



Meeting: **SCRUTINY COMMITTEE**  
Date: **21 JUNE 2011**  
Time: **4.00PM**  
Venue: **COMMITTEE ROOM 2**  
To: **Councillors I Chilvers, M Dyson, K Ellis, M Hobson, D Mackay, Mrs W Nichols (Chair), C Pearson, D Peart, R Price (Vice Chair)**

## Agenda

**1. Apologies for absence**

**2. Disclosures of Interest**

Members of the Scrutiny Committee should disclose personal or prejudicial interest(s) in any item on this agenda.

**3. Chair's Address to the Scrutiny Committee**

**4. Call In – Executive Decision E/11/6 – Selby College Sports Pitch**

Report of the Executive Director (S151) Pages 2 to 14 attached

**5. Scrutiny Committee Work Programme**

Report of the Executive Director (S151) Pages 15 to 19 attached

**6. Year End Performance Indicator Review 2010/2011**

Report of the Executive Director (S151) Pages 20 to 32 attached

**Martin Connor**  
**Chief Executive**

<b>Dates of next meetings</b>
27 July 2011 (Provisional)
20 September 2011
25 October 2011 (Provisional)
22 November 2011

Enquiries relating to this agenda, please contact Glenn Shelley on:  
Tel: 01757 292007; Email: [gshelley@selby.gov.uk](mailto:gshelley@selby.gov.uk)

**Report Reference Number SC/11/1**

**Agenda Item No: 4**

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**To:** Scrutiny Committee  
**Date:** 21 June 2011  
**Author:** Glenn Shelley, Democratic Services Manager  
**Lead Officer:** Karen Iveson, Executive Director

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**Title:** Call In – Decision E/11/6 – Selby College Sports Pitch

**Summary:** The report asks the Committee to consider a Call In of the decision made in respect of report E/11/6 – Selby College Sports Pitch which was made by the Executive on 2 June 2011.

**Recommendations:**

- i. To consider whether to accept the Call In as valid based on the reasons provided.
- ii. Should the Committee consider the Call In as valid, to consider the options available.

**Reasons for recommendations**

**To ensure the Scrutiny Committee undertakes its role in holding the Executive to account in accordance with the Constitution.**

**1. Introduction and background**

- 1.1** A Call In request has been received from Councillors Mrs W Nichols, J Crawford, B Packham, D Peart and Mrs D Davies asking Scrutiny Committee to consider decision E/11/6 made by the Executive on 2 June 2011. Minutes of the Executive meeting are attached at appendix A.

**2. The Report**

- 2.1** The Constitution states that Call In should only be used where councillors have evidence which suggests the decision makers did not take the decision in accordance with the principles of decision making set out in Article 13 of the Constitution (attached at appendix B).

**2.2** Decision E/11/6 was called in on the following grounds:

- The reasons for the decision were unclear
- The desired outcomes of the decision were not reported
- The decision was not properly recorded and published within the appropriate timescale, together with declarations of interest and background papers
- All matters had not been fully taken into account in reaching a decision.

**2.3** Report E/11/6 received by the Executive is attached at appendix c.

**2.4** Should Scrutiny Committee decide to consider the decision it has a number of options available;

- i) The matter can be referred back to the Executive for reconsideration setting out the reasons in writing and providing any other information which may be useful to the Executive.
- ii) The Committee can agree with the Executive's decision, in which case the decision becomes active.
- iii) The decision may be referred to Council for consideration.

### **3. Legal/Financial Controls and other Policy matters**

#### **3.1 Legal Issues**

Any legal issues arising are identified within the report received by the Executive E/11/6.

#### **3.2 Financial Issues**

These are covered within the report considered by the Executive.

### **4. Conclusion**

That the Committee considers whether the Call In is justified on the grounds provided and, if it is, what action is appropriate.

### **5. Background Documents**

**Contact Officer: Glenn Shelley**  
**Democratic Services Manager**  
**Selby District Council**  
***gshelley@selby.gov.uk***

**Appendices:**

Appendix A – Executive Minutes 2 June 2011

Appendix B - Article 13 of the Constitution

Appendix C - Executive Report E/11/6 - Selby College Sports Pitch

# Selby District Council



## Minutes

### Executive

Venue:	Committee Room 2, the Civic Centre, Portholme Road, Selby
Date	2 June 2011
Present:	Councillor M Crane (Chair) and Councillors G Ivey, C Lunn and J Mackman
Apologies for Absence:	Councillor C Metcalfe
Officers present:	Martin Connor - Chief Executive Jonathan Lund – Deputy Chief Executive Karen Iveson – Executive Director Mark Steward, Managing Director, Access Selby Janette Barlow – Director of Business Services Alison Davison – PA to the Chief Executive

NOTE: All decisions are subject to call-in arrangements. The deadline for call-in is 5pm 14 June 2011. Decisions not called in may be implemented on 15 June 2011.

#### 1. Declarations of Interest

Councillor C Lunn disclosed a personal and prejudicial interest in the business set out at Minute 8 [Selby College Sports Pitch] arising from his membership of the College Board of Governors and he left the meeting during discussion and voting on that item.

