



Leicester
City Council

MEETING OF THE CABINET

DATE: MONDAY, 11 DECEMBER 2006
TIME: 5:00 pm
**PLACE: COMMITTEE ROOMS 2 & 3, 'B' BLOCK, NEW WALK
CENTRE, KING STREET, LEICESTER**

Members of the Committee

Councillor R Blackmore (Chair)
Councillor Scuplak (Vice-Chair)

Councillors Coley, Grant, Gill, Mugglestone, Ramsdale, Sandringham,
Smith and Suleman

Members of the Cabinet are invited to attend the above meeting to
consider the items of business listed overleaf.

for Town Clerk

MEMBERS OF THE PUBLIC:

**YOU ARE VERY WELCOME TO ATTEND TO OBSERVE THE PROCEEDINGS.
HOWEVER, PLEASE NOTE THAT YOU ARE NOT ABLE TO PARTICIPATE IN
THE MEETING.**

*Officer contact :Frances Wake/Francis Connolly
Committee Services, Town Clerk's Department
Leicester City Council
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Tel: 0116 252 6028/7110 Fax: 0116 247 1181
email: Frances.Wake@leicester.gov.uk*

INFORMATION FOR MEMBERS OF THE PUBLIC

ACCESS TO INFORMATION AND MEETINGS

You have the right to attend Cabinet to hear decisions being made. You can also attend Scrutiny Committees, as well as meetings of the full Council. You can ask questions and make representations to Scrutiny Committees and Council. You also have the right to see copies of agendas and minutes. Agendas and minutes are available on the Council's website at www.leicester.gov.uk/cabinet or by contacting us as detailed below.

Dates of meetings are available at the Customer Service Centre and on the Website.

There are certain occasions when the Council's meetings may need to discuss issues in private session. The reasons for dealing with matters in private session are set down in law.

WHEELCHAIR ACCESS

The Committee Rooms at New Walk Centre are all accessible to wheelchair users. If wheelchair access is required for Council meetings, which are held at the Town Hall, please contact Charles Poole on 252 7015 or call in at the Customer Service Centre.

BRAILLE/AUDIO TAPE

If there are any particular reports that you would like translating into Braille or providing on audio tape, the Committee Administrator can provide this for you (production times will depend upon equipment/facility availability).

General Enquiries - if you have any queries about any of the above or the business to be discussed, please contact Frances Wake or Francis Connolly, Committee Services on (0116) 252 6028/7110 or email Frances.Wake@leicester.gov.uk or call in at the Customer Service Centre.

Press Enquiries - please phone the Communications Unit on 252 6081

PUBLIC SESSION

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members are asked to declare any interests they may have in the business to be discussed and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.

3. LEADER'S ANNOUNCEMENTS

4. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 27 November 2006, have been circulated to Members and the Cabinet is asked to approve them as a correct record.

5. MATTERS REFERRED FROM COMMITTEES

6. AREA COMMITTEE EXPENDITURE

Appendix A

Councillor Sandringham submits a report that seeks Cabinet endorsement of spending proposals by the Area Committees. Cabinet is recommended to approve the expenditure proposals in Appendix A and approve budget commitments spent ahead of this Cabinet but agreed by Councillors and officers as a matter of urgency due to time constraints.

7. HIGHFIELDS CENTRE

Appendix B

Councillor Gill submits a report that presents members with options for the future management of the Highfields Centre. Cabinet is asked to approve a number of recommendations as set out in paragraph 2 in the covering report.

Appendix 1 of the report is attached for Members only. Further copies are available on the Council's Web site at: <http://www.cabinet.Leicester.gov.uk> or by phoning Committee Services on (0116) 2526021.

**8. TRANSFER OF HIGHFIELDS CHILDREN'S CENTRE
MANAGING AGENCY**

Appendix C

Councillor Suleman submits a report that seeks Cabinet approval for the transfer of 'managing agency responsibility' for Highfields Children Centre from the N.S.P.C.C. to N.C.H, and provides Cabinet with information regarding the delay in the transfer process and to recommend a way forward. Cabinet are recommended to approve the transfer of the management agency for

Highfields Sure Start Children Centre to N.C.H., subject to the Chief Finance Officer being satisfied that the due diligence exercise has appropriately minimised the level of risk to the Council.

9. DRAFT EAST MIDLANDS REGIONAL PLAN Appendix D

Councillor Scuplak submits a report that informs members of the formal public consultation period on the draft review of the Regional Spatial Strategy (RSS8) for the East Midlands and summarises the key policy issues and to provide comments that will form the basis of the City Council's response to the consultation draft Regional Plan. Cabinet is recommended to endorse the Regional Plan policy implications set out in the report and endorse the proposed comments to the consultation of the Draft East Midlands Regional Plan.

The relevant minute extracts from the Economic Development and Planning Scrutiny Committee on 7 December 2006 and Housing and Community Safety Scrutiny Committee on 7 December 2006 will be circulated as soon as they are available.

10. LOCAL DEVELOPMENT FRAMEWORK: ANNUAL MONITORING REPORT 2005/06 Appendix E

Councillor Scuplak submits a report that reports on the preparation of the Council's second Local Development Framework Annual Monitoring report. Cabinet is recommended to endorse the submission of the Annual Monitoring report to the Secretary of State and authorise its publication.

The relevant minute extract from the Economic Development and Planning Scrutiny Committee on 7 December 2006 will be circulated as soon as it is available.

The appendix to the report is attached for Members only. Further copies are available on the Council's Web site at: <http://www.cabinet.leicester.gov.uk> or by phoning Committee Services on (0116) 2526021.

11. LOCAL DEVELOPMENT FRAMEWORK: REVISED LOCAL DEVELOPMENT SCHEME Appendix F

Councillor Scuplak submits a report that seeks Cabinet approval for revisions to the Council's Local Development Scheme and to set a date for adoption of the Revised Local Development Scheme.

The relevant minute extract from the Economic Development and Planning Scrutiny Committee on 7 December 2006 will be circulated as soon as it is available.

The appendix to the report is attached for Members only. Further copies are available on the Council's Web site at:

<http://www.cabinet.Leicester.gov.uk> or by phoning Committee Services on (0116) 2526021.

12. RENEWAL EFFICIENCY SAVINGS - FUTURE OF RENEWAL OFFICE AT 99 MELBOURNE ROAD **Appendix G**

Councillor Smith submits a report that recommends Cabinet to agree that the Housing Office at 99 Melbourne Road is disposed of by auction and the receipt be used to fund the Housing Capital Programme. It also asks Cabinet to agree that a Renewal and Grants Surgery continues to be provided from an alternative location in the Spinney Hills Ward until March 2007 at the latest and subject to use by the public.

13. LOCAL DISCOUNT FOR FURNISHED BUT UNOCCUPIED PROPERTIES **Appendix H**

Councillor Coley submits a report recommending that from 1st April 2007 the Local Discount currently granted to those responsible for paying council tax on furnished but unoccupied properties be withdrawn leading to £137,000 additional revenue to the Council. Cabinet is asked to recommend to the Council that the local discount on furnished but unoccupied homes be removed from 1st April 2007.

The relevant minute extract from the Resources and Corporate Issues Scrutiny Committee on 16 November 2006 is attached.

The relevant minute extract from the Housing and Community Safety Scrutiny Committee on 7 December 2006 will be circulated as soon as it is available.

14. SCHEME OF DELEGATION: REVIEW OF DECISIONS MADE AT CORPORATE DIRECTOR LEVEL **Appendix I**

Councillor Coley submits a report that provides Cabinet with a routine summary of decisions made at Corporate Director level in consultation with Cabinet Leads. Cabinet is recommended to note the summary of decisions made at Corporate Director level in consultation with Cabinet Leads during the period June to October 2006.

15. OFSTED/CSCI ANNUAL PERFORMANCE ASSESSMENT (APA) JUDGEMENT: 2006 **Appendix J**

Councillor Suleman submits a report that informs Cabinet of OfSTED/CSCI's judgements on the Council's services for children and young people. Cabinet is recommended to note the content of the 2006 Annual Performance Assessment report and to note the actions and agree the process against these be tracked through quarterly performance monitoring.

The relevant minute extract from the Children and Young People's Scrutiny Committee on 15 November 2006 will be circulated as soon as it

is available.

16. LOCAL AREA AGREEMENT ANNUAL REFRESH **Appendix K**

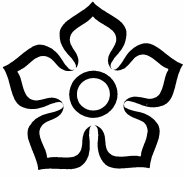
Councillor Blackmore submits a report that sets out upcoming issues in respect of the development and management of Leicester's Local Area Agreement (LAA). Cabinet is recommended to note progress to date in developing Leicester's first Local Area Agreement and issues for consideration at the annual refresh and delegate to the Director of Partnership, Policy & Performance consultation with the Service Director - Legal Services, the Leader of the Council and the Cabinet lead for Partnership, to approve any changes or additions to the agreement through the annual refresh process prior to final submission to the Government Office East Midlands.

17. LEICESTER CITY COUNCIL ANTI FRAUD AND CORRUPTION POLICY AND STRATEGY **Appendix L**

Councillor Coley submits a report that updates the Council's existing anti-fraud and Corruption Policy and Strategy. Cabinet is recommended to adopt the revised Anti Fraud and Corruption Policy and Strategy.

The relevant minute extract from the Standards and Audit Committee on 6 December 2006 will be circulated as soon as it is available.

18. ANY OTHER URGENT BUSINESS



Leicester
City Council

WARDS AFFECTED

Aylestone, Eyres Monsell and Freemens
Braunstone Park & Rowley Fields, Western Park and Westcotes
Spinney Hills and Stoneygate

Cabinet

11th December 2006

AREA COMMITTEE EXPENDITURE

Report of the Corporate Director of Resources

1. Purpose of Report

The purpose of this report is to seek Cabinet endorsement of spending proposals by the Aylestone, Eyres Monsell and Freeman and Braunstone Park & Rowley Fields, Western Park and Westcotes and Spinney Hills and Stoneygate Area Committees.

2. Report

Cabinet at its meeting on 26 June 2006 agreed to a new earmarked reserve for Area Committee budgets, with the unspent balances from 2005/2006 being carried forward to that earmarked reserve. This amounted to £25,000 for 2005/06 and a further £25,000 for 2006/07. Area Committees also received a one-off sum of £10,000 each for sports activities in 2005-6 which has also been carried forward.

Proposals from each Area Committee are reported to Cabinet for approval.

Appendix A sets out a number of proposals from Area Committees.
Appendix B sets out total spending proposal costs to date and funds available for further projects.

3. Recommendations

It is RECOMMENDED that Members -

- a) Agree the expenditure proposals in Appendix A; and

- b) Approve budget commitments spent ahead of this Cabinet but agreed by councillors and officers as a matter of urgency due to time constraints.

4. Financial implications

The expenditure proposals are within the budget available and in accordance with the principles agreed by Cabinet on 26 September 2005.

5. Legal implications

There are no legal implications.

6. Background Papers – Local Government Act 1972

Minutes of Braunstone Park and Rowley Fields, Westcotes and Western Park Area Committee on 21 September 2006 and 23 November 2006.

Minutes of Aylestone, Eyres Monsell & Freeman Area Committee: 14 June 2006 and 12 October 2006.

Minutes of Spinney Hills and Stoneygate Area Committee: 20 November 2006.

Minutes of Cabinet meeting held on 26 June 2006 and 26 September 2005.

7. Other implications

OTHER IMPLICATIONS	YES/NO	Paragraph references within supporting information
Equal opportunities	No	
Policy	No	Within agreed criteria
Sustainable and environmental	No	
Crime and disorder	No	
Human Rights Act	No	
Elderly/people on low income	No	

8. Report Author/Officer to contact

Jerry Connolly, Resources Department, ext. 6799
 jerry.connolly@leicester.gov.uk
 27 November 2006

DECISION STATUS

Key Decision	No
Reason	N/A
Appeared in Forward Plan	N/A
Executive or Council Decision	Executive (Cabinet)

AREA COMMITTEE PROPOSALS FOR EXPENDITURE

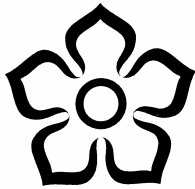
Proposal	Notes/departmental consultation	Cost (£)
Aylestone, Eyres Monsell and Freeman Area Committee		
Southfields Community Association	Community newsletter	250
Community Christmas event at Eyres Monsell	Bid tabled at meeting and agreed by councillors following consultation: Eyres Monsell budget	1,500
Empress Skating Club to get 10 sets of skates	Increased access to skates will improve revenue at council sports centre: Freeman sports budget	400
Green defensive hedging project at allotments	Cost-effective crime reduction and positive habitat formation: Aylestone budget	960
Support for St Christopher Friendship Group	Helps reduce social isolation among older people; across all three wards	1,350
Composting toilet at community gardening project	Freemen budget	834
	Total	5,299

Braunstone Park and Rowley Fields, Westcotes and Western Park Area Committee		
Mobile traffic speed camera	Subject to investigation of costs and availability	£1,400
Contribution towards cost of installation of toilet cubicle at Braunstone Gate	Subject to investigation of costs and availability of funding from other partners, and of continued funding for maintenance and repair. This figure was agreed in consultation with members of the committee.	£8,000
Rowley Fields Allotment Society	Disabled access project	£2,560
Brite Centre open day	Publicity campaign for range of services	£500
Outreach project giving financial and other advice	Publicity campaign for range of services	£635
Total		£13,095
Spinney Hills and Stoneygate Area Committee		
	Funding for community and substance abuse project aimed at youngsters	£3,000
Contribution towards football tournaments and kit for community based youngsters' soccer team	Sports fund allocation	£1,147
Funding for two editions of community based newsletter	Newsletter is widely distributed within Somali communities. Aim is to make publication long-term self-sufficient.	£1,200
Community multi-event celebration supper		£300
Virement of spending from 166 Evington Road to HART	Committee has agreed £2,750 of £6,000 allocated towards spending on premises at 166 Evington Road be directed towards community activity at another Evington Road office. Highfields Association of Residents and Tenants (HART) is to be used as conduit for payment of rent and other bills. None of the £6k allocation was used at 166 Evington Road.	
Total		£5,647

APPENDIX B

Summary of spending commitments by each area committee based on approval of the above project spending.

Area committee	General funding budget: 2006/7	General funding committed	General funding remaining	Sports funding budget: 2006/7	Sports Funding committed	Sports funding remaining
Humberstone & Hamilton and Thurncourt	£50,000	£37,722.59	£12,277.41	£10,000	£0	£10,000
Spinney Hills and Stoneygate	£50,000	£18,950	£31,050	£10,000	£4,647	£5,353
Aylestone, Eyres Monsell and Freeman	£50,000	£24,392.99	£25,607.01	£10,000	£4,400	£5,600
Aylestone Ward	£16,666.66	£4,022	£12,644.66	£3,333.33	£0	£3,333.33
Eyres Monsell Ward	£16,666.66	£11,498.50	£5,168.16	£3,333.33	£1,500	£1,833.33
Freemen Ward	£16,666.66	£8,872.49	£7,794.17	£3,333.33	£2,900	£433.33
Braunstone Park and Rowley Fields, Westcotes and Western Park	£50,000	£23,495	£26,505	£10,000	£10,000	£0



Leicester
City Council

WARDS AFFECTED
Spinney Hills

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
Cabinet

11th December 2006

Highfields Centre

Report of the Corporate Director of Adult and Community Services

1. Summary

- 1.1 This report presents members with options for the future management of the Highfields Centre. It provides an update on previous Cabinet recommendations relating to the centre, and responds to a statement made at the Cabinet meeting held on 24th April 2006. Appended to this report is the Report prepared by Timiti Training Consultancy published in February 2004.

2. Recommendations

Cabinet is recommended to:

- a) Note the current position of the development of the Highfields Centre in relation the capital development of the extension and refurbishment to the building.
- b) Note the appended report, "Highfields Youth and Community Centre Management and Governance Review – Final Report" published February 2004.
- c) To acknowledge previously agreed revenue expenditure to support the expanded service provision of the Highfields Centre.
- d) Consider the following options for the future management of the Highfields Centre:

Option 1 All services and activities directly managed by the City Council without direct reference to community organisations.

Option 2 Establish a Strategic Management Board consisting 4 representatives of each of the City Council, the Highfields Community Association, and the funding bodies. The aim of the Board would be to develop a viable range of services and activities to meet the needs of

the local residents of Highfields and the citizens of Leicester, and to take the centre through the 4 Phases toward community governance set out in the Timiti report. The Strategic Management Board would have an initial 24-month period to achieve a vibrant and viable centre and recommend a suitable long-term management arrangement for the consideration of Cabinet.

Option 3 To proceed more quickly to achieve a “handover” to a community governance arrangement with the Highfields Community Association based on a set of negotiated principles for the management of the Centre.

3. Financial and Legal Implications

3.1 This report sets out three options, which would require annual revenue funding by the Council of between £132,500 and £260,190. There is currently no budget provision, so funding would need to be identified within the 2007/08 budget setting process. In determining the option to be pursued, Members should be mindful of the need to ensure that arrangements are in place to ensure that monies for which the Council is accountable are spent and recorded in accordance with the Council's financial procedures and conditions imposed by external funders.

Colin Sharpe, Head of Finance, Adult and Community Services ext. 8800.

As this report deals with policy options there are no legal implications directly arising. However, detailed legal advice will be necessary on the implementation of the chosen option.

Guy Goodman, Head of Community Services Law ext. 7054.

4. Report Author/Officer to contact:

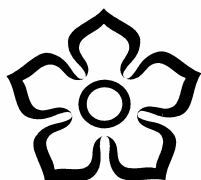
Alistair Reid, Service Director, Safer & Stronger Communities, Adult and Community Services Department, Ext 8313

Steve Goddard, Head of Community Services, Adult and Community Services Department, Ext 4365

Key Decision	No
Reason	N/A
Appeared in Forward Plan	N/A
Executive or Council Decision	Executive (Cabinet)

WARDS AFFECTED:

Spinney Hills



Leicester
City Council

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:

Cabinet

11th December 2006

Highfields Centre

SUPPORTING INFORMATION

1. Background

1.1 The Highfields Youth and Community Centre was opened in 1974 and was operated by the Community Education Section of the Leicestershire County Council. The County Council established Community Associations for all the Youth and Community Centres. The Highfields Community Association's constitution was adopted in January 1977. The Highfields Centre was transferred to the City Council under unitary status in 1997.

