

**CANNOCK CHASE COUNCIL**  
**ENVIRONMENTAL SUSTAINABILITY POLICY DEVELOPMENT COMMITTEE**  
**6<sup>TH</sup> JANUARY 2010**  
**REPORT OF DIRECTOR OF SERVICE IMPROVEMENT**  
**2009/2010 QUARTER TWO**  
**PERFORMANCE AND FINANCE REPORT**

1. **Purpose of Report**

- 1.1 To advise Members on the 2009/10 Quarter two progress, in delivering the priorities as set out within the Environmental Sustainability Priority Delivery Plan.

2. **Recommendation(s)**

The Environmental Sustainability Policy Development Committee notes:

- 2.1 The performance outturn for Quarter 2 as detailed at Annex 1;  
2.2 The financial outturn for Quarter 1 as detailed at Annex 2;

3. **Summary**




- 3.1 The Corporate Plan 2009-12 was approved by Council on the 29th April, 2009 and sets out the Council's vision and priorities for the next three years which are as follows:
- Children, Young People and Families
  - Healthier Communities, Housing and Older People
  - Access to Education, Skills and Employment
  - Safe, Strong and Cohesive Communities
  - Environmental Sustainability
- 3.2 A sixth priority 'Corporate Improvement' sets out how the Council will improve its internal systems and processes to support the delivery of front line services.
- 3.3 **A PRIORITY DELIVERY PLAN (PDP) HAS BEEN DEVELOPED** for each Council priority (CHASE C) which includes the targeted actions and performance indicators to measure the delivery.
- 3.4 The Environmental Sustainability Policy Development Committee will consider progress reports against the priorities of Environmental Sustainability Priority Delivery Plan.

#### 4. Key issues/implications

4.1 For Quarter 2 of 2009/2010 all of the actions and performance indicators which relate to the priorities are classed as 'green'.

- 21 (100%) are GREEN and are making significant progress towards achieving target/or target is achieved/action completed.
- 0 (0%) performance indicators or actions are RED and;
- 0 (0%) performance indicators or actions are AMBER.

#### KEY

<u>RATING</u>	<u>DESCRIPTION</u>
 GREEN	= The action/PI/risk action is making significant progress towards achieving target or target is achieved or action completed.
 AMBER	= The action/PI/risk action is making some progress towards achieving target.
 RED	= The action/PI/risk action is failing to meet the target or the work to progress the action/PI/ risk action has not commenced.

Further information on the priorities can be found within the Annexes attached to this report:

- Annex 1 - sets out in detail the progress against the priorities included within the Priority Delivery Plan.
- Annex 2 - sets out the financial outturn for Quarter two

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**Section 1**

**Background**

The Council's Corporate Plan for 2009-2012, sets out the Council's priorities for the next three years. A Priority Delivery Plan (PDP) has been developed for each priority which sets out in detail the targeted actions and performance indicators to measure delivery.

PDPs provide a more robust planning framework and a 'golden thread' between the Council's Corporate Plan and Service Delivery Plans to ensure that the Council's priorities are systematically planned and resourced.

Quarterly progress reports against delivery of the PDPs are reported to DMT and the Scrutiny Committee. In addition each Policy Development Committee receives the information on their relevant Priority Delivery Plan. Any partnership related information is also reported through the Local Strategic Partnership.

The Environmental Sustainability Policy Development Committee receives progress reports against the priorities of the Environmental Sustainability Priority Delivery Plan.

For any action or performance indicator classified as Red or Amber an exception report is provided to explain what is being done to bring progress back on track.

**Section 2**

**Details of Matters to be Considered**

Details of the performance and the financial outturn for Quarter two are set out in Annexes 1 and 2.

**Section 3**

**Conclusions and Reason(s) for the Recommendation(s)**

In respect of the Council's Performance Management Framework and the Council's drive for continuous improvement it is important that Members receive a report outlining the progress that is being made in delivering the Council's priorities.

**Section 4**

**Other Options Considered**

**Section 5**

**Contribution to Council Priorities (i.e. CHASE, Corporate Plan targets)**

The National Indicators, LAA priority indicators and Local Indicators contribute individually to the CHASE C priorities.

**Section 6**

**Contribution to Promoting Community Engagement**

The Council's Corporate Plan 2009-2012 and the Priority Delivery Plans include targeted actions which will contribute to promoting community engagement within the District.

Section 7

Financial Implications

Any required additional resources detailed in the Exception Reports or Indicator Progress Reports would have to be financed by compensatory savings, Delivering Change Process or additional resources received.