## **2. Start time of Executive meetings**

Discussion took place on the start time for Executive meetings, and proposals to start at 10.00 a.m. or 4.00 pm were considered

**Resolved: To start Executive meetings at 4.00 pm and to review the matter again in 6 months.**

Reasons for decisions: To give Councillors who work or who have other daytime commitments the greatest opportunity to attend Executive Meetings.

## **3. Executive appointments to representatives on outside bodies**

Councillor Mrs G Ivey presented **Report E/11/1** setting out details of representatives on outside bodies. It was noted that the proposed representative on the Selby Area Internal Drainage Board should be amended to delete Councillor M Dyson and insert Councillor J Mackman.

**Resolved:**

- i) To receive and note Report E/11/1;**
- ii) To approve the schedule of appointments on outside bodies, as amended, attached at appendix A;**
- iii) To add to the schedule the appointment of Councillor J Mackman to the York and North Yorkshire Spatial Planning Board.**

Reasons for decisions: To ensure that Selby District Council is properly and appropriately represented on those outside bodies which undertake work of an executive nature.

## **4. 2010/11 Final Accounts Outturn report – Key Decision**

Councillor C Lunn presented **Report E/11/2** setting out the final accounts outturn for 2010/11.

**Resolved:**

- (i) To receive and note Report E/11/2 and endorse the actions of officers set out in the report;**
- (ii) To note the estimated outturn position on the Council's General Fund and Housing Revenue Account for 2010/11;**
- (iii) To carry forward the £2,985,815 General Fund and Housing Revenue Account revenue and capital budget, as set out at Appendix C;**

- (iv) **To endorse the actions of the Executive Director (S151) in adding the saving generated in the General Fund to the Spend to Save Reserve.**

Reasons for decisions:

- i. To ensure that budget exceptions are brought to the attention of the Executive with explanations from officers; in order to approve remedial action as necessary.
- ii. To establish appropriate levels of reserves to support future issues from the exceptions and approve carry forward budget requests to ensure ongoing committed projects are completed.

## **5. Treasury Management Outturn Report**

Councillor C Lunn presented **Report E/11/3** setting out the results of the Treasury Management function for 2010/11.

**Resolved:**

- (i) **To receive and note Report E/11/03;**
- (ii) **To endorse the actions of the officers on the Council's treasury activities for 2010/11.**

Reasons for decisions: To comply with the Treasury Management Code of Practice, the Executive is required to receive and review regular Treasury Management monitoring reports including the annual review.

## **6. Private Sector Housing Assistance Policy**

Councillor Mrs G Ivey presented **Report E/11/4** seeking endorsement of the Private Housing Assistance Policy 2011-12 which sets out the way in which the Council intends to support the repair, improvement and adaptation of private housing across the district.

**Resolved:**

- (i) **To receive and note Report E/11/4;**
- (ii) **To endorse the Private Housing Assistance Policy 2011/12.**

Reasons for decisions: To facilitate the delivery of the private sector housing assistance service in 2011/12.

## **7. North Yorkshire Building Control Partnership**

Councillor J Mackman presented **Report E/11/5** on proposals to amend the number of members of the Partnership Joint Committee.

**Resolved:**

- (i) To receive and note Report E/11/5;**
- (ii) With immediate effect, to amend the number of elected members representing this Council on the North Yorkshire Building Control Partnership from two to one;**
- (iii) To approve the variation of the North Yorkshire Building Control Partnership agreement necessary to effect this change.**

Reasons for decisions: To give effect to changes to the Partnership's governance which have been agreed by the other member Councils.

***Having declared a personal and prejudicial interest in the item set out below Councillor C Lunn left the meeting.***

## **8. Selby College Sports Pitch**

Councillor M Crane presented **Report E/11/6** asking the Executive to consider whether to release the sum of £250,000 towards the cost of providing an all weather sports pitch at Selby College and, subject to the provision of a community use agreement, to secure appropriate community access to the new facility or pursue the alternative of investment at Abbey Leisure Centre.

Details of the scheme proposed by Selby College were considered. There was discussion on the proposals to refurbish the existing all weather pitch at Abbey Leisure Centre.

**Resolved:**

- (i) To receive and note Report E/11/6;**
- (ii) To pursue the refurbishment of the existing all weather pitch at Abbey Leisure Centre, with the Council's leisure service partner.**

Reasons for decisions: To focus the Council's capital funds on the refurbishment of an existing leisure facility which is owned and operated by the Council for the whole community and to do so in partnership with the Council's leisure service partner WLCT.

***Councillor C Lunn returned to the meeting.***



## **9. Exclusion of the Press and Public – Private Session**

**Resolved:** In accordance with Section 100(A)(4) of the Local Government Act 1972 and in view of the nature of the business to be transacted, to exclude the press and public from the meeting during discussion of the following item as there is likely to be disclosure of exempt information.

## **10. Land Sales**

Councillor M Crane presented exempt **Report E/11/7** giving an update on the sale of land at the Civic Centre site (Portholme Road, Selby) and on proposals to sell other non-operational sites, together with the proposal to relocate the existing telecommunications mast from the Civic Centre site to Prospect Way, Selby.