1.2 In the constitution, objective 2b refers to:-

“maintain and manage, or to co-operate with any local statutory authority in the maintenance and management of the centre for activities promoted by the association and it's affiliated bodies in furtherance of the above objectives”.

The Highfields Community Association (HCA) has charitable status and provides an advisory function to the management of the centre.

1.3 In 1996 the Head of Centre submitted a bid on behalf of the County Council for lottery funding to construct a sports centre. Following a report to the Education Committee of the Leicester City Council in April 2000 members agreed to:

- (i) Support the project as a Council run project;
- (ii) Take responsibility for implementation;
- (iii) Receive a report on the management arrangements for the expanded project.

1.4 A further report was prepared and approved by Cabinet in May 2001 with delegated authority to the Director of Education in consultation with the Cabinet lead for Education and Lifelong Learning to approve the project in full

if the full grant was available. The Sport England Lottery Board confirmed its offer of funding to support the project in August 2001.

- 1.5 The lottery grant was further supported by funds from the Single Regeneration Budget and the City Council. This gave a total sum available of £2.8m. This funded the building of a sports facility with some community development capacity.
- 1.6 In May 2002 the Lifelong Learning and Community Development Division secured funding from the Learning and Skills Council to the value of £1.0m. which enabled a much-enhanced facility to be designed.
- 1.7 In September 2003 a bid for capital and revenue funding was successful from the European Regional Development Fund. The bid focused on the creation of four specialist service areas of:
 - ICT Suite/Cyber Café;
 - Video Technology Suite;
 - Music/recording Studio;
 - Performing Arts Area.

The capital funding of £500,610 was allocated to support specific areas of the project mainly with the purchase of equipment including classroom furniture, telephone system, kitchen equipment, electrical equipment and IT equipment. The revenue funding was based on match funding with a 70:30 split in favour of the City Council to total sum available of £310,950. This funding would support four dedicated officer posts to facilitate programmes designed to promote social enterprise and learning within the Centre. These posts have not been recruited and the revenue draw down from the ERDF has not been achieved. The funding from the ERDF expires in September 2007 due to the time limit of the funding agreement. If the posts are not recruited to by the end of 2006 then draw down will not be achieved.

2. The Timiti Report

- 2.1 In 2003, Timiti Consultants were engaged to carry out a review of the centre with the following scope;-
 - identify the national picture with regards to community governance
 - models of multi-purpose community use of a resource
 - the capacity of the HCA to inform governance and management arrangements
 - relate future management and governance arrangements to strategies of the City Council as a whole towards revitalising neighbourhoods.
- 2.2 The final version of the Timiti Report was published in February 2004. This is attached as appendix 1. The main findings of the report are summarised as follows:
 - Overwhelming support for the new development of the centre by local people.

- The continued involvement of local people in shaping the future of the centre and participation in its governance is vital.
- The City Council, given the intent to greater democratisation, needs to disseminate information to local people about the processes to achieve this.
- The need to share good practice of community engagement across the city would benefit local people.
- Area Committees will need to ensure that they meet the community's expectations.
- The Centre needs to engage more actively in community development and capacity building.

2.3 The Timiti Report looked for similar facilities to Highfields but was unable to find something directly comparable. It recognised that the HCA could provide a platform on which to base future community governance arrangements, but noted that it was important that members of the community were adequately prepared to undertake the range of responsibilities which an interdependence model of community governance would contain. Timiti took the view that "total control" by either side would be unrealistic and undesirable. Indeed the report stated:

"The debate is not helped by the sentiments of community independence, since the understanding which underpins this concept ponders on the notion of "splendid isolation".....We would suggest that both sides would benefit from the more collaborative notion of inter-dependency which is more obviously underpinned by the concept of mutuality."

2.4 The report outlines a phased approach to Community Governance. These steps are:

- Phase one - Local Authority Control
- Phase two - Delegated
- Phase three - Devolved
- Phase four - Interdependence

The report identified that the HC, at the time of writing was at Phase one. This remains the case. Timiti recognised that much was needed to be done if the HCA was to take on responsibilities commensurate with its empowerment ambitions. Again this remains the case. As a result of the consultations on the Timiti report, staff and management agreed, at the time of writing that the "4 phases" approach to community governance could be achieved within two to three years. There was a minority view that if accelerated it could be done within two years. Timiti considered this overly optimistic. Due to the lack of progress towards a robust community governance arrangement, these timetables would have to apply from now, if the phased approach were to be pursued.

3.0 Arrangements since the Timiti Report

- 3.1 Prior to the Lifelong Learning and Community Development Divisional Organisational Review (DOR), in April 2004, the Community Learning Manager had full management control of all activities undertaken in the centre including Adult Learning, Early Years and Childcare, Youth Service and community activities. This also includes private hire, and advice and information. The HCA saw these and other services at the core of community governance. Under the delegated powers of the Corporate Director of Education and Lifelong Learning the DOR was implemented in April 2004, and the services were separated into four discrete sections with their own management structures. The services are operated on a citywide basis within three defined areas of the city. The Education and Lifelong Learning Scrutiny Committee discussed the Review at the meeting in September 2004 and the Highfields Community Association made representation that the Highfields Centre should not be subject to the DOR. The Scrutiny Committee resolved to stop the DOR with immediate effect. This was referred to the 27th September 2004 Cabinet meeting, which confirmed the implementation of the Divisional Organisation Review under the powers delegated to the Corporate Director.
- 3.2 In September 2004 Cabinet agreed to establish a Partnership Board consisting of the Cabinet Link for Education, Ward Members, Highfields Community Association, Staff Representative, a Representative from the principal funding organisations, and representative from Education Finance. The remit of the Partnership Board was to:
1. Develop and consult on a strategic plan to deliver high quality lifelong learning services.
 2. Advise on professional leadership arrangements for the expanded centre.
 3. Consult on and evaluate options for community governance of the centre with recommendations for Cabinet.
- 3.3 A Project Manager was appointed in November 2004 to support the Partnership Board in meeting its remit and prepare a report to Cabinet. The Partnership Board has only met on one occasion and is currently dormant. The HCA wrote to the Corporate Director of Education and Lifelong Learning on 28th November 2004 seeking agreement to a number of issues including “an immediate end to the proposed Partnership Board and the restoration of the Joint Project Board (with Cabinet Lead involvement) to oversee the implementation of the Timiti recommended community governance arrangements at HYCC within an agreed time scale”.
- 3.4 Following the change in the political administration within the Council in November 2004, the HCA and Cabinet Members with officers pursued options for community governance. The Project Manager was seconded on 17th January 2005 to the HCA to assist with the transfer arrangements to community governance and future service developments at the Highfields Centre.
- 3.5 In December 2005 Cabinet received an update on the progress towards community governance following the setting up of the Partnership Board. The report followed informal discussions including a without prejudice meeting between the Corporate Director of Education and HCA Representatives on

17th November 2005 which recognised the need for a practical and affordable model of community governance. The Director of Education was requested to bring forward a report by March 2006 setting out a practical and affordable option for community governance for the centre; and develop robust operational and financial arrangements to maximise the usage of the centre in the interim.

- 3.6 Following discussions between representatives of the HCA and officers of the City Council the HCA produced an Outline Business Plan for one year for community governance in February 2006.
- 3.7 Officers set out a number of concerns, which needed to be addressed before Cabinet could be advised that robust operational and financial arrangements were in place. These concerns were conveyed to the HCA through a comprehensive response dated 20th March 2006. At a meeting between the HCA and Officers on 21st March 2006, the HCA stated that they had no confidence in officers dealing with this matter although they were still committed to work in conjunction with the City Council to achieve the necessary outputs for community governance. The HCA requested a written commitment to achieving community governance; a series of timetabled meetings to work towards an affordable and practical option of community governance; and the appointment of mutually agreed independent facilitator to advise on the completion of the Business Plan and related tasks.
- 3.8 In a letter dated 31st March 2006 from the Interim Corporate Director for Education and Lifelong Learning to the HCA, the HCA were informed that the following core requirements needed to be addressed:
- A long-term vision for the centre with justification.
 - The management, staffing and governance arrangements required to achieve the vision both long term and immediate.
 - A detailed financial plan for the first three years of achieving that vision.
 - Details of targets and outcomes to be delivered for the Council in return for funding received from the Council as set out in the financial plan.
- 3.9 At the 24th April 2006 Cabinet meeting, the Cabinet Lead for Adult and Community proposed to ask the Corporate Director to bring forward a report to Cabinet setting out a detailed project plan and timetable to achieve three things:
- Put the service on a secure financial footing with a robust business plan for the future
 - Identify the route needed to achieve a model of Community Governance for this service, subject to detailed legal and financial appraisal and in the context of the views of funding bodies
 - Developing a model contract for services between the Council and HCA should the Council agree to implement Community Governance. This

would include finance, quality assurance and community involvement in specifying and monitoring services.

In addition, the Cabinet Lead proposed the Council and the HCA should jointly appoint an independent facilitator to oversee the production of the business case and associated tasks.

- 3.10 Informal discussions and visits to the Centre have taken place by Elected Members and Officers of the Adult and Community Services Department to understand the issues faced by the service providers and the HCA. There have also been meetings between the local MP, funding organisations, representatives of the HCA and Officers. These meetings have clarified the current position held by the HCA and the City Council with the support of the funding organisations.

4. Current Service Delivery

4.1 Capital Funding

The capital funding for the extension and refurbishment of the Highfields Centre is outlined as follows:

Funding Organisation	£	Date
Single Regeneration Board	500,000	July 2002
Learning & Skills Council	1,000,000	May 2002
Sport England	1,999,000	August 2001
LCC – Regeneration & Culture	200,000	May 2002
LCC – Central Maintenance Fund	100,000	May 2002
European Regional Development Fund	500,610	September 2003
TOTAL	4,299,610	

4.2 Revenue Funding

The revenue expenditure for the centre is drawn from a number of City Council service budgets. The 2006/07 budgets are indicated as follows:

	Expenditure £	Income £	Net Budget £
Community Services	179,400	10,000	169,400
Adult Learning	21,100	45,800	(24,700)
Early Years and Childcare	58,900	2,100	56,800
Youth Service	66,300	-----	66,300
Total	325,700	57,900	267,800

- 4.3 The above services, with the exception of community services, have wider issues about the deployment of resources in the area and citywide. The services are outlined in more detail as follows:

- 4.4 **Adult Skills and Learning** – The centre has provided adult education courses for a number of years and has been recognised nationally for its

achievements. The LSC provides a direct grant to the City Council for the funding of adult learning courses across the city. The Adult Skills and Learning Service allocates the resources to provide a range of courses to individual establishments, including community colleges and community centres. The LSC has changed the funding criteria to a number of Areas of Learning and this has meant an increase in certain areas of learning and decrease in other areas. The LSC has indicated that it is only willing to contract with the Local Authority, not with individual centres or colleges. As previously stated the Adult Learning Service was established following the Divisional Organisational Review (DOR) and is currently undertaking another review. Under the funding arrangements the current programme of courses and the enrolments achieved meet the LSC £1.0m. capital funding obligations.

- 4.5 The HCA, under a community governance model would not be able to operate the adult courses themselves but would be able to hire the space to any provider, e.g. Adult Skills and Learning. The infrastructure for Adult Learning would be costly and the quality of the service, without curriculum support could be compromised, thus jeopardising the next external inspection of the city's Adult Learning provision.
- 4.6 The Adult Skills and Learning Service offered 30 different courses for the academic year 2006/07 and 241 enrolments on 23 courses had been achieved by the end of October 2006.
- 4.7 The Learning and Skills Council (LSC) has recently published its annual statement of priorities ('Raising our Game' - 2006) which outlines key actions for 2007 / 08. These actions include a significant announcement that from September 2007, learners will no longer receive automatic entitlement to full fee remission for English for Speakers of Other Languages (ESOL); in future, only learners in receipt of means-tested benefits will qualify for free tuition. It is anticipated that this will result in a decrease in demand for ESOL provision, a major element in the Highfields current programme. This shift in LSC funding may require further changes in the local programme, which will be better handled within citywide curriculum planning arrangements. 'Raising our Game' also announced that Asylum Seekers will not be eligible for LSC - funded provision from 2007 which could also impact on the Highfields programme in the future.
- 4.8 **Early Years and Childcare** – The playgroup and crèche provide a significant usage of the dedicated space off the main reception area during the weekday daytime. The sessions are well attended and provide quality and early years learning to young children.
- 4.9 The provision is directly line managed by the Early Years and Childcare service, which gives management support to the quality and expertise of staff and curriculum.
- 4.10 The Early Years and Childcare service is charged on a service charge basis for the rental of dedicated space in the centre.
- 4.11 There have been significant developments in the area, with Highfields Sure Start being a major provider, which has had a negative effect on the

Highfields Centre. The After-school Care provision is well used but has vacant places and this is reflected across the local area with other providers.

- 4.12 The HCA could only receive income from the dedicated area used and room hire for the After-school care sessions.
- 4.13 **Youth Service** – The Youth Service directly manages the service through the provision a number of sessions per week through the use of the youth room and sports hall. The Youth Service, provide direction and support to staff to deliver quality activities to young people.
- 4.14 The HCA would receive income for the hire of space and the service charge of dedicated space under a community governance model.
- 4.15 **Sports and Physical Activities** – In the original bid submission to Sport England reference was made to the employment of Sports Development Officers to support the use of the sports facilities. A Sports Development Plan was devised and a submission for Lottery funding for the revenue costs for the workers was unsuccessful.
- 4.16 The Cabinet decision at 8 April 2002 resolved that acceptance of the Sports Lottery funding was confirmed on the basis that the Council would meet the revenue consequences of the Lottery funded project including any deficit.
- 4.17 The City Council's Sports Services undertook an assessment of the income generation of the fitness suite in February 2001, which indicated that revenue of £2000 per fitness station per year could be derived to support the running costs. The actual running cost basis on today's figures is still to be determined.
- 4.18 The sports hall is currently used on a hire basis by local schools with their teachers running the sessions during the daytime; and the youth service sessions; and private hire by local sports organisations takes place in the evenings.
- 4.19 The fitness suite on the second floor has been fully equipped, however there has been a delay in completing the connectivity of the fitness machines. This work was completed in July 2006 and the premises staff have been inducted on the use and maintenance of the equipment. However, this creates the issue of the requirement of specialist staff to operate this provision. The cost of employing trained staff to operate the provision against the potential income generated would require additional resources.
- 4.20 The aerobics studio was provided through the capital building works. The Adult Skills and Learning service have provided aerobics courses in the 2005/06 academic year, however the course has not been continued in the new academic year. This is due a change in the LSC funding policy not to prioritise fitness and aerobics courses. The only way this could continue is on a full cost recovery, as there is no provision to subsidise this activity. This provision could also be marketed for hire for dance sessions and rehearsal space for local organisations.

- 4.21 **Advice and Information Service** – Four advice sessions have been provided each week at the centre for a number of years. Local residents have used the provision for advice and information on immigration, benefits and employment issues.
- 4.22 The major issue has been the funding of the provision following the transfer of staff to the Advice and Information Service formerly in the Regeneration and Culture Department. The current provision cost is £16,000 p.a. The funding has not been identified in the advice and information budget. The future funding provision is still being considered by the Advice and Information Service.
- 4.23 **Catering Service** – A kitchen, servery and eating area were provided through the capital building works. The facilities are fully equipped to provide hot meals and refreshments to compliment the services and activities of the Centre. The HCA indicate that a catering franchise to local company would generate an income of £7,200 p.a., however the level of usage at the centre may not attract the local companies to bid for the franchise.
- 4.24 Currently there are no plans to open up the catering facilities, as, until there is an increase in usage, the service will not be viable.
- 4.25 **Community Services Activities** – The activities for the local community are based on room hire as there are no resources available for community development.
- 4.26 The income from private hire e.g. wedding receptions is paid to the HCA and the City Council receives no major income from the usage of the centre.
- 4.27 **New Technology and Arts Development** – As part of the European Regional Development Fund (ERDF) bid submission the development of training opportunities around new technology and arts development were proposed. A Business Plan was provided at the time of submission, which was broad ranging in objectives but no detailed work on the service delivery and activities to take place against any market research and customer needs analysis.
- 4.28 A sum of £70k per annum had been identified within the Council's Community Services budget to employ the staff to support the provision, which would draw down external funding of £30k per annum from ERDF. This funding expires in September 2007 and the future funding will need to be identified.

5. **Community Governance**

- 5.1 The Highfields Community Association has continued to express an aspiration for a greater role in the leadership and management of the Highfields Centre. This has been referred to as community governance.
- 5.2 The December 2005 report to Cabinet gave an update on the progress made following informal discussions with the HCA and other stakeholders at the first meeting of the Partnership Board which took place in March 2005. The decision of Cabinet was to request the Director of Education and Lifelong

Learning to bring forward a report by March 2006 with a practical and affordable option for community governance for the Highfields Centre.

5.3 Outline Business Plan provided by the HCA in February 2006 detailed the aims as follows:

- To serve the local community as per HCA's Constitution – promote education and social welfare (including recreation) of inhabitants of Highfields; identify and establish a community centre as a resource to deliver such services and benefits in partnership with local authority.
- To be a Lifelong Learning Centre (cf ERDF bid) – the new Lifelong Learning Centre will therefore provide a greatly enhanced range of learning opportunities, community enterprise development and other community opportunities to all sections of the Highfields community and to all age groups.
- To provide new sports facilities and thereby significantly improving the quality, quantity and range of sporting opportunities for the local community. To establish a coordinated and partnership approach to community sports development programmes in this locality and provide the opportunity for individual talent development.
- To provide facilities to people who have previously been denied access due to their low income, gender, special needs, ethnicity or age
- To contribute to Neighbourhood Renewal and make a difference to health, crime and education in this socio-economically deprived area
- To be run by the local community on behalf of the local community

5.4 The Operating Model and Source of Income was outlined as follows:

- To deliver commissioned services on behalf of LCC – namely LCC's core lifelong learning services, including playgroup and crèche services, as well as offering additional LCC advice and sports services.
- To be the primary centre for delivering LCC commissioned services to Highfields residents as envisaged throughout the programme of regeneration and investment in the Highfields Centre and to maintain this partnership approach as a core part of the HCA vision for the Centre's future management
- To offer services to members of the local community on a charged basis at a range of affordable rates
- To seek additional income from external grants for specific programmes
- To seek additional income by running a programme of activities at the Centre which is attractive to local people and from other usage of the resources offered by the Centre.
- To ensure the long-term viability of the Centre through regular maintenance and planned refurbishment funded from operating costs.

