Report of:	Head of
	Governance and
	Corporate Services
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	Improvement
Key Decision:	No
Report Track:	Cabinet: 08/03/18

CABINET 8 MARCH 2018 QUARTER 3 PERFORMANCE REPORT 2017/18

1 Purpose of Report

1.1 To advise Members on the position at the end of Quarter 3 for 2017/18, in respect of the Priority Outcomes as set out in the Corporate Plan 2015-18 and in the supporting Priority Delivery Plans (PDPs) for 2017/18.

2 Recommendations

- 2.1 To note the performance information relating to PDPs as detailed in Appendices 1-4.
- 2.2 To consider the actions which have been flagged as requiring amendment to the timescale, scope or timeline.

3 Key Issues and Reasons for Recommendation

3.1 Information for performance actions and indicators for Quarter 3 2017/18 is included for relevant items in Appendices 1 to 4. The overall rankings for each Portfolio area are detailed in Section 5 below, indicating that 80.9% of actions/projects have been achieved or are on target to be achieved.

4 Relationship to Corporate Priorities

- 4.1 This report supports the Council's Corporate Priorities as follows:
 - (i) The indicators and actions contribute individually to the Council's Strategic Objectives as set out in the Corporate Plan 2015-18.

5 Report Detail

- 5.1 The Council's Corporate Plan 2015-18 was approved by Cabinet on 23 June 2015, superseding the previous Corporate Plan for 2011-14 and setting out the revised mission, priorities and strategic objectives of Cannock Chase District Council for the next three years.
- 5.2 The supporting Priority Delivery Plans (PDPs) are the annual documents that set out how the Council will achieve progress against its strategic objectives; these plans establish the actions, performance measures and timetables for delivery that are the basis of the Council's quarterly and annual performance reporting framework.
- 5.3 The PDPs include "Direction of Travel" performance indicators (PIs) and actions outlining the significant projects and initiatives being undertaken by the Council in regard to the strategic objectives.
- 5.4 The Lead Officers for each of the projects/actions have provided a commentary on performance and a rating and these are included in Appendices 1-4. A summary of progress, by rating, is given in the table at 5.6. The projects/actions are rated according to the system illustrated below. At the end of Quarter 3 good progress has been made in the delivery of projects/actions with 80.9% delivered or on target to be achieved. Work is in progress on 19.1% of actions, albeit they are behind schedule.
- 5.5 The Lead Officers have also provided data for the Direction of Travel Indicators. Some of these indicators are traditional performance indicators, in which case an assessment has been made as to whether the target has been achieved. The other indicators are "measures" and the intention is to use these to assess the Council's direction of travel over the medium to long term. All of the Direction of Travel Indicators are reported for each of the Corporate Priorities at the front of each of the appendices 1-4.

		PRO	JECTS/ACTION	ONS	
	1				No Rating
	Project completed	Project on target	Project Timeline/ scope/target date requires attention.	Project aborted/ closed	No rating provided/ action not due
Customers and Corporate	2 28.6%	3 42.8%	2 28.6%	0 0%	0 0%
Economic Development and Town Centres	1 5.6%	11 61.1%	6 33.3%	0 0%	0 0%
Health, Culture and Environment	3 21.4%	11 78.6%	0 0%	0 0%	0 0%
Housing, Crime and Partnerships	0 0%	7 87.5%	1 12.5%	0 0%	0 0%
TOTAL	6 12.8%	32 68.1%	9 19.1%	0 0%	0 0%

6 Implications

6.1 Financial

There are no direct financial implications arising from the report.

The financial management of the PDPs is standard in accordance with Financial Regulations and any measure to address a performance shortfall as reflected in a PDP report will require compensatory savings to be identified in the current year and be referred to the budget process for additional resources in future years.

6.2 Legal

None.

6.3 Human Resources

None.

6.4 **Section 17 (Crime Prevention)**

Direct actions which the Council is taking with regard to Section 17 (Crime Prevention) are detailed in the annexed PDP performance reports.

6.5 **Human Rights Act**

None.

6.6 **Data Protection**

None.

6.7 Risk Management

The strategic risks relating to the delivery of the Corporate Plan and PDPs have been identified and are included in the Strategic Risk Register, which is monitored and managed by Leadership Team and is reported to the Audit & Governance Committee.

6.8 **Equality & Diversity**

The Performance Reporting process by which the actions and indicators established by the Council to achieve its Priority Outcomes has been the subject of an Equality Impact Assessment, and in conclusion most considerations within the assessment are not applicable. However those items that have been identified as relevant are considered to be of neutral impact, and therefore the outcome of the assessment is that no change to the process is required.

6.9 Best Value

The Council's Corporate Plan 2015-2018 and the Priority Delivery Plans 2017/18 include targeted actions which will contribute to promoting community engagement and Best Value within the District.

7 Appendices to the Report

Appendix 1	Performance information for the Customers & Corporate Priority Delivery Plan.
Appendix 2	Performance information for the Economic Development and Town Centres Priority Delivery Plan.
Appendix 3	Performance information for the Health, Culture and Environment Priority Delivery Plan
Appendix 4	Performance information for the Housing, Crime and Partnerships Priority Delivery Plan

ITEM NO) 65
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Previous Consideration

None.