Financial reporting for the period July to September 2009 is referred to in Annex 2.

Section 8

Human Resource Implications

There are no human resource implications arising from this report.

Section 9

Legal Implications

The National Indicator Set (NIS) will be the only set of indicators that central government will use to monitor and performance manage local authorities. The NIS replaced all other existing sets such as BVPIs and the Performance Assessment Framework indicators from 1 April 2008. The NIS is the only indicators on which central government will be able to set targets for local authorities.

The Council has a legal duty and responsibility to collect all applicable indicators, which includes actively contributing to relevant area wide indicators.

Section 10

Section 17 (Crime Prevention)

There are no identified implications in respect of Section 17 arising from this report

Section 11

Human Rights Act Implications

There are no Human Rights Act Implications arising from this report.

Section 12

Data Protection Act Implications

There are no identified Data Protection Act implications.

Section 13

Risk Management Implications

There are risk management implications associated with failing to deliver the actions and performance indicators set out in the Council's Priority Delivery Plans. The risk implications are set out in the risk registers aligned to the Priority Delivery Plans.

**Section 14**

**Equality and Diversity Implications**

There are Equality and Diversity Implications resulting from the proposed actions to deliver the actions and performance indicators set out in the Council's Priority Delivery Plans.

**Section 15**

**List of Background Papers**

**Annexes**

Annex 1 – PDP REPORTS

Annex 2 – FINANCIAL INFORMATION

**Report History**




<b>Council Meeting</b>	<b>Date</b>
N/A	N/A

**Report Author Details**

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Environmental Sustainability Priority Delivery Plan		
RATING OF ACTIONS AND PERFORMANCE INDICATORS	DESCRIPTION	TREND FROM QUARTER 1
 RED = 0		No net change
 AMBER = 0		Net decrease of 1 (planning applications dealt with in 13 weeks)
 GREEN = 21		Net increase of 1 (planning applications dealt with in 13 weeks)
NO RATING	0	
TOTAL	21	
<p><b>SUMMARY</b> In quarter two there are no actions or indicators rated as either red or amber. The indicator concerning planning applications dealt with in 13 weeks has improved in quarter two as it had previously been rated as amber.</p>		




Environmental Sustainability

Indicator Progress Report

Ref Code	Polarity	Measurement	Definition	Baseline 2008/9	Previous Outturn	2009/10 Target	July	August	Sept	Est. Outturn	Red/Amber /Green	Comments
Reported Monthly												
ES3 NI 157	High	%	Major Applications	Not Yet Determined	85.18%	81.6%	n/a	100.00%	100.00%		 GREEN	2.6.09 Targets changed (from 80.65%, 83.38% and 92.46% respectively) due to updated information from the Audit Commission regarding top quartile data for District Councils.  The targets have all been met and exceeded. Progress for 'Major Applications' and 'Other Applications' has exceeded last quarters performance, while 'Minor Applications' performance is only slightly less.
			Minor Applications		86.25%	84%	75.00%	85.70%	85.70%		 GREEN	
			Other Applications		95.47%	92.1%	94.70%	100.00%	100.00%		 GREEN	
ES10 NI 191	Low	Num	Residual household waste per head	N/A	569kgs	560kgs	39kg	41kg	44kg	117kg This quarter	 GREEN	Estimated due to confirmed figures not available from SCC for Aug & Sep.
ES11 NI 192	High	Num	Household waste recycled and composted	40%	39.84%	44%	56%	52%	48%	52% this quarter	 GREEN	Note SCC figures estimated as per NI 191




Environmental Sustainability												
Indicator Progress Report												
Ref Code	Polarity	Measurement	Definition	Baseline 2008/9	Previous Outturn	2009/10 Target	July	August	Sept	Est. Outturn	Red/Amber/Green	Comments
ES13 NI 195 a, b and c	Low	%	Improved street and environmental cleanliness (levels of litter/ detritus, etc)	13%	7%	12%					 GREEN	3 inspections per year are undertaken On target to achieve

Environmental Sustainability												
Indicator Progress Report												
Ref	Polarity	Measurement	Definition	Baseline 2008/9	Previous Outturn	2009/10 Target	Est Outturn	Annual Outturn	Red/Amber/Green	Comments		
Reported Annually												
ES15 NI 197	High	Num	Improved local biodiversity – active management of local sites	9 Sites	2 Sites Increase	2 sites increase on baseline	30.6%		 GREEN	Annual Indicator		