The HCA adopted a new constitution and became a Company Limited by Guarantee, which has been approved by the City Council.

5.5 The resolution of community governance has been difficult. There is a gap between the aspirations and expectations of the HCA. Though the HCA have not formally told the City Council what they mean by Community Governance, it can be deduced from various representations made. The HCA aspire to set up where they are in effect an independent organisation delivering services

commissioned by the City Council. They also anticipate running the building. Much of this runs counter to the City Council's current way of operating e.g. Adult Skills and Learning, Youth Services and Early Years and Childcare Services. It also raises the major issue of risk management.

- 5.6 A detailed model for the transition to community governance has been devised by officers and is being piloted at the Cort Crescent Community Centre in Braunstone. This is a small building with a well-established management committee.
- 5.7 There are a number of complex issues around community governance, which need to be addressed, and include accountability, risk management, compliance and capabilities. These need to be considered in light of the options outlined in the next section of the report.

6. Options

- 6.1 Cabinet to consider the funding which was acknowledged to be required for the revenue support for the capital sports hall and fitness suite.
- 6.2 Three options have been identified to provide future management arrangements for the Centre and are detailed in the next sections of the report but briefly outlined as follows:

Option 1 All services and activities directly managed by the City Council without direct reference to community organisations.

Option 2 Establish a Strategic Management Board consisting 4 representatives of each of the City Council, the Highfields Community Association, and the funding bodies. The aim of the Board would be to develop a viable range of services and activities to meet the needs of the local residents of Highfields and the citizens of Leicester, and to take the centre through the 4 Phases toward community governance set out in the Timiti report. The Strategic Management Board would have an initial 24-month period to achieve a vibrant and viable centre and recommend a suitable long-term management arrangement for the consideration of Cabinet.

Option 3 To proceed more quickly to achieve a "handover" to a community governance arrangement with the Highfields Community Association based on a set of negotiated principles for the management of the Centre.

- 6.3 Members will need to consider the revenue implication for the budget in 2007/08 to ensure that the day-to-day requirements of the centre's operations are met. There are insufficient premises and sports staffing to operate the centre and also additional funding for the running costs would be required due to the increase in floor area. No provision has been made in any Departmental budget to meet the commitment given by Cabinet in April 2002 to meet the revenue deficit arising from the acceptance of the Sport England Capital bid.
- 6.4 Funds currently held by the Council to support the technology activities can be released to support the development of the activities outlined in the ERDF business plan regardless of which option is pursued.

7. Details of Options

- 7.1 Option 1 – All services and activities are directly managed by the City Council without direct reference to the Highfields Community Association. The programming and operation of activities for the individual services will be undertaken through existing management arrangements currently held within the Children and Young People’s Department and the Adult and Community Services Department. This means that Centre would mirror the management arrangement for the Community Centres across the city. Within the context of Timiti, this would mean staying in Phase 1, with it being made clear that no further development work would be undertaken to move through to Phase two or subsequent phases towards Community Governance.
- 7.2 The major impact of this option falls on the Highfields Community Association, which was responsible for the development of the successful capital funding bids. The opportunity for external funding for projects and activities would not be utilized, with the financial burden falling solely to the City Council. The option gives the City Council the overall responsibility for the operation of the Centre. A re-negotiated arrangement with the Community Association could allow for co-location of projects. This would ensure that with agreement, the Community Association could still operate within the Centre to provide its own activities for local people while the Council’s services provide the mainstream activities as a priority. Part of the agreement would outline a conflict resolution process to ensure the smooth running of the Centre.
- 7.3 The access to the Centre would not be restricted to affiliated community groups, and the Centre would benefit from a wider audience through income generation to develop further activities on a sustainable basis.
- 7.4 The operation of the sports facilities could be franchised out to sports and fitness organisation on fixed term lease agreement for a minimum of a five-year period. As the sports provision would be run on a commercial basis the premises running costs may continued to be picked up by the City Council to keep the prices down to encourage the local community to access the facilities.
- 7.5 The sports facilities could also be run in house however additional resources would be required to support the service provision. This would entail sports development and fitness suite workers to provide the specialist support to the range of sports activities that could be offered.
- 7.6 A Centre with a broader remit could attract other organisations to use the facilities especially on the second floor, which are currently under utilized.
- 7.7 Resource implications – the additional resources required to the existing budget would be £132,500 for this option. This would include Sports and Premises Staff to operate the sports hall and fitness suite together with additional running costs due to the increased floor area of the building, not previously accounted for.
- 7.8 **Option 2** – Establish a Strategic Management Board to oversee the strategic management of the Centre for an initial 24-month period to recommend a

suitable long-term management arrangement for consideration of Cabinet. This option would be based on following the four phases of the Timiti model as follows:

- Phase one – Local Authority Control
- Phase two – Delegated
- Phase three – Devolved
- Phase four – Interdependence

7.9 The Strategic Management Board would have the following aims and objectives to consider at its inaugural meeting:

- i) To work through the phases towards Community Governance as set out in the Timiti report.
- ii) To establish a vibrant and viable centre through services, courses and activities reflecting the needs of local residents and the citizens of Leicester.
- iii) To provide a framework for the development and implementation of services to achieve a sustainable future for the Centre.
- iii) To identify options for the future management arrangements for the Centre with recommendations to Cabinet in a 24 month period.

7.10 From the inception of the Strategic Management Board there would be interim management arrangements under the direction of the Board as follows:

- Direct LCC service provision be managed through the existing arrangements and programme developments reported to the Board i.e. Adult Skills and Learning courses, Youth Services, Early Years and Childcare provision, and Advice Services.
- Joint service management arrangements to be placed with the Strategic Management Board, i.e. community activities, sports services, arts and technology, catering and licensed bar facilities.
- In direct service management i.e. HCA programmes.

The Board would receive information on all aspects of the Centre services and activities to provide a strategic response to the overall management of the Centre.

7.11 The membership of the Strategic Management Board would comprise of:

- 4 Elected Members
- 4 Representatives of the HCA
- 4 Representatives of the Funding Organisations

All members of the Board would have full voting rights, which would be detailed in the Terms of Reference.

Two Service Directors and a Finance Officer would support the Board, with City Council officers and external advisors in attendance by invitation. Any decisions required to be taken by the City Council will be taken by the

Corporate Director or by Cabinet under the terms of the City Council's Constitution.

7.12 A Business Development Manager would be appointed on a three year fixed term contract who would be tasked as follows:

- To facilitate the Board through the coordination of meetings, etc;
- To produce business strategy plans for the joint management of services;
- To produce detailed action plans for the joint managed services for implementation against targets and resource allocation;
- To assist in formulation of a future management structure for the Centre, based on the Timiti 4 Phases approach to Community Governance.

A job description, person specification and work programme would be finalised following Cabinet's decision of the Options.

7.13 A Programming and Operational Officers Group would also be established to provide the technical support to the Partnership Board. The Officer Group would also develop and implement the actions agreed by the Partnership Board to monitor and evaluate outcomes by assessing the achievements against targets. The Officer Group would comprise of Heads of Service/ Service Managers from the following services:

Adult Skills and Learning
Early Years and Childcare
Community Services
Youth Services
Finance Services
Human Resources
Business Development Manager
Other centre located staff as required

The Group would be chaired by the Service Director, Safer and Stronger Communities and other Officers will be involved as appropriate.

7.14 Resource implications - the additional resources required to the existing budget would be £181,500 for this option. This would incorporate the costs as outlined in option 1, plus the cost of employing a Business Development Manager and associated costs for the operation of the Strategic Management Board.

7.15 This option has been influenced by discussions that have been held between the HCA and the funding organisations.

7.16 **Option 3** – To proceed more quickly to achieve a “handover” to a community governance arrangement with the Highfields Community Association based on a set of negotiated principles for the management of the Centre. This option puts the onus squarely on the HCA to produce a viable plan for future community governance.

7.17 There are some complex issues which need to be addressed including the ownership of the building and lease arrangements; human resource and staffing issues, legal matters, and financial details.

- 7.18 The Community Association would be asked to provide a detailed submission to ensure that a robust and viable Centre can be maintained and developed to meet the stringent safeguards that must be in place to satisfy the City Council and funding partners.
- 7.19 The principles of a community governance arrangement need to be clearly articulated so there is no misunderstanding between both parties on the issues and outcomes of such an agreement and its implementation. There needs to be an acceptance that matters have changed over time which have a fundamental impact on the Centre's services and subsequent operation. For instance, the Learning and Skills Council (LSC) has made some major changes to the learning objectives it is prepared to fund and the qualitative and quantitative outputs and outcomes that are to be achieved. The community governance arrangements may not satisfy the LSC's requirements and this would require direct delivery by the Adult Skills and Learning Service. The Adult Skills and Learning Service would however purchase space under a community governance agreement.
- 7.20 Resource implications – the additional resources would be £260,190 as outlined within the HCA Outline Business Plan presented to the City Council in February 2006.

8. Financial Implications

This report sets out three options, which would require annual revenue funding by the Council of between £132,500 and £260,190. There is currently no budget provision, so funding would need to be identified within the 2007/08 budget setting process. In determining the option to be pursued, Members should be mindful of the need to ensure that arrangements are in place to ensure that monies for which the Council is accountable are spent and recorded in accordance with the Council's financial procedures and conditions imposed by external funders.

Colin Sharpe, Head of Finance, Adult and Community Services ext. 8800

9. Legal Implications

As this report deals with policy options there are no legal implications directly arising. However, detailed legal advice will be necessary on the implementation of the chosen option.

Guy Goodman, Head of Community Services Law ext. 7054.

10. Other Implications

OTHER IMPLICATIONS	YES/NO	Paragraph References within this report
Raising Standards		
Equal Opportunities		
Policy	Yes	Recommendations
Sustainable and Environmental		

Crime and Disorder		
Human Rights Act		
Elderly/People on Low Income		

RISK ASSESSMENT MATRIX			
Risk	Likelihood L/M/H	Severity Impact L/M/H	Control Actions (If necessary/or appropriate)
1. Funding not agreed as part of the budget process	M	M	Officers currently engaging with members on budget setting for 07/08
2. Failure to improve working relationships with HCA	M	M	Resort to Option 1
3. Failure to attract sufficient funded users to facility	L	M	Appoint BDM to prepare business case, or under Option 3 ensure robust plan is presented by HCA before moving forward.
4. Further reductions in external funding	M	M	HCA or BDM to develop wide range of external funding sources

11. Background Papers – Local Government Act 1972

Highfields Sports Centre Lottery Bid, Cabinet, 21st May 2001

Highfields Youth and Community Centre Lottery Bid, Cabinet, 8th April 2002

Developing options for the governance of Highfields Youth and Community Centre, Cabinet, 27th September 2004

Highfields Centre – Community Governance Update, Cabinet, 5th December 2005

Minutes of the Cabinet minutes dated 24th April 2006

12. Consultation

The following have been consulted in the preparation of the report. The views of the Joint Trade Unions are appended to this report (Appendix 2). Any further views, including those of the HCA will be reported in an addendum to be circulated prior to the Cabinet meeting.

- Adult Skills and Learning
- Early Years and Childcare
- Youth Services
- Sports Services
- Advice and Information Services
- Property Services
- Joint Trade Unions
- Highfields Community Association
- Sport England
- Learning and Skills Council
- GO-EM
- Stoneygate and Spinneyhills Ward Councillors

13. Report Author/Officer to Contact

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Highfields Youth & Community
Centre Management and
Governance Review

Consultant Report - Final

February 2004

Highfields Youth & Community Centre Management and Governance
Review

Consultant Report - Final

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1. Background

Introduction

- 1.1 Timiti Training Consultancy was commissioned by Leicester City Council to undertake a review of Highfields Youth and Community Centre.

The scope was to review:

- The current position within the setting to deliver the future curriculum offer and services and make recommendations for a staffing and management structure to deliver high quality 'joined up' services
- The national picture with regard to Community Governance and Management arrangements to enable the Division to make recommendations that will give best practice in community management arrangements
- Models of multi purpose community use of a resource identifying strengths and weaknesses and making recommendations of a way forward
- The capacity of the Community Association and its Articles of Association to inform Governance and management arrangements,

and

- To relate future management and Governance arrangements to strategies of the City Council as a whole towards Revitalising Neighbourhoods

- 1.2 The Consultants worked for a period of four months between September and December 2003. Over that period they consulted with staff, Highfields Community Association/Management Committee, Highfields Area Forum, city-wide community organisations, local organisations, stakeholders, ward members and the following city council departments; Education, Sports and Parks and Regeneration.
- 1.3 The need for the consultancy arose because of HYCC's success in attracting £3.8m to refurbish and largely rebuild the centre. Significant funders are Sports England, Learning and Skills Council, National Lottery and Leicester City Council. Development of the centre created increased floor space, expansion in the range and quality of the provision, growth in personnel and perhaps most importantly, raised expectations.
- 1.4 The City Council was concerned to ensure that the development of HYCC became sustainable and managed effectively. These concerns were shared by the Community Association/Management Committee which also wanted to secure continued local community involvement in whatever management arrangements were agreed. All major external funders regard the city council as the accountable body with ultimate responsibility for the effective operation of the centre.

2. Consultation Process (Details in Appendix A, B, C, & D)

- 2.1 Focus Group discussions were held with Full-time, part-time and substantive staff employed within Highfields Youth and Community Centre. There were 23 staff members involved in the staff focus group discussions and 15 of the twenty-three were full-time and substantial part-time staff.

- 2.2 Seven service sector focus group discussions were held and concentrated on the following areas:
- Sports Development
 - Community Groups/Development
 - Community/Performance Art
 - Services to Children
 - Information & Advice
 - Services to Young People
 - Adult Education
- 2.3 A Focus Group discussion was held with the Highfields Community Association/Management Committee and Council members. Membership of the Association reflected the ethnic composition of the area and gave a good indication of the wide ranging interest in the activities and future development of the centre.
- 2.4 There were 45 people in attendance at the Focus Group meetings. This however, does not give a true indication of the number of different people who attended since some individuals participated in more than one meetings. The total number of individuals and organisations that were involved in the consultation is attached as appendix A.
- 2.5 Interviews have been held with the Community Learning Manager (CLM)/ Head of Highfields Youth and Community Centre, Senior Community Learning Manager and the Principal of Leicester Adult Education College. The views gathered from this range of participants were used to shape the interim report which was produced in October. Interviews with senior officers and members of the city council were placed in the context of the initial findings in order to gauge their response to the trends that were emerging. Additionally, it was necessary to seek the views of key service directorates to further contextualise possible future developments of

- HYCC in relation to neighbourhoods. Given the range of provision intended for HYCC the City Council's strategies for neighbourhood renewal, sports, arts and leisure, community development, adult services, children and young people are of particular relevance.
- 2.6 In addition, the Consultants attended a number of key meetings. The meetings attended were:
- Highfields and St. Matthews Cluster Meeting
 - Highfields Youth Work Forum
 - Highfields Area Forum Executive
 - Highfields Area Forum
- 2.7 A staffing structure and arrangements questionnaire was distributed to all staff with line management responsibility within Highfields Youth and Community Centre. A full analysis of the staffing structure is included in section eight which deals with staffing arrangements.
- 2.8 The findings within this report are based on information derived through the sources outlined above, and through the consultants' desktop research. It is worth noting that the research failed to uncover other centres with similar functions which could be considered to be on a par with HYCC.
- 2.9 Only Highfields based elected members were involved in the review process. This way to ensure that senior politicians were not placed in a position where they were required to receive or scrutinise a report which they had been able to influence. The Project Board, HCA, centre staff and the city council were given the opportunity to comment on the final draft document before completion. All points made that were material to the report have been included.

3.0 Main Findings

- 3.1 There is overwhelming support for the new developments at HYCC from organisations and individuals within the area. The majority of people interviewed saw it as an opportunity to build bridges and bring much needed services into the locality. However, some individuals and organisations were concerned that they might not be able to gain full access to the facilities when they become available.
- 3.2 Highfields Community Association is largely representative of the ethnic mix within the area and could provide a platform on which to build the future governance arrangements. For this to become practicable its legal identity and status must be clarified as a pre-requisite to any planned transfer of responsibilities. It is also important that members of the community are adequately prepared to undertake the range of responsibilities which interdependence would contain.
- 3.3 There is a very strong consensus for the continued involvement of local people in shaping the future of the Centre and participation in its governance. Even those who had a negative perception of the Centre's previous practices expressed a preference for local control. Many warmed to the idea of inter-dependence since they saw it as an opportunity for the City Council to recognise and value organisations.
- 3.4 No dissenting voice was raised against implementation of the community empowerment model that was developed and presented. Staff and management committee members were unanimous in their assessment that current arrangements place HYCC firmly in phase one of the model. Community organisations are intellectually supportive of the notion that resources from the City Council ought to be linked to policy and performance.

- 3.5 Leicester City Council is politically committed to the greater democratisation of its decision-making processes. This they intend to achieve through the creation of area committees. There is currently little information available on what that would mean for local people, and the extent to which they might be empowered through the creation of these new committees. Given its political and administrative status area committees could be centrally involved in strategically planning youth and community work in localities.
- 3.6 The community engagement strategy and the community development process across the City Council are differentiated but there is no system in place to share good practice. HYCC, Braunstone Sport Project and The Peepul Centre have attracted major external funds. Each is committed to the development of local people but have approached it very differently. Local organisations would benefit from greater joined up thinking and sharing of good practice within the City Council.
- 3.7 Highfields Area Forum has a substantial membership and is seen by local people as a means to have their voices heard. Its decision-making role is perhaps not fully understood within the community and this has led to some community members being disquieted about recent 'decisions'. Area Committees will need to ensure that there is little disconnection between their roles and functions and the community's expectations.
- 3.8 Although the details of the City Council's community engagement strategy is evolving more could be done to make its partnership philosophy more explicit. There is a residual view within the City, which seems to suggest that voluntary organisations should only be supported in circumstances where the City Council is unable to deliver services. In Timiti's view, this approach would provide an inadequate underpinning to the Community Empowerment model.

- 3.9 HYCC needs to engage more actively in community development and community capacity building. Expertise within the area is in the hands of too few people which could become a danger in the future to continuity and community activism.

