b>2008/09 Quarterly Performance</b>		<b>April 0%</b>	<b>May 50%</b>	<b>Qtr 1 40%</b>	<b>Year End Ongoing</b>
		<b>Target 2008/09</b>		<b>April 63%</b>	<b>May 63%</b>	<b>Qtr 1 63%</b>	<b>Qtr 4 63%</b>
		<b>Target achieved</b>		<b>x</b>	<b>x</b>	<b>x</b>	<b>Ongoing</b>
<b>Monitoring Frequency</b>	Monthly	<b>Reporting Frequency</b>		Quarterly			
<b>Action Plan</b>							
<b>Action/Milestone</b>	<b>Responsible Officer</b>	<b>Deadline</b>	<b>Actual Date complete</b>	<b>Resources Required</b>	<b>Outcome/Impact/Update</b>		
Increase available staffing resources	Fiona Clarke	To advertise vacancies - May 2008	May 2008	Within existing resources	Vacancies advertised within Durham County Family Group as part of LGR guidelines		
Consider alternative recruitment methods to ensure greater staffing capacity:  Agency Staff	Fiona Clarke	June 2008	Ongoing	Within existing resources	The use of Agency staff will continue to be considered and other options for bolstering capacity will be investigated as a priority		

<b>Directorate:</b> Environmental Services				<b>Director:</b> Peter Reynolds			
<b>BVPI</b>	<b>Title</b>	<b>Performance</b>			<b>Corporate Aim</b>		
		<b>2005/06</b>	<b>2006/07</b>	<b>2007/08</b>	Together with our partners deliver an attractive, sustainable environment		
<b>BV 109a - now NI 157</b>	<b>Major planning applications determined in 13 weeks</b>	82.76%	74.28%	60.61%			
<b>Responsible Officer</b>	Fiona Clarke	<b>2007/08 Quarterly Performance</b>		<b>April Not collected</b>	<b>May 50.00%</b>	<b>Qtr 1 69.00%</b>	<b>Year End 60.61%</b>
		<b>Direction of travel</b>		N/A	↗	↘	↖
		<b>2008/09 Quarterly Performance</b>		<b>April 0%</b>	<b>May 50%</b>	<b>Qtr 1 40%</b>	<b>Year End Ongoing</b>
		<b>Target 2008/09</b>		<b>April 63%</b>	<b>May 63%</b>	<b>Qtr 1 63%</b>	<b>Qtr 4 63%</b>
		<b>Target achieved</b>		<b>x</b>	<b>x</b>	<b>x</b>	<b>Ongoing</b>
<b>Monitoring Frequency</b>	Monthly	<b>Reporting Frequency</b>		Quarterly			
<b>Action Plan</b>							
Consider alternative recruitment methods to ensure greater staffing capacity:  Planning Consultants	Fiona Clarke	Ongoing	Ongoing	Within Planning Delivery Grant	The use of Planning Consultants will be explored if vacant positions are not filled via current recruitment methods		

<b>Directorate:</b> Environmental Services			<b>Director:</b> Peter Reynolds				
<b>BVPI</b>	<b>Title</b>	<b>Performance</b>			<b>Corporate Aim</b>		
		<b>2005/06</b>	<b>2006/07</b>	<b>2007/08</b>	Together with our partners deliver an attractive, sustainable environment		
<b>BV 109b - now NI 157</b>	<b>Minor planning applications determined in 8 weeks</b>	75.69%	71.69%	74.28%			
<b>Responsible Officer</b>	Fiona Clarke	<b>2007/08 Quarterly Performance</b>		<b>April</b>	<b>May</b> 70%	<b>Qtr 1</b> 68%	<b>Year End</b> 64.60%
		<b>Direction of travel</b>		Not collected	↶	↷	↷
		<b>2008/09 Quarterly Performance</b>		<b>April</b> 65%	<b>May</b> 73%	<b>Qtr 1</b> 62%	<b>Year End</b> Ongoing
		<b>Target 2008/09</b>		<b>April</b> 71%	<b>May</b> 71%	<b>Qtr 1</b> 71%	<b>Qtr 4</b> 71%
		<b>Target achieved</b>		<b>x</b>	<b>✓</b>	<b>x</b>	<b>Ongoing</b>
<b>Monitoring Frequency</b>	Monthly	<b>Reporting Frequency</b>		Quarterly			
<b>Action Plan</b>							
<b>Action/Milestone</b>	<b>Responsible Officer</b>	<b>Deadline</b>	<b>Actual Date completed</b>	<b>Resources Required</b>	<b>Outcome/Impact/Update</b>		
Increase staffing resources	Fiona Clarke	Advertise vacancies - May 2008	May 2008	Within existing resources	Vacancies advertised within Durham County Family Group as part of LGR guidelines		
Consider alternative recruitment methods to ensure greater staffing capacity: Agency Staff	Fiona Clarke	June 2008	Ongoing	Within existing resources	The use of Agency staff will continue to be considered and other options for bolstering capacity will be investigated as a priority		