Background Papers

Corporate Plan 2015/18 Report to Cabinet, 23 June, 2015.

Priority Delivery Plans 2017/18 Report to Cabinet, 13 April, 2017.

Performance Reporting Process Equality Impact Assessment, July 2012.

Customers & Corporate PDP 2017-18 Q3 Performance Update

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Target- Achieved/ Trend
Customers: Delivering	Council services that are	customer centred and a	ccessible		
Customer contact data	Total: 24,745 Ans: 23,471 94.9%	Total: 24,470 Ans: 23,247 95.0%	Total: 21,656 Ans: 20,518 94.7%		93% calls answered
Use of Online Forms	App/Online: 485	App/Online: 496	App/Online: 479		410
E – Payments Transactions – Payments made via the Council's website 2016/17 – 21,816 Value £2,319,060	Target – 5,000 Actual – 6,140 Value - £674,658	Target – 5,000 Actual – 6,197 Value - £654,168	Target – 5,000 Actual – 6,115 Value - £655,926		20,000 (5,000 per quarter)
Payments made via the Council's automated telephone payment system 2016/17 – 21,759 Value £2,391,064	Target – 5,000 Actual – 6,466 Value - £715,664	Target – 5,000 Actual – 5,955 Value - £445,086	Target – 5,000 Actual – 5,620 Value - £615,915		20,000 (5,000 per quarter)

Strategic Objective						
Delivering Council services that are customer centred and accessible						
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating	
Develop and implement a Customer Access Strategy Work on the Customer Access Strategy has been put on hold due to the work that is in progress on the procurement of a new telephony system and planning for a replacement CRM system. Both of these procurements are closely associated with the Customer Access Strategy. Drafting of the Strategy is now planned for 2018-19.	Customers have clarity as to the standards of service that they can expect to receive. Increase the ways customers can interact with the Council via digital means.				is a constant of the constant	

Making the best use of limited resources					
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Development and delivery of an action plan to take forward the recommendations from the Peer Review An action plan is in place for delivery of the Peer Review recommendations and is being monitored by Leadership Team. Work is nearing completion the new Corporate Plan which underpins other aspects of the recommendations.	Improve the resilience and efficiency of the Council				
Prepare outline business cases for sharing the following services: • Development Control, Planning Policy and Land Charges; • Environmental Health; and • Information Governance A report on the outcome of the business cases for further shared services was considered by Cabinet in November 2017. The report recommended that the Information Governance Shared Service should proceed. With regard to Environmental Health, it was agreed that the scope of this review should be widened to Environmental Services and that an independent options appraisal be commissioned jointly with Stafford Borough Council.	FRP option				

Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Develop proposals for delivery of savings of £94k from the Stafford led shared services, as part of the FRP process, for delivery in 2018/19	FRP option			1	
Savings have been identified by the Stafford led shared services and these have been built into the budget for 2018-19 onwards.					
Review of call handling operation between the Contact Centre and the Social Alarm Service	FRP option	Not	<u> </u>	<u> </u>	
Due to the delay in the move of the Social Alarms team it has not been possible to commence		Not Due			
the review of call handling. The team successfully completed its move in on 16 January 2018. The review of call handling is now likely to commence in 2018-19.		until 4 Qtr4			
Reduce the opening days/hours for the Revenues & Benefits reception and enquiry service for 2017/18 as follows:	FRP option.				
Rugeley Area Office – to 2 days per week; and					
Hednesford Library – to 1 day per week.					
Opening hours were changed from 3 April 2017 as planned.					

Strategic Objective					
Improving skills and accessibility to local employment opportunities					
Action & Progress Update	Outcomes	Q1	Q2	Q3	Q4
		Rating	Rating	Rating	Rating
A strategy is to be developed regarding the Apprenticeship Levy					
The strategy was presented to Leadership Team on 15 th August 2017 and approved.					

				Not rated
Project completed	Project on target	Project Timeline/scope/target date requires attention. Alterations considered by leadership team	Project aborted/ closed	Action not rated
2	3	2	0	0
28.6%	42.8%	28.6%	0%	0%

Economic Development and Town Centres PDP 2017-18 Q3 Performance Update

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Target Achieved/ Trend
Better jobs and skills - Suppo	orting a successful business ed	conomy			
Private Sector Workforce Growth	No data available	No data available	No data available		
UK Business Counts (2015)	3,280 (2016 data)	3,400 (2017 data)	3,400 (2017 data)		
Better jobs and skills - Impro	ving skills and accessibility to	local employment opportur	nities		
Employment/ unemployment rates	0.7% (460 JSA claims) 79.5% employment rate	0.7% (454 JSA claims) 79.5% employment rate	0.7% (408 claims) 78.4% employment rate		
Qualifications (Jan 2015 – Dec 2015)	47.2% NVQ Level 3+ (Jan -Dec 2016)	47.2% NVQ Level 3+ (Jan-Dec 2016)	47.2% NVQ Level 3+ (Jan-Dec 2016)		
Better jobs and skills - Grow	ing the number of successful	businesses			
Business start ups and growth	No data available	No data available	No data available		
UK Business Counts (2015)	3,280 (2016 data)	3,400 (2017 data)	3,400 (2017 data)		
Better jobs and skills - Suppo	orting attractive and competi	tive town centres			
Town vacancy rates	5.8% across three town centres	5.2% across three town centres	5.5% across three town centres		
Visitor numbers – footfall	No data available	No data available	No data available		
More and better housing: Pla	anning for the housing needs	of the District			
Number of affordable dwellings secured through \$106 agreements	Nil	Nil			Target 45