### **RESOLVED:**

- (i) To receive and note Report E/11/7;**
- (ii) To accept the offer to purchase land at Dunelm Farm, Riccall, subject to an appropriate overage clause and an agreed development timetable;**
- (iii) To offer the remaining Civic Centre site (Portholme Road, Selby) on the open market;**
- (iv) To commission a business case for the relocation of the mast at the Civic Centre site.**

Reasons for decisions: All of the land concerned will shortly be surplus to the Council's requirements and the offers to purchase are time limited. The offers represent the potential to generate significant capital receipts in excess of the amounts budgeted for and early action to consider the offers and respond will increase the likelihood of a successful outcome.

## Article 13 – Decision-Making

### 13.1 Principles of decision-making

All decisions of the Council will be made in accordance with the following principles:

In the general public interest, and specifically to guard against the possibility of successful legal challenge to decisions made by the Council or by the Executive, it is necessary to demonstrate:

- (a) that the decision is within the powers of the Council;
- (b) that all relevant matters have been fully taken into account in reaching a decision;
- (c) That all relevant Rules and particularly the Council Procedure Rules, Financial Procedure Rules, Contract Procedure Rules and Access to Information Procedure Rules have been complied with;
- (d) that the decision has taken into account the provisions of the Human Rights Act;
- (e) that the decision is taken after due consultation with, and the appropriate professional advice from, all relevant officers;
- (f) that any councillor concerned has considered whether he/she has any declarable interest in the particular item and if necessary made a declaration of interest;
- (g) that the current scheme of delegation has been complied with;
- (h) that the decision has been taken in an open and transparent manner;
- (i) that the decision is clear in terms of its aims and desired outcomes;
- (j) that the decision has been taken in accordance with the Council's aims and strategies; and
- (k) that the decision is properly recorded and published within the appropriate timescale, together with declarations of interest and background papers.

# Selby District Council

## REPORT

Reference: E/11/6

Item 9 - Public



**To:** The Executive  
**Date:** 2 June 2011  
**Status:** Key Decision  
**Report Published:** 23 May 2011  
**Author:** Jonathan Lund, Deputy Chief Executive  
**Executive Member:** Leader of the Council  
**Lead Officer:** Keith Dawson, Director of Community Services

**Title:** Selby College Sports Pitch

**Summary:** This report asks the Executive to consider whether to release the sum of £250,000 towards the cost of providing an all weather sports pitch at Selby College and subject to the provision of a community use agreement to secure appropriate community access to the new facility or pursue the alternative of investment at Abbey Leisure Centre.

### Recommendations:

- i. **To consider whether to release £250,000 from the Council's Capital Programme as a contribution towards the Selby College Sports Pitch Project and subject to an appropriate community use agreement at the site; or**
- ii. **Pursue the refurbishment of the existing all weather pitch at Abbey Leisure Centre with the Council's leisure service partner.**

### Reasons for recommendation

The Executive is asked to determine a way forward so that Selby College knows whether or not the Council is likely to support its scheme.

### 1. Background

- 1.1. A number of years ago Selby District Council entered into agreements with Selby College and Selby Town Football Club designed to facilitate the relocation of the Football Club from its

current ground adjacent to the Abbey Leisure Centre to new facilities adjacent to the College, together with the provision of an all weather pitch with community facilities on the College site.

- 1.2. For a number of reasons it became clear that the Football Club would be unable to proceed with the project and, in February 2010, the College approached Selby District Council to discuss the possibility of delivering a substantial part of the project in partnership.
- 1.3. The proposal was to upgrade the existing grass pitches at the college site; provide a new, floodlit, 3<sup>rd</sup> Generation (3G) all weather pitch; four FA approved team and officials' changing rooms; a community hall, meeting room, ancillary kitchen and toilets. The South Selby Tenants' and Residents' Association were also closely involved in the proposals and agreed to develop a community use agreement for the new facilities.
- 1.4. Funding for the proposal would come from the College, Selby District Council, the Football Association, the Coalfield Regeneration Trust and, potentially, from a renegotiated section 106 agreement in respect of the Staynor Hall development. This latter contribution would depend on whether support could be obtained to divert the section 106 agreement funding intended to provide a community centre at Staynor Hall on the basis that the new community facility at the College could serve the whole of South Selby.
- 1.5. Selby College agreed to lead the project, draw up plans, obtain planning permission and procure the development. Selby District Council set aside £250,000 in the capital programme in the 2010/11 budget. In addition a further £65,000 was secured as a section 106 contribution to the scheme arising from the re-development of the neighbouring Tate and Lyle site, which included development of a derelict former sports pitch.
- 1.6. However, over time it became clear that the £250,000 sought from the Coalfield Regeneration Trust would not be granted and the Football Association began to significantly reduce its promise of funding from an initial £350,000 to £100,000. It was also clear that, as a result of the slowdown in the housing market, even if agreement could be obtained, the obligation on the developers of the Staynor Hall site to provide community facilities would not coincide with the timetable for the proposed sports pitch development. As a consequence the scale and scope of the proposal was reduced significantly.