<b>Directorate:</b> Environmental Services				<b>Director:</b> Peter Reynolds				
<b>BVPI</b>	<b>Title</b>	<b>Performance</b>			<b>Corporate Aim</b>			
		<b>2005/06</b>	<b>2006/07</b>	<b>2007/08</b>	Together with our partners deliver an attractive, sustainable environment			
<b>BV 109b - now NI 157</b>	<b>Minor planning applications determined in 8 weeks</b>	75.69%	71.69%	74.28%				
<b>Responsible Officer</b>	Fiona Clarke	<b>2007/08 Quarterly Performance</b>		<b>April</b>	<b>May</b>	<b>Qtr 1</b>	<b>Year End</b>	
				70%	68%	64.60%		
		<b>Direction of travel</b>		Not collected		↶	↷	↷
		<b>2008/09 Quarterly Performance</b>		<b>April</b>	<b>May</b>	<b>Qtr 1</b>	<b>Year End</b>	
				65%	73%	62%	Ongoing	
<b>Target 2008/09</b>		<b>April</b>	<b>May</b>	<b>Qtr 1</b>	<b>Qtr 4</b>			
		71%	71%	71%	71%			
<b>Target achieved</b>		<b>x</b>		<b>✓</b>	<b>x</b>	<b>Ongoing</b>		
<b>Monitoring Frequency</b>	Monthly	<b>Reporting Frequency</b>		Quarterly				
<b>Action Plan</b>								
Extension of student placement	Fiona Clarke	June 2008	Ongoing	Within existing resources	Current Student Placement has been extended on a full time basis until October 2008 and on a part time basis until March 2009.			

<b>Directorate:</b> Environmental Services			<b>Director:</b> Peter Reynolds				
<b>BVPI</b>	<b>Title</b>	<b>Performance</b>			<b>Corporate Aim</b>		
		<b>2005/06</b>	<b>2006/07</b>	<b>2007/08</b>	Together with our partners deliver an attractive, sustainable environment		
<b>BV 109c - now NI 157</b>	<b>Other planning applications determined in 8 weeks</b>	88.52%	82.29%	83.64%			
<b>Responsible Officer</b>	Fiona Clarke	<b>2007/08 Quarterly Performance</b>		<b>April</b>	<b>May</b> 81%	<b>Qtr 1</b> 80%	<b>Year End</b> 83.64%
		<b>Direction of travel</b>		N/A	↕	↕	↘
		<b>2008/09 Quarterly Performance</b>		<b>April</b> 90%	<b>May</b> 90%	<b>Qtr 1</b> 85%	<b>Year End</b> Ongoing
		<b>Target 2008/09</b>		<b>April</b> 85%	<b>May</b> 85%	<b>Qtr 1</b> 85%	<b>Qtr 4</b> 85%
		<b>Target achieved</b>		✓	✓	✓	<b>Ongoing</b>
<b>Monitoring Frequency</b>	Monthly	<b>Reporting Frequency</b>		Quarterly			
<b>Action Plan</b>							
<b>Action/Milestone</b>	<b>Responsible Officer</b>	<b>Deadline</b>	<b>Actual Date completed</b>	<b>Resources Required</b>	<b>Outcome/Impact/Update</b>		
Increase staffing resources to achieve a greater complement of staff	Fiona Clarke	To advertise vacancies - May 2008	May 2008	Within existing resources	Vacancies advertised within Durham County Family Group as part of LGR guidelines		
Extension of student placement	Fiona Clarke	June 2008	Ongoing	Within existing resources	Current Student Placement has been extended on a full time basis until October 2008 and on a part time basis until March 2009.		
Use of additional student resources	Fiona Clarke	June 2008	June 2008		Student placement offered on a temporary basis during Summer recess to assist with 'other' planning apps.		