Supporting a successful business economy					
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
 Cannock Chase Local Plan Part 2 Progress work in key areas to underpin production of the Plan, including:- Responses to the Issues and Options Consultation - Assess all of the sites and any new policy options, taking into account the representations made at the issues and options stage. Production of an updated Strategic Housing Land Availability Assessment (SHLAA) Decide which sites should be put forward for allocation and for what use. Draft the proposed policy detail. Prepare the 'Proposed Submission' Plan Representations received to the Issues and Options were reported to Cabinet in August 2017. The latest SHLAA covering 2016-17 was completed in October 2017. A report setting out the revised Local Development Scheme and Local Plan Review is due to be considered by Council in February 2018. 	A robust and up-to-date evidence base is required to ensure that the Local Plan is considered 'sound' at Examination in Public and can stand up to scrutiny from potential objectors.				
Develop a strategy to secure improvements to Cannock Railway Station (in association with improved connectivity between Mill Green Designer Outlet Village, the station and the town centre), Hednesford and Rugeley Railway Stations Cannock Station – SCC, Network Rail and WMR is developing a 'Chase Line Stations Alliance' which, together with the new West Midlands franchise operator, is hoped to bring about substantial improvements to Chase Line stations. The station's Vision seeks to ensure they are instantly recognisable in the areas which they serve and also integrate properly into the community. Stations should act as 'Gateways', with quality infrastructure and more facilities such as shops. The study is in two stages: Stage 1 is to confirm the projects for outline development. It is anticipated that this stage will result in a shortlist of projects for further development. Stage 2 will develop outline a masterplan for each of the prioritised stations from Stage 1. Site inspections of Cannock, Hednesford and Rugeley Town were carried out in June and initial concept proposals have been produced. WMR have acknowledged that Cannock Station is a priority.	Enhance connectivity across the District and outside of the District. Increased numbers of rail passengers.				

Action & Progress Update	Outcomes	Q1	Q2	Q3	Q4
		Rating	Rating	Rating	Rating
 Co-ordinate the production of a development brief for the former Rugeley 'B' Power Station and work with partners to ensure redevelopment of the site. Production of Masterplan/Planning Brief – with the site owners, Engie, and Lichfield DC Production of Supplementary Planning Document (SPD) (Local Plan Document) Demolition and clearance of site (Engie) – Contractor to be appointed First buildings to be demolished (Engie contractor) Cabinet approved the draft Rugeley Power Station SPD for consultation purposes at its June 2017 meeting. The joint consultation with Lichfield District Council ran from 24 July until 3 September 2017. The completed SPD is due to be formally adopted by both Cannock Chase and Lichfield District Councils in early 2018. Engie are in the process of appointing demolition contractors. 	Local economy in Rugeley protected and new uses, employment, housing and community facilities established on site as soon as possible.				

Strategic Objective								
Improving skills and accessibility to local employment opportunities								
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating			
Seek to maximise local employment opportunities in large projects (businesses supporting the initiative creating 50+ jobs) with the ambition that 50% of new employees would be residents of the District. Most large projects currently being progressed are speculative with the end-user to be confirmed. There is also a requirement for employers who are willing to participate. The Mill Green Designer Outlet Scheme will therefore be a major opportunity to respond to the local jobs for local people ambition. Employment and skills plan close to being in an agreed form between the parties.	Local jobs for local people.							

Action & Progress Update	Outcomes	Q1	Q2	Q3	Q4
		Rating	Rating	Rating	Rating
Setting up a Retail Skills Academy for Mill Green DOV	Upskilling Employment				
Course unable to attract sufficient learners to start Sept 2017 (Cannock College campus now closed). Reviewing strategy and delivery arrangements with developers. Discussion ongoing, looking to resolve by next quarter.	opportunities for local people at the MG DOV and other retail outlets in the area.				

Strategic Objective					
Growing the number of successful businesses					
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Support the growth and expansion of local companies through the 'Let's Grow' Programme Successful delivery of the previous programme achieved. Additional monies to continue operating the programme secured from the Pye Green Valley monies (£40,000). Promotion ongoing. No approvals in quarter 3 but increase in larger grant enquiries being evidenced (still on profile).	Small businesses supported to grow and increase employment				
Continue working with partners to formulate and implement EU funded projects to support business start ups and the growth of existing businesses (SMEs) and help businesses to access the resultant funding. Delivery of approved projects currently taking place i.e. Business Growth Programme and Enterprise for Success. Currently exploring start up grants programme and approved higher level skills match project. Higher level skills project now live. Submitted GBSLEP bid for Southern Staffs growth hub advisers (x 2 posts).	New businesses formation. Jobs protected/created.				

