



**PROSPEROUS AND ATTRACTIVE  
BOROUGH OVERVIEW AND  
SCRUTINY COMMITTEE**

Tuesday, 6 November 2007

10.00 a.m.

Council Chamber,  
Council Offices Spennymoor

**AGENDA**  
and  
**REPORTS**



**This document is also available in other languages,  
large print and audio format upon request**

**العربية (Arabic)**

إذا أردت المعلومات بلغة أخرى أو بطريقة أخرى، نرجو أن تطلب ذلك منا.

**বাংলা (Bengali)**

যদি আপনি এই ডকুমেন্ট অন্য ভাষায় বা ফরমেটে চান, তাহলে দয়া করে আমাদেরকে বলুন।

**(中文 (繁體字)) (Cantonese)**

如欲索取以另一語文印製或另一格式製作的資料，請與我們聯絡。

**हिन्दी (Hindi)**

यदि आपको सूचना किसी अन्य भाषा या अन्य रूप में चाहिये तो कृपया हमसे कहे

**polski (Polish)**

Jeżeli chcieliby Państwo uzyskać informacje w innym języku lub w innym formacie, prosimy dać nam znać.

**ਪੰਜਾਬੀ (Punjabi)**

ਜੇ ਇਹ ਜਾਣਕਾਰੀ ਤੁਹਾਨੂੰ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਵਿਚ ਜਾਂ ਕਿਸੇ ਹੋਰ ਰੂਪ ਵਿਚ ਚਾਹੀਦੀ, ਤਾਂ ਇਹ ਸਾਥੋਂ ਮੰਗ ਲਓ।

**Español (Spanish)**

Póngase en contacto con nosotros si desea recibir información en otro idioma o formato.

**اردو (Urdu)**

اگر آپ کو معلومات کسی دیگر زبان یا دیگر شکل میں درکار ہوں تو برائے مہربانی ہم سے پوچھئے۔

**AGENDA**

**1. APOLOGIES**

**2. DECLARATIONS OF INTEREST**

To notify the Chairman of any items that appear later in the agenda in which you may have an interest.

**3. MINUTES**

To confirm as a correct record the minutes of the meeting held on 25<sup>th</sup> September 2007 (Pages 1 - 4)

**4. PERFORMANCE INDICATORS**

To consider the attached report. (Pages 5 - 16)

**5. WORK PROGRAMME**

Report of Chairman of the Committee (Pages 17 - 20)

**6. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT**

Members are respectfully requested to give the Chief Executive notice of items they would wish to raise under the heading not later than 12 noon on the day preceding the meeting, in order that consultation may take place with the Chairman who will determine whether the item will be accepted.

**B. Allen  
Chief Executive**

**Council Offices  
SPENNYMOOR  
29<sup>th</sup> October 2007**

Councillor G.C. Gray (Chairman)  
Councillor B. Lamb (Vice Chairman)

Councillors Mrs. L. M.G. Cuthbertson, P. Gittins J.P., D.M. Hancock, Mrs. I. Hewitson, G.M.R. Howe, Mrs. E. Maddison, J. Robinson J.P, A. Smith, B. Stephens and A. Warburton.

**ACCESS TO INFORMATION**

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# Item 3

## SEDGEFIELD BOROUGH COUNCIL

### PROSPEROUS AND ATTRACTIVE BOROUGH OVERVIEW AND SCRUTINY COMMITTEE

Council Chamber,  
Council Offices  
Spennymoor

Tuesday,  
25 September 2007

Time: 10.00 a.m.

**Present:** Councillor G.C. Gray (Chairman) and

Councillors Mrs. L. M.G. Cuthbertson, P. Gittins J.P., D.M. Hancock,  
Mrs. I. Hewitson, B. Lamb, Mrs. E. Maddison and A. Smith

**In Attendance:** Councillors V. Chapman, Mrs. P. Crathorne, A. Gray, Mrs. J. Gray,  
Mrs. S. Haigh, J.E. Higgin and Ms. I. Jackson

**Apologies:** Councillors G.M.R. Howe, J. Robinson J.P, B. Stephens and A. Warburton

**P&A.5/07 DECLARATIONS OF INTEREST**

No Declarations of Interest were received.

**P&A.6/07 MINUTES**

The Minutes of the meeting held on 10<sup>th</sup> July, 2007 were confirmed as a correct record and signed by the Chairman.

**P&A.7/07 PROGRESS TOWARD THE ACHIEVEMENT OF BEST VALUE PERFORMANCE INDICATOR 204 - THE PERCENTAGE OF APPEALS ALLOWED AGAINST THE AUTHORITY'S DECISION TO REFUSE ON PLANNING APPLICATIONS**

Consideration was given to a report of the Head of Planning Services (for copy see file of Minutes) updating Members on progress towards Best Value Performance Indicator 204, which measured the number of appeals allowed arising from refusals of planning permission.

It was noted that the Indicator was only concerned with the number of appeals against refusal of planning permission. It did not include decisions on appeals against conditions imposed on planning permission, non-determination of planning applications and enforcement notice appeals.