4.0 Governance

- 4.1 Agreeing appropriate governance arrangements is perhaps the greatest challenge facing the City Council in its relationship with the voluntary sector and HYCC in particular. There is currently no explicit test for appropriateness since the tendency is to operate 'a one size fits all approach'. The need to become more discerning is generally recognised. However, the policy framework within which the City Council intends to work with the community is not clear let alone developed. Changes in the political administration have resulted in an evolving philosophy with many of the previous certainties becoming less so.
- 4.2 There is acceptance within the City Council of the need for partnership with the voluntary sector. However, progress is hindered by the juxtaposition of the desire for control by the City Council and the quest for empowerment by the community. Our investigation suggests that these two positions are not the polar opposites they at first appeared. A healthy infusion of pragmatism has caused some movements by both sides. Total control by either side in the current circumstances would appear to be unrealistic and undesirable.
- 4.3 From our discussions it emerged that the debate is not helped by sentiments of community independence, since the understanding which underpins this concept ponders to the notion of 'splendid isolation'.

Ironically, both sides in the debate seem to hold similar views and are only differentiated by the basis on which they maintain their suspicion of each other. Put simply, the City Council fear that community independence might mean an opportunity for local people to have authority to decide but not the responsibility to make amends for any failures. Conversely, the community fear that independence might provide an opportunity for the City Council to relinquish its civic responsibilities and place any failures on the community. Being starved of resources to meet the emerging needs of communities experiencing multiple deprivation was a particular fear. We would suggest that both sides would benefit from the more collaborative notion of inter-dependence which is more obviously underpinned by the concept of mutuality.

- 4.4 There is a strong commitment from all those who are employed within the centre and those who work on behalf of the Centre to work towards a community governance approach. The range of understanding as to what community governance means covers a spectrum of views. Implications of this on the current governance and management arrangements within the centre have been a consistent concern throughout the review.
- 4.5 While there is a commitment to community governance by Leicester City Council, it is not yet clear about its strategy for supporting the development and enhancement of the governance process. There are limited mechanisms in place to monitor the performance of delegated functions to community organisations and other bodies.
- 4.6 Given that the City Council wishes to work towards a community empowerment model it will need to develop a strategic framework for the future. Within that framework we would suggest that either side should be clear about the criteria that must be satisfied to achieve a designated status. If this were achieved it would make a significant contribution to the

City Council's desire to make its decision-making processes more transparent (Appendix E).

- 4.7 Young people are currently represented on the HYCC Management Committee elected through the Highfields Youth Council. They consider their present level of involvement and influence to be insufficient. Consequently, they would like to have a much greater influence in the future governance arrangements of the centre. It should be noted that mere representation on the management board would not suffice since experience thus far indicates, in such circumstances young people's voice remains largely muted. The youth forum is very active and the group of young people are able advocates. Their importance would be enhanced by a direct relationship with the management board in the future arrangements.
- 4.8 Changes in the political administration have triggered a number of strategic reviews. Several service delivery structures have been changed and decentralisation of power is being pursued through the creation of area committees. However, the scope of area committees has not been determined and their relationship with existing local mechanisms remains unclear. Presently, it is very difficult to determine for example, the future relationship between area committees and area forums. The Local Government Act 2000 provides for a number of functions to be delegated to area committees. These are being pursued by the city council under the following seven headings:

Executive decision making – ward members have delegated powers to make some decisions for their areas;

Community engagement – area committees could provide the council with a major opportunity to involve the public in helping to decide local issues;

Area community plans – could assist the council in its legal duties to develop a community strategy;

Neighbourhood renewal – the national strategy for neighbourhood renewal emphasises the importance of tackling deprivation on an area basis and in this, the role of area committees could be pivotal;

Scrutiny – area committees could be commissioned by scrutiny committees to look at local issues or specific problems;

Best value and performance management – area committees could contribute to service reviews and challenge the quality and appropriateness of that which is being delivered;

Working with local partners – area committees could foster closer working relationship with partners and through ward members local people could become more closely involved in the democratic machinery.

- 4.9 Initial decisions seem to suggest that area committees will become an organ primarily for ward members to exercise the powers delegated to them by the Executive. Non-elected members will at best operate within an advisory capacity with limited ability to influence the decision making process. The development of area committees might be a logical outcome of the administration's desire to extend the democratic functions of the local state. One inherent danger, however, it might unrealistically raise expectations of local people about their ability to influence decisions of the city council. Despite the apparent limitations of are committees should

they carry devolve powers such powers could be exercised in the presence of and with the involvement of local people. Local decision-making would be transparent if not fully accountable outside of the electoral process.

- 4.10 One frequent concern during the consultation was around the need for effective co-ordination of service delivery in the area. Given the complexity of the problem and the sensitivity of local politics this might be a priority for the area committee in the short term.

5.0 Community Dilemma

- 5.1 It is clear from our discussions that there is strong community support for the full empowerment model. This exists despite the diversity of understanding about what a full empowerment model really means. They are, however, united in the degree of cautiousness they have expressed about embarking on this journey. Consultation on the models developed confirmed unanimously that the current legal structure of HYCC and its range of responsibilities place it at phase one on the empowerment continuum.
- 5.2 A fleeting look at the community's dilemma might suggest that they have a tendency to seek authority without accepting the accompanying levels of responsibility. Our further investigation revealed a high level of maturity to engage with the range and depth of the issues. We would suggest that any reticence we identified is largely related to the community's lack of understanding about the strategic framework of the City Council. Also the level of mutual suspicion should not be under-estimated. On the question of mutual suspicion, this is not helped by what appears to be the differentiated approach to community groups by different departments within the city council.

- 5.3 If community organisations are to develop and work with confidence with the City Council they need to be clear about the rules of engagement. Much of the insecurity expressed by community members focussed around what if the City Council does this or that? Community groups are concerned about their place within the strategic framework of the City Council. HYCC in particular expressed concerns about the different lines of accountability, given its multiple activities status and range of funding partners. Funders external to the City Council are content to have an arms length approach provided the centre delivers and reports on their targets. HYCC and other voluntary groups would benefit from greater collaboration between city council departments.
- 5.4 Historically, city council's funding has been based on grant-in aid. This is not traditionally performance related, thus the impression of gift and favour pervades the relationship. Consequently, transparency is not identified as a key feature of that process. Central to the community's concern is their quest for greater transparency and a performance oriented relationship.

5.5 Towards Community Governance: The Community Governance Development Model

There are four phases of development which provide a framework for community governance. We recommend that Leicester City Council adopts the Community Governance Development model as a framework, to enable it to assess, review and plan its relationship with various community organisations.

5.5.1 Phase 1- Local Authority Controlled

Local authority	Community organisations	Other stakeholders
<ul style="list-style-type: none"> • Employs staff who are seconded within organisations • Accountability and line management structure are the same – to the local authority • Legal ownership of the building • Decision making processes are located within the local authority structures • Service delivery monitored through service plans 	<ul style="list-style-type: none"> • Community organisations shape local services in an advisory capacity • Local authority employees act as professional advisors to the community organisations • Balance of professional knowledge and skill falls mainly with the seconded staff 	<ul style="list-style-type: none"> • Negotiate influence through the local authority structures • Negate responsibility for quality assurance and performance to the local authority

5.5.2 Phase 2 – Delegated

Local authority	Community organisations	Other stakeholders
<ul style="list-style-type: none"> • Employs staff who are delegated to organisations • Accountability rests with the local authority • Line management structure through the organisations • Has a quality assurance role and performance monitoring role in relation to services • Disciplinary arrangements • Staff development and training 	<ul style="list-style-type: none"> • Have line management responsibilities of staff delegated to them • Programme planning • Policing of quality • Secure enhancement resources 	<ul style="list-style-type: none"> • Greater influence through local decision making processes • Have own monitoring and reporting mechanisms

5.5.3 Phase 3 – Devolved

Local authority	Community organisations	Other stakeholders
<ul style="list-style-type: none"> • Gatekeeper through which some resources are distributed • Performance and Quality Assurance role • Strategic planning role • Support services such as Human Resources services form part of devolved resources • Service delivery and quality monitored through Service Level Agreements 	<ul style="list-style-type: none"> • Community organisations have responsibility for employment of staff • Accountability for resources rests with the community organisations governing body • Accountability for service delivery and quality assurance rests with both the community organisations governing body and the local authority 	<ul style="list-style-type: none"> • Representation on the community associations governing body

5.5.4 Phase 4 – Interdependence

Local authority	Community organisations	Other stakeholders
<ul style="list-style-type: none"> • Strategic planning role • Service delivery and quality assurance measures secured through service level agreements • Professional advisory role • Monitor performance plan 	<ul style="list-style-type: none"> • Community organisations have trust status or charitable organisation status (Ltd) • Responsibility for service planning, delivery, staffing and quality assurance • Accountability rests with the community organisations Board of Directors • Responsibility for employment contract terms and conditions 	<ul style="list-style-type: none"> • Observer status

5.5 For this approach to work effectively the city council would need to be clear about its community development role and the strategic value of working in partnership. Particular emphasis needs to be placed on how its partnership with the voluntary sector would be used to maximise the level of resources being accessed for local people. With increased pressure on

local councils to devolve power and resources, more mechanisms for doing so need to be devised.

5.6 From our analysis of the models, the legal status of HYCA and its capacity to take on the responsibilities commensurate with its empowerment ambitions, much needs to be done. Both HYCA and the City Council need to consider what is to be the nature of their role in that process. Given the significance of the developments at HYCC, the focus on it by local people and the city council, it is reasonable to conclude that it is strategically placed, to be an essential part of the future service delivery strategy for the area.

5.7 A fair assessment of the management arrangements of HYCC which involved a range of contributors has concluded that in the short term the existing structure would need to continue. What needs to be agreed is the process and time-scale for the change towards inter-dependence. Staff and management committee members are agreed that this could be achieved over a period of two to three years. There was a minority view that if accelerated it could be done within twenty four months. We considered this a trifle optimistic.

6.0 Service Delivery

6.1 The improved and new facilities available within HYCC will need to balance the needs of the community with the expectations of the community and of local providers.

6.2 There are great expectations of the use of the sports and arts facilities by current users, and local organisations. Local youth and community organisations view the sports facilities as an asset to the area, and a resource that they can use to enhance their programmes. Young people

- viewed the sports facilities as a resource, they felt it would help to increase the levels of participation and engagement of young men in the community. One recurring thought was the hope that it could enhance community cohesion, reduce recent tension and promote understanding between young men of different backgrounds.
- 6.3 It is intended that both the arts and sports facilities will be used by local schools to enhance the curriculum. This could make a valuable contribution to the development of extended schools and promote greater use of facilities in the locality.
- 6.4 There is an expectation that the sports facilities will offer more than just the popular sports, and should reflect the communities within Highfields. As such cultural sports opportunities will need to be explored and developed. However, no specific ideas of what might be provided under this banner were suggested beyond the need to have a diversity of people involved in the centre.
- 6.5 One of the key challenges to the centre will be balancing the use of facilities by local organisations and members with the need to generate income through private lettings. If it is to become a centre of excellence in the context of providing access to sports this will need to be reflected in the funding strategy. On the contrary, if it is to focus on developing sporting excellence this would need to be limited in the number of sports involved.
- 6.6 The service delivery arrangements for playgroup will need to be reviewed in light of the changes to school admission for infant school children. There are approximately 120 school places available to three years olds within Highfields. Currently schools are competing with local providers to

fill spaces. Provision at HYCC should form part of the early years strategy for the area and be a feature of the extended schools provision.

- 6.7 HYCC offers a specialist advice service within Highfields. This service provides immigration advice for professionals with overseas qualifications, housing, welfare and advice for progression onto courses. It could be further enhanced by enabling other local providers to offer initial advice sessions, which would allow the centre to take on a more specialist advice role within the area. Given that advice is not one of the core provision of the centre this approach would enable a more comprehensive response to locally determined needs. Since advice is so important to people in the locality, all opportunities should be explored to make it a core funding provision by the City Council.
- 6.8 Adult education opportunities need to be broadened to take into account appropriate progression routes for students. Recent publication of a brochure outlining the range of adult learning opportunities in the area revealed an adequate number but an inadequate range. Equally, any new development needs to ensure that it can meet the needs of male learners and learners from recently settled communities. From the funding priorities identified within HYCC it should be clearly understood that its involvement in adult education will be secondary rather than a primary. This is necessary to avoid raising unrealistic expectations about what will be possible within the centre.
- 6.9 There was consensus about the need to ensure that services within HYCC compliment and add value to the level of services within the area. However, concerns were voiced about the possible impact which this might have across Highfields. Those concerns centred on ensuring that future funding, in particular from Leicester City Council, does not put in jeopardy funding for other providers within the area.

7.0 Case Studies

7.1 Leicester Adult Education Centre

7.1.1 Governance and management structure

Leicester Adult Education Centre has a governance and management model akin to local schools. The Centre is managed by the Principal who is employed by Leicester City Council. The Centre has a Governing Body. Its key role is to provide strategic direction for the Centre. The Chair of the Governing Body has line management responsibility for the Principal.

The Governing Body consists of 17 members taken from the following representative groups:

- Staff with the Centre
- Students enrolled on courses
- Local Councillors
- Co-opted member from the business and education sector

7.1.2 The nature of the funding framework for adult education has influenced the relationship Leicester Adult Education College has with the City Council. Leicester City Council is the main local authority to which the centre relates. The City Council provides a strategic planning role in relation to adult education and currently acts as the gatekeeper for funding from the Learning and Skills Council. Current arrangements with Leicestershire County Council is based solely on an agreement for fee remission for eligible county students enrolled on its courses.

7.1.3 The line management arrangement between the Principal and the Governing Body is considered a strength since it enables the development of a shared strategic vision, planning and direction.

7.1.4 Limited availability and range of expertise within the organisation's governance arrangements is potentially a weakness. This makes the chief officer more of a generalist having to make wide ranging interventions with reduced professional support.

7.2 Great George's Project

7.2.1 Great George's is a community arts project in Liverpool. It has attracted significant levels of financial support to refurbish the building and develop its programme. Its status is of a charitable nature and it is governed by a board of directors. Funding from the local authority is provided within the context of a Service Level Agreement.

7.2.2 The governing body is comprised of local people, local authority representatives, with the major funders as observers. This is overseen by a board of trustees which has the responsibility of ensuring that the organisation remains true to its objects. Staff are employed by the board although the local authority also employs and second some part time staff.

7.2.3 Relationship with the local authority is governed primarily through the service level agreement. The planned outcomes identified in the service level agreement are linked directly to the strategic plan of the local authority. It is for example, a key contributor to the corporate arts policy for young people and is currently part of a city-wide youth arts strategy group which oversees the strategic development of youth arts. A local authority link officer has planned liaison meetings with the project director. Its youth work and youth arts activities are subject to the quality control mechanisms and inspection regime of the authority.

7.3 Sangat Centre – Keighley

7.3.1 The Sangat Centre is a community based provision in Keighley. It is funded from a variety of sources including a number of different departments within the local authority. Although it has an Islamic focus it has attracted support from a range of secular organisations. The Centre is managed by a management committee which has representation from a range of interests including other religious groups, local authority and local business.

7.3.2 The building was owned by the local authority but has been transferred to the management committee under a peppercorn rent agreement. Local needs are assessed by the community group and the local authority provides some resources which enables the community organisation to respond to identified needs. Where there is a difference of emphasis between the community's assessment and the local authority's, the final decision tends to reflect the community's interest.

7.4 Peepul Centre, Leicester

7.4.1 In its literature, Belgrave Baheno describes itself as a women's organisation that has provided high quality community services since 1979. For the last six years it has been promoting the Peepul vision. At the centre of this vision is a belief in the infinite potential and inherent greatness of all humanity.

7.4.2 Through the provision of facilities and access to opportunity the Peepul concept will inspire and encourage the empowerment and liberation of each individual to achieve and contribute to the creation of a just and peaceful world.

7.4.3 The Peepul Centre will be a purpose designed multi-functional Centre of Excellence which will provide high quality services under one roof. The facilities will include:

- State of the art auditorium with multi-lingual capabilities
- Art exhibition areas, Arts & Craft studio and Music Room
- Dance studio
- Broadcasting/Recording studio
- A Children's Development Centre
- Family Restaurant, Training Kitchen and Bar
- Cyber Café
- Health and Well-being Wing
- Fitness & leisure Centre
- ICT Lab and Multimedia Library
- Community surgery and Enterprise Zone
- Conference Facilities

7.4.4 The building work was scheduled for late 2003 with completion by the end of 2004. It should become fully operational at the start of 2005.

Governance arrangements

7.4.5 The current Board comprises of four people. Decisions have not been made about the future board arrangements but there is an intention to expand the board. Currently funding stakeholders are not board members. However, this might be an option for the future as the range of service delivery areas grow.

7.4.6 The Centre currently has approximately 500 members. There is no formal structure for community or membership involvement in its governance. Rather there has been investment in developing advisory groups to support curriculum areas, for example, there is an Arts Advisory Group.

Mainly it supports the outreach arts curriculum development programme and activities. Decisions have yet to be made about the future role of advisory groups.

Staffing arrangements

7.4.7 Twelve months prior to the expected date of opening all the key staff are in positions. The following key posts have been appointed to develop curriculum areas and to create a strategic and an operational framework.

- Chief Executive
- Arts Director
- Arts Development Worker
- Resources Co-ordinator
- Head of Finance
- Operations Co-ordinator

Making these appointment so early in the proceedings is a very definite strength of this centre. This has enabled programmes to be developed. There are for example arts development programmes in operation in Braunstone and Saffron Lane.

7.4.8 The Peepul Centre is exploring different ways of engaging effectively with communities and users. Whilst there is a need to have structure they wish to be able to use innovative methods to support developments within the centre. This has included the use of seminars and debates to inform arts education programmes.

7.4.9 The Peepul Centre intends to have a flat staffing structure with the Chief Executive being responsible for senior directors who in turn will have line management responsibility for staff in their discrete area.

7.4.10 Given that the Peepul Centre intends to be a centre of excellence there needs to be some working links made with Highfields Youth & Community

Centre. There is some shared learning to be had in particular in the approaches that the Peepul Centre wishes to take for community involvement. In addition there may need to be some joint programme development work which can take place, in particular in the arts and health curriculum areas.

7.5 Millennium Powerhouse

7.5.1 Nationally this project seems to have most in common with the HYCC development. Based in the socially deprived and economically disadvantaged multi-ethnic community of Moss Side, Manchester, it grew out of the need to address significant social issues within the local community. Initially, the community had a very strong hold on the Powerhouse. However, in a relatively short time community involvement and influence have diminished and the community is now at best, consumer rather than provider of services. The parallel between the two initiatives is clear, the dangers sign-posted and the lessons that must be learnt, stark.