Strategic Objective					
Supporting attractive and competitive town centres					
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
To continue the production of an Area Action Plan for Cannock Town Centre to sit alongside Local Plan Part 2 and secure the participation of key stakeholders in developing and delivering plans for the future of the Centre. Responses to the AAP Issues & Options consultation are being reviewed and considered in the context of the emerging work on the Cannock Town Centre Prospectus (see below). The completion of the AAP is now linked to ongoing work on the Cannock Town Centre Prospectus (as below) and will be subject to review.	Development of Cannock Town Centre to meet future needs. Redevelopment opportunities. More competitive and attractive town centre.				
Produce a Cannock Town Centre Prospectus to generate interest in investment opportunities. Specialist advisers have been appointed to undertake Phase 1 and work is progressing to produce the report.	Redevelopment opportunities. More competitive and attractive town centre.				
Work with developers to secure a commencement to construction works for the Mill Green Designer Outlet Village and progress measures required to enhance connectivity with Cannock Railway Station and Cannock Town Centre Section 73 planning application was approved on 11 October 2017	Enhanced profile of Cannock Chase as a visitor destination. Improved retail and leisure offer. Construction jobs. Increased access to training opportunities.				
Deliver the Town Centre Discretionary Business Rates Scheme to facilitate the reoccupation of previously vacant town centre accommodation No applications in quarter 3 but not actively promoting at present. Potential vacant unit competition to be promoted jointly with Cannock Town Centre shopping centre owners.	More competitive and attractive town centre.				

Strategic Objective					
Planning for the housing needs of the District					
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Development with Staffordshire County Council under a joint venture partnership arrangement of the Wharf Road / Pear Tree site, Rugeley	Open market and affordable dwellings to meet housing needs in				
Offer received from potential purchaser currently being considered by Staffordshire County Council. The District Valuer have advised the parties on potential capital values. Decision required by the parties on how best to proceed.	Rugeley.				

Strategic Objective					
Making the best use of limited resources					
Action & Progress Update	Outcomes	Q1	Q2	Q3	Q4
	T1 66 11 611	Rating	Rating	Rating	Rating
Develop a comprehensive Asset Management Plan which includes all maintenance costs	The effective use of the				
and opportunities for income generation etc.	Council's land and			•	
Q2 - Due to changes in the Senior Management structure, this area of work is now being	property assets that				
picked up by the Head of Housing & Partnerships.	meet operational needs				
An interim Building Surveyor has now been appointed and scoping of requirements has	and make the greatest				
begun	return on investment				
Q3 – Work is ongoing and is subject to review of Property Services team and management					
structure.					
Pursue additional external funding to support regeneration projects in the District	Maximise funding				
WMCA employment pilot to take place in Cannock North. Due to start June 2018 and will	available to the Council				
deliver for 2 years. Bid submitted to GBSLEP to secure phase 2 monies for Cannock Town					
Centre prospective work.					
Bring forward detailed business case for an extended shared service for Building Control	A well-resourced, expert				
Services	and competitive local				
	authority building				
An outline Business Case and draft budget has been produced and work is currently being	control service to ensure				
undertaken to build this into a more detailed Business Case.	a safe local built				
	environment				

Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Delivery of improvement works to Cannock Indoor Market Hall, Increase trading days at Cannock Market from 3 days to 4 days and increase fees	FRP option	1	g	· · · · · · · · · · · · · · · ·	·······································
Start charging for pre-application advice on major planning applications	FRP option	^	_	^	
Documentation currently under production to enable charges to be levied from 1 April 2018. Fees and charges to be agreed as part of the 2018-19 budget process.					
Delivery of Civic Centre Car Parking Scheme to create pay & display spaces in support of the Hospital	Improved public car parking for visitors to Cannock Hospital			•	
Scheme costs have been validated to ensure an appropriate scheme can be delivered. Currently working on a procurement route with Staffs County Council to secure design of detailed scheme – tenders received.	'				

				No Rating
Project completed	Project on target	Project Timeline/scope/target date requires attention. Alterations considered by leadership team	Project aborted/ closed	
1	11	6	0	0
5.6%	61.1%	33.3%	0%	0%

Health, Culture and Environment PDP 2017-18 Q3 Performance Update

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Target- Achieved/ Trend
Increasing access to physic	cally active and healthy li	festyles			
Increase concessionary membership scheme to areas of inactivity / deprived wards	Annual Target	Although an annual target, currently this year concessionary memberships have increased by 3.26%	Although an annual target, currently this year concessionary memberships have increased by 0.43%		Increase 2016-17 Annual outturn by 1%

Strategic Objective								
Increasing access to physically active and healthy lifestyles								
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating			
To develop and provide a new community multi sport and recreation hub facility at the former stadium site Quarter 1- Contractor to start on site. The Contractor appointed to deliver the remaining elements of Phase 1 (excluding CCTV) commenced on site in May 2017, although site preparation works were carried out in advance during March/April 2017.	To provide new and improved sport and recreation facilities in the local community	\						
Quarter 2 and Quarter 3- Construction of Phase 1 elements Construction of the Phase 1 elements including footpaths/cycle way, lighting, car parking, BMX Pump Track - completed, Green Gym Equipment and Community Allotments and building are underway and ongoing.								

Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Achieve a green flag for Hednesford Park			5	J	J
Quarter 1- Submit application and undergo inspection. The Green Flag application for Hednesford Park was submitted and a full inspection carried out on 19 th May 2017. The result of the inspection will be known during Quarter 2		•			
Quarter 2 – Green Flag Decision Hednesford Park achieved Green Flag status in July 2017 taking the Council's total to 6 Green Flag Awards for the District					
"Inspiring Health Lifestyles" (IHL) Capital Investment proposal to deliver £50,000 additional revenue by 2019/20 at Chase Leisure Centre	FRP option				
There are no specific actions identified in Quarter 1 although IHL are working on developing outline proposals for possible capital investment options during Quarter 2.					
Quarter 2 – Develop Outline Proposals IHL have developed and are working upon a number of potential options for capital investment in order to deliver revenue savings by 2019-20.					
Quarter 3 – IHL have developed 4 possible options and reviewed those options identifying 1 preferred one which is on track to be reported to Cabinet in Quarter 4.					

Working with our partners to reduce health inequalities in the District									
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating				
During Quarter 1 an apprentice has been appointed to help with the promotions including concessionary memberships and the Wellbeing teams and Leisure Centre staff supported the Armed Forces day and promoted the concessionary scheme. During Quarter 2 & 3 A range of targeted activities continue to introduce inactive people and those from the areas of highest deprivation to the leisure centre environment including Chase Active Fridays. Further outreach promotional work was undertaken at Hednesford Summer Festival and discussions commenced for the piloting of the Help A Squaddie initiative at the two leisure centres.	Making services more accessible to those on low incomes and those aged over 65				J				
Childrens Art expo working with schools from the most deprived communities to highlight the importance of healthy lifestyles During Quarter 1 the arrangements have been established through the Cultural Education Partnership to work with as many schools and community groups as possible to develop art work, such as WW1 reminiscent postcards, for inclusion in an exhibition that will tour the District. The partnership includes members from both primary and secondary schools from across the District and will continue during 2017-18. Quarter 2 The project is continuing as planned during this period. Quarter 3 During Q3 discussion with the Head Teacher forum, the Art Expo and digital resources will									

Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Disability enterprise support – Inspiring Catherine Care and Hednesford Valley social enterprise arms to develop saleable craft products as part of the their skills development for clients / students learning to fund raise for healthy lifestyle activities.		J	,	J	J
During Quarter 1 engagement with stakeholders has commenced and appropriate artists to work with have been identified. Throughout the life of the project the aim is to provide professional craft and arts worker support to upskill participants and sell products produced to increase sustainability.					
Quarter 2 The project is continuing as planned during this period.					
Quarter 3 Funding streams are currently researched which suit the aims of the project. The service met with Birmingham based 'Craftspace' who specialise in supplying high end craft production and creative industries. They have also expressed an interest as a key partner,, which will add regional interest to the project. The project aims to contribute to local economic prosperity through developing resilience for organisations by upskilling staff and being enterprising.					
"Our Parks" (Sportivate) Quarter 1- Initiative to start in Quarter 1 Free outdoor exercise classes for all levels of fitness with qualified instructors commenced in Hednesford park during the first quarter of 2017-18. During this period 66 individuals have participated recording 346 attendances. The aim is to engage with people who might experience barriers in accessing traditional leisure centre provision		\			
Quarter 2 – Initiative ongoing. A container has been installed at Hednesford Park and the programme continues to progress with plans in place to continue the programme during the wetter winter months. During Quarter 2 166 individuals have participated recording 955 attendances.					

Quarter 3 – Initiative Ongoing A report has been produced highlighting the project's success in engaging with previously inactive participants. 47 of the participants were inactive prior to joining the programme. During Q3 223 individuals have participated recording 506 attendances.					
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
"Start Peddling" – Cycle sessions will be provided in Hednesford Park, including inclusive cycling. Quarter 1 During the first quarter of this year 2017-18 the container pod for storing the bikes has been installed in Hednesford Park and the bikes ordered for commencement of the initiative in Quarter 2. The initiative which has previously been held in Cannock Park will offer everyone the opportunity to cycle through a programme of instructor led sessions. Quarter 2 A Saturday afternoon session starting from the pod has been launched with an average weekly attendance of 15 people of varying ages and abilities. The Chase Fit Cycling Network has been created which is linking cycling provision throughout southern Staffordshire to create a stronger infrastructure to support more people to access cycling. The Chase Fit Big Cycling Weekend took place on 30th September – 1st October. This saw a range of partners, IHL, CCDC, SCC, Forestry Commission, SASSOT, Cycling 2000, South Staffs Cycling Scheme and Swinnerton Cycles, come together to provide a weekend full of cycling activities. Three regular rides will be introduced on the back of the work undertaken on the Big Cycling Weekend. Quarter 3 5 volunteers have been bike leader trained and 2 further volunteers have received mountain bike training. Attendance to both the "intro to Mountain Biking" and Back to Biking sessions have been affected by weather this quarter.	Increased participation. 251 participants and 273 attendances.				

Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Festival of Sport and Culture (Link to healthy lifestyle message) to be run at Rugeley Leisure Centre – aimed at local primary schools.					-
Quarter 1 – Hold Festival of Sport The annual Festival of Sport and Culture was held at Rugeley Leisure Centre on 30 th June 2017. 457 participants attended from 16 local primary schools Tesco Gardening Project		\			
Quarter 1 Following a successful award of £12,000 from the Tesco's Bags of Help campaign, Inspiring healthy lifestyles and Cannock Chase District Council are well underway with the project to transform the land at St Luke's Church into a sensory garden that reflects the local outstanding natural. of Cannock Chase in an urban setting. The area, which has been a hub for anti-social behaviour has been transformed with new paths and raised beds and later this year Community Groups will commence planting.					
Quarter 2 The gates to the garden are now always open and a volunteer day was held during this period. The Church and its users have reported a significant reduction in anti-social behaviour on the premises since the introduction of the garden and the contractor has donated 200 sensory plants to be planted during Quarter 3.					
Ouarter 3 10 volunteers for the Prince's Trust have been working over 500 hours on the project. Feedback for the volunteers has been extremely positive and in some cases has inspired studens to carry on gardening. A film about the project has also been completed. Work will recommence in the spring when it is anticipated that the community will donate and assist in the final completion of the project.)		

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Target- Achieved/ Trend						
Cleaner and safer environm	Cleaner and safer environments: Striving for cleaner, greener and attractive public environments across the District										
Percentage of household	47.50%	51.83%	40.98%		50%						
waste recycled	Confirmed - Waste	NB: Figure based on	NB: Figure based on								
-	Dataflow Figure	confirmed SCC residual	estimated SCC residual and								
		and Material Recycling	Material Recycling Facility								
		Facility output tonnages	output tonnages								
Residual household waste	5,666.55 Tonnes	4,946.59 Tonnes	5,224.36 Tonnes		<20,000 Tonnes						
collected	Confirmed - SCC	Confirmed - SCC residual	NB: Figure based on								
	residual tonnage	tonnage	estimated SCC residual								
			tonnages								
Number of fly tipping	123	121	81		No target - this is						
incidents					a measure only						

Strategic Objective									
Striving for cleaner, greener and attractive public environments across the District									
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating				
Explore delivery options for a new cemetery site There are no actions due in the first quarter of this year. The action to determine core operational requirements for the proposed new cemetery has been specifically included in the work programme for the Health Culture and Environment Scrutiny Committee during 2017-18 and their meeting to be held in November 2017.									
Quarter 2 Core requirements have been drafted for the new cemetery and are on track for the Health Culture and Environment Scrutiny Committee during 2017-18 and their meeting to be held in November 2017.									

Quarter 3 Core requirements and future approach were considered and agreed by Health Culture and Environment Scrutiny Committee on 6 th November 2017 with the aim of soft market testing during Quarter 4.					
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Declare Air Quality Management Area (AQMA) no. 3 Five Ways Island, Heath Hayes.			· · · · · · · · · · · · · · · · · · ·		The same of
Quarter 1 – AQMA to be declared and operational		V			
Quarter 2 - There are no specific actions identified in Quarter 2					
Quarter 3 - There are no specific actions identified in Quarter 3					

Strategic Objective									
Making the best use of limited resources									
Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating					
FRP option									
		Rating	Rating Rating	Rating Rating Rating					

Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Deliver the staffed parks service in-house	FRP option	J	J	<u> </u>	J
There are no actions due in the first quarter of this year. The action to review operational proposals for the parks service has been specifically included in the work programme for the Health Culture and Environment Scrutiny Committee during 2017-18 and their meeting to be held in November 2017.					
Quarter 2 Core operational proposals and current options are being reviewed.					
Quarter 3 Implementation of proposal to bring service back in-house is on track to start during Quarter 4					

				No Rating
Project completed	Project on target	Project Timeline/scope/target date requires attention. Alterations considered by leadership team	Project aborted/ closed	
3	11	0	0	0
21.4%	78.6%	0%	0%	0%

Housing, Crime and Partnerships PDP 2017-18 Q3 Performance Update

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Total	Annual Target	Target Achieved / Trend					
More and better housing: Increasing the supply of affordable housing												
Additional affordable	76	33	27			160						
housing												
More and better housing: P	Planning for the	e housing needs	of the District									
Number of affordable	0	0	0			45						
dwellings secured through												
S106 agreements												

Strategic Objective										
Increasing the supply of affordable housing										
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating					
Progress the redevelopment of the Reema flats on the Moss Road Estate, Chadsmoor Scheme has progressed well and is currently ahead of programme. During Q2 there were 10 completions, with only a further 4 properties left to complete from the total of 65 properties for affordable rent by the Council. All 65 properties have now been handed over and let. The last 4 were completed in Q3.	 Meet the need for additional affordable housing Increase the Council's housing stock Complete the implementation of the Moss Road Estate Regeneration Strategy. 									
The full scheme is still expected to complete at the end of Q4, with works to the small Play Area and Public Open Space, and environmental improvements to existing flats to be finished.	 Enhance the appearance of the Moss Road Estate Provide local employment and training opportunities 									

Action & Progress Update	Outcomes	Q1	Q2	Q3	Q4
		Rating	Rating	Rating	Rating
Progress the redevelopment of 25 properties on former garage sites and other areas of Council owned land.	Meet the need for additional affordable housing				
Scheme is currently on programme, with four sites started on site.	Increase the council's housing stock				
At the end of 2016/17 Cabinet gave approval for the scheme to be extended to 39 properties on 11 sites, with the use of GBSLEP Unlocking Housing Sites Fund. Planning permission was granted for a further six sites during Q1. Construction was ongoing in Q2 and 3.	Enhance the appearance of the Council's housing estates				
23 properties are expected to be completed (on six sites) by the end of 2017/18.					