**PERFORMANCE MONITORING  
RED RISK INDICATORS 2008/09  
Quarter 1 Monitoring Return**

<b>Directorate:</b> Strategic and Supported Housing/Chief Exec			<b>Chief Executive:</b> Mike Clark		<b>Head of Service:</b> Kath Heathcote			
<b>BVPI</b>	<b>Title</b>	<b>Performance</b>			<b>Corporate Aim</b>			
		<b>2005/06</b>	<b>2006/07</b>	<b>2007/08</b>	Together with our partners improve the health of the population and reduce inequalities			
<b>BV 213</b>	<b>Housing Advice Service: preventing homelessness</b>	0.25	0.30	1.30				
<b>Responsible Officer</b>	Philip Pollard	<b>2007/08 Quarterly Performance</b>		<b>Qtr 1</b> 0.050	<b>Qtr 2</b> 0.175	<b>Qtr 3</b> 0.30	<b>Qtr 4</b> 1.30	
		<b>Direction of travel</b>		↕				
		<b>2008/09 Quarterly Performance</b>		<b>Qtr 1</b> 1.58	<b>Qtr 2</b>	<b>Qtr 3</b>	<b>Qtr 4</b>	
		<b>Target</b>		<b>Qtr 1</b> Year end 2	<b>Qtr 2</b> Year end 2	<b>Qtr 3</b> Year end 2	<b>Qtr 4</b> Year end 2	
		<b>Target achieved</b>		✓				
<b>Monitoring Frequency</b>	Quarterly	<b>Reporting Frequency</b>		Quarterly				
<b>Action Plan</b>								
<b>Action/Milestone</b>	<b>Responsible Officer</b>	<b>Deadline</b>	<b>Actual Date completed</b>	<b>Resources Required</b>	<b>Outcome/Impact/Update</b>			
Launch sanctuary type scheme 'Derwentside Remain Safe Scheme'.	Gemma Wilkinson	May 2007	May 2007	Within existing resources	Aim of scheme is to prevent homelessness amongst victims of violence and harassment, in particular domestic violence.			
To develop a reporting mechanism to monitor homeless prevention on a quarterly basis	Philip Pollard	June 2007	June 2007	Within existing resources	Regular updates against performance to Scrutiny Panel and Executive.			
Increase staffing resources with the Housing Advice and Homelessness Team.	Philip Pollard	August 2007	August 2007	Within existing resources	All vacancies are now filled. The Housing Options Team consists of 2 Senior Homelessness Officers, 2.5 Housing Options (Advice) Officers and 1 Home Visiting Officer			