Environmental Sustainability

PDP Actions Progress Report



Challenge 1: Built Environment

How	When	Who	Red/Amber/Green/ Progress	
Adoption of the LDF Core Strategy	December 2010	Planning Policy Manager	 GREEN	The Preferred Options consultation has been completed and the Publication version of the document is now being written.
Adoption of the LDF Rugeley Town Centre Area Action Plan	September 2011	Planning Policy Manager	 GREEN	The Preferred Options consultation has been completed and the Publication version of the document is now being written.
Provide information campaigns to promote and encourage the uptake of new Building Regulations to ensure maximum implementation	March 2010	Building Control Manager	 GREEN	Government have issued new water efficiency regulations for implementation 1/10/09. Details of changes have been sent to local stakeholders on Building Control database. All also invited to Information seminar held on 20 <sup>th</sup> July 2009. Government consultation on new energy conservation regulations commence 18th June. Relevant local stakeholders to be notified of this.

Environmental Sustainability

PDP Actions Progress Report




Challenge 2: Enhance and Ensure Access for all Environments that are Valued, Protected and Enjoyed by Maintaining Parks and Open Spaces that are Valued by Residents and Visitors

How	When	Who	Red/Amber/ Green	Progress
Develop Park Management Plans for six main sites in the District.	March 2010	Parks and Open Spaces Manager	 GREEN	On target
Negotiate a revision of the lease for Hednesford Hills Raceway to incorporate better controls of Noise, Health & Safety and Parking.	March 2010	Head of Environmental Health	 GREEN	Lease negotiations have been concluded and a copy of the new lease has been sent to the applicants' solicitor for signing.

Environmental Sustainability

PDP Actions Progress Report




Challenge 3: Climate Change



How	When	Who	Red/Amber/ Green	Progress
Develop a communications plan promoting and raising awareness on the impact of Climate Change and CO2 emissions.	March 2010	Recycling and Climate Change Officer	 GREEN	On target to be undertaken during 09/10. Plan written by Katie McBey and Anthony Morris
Develop a Cannock Chase Climate Change policy, to reduce Carbon Emissions within Council owned buildings and the District within LAA targets	March 2010	Recycling and Climate Change Officer	 GREEN	On target to be undertaken during 09/10. Have bid and won support from the energy saving trust under their 1-2-1 programme. A team has been formed to work with the EST on 185 and 186. First get on board meeting held on 12 October, questionnaires sent out for completion during week commencing 12 October. Deadline for questionnaires return = 26 October. Responses being considered.
Develop an Adaptation plan to address the affects impact of changing climate and weather conditions , in order to target and monitor Flood Risk sites across the District	March 2010	Direct Works Supervisor	 GREEN	Flood Risk sites sites have been identified across the district and an inspection regime has been put in place


Environmental Sustainability

PDP Actions Progress Report

Challenge 4: Reduce the Volume of Waste to Landfill and Increase Recycling Rates

How	When	Who	Red/Amber/ Green	Progress
Reduce the amount of residual waste per household in line stated for CCDC within the Staffordshire Waste Action Plan.	March 2010	Head of Environmental Services	 GREEN	We are on target to reduce the amount of residual waste per household in line stated for CCDC within the Staffordshire Waste Action Plan.
Increase types of recyclable materials and increase volumes of waste recycled in line with the targets stated for CCDC within the Staffordshire Waste Action Plan	March 2010	Waste Engineering Services Manager	 GREEN	We are on target to increase volumes of waste recycled in line with the targets stated for CCDC within the Staffordshire Waste Action Plan
Provide public information/consultation through 2 Road Shows per year on Recycling and Waste minimisation.	March 2010	Recycling and Climate Change Officer	 GREEN	We are on target to undertake through 2 Road Shows per year on Recycling and Waste minimisation.

Environmental Sustainability				
PDP Actions Progress Report				
Challenge 5: Improve Cleanliness of our Streets				
How	When	Who	Red/Amber/ Green	Progress
Retender the Streetscene Contract to address performance requirements with NI targets and budgetary provisions	March 2010	Parks and Open Spaces Manager	 GREEN	On target to start new contract May 2010
Deliver the Environment Enforcement Action Plan	March 2010	Environmental Health Manager	 GREEN	First quarter report to Environmental Sustainability Policy Development Committee 21/9/09

Environmental Sustainability				
PDP Actions Progress Report				
Challenge 6: Protect Biodiversity				
How	When	Who	Red/Amber/ Green	Progress
Achieve the LAA target for the number of Biodiversity sites with an active management plan	March 2010	Countryside Officer	 GREEN	On target

**Environmental Sustainability  
2009/2010 Quarter 2 Priority Delivery Plan  
Finance Report**

**1. Introduction**

As detailed in Section 2 paragraph 2.2 of the main body of the report, Annex 4 contains the financial outturn for quarter 2.