Strategic Objective									
Improving the Council's social housing stock and raising standards in the private rented sector									
Action & Progress Update			Outcomes	Q1	Q2	Q3	Q4		
Implement a range of improvements works as provided for in t	Meet the needs and	Rating	Rating	Rating	Rating				
Programme.									
Programmes are either on target or just slightly behind the profi			tenants.						
programme will be achieved.	exception of double glazing which is due to finish in 2017/18, but it is envisaged each programme will be achieved.				Maintain the Council's housing stock to the Decent				
Programme	Annual	Total at	Homes standard.						
1 rogrammo	Target	Q3	 Reduce the need for 						
No. of properties having gas heating replaced	275	223	responsive repairs						
No. of properties benefitting from external envelope work	635	429	Improve the energy						
No. of properties benefiting from electrical upgrading works 600 438			efficiency of the Council's						
No. of properties benefiting from kitchen replacement 60 47		housing stock							
No. of properties benefitting from bathroom upgrade	260	179	 Enhance the appearance of the Councils housing 						
No. of properties benefiting from double glazing works	525	556	estates.						

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Total	Annual Target	Target Achieved / Trend
Cleaner and safer envir	onments: Working w	th partners to fo	ster safer and stror	nger communitie	es		
Satisfaction with local							
area (Feeling the							
Difference Survey)		00 (10 10 17)	00 (10 01 10)				T
Committed Crime Over	01 (04 07 17)	Q2 (10.10.17)	Q3 (19.01.18)				These are all measures
Time (Variation) All crime groupings –	Q1 (24.07.17) Previous 12 months	Previous 12 months = 5,828	Previous 12 months = 5,967				only and will be reported quarterly.
Acquisitive crime,	= 5,673	111011(115 = 5,020	1110111115 = 3,907				reported quarterry.
Violence against the	- 5,075	Last 12 months	Last 12 months =				
person, Sexual	Last 12 months =	= 6,730	6,782				
Offences, Police	6,506	,					
generated crime and		Change Over 12	Change Over 12				
oth	Change Over 12	Months = 15%	Months = 14%				
	Months = 15%	increase (902)	increase (815)				
	increase (833)	Familia familia de la m	Fan information				
	For information only,	For information	For information only, data				
	data provided by	only, data provided by	provided by Staffs				
	Staffs Police.	Staffs Police.	Police.				
ASB Incidents Over Time	Q1 (24.07.17)	Q2 (10.10.17)	Q3 (19.01.18)				
(Variation) – Police data	Previous 12 months	Previous 12	Previous 12				
	= 3,235	months = 3,108	months = 2,957				
	Last 12 months =	Last 12 months	Last 12 months =				
	2,914	= 3,062	3,179				
	Change over 12	Change over 12	Change over 12				
	Months = -10%	Months =	Months = 8%				
	reduction (-321)	-1%	(222)				
		reduction (-46)	(/				
		, ,					

ASB – Number of	O1 1F on going	Q2 – 13 on	O2 on going		
referrals to ASB	Q1 - 15 on going		Q3 – on going		
	cases, 6 closed cases 2 x Council referrals	going cases, 13 closed cases	cases 4, 18 closed		
Champion – Victim	4 x Police referrals	6 x Council	cases 5 x Council		
Support data					
	6 x Self referrals	referrals	Referrals		
	3 x Other agencies	1 x Police	0 x Police		
	19 victims and	referrals	referrals		
	vulnerabilities	5 x Self referrals	3 x Self Referrals		
	identified	0 x Other	1 x Other		
	1 x case declined due	agencies	13 victims and		
	to out of area	19 victims and	vulnerabilities		
		vulnerabilities	identified		
		identified	1 x case declined		
		2 x case			
		declined due to			
		out of area	00 (10 01 10)		
Hate Crime Incidents	04 (04 07 47)	Q2 (10.10.17)	Q3 (19.01.18)		
Over Time (Variation) –	Q1 (24.07.17)	Previous 12	Previous 12		
Police data	Previous 12 months = 89	months = 88	months = 90		
		Last 12 months	Last 12 months =		
	Last 12 months = 100	= 116	123		
			Change over 12		
	Change over 12	Change over 12	Months = 33%		
	Months = 12%	Months = 32%	Increase (33)		
	Increase (11)	Increase (28)			

Hate Crime – Number of	Q1 24 Individuals	Q2	Q3		
self referrals to CACH –	from Cannock Chase	33 Individuals	29 Individuals		
CACH data agreements	District reported	from Cannock	from Cannock		
	approx. 120	Chase District	Chase District		
	incidents,	reported	reported approx.		
	The motivation	approx. 150	110 incidents,		
	behind these	incidents,	The motivation		
	incidents were	The motivation	behind these		
	thought to be:	behind these	incidents were		
	1 Religion	incidents were	thought to be:		
	2 Sexual Orientation	thought to be:	Race 20		
	2 Disability – Physical	3 Religion	Sexual		
	3 Disability –	2 Sexual	Orientation 4		
	Learning	Orientation	Disability		
	17 Race	2 Disability –	Learning 2		
	(1 individual thought	Physical	Disability Physical		
	they were targeted	1 Disability –	2		
	for reasons of race	Learning	Religion 1		
	and religion)	24 Race	Gender ID 1		
		3 Gender	(1 person felt		
		Identity	they were		
		1 Mental Health	targeted for		
		(2 individuals	reasons on their		
		felt that they	sexual orientation		
		were targeted	and race)		
		for more than 1			
		reason).			