## **2. The Current Proposal**

- 2.1. The current proposal is to use funding from Selby College, Selby District Council (£250,000) and the Tate and Lyle Site s106 funding (£65,000) to provide a new floodlit and fenced, 3G all weather sports

pitch at the college site together with a community use agreement providing community access to the facility. Changing rooms would be provided in the College's existing buildings until such time as external funding for dedicated changing facilities could be secured. There would be no community hall or meetings rooms.

- 2.2. The College would manage and maintain the site and would retain the income generated from hire, including making provision for repair and replacement.
- 2.3. The Council's current all weather sports pitch at Abbey Leisure Centre is in a deteriorating state of repair and would need to be comprehensively refurbished in the near future if it was to continue in use. Investment in a new facility at Selby College could mean that the facility at the Abbey Leisure Centre could be closed. Whilst this would remove a small income stream at Abbey Leisure Centre (currently £17,000 per year) it would also relieve the council of a liability for repair and maintenance and could open up the site for appropriate redevelopment.
- 2.4. These possibilities were explained to Wigan Leisure and Cultural Trust (WLCT) before the existing contract with them was entered into.

## **2.5. The Alternative**

- 2.6. As an alternative to supporting a new all weather pitch at Selby College the Council has discussed the possibility of investing in the existing Abbey Leisure Centre pitch.
- 2.7. WLCT has indicated that it would welcome such an investment and has advised that the provision of a new 3G rubber-filled carpet suitable for both soccer and hockey would cost up to £250,000 and would take up to 6 months to design, procure and implement. There is some risk that, once the existing carpet is removed, more substantial works to the substructure may be necessary that would add to the costs. WLCT is confident that if the works were undertaken the new facility could generate an annual income of £40,000 - £50,000 pa. WLCT would be willing to discuss the potential of sharing with the Council both the initial cost of refurbishment and the additional income.
- 2.8. Such a shared investment would, however, necessitate leaving the site as a sports pitch for the remaining life of the Leisure Service contract (9 years)

## **3. Legal/Financial Controls and other Policy matters**

### **3.1. Legal Issues**

- 3.2. There are no legal issues arising from this report beyond the need to draft and enter into an appropriate community use agreement with Selby College if the Executive agrees to contribute £250,000 to the Selby College Sports Pitch Project.
- 3.3. The section 106 agreement entered into in respect of the former Tate and Lyle site provides that the developer pays a sports pitch contribution of £65,000 to the Council. The Section 106 Agreement requires the Sports Pitch Contribution to be used towards the provision of sports facilities or enhancement and improvement of facilities at Selby College pursuant to the planning permission granted for new changing facilities/function room and an all weather floodlit sports pitch.
- 3.4. Financial Issues**
- 3.5. The Council's capital programme includes the sum of £250,000 towards the Selby College Project (although at the time the provision was set aside the project included provision of a community centre/hall/meeting room).
- 3.6. The £65,000 section106 contribution has been received by the Council and is ready to be allocated.

#### **4. Conclusion**

- 4.1. The Council has up to £250,000 available to invest in a new all weather sports pitch and has the option of:
- a. Investing in a new facility at Selby College in return for agreed community use, relinquishing a liability for future management, maintenance and repair, foregoing a small income stream and releasing a site adjacent to the Abbey Leisure Centre for appropriate redevelopment; or
  - b. Investing in partnership with WLCT in the existing Abbey Leisure Centre all weather pitch, retaining overall responsibility and control and closing off the option of redevelopment in the medium term, but retaining a share of a forecast additional income.

#### **Background Documents**

**Contact Details: Jonathan Lund (jlund@selby.gov.uk)**

**Appendices: None**



**Report Reference Number SC/11/2**

**Agenda Item No:5**

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**To:** Scrutiny Committee  
**Date:** 21 June 2011  
**Author:** Glenn Shelley, Democratic Services Manager  
**Lead Officer:** Karen Iveson, Executive Director (S151)

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**Title: Scrutiny Committee Work Programme**

**Summary:** The report provides a draft work programme for Scrutiny Committee for the 2011/12 municipal year. The Committee is asked to contribute to and approve the work programme.

**Recommendation:**

**That Councillors use the attached information and the discussion with those present at the meeting to develop its work programme.**

**Reasons for recommendation**

**That the Committee ensures the contribution of scrutiny is effective in supporting of service improvement and delivery against district wide and Council priorities.**

**1. Introduction and background**

- 1.1** The adoption of a revised constitution and an Executive system from May 2011 has placed an increased emphasis on the role of the Scrutiny Committee within Selby District Council.
- 1.2** This report provides the Scrutiny Committee with a draft Work Programme for approval.
- 1.3** The Constitution states that 'Overview and Scrutiny Committee must prepare an annual work programme making clear recommendations about its work for the year ahead'. It also states that Scrutiny Committee must consult with the Executive, before presenting its Work Programme to Council. The Work Programme is scheduled for the Executive on 7 July 2011 and then to be approved by Council on September 13 2011.