7.5.2 Housed within the Power House are a number of stakeholders who second their staff to the Powerhouse to deliver specific curriculum areas and priorities:

- Library Services
- Connexions
- Youth Services

7.5.3 Despite the range of services being delivered the Powerhouse lacked cohesion and focus. The service providers did not share a common vision and the stakeholders based in the Centre did not see beyond co-location. In our assessment of the situation, Powerhouse had a multi-disciplinary group of people working to deliver their organisation's objectives which

never became a multi-disciplinary team. Irrespective of the multiplicity of providers it needed to have its operational and strategic management locally accountable.

7.5.4 The powerhouse hosts a stakeholder group which enables all funders and key stakeholders to plan and review the development of the Centre. Within the Powerhouse young people have a clear voice. A youth council is supported and they have representation on the stakeholder group and on the Powerhouse Board. The Power House has the following facilities within it:

- Residential area
- Youth work area
- Café
- Sports Facility which includes sporting hall which doubles as a performance hall
- IT suite with multi arts facility
- Library suite

7.5.5 There is a centre manager who is line managed by the Youth Service. This post-holder is responsible for the strategic and operational management of the centre and reports to the Powerhouse Board on such matters. The Powerhouse's Board does not have Trust Status.

8.0 Breaking New Grounds

8.1 At the commencement of the review the consultants were cautious about the possibility of finding a model elsewhere in the country that would be appropriate for Highfields. So far the evidence would suggest that a new model drawn from a range of other models might provide the best answer. Our analysis of the variety of models available indicates, there are great similarity between them. Although all the details are not yet included, our

- knowledge of the different centres named would indicate they are not radically different to HYCC.
- 8.2 Conceptually, breaking new ground might not require the introduction of wholly new ideas. All the requirements for an innovative approach seem to be available to different degrees in the various models we investigated. Pragmatically, the governance arrangements for HYCC need to reflect the strategic thinking within Leicester City Council.
- 8.3 HYCC has the links with existing providers to become a primary centre in the locality. This is reflected in the degree of voluntary co-ordination of activities and issues which it undertakes currently. The adult education programme brochure provides a good example of that co-ordination. What is missing from it is a central strategy designed to ensure the availability of learning opportunities within carefully planned progression routes.

9.0 Staffing and management arrangements

- 9.1 Within this section we will review the current staffing position of HYCC and assess its ability to deliver the future curriculum offer. We will also examine the range of services to be delivered and make recommendations for an appropriate staffing and management structure to deliver such high quality 'joined up' services.

9.2 CURRENT STAFFING POSITION

- 9.2.1 The Community Learning Manager heads the Centre and is line managed by the Senior Community Learning Manager within the Lifelong Learning Division of Leicester City Council. The Community Learning Manager has a remit for development of services within the Highfields area. Currently

the CLM also acts as Head of Centre for HYCC and it is not clear yet whether this duality of role will continue. The future role and function of the Community Learning Manager is subject to a current review being undertaken by the Lifelong Learning Division. Initial information received outlined the intention to move towards the appointment of Area Managers with curriculum responsibility for Youth, Adult, and Early Years. We anticipate that the staffing structure within HYCC will be influenced by the outcome of this review.

9.2.2 HYCC's staffing structure is based on section leaders who are the direct reports of the Community Learning Manager. There are currently four sectors, Adult and Community Learning, Children and Youth, Information, Advice and Guidance, and Facilities and Support. However only three of the four sectors have a section leader. The Information, Advice and Guidance is line managed by the Community Learning Manager.

9.2.3 Section Leaders have line management responsibility for fulltime and part-time staff. They are also curriculum champions taking the lead on developments and new initiatives. See table below.

Post	Number of staff line manage	Total hours per week	FTE
Community Learning Manager	10	254.5	6.9
Community Learning Tutor (0.5)	6	100	2.7
Adult & Community Learning Tutor (0.5)	16	74	2
Playgroup Leader (30.5)	6	63	1.7
Crèche Leader	4	X	X
Youth Tutor	14	128	3.5
Highfields Compact Co-ordinator	9	61.5	1.7
After school Care Club Leader	2	31	0.8

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Facilities Manager (Temporary)	5	113	3
Acting Premises Officer	3	47.5	1.3

9.2.4 Both Youth Work and the Adult Education sectors have a high proportion of part time staff. This is evidenced by the fact that 62% of Adult Education staff hold part time contracts of less than 5 hours per week. Within youth work, part-time workers are more likely to build their hours by working across the different youth provision in the city. These have implications for the time that both the sector leaders and the CLM have to provide sufficient support and supervision for staff. This multiplicity of commitment causes a degree of inflexibility in terms of deployment and attendance at some staff development activities.

9.2.5 Whilst the CLM is based within HYCC the role has a wider remit. It is difficult to assess the impact of this wider role on the CLM. Clearly there is a need to balance managing a large team of staff with the provision of adequate leadership of developments within the Highfields area. Initial analysis of the information gathered suggests that there is a high percentage of 'gift' working and this has become a cultural norm within HYCC. This will have implications when it becomes necessary for existing teams members to be replaced for any reasons. 'Gift time' has been used to enhance the capacity of the HYCC team to deliver.

9.2.6 Within the current structure the CLM would not have the capacity to take on additional line management responsibilities of more staff. Were this to happen that would necessitate a shift in current line management arrangements, and a change in the culture and nature of support and supervision given to staff. Our analysis of the current arrangements suggests that greater management efficiency could be achieved through reduced duplication. Our reasons for arriving at this conclusion are fully explained below.

9.2.7 In our assessment there are areas of uncreative tensions within the current structure (See Appendix F for detailed analysis).

- The current structure has as its foundation the working practices of the CLM. In the absence of the CLM it is difficult to envisage how the current structure would continue to support itself or be self-perpetuating. There is a need to put in place a management and staffing structure that is more robust. One which is able to absorb change and is less susceptible to the absence of a key individual. This would improve its overall operational and strategic effectiveness and make its future more secured.

9.2.8 The staffing arrangements within HYCC have been developed to meet the needs of a centre with a large part-time delivery workforce. The current staffing arrangements within HYCC comprises of:

- Weekly programme planning and accounting for actual work done - mainly with fulltime staff
- Supervision sessions that on the whole take place on a needs led basis
- Monthly team meetings of fulltime and substantial part-time staff
- Annual joint staff and management committee training days
- Termly meetings for part-time adult education tutors
- Bi-annual meetings with part-time youth workers
- Termly meetings with part-time youth workers (Compact)
- Informal contact and observation of work
- Evaluation sheets
- Training meetings

9.2.9 Supervision arrangements for fulltime staff are structured and transparent. However, the position for part-time staff is less so. They are supported on a needs led basis through a variety of mechanisms which have been identified above.

9.2.10 Support processes within HYCC have developed a heavy reliance on 'collective or group supervision' to enable staff to be kept informed of new developments and emerging issues. This practice is indicative of the ratio of full time to part time staff and the nature of part time staff deployment. A result of this process is the strong team spirit and team identity which have emerged and that were referred to repeatedly. Where the opportunity for one to one supervision exists too much reliance is placed on 'working alongside Nelly or Teddy'.

9.2.11 Our assessment of the staffing arrangements led us to conclude that it lacks overall structure and consistency. Whilst there were evidence to suggest that within small teams it has provided benefits, it's general weakness will present major issues in an expanding team.

9.2.12 The Highfields & St. Matthews Area Youth Work Forum, the Lifelong Learning Cluster Team meetings, and the Adult Education Cluster meetings provide curriculum management and support for the section leaders within HYCC. The curriculum management for the Early Years sector is still at a formative stage. Relations with the Sure Start Highfields Partnership are developing.

9.3 Future service delivery arrangements

9.3.1 There is an expectation both from existing users and staff and potential users that HYCC will provide a full range of services to the community. This they anticipate will include:

- a variety of opportunities which will appeal to and engage the different communities within Highfields,
- increased opportunities for local schools to enhance their curriculum, in particular, the development of sports and arts,
- access seven days per week, and
- increased opportunities to organise, house or facilitate community events

9.3.2 Of the discrete service delivery areas that will be offered within HYCC sports development is considered to be the most opportune. Community users and organisations welcome this initiative. Sports development is also the area most likely to foster tension in the centre's attempt to balance the needs of the community against its imperative to generate additional income.

9.3.3 In order for the centre to reach its potential and reduce possible areas of local conflict it needs to market its access strategy aggressively. It has a legacy of misperception which needs to be overcome. A number of people who participated in the consultation process expressed honestly held views that the centre is open only to particular groups within the local community. This position was not supported by the consultants analysis of the membership figures which are available in different though broad ethnic categories. As mentioned earlier, membership of the management committee reflected the same broadly based ethnic categories which are frequent users of the centre.

- 9.3.4 On the whole those who engaged with the consultation processes felt that the centre needs to encourage those communities or groups which might be psychologically distant from it. These include men, and recently settled communities.
- 9.3.5 In pursuing an inclusive agenda the centre needs to ensure that it does not get suckered in becoming the domain of any particular community group. Were that to happen it would undermine its current modus operandi, which gives opportunity to all who wish to use it through an open access process.
- 9.3.6 There is a need for the centre to be centrally involved in helping to build capacity within the local community. Particular attention should be given to enabling local people to become more involved in the democratic processes and to become self advocates. Development of local capacity should also include the ability to develop and deliver services. There is a need to develop a strategy for the skill development of local people to ensure that they have the option to become employed locally. Failure to engage in such developments could become a disincentive to local people if they see newly created jobs going to 'more skilled outsiders'.
- 9.3.7 The city council have already begun to develop skills initiative for local people. Perhaps the best example of this practice is represented by Braunstone Sports Development Project. Local people are being trained to become skilled operators who can be hired to run some or all aspects of the project when it is opened. Given the socio-economic issues inherent in both areas this approach seems ideally suited to some 'joined up thinking' within the city council.
- 9.3.8 The centre needs to develop a robust consultation mechanism for enabling users and non-users to identify the types and range of services

they would like. Whilst there is an outline programme for the new developments this needs to be revisited. The role of the development workers for the discrete areas will be key, and where funds are secured those workers need to be employed prior to the opening of the centre.

9.3.9 HYCC could develop as a 'one stop shop' or a 'community lifestyle campus'. Developments are already underway to provide a Connexions One Stop Shop within the Centre. There is a strength of belief that HYCC could act as a hub for social, community and economic development within Highfields. As part of the community lifestyle campus or hub, HYCC could provide support to satellite provisions within the area. In doing so it would enable HYCC to have lead role in particular curriculum areas. Information and advice seems an area in which it could have a primary role. Organisations see the success of the developments within HYCC as resting on the partnerships established and maintained by HYCC. There is, however, reticence by some organisations to become fully involved in local partnerships. Others want to draw from whatever partnership accounts which are opened without first making a deposit.

9.3.10 There are two key threats to developments within HYCC. First is the threat to smaller organisations if they are not seen within a satellite arrangement with HYCC. Potentially this could create hostility to HYCC with a numbers of voices raised in opposition. As alluded to above, there exists a strong perception of exclusion. Were this to be fuelled by any implicit threat to the viability of smaller organisations matters could become quite difficult for HYCC. The city council needs to make explicit its rationale for any changes in the portfolio of organisations it decides to support. Second is the possibility that the capital cost could rocket out of control thereby threatening the viability of the development. During this consultation period budgetary decisions were made which were likely to impact adversely on the service delivery strategy.

9.3.11 There needs to be investment in community outreach work, and some work undertaken with the Highfields Area Forum, Highfields Youth Work Forum, and Highfields Sure Start Partnership to begin to address issues of delivery.

9.3.12 The focus groups and the service delivery survey have yielded some areas for development for each of the discrete areas and they are highlighted below. We recommend that they are used to shape future service delivery arrangements.

9.4 Services to Children

- There is some confusion surrounding the service to three year olds and this will need to be addressed. Parents need to be made aware of what their choices are for early years education in the vicinity. Agencies need to work together to support parents in their choices. This may result in changes to current service delivery arrangements for the playgroup provision within HYCC.
- Increase in crèche access for those who wish to take part in courses within the Centre.
- Need to develop a 'shopper's crèche' to support parents who wish to take part in other activities within Highfields.
- Development of play and educational opportunities for children within Highfields, such as Tumble Tots, holiday provision, parent & children courses, support for working parents.
- Development of family learning opportunities, in particular, targeting grandparents within the communities.

9.5 Services to Young People

- Safer environment for young people to meet
- Education opportunities such as drugs awareness, homework clubs, Career fairs, mentor sessions and history sessions
- Outreach counselling service provided in conjunction with Open Door Leicester
- Alternative education opportunities in conjunction with schools.
- Dedicated space for the Youth Council. The Youth Council are keen to increase their visibility and access within Highfields and welcome the opportunity to have a dedicated operational base within HYCC. The base forms part of an underpinning strategy to enable young people to take part in the decision making systems and structures within Highfields and the city. The Youth Council has a clear role to play in future governance arrangements for HYCC and within community empowerment/involvement processes within the city.
- Increased skill based opportunities through use of sports and arts facilities. This includes young people gaining qualifications and teaching/instructing other young people
- Targeted work with boys and young men, and girls and young women
- Targeted work with young adults, including adult education opportunities such as independent living courses, parenting courses
- Advice services for young people, such as health, Careers

9.6 Adult Education

- Greater promotion of health opportunities
- Parenting classes
- Broader range and increased variety of learning opportunities
- HYCC have attempted to develop appropriate services with the influence of funding themes, and the demands within the community. This has meant that the current adult education programme has a strong emphasis on access based opportunities. Any new developments need to provide

increased opportunities for people to gain employment and/or to access HE opportunities.

9.7 Information & Advice

- Counselling and advice sessions
- Increase in benefit and welfare advice
- Specialised advice service to recently settled communities

9.8 Community Development/Groups

- Work with refugees within Highfields to provide community development opportunities.
- Development of community events

9.9 Community/Performance Art

- Skill based opportunities with the intention of enabling local people to gain employment
- Community arts events to promote community cohesion
- Additional curriculum support and local resource for schools

9.10 Sports Development

- The opportunities developed through sports are viewed as an avenue for men to access services within Highfields
- Support and enhance curriculum opportunities available within local schools
- Affordable opportunities for local people
- There is an expectation that HYCC will deliver services that are less focussed on sports as an access route and be more focussed on skill based developments

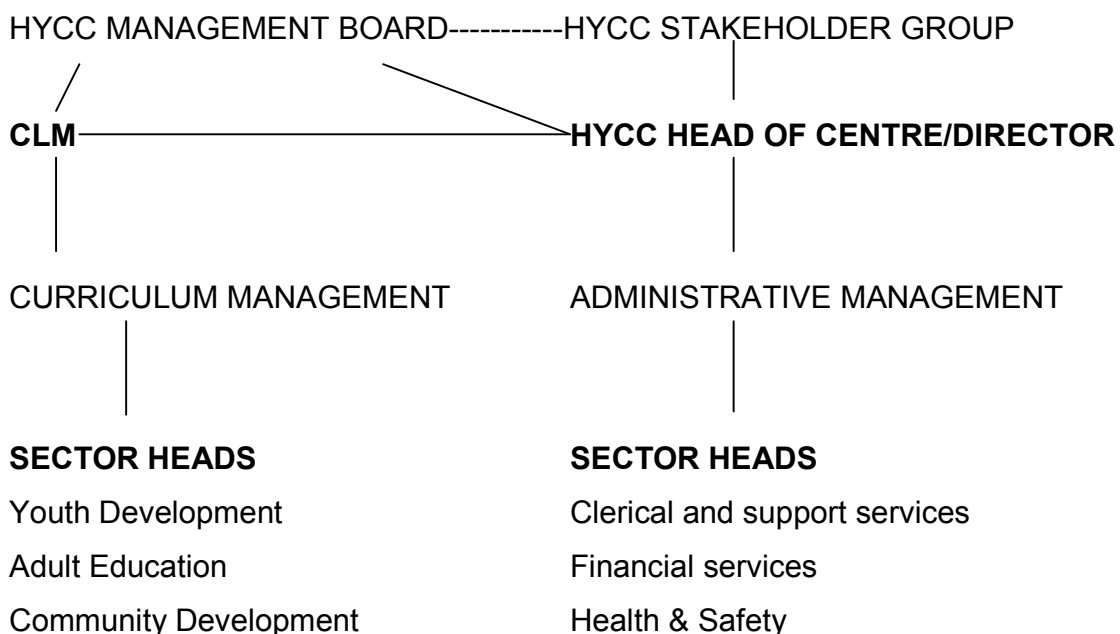
9.11 There needs to be a clear strategic leadership within HYCC. This has been one of the key areas of tensions within the Powerhouse, Manchester

and perhaps one of the key issues that has hindered the International Youth House, Leicester from developing its unique identity. The proposed management and staffing structure is therefore based on this learning.

9.12 It is crucial that the management and staffing arrangements are put into place as soon as possible. Once they are enabled to settle, governance of the centre can evolve around it with little impact on the service delivery and upon the staffing. The proposed management and staffing structure outlined below needs greater discussion, in particular the impact of the role of Area Managers. We are still unclear whether the Area Managers will have city wide or geographical responsibilities, whether their curriculum leads will be singular or multi faceted, and whether it will be one or more than one Area Manager with specific responsibilities for HYCC.

PROPOSED MANAGEMENT & STAFFING STRUCTURE -

Overall structure



Information & Guidance

Early Years

Sport Development

Arts Development

9.13 The HYCC Management Board

9.13.1 Provides strategic direction for the centre and will consider the impact on and future needs of the Highfields area. The Board may feed into a locally based influencing committee – area committees.

9.13.2 The Board may have a number of curriculum focussed advisory/working groups. These groups could be shared groups with the Stakeholder Group.

9.13.3 The Board can have devolved or trust status responsibility. Under delegated responsibility it will have to draw up some local agreements for it to function as a strategic influencing body.

9.13.4 In the short to medium term the role of the Senior Community Learning Manager (CLM) or the successor post is key. What is needed is strategic management of the curriculum areas within HYCC. This might be the responsibility of a CLM with multi functional responsibilities for all the curriculum areas, or it becomes the responsibility of a number of CLM's with lead curriculum responsibility. What are the strengths and weaknesses? Currently within the Lifelong Learning Review there will be the development of curriculum specialist CLM – Youth, Adult and Early Years. Where does that leave broader community development in particular in relation to sports development and arts development within HYCC?