The Committee was reminded that in December, 2006 a report had been presented to Overview and Scrutiny Committee 3 informing that during the period April, 2005 and November, 2006, 47.5% of appeals determined had been upheld in favour of the applicant. This represented a dip in performance as a figure in the region of 35% would normally be expected, which was close to the national average. The Committee at that time, made recommendations to address the declining performance. This report reviewed the progress that had been made to date.

The Committee was informed that during the period December 2006 to August 2007 a total of 8 appeal decision letters had been received. An analysis of the outcomes showed that 5 of the appeals had been dismissed and 3 were upheld. This represented 37.5% of appeals being upheld, which was close to the national average.

It was noted that in the same period 5 decision letters had been received in connection with enforcement notice appeals. Whilst these decisions were excluded for the purpose of calculation performance against BVPI204 it was noted that 100% success rate had been achieved.

There had, therefore, been a marked improvement in performance during that period and the results demonstrated that more robust decisions were being made. It was, however, still intended to continue to monitor and review performance and to report appeal decisions to Development Control Committee together with the critique of the decision and lessons to be learnt.

During discussion of this item reference was made to the 'One Stop Shop' which was held on a weekly basis and particularly the effectiveness of the One Stop Shop and how it was advertised. It was explained that One Stop Shop meetings were held on a weekly basis to consider applications and informal enquiries and to offer advice on applications. This had the effect of reducing the number of refusals by identifying those which would need to be refused at an early stage. In relation to advertising details of the One Stop Shop were displayed on the Council's website and applicants were informed of the facility when making enquiries. It was also proposed to include an article in Inform to publicise the facility.

Reference was also made to the issue of staffing levels with the Section. It was explained that there was a still a vacant post. However, staff resources, following an operational review, were achieving improvements.

*AGREED : That the report be received.*

**P&A.8/07**

**OVERVIEW AND SCRUTINY RECYCLING SERVICES REVIEW  
GROUP- REVIEW OF FUTURE RECYCLING SERVICES OPTIONS**

Consideration was given to Cabinet's Response and Action Plan following its consideration of the recommendations arising from the work of the Overview and Scrutiny Review of future Recycling Services options. (For copy see file of Minutes).

A suggested timetable for the implementation of Cabinet recommendation was attached to the report.

It was suggested that an update be given on the Action Plan at the December meeting.

*AGREED : 1. That the response of Cabinet and the*

*recommendations of the Review together with the implementation of the timetable outlined be noted.*

- 
2. *That progress on the Action Plan be reviewed by the Committee in December, 2007.*

**P&A.9/07**

**OVERVIEW AND SCRUTINY REVIEW GROUP - REDUCING ECONOMIC INACTIVITY (INCREASING EMPLOYABILITY) REVIEW**

Consideration was given to Cabinet's Response and Action Plan following consideration of its recommendations arising from the Review of Economic Inactivity (Increasing Employability). (For copy see file of Minutes).

It was suggested that an update be given in December, 2007 on the progress in relation to the Action Plan.

- AGREED :**
1. *That the response of Cabinet and the recommendations of the Review together with the implementation of the timetable outlined be noted.*
  2. *That progress on the Action Plan be reviewed by the Committee in December, 2007.*

**P&A.10/07 WORK PROGRAMME**

Consideration was given to the Work Programme for Prosperous and Attractive Borough Overview and Scrutiny Committee. (For copy see file of Minutes).

It was noted that a workshop would be arranged for all Overview and Scrutiny Committee Members to identify future review topics in line with priorities within the Council's Corporate Plan.

**AGREED :** *That the Work Programme be noted.*

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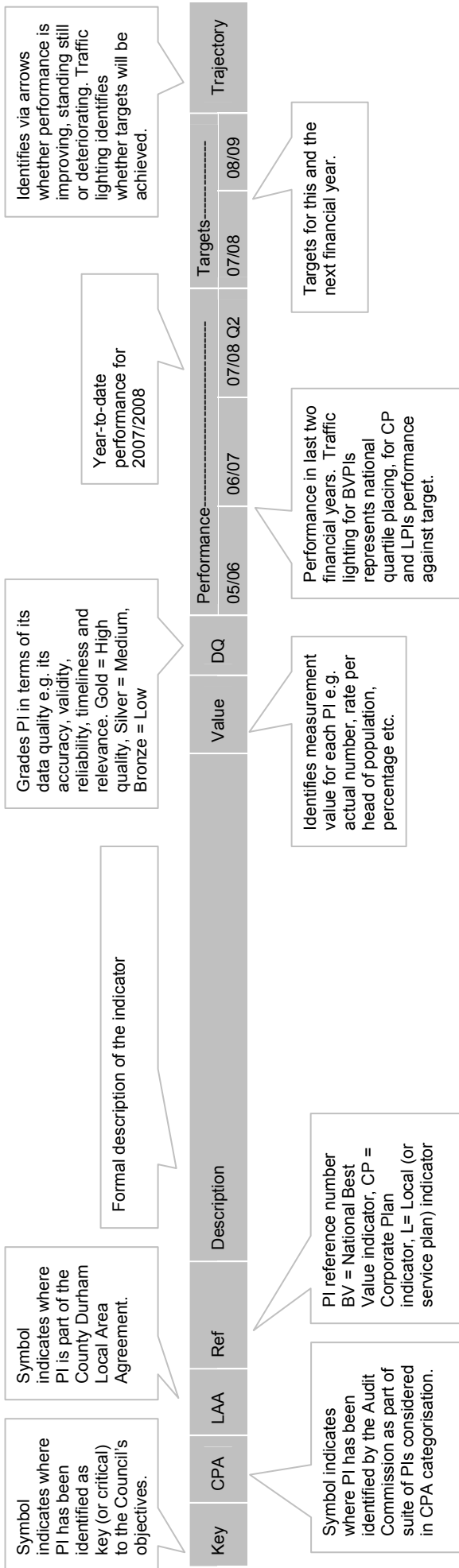