**PERFORMANCE MONITORING  
RED RISK INDICATORS 2008/09  
Quarter 1 Monitoring Return**

<b>Directorate:</b> Strategic and Supported Housing/Chief Exec			<b>Chief Executive:</b> Mike Clark		<b>Head of Service:</b> Kath Heathcote			
<b>BVPI</b>	<b>Title</b>	<b>Performance</b>			<b>Corporate Aim</b>			
		<b>2005/06</b>	<b>2006/07</b>	<b>2007/08</b>	Together with our partners improve the health of the population and reduce inequalities			
<b>BV 213</b>	<b>Housing Advice Service: preventing homelessness</b>	0.25	0.30	1.30				
<b>Responsible Officer</b>	Philip Pollard	<b>2007/08 Quarterly Performance</b>		<b>Qtr 1</b> 0.050	<b>Qtr 2</b> 0.175	<b>Qtr 3</b> 0.30	<b>Qtr 4</b> 1.30	
		<b>Direction of travel</b>		↕				
		<b>2008/09 Quarterly Performance</b>		<b>Qtr 1</b> 1.58	<b>Qtr 2</b>	<b>Qtr 3</b>	<b>Qtr 4</b>	
		<b>Target</b>		<b>Qtr 1</b> Year end 2	<b>Qtr 2</b> Year end 2	<b>Qtr 3</b> Year end 2	<b>Qtr 4</b> Year end 2	
		<b>Target achieved</b>		✓				
<b>Monitoring Frequency</b>	Quarterly	<b>Reporting Frequency</b>		Quarterly				
<b>Action Plan</b>								
<b>Action/Milestone</b>	<b>Responsible Officer</b>	<b>Deadline</b>	<b>Actual Date completed</b>	<b>Resources Required</b>	<b>Outcome/Impact</b>			
Housing Options Implementation Plan to be updated.	Philip Pollard	August 2007	August 2007	Within existing resources	Plan to implement formal approach to homelessness prevention revised with up to date timescales. Launch of Housing Options identified for October 2007. A formal launch event will be held in early 2008.			
Introduction of housing options interview and use of initial assessment form.	Philip Pollard	October 2007		Within existing resources	Adoption of a formal approach to homelessness prevention. Housing Options (Advice) Interviews were introduced as of the week commencing 12 <sup>th</sup> November 2007 following the completion of training for new staff.			
<b>Update</b> – Introduction of Homelessness Prevention Fund	Philip Pollard	Ongoing	Ongoing	Within existing Homelessness Prevention Grant	Provision of funding opportunities to officers to adopt an 'Invest to Save' approach. Egs of spend include Bond Deposits, Rent in Advance.			



**PERFORMANCE MONITORING  
RED RISK INDICATORS 2008/09  
Quarter 1 Monitoring Return**

<b>Directorate:</b> Strategic and Supported Housing/Chief Exec			<b>Chief Executive:</b> Mike Clark		<b>Head of Service:</b> Kath Heathcote			
<b>BVPI</b>	<b>Title</b>	<b>Performance</b>			<b>Corporate Aim</b>			
		<b>2005/06</b>	<b>2006/07</b>	<b>2007/08</b>	Together with our partners improve the health of the population and reduce inequalities			
<b>BV 213</b>	<b>Housing Advice Service: preventing homelessness</b>	0.25	0.30	1.30				
<b>Responsible Officer</b>	Philip Pollard	<b>2007/08 Quarterly Performance</b>		<b>Qtr 1</b> 0.050	<b>Qtr 2</b> 0.175	<b>Qtr 3</b> 0.30	<b>Qtr 4</b> 1.30	
		<b>Direction of travel</b>		↕				
		<b>2008/09 Quarterly Performance</b>		<b>Qtr 1</b> 1.58	<b>Qtr 2</b>	<b>Qtr 3</b>	<b>Qtr 4</b>	
		<b>Target</b>		<b>Qtr 1</b> Year end 2	<b>Qtr 2</b> Year end 2	<b>Qtr 3</b> Year end 2	<b>Qtr 4</b> Year end 2	
		<b>Target achieved</b>		✓				
<b>Monitoring Frequency</b>	Quarterly	<b>Reporting Frequency</b>		Quarterly				
<b>Action Plan</b>								
<b>Action/Milestone</b>	<b>Responsible Officer</b>	<b>Deadline</b>	<b>Actual Date completed</b>	<b>Resources Required</b>	<b>Outcome/Impact</b>			
<b>Update</b> - Reconfiguration of the Housing Options Appointment Service including the introduction of 'Drop In' sessions	Philip Pollard	Ongoing	Ongoing	Within existing resources	Increased appointments and generic advice sessions – provision of 52 appointments across a 2 week period and also two 3 hour drop in sessions.			
<b>Update</b> – Development of Bond and Rent Deposit Guarantee Scheme in partnership with the Derwentside Private Landlord's Association	Philip Pollard	Ongoing	Ongoing	Within existing resources	Increased access to suitable accommodation.			



<b>TITLE:</b>	<b>Revenue &amp; Capital Outturn 2007/08</b>
<b>TO/ON:</b>	<b>Executive 8<sup>th</sup> September 2008</b>
<b>BY:</b>	<b>Head of Financial Services</b>
<b>STATUS:</b>	<b>Report</b>
<b>PORTFOLIO:</b>	<b>Economy &amp; Learning</b>

### **STRATEGIC FACTOR CHECKLIST**

The Council's Corporate Management Team has confirmed that the Strategic Factor Checklist has been applied to the development of this report, and there are no key issues, over and above those set out in the body of the report, that need to be brought to Members' attention.