9.13.5 Sector Heads would be line managed directly by a CLM or the appropriate curriculum CLM. Sector heads would have responsibility for developing appropriate programmes, putting in place quality assurance measures, putting in place community links, and line management of their delivery teams, etc. Their outlook will be wider than the centre.

Stakeholder Group

9.13.6 Comprises of all key stakeholders including community-based stakeholders. This group would have responsibility for performance management of services within HYCC. Its focus will be the centre itself. There should be clear delineation between the curriculum development within the centre and the operational management of the centre. The Stakeholder group will feed into other groups based in Highfields and beyond.

9.13.7 The Head of Centre/Director would have responsibility for implementing the strategic direction of the centre and providing operational management of the centre. This role will include the resources development of the centre. The relationship with the board needs to be the key. In Trust status or company limited by guarantee this post would be directly answerable to the board.

Appendix A

The following local organisations were invited to take part in the consultation through involvement in the Focus Group or by responding to the service delivery survey:

1. African Caribbean Centre
2. Ajani Women and Girls Centre
3. Bangladeshi Youth & Cultural Shomiti
4. Belgrave Neighbourhood Centre
5. Bridge Junior School
6. Centre for Parents and Children
7. Charnwood Health Centre
8. Charnwood Primary School
9. Community & Economic Development Action Group
10. Connexions Leicester Shire
11. Crown Hills Community College
12. Eastern Leicester Primary Care Trust
13. Family Service Unit
14. Foundation Housing Association
15. Green Lane School
16. HAZ Leicestershire Health
17. HART
18. Health Promotion Agency
19. Highfields Adventure Playground
20. Highfields Job Centre
21. Highfields Library
22. Highfields Primary School
23. Highfields Sure Start
24. HITSLINK
25. Judgemeanow Community College

26. LAYA
27. Leicester Adult Education College
28. Leicestershire Police
29. Linwood Centre
30. Medway Community Primary School
31. Medway Community School
32. Mental Health Shop
33. Moat Community College
34. Open Door Leicester
35. Pakistan Forum Leicester
36. Pakistani Youth & Community Association
37. Nirvana
38. Red Kite Nursery
39. Refugee Action
40. Shama Women's Centre
41. Sacred Heart Primary School
42. Shenton Primary School
43. Somali Education Centre
44. Somali Information and Advice Centre
45. Sparkenhoe Community Primary School
46. Spinney Hill Primary School & Community Centre
47. St. Marks Youth Centre
48. St. Matthews Tenants Association
49. St. Matthews Neighbourhood Centre
50. St. Peters Health Centre
51. St. Peters Tenants Association
52. St. Saviours Neighbourhood Centre
53. Taylor Road Primary School
54. Uplands Infant School
55. Uplands Junior School
56. Wesley Hall Community Education Project

and, Community based workers:

57. Community Development Officer
58. Community Health Liaison Worker
59. Somalian Development Worker

Appendix B

The following citywide organisations were invited to take part in the consultation through responding to the service delivery survey:

1. Leicester City Council, Economic Development, Park & Sports
2. Leicester College
3. Leicester Racial Equality Council
4. Leicester Racial Equality and Sports Project
5. Refugees and Asylum Seekers Advice Project
6. VAL Leicester Active Community Centre
7. University of Leicester
8. University of Leicester Institute of Lifelong Learning
9. De Montfort University
10. Leicester LIFT
11. Health Promotion Agency
12. Haymarket Theatre
13. Business Link
14. Government Office East Midlands
15. Leicestershire County Council, Community Services
16. Leicestershire Economic Partnership
17. Leicester Regeneration Company

Appendix C

Interviews were undertaken with the following post-holders.

1. Head of Regeneration, Leicester City Council
2. Assistant Director Parks & Sports, Leicester City Council
3. Sports Development Manager, Leicester City Council
4. Corporate Director of Cultural Services & Neighbourhood Renewal, Leicester City Council
5. Director of Community and Lifelong Learning, Leicester City Council
6. Principal Officer (Adult), Leicester City Council
7. Principal Officer (Early Years), Leicester City Council
8. Arts Director, Peepul Centre
9. Senior Community Learning Manager, Leicester City Council
10. Community Learning Manager, Leicester City Council

Appendix D

Focus Group Discussion were held with members of

1. Highfields Area Forum
2. Highfields Youth & Community Association Management Committee/Council
3. Highfields Youth Council
4. Staff/volunteers employed within Highfields Youth & Community Centre

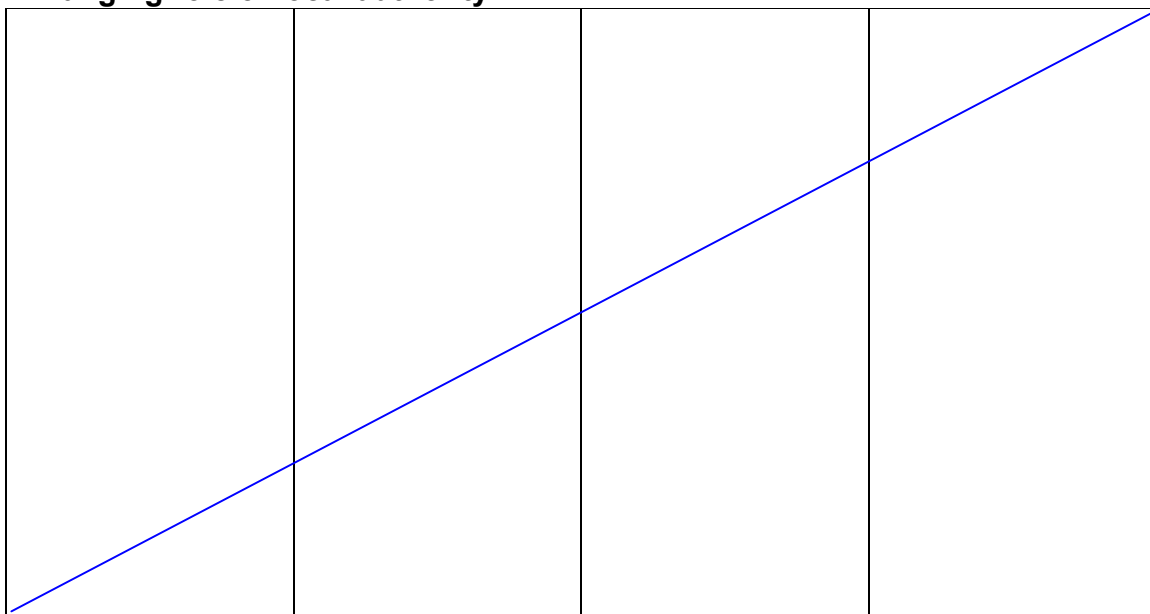
Appendix E

Diagrammatic representation of the Community Empowerment Model

Local Authority —————→→

It is important for the authority to recognise that its level of direct control reduces over time but in a planned way. This reduction in control should not be seen as a loss of influence but as an increase in the community's capacity to manage. There must be shared responsibility for the movement between phases.

Changing role of local authority



Changing role of community organisation

The community organisation needs to recognise that it is working towards the same end as the local authority. In achieving greater responsibility for strategic planning and service delivery it is performing the important function of community empowerment rather than seizing its liberation. The responsibility for the successful transition of roles and responsibility is shared with the authority.

Community Organisation —————→→

Appendix F

Staffing structure and arrangements

Content

Section A	Staffing Structure
Section B	Staffing Arrangements
Section C	Overall findings and areas for development

SECTION A

STAFFING STRUCTURE

- A1 The Community Learning Manager heads the Centre and is line managed by the Senior Community Learning Manager. The Community Learning Manager has a wider remit beyond the developments within Highfields Youth and Community Centre. The key role is the development of services within Highfields area. The future role and function of the Community Learning Manager is awaiting the review by the local authority.
- A2 The staffing structure within HYCC is based on section leaders who report and are line managed directly by the Community Learning Manager. There are currently four sectors (Adult and Community Learning, Children and Youth, Information, Advice and Guidance, and Facilities and support). However only three of the four sectors have a section leader. The Information, Advice and Guidance is overseen and line managed by the Community Learning Manager.

Post	Number of staff line manage	Total hours per week	FTE
Community Learning Manager	10	254.5	6.9

A3 Findings

- A3.1 The current structure enables the CLM to have hands on knowledge of all the section areas. However, with the increase in section areas to include sports development and community arts maintaining the existing structure will be difficult. There is no capacity for the CLM to take on additional line management responsibility of staff without a change in the existing line management structure.
- A3.2 The Community Learning Manager has responsibility for all staff within the Information, Advice, and Guidance section. To alleviate some of the responsibilities of the CLM this section needs to have an appointed section head. This does not need to be a creation of an additional post, but could be negotiated into an existing post. The post of Information and Advice Tutor could take on line management responsibility for the Information and Advice Worker, and the 2 Guidance Officer posts. The cost implications will need to be considered.
- A3.3 The rationale as to why the Area Link Worker (Early Years) is line managed by the CLM is unclear, and we can only conclude that it is based on appropriateness and capacity. There are benefits in the Early Years

having a section leader. The Area Link Worker (Early Years) could then be overseen by the Section Leader for Early Years (see A6.1).

A4 Adult and Community Learning, which includes Early Years

A5 Two job share posts head this section and they are line managed by the Community Learning Manager. The Community Learning Tutor has responsibility for the Early Years staff, and shared responsibility for the adult education tutors. The Adult & Community Learning Tutor has responsibility for the adult education tutors.

Post	Number of staff line manage	Total hours per week	FTE
Community Learning Tutor (0.5)	6	100	2.7
Adult & Community Learning Tutor (0.5)	16	74	2
Playgroup Leader (30.5)	6	63	1.7
Crèche Leader	4	X	X

A6 Findings

A6.1 The Crèche Leader, Deputy Playgroup Leader and the Playgroup Assistant are jointly supervised by the Community Learning Tutor and the Playgroup Leader. Whilst there is a role for the Community Learning Tutor in having overall responsibility for this section, the line management and supervision arrangements could be through the Playgroup Leader. With the increase in staffing within this section there might be some mileage in developing a Fulltime Early Years Worker who would have the coordinating responsibility for all of Early Years. This could be made possible through the change in role of the Playgroup Leader to Early Years Development Worker. The cost implication would be an increase in hours from 30.5 hours to 37 hours (Increase cost of approx. £3000.00 per annum).

A6.2 10 of the 16 adult tutor workforce work between 2 and 4 hours per week. Like most adult education institutions there is a heavy reliance on part-time tutors. The increases in adult education opportunities needs to be measured with the capacity of the two community tutors to line manage additional staff. With the development of the Early Years Development Worker post this should provide some space for the community Tutors to take on responsibility for additional staff. This might include Tutors employed within the Arts development.

A7 Children and Youth, which includes after-school provision, and Highfields Compact

A8 The posts of Youth Tutor and Highfields Compact Co-ordinator are line managed by the Community Learning Manager. The Youth Tutor has responsibility for part-time and sessional youth workers, and all of the staff within the after school care club team. The Youth Tutor shares line management responsibility for two of the after school care club staff with the After School Care Club Leader. The Youth Tutor shares line management of the Compact Co-ordinator with the CLM.

Post	Number of staff line manage	Total hours per week	FTE
Youth Tutor	14 – 1 x F/T, 1 x 0.5, & 12 sessional	128	3.5
Highfields Compact Co-ordinator	9 – 1 x 0.5, 8 x sessional	61.5	1.7
Afterschool Care Club Leader	2	31	0.8

A9 Findings

A9.1 The existing structure supports a great deal of duplication in relation to line management and supervision responsibilities of staff within this section. In addition to what has been outlined above three of the part-time youth workers are jointly supervised by the Youth Tutor and the Compact Co-ordinator. It is unclear whether the level of joint support and supervision of staff is intentional or due to the way things have developed with staff taking on different roles within the centre.

A9.2 However, some level of rationalisation needs to take place to enable those with responsibility for staff to make the best use of their time, and provide effective support and supervision. As such we suggest the following changes:

- The posts of Deputy After School Care Club post and Assistant After School Care Club post be line managed by the Leader- After School Care Club.
- The post of Girls and Young Women Development Worker be line managed by the Youth Tutor.

A9.3 The existing structure has capacity to support developments for children and young people.

A10 Facilities and Support Services

A11 The Facilities Manager shares line management responsibility of two staff with the Acting Premises Officer. There is currently only one clerical assistant. The Facilities Manager takes on some clerical support work and front of house work within the existing structure.

Post	Number of staff line manage	Total hours per week	FTE
Facilities Manager (Temporary)	5 – 2 x F/T, 3 x various hours	113	3
Acting Premises Officer	3 x various hours	47.5	1.3

A13 Findings

A13.1 The team is a small team and will need to be expanded to meet the demands of an expanding centre.

A13.2 The role of Facilities Manager is key. This post should provide the internal and structural support for the every day running of the centre itself. This includes the coordination of the booking and use of space. It needs to include Finance and provide day-to-day support in relation to finance to the Head of Centre.

A14 Suggestions for a way forward

Suggestions for a way forward	Cost	Benefits
Post of Information and Advice Tutor is changed to take on section Leader responsibility for the Information, Advice and guidance section	Incremental raise	Reduction of line management responsibility for the CLM by 2FTE Increased capacity for the CLM to take on responsibility for Sports development and/or Arts development sections
Post of Playgroup Leader is changed to Early Years Development Worker who would have the coordinating responsibility for all of Early	Increase hours to 37 and possible incremental raise	Reduction of line management responsibility for the CLM by approx. 0.5FTE

HYCC Management Review - Final Report February 2004

Years. This post could take on line management of the Area Link Worker (Early Years)	(3,000.00)	Reduction of line management responsibility for the Community Learning Tutors by approx. 2FTE Increased capacity for the Community Learning Tutors to take on responsibility for additional tutors
The posts of Deputy After School Care Club post and Assistant After School Care Club post be line managed by the Leader- After School Care Club	Within existing budget as this already takes place	Reduction of line management responsibility for the Youth Tutor by 0.8FTE Increased capacity for the Youth Tutor to take on responsibility for additional staff
The post of Girls and Young Women Development Worker be line managed by the Youth Tutor	Within existing budget as this already takes place	Reduction of line management responsibility for the Compact Co-ordinator by 0.5FTE Increased capacity for the Compact Co-ordinator to take on responsibility for additional staff
The role of the Facilities Manager be refocused to provide day to day oversight of the running of the centre	Increase in clerical and front of house support line managed directly by the Facilities Manager	Increased capacity to manage the operations of a large centre

SECTION B

STAFFING ARRANGEMENTS

- B1 The current staffing arrangements comprises of:
- Weekly programme planning and follow up sheet for fulltime staff
 - Supervision sessions that on the whole take place on a needs led basis
 - Monthly team meetings of fulltime and substantial part-time staff
 - Annual joint staff and management committee training days
 - Termly meetings for part-time adult education tutors
 - Bi-annual meetings with part-time youth workers
 - Termly meetings with part-time youth workers(Compact)
 - Informal contact and observation of work
 - Evaluation sheets
 - Training meetings
- B2 **Supervision arrangements**
- B2.1 Overall staff feel that the current supervisory arrangements provide excellent to good support to staff and enables staff to develop their practice. The key strengths of the existing arrangements are:
- Good informal networks
 - Good relationships developed with staff
 - Strong culture where staff can develop their ideas and training needs
 - Opportunity to share information in an informal way
 - Open door policy
 - Opportunity to sign off and comment on work programme sheets
 - Daily contact with staff
 - All staff are able to meet and be involved in decision-making
- B2.2 However there are key tensions and issues with the existing arrangements:
- On the whole supervision takes place on an ad-hoc basis, and on a needs led basis. There is no evidence of policy directive or guidance that supports supervision practice within the Centre.
 - Meeting with and providing regular supervision of part time staff is difficult and as a result there is a heavy reliance on team meetings to inform and provide support to staff.
 - Due to the shift pattern of working for the premises officers it is difficult to provide regular supervision. Support therefore takes place on a needs led basis.

- There is no rationalisation of the supervisory relationship with those staff that hold a number of sessional based contracts within HYCC. This is particularly so for some staff within the youth sector within HYCC.

B3 Team meetings

B3.1 Team meetings are held regularly within each of the sector areas. Team meetings for fulltime and substantial staff within HYCC take place once a month. The meetings of the adult tutors and the youth workers (Compact) take place once a term. The meetings of the youth work team and the afterschool care team take place twice a year. The meetings of the under fives workers takes place once a month.

B3.2 Team meetings serve a number of purposes as the list below highlights:

- to share information
- to introduce new staff
- to provide the opportunity to discuss issues
- to provide the opportunity for training
- to evaluate and plan
- to team build
- to provide support and staff appraisal

B3.3 There is two-way flow of information between the sector team meetings and the meetings of all fulltime and substantial part-time staff. There is reliance upon the sector heads to ensure that this two-way flow of information takes place.

B3.4 Overall staff value the informality of the support given to them, and value the time together at team meetings. The key strengths of the team meeting arrangements are:

- Staff feel able to participate and contribute
- There is a regular cycle of meetings for fulltime and substantial part-time staff

B3.5 The tensions and issues in relation to team meeting arrangements are:

- Meetings for fulltime staff leaves little opportunity for staff to discuss and critically appraise their work with their colleagues
- There needs to be greater balance between information sharing and enabling staff to understand and discuss some of the wider issues in relation to lifelong learning and community development/curriculum issues

SECTION C

C1 OVERALL FINDINGS

- C1.1 The current staffing arrangements and structure leaves little scope for taking on additional staff without the need to reduce the current line management responsibilities of the Community Learning Manager.
- C1.2 With the development of Early years and sure start within Highfields there is the scope to explore and enable the early years sector to have a functional relationship with representatives from its sector in the same way that the youth service provision has a functional/professional relationship with the local authority youth service.
- C1.3 There is capacity to expand the adult learning sector. However this is dependent on the development of an Early Years section leader. There is a need for the adult education sector to develop new initiatives. It will need to have the time to broaden provision beyond access and entrance based opportunities, broaden the access to include newly settled communities, provide support and guidance to the sports and arts area in relation to developing skill based programmes.
- C1.4 The internal support arrangements to the centre will need to be strengthened. In particular the centre will require a post responsible for the daily operations of the centre, and will carry a health and safety responsibility. This post will also need to have responsibility for setting up and monitoring the bookings systems, including the finances. The clerical and front of house support will need to be strengthened to reflect a provision which will include increased general public access, in particular for the sporting opportunities.
- C1.5 The support and supervision arrangements need to be strengthened. Currently arrangements are informal and work well because of the small team and the close working environment of the staff. However this will change significantly, and appropriate support and supervision arrangements need to be put in place. It is not clear as to what the processes are for staff development and monitoring and evaluation of work by staff. There are some systems in place but this is inconsistently applied within the different sectors.
- C1.6 Whilst there is a feel of family support and development within HYCC the structure of support and supervision is not clear. There are no quality indicators by which supervision and staffing arrangements can be monitored and evaluated.