**PROSPEROUS AND ATTRACTIVE BOROUGH  
PERFORMANCE UPDATE REPORT  
OVERVIEW AND SCRUTINY  
QUARTER 2 2007/2008 (START APRIL 2007 - END SEPTEMBER 2007)**

Strategy and Regeneration  
Chief Executive's Department  
Sedgefield Borough Council  
(01388) 816166  
[www.sedgefield.gov.uk](http://www.sedgefield.gov.uk)  
Contact: [pstephens@sedgefield.gov.uk](mailto:pstephens@sedgefield.gov.uk)



# COLUMNS OF THIS REPORT EXPLAINED



# SUMMARY

## Purpose of this report

This is the first bi-annual report against the Corporate Plan's Prosperous and Attractive Borough Delivery Plans, covering the period from the 01 April to 30 September 2007. Attractive Borough Strategic Working Group and Prosperous and Attractive Borough Overview and Scrutiny Committee will receive this report. Management Team and Cabinet will receive a composite report covering all ambitions and corporate governance.

The report provides data on 24 Prosperous and 35 Attractive performance indicators. 9 performance indicators are key to the Council's aims and objectives. 8 are used in the performance assessment element of Comprehensive Performance Assessment. 2 indicators are monitored through the Local Area Agreement. Indicators that are calculated on an annual basis will not be reported until Quarter 4 and so do not feature in this report.

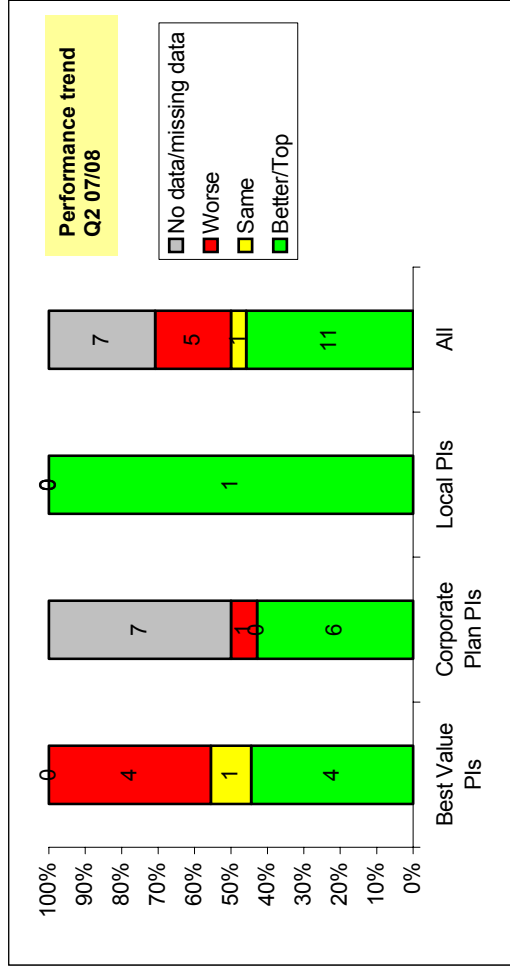
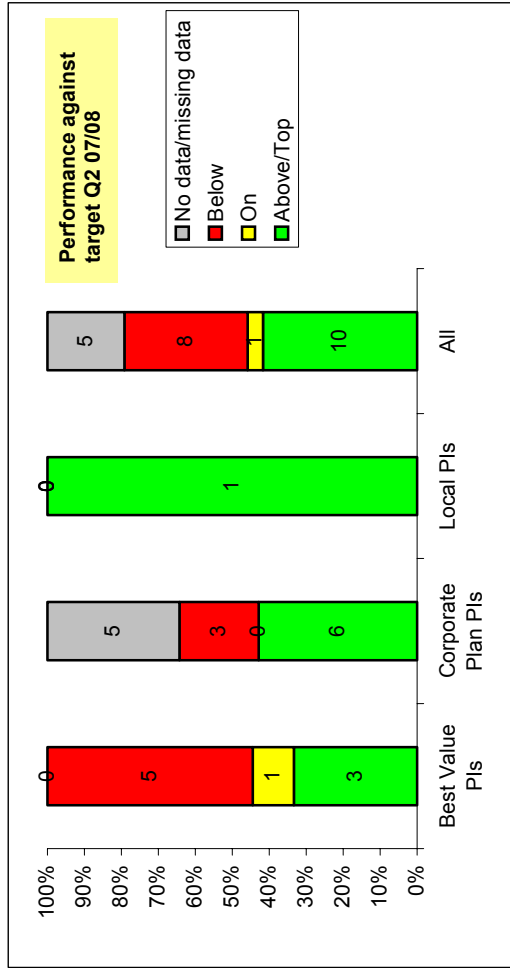
Whilst providing a full summary of progress to date, this is essentially an exception report, drawing attention to where performance is off target to promote discussion and action. Relevant Heads of Service or their senior representatives will attend when this report is considered.

