

## REPORT OF CABINET

(Meeting held on 1 June 2005)

### 1. NEW FOREST DISTRICT LOCAL PLAN FIRST ALTERATION (REPORT A) (MINUTE NO. 7)

The Cabinet considered representations made in the recent public consultation on proposed modifications to the Local Plan First Alteration.

The proposed modifications, along with a statement giving reasons for not accepting certain recommendations, was published for public consultation over the period 11 February – 29 March. A total of 64 people and organisations responded, making between them 190 representations, of which 114 were objections and 76 were in support.

The representations received, and the recommended Council responses are summarised in Report A to the Cabinet which members are asked to bring with them to the Council meeting for reference.

Having regard to the responses to the representations made and the reasons for those responses, the Cabinet are of the view that no further modifications are needed to the New Forest District Local Plan First Alteration and it is not necessary to hold a public inquiry.

#### **RECOMMENDED:**

- (a) ***That no further modifications be made to the New Forest District Local Plan First Alteration in response to representations received on the Proposed Modifications and on the Council's decision not to accept certain Inspector's recommendations (as published on 11th February 2005);***
- (b) ***That no further Public Inquiry be held into the objections received;***
- (c) ***That the Council publishes the Notice of Intention to Adopt (28 days after the date of publication of the Notice) the New Forest District Local Plan First Alteration incorporating the Proposed Modifications published on 11 February 2005, and that following the expiry of the period given in the Notice of Intention to Adopt, the New Forest District Local Plan First Alteration be adopted; and***
- (d) ***That the Head of Policy, Design and Information be authorised, in publishing the adopted New Forest District Local Plan First Alteration, to make any necessary editing changes, corrections and updating which do not materially affect the Plan's proposals.***

## 2. CAR PARK CHARGES IN BURLEY CAR PARK (REPORT B) (MINUTE NO. 8)

In January 2005 the Council set the current level of charges in Burley Car Park, and they came into effect on 1 April 2005. The increase applied in Burley was greater than that applied in other car parks because it was believed that demand for parking was sufficiently strong and that the price increase would not deter motorists from using the car park. Since the introduction of the increased charges the Parish Council and Local Traders have made representations because they feel that the charges are set at a level that is detrimental to the economy of the village.

Their main concern is that charges are too high and dissuade visitors from coming to the village. They also feel that those customers coming to a single shop will be discouraged from doing so because of the high cost of parking for a short period. Initial monitoring shows evidence of an increased sale of one hour tickets, and a reduction in the sale of two hour tickets. It is the case that the economy of the village relies heavily on summer trade from visitors.

To take account of these concerns the following revised tariff is proposed:

£0.50 up to one hour	(current charge £1.00)
£1.10 up to 2 hours	(current charge £2.00)
£1.70 up to 3 hours	(current charge £3.00)
£2.40 up to 4 hours	(current charge £4.00)
£5.00 over 4 hours	(current charge £5.00)

The tariff proposed for stays up to 4 hours is the same as that currently operating in the majority of the Council's other town and village car parks.

It is necessary to examine the charging regime for individual car parks based on their particular local circumstances, and keep them under review. Given that the April 2005 increase in charges in the Burley car park was almost double that applied to other town and village car parks, that it is extensively used by visitors not holding a parking clock during the summer months, and that the local economy is heavily dependent on summer visitors, it is not considered that a precedent will be set if the charges for stays under 4 hours are to be reduced to the same level as currently apply in most other town and village car parks.

The overall financial effect of the proposed changes will be carefully monitored and a report made back to the Cabinet should any budgetary adjustments be necessary.

### **RECOMMENDED:**

***That the tariff of charges for Burley car park as set out above be adopted once the appropriate notices as laid down in the Regulations have been given.***

### 3. GARDEN WASTE COLLECTION SCHEME (REPORT C) (MINUTE NO. 9)

The Council introduced a new system for the collection of garden waste in March 2005 in a selected area where garden waste is now collected for composting. The garden waste is collected every fortnight using a re-usable polypropylene sack. Residents pay an annual subscription of £25 for the first re-usable bag and £15 for each additional bag. The scheme is optional.