C2 KEY AREAS FOR DEVELOPMENT

- C2.1 In the short term as HYCC recruits and inducts new staff there needs to be in place a clear management structure with transparent lines of accountability. As part of this transparent structure the existing line management responsibilities of the CLM needs to be reduced to accommodate a growth in staffing.
- C2.2 Supervision arrangements need to be put into place within each of the sector areas, and where possible peer or group supervision invested in.
- C2.3 Equally there needs to be more structured approach to Team meetings and training opportunities linked to performance monitoring.
- C2.4 There needs to be as a priority investment in the front of house provision in particular adequate clerical support and premises officer support.

LCJTU
Leicester City
Joint Trade Union Side

UNISON
T&G
UCATT

GMB
NATFHE
AEEU/AMICUS

Response to Cabinet Report 11th December 2006 in relation to proposals for The Highfields Centre

Option 1

The joint position of the union side was that this option was not favoured. It does not, in fact, represent the "status quo" and would require the dismantling of the existing form of community governance.

Option 2

The joint position of the union side was that this probably represented the only practical workable way forward. However, if any option was to "second" staff to a Strategic Management Board or the Highfields Community Association, then we would wish to remind Cabinet of the recent House of Lords ruling in *Celtec v Astley*, the consequence of which is, in circumstances where Transfer Under Protection of Employment (TUPE) applies, a TUPE transfer of staff occurs whether or not the parties agree to some other arrangements in an attempt to prevent this. UNISON would submit that no organisation external to Leicester City Council is in a position to employ the staff currently based at Highfields Community Centre.

Option 3

UNISON stated that it would resist the transfer of any staff in the absence of TUPE Plus. The unions past experiences involving Council staff whose employment had been transferred to voluntary organisations had not been happy ones.

UCU and GMB fully supported the UNISON position. It was opposed to any transfer of staff away from the Council. Staff faced with this possibility should be given the option to transfer/be redeployed within the Council if they did not want to transfer out. The Highfields Centre is already subject to a form of community governance; the issue is whether its level is appropriate and satisfactory for both parties. As the revenue implications would be likely to impact adversely upon the Children and Young People's Services Department, the Corporate Director should be involved.

The joint position of the union side was that the community governance option was not one that could be supported. Any attempt to adopt this option would be met with implacable opposition. The employee issues needed to be highlighted to elected members.

Les Price
UCU

Steve Barney
GMB

Gary Garner
UNISON



Leicester
City Council

WARDS AFFECTED
All

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
Cabinet

11 December 2006

TRANSFER OF HIGHFIELDS CHILDREN'S CENTRE MANAGING AGENCY

Report of the Corporate Director (Children and Young People's Services)

1. Purpose of the Report

- 1.1 To seek cabinet approval for the transfer of 'managing agency responsibility' for Highfields Children Centre from the N.S.P.C.C. to N.C.H.
- 1.2 To provide Cabinet with information regarding the delay in the transfer process and to recommend a way forward.

2. Summary

- 2.1 In 2006 The D.F.E.S. moved the funding and accountability for the delivery of Sure Start grant funded services to the local authority. This has changed the role of 'Accountable Bodies' and 'Lead Agencies' to one where the Local Authority as the 'Accountable Body' now commissions a Lead Agency to manage and deliver the programme through a commissioning contract.
- 2.2 The Highfields Sure Start Programme has been managed by the N.S.P.C.C. since its inception in 2003.
- 2.3 In 2004, the N.S.P.C.C. indicated a strategic intention to withdraw from management of all Sure Start Programmes nationally. Negotiations began with the Local Authority in relation to the transfer of Highfields in September 2004.
- 2.4 It was agreed by all parties that N.C.H. would be best placed to take over the role of provider for Highfields and could be commissioned to fulfill this role until March 2008 when an overall review of all providers would take place.
- 2.5 Negotiations commenced to transfer the programme by March 06, however the transfer was suspended as a result of a failure to reach agreement on the issue of business indemnity (see Supporting Information).
- 2.6 Legal Services identified a number of risks in proceeding with a transfer without an indemnity and provided advice on this matter to the then Interim Service Director, Education and Lifelong Learning in March 2006. This resulted in detailed discussions

taking place between all parties in a search for an agreed resolution to the indemnity issues.

- 2.7 The only resolution that appears to be available is one which requires the Local Authority in its capacity as Accountable Body to offer an indemnity to N.C.H. This would enable the transfer to be concluded and would support the Centre to move forward in reshaping service delivery in line with other centres.
- 2.8 Failure to agree a resolution with regard to indemnity will result in the N.S.P.C.C. resigning and will require the Local Authority to take over both the Lead Agency and Accountable Body roles.

3. Recommendations

Cabinet to approve the transfer of the management agency for Highfields Sure Start Children Centre to N.C.H., subject to the Chief Finance Officer being satisfied that the due diligence exercise has appropriately minimized the level of risk to the Council.

4. Financial Implications and Legal Implications

4.1 Financial Implications

- 4.1.1 The amount allocated to the Highfields SureStart for 2006/07 is £1,459,487.
- 4.1.2 The amount allocated for 2007/08 is £1,035,103.
- 4.1.3 This is a reduction of £424,384.
- 4.1.4 NCH has presented and agreed a budget for 2007/08 that delivers the required services within the reduced budget.
- 4.1.5 It is not possible to identify and value the risk scenario in order to identify the City Council's possible exposure if it agrees to indemnify NCH in this case.
- 4.1.6 The City Council, as Accountable Body, is responsible to the D.f.E.S. for the financial management of the programme and it is imperative that this transfer is effected without any prejudice to the Council, financially or in its standing as an accountable body, in this regard.

Barrie Woodcock, Interim Head of Finance, x7750.

4.2 Legal Implications

- 4.3 The Legal Implications of proceeding with this transfer remain as originally identified in March 2006. In summary this advice was:
- 4.4 To proceed without an indemnity from NSPCC and for the Council to indemnify NCH for actions by NSPCC could ultimately result in funding being withdrawn to settle claims. Clearly it is difficult to give a precise example of when an indemnity may be called upon but typically it will be needed in the event that a claim is received by either NCH as the

Lead Agency or LCC as the Accountable Body but which relates to a time when NSPCC was performing the Accountable body role. It should be noted that this risk is now much diminished due to the period of time taken to resolve this issue.

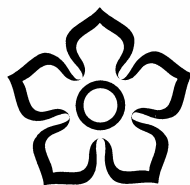
- 4.5 Originally NCH were to inherit NSPCC service contracts with external providers and were seeking an indemnity from the Council or the NSPCC against claims arising from these contracts. It is understood that this indemnity will no longer be required as due to the lapse of time these service contracts are due to expire in March 2007 when new contracts will be issued on NCH terms without the need for an indemnity.
- 4.6 There is a risk to the Council for claims arising due to breaches of intellectual property rights. Due to the length of time and practices put in place to prevent this possibility occurring then this risk is reduced.
- 4.7 Advice was given in March 2006 to undertake a risk assessment and due diligence exercise in conjunction with the Chief Finance Officer to identify any other risks and the scope of those already identified. "
- 4.8 The Local Government Act 2000, Section 1 gives a Local Authority power to do anything which they consider is likely to achieve, inter alia "the promotion or improvement of the social well being of their area". This power includes powers to "enter into arrangements or agreements with any person". Legal Services are advised that the transfer of the Lead Agency role to NCH is imperative to promote the social well being of the Highfields area and Legal Services are not aware of any reason why the actual agreement, the Deed of Indemnity, that will be necessary to effect this should not be included within the general power to enter into agreements referred to at Section 2. Further discussion on this point will be undertaken with the Service Director, Legal Services.

Rebecca Jenkyn, Senior Solicitor, Commercial and General, Legal Services, x6378.

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Leicester
City Council

WARDS AFFECTED
All

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
Cabinet

11 December 2006

TRANSFER OF HIGHFIELDS CHILDREN'S CENTRE MANAGING AGENCY

SUPPORTING INFORMATION

- 1. Report**
- 1.1 Introduction and Rationale for the Transfer**
- 1.2** Highfields Sure Start was a double programme and the largest Sure Start Programme in the country. The programme has been managed by the N.S.P.C.C. since its inception 2003. In 2004, the NSPCC indicated a strategic intention to withdraw from management of all Sure Start Programmes nationally. Negotiations began with the Local Authority in relation to the transfer of Highfields in September 2004.
- 1.3** A Children's Centre Report was present to Cabinet in August 2004, which sought approval for the change in governance of two local Sure Start Programmes, Beaumont Leys and New Parks. The report also requested Cabinet approval to make changes to the governance of other local Sure Start programmes as they evolved into Children's Centres. This was agreed.
- 1.4** In 2006 The D.F.E.S. moved the funding and accountability for the delivery of Sure Start grant funded services to the local authority. This has changed the role of 'Accountable Bodies' and 'Lead Agencies' to one where the Local Authority as the 'Accountable Body' now commissions a Lead Agency to manage and deliver the programme through a commissioning contract.
- 1.5** The N.S.P.C.C. in conjunction with the local partnership board and the Sure Start Unit at GOEM sought an alternative agency to manage the programme. They agreed that the agency best able to undertake this role was N.C.H. (June 05)
- 1.6** NCH has a positive track record of managing Sure Start Children Centres both nationally and locally. They are nationally the largest voluntary sector provider of Children Centres and have built up considerable expertise in the area of preventative and early intervention services.

1.7 N.C.H. currently successfully manages the St.Matthews and Braunstone Children Centres through a commissioning contract arrangement with the local authority.

1.8 It was agreed by all parties that N.C.H. would be best placed to take the role of provider for Highfields and could be commissioned to fulfill this role until March 2008 when an overall review of all providers would take place

1.9 Transfer Arrangements

1.91 Staff

Negotiations commenced to agree the transfer of all staff currently employed by the N.S.P.C.C. to N.C.H. under T.U.P.E. legislation. These negotiations were successfully concluded in March 2006 with a view to the transfer taking place in April 06. This transfer is currently on hold.

1.92 Assets

Negotiations commenced on the transfer of all Sure Start grant funded assets from N.S.P.C.C. to N.C.H. under an Assets Transfer Agreement. All Assets were disclosed and agreement was reached on the transfer of all physical assets purchased through the Sure Start grant to N.C.H. for the purpose of delivery the of the services set out in the commissioning contract. These assets consisted of buildings equipment and I.T. The agreed assets were scheduled to transfer on 1st April 06,.The process is currently on hold.

1.93 The N.S.P.C.C. currently has a series of service level agreements with a range of agencies to deliver services. These agreements were disclosed and arrangements were put in place for them to be re-issued by N.C.H.

1.10 Indemnity

Leicester City Council Legal services have advised that it is standard practice in all situations such as these for the departing organisation to give a series of indemnities to the incoming organisation effectively agreeing to indemnify the Council or N.C.H. for actions which may have arisen whilst they were responsible for the sure start operation. This is understood to be entirely reasonable and normal procedure.

1.11 Indemnity became an issue at the end of February 2006 as the NSPCC refused to sign the indemnity clause, which is part of the transfer agreement (Minutes of the Transfer Meeting 20 February 2006). This was because NSPCC did not accept responsibility for the decisions taken by the Partnership Board and did not have the funds to pay litigation costs.

1.12 The partnership board is not a legal entity and the Sure Start Guidance was clear that accountability lies with the Accountable Body and cannot be delegated.

1.13 N.C.H. requires to be indemnified against potential future litigation before they will agree to the transfer.

- 1.14** The issue of indemnity protection presented an unknown level of risk to both Leicester City Council and NCH and Legal Services at that time (March 06) advised the Corporate Director for Children and Young Peoples Services of the risks in proceeding without an indemnity but that naturally it was a decision for herself to take having considered all the risks.
- 1.15** The planned transfer was suspended on the instruction of the Corporate Director for Children and Young People s Services until a resolution was reached.
- 1.16 The current position**
- 1.17** Legal services advice from March 2006 is, summarised in the Legal Implications section of this Report
- 1.18** Two further meetings have taken place between all parties to try to reach a resolution on the indemnity issue.
- 1.19** N.S.P.C.C. still wishes to withdraw from managing the centre with increasing urgency however they have not changed their position regarding indemnity.
- 1.20** N.C.H. remains committed to taking over the management of the centre on the condition that they have a contract until March 08 as a minimum (in line with the other centre's they manage). They still require indemnity from either the Local Authority or N.S.P.C.C.

1.21 Proposed resolution

The local authority offers an indemnity to N.C.H. in its role as Accountable Body to enable the transfer to be concluded.

- 1.22** This resolution would enable the Centre to move forward in reshaping service delivery in line with other centers. Therefore ensuring they are able to meet their contractual obligations and improve outcomes for children.

2. Financial and Legal Implications

2.1 Financial Implications

- 2.1.1** The amount allocated to the Highfields SureStart for 2006/07 is £1,459,487.
- 2.1.2** The amount allocated for 2007/08 is £1,035,103.
- 2.1.3** This is a reduction of £424,384.
- 2.1.4** NCH has presented and agreed a budget for 2007/08 that delivers the required services within the reduced budget.
- 2.1.5** It is not possible to identify and value the risk scenario in order to identify the City Council's possible exposure if it agrees to indemnify NCH in this case.

2.1.6 The City Council, as Accountable Body, is responsible to the DfES for the financial management of the programme and it is imperative that this transfer is effected without any prejudice to the Council, financially or in its standing as an accountable body, in this regard.

Barrie Woodcock, Interim Head of Finance, x7750.

2.2 Legal Implications

2.3 The Legal Implications of proceeding with this transfer remain as originally identified in March 2006. In summary this advice was:

2.4 To proceed without an indemnity from NSPCC and for the Council to indemnify NCH for actions by NSPCC could ultimately result in funding being withdrawn to settle claims. Clearly it is difficult to give a precise example of when an indemnity may be called upon but typically it will be needed in the event that a claim is received by either NCH as the Lead Agency or LCC as the Accountable Body but which relates to a time when NSPCC was performing the Accountable body role. It should be noted that this risk is now much diminished due to the period of time taken to resolve this issue.

2.5 Originally NCH were to inherit NSPCC service contracts with external providers and were seeking an indemnity from the Council or the NSPCC against claims arising from these contracts. It is understood that this indemnity will no longer be required as due to the lapse of time these service contracts are due to expire in March 2007 when new contracts will be issued on NCH terms without the need for an indemnity.

2.6 There is a risk to the Council for claims arising due to breaches of intellectual property rights. Due to the length of time and practices put in place to prevent this possibility occurring then this risk is reduced.

2.7 Advice was given in March 2006 to undertake a risk assessment and due diligence exercise in conjunction with the Chief Finance Officer to identify any other risks and the scope of those already identified.

2.8 The Local Government Act 2000, Section 1 gives a Local Authority power to do anything which they consider is likely to achieve, inter alia "the promotion or improvement of the social well being of their area". This power includes powers to "enter into arrangements or agreements with any person". Legal Services are advised that the transfer of the Lead Agency role to NCH is imperative to promote the social well being of the Highfields area and Legal Services are not aware of any reason why the actual agreement, the Deed of Indemnity, that will be necessary to effect this should not be included within the general power to enter into agreements referred to at Section 2. Further discussion on this point will be undertaken with the Service Director, Legal Services.

Rebecca Jenkyn, Senior Solicitor, Commercial and General, Legal Services, x6378.

3. Other Implications

OTHER IMPLICATIONS	YES/NO	Paragraph Within Supporting information	References
Equal Opportunities			
Policy			
Sustainable and Environmental			
Crime and Disorder			
Human Rights Act			
Elderly/People on Low Income			

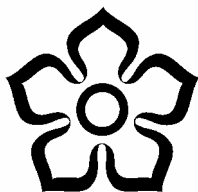
4. Consultation

NCH
NSPCC
Highfields Programme Board

5. Report Author

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Leicester
City Council

**WARDS AFFECTED: All
Wards**

**Economic Development and Planning Scrutiny
Committee**

7 December 2006

**Housing and Community Safety Scrutiny Committee
Cabinet**

7 December 2006

11 December 2006

DRAFT EAST MIDLANDS REGIONAL PLAN

Report of the Service Director Planning & Policy, Regeneration & Culture Department

1 Purpose of Report

- 1.1 To inform members of the formal public consultation period on the draft review of the Regional Spatial Strategy (RSS8) for the East Midlands. For simplicity the Regional Assembly refers to the document as the Regional Plan.
- 1.2 To summarise the key policy issues and to provide comments, that will form the basis of the City Council's response to the consultation draft Regional Plan.

2 Summary

- 2.1 The East Midlands Regional Assembly public consultation on the Draft Regional Plan started on 28th September and runs for twelve weeks until 20th December 2006. The Regional Plan and several background technical documents are available on the Regional Assembly's website at www.emra.gov.uk/regionalplan. Copies of the document have been placed in the Customer Service Centre and in the Members' Library.
- 2.2 This is the statutory consultation stage for submitting representations that will be considered by an independent panel appointed by the Secretary of State to hold an Examination in Public (EiP) into the Plan. The EiP Panel will be chaired by Professor Stephen Crow and will take place in Leicester during May and June 2007.
- 2.3 The Plan provides a broad development strategy for the East Midlands up to 2026 and is divided into two parts.
 - Part 1: The Regional Strategy sets the overall context for the delivery of sustainable development in the region. It also indicates priorities for housing, economic development and regeneration, natural and cultural resources and transport.
 - Part 2: Sub-Regional Strategies provides more specific guidance for four sub-areas, including a Sub-Regional Strategy for the 3 Cities sub-area.
- 2.4 Under the new Planning system the Regional Plan is now a statutory part of the development plan framework and will replace structure plans. All future local development framework (LDF) documents will have to be written in conformity with the Regional Plan. Its policies will also be material

considerations to decisions on individual planning applications. The Regional Plan is a key Planning document and will influence future development patterns throughout the East Midlands.