Strategic Objective									
Working with partners to foster safer and stronger communities									
Action & Progress Update	Outcomes	Q1	Q2	Q3	Q4				
Explore the feasibility of introducing charges for CCTV evidence requested by Staffordshire Police and insurance companies	FRP option	Rating	Rating	Rating	Rating				
Q1 – This action has not been progressed due to focusing on the procurement of the new CCTV Control Room. During Q2 the level of information requested from the police will be collated to enable us to calculate the cost to inform discussions regarding the feasibility of charges.									
Q2 - The level of information requested from the police has been collated, work is underway to calculate the cost to inform discussions regarding the feasibility of charges. There has been a delay due to capacity. A meeting with Staffs Police (Digital Services Manager) scheduled to discuss Technology, Systems and Partnerships 20.10.17									
Q3 - CCTV Police Reviews data is being collected July 2017 – 32 October 2017 – 34 August 2017 – 39 November 2017 – 37 September 2017 – 38 December 2017 – 27 Due to the relocation of the CCTV Control Room progress on identifying the cost of these reviews has been delayed.									
Explore offer from West Midlands CA (Transport for WM) re CCTV provision	FRP option								
 Q1 – This action is on hold until the procurement of the new CCTV Control Room has been completed. Q2 - This action is on hold until the procurement of the new CCTV Control Room has been completed. Q2 - This action is on hold until the procurement of the new CCTV Control Room has been completed. 									

Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Lead and roll-out the "Let's Work Together" project across the District Q1 - A Let's Work Together Event took place on Monday 3rd July 2017 in the Ballroom at Cannock Chase Council. The theme of the event was children and young people, highlighting one of the priorities of the Chase Community Partnership. 38 partners attended the event, many of which promoted their organisations in the marketplace. Q2 - A review of the resources used in Let's Work Together to ensure the services and agencies signposted to are still in existence, as there has been many commissioning changes across the county. The plan moving forward is to look at common trends emerging from the Community Safety Hub to ensure we are focusing on the local need and challenges that are posed in our District. Q3 - Let's Work Together resources have been reviewed and updated. Reviewed information will be circulated to all partners which include warning signs and contact / signposting information.	The programme will be designed to deliver against the Cannock Chase LSP priorities.				y
Develop a District Wide Anti Social Behaviour & Hate Crime Policy Q1 – It was agreed at the Housing, Crime and Partnerships Scrutiny Committee that an ASB Working Group would be set up to progress the development of a corporate ASB Policy. Nominated elected members are: CIIr Paul Snape, CIIr Mike Hoare, CIIr Zaphne Stretton, CIIr Alan Pearson and CIIr Alan Dean.	 Consistent approach to handling reports of anti social behaviour Managing Partner expectations Number of ASB Victims and witnesses supported Increased reassurance 				

Partners will also be invited to be part of this sub group.	Number of referrals and				
Q2 - The first meeting of the ASB sub group met Monday 9th October from 16.00.	from where				
The Partnership Team are currently looking at both Tamworth and Lichfield's policy which are held up as best practice across Staffordshire for the corporate ASB policy.					
One of the elements of the policy will include collective serving of Community Protection Notice Warning (CPNW) Letters & Community Protection Notices (CPNs) on partnership headed paper. The notice or letter will be deemed to be served by all partners and it is their collective responsibility to collect any evidence of breach. The onus on serving the paperwork would still sit with Police, Housing, Env Health but the response to issues being addressed under the Community Safety Hubs authority.					
The corporate policy will demonstrate good partnership working and multiagency opinions would hopefully ensure that the terms of any notices were proportionate and practical. Additionally, it would solve our ongoing issues reaccurate monitoring of who has received such notices, whilst also raising greater awareness amongst partners to assist with evidencing breaches.					
Q3 – A draft ASB Policy has been circulated to key partners both internally and externally. We are awaiting feedback, comments and amends from all parties.					
Action & Progress Update	Outcomes	Q1 Rating	Q2 Rating	Q3 Rating	Q4 Rating
Raise awareness of the Community Trigger by providing workshops for staff, members and partners.	Increased awareness and use of the Community Trigger.				
Q1 – Identified training provider, training to be schedule Q3. Q2 - Identified training provider, training to be schedule Q3. Q3 - There has been a delay due to capacity					

				No Rating
Project completed	Project on target	Project Timeline/scope/target date requires attention. Alterations considered by leadership team	Project aborted/ closed	
0	7	1	0	0
0%	87.5%	12.5%	0%	0%