## Year-to-date performance

### Prosperous

Of 24 Prosperous indicators, 11 have demonstrated improved performance against 2006/2007 actual outturns, 1 is performing at the same level and 5 are performing at a worse level. 10 indicators are projected to achieve 2007/2008 targets, 1 is on currently on target and 8 are off target. No information is available for 5 indicators at Quarter 2. Narrative for the 'exception indicators' is included below.

Indicator type	Total No.	QUARTILE					TREND					TARGET		
		Top	Average		Bottom	No data/missing data	Better/Top	Same	Worse	No data/missing data	Above/Top	On	Below	No data/missing data
			Above	Below										
Best Value PIs	9	3	1	0	1	4	4	1	4	0	3	1	5	0
Corporate Plan PIs	14	Not applicable			6	6	0	1	7	6	0	3	5	
Local PIs	1	Not applicable			1	1	0	0	0	1	0	0	0	
All	24	3	1	0	1	4	11	1	5	7	10	1	8	5



## Key points of progress

### Percentage of industrial property let

Performing 8% above target. Since 2004 when industrial lettings became the responsibility of Valuation & Corporate Property, lettings have increased from 62% to the present level. Target achieved because of two main reasons, a dedicated officer dealing with lettings rather than a number of people on a part time basis and budget initially increased to allow the floor space to be improved to add to the attractiveness of the buildings. As the majority of industrial units provide business starter accommodation the letting position will always be a little volatile, however it is anticipated that lettings over the next 6 – 12 months will continue at 90% plus. The increased lettings have resulted in around 41% more income being generated in the first half year than budgeted for. If the letting position is maintained for the remainder of the financial year, around £140,000 extra will be produced.

### Housing Benefit overpayments (HB) performance indicators

Performing 8.74%, 17.02% and 3.56% above target. Although performance is ahead of target, these performance indicators can be adversely affected by fraud activity, which can create very large overpayments that cannot be recovered quickly. Three members of staff are on medium/long-term sickness leave and this will have an impact on the end of year performance.

### Number of concessionary travel permits issued in accordance with agreed criteria

Performing 87 permits above target. New national travel scheme advertised and will be introduced in April 2008.

*Overall success rate of young people who have completed an apprenticeship programme with Sedgefield Borough Council*  
 Performing well, 19% above target. Changes to the delivery of the construction NVQ has led to increased numbers of people completing. Learners on Business Administration NVQ are employed from the start, resulting in increased completions. People entered on the Programme Led Pathway may impact upon future performance.