The new garden waste collection scheme currently operates in Fordingbridge, Ringwood, Bransgore, New Milton, Barton-on-Sea, Ashley, Hordle, Everton, Lyndhurst and Ashurst. The garden waste is collected every fortnight using a dedicated collection vehicle and is delivered to the Eco Composting Plant at Hurn in Dorset.

The Scheme is not operating to full capacity and income and expenditure budgets have been reduced to reflect this and a consequent budget virement of £22,450 is required.

The Cabinet are proposing that the Garden Waste scheme should be extended to ensure that the garden waste collection vehicle is working to full capacity and reduce the amount of waste going to landfill.

Subject to the necessary grant funding it is proposed to extend the garden waste collection scheme district wide and the sale of grey garden waste sacks, the contents of which cannot be recycled, will cease. At the same time it is proposed that the Council should implement a legal ban on garden waste in the household waste stream.

Ways of facilitating use of the scheme by residents who find it difficult to manoeuvre polypropylene sacks are being considered.

It is also proposed that pro rata reduced charges will apply for those who sign up to the scheme part way through the 2005/06 year.

#### **RECOMMENDED:**

- (a) *That budget virement of £22,450 be approved.*
- (b) *That the following revised scale of charges for the garden waste collection scheme for 2005/06 should be approved:*

<b>Scheme Start Date</b>	<b>Scheme End Date</b>	<b>First Bag charge</b>	<b>Additional Bag Charge</b>
<b>14<sup>th</sup> March 2005</b>	<b>31<sup>st</sup> March 2006</b>	<b>£25</b>	<b>£15</b>
<b>4<sup>th</sup> July 2005</b>	<b>31<sup>st</sup> March 2006</b>	<b>£20</b>	<b>£12</b>
<b>3<sup>rd</sup> October 2005</b>	<b>31<sup>st</sup> March 2006</b>	<b>£15</b>	<b>£9</b>
<b>9<sup>th</sup> January 2006</b>	<b>31<sup>st</sup> March 2006</b>	<b>£10</b>	<b>£6</b>

- (c) ***That subject to grant funding of the capital items and the balance of running costs breaking even: -***
- (i) ***The garden waste collection scheme should be extended District wide from 1 April 2006. Appropriate budgets should be approved for 2006/07;***
  - (ii) ***The sale of grey garden waste sacks be ceased at a date when appropriate to be agreed by the Portfolio Holder and the Director of Commercial Services; and***
  - (iii) ***The Council should implement a legal ban on garden waste in the household waste stream at a date when appropriate to be agreed by the Portfolio Holder and the Director of Commercial Services.***

#### **4. PERFORMANCE MATTERS : PERFORMANCE PLAN 2005/06 (REPORT F) (MINUTE NO. 12)**

The Cabinet has considered matters concerning the Council's 2005/06 Performance Plan, including changes to this year's Plan, arrangements for approval, and performance indicator schedules by Portfolio. There is a statutory requirement for the Plan to be approved by full Council by 30 June annually, and it is an important part of the Council's Performance Management process.

A complete copy of the proposed performance Plan will be distributed to members before the 13 June 2005 Council meeting.

Relevant extracts of the report to Cabinet are reproduced at Annex 1 to this report. They highlight proposed changes to the publication, and the approval process.

The Plan enables members to challenge performance and drive the process of continuous improvement. While it is accepted that much of the data could be difficult for the public to interpret, the main purpose of the Plan is as a management tool for members, officers, and partners of the Council. Performance can be examined by Review Panels, who can then recommend action to Portfolio Holders as part of a continuous performance management process. While the last CPA assessment rated the Council as excellent and improving, it is still important to strive for further improvement.

The "traffic light" system has been used to help members identify areas of good or improving performance, and areas that warrant further examination. There could be a variety of reasons why any particular indicator shows a "red traffic light". For example, in the indicator for staff with disabilities it is due to the fact that the Council does not hold up-to-date information on the number of employees with a disability. This will be rectified by undertaking an employee survey, which might or might not lead to action being proposed. The high cost of refuse collection is consistent across Hampshire districts, and correlates with the high level of recycling achieved in the County. In another area, a red light for net expenditure per head of population is

based on expenditure forecasts for future years. This was not a statutory performance indicator, and raises the question whether different measurement criteria would be more appropriate. In other areas, the Council may be only a minor contributor to the delivery of a service, and so have little overall control on how effective delivery is.