The sections within this Annex follow the CHASE C priorities. Each section will show a financial summary for that specific priority, followed by the relevant Service financial outturns that make up the summary.

**2. Tolerances**

The standard tolerances for the PDP reports have been set as follows:

Red Indicator – Any variation where the variation exceeds 15% of the budget or the variation exceeds £10,000.

Amber Indicator – Any variation where the variation exceeds 10% of the budget or the variation exceeds £5,000.

Where there is no indicator the variation falls outside the above tolerances and is considered to be 'acceptable'.

**3. Action Plans**

It should be noted that not all of the red tolerances will require action plans. Some of the tolerances are as a result of budget profiling, uncontrollable costs (excluded items) etc. Action plans will only be required for those tolerances that are considered to have a 'real impact' on the financial standing of the Council.

Action plans to rectify red financial indicators should be completed in conjunction with the main exception reports attached to this report. Any specific financial action plan will be addressed as part of the Head of Financial Management Corporate Monitoring report. The main Variation Analysis highlighted within the Corporate Monitoring Report is detailed below. This is then followed by each portfolios financial performance for quarter two.



**MONITORING STATEMENT 2009-10**  
**PERIOD APRIL - SEPTEMBER**  
**KEY VOLATILE BUDGETS**

Details	Original Budget	Profiled Budget	Actual	Variance
	£	£	£	£
Salaries and Wages	13,855,450	6,553,440	6,473,650	-79,790
Traveling Costs	155,310	77,400	78,470	1,070
Concessionary Fares -				
Passes	1,107,980	440,980	365,550	-75,430
Grounds Maintenance	1,389,380	694,690	684,020	-10,670
Refuse & Recycling				
Operational	1,697,940	788,040	775,640	-12,400
Contracted services	232,780	154,880	246,781	91,901
Recycling Credits	-585,080	-349,430	-442,317	-92,887
Interest on balances	-165,670	-82,840	-31,110	51,730
<b>Customer/client Receipts</b>				
Licensing Income	-224,140	-112,400	-114,970	-2,570
Car Parks	-916,760	-436,180	-389,960	46,220
Planning Fees	-397,990	-207,940	-124,810	83,130
Building Control	-233,930	-115,500	-86,490	29,010
Market Income	-475,280	-263,000	-243,310	19,690
Golf Course	-204,610	-135,850	-126,890	8,960
Land Charges	-108,620	-60,940	-46,850	14,090
Cemeteries	-165,840	-81,820	-79,950	1,870
Industrial estates	-148,300	-110,690	-91,520	19,170
Prince of Wales -				
Salaries and wages	160,430	77,900	88,570	10,670
Net Income	-74,520	-104,890	-82,480	22,410
Chase Leisure Centre				
Income	-656,220	-336,800	-313,900	22,900
Rugeley Leisure Centre				
Income	-444,590	-228,180	-241,850	-13,670
<b>Total</b>	<b>13,797,720</b>	<b>6,160,870</b>	<b>6,296,274</b>	<b>135,404</b>
<b>Excluding Refuse Contracted</b>				<b>55,903</b>

**Environmental Sustainability  
General Fund**

**Financial Summary**

	<b>2009-10 Budget £</b>	<b>Budget To Date £</b>	<b>Actual To Date £</b>	<b>Variance To Date £</b>	<b>Budget Remaining £</b>
<b>Performance by Approved Budget</b>					
Staffing Costs (including training)	1,822,510	918,259	902,316	-15,943	920,194
Premises Running Costs	130,160	68,002	66,825	-1,177	63,335
Vehicle and Travel Costs	553,830	276,915	253,656	-23,260	300,174
General Supplies and Services	3,371,050	1,578,449	1,464,092	-114,357	1,906,958
Payments under Contract	320,160	160,080	215,703	55,623	104,457
Consultants	660	330	660	330	0
Computer Hard and Software	13,210	11,675	20,789	9,114	-7,579
Capital Financing / Asset Rental	23,000	11,500	12,064	564	10,936
Internal Recharges Expenditure	1,250,120	621,166	508,258	-112,909	741,862
<b>Total Expenditure</b>	<b>7,484,700</b>	<b>3,646,376</b>	<b>3,444,362</b>	<b>-202,014</b>	<b>4,040,338</b>
Grants	-211,890	-190,030	-178,118	11,912	-33,772
Sales	-701,250	-350,625	-375,856	-25,231	-325,394
Fees and Charges (Local)	-376,420	-188,280	-157,079	31,201	-219,341
Fees and Charges (Other)	-629,000	-314,500	-211,371	103,129	-417,629
Other	-35,000	0	1,227	1,227	-36,227
Rents	-9,860	-4,930	-4,963	-33	-4,897
Central Service Recharges	-1,621,220	-810,610	-704,423	106,187	-916,797
Income Non-General Fund	-2,980	0	0	0	-2,980
Internal Recharges Income	-188,870	-94,435	-87,707	6,728	-101,163
<b>Total Income</b>	<b>-3,776,490</b>	<b>-1,953,410</b>	<b>-1,718,289</b>	<b>235,121</b>	<b>-2,058,201</b>
Internal Contributions	-4,780	-2,390	0	2,390	-4,780
<b>Total Appropriations</b>	<b>-4,780</b>	<b>-2,390</b>	<b>0</b>	<b>2,390</b>	<b>-4,780</b>
<b>Total</b>	<b>3,703,430</b>	<b>1,690,576</b>	<b>1,726,072</b>	<b>35,497</b>	<b>1,977,358</b>