**Key points of concern**

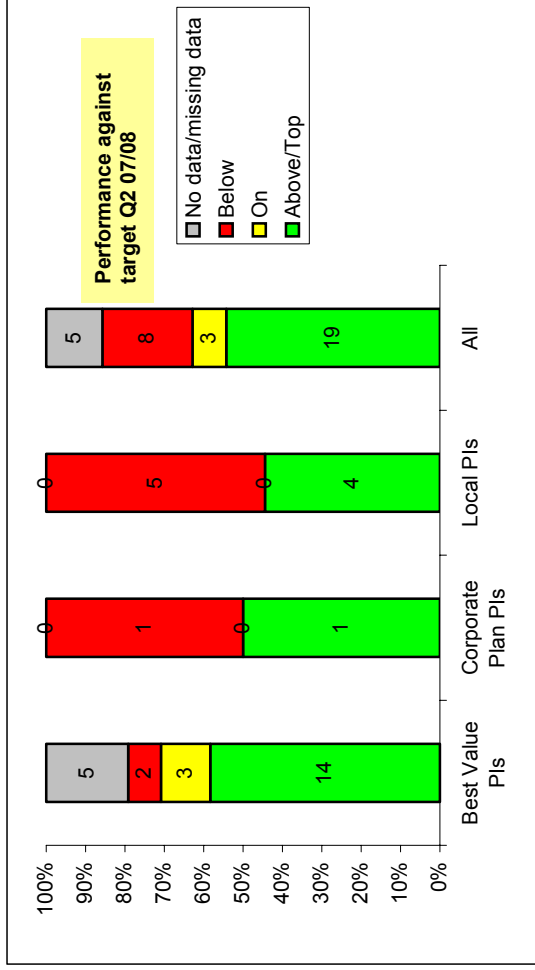
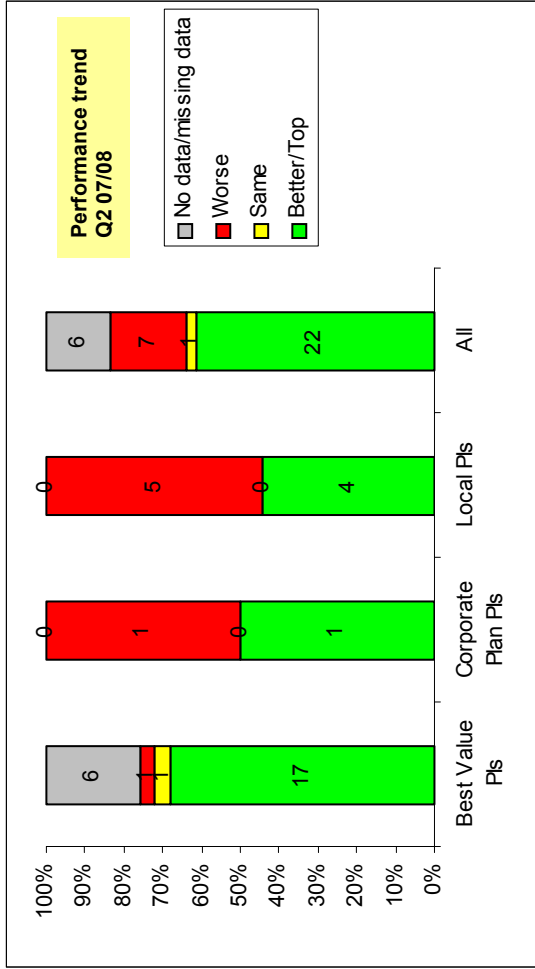
*Percentage of rent reviews/lease renewals*  
 Performance 5% under target. 2 rent reviews have been completed after the review date, agreement could not be reached with the tenant.

*Number people achieving NVQ Level 2 through Train 2 Gain*  
 Numbers are 66 under target. Slow uptake of the contract that started in August 2006, no one was entered on the programme until February 2007. Currently waiting for these people to achieve which is taking longer than anticipated due to staff turnover. Staffing problems have been recognised and resolved and target will be met.

**Attractive**

Of 35 Attractive indicators, 20 have demonstrated improved performance against 2006/2007 actual outturns, 1 is performing at the same level and 9 are performing at a worse level. 15 indicators are projected to achieve 2007/2008 targets, 3 are on currently on target and 12 are off target. No information is available for 5 indicators at Quarter 2. Narrative for the 'exception indicators' is included below.

Indicator type	Total No.	QUARTILE					TREND					TARGET		
		Top	Average		Bottom	No data/missing data	Better/Top	Same	Worse	No data/missing data	Above/Top	On	Below	No data/missing data
			Above	Below										
Best Value PIs	24	7	3	4	3	5	15	1	3	5	10	3	6	5
Corporate Plan PIs	2	Not applicable				1	0	1	0	0	1	0	1	0
Local PIs	9	Not applicable				4	0	5	0	0	4	0	5	0
All	35	7	3	4	3	5	20	1	9	5	15	3	12	5



### Key points of progress

*The tonnage of household waste sent by the Authority for composting or treatment by anaerobic digestion*

Performance to date trend indicates end of year performance will exceed target by 661 tonnes. The waste recycled/composted through the digester is unpredictable as end products depend on what feedstock is input into the digester. The percentage of materials changes month by month, it only takes 1 month of poor percentage of compost and the target would take a big hit. Prior months figures are unreliable for prediction.

*The percentage of decisions delegated to officers as a proportion of all decisions/ Average time taken to determine all planning applications/ Percentage of minor Commercial and Industrial applications decided within 8 weeks*

Indicators performing well against targets. Team are acutely aware of the importance of meeting performance targets. Performance levels are continuously managed, monitored and reviewed. Outcomes are reported at monthly team meetings and where problems are identified, measures are put in place to address failing performance.

*Standard land searches completed within 10 days*

Performing 0.99% above target. Performance above target due to competencies of staff.

## **Key points of concern**

*Percentage of conservation areas in the local authority area with an up-to-date character appraisal*  
Performing 13.4% below target. Although a slow start in the first quarters due to the complexity of the process, progress is being made with appraisals.

*Percentage of complaints relating to alleged breach of Planning Control resolved within 12 weeks*  
Performance 7.9% under target. No enforcement officer for three months, resulting in a backlog of unresolved cases. The current enforcement officer has been addressing this backlog and as a consequence this has 'skewed' performance levels as a number of these cases had already exceeded the 12 week performance indicator. The extent of the variance is approximately 8% and it is anticipated that this variance will reduce with the passage of time as the backlog of cases gradually diminishes. It is anticipated that Q3 figures will be back on track without the need for additional resources/support.