## **1 SUBJECT MATTER AND PURPOSE**

- 1.1 This report advises members on the Authority's Revenue and Capital Outturns for the financial year ended 31 March 2008 - it summarises the positions of both the General Fund and Housing Revenue Account (HRA) as well as the Capital Programme and the financing thereof.
- 1.2 It also provides details of available General Fund and HRA Reserves after accounting for all known commitments.

## **2 BACKGROUND**

- 2.1 The accounts for the financial year ended 31 March 2008 are now complete and the Draft Statement was approved at the Special Council meeting on 30<sup>th</sup> June. The Audit Commission are currently undertaking the year end audit and a separate report on the outcome will be presented to Special Council on the 30<sup>th</sup> September.
- 2.2 It is intended that the contents of this report will inform the budget process of the new Unitary authority alongside budgetary control and probable outturn information from the current financial year.
- 2.3 Probable Outturn position - General Fund  
Contributions from General Reserves of £213,414 together with £750,000 from the Budget Management Reserve (BMR) were included in the 2007/2008 General Fund revenue budget estimate. A Probable Outturn report was presented to the Strategic Planning Panel on 11<sup>th</sup> December 2007, which summarised the projected expenditure from the mid-point of the financial year to the year-end. This report showed an estimated contribution from general balances of £140,547 on top of the £750,000 from the BMR, representing an overall saving against budget of £72,867.

2.4 The Housing Revenue Account was shown in the same report with a projected balance of £4.45million.

### **3 RELEVANT MATERIAL CONSIDERATIONS**

#### **3.1 General Fund**

After accounting for brought forward and carried forward commitments and additional amounts agreed during the year, the General Fund Actual Outturn showed an underspend against probable of £218,350. This position is summarised on Appendix 1 and the major variances are listed on Appendix 2 along with explanations provided by spending managers. The majority of these represent the year end position of items reported to members via budgetary control and probable outturn reports during 2007/08. Significant variances exist where the new requirement to show Impairment charges hits the General Fund. This relates to either the depletion of an asset or the consumption of economic benefits and the effect is equalised out via the Capital Accounting Adjustment in a similar way to the normal capital charges. Impairment losses amounted to approximately £3million during the financial year. Other significant variances include:

- The loss of housing in terms of departmental recharges, in the post LSVT era, meant that service heads had to manage in the change. Various cost reductions, income generation and a vastly improved investment income position have more than offset this change to the recharges.
- Unallocated office accommodation charged to the centre increased by approximately £113,000 during the year mainly due to the costs of the vacant joiners shop.
- The outsourcing of the Careline control room operation resulted in a saving of approximately £266,000.
- Additional LABGI grant of £172,000 was achieved.
- The Street Cleansing income budget of £122,000 needs to be deleted as it is already factored into the cleansing trading account.
- Planning Fees continued to fall in the second half of the year which led to a shortfall against probable of over £100,000.

3.2 The position with regard to available General Fund balances is attached at Appendix 3 and shows an available balance of approximately £396,000 after accounting for all known commitments. Together with the £1.3million Minimum Working Balance, this represents the approximate figure of £1.7million that has been quoted to the County Council in the run up to reorganisation.

3.3 Appendix 3 also shows the position on the Budget Management Reserve i.e. a likely available balance of £494,000 if the estimated Right to Buy sales of £750,000 are achieved during the current financial year.

- 3.4 It also shows the amount building up in the Job Evaluation/Single Status Reserve, which totals £1.1million when the 2008-09 budget is added in.
- 3.5 Housing Revenue Account – the table below shows the final position, subject to audit, as detailed in the Statement of Accounts presented to Special Council on 30<sup>th</sup> June. The final balance is lower than that projected at probable by approximately £300,000 mainly due to the payment of retentions relating back to old repairs and maintenance schemes. The Council has received a letter of consent from the Secretary of State for Communities and Local Government to close the HRA with effect from 31<sup>st</sup> March 2008 subject to final audit checks and at that point the balance will be subsumed back into the normal General Reserves of the authority.