**2. The Report**

- 2.1** Councillors are reminded that the role of Scrutiny Committee is to implement an annual work programme which effectively scrutinises the decisions, actions and performance of the Council, those of its partner organisations and agencies delivering services within Selby District.
- 2.2** The Work Programme deals only with the four scheduled meetings of the committee. The provisional meetings scheduled will only be held should an item have been 'called in'.
- 2.3** The Work Programme has been developed by officers to include areas of service delivery that councillors may wish to scrutinise. Performance information has been scheduled for each meeting along with the opportunity to examine a particular aspect of Access Selby service delivery. There are also opportunities to discuss with partners such as the Police, transport providers and the National Health Service the service they provide for the residents of Selby District.
- 2.4** The Work Programme has been developed to allow the opportunity for focussed debate on key issues and to allow the time for the committee to add real value to the topics identified. The programme also allows the necessary time for 'call in' of executive decisions at scheduled meetings.
- 2.5** A key aspect of the work programme is that it should be owned and developed by councillors. The ideas put forward by officers represent a suggested way forward, but it is important that councillors give input to the work programme.
- 2.6** However, when considering new items for inclusion on the work programme it is important that the following are taken into consideration:

**Relevance:**

Undertaking scrutiny work is resource intensive for both councillors and officers. Investing such a level of resources can only be justified for high priority issues. The suggested topic should relate to issues associated with the Corporate Plan, the Council's 2011/12 priorities, the Forward Plan and the Budget.

**Co-ordination:**

Topics on the work programme should not already be under consideration elsewhere within the Council or, if long term plans have been agreed, the work of Overview and Scrutiny should be co-ordinated and timely.

**Time and Resource Constraints:**



The Committee is scheduled to hold four meetings per year, this provides a finite amount of time for the Committee to carry out its work programme. Councillors may wish to supplement this with task and finish groups or by requesting individual members to carry out work. However, the time constraints and resource demands of both councillors and officers should be considered when determining how many task and finish groups it is feasible to operate at one time.

## **2. Legal/Financial Controls and other Policy matters**

### **3.1 Legal Issues**

Any legal issues arising will be identified in the relevant report at the time of consideration by the Committee.

### **3.2 Financial Issues**

There is a defined budget available for the ad hoc costs associated with the support of Task and Finish Groups. A budget has been allocated for officer time in supporting the committee and this will be closely monitored.

## **3. Conclusion**

That the Committee uses the attached draft and discussion at the meeting to finalise a work programme to present to the Executive and Council.

## **5. Background Documents**

**Contact Officer: Glenn Shelley**  
**Democratic Services Manager**  
**Selby District Council**  
***gshelley@selby.gov.uk***

### **Appendices:**

Appendix A – Draft Scrutiny Committee Work Programme

**Draft Scrutiny Committee Work Programme 2011/12**

<b>Date of Meeting</b>	<b>Topic</b>	<b>Action Required</b>
21 June 2011	Time of Meetings	To agree the time of meetings for 2011/12
	Work Programme	To agree the work programme for 2011/12
	Year End Performance	To scrutinise year end performance against the plans set out in the Strategic Programme
27 July 2011	Transport Provision	To scrutinise the provision of transport across Selby District
	New Homes Bonus	To scrutinise the impacts on Selby District
21 September 2011	Access Selby Service Provision	To scrutinise an aspect of service provision by Access Selby
	Crime and Disorder Review	To review with representatives from the Police, the levels of crime and disorder across Selby District
	1 <sup>st</sup> Quarter Interim Corporate Plan Review	To review performance against the Corporate Plan
	Section 106 Agreements	To review how Section 106 money is allocated and spent.

22 November 2011	Nigel Adams MP	Subject to availability. To ask questions of the Selby and Ainsty MP regarding issues of concern for councillors.
	2 <sup>nd</sup> Quarter Corporate Plan Report.	To review performance against the Corporate Plan
	Access Selby Service Provision	To scrutinise an aspect of service provision by Access Selby
20 March 2011	Access Selby Service Provision	To scrutinise an aspect of service provision by Access Selby
	Health Service Provision	To discuss the provision of Health Services across the district.
	3 <sup>rd</sup> Quarter Corporate Plan Report.	To review performance against the Corporate Plan
	Scrutiny Annual Report 2011/12 and Work Programme 2012/13	To discuss the Scrutiny Annual Report for 2011/12 and to agree the draft work programme for 2012/13

- Please note that any items ‘called in’ will be considered at the next available meeting.
- Councillor Call For Action will also be considered as the next available meeting.

**To:** Scrutiny Committee  
**Date:** 21<sup>st</sup> June 2011  
**Author:** Chris Smith, Corporate Improvement Officer  
**Lead Officer:** Karen Iveson, Executive Director

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**Title:** Year End Performance Indicator Review 2010/2011

**Summary:** The purpose of this report is to outline the Council's 2010/2011 performance on the adopted key performance indicators.