**Service Detail**

	<b>2009-10 Budget £</b>	<b>Budget To Date £</b>	<b>Actual To Date £</b>	<b>Variance To Date £</b>	<b>Budget Remaining £</b>
<b>Performance by Service</b>					
<b>ECL, Legal &amp; Democratic Services Manager</b>					
0145, Local Land Charges	-48,180	-31,085	-24,881	6,204 <b>R</b>	-23,299
	<b>-48,180</b>	<b>-31,085</b>	<b>-24,881</b>	<b>6,204</b>	<b>-23,299</b>
<b>PEC, Waste &amp; Engineering Services</b>					
0133, Land Drainage and Watercourses	20,680	10,340	1,011	-9,329	19,669
0142, Recycling	466,270	233,135	219,691	-13,444 <b>R</b>	246,579
0182, Public Clocks	4,710	2,355	212	-2,143	4,498
0193, Refuse Collection	933,550	490,535	420,265	-70,270	513,285
0445, Refuse and Cleansing Administration	-12,460	-6,230	-3,500	2,730	-8,960
0446, Refuse and Cleansing Operational	-51,780	-87,252	-15,262	71,991 <b>R</b>	-36,518
0466, Bulky Refuse	-8,960	-5,533	-585	4,948	-8,375
	<b>1,352,010</b>	<b>637,350</b>	<b>621,833</b>	<b>-15,517</b>	<b>730,177</b>
<b>PEF, Food and Safety</b>					
0081, Dog Warden	25,440	16,455	14,710	-1,745	10,730
	<b>25,440</b>	<b>16,455</b>	<b>14,710</b>	<b>-1,745</b>	<b>10,730</b>
<b>PEG, Private Sector Housing</b>					
0214, Enforcement Action	11,210	5,605	825	-4,780	10,385
	<b>11,210</b>	<b>5,605</b>	<b>825</b>	<b>-4,780</b>	<b>10,385</b>
<b>PEP, Environmental Protection</b>					
0451, Contaminated Land	940	-140	-342	-202	1,282
	<b>940</b>	<b>-140</b>	<b>-342</b>	<b>-202</b>	<b>1,282</b>
<b>PLA, Parks &amp; Open Spaces Manager</b>					
0068, Countryside Management - Services	156,740	80,575	88,448	7,873	68,292
0141, Litter Control & Street Cleansing	673,450	282,526	296,381	13,855	377,069
0432, Landscape	124,260	62,130	63,359	1,229	60,901
0634, Land Restoration Trust - Keys Park	0	0	-1,757	-1,757	1,757
	<b>954,450</b>	<b>425,231</b>	<b>446,432</b>	<b>21,201</b>	<b>508,018</b>
<b>PPB, Building Control Manager</b>					
0020, Building Control	120,480	55,403	84,203	28,799 <b>R</b>	36,277
	<b>120,480</b>	<b>55,403</b>	<b>84,203</b>	<b>28,799</b>	<b>36,277</b>
<b>PPD, Development Control Manager</b>					
0146, Local Plans and Policy	187,560	100,180	94,750	-5,430	92,810
0169, Development Control	-18,130	-5,715	41,594	47,310 <b>R</b>	-59,724
0602, Planning Delivery	-54,640	-101,405	-41,678	59,727	-12,962
	<b>114,790</b>	<b>-6,940</b>	<b>94,666</b>	<b>101,606</b>	<b>20,124</b>