<b>Statement Of Movement On The HRA Balance</b>	<b>2007/2008 £</b>
(Increase) or decrease in the Housing Revenue Account Balance	<b>1,650,601</b>
Housing Revenue Account surplus brought forward	-5,805,595
Housing Revenue Account surplus carried forward	<b>-4,154,994</b>

### 3.6 Capital Programme

- a) Total expenditure on all capital schemes amounted to £5.66 million and this is analysed on Appendix 4. An amount of approximately £2.287million needs to be carried forward as slippage to be financed in the next financial year – the most significant element of this being £1.767million relating to Tanfield Lea Industrial Estate.
- b) The resources utilised to finance this expenditure are analysed in the table below:

<b><u>Capital Financing</u></b> <b><u>2007-08</u></b>	<b>Used</b> <b>£</b>
Borrowing	236,338
Capital Receipts	2,298,135
Grants	2,432,316
Other Contributions	435,014
Commuted Sums	258,272
<b>Total</b>	<b><u>5,660,075</u></b>

#### 4 **RECOMMENDATIONS AND REASONS**

- 4.1 That Members note the Revenue Outturn position for the council for the year ended 31<sup>st</sup> March 2008.
- 4.2 That Members note the position with regard to reserves and balances as shown on Appendix 3
- 4.3 That Members approve the capital financing of the capital programme in 2007-08 as shown in paragraph 3.6.

#### 5 **BACKGROUND PAPERS**

- 5.1 Strategic Planning Panel 11<sup>th</sup> December 2007 – Probable Outturn 2007/08.
- 5.2 Special Council 30<sup>th</sup> June 2008- Statement of Accounts 2007-08

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<b>General Fund Actual Outturn 2007/08</b>							
	<b>Probable 2007/2008</b>	<b>Actual 2007/2008</b>	<b>Balances Brought Forward</b>	<b>Additional Agreements</b>	<b>Balances Carried Forward</b>	<b>Adjusted Actual</b>	<b>Adjusted Variance from Probable</b>
	£	£	£	£	£	£	£
Chief Executive Officer	4,770,715	4,811,691	0	(58,000)	411,500	5,165,191	394,476
Leisure Services	4,677,158	5,228,541	(18,000)	(214,000)	0	4,996,541	319,383
Development and Asset Management	747,520	3,591,516	(63,046)	0	87,000	3,615,470	2,867,950
Corporate Policy and Administration	2,636,790	2,635,376	(86,405)	(23,000)	42,606	2,568,577	(68,213)
Finance	1,121,690	1,338,727	(40,000)	0	0	1,298,727	177,037
Information Services	(374,000)	(369,145)	0	0	0	(369,145)	4,855
Environmental Services	4,964,410	5,208,654	(66,000)	0	86,640	5,229,294	264,884
<b>Cost of Services</b>	<b>18,544,283</b>	<b>22,445,360</b>	<b>(273,451)</b>	<b>(295,000)</b>	<b>627,746</b>	<b>22,504,655</b>	<b>3,960,372</b>
Capital Accounting Adjustment	(2,050,000)	(6,228,721)	0	0	0	(6,228,721)	(4,178,721)
<b>TOTALS</b>	<b>16,494,283</b>	<b>16,216,639</b>	<b>(273,451)</b>	<b>(295,000)</b>	<b>627,746</b>	<b>16,275,934</b>	<b>(218,349)</b>