**Recommendation:**

**The Scrutiny Committee receives the report and note the Council's 2010/2011 year-end performance on its key performance indicators.**

**Reasons for recommendation**

**The ongoing management of performance and improvement data assists the Authority in achieving its strategic themes and priorities.**

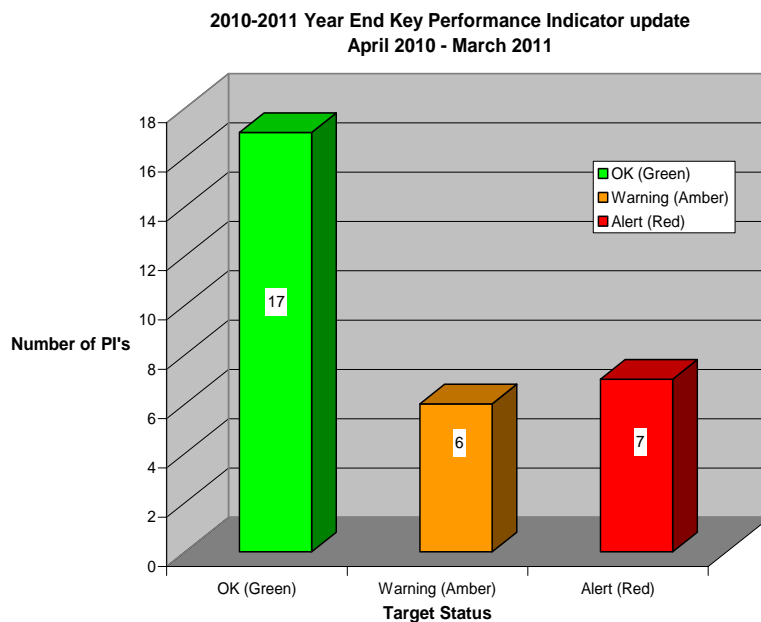
**1. Introduction and background**

- 1.1 The strategic programme has linked performance indicators that are monitored against the set projects. Performance is measured on the traffic light sequence through the Covalent performance management system.
- 1.2 Year-end performance for the period April 2010 – March 2011, together with appropriate commentary from officers are shown at Appendix A.

**2. The Report**

- 2.1 A total of 34 key performance indicators were selected and monitored against the targets set at the beginning of the year. We are still waiting for data on four performance indicators relating to Development Policy although this data should be available from July 2011.
- 2.2 Based on the 30 performance indicators that hold reported data at the end of the 4<sup>th</sup> quarter of reporting we were above target on 17

indicators with 6 indicators just missing and 7 indicators falling well below target.



- 2.3 The reported indicators for leisure services are all below the targets set at the beginning of the year. The impact of the refurbishment works at Abbey Leisure and the essential maintenance works at Tadcaster Leisure had a major impact on the visitors throughout the year. On a positive note the health and fitness suite at Abbey Leisure continues to perform well with the gym membership exceeding the original targets.
- 2.4 The kilograms of household waste sent and not sent for recycling/composting have both missed the year end targets although with a reduction of over 4,600 tonnes to landfill and recycling rates increasing by 6.8% compared to 2008/09 these have to be seen as positive results.
- 2.5 The time taken to process major planning applications fell below the local and national targets. This is a consequence of a number of complex major applications being received that could not have been dealt with on time throughout the year.
- 2.6 The economic climate and its impact on customer's financial circumstances are still affecting our performance in relation to Council Tax and Rent Arrears collection rates although we have improved on our 2009/10 performance in three of the four performance indicators with Council Tax collection only missing target by 0.07%.
- 2.8 On a positive note, the reported performance indicators for Customer Services, Community Safety, Benefits and NNDR all met the reported targets set at the beginning of the financial year.

### **3. Legal/Financial Controls and other Policy matters**

Subject to the actions determined by councillors to address weakness identified, there are no financial implications arising from the contents of this report.

### **4. Conclusion**

- 4.1 The Council have performed well on the reported performance indicators with 57% (17) achieving their performance target. The overall position of the performance indicators is however slightly distorted with only 30 out of the 34 performance indicators holding data at this time and therefore could change once further data is provided later in the year.
- 4.2 53% (16) of the performance indicators reported has improved on 2009-2010 performance. Of these 56% (9) have improved year on year since 2008/2009.

**Contact Details:** **Chris Smith**  
Corporate Improvement Officer

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**Appendices:** Appendix A:  
  
Strategic Programme Performance Indicator  
Report 2010-2011

Appendix B:

Other selected key Performance Indicators 2010-  
2011

# Strategic Programme Performance Indicator Report

## April 2010 – March 2011

**Report Type:** PIs Report  
**Report Author:** Corporate Improvement  
**Generated on:** 07 June 2011



PI Status		Long Term Trends		Short Term Trends	
	Alert		Improving		Improving
	Warning		No Change		No Change
	OK		Getting Worse		Getting Worse
	Unknown				
	Data Only				

### Monthly/Quarterly Performance Indicators

The short term trend arrow represents performance from the previous month/quarter whilst the long term trend arrow looks at performance data for the same period in the previous year.










### Annual Performance Indicators










The short term trend represents the previous year whilst the long term trend looks at performance from 2 years previous if this is available.