Examples such as these demonstrate that a red light did not necessarily indicate poor performance, but means that that particular area is worthy of special examination. In view of this, Cabinet is of the view that the Review Panels' attention should be drawn to these areas and they should be invited to undertake such examination. Where a particular performance indicator is not statutory, the Panels may also consider whether other more appropriate indicators could be used.

**RECOMMENDED:**

- (a) That the 2005/06 Performance Plan be approved;**
- (b) That the proposed changes to the 2005/06 Performance Plan as detailed in section 1 of Appendix 1 to this report be approved;**
- (c) That the proposals for approval of the 2005/06 Performance Plan as detailed in section 2 of Appendix 1 to this report be approved;**
- (d) That the Review Panels be invited to examine in particular those areas where the performance indicator system identifies an overall performance trend and comparison in the "red" zone (overall performance trend and comparison poor or getting worse), and also to consider whether non-statutory indicators used are the most appropriate method of measurement.**

**Cllr M J Kendal  
CHAIRMAN**

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EXTRACT FROM REPORT F TO CABINET – 1 JUNE 2005

**PERFORMANCE MATTERS: PERFORMANCE PLAN 2005/06**

**SECTION 1**

**CHANGES TO PUBLICATION FOR 2005/06**

1. Performance Matters has been applauded for a number of years by both district audit and peer challenge as good practice. Each year we aim to develop its contents and structure to provide greater opportunity for engagement and influence on the council's overall performance and direction for improvement.
2. A summary of the proposed changes to the publication are:
  - Combining Performance Matters and What the Residents Thought, which outlined the council's consultation outcomes
  - There will be no separate summary and main document published
  - The traffic light system calculation has been reviewed to provide a more rigorous and robust assessment of each indicators overall performance.

**3. Combining Performance Matters with What the Residents Thought**

The majority of the consultation information has been circulated before but additional details are provided on the outcomes from the results and the consultation programme for 2005/06, agreed through engagement with CMT and review panels.

As each questionnaire links to many areas of the corporate plan they will be included as an appendix and referenced as a key link to any relevant aim.

The effect of this combination will be one key document covering all of the council's performance.

**4. Publish one document only**

A summary and main version of Performance Matters was published last year.

The summary was published in a pocket size version and included only the basic performance data to encourage more widespread engagement and use by stakeholders.

The main document, which provided detailed graphs and additional document links and stories for the website, was intended to be printed in the office and distributed in a folder. The reality of printing in this way, however, was going to use so much resource that in effect it was more cost efficient to run a small batch via a selected printer.

Publishing one document this year aims to retain the benefits of the summary version by keeping the document more compact. The flexibility of the plan will be maintained by the inclusion of a pouch at the back of the document which can hold any relevant detailed graphs.

The opportunity will also be taken to combine other information available in one place such as community strategy actions, outcomes of corporate audits and the Council's Improvement Plan.

This change should realise a cost savings in the region of £2,300 from last year's plan.

## **5. Review of traffic light calculation**

The traffic light system is used as an alert to the overall performance of an indicator. It is determined through scoring against performance criteria such as benchmark quarter, trend, annual improvement, hitting target performance and continuous improvement in target setting.

After the first year of using traffic lights it has been identified that there were some elements of the calculation that were not alerting the council where weaker performance trends.

The system now only enables a score where an indicator has either maintained performance or rewards better performance with higher scores to allow for improving trends and targets. This ensures that the current system is now encouraging continuous improvement.

This will initially mean potentially more indicators are falling into the red zone than before but this should enable greater focus on where performance needs to be addressed. In practice, however, this has not proven to be the case as more indicators are achieving or targeting improvement than in previous years.

## **SECTION 2**

### **APPROVAL PROCESS FOR PERFORMANCE MATTERS**

1. Unfortunately timescales are tight between receiving actual outturn data for indicators and the Government deadline for publication of 30<sup>th</sup> June
2. It is hoped that though this report members will obtain a reasonable overview of the current performance issues. In the period leading up to the full council meeting, however, cabinet and shadow members and review panel chairs will be consulted on the detailed aims of the corporate plan related to them. This way any specific issues can be addressed prior to the final meeting.
3. Cabinet members will be asked to approve their sections of the performance plan. To this end, it is anticipated that a full draft will be available to view at the full council meeting.