*Number of people spectating or participating in a cultural activity*  
Performing 11,226 people under target. Activities programmed for the remainder of the year, participation expected to increase and target to be met.

# PROSPEROUS BOROUGH PI TABLE

Key	CPA	LAA	Ref	Description	Value	DQ	Performance				Targets		Trajectory
							05/06	06/07	07/08 Q2	07/08	08/09		
Improved business and employment opportunities													
			CPP02	Percentage of industrial property let	%	G	88%	91%	98%	90%	90%	▲	
			CPP03	Percentage of rent reviews/lease renewals	%	G	100%	97%	93%	98%	98%	▼	
			CPP20	Percentage of young people who are undertaking Entry to Employment Programme (with SBC) who progress onto a positive outcome	%	G	54%	55%	70%	60%	60%	▲	
⊕			CPP30	Number of people benefiting from enterprise coaching on a 1-1 basis through the Council's Enterprise in Deprived Communities programme	No.	G	N/A	N/A	101	TBD	TBD	N/A	
⊕			CPP31	Number of new start businesses registering with the Inland Revenue as a result of support received through the Enterprise in Deprived Communities programme	No.	G	N/A	N/A	22	30	TBD	N/A	
			CPP32	Number of businesses actively participating in Your Business Forum Steering Group	No.	G	N/A	N/A	13	TBD	TBD	N/A	
			CPP33	Number of new clients using revised Shildon Business Centre offer	No.	G	N/A	N/A	0	TBD	TBD	N/A	
			CPP34	Number of businesses attending Your Business Forum workshops	No.	G	N/A	N/A	40	TBD	TBD	N/A	
			CPP35	Number of people benefiting from grants awarded through the Enterprise in Deprived Communities programme	No.	G	N/A	N/A	21	TBD	TBD	N/A	
Increased skills levels of local people													
⊕			CPP17	Percentage of unemployed adults undertaking training with SBC who gain employment	%	G	32%	30%	56%	30%	30%	▲	
			CPP23	Overall success rate of young people who have completed an apprenticeship programme with Sedgfield Borough Council	%	G	N/A	80%	81%	70%	70%	▲	
			CPP24	Timely success rate of young people who have completed an apprenticeship programme with Sedgfield Borough Council	%	G	N/A	42%	51%	50%	55%	▲	
⊕			CPP29	Number people achieving NVQ Level 2 through Train 2 Gain	No.	G	N/A	N/A	6	72	72	N/A	
Reduced social exclusion													
			BV076 (b)	Number of fraud investigators per 1,000 caseload	No.	G	0.18	0.18	0.18	0.18	0.18	◀▶	
			BV076 (c)	Number of fraud investigations per 1,000 caseload	No.	G	49.44	52.23	22.4	55.00	60.00	▼	
			BV076 (d)	Number of prosecutions and sanctions per 1,000 caseload	No.	G	4.2	3.93	2.88	4.50	4.70	▲	
⊕	Ⓜ		BV078 (a)	Speed of processing [average time for all new claims]	Days	G	19.2	20.7	21.2	18.00	17.00	▼	
			BV078 (b)	Speed of processing [average time for a change]	Days	G	10.9	11.88	10.22	9.00	8.00	▲	



Key	CPA	LAA	Ref	Description	Value	DQ	Performance			Targets		Trajectory
							05/06	06/07	07/08 Q2	07/08	08/09	
Reduced social exclusion												
			BV079 (a)	Accuracy of processing [percentage of cases calculating correct benefit due]	%	G	99.60%	99.80%	100%	99.50%	99.50%	▲
			BV079 (b) [i]	The amount of Housing Benefit overpayments (HB) recovered during the period being reported on as a percentage of HB deemed recoverable overpayments during that period	%	G	74.40%	79.49%	89.74%	81.00%	83.00%	▲
			BV079 (b) [ii]	HB overpayments recovered during the period as a percentage of the total amount of HB overpayment debt outstanding at the start of the period plus amount of HB overpayments identified during the period	%	G	38.85%	42.42%	27.98%	45.00%	47.00%	▼
			BV079 (b) [iii]	Housing Benefit (HB) overpayments written off during the period as a percentage of the total amount of HB overpayment debt outstanding at the start of the period, plus amount of HB overpayments identified during the period	%	G	7.95%	5.16%	1.24%	4.80%	4.60%	▲
			CPP26	Number of groups receiving financial assistance through Local Improvement Programme	No.	G	N/A	13	8	18	19	▲
			L27	Number of concessionary travel permits issued in accordance with agreed criteria	No.	G	15,384	15,796	16,883	16,796	TBD	▲