Code	Short Name	Direction of Travel	Current Target	Current Value	Short Term Trend Arrow	Long Term Trend Arrow	Traffic Light Icon	Notes & History Latest Note
AC_LI005	General Fund Savings	Aim to Maximise	£2,837,600	£2,424,998	↑	↑	🛑	Overall base budget savings have fallen short of target by £413K although the planned use of Planning Delivery Grant will cover much of this gap. A number of one-off savings have been achieved to cover the rest and restructure plans are progressing to ensure targets are met for 11/12 onwards.
AC_NI179	Value for money – total net value of ongoing cash-releasing value for money gains that have impacted since the start of the 2008-09 financial year Average 3% p.a cumulative to 2010/2011.	Aim to Maximise	£1,635,000	£1,818,925	↑	↑	✅	
COS_NI015	Number of most serious violent crimes per 1,000 population	Aim to Minimise	0.32	0.30	↑	↑	✅	For the period 1 April 2010 – 31 March 2011 the most serious violence crimes are down by 40% (17 crimes) in comparison to the same period in 2009-2010.
COS_NI016	Number of recorded serious acquisitive crimes/total population x 1000	Aim to Minimise	7	5.98	↑	↑	✅	For the period 1 April 2010 – 31 March 2011 Serious Acquisitive Crimes are down by 21% (130 crimes) compared to the same period in 2009-2010.
COS_NI020	Assault with injury crime rate	Aim to Minimise	4	4.38	↓	↓	⚠️	For the period 1 April 2010 – 31 March 2011 Assault with Less Serious Injury are up by 3% (9 crimes) compared to the same time period in 2009-2010.
CS_LI001	80% of telephone calls directed through the Customer Contact Centre are answered within 20 seconds.	Aim to Maximise	80.00%	81.58%	↑	↑	✅	Target Achieved
CS_LI002a	The measure of customer	Aim to Maximise	85.00%	96.80%	↑	↑	✅	Target Achieved



Code	Short Name	Direction of Travel	Current Target	Current Value	Short Term Trend Arrow	Long Term Trend Arrow	Traffic Light Icon	Notes & History Latest Note
	satisfaction with the services provided in the Call Centre (Phones)							
CS_LI002b	The measure of customer satisfaction with the services provided in the Customer Contact Centre. (F2F)	Aim to Maximise	85.00%	95.80%	↑	↑	✓	Target Achieved
CS_LI003	The measure of the quality of the contact either face to face or via the phone.	Aim to Maximise	80.00%	87.98%	↓	↓	✓	Target Achieved
CS_LI004	The average wait time before a customer is seen by an advisor.	Aim to Minimise	10.00 min	8.25 min	↑	↑	✓	Target Achieved
DP_BV106	Percentage of new homes built on previously developed land (nett)	Aim to Maximise	45.00%	?	?	?	?	Data not known until July 2011
DP_NI 154	Net additional homes provided	Aim to Maximise	440	?	?	?	?	Data not known until July 2011
DP_NI 155	Number of affordable homes delivered (gross)	Aim to Maximise	115	?	?	?	?	Data not known until July 2011
DP_NI 159	Supply of ready to develop housing sites	Aim to Maximise	100.00%	?	?	?	?	Data not known until July 2011
EH_NI 185	CO2 reduction from	Aim to Maximise	5.0%	12.0%	▬	▬	✓	Not all information for the











Code	Short Name	Direction of Travel	Current Target	Current Value	Short Term Trend Arrow	Long Term Trend Arrow	Traffic Light Icon	Notes & History Latest Note
	local authority operations							completion of the energy audit has yet been provided, although the provisional data shows that we have exceeded our target for this year.
<b>EH_NI 188</b>	Planning to Adapt to Climate Change	<b>Aim to Maximise</b>	Level 2	<b>Level 2</b>				Comprehensive Risk Assessment has been completed.
<b>LE_LI001</b>	Visits to leisure centres per 1000 population	<b>Aim to Maximise</b>	6200.00	<b>4110.52</b>				Following the capital investment at Abbey Leisure Centre, the health & fitness suite has continued to perform well. The feedback for the facilities has been extremely positive. Currently, there are 2,176 gym members, which have exceeded the original targets that were set for the facility.
<b>LE_LI002</b>	Visits to Abbey Leisure Centre	<b>Aim to Maximise</b>	460,025	<b>310,340</b>				Due to the popularity of the new fitness suite, WLCT are to invest in a further £40,000 in additional equipment. The extension to the gym will make a significant improvement to the customer experience and allow us to further increase the membership numbers.  Visits to Abbey Leisure following the 2 <sup>nd</sup> quarter show an increase in visits compared with 2009/10 and this is reflective in the growth of the memberships.

Code	Short Name	Direction of Travel	Current Target	Current Value	Short Term Trend Arrow	Long Term Trend Arrow	Traffic Light Icon	Notes & History Latest Note
LE_LI003	Visits to Tadcaster Leisure Centre	Aim to Maximise	58,000	26,723				The Profiles brand that has been implemented successfully at Abbey will also be extended to Tadcaster Leisure Centre, ensuring a consistency in the standards offered. Tadcaster has over 350 fitness members, but we are hoping to grow this with increased promotional activity.
SS_NI 191	Residual household waste per household - kilograms of household waste collected that is not sent for reuse, recycling or is not composted or anaerobic digestion per household.	Aim to Minimise	558Kg	570Kg				The final year figure is 570Kg's or 20395 tonnes to landfill. Whilst this is slightly above the target of 558Kg's (the equivalent of 19973 tonnes to landfill) this is an excellent result with a reduction of over 2000 tonnes compared to the previous year. Since 2008/9 (the last full year of weekly refuse collection) waste to landfill has reduced by almost 4,600 tonnes.
SS_NI 192	Household waste recycled and composted - Percentage of household waste arisings which have been sent by the Authority for re-use, recycling, composting or treatment by anaerobic digestion.	Aim to Maximise	44.00%	43.06%				<p>The year end figure is 43.06% which is made up of 20.06% dry recycling and 21.06% composting. Year end 2009/10 was 39.10% made up of 17.44% dry recycling and 21.66% composting. This is the first full year of alternate weekly collections and saw total waste arisings reduce by almost 1000 tonnes compared to the year before and by almost 3,400 tonnes since 2008/9 which was the last full year of weekly refuse collections.</p> <p>Whilst we have not quite hit the target for the year of 44% recycling the recycling rate has increased by 6.8% since 2008/9 which is an excellent result.</p>