<b>2007/2008 General Fund</b>			
<b>Summary of Major Variances from Probable Outturn</b>			
<b>Directorate</b>	<b>Function</b>	<b>Reason for Variance</b>	<b>Amount £'000</b>
<b>Executive Director</b>			
	External Audit Fees	Additional work by Audit Commission plus fee increases	54
	Telephony savings targets	Savings now built into directorates	38
	Recharges	Changes post LSVT offset by cost reductions/increased income	116
	Unallocated Office Accommodation	Increase in unused space eg old joiners shop	113
	Careline	Outsourcing contract	-266
	Improvement Grants	Deferred charge - balanced in capital accounting adjustment	436
	Housing Benefits	Combination of grants and costs	-143
	Other miscellaneous	Various over and under spends	46
	<b>Sub-total</b>		<b>394</b>
<b>Leisure Division</b>			
	Sport & Leisure Management	Building Insurance & consultancy offset with balances set aside	-11
	Various	Capital Charges	-21
		Impairment charge	320
		Repairs & Maintenance	49
	Other miscellaneous	Various over and under spends	-17
	<b>Sub-total</b>		<b>320</b>
<b>Development &amp; Asset Management</b>			
	Sundry Lands & Premises	Impairment charge	2,770
	Industrial Estates	Impairment charge	66
	Industrial Development	Additional LABGI grant received	-172
	Stanley Bus Station	Capital Charges	73
	Consett Bus Station	Capital Charges	13
	Procurement savings target	Savings achieved across directorates eg careline etc	133
	Other miscellaneous	Various over and under spends	-15
	<b>Sub-total</b>		<b>2,868</b>
<b>Corporate Policy and Administration</b>			
	Licensing	Salaries and additional income	-30
	Policy & Admin	Salary savings	-12
	Concessionary Fares	Further savings in second half year	-18
	Other miscellaneous	Various over and under spends	-8
	<b>Sub-total</b>		<b>-68</b>
<b>Finance Directorate</b>			
	Miscellaneous Finance	Lower car loan interest plus minor variances	15
	Costs of Collection	Matched with savings on Housing Benefits cost centre	143
	Other miscellaneous	Various over and under spends	19
	<b>Sub-total</b>		<b>177</b>
<b>Information Services</b>			
	<b>Sub-total</b>		<b>5</b>
<b>Environmental Services</b>			
	Street Cleansing	Income budget to be amended in future	122
	Car Parks	Reduced Capital Charge	-96
	Cemeteries	Mainly deferred charges and reallocated salaries	73
	Planning	Mainly lower level of fees	105
	Search Fees	Additional staff cover	15
	Building Control	Mainly lower income offset by salary savings	13
	Other miscellaneous	Various over and under spends	33
	<b>Sub-total</b>		<b>265</b>
	<b>Capital Accounting Adjustment - offsets Impairment/Capital Charges/additional investment income</b>		<b>-4,179</b>
	<b>OVERALL TOTAL UNDERSPEND AGAINST PROBABLE</b>		<b>-218</b>



<b>General Fund Reserves - Post 2007-08 Outturn Position</b>		£
Balance as at 31st March 2008		2,040,038
Less: Minimum Working Balances		(1,300,000)
<b>Sub total</b>		<b>740,038</b>
Less:		
Budgeted 2008/09	0	
Commitments from 2007/2008	(227,750)	
Commitments in 2008/09	(175,000)	(402,750)
<b>Sub total</b>		<b>337,288</b>
Add:		
Additional credits 2008-09	13,290	
Earmarked Reserves to return to General Reserves	45,981	
		59,271
<b>Projected Available Balance as at 31/3/09</b>		<b>396,559</b>

<b>Budget Management Reserve</b>	£
Balance as at 31-03-08	1,082,340
Estimated receipts 2008-09	750,000
<b>Sub Total</b>	<b>1,832,340</b>
Amount in 2008-09 base budget	-750,000
Amount set aside for Recruitment/Retention/Severance	-350,000
Leisure Trust year 2	-100,000
Funding of 2008-09 growth bids	-138,000
<b>Available amount 2008-09</b>	<b>494,340</b>

<b>Job Evaluation/Single Status Reserve</b>	£
Balance as at 31-03-08	650,000
Amount in 2008-09 base budget	450,000
<b>Sub Total</b>	<b>1,100,000</b>
<i>Expenditure dependent on implementation date</i>	

**CAPITAL EXPENDITURE****Housing****£'000**

Estates Regeneration	119
Disabled Facilities Grants etc	616
Craghead	244

**979****Leisure Schemes**

Oakey Park	40
Leisure Buildings Improvements	52
Play Strategy	218
Other Miscellaneous Schemes	286

**596****Other Schemes**

Tanfield Lea Business Park	1,300
Stanley Bus Station	600
Consett Business Park (LEGI Funded)	600
Other Environmental Schemes	605
Public Buildings	282
IT Schemes	241
Comeleon Building	75
Allensford Toilets	76
InPrint Building	303
Others	3

**4,085****Total to be Financed****5,660**