# ATTRACTIVE BOROUGH PI TABLE

Key	CPA	LAA	Ref	Description	Value	DQ	Performance			Targets			Trajectory
							05/06	06/07	07/08 Q2	07/08	08/09		
A cleaner, greener, sustainable environment													
🌱	! !		BV082 (a+b)	Percentage of the total tonnage of household waste arisings that have been recycled and/or composted	%	G	20.25%	25.27%	25.83%*	26.00%	27.00%	▲	
			BV082 (ai)	Percentage of the total tonnage of household waste arisings that have been recycled	%	G	14.11%	16.61%	16.44%*	16.50%	17.00%	▲	
			BV082 (aii)	Total tonnage of household waste arising which have been sent to the Authority for recycling	Tonnes	G	5585.80	5978.09	2978.49*	6100.00	6400.00	▲	
			BV082 (bi)	Percentage of the total tonnage of household waste arisings that have been composted	%	G	6.14%	9.67%	9.39%*	9.50%	10.00%	▲	
			BV082 (bii)	The tonnage of household waste sent by the Authority for composting or treatment by anaerobic digestion	Tonnes	G	2432.15	3481.41	1701.62*	3500	3700	▲	
	! !		BV084 (a)	Kilograms of household waste collected per head	Kg	G	454	410	206*	422	429	▲	
	! !		BV091 (a)	Percentage of population served by kerbside collection of recyclables	%	G	100%	100%	100%	100%	100%	▲	
			BV091 (b)	Percentage of households resident in the authority's area served by kerbside collection of at least two recyclables	%	G	100%	100%	100%	100%	100%	▲	
🌱	! !		BV199 (a)	Percentage of relevant land and highways that are assessed as having combined deposits of litter and detritus that fall below an acceptable level	%	S	11%	9%	**	8.50%	8%	N/A	
			BV199 (b)	Percentage of relevant land and highways from which unacceptable levels of graffiti are visible	%	S	1%	0%	**	1%	1%	N/A	
			BV199 (c)	Percentage of relevant land and highways from which unacceptable levels of fly-posting are visible	%	S	0%	0%	**	0%	0%	N/A	
			BV216 (a)	Number of 'sites of potential concern', with respect to land contamination	No.	G	3,079	3,079	†	TBE	TBE	N/A	
			BV216 (b)	Number of sites for which sufficient detailed information is available to decide whether remediation of the land is necessary, as a percentage of all 'sites of potential concern'	No.	G	1	2	†	TBE	TBE	N/A	
			BV218 (a)	Percentage of new reports of abandoned vehicles investigated within 24 hours of notification	%	G	55.10%	100%	100%	95%	95%	▲	
🌱			BV218 (b)	Percentage of abandoned vehicles removed within 24 hours from the point at which the Authority is legally entitled to remove the vehicle	%	G	67%	96.70%	100%	95%	95%	▲	
			BV219 (b)	Percentage of conservation areas in the local authority area with an up-to-date character appraisal	%	G	6.70%	6.70%	6.60%	20%	33%	▼	
			CPA01	Number of grounds maintenance-related complaints received per 100,000 head of population	Per 100,000	G	1.5	1.1	0.69	2	2	▲	
			LPI01	Number of collections missed per 100,000 collections household waste	Per 100,000	G	12	19	17	11	10	▲	
Improved design and quality of towns and villages													
🌱	! !		BV109 (a)	Percentage of major Commercial and Industrial applications decided within 13 weeks	%	G	78%	49.7%	50.0%	60%	63%	▲	

Key	CPA	LAA	Ref	Description	Value	DQ	Performance				Targets		Trajectory
							05/06	06/07	07/08 Q2	07/08	08/09		
⊕	⊕		BV109 (b)	Percentage of minor Commercial and Industrial applications decided within 8 weeks	%	G	83%	72.2%	78.5%	75%	77%	▲	
⊕	⊕		BV109 (c)	Percentage of all other applications decided within 8 weeks	%	G	91%	87.4%	91%	91%	91%	▲	
			BV204	The percentage of appeals allowed against the authority's decision to refuse on planning applications	%	G	50%	40%	25%	25%	20%	▲	
			BV205	The local authority's score against a 'quality of planning services' checklist	%	G	83%	83%	83%	83%	83%	◀▶	
			LPI24	Average time taken to determine all planning applications	Days	G	51	64	52	60	57	▲	
			LPI25	Average time to process standard land searches	Days	G	3.98	4.26	4.92	7	6.5	▼	
			LPI31	Percentage of all applications determined within 8 weeks	%	G	86%	80.4%	84.4%	80%	81%	▲	
			LPI32	Percentage of applicants considering building control service very good or better	%	G	85.40%	88%	79%	88%	89%	▼	
			LPI34	Percentage of building control plans approved / responded to within three weeks	%	G	87%	86.5%	63%	88%	89%	▼	
			LPI35	Percentage of complaints relating to alleged breach of Planning Control resolved within 12 weeks	%	G	84%	84.2%	67.10%	75%	77%	▼	
	⊕		LPI39	The percentage of decisions delegated to officers as a proportion of all decisions	%	G	87%	90.5%	93.8%	90%	90%	▲	
			LPI43	Standard land searches completed within 10 days	%	G	97%	98.12%	98.99%	98%	TBC	▼	
Increased involvement in cultural activities													
			BV170 (a)	Number of visits / usages to museums per 1,000 population	Per 1,000	G	1,659	1,933	1,422	2,030	2,127	▲	
			BV170 (b)	Number of visits in person per 1,000 population – museum	Per 1,000	G	1,608	1,573	1,051	1,652	1,731	▲	
			BV170 (c)	Number of pupils visiting museums in organised school groups	Per 1,000	G	4,500	2,147	1,665	3,000	5,000	▲	
⊕			CPA02	Number of people spectating or participating in a cultural activity	No.	G	13,251	15,985	2,774	14,000	14,500	▼	