Code	Short Name	Direction of Travel	Current Target	Current Value	Short Term Trend Arrow	Long Term Trend Arrow	Traffic Light Icon	Notes & History Latest Note
SS_NI195a	Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting): LITTER	Aim to Minimise	4%	6%				Out of 302 sites inspected, 19 had an unacceptable level of litter. We will continue to use the data from these inspections to identify hot spot areas that may require additional cleansing.
SS_NI195b	Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting): DETRITUS	Aim to Minimise	11%	11%				Out of 287 transects inspected for detritus, 32 had unacceptable levels of detritus.  We will use the information from this first survey to identify those areas that may require additional cleansing and allocate resource based on this.
SS_NI195c	Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting): GRAFFITI	Aim to Minimise	0%	1%				There is a slight increase in graffiti across the district. Out of 302 areas inspected only 2 had unacceptable levels of graffiti.
SS_NI195d	Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting): FLY-POSTING	Aim to Minimise	0%	0%				Target Achieved

## Other selected key Performance Indicators April 2010 – March 2011

**Report Type:** PIs Report  
**Report Author:** Corporate Improvement  
**Generated on:** 07 June 2011







PI Status		Long Term Trends		Short Term Trends	
	Alert		Improving		Improving
	Warning		No Change		No Change
	OK		Getting Worse		Getting Worse
	Unknown				
	Data Only				

### Monthly/Quarterly Performance Indicators







The short term trend arrow represents performance from the previous month/quarter whilst the long term trend arrow looks at performance data for the same period in the previous year.

### Annual Performance Indicators

The short term trend represents the previous year whilst the long term trend looks at performance from 2 years previous if this is available.

Code	Short Name	Direction of Travel	Current Target	Current Value	Short Term Trend Arrow	Long Term Trend Arrow	Traffic Light Icon	Notes & History Latest Note
BE_NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	Aim to Minimise	10.30 days	7.88 days				Target Achieved
CA_BV008	% of invoices paid on time	Aim to Maximise	98.00%	86.90%				Issues with the use of multiple systems to control the invoices in high volume areas remain a problem along with a number of 'hand offs' experienced from when the invoice comes into the authority to actually being paid. The current BPI Procure to Pay project has earmarked these issues and are looking to rectify these problems through the introduction of a more streamlined system that will manage the process through a 'corporate workflow'. This will allow us to assign designated officers to the handling of invoices that will deliver the improvement and efficiency needed to manage this process from April 2011 and ensure that we achieve the target set.

Code	Short Name	Direction of Travel	Current Target	Current Value	Short Term Trend Arrow	Long Term Trend Arrow	Traffic Light Icon	Notes & History Latest Note
DM_NI157a	Processing of planning applications: Major applications	Aim to Maximise	70.00%	54.29%	↓	↓	🚦	The team missed the local target for the determination of major applications in 13 weeks and the national target of 60% of all major applications in 13 weeks. Officers have advised throughout the year of a significant amount of older out of time major applications in the system. It was anticipated that the current situation would continue throughout the remainder of the year as more of these applications continue to be released.
DM_NI157b	Processing of planning applications: Minor applications	Aim to Maximise	70.00%	73.62%	↓	↓	✅	Target Achieved
DM_NI157c	Processing of planning applications: Other applications	Aim to Maximise	82.00%	87.30%	↓	↓	✅	Target Achieved
LT_LI001	% of Council Tax collected	Aim to Maximise	98.10%	98.03%	↑	↓	⚠️	Target missed by 0.07%  Customers financial circumstances are still affecting our efforts on recovery similarly we are moving towards a same day service on processing that will speed up recovery and see an improvement on overall collection rates
LT_LI002	Percentage of Non-domestic Rates Collected	Aim to Maximise	97.85%	98.84%	↑	↑	✅	Target Achieved

Code	Short Name	Direction of Travel	Current Target	Current Value	Short Term Trend Arrow	Long Term Trend Arrow	Traffic Light Icon	Notes & History Latest Note
RE_LI001	Rent Collection and Arrears Recovery	Aim to Maximise	98.75%	<b>98.32%</b>				Target missed by 0.43%
RE_LI005	Rent arrears of current tenants as a percentage of the authority's rent roll.	Aim to Minimise	1.65%	<b>1.55%</b>				Target Achieved