\* Awaiting Digester information for September

\*\* Inspection due end of November 2007

† New software is due to be installed by the end of this month by British Geology Survey (BGS)

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# Item 5

## PROSPEROUS & ATTRACTIVE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

6<sup>th</sup> November 2007

### REPORT OF CHAIRMAN OF THE COMMITTEE

#### WORK PROGRAMME

##### SUMMARY

This report sets out the Committee's current Work Programme for consideration and review.

##### RECOMMENDATIONS

1. That the Chairmen of the current Review Groups give a brief update as to progress.
2. That the Committee's Work Programme be reviewed.

##### DETAIL

1. In accordance with Overview & Scrutiny Procedure Rule 8 of the Council's Constitution, Overview & Scrutiny Committees are responsible for setting their own work programme.
2. Each Overview & Scrutiny Committee should agree a realistic, achievable and considered work programme on the understanding that, from time to time, more urgent or immediate issues may require scrutiny. Issues may, for example, be raised by Cabinet reports, Members' constituency business or be referred to Scrutiny by Cabinet in advance of a Cabinet decision.
3. The current Work Programme for this Committee is appended to the report which details:-
  - Scrutiny Reviews currently being undertaken.
  - Scrutiny review topics held in reserve for future investigation.
  - A schedule of items to be considered by the Committee for the next 6 meetings.
4. **Scrutiny Review**

The Committee should aim to undertake a small number of high quality reviews that will make a real difference to the work of the Authority, rather than high numbers of reviews on more minor issues. Each Overview & Scrutiny Committee should therefore aim to undertake two reviews concurrently. Any additional review topics that have been agreed by Members will be placed on a reserve list and as one Review is completed the Committee will decide on which review should be undertaken next.

Scrutiny reviews will be conducted by a Review Group established by the Committee comprising of 5-6 Members. In most cases the Review Group will be made up of Members from the establishing Committee. However, Members may decide to conduct a review that cuts across the responsibilities of another Overview & Scrutiny Committee. In these cases Members should consider whether it would be appropriate to co-opt Members from the other relative Overview & Scrutiny Committee(s). If it is decided that the review is crosscutting the Chairmen and Vice-Chairmen of Overview & Scrutiny Committees concerned should decide which Committee should take the lead on the review and how many Members should be co-opted from other Overview & Scrutiny Committee(s). The number of Members to be co-opted will depend on the extent to which the responsibility of the topic is shared, however the Review Group should have no more than 6 members.

#### **5. Business for Future Meetings**

The Work Programme sets out a plan of when it is anticipated that certain items will be considered by the Committee. These items may include:-

- Best Value Service Improvement Plan updates
- Items which are submitted at regular intervals
- Issues identified by Members for consideration
- Any updates requested by Members

Members are requested to review the Committee's Work Programme and identify, where necessary, issues which they feel should be investigated by the Committee. It will not always be possible to anticipate all reports which will need to be considered by an Overview & Scrutiny Committee and therefore a flexible approach will need to be taken to work programming.

#### **4. FINANCIAL IMPLICATIONS**

None associated with this report.

#### **5. CONSULTATION**

**Contact Officers:** Jonathan Slee  
**Telephone No:** (01388) 816166 ext 4362  
**Email Address:** [jslee@sedgefield.gov.uk](mailto:jslee@sedgefield.gov.uk)

**Ward(s):** Not ward specific

**Background Papers** None

**PROSPEROUS & ATTRACTIVE COMMUNITIES OVERVIEW & SCRUTINY  
COMMITTEE**

**WORK PROGRAMME**

<b>Ongoing Reviews</b>  No reviews currently ongoing
<b>Future Reviews</b>  There are currently no review topics identified by the Committee for future review. As one review is completed Members will decide which review should be undertaken next.

**ANTICIPATED ITEMS**

<b>11<sup>th</sup> December 2007</b> <ul style="list-style-type: none"><li>• <i>Overview and Scrutiny Review :The Council's Contribution to Reducing Economic Inactivity (Increasing Employability)- Progress on Action Plan</i></li><li>• <i>Overview and Scrutiny Review : Future Recycling Services Options – Progress on Action Plan</i></li></ul>
<b>24<sup>th</sup> January 2008</b> <ul style="list-style-type: none"><li>• <i>Budgets</i></li></ul>
<b>29<sup>th</sup> January 2008</b> <ul style="list-style-type: none"><li>• <i>No items identified</i></li></ul>
<b>11<sup>th</sup> March 2008</b> <ul style="list-style-type: none"><li>• <i>No items identified</i></li></ul>

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