- 2.5 Although overall responsibility for preparing the Regional Plan rests with the East Midlands Regional Assembly (EMRA), planning legislation requires that the Regional Planning Bodies seek advice from the strategic planning authorities (County Councils/Unitary authorities). City Council officers have participated in various working groups and have provided advice to EMRA on planning matters in relation to Leicester City's administrative area during the preparation of this draft Regional Plan. This included a significant input to the preparation of the 3 Cities Sub-Regional Strategy.

3 Recommendations

- 3.1 That the Scrutiny Committee considers the Regional Plan policy implications set out in the report and comments on the proposed comments.
- 3.2 That Cabinet considers the Regional Plan policy implications set out in the report and endorses the proposed comments to the consultation Draft East Midlands Regional Plan.

4 Financial & Legal Implications

4.1 Financial

This report does not include any specific or immediate financial implications. Future development in the City at the scale proposed in the draft Regional Plan will require the provision of new infrastructure and community services. The designation of the 3 Cities/Counties as New Growth Points will bring increased Government funding to ensure appropriate provision and delivery of sustainable development. Any details of financial implications will be highlighted in future specific reports.

Martin Judson, Head of Finance, R&C, extension 7390

Legal

- 4.2 The Regional Spatial Strategy (RSS) now forms part of the Development Framework for the City and its preparation must follow the statutory procedures prescribed by the Town and Country Planning (Regional Planning) (England) Regulations 2004. Following a period of public consultation and an independent 'Examination in Public', the Regional Plan will become the Regional Spatial Strategy for the East Midlands for the period to 2026. It will replace RSS8 issued by the Government in March 2005. The Regional Spatial Strategy will also replace the Leicestershire, Leicester and Rutland Structure Plan 1996-2016.

Anthony Cross, Head of Litigation & Advocacy, extension 6362

5 Report Author

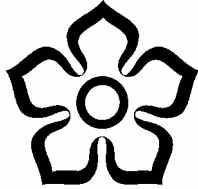
Name: Neal Moore

Job Title: Team Leader, Development Plans Group

Extension number: 7254

Email address: Neal.Moore@leicester.gov.uk

Key Decision	Yes
Reason	Is significant in terms of its effect on communities living and working in an area comprising more than one ward.
Appeared in Forward Plan	Yes
Executive or Council Decision	Executive (Cabinet)



Leicester
City Council

WARDS AFFECTED: All Wards

Economic Development and Planning Scrutiny
Committee

7 December 2006

Housing and Community Safety Scrutiny Committee
Cabinet

7 December 2006
11 December 2006

DRAFT EAST MIDLANDS REGIONAL PLAN

Report of the Service Director Planning & Policy, Regeneration & Culture

SUPPORTING INFORMATION

1. Report

Background

- 1.1 As part of the Regional Plan review process the East Midlands Regional Assembly (EMRA) consulted on the 'Options for Change' document during late 2005/early 2006. The consultation considered sub-area boundaries, development form policies and a range of options for housing growth/distribution. Option 2B (trend based growth with an urban concentration/regeneration focus) was EMRA's preferred option – in Leicester's case this required an annual house building rate of 1,180 dwellings (cf current Local Plan rate of 950 per annum). The City Council supported this option (Cabinet 6th January 2006) but with caveats that this level of housing growth could only be delivered with increased public funding for new infrastructure, improvements to public realm and community facilities, as well as additional resources to ensure the appropriate provision of affordable housing.

2. Draft Regional Plan

- 2.1 The review of the Regional Plan has been undertaken in the light of new legislation and Government guidance. It has been subject to a Sustainability Appraisal consistent with the European Union Strategic Environmental Assessment Directive.

Core Strategy

- 2.2 The Core Strategy is largely the same as that included in the existing RSS8, with a strong emphasis on promoting sustainable patterns of development, high quality built and natural environments, a vibrant economy and social inclusion. New objectives have been included to reduce the causes and impacts of climate change (Policy 1).

Proposed Comment 1

- 2.3 Leicester City Council supports the Core Strategy. We particularly support the inclusion of climate change objectives in Policy 1.

Spatial Strategy

- 2.4 The general thrust of the regional spatial strategy also remains the same as the existing RSS8. This is a sequential approach to selecting land for development, with an emphasis on re-use of previously developed land and vacant buildings in urban areas (Policy 2). The main focus of new development will continue to be on the five ‘Principal Urban Areas’ of Derby, Leicester, Lincoln, Northampton and Nottingham. Significant levels of development will also be located in the three growth towns of Corby, Kettering and Wellingborough. Lesser scale development outside these areas will be concentrated on the ‘Sub-Regional Centres’. In Leicestershire, these are listed as Coalville, Hinckley, Loughborough, Market Harborough and Melton Mowbray (Policy 4).
- 2.5 Promoting better standards in the layout, design and construction of new development is a key aspect of the strategy. All new development should be to BREEAM ‘very good’ standard, to improve resource efficiency. All new housing should be to ‘Lifetime Homes’ standards to met the needs of an ageing population (Policy 3).
- 2.6 Development in the 3 Cities Sub-area should support the continued growth and regeneration of Derby, Leicester and Nottingham (Policy 13). The 3 Cities Sub-Regional Strategy in Part 2 of the Plan contains more specific guidance on the definition of the Principal Urban Areas, Green Belt review (Derby/Nottingham), Green Wedges and sub-regional priorities for housing, employment and transport.

Proposed Comment 2

- 2.7 Leicester City Council supports the Spatial Strategy’s focus on the Principal Urban Areas as the most sustainable locations for significant new development. We welcome the increased emphasis on promoting better design standards.

Housing

- 2.8 Policy 14 provides future housing provision figures for each of the sub-regional Housing Market Areas (HMA) in the East Midlands and for individual local authorities. Targets for affordable housing and for the provision of accommodation for gypsies and travellers are also included (Policies 15 & 16). The Plan includes a 60% target for housing development on brownfield land (Policy 17) and priorities for managing housing land releases (Policy 18).

Housing Provision

- 2.9 The following table sets out new housing numbers, expressed in terms of projected annual build rates (ABR) for the Leicester and Leicestershire housing market area (HMA) and individual districts for the period 2001-2026.

Area	Current Annual Provision	Current ABR	DCLG Trend Projection	Proposed ABR	Total Housing Provision
Whole HMA	3,034	3,114	3,783	3,780	94,500
Leicester	950	782	826	1,180	29,500
Blaby	233	207	391	340	8,500
Charnwood	470	658	565	760	19,000
Harborough	378	364	522	345	8,625
Hinckley & Bosworth	340	558	435	460	11,500
Melton	210	143	261	160	4,000
NW Leics.	368	377	522	480	12,000
Oadby & Wigston	85	88	261	55	1,375

- 2.10 Almost two thirds of the new dwellings proposed in the Regional Plan for the Leicester and Leicestershire HMA comprise existing completions, planned development in local plans or identified as additional capacity. Leicester's share of new housing is 29,500 new homes to 2026 (1,180 per annum). This represents a 24% increase on the current Structure/Local Plan target. While this figure is almost the same as the annual shortfall in affordable housing adopted by Cabinet (April 2006), it is significantly above existing annual build rates and the DCLG trend projection. The scale of future provision reflects that proposed in the recently confirmed 3 Cities New Growth Point. The Government has stated that the New Growth Point proposals will be subject to consultation, testing and examination through the Regional Plan and Local Development Frameworks.

Proposed Comment 3

- 2.11 The level of housing growth proposed for Leicester was agreed in principle by the City Council at the earlier RSS Options for Change consultation stage, subject to a caveat that delivery would be dependent on increased public funding for new infrastructure, improvements to public realm and community facilities, as well as additional resources to ensure appropriate provision of affordable housing. The annual target of 1,180 dwellings is challenging but achievable through public and private sector partnerships. Annual house building rates in the City have been increasing year on year since 2002/03. The Government's decision to designate the 3 Cities and 3 Counties as New Growth Points will bring additional funding to secure earlier delivery of planned regeneration projects and ensure sustainable growth. The funding awarded for 2007/08 to carry out urban capacity studies for the 3 Cities will assist us in providing an independent assessment of the future capacity for new housing in the principal urban areas.

Achieving an appropriate Mix of Housing Types

- 2.12 Policy 13 (3 Cities Sub-Area) refers to the need for a mix of house types. Policy 15 also requires Local Development Frameworks to include policies seeking the provision of a mix of dwellings in terms of size and type to help create inclusive communities. Paragraph 3.1.9 states that local authorities should have a strategic vision of the kinds of communities they wish to foster. This should ensure a reasonable mix of housing and address any identified imbalance. The Corporate Director of Housing has asked that Local Plan Policy H06 be strengthened to secure an appropriate housing mix for Leicester on large sites.

Proposed Comment 4

- 2.13 We welcome the move towards a more robust planning framework that can influence house types/sizes to meet local needs, but there is a need for clear government planning guidance. We hope that the final version of 'PPS3: Housing' (anticipated in December) will provide stronger guidance to local planning authorities on achieving sustainable mixed communities. We acknowledge the need to address the demand for specific types of housing through the proposed Leicester and Leicestershire Housing Market Area Assessment. This will provide a robust evidence base for the City Council's Local Development Framework.

Affordable Housing Targets

- 2.14 Policy 15 includes indicative affordable housing targets for each HMA. For Leicester and Leicestershire HMA the affordable housing target is 33% made up of 25% social renting and 8% intermediate housing. These are 'interim' targets and should be reviewed by local authorities following the completion of full

Housing Market Area Assessments and then incorporated into Local Development Frameworks. While the percentage target appears similar to the Leicester Local Plan's target, when applied to the whole HMA it equates to 1,260 affordable dwellings per year. This is not much higher than the current affordable housing shortfall in Leicester City alone.

Proposed Comment 5

- 2.15 Leicester City Council supports, in principle, the inclusion of regional and sub-regional affordable housing targets and recognises that these are 'interim targets' pending the completion of HMA assessments. We welcome the tenure mix shown but Leicester City Council's 2006 housing needs survey update indicates a level of need in excess of 1,000 dwellings. Notwithstanding the different methodologies between the Regional Affordable Housing Study and local housing needs assessments, we are concerned that the proposed HMA level target may undermine our efforts to achieve appropriate affordable housing in the City. Progress on HMA assessments elsewhere in the Region indicates that higher affordable housing targets will be required.

Provision for Gypsies and Travellers

- 2.16 Policy 16: sets out regional priorities for provision and includes interim minimum additional pitch requirements for gypsies and travellers in Appendix 3 of the Regional Plan. This requirement is based on Leicester City Council's and Leicestershire County Council's own figures of need. It is not grounded in a Gypsy and Traveller Accommodation Assessment of the type currently under way for the Leicester and Leicestershire HMA. For the whole HMA the interim minimum requirement is for 51-75 caravans; Leicester City's requirement is for 7 pitches (10 caravans)

Proposed Comment 6

- 2.17 Leicester City Council acknowledges the requirement for local authorities to work together to provide for appropriate site provision for gypsies and travellers on a regional and sub-regional basis. Leicester City's minimum requirement for 7-10 pitches broadly reflects current identified local needs. The Leicester and Leicestershire assessment of accommodation for gypsies and travellers will provide more accurate and reliable information on future requirements to inform the preparation of district Local Development Frameworks.

Managing the Release of Land for Housing

- 2.18 Policy 18 encourages local authorities, developers and relevant public bodies to work together across administrative boundaries to ensure that the release of sites is managed to achieve a sustainable pattern of development. Joint working between local planning authorities is expected within the Leicester and Leicestershire HMA on assessments of urban capacity and phasing policies in Local Development Frameworks.

Proposed Comment 7

- 2.19 We recognise the need for joint working between the City Council and adjoining planning authorities. The inclusion of strong phasing policies in District LDFs is essential to manage the release of strategic greenfield sites in order to maximise sustainable regeneration opportunities within the Leicester Principal Urban Area. An urban capacity study will be commissioned for the Leicester PUA as part of the New Growth Point initiative.

Economy and Regeneration

- 2.20 This section is based on the revised Regional Economic Strategy (RES) produced by the East Midlands Development Agency (emda). Policy 19

recognises the need to focus regeneration activity on the Principal Urban Areas where levels of deprivation are highest. Retail development opportunities are acknowledged for the town centres, especially the Principal Urban Areas and Sub-Regional Centres (Policy 21). Proposals for new casinos should benefit the regeneration areas (Policy 22). The Regional Plan currently does not identify district employment land provisions, instead local planning authorities are expected to identify the need and provision for employment land having regard to HMA's so that housing and employment development is balanced. Further work is being undertaken by EMRA and emda to seek to establish employment land requirements at sub-regional HMA level.

Proposed Comment 8

- 2.21 We support the policies focusing regeneration and new retail and leisure development within the Principal Urban Areas. We recognise the need for sub-regional requirements for employment land and it will be necessary to provide strategic guidance for District LDFs.

Natural and Cultural Resources

- 2.22 This section contains revised targets for biodiversity, waste reduction and management, renewable energy and energy efficiency. It also sets regional policies for protecting and enhancing the natural and historic environments, managing flood risk, mineral extraction and promoting 'green infrastructure'. It reflects the revised Regional Cultural Strategy produced by Culture East Midlands.

Proposed Comment 9

- 2.23 These policies reflect the Regional Plan's emphasis on promoting sustainable development and addressing the impacts associated with climate change. They reflect Leicester's Cultural Strategy priorities of protecting, enhancing and promoting our built and natural heritage, including historic buildings, conservation areas and parks and open spaces.

Proposed Comment 10

- 2.24 The City Council welcomes and supports the Natural and Cultural Resources section 3 of the Regional Plan.

Regional Transport Strategy (RTS)

- 2.25 The RTS contains policies and proposals to help deliver the Spatial Strategy, and to contribute to other regional and sub-regional priorities. The RTS aims to reduce the need to travel and the rate of traffic growth, promote a step change in the quantity and quality of public transport, and only promotes additional highway capacity when all other options have been exhausted. The recent process to determine regional infrastructure priorities up to 2016 informs the RTS. The Draft Regional Plan provides for the further operational expansion of the Nottingham East Midlands Airport (NEMA).

Proposed Comment 11

- 2.26 We support the six key regional transport objectives, but would like to see the inclusion of a clear link with improving urban as well as rural accessibility. The strengthened policies on behavioural change and traffic growth reduction reflect the objectives set out in the Central Leicestershire Local Transport Plan (LTP). Our LTP target is to keep year on year traffic growth to zero in the 0700-1000 morning peak. We support the defined interventions for helping us towards meeting this target as they are consistent with our LTP.

- 2.27 We feel that there needs to be a basis upon which some local planning areas can be given more flexibility in setting parking standards for their area. This could be based on travel planning proposals and conclusions, or local car ownership statistics in residential areas. Parking level targets should be considered over time as it may be necessary to front load spaces in some developments.
- 2.28 We support the investment priorities because they are consistent with the Regional Funding Allocation Advice. However, we suggest that there should be a reference to Park and Ride facilities (including Blaby station) in Appendix Six: Regional Transport Investment Priorities.

Part 2: Sub Regional Strategies

- 2.29 There are 4 sub-regional strategies. Leicester is included in the Three Cities Sub-Regional Strategy. That strategy contains policies and proposals to create a more sustainable pattern of development and movement in Derby, Leicester and Nottingham and their hinterlands and to promote overall economic competitiveness. It also includes proposals for local authorities to review the boundaries of the Nottingham/Derby Green Belt. It maintains the longstanding policy on Green Wedges.
- 2.30 The Three Cities Sub-Regional Strategy is based on the advice given by section 4(4) authorities, including Leicester City Council and Leicestershire County Council (further details are included in Appendix 1). The sub-area contains the Derby, Leicester and Leicestershire, and Nottingham Housing Market Areas. The Government has recently designated the sub-area a 'New Growth Point' over the period 2006 to 2021 with new development associated with this status focused primarily on the 3 Cities.
- 2.31 The housing strategy for the Leicester and Leicestershire HMA focuses initially on the Leicester urban area, where there are substantial brown-field opportunities. However, this will not be sufficient to meet all the proposed housing provision to 2026, and later in the plan period there will need to be planned sustainable urban extensions. The Sub-Regional Strategy suggests that the best opportunities to meet this additional provision for the PUA lie west of Leicester in Blaby District (between the A47 and M69) and north of Leicester in Charnwood (east of Thurmaston).
- 2.32 Officers have commissioned a transport assessment (TA) to assess the overall traffic impact of the large sustainable urban extensions proposed in the RSS. The TA is:
- Using existing and new transport models to predict the amount of traffic that would be generated from these major developments and its impact on the existing road network
 - Assessing potential amelioration measures – investment in sustainable transport and new road links – to see whether they could absorb the additional traffic
 - Assessing the likely cost of those measures and hence their potential affordability in the context of developer and Growth Point funding
 - From this, drawing conclusions as to the achievability of the sustainable urban extensions.

2.33 The assessment is almost complete. The work seems to indicate that:

- There may be a need for major investment in bus services, park and ride, and cycling and walking facilities to have any prospect of the additional traffic having an acceptable impact on the city.
- Even with this, depending on the site, significant new road links and amendments to existing road links and junctions in the county and the city may be necessary at substantial cost.
- Subject to these provisos, it appears likely that the potential sustainable urban extensions in Central Leicestershire – near Thurmaston and west of the M1 to the west of the city – could be accommodated in transport terms.

These provisional findings are, of course, subject to final confirmation.

Proposed Comment 12

2.34 We support the strategy's focus on the 3 Cities Principal Urban Areas as it is consistent with the level of proposed growth in the New Growth Points bid. The emphasis on maximising urban capacity within Leicester also reflects the key regeneration components of the adopted City of Leicester Local Plan.

3 OTHER IMPLICATIONS

OTHER IMPLICATIONS	YES/NO	PARAGRAPH REFERENCES WITHIN SUPPORTING PAPERS
Equal Opportunities	NO	Not directly
Policy	YES	Whole report
Sustainable and Environmental	YES	Sustainability appraisal has been an integral part of RSS preparation.
Crime and Disorder	NO	
Human Rights Act	NO	
Older People on Low Income	NO	Not directly

Risk Assessment Matrix

Risk	Likelihood L/M/H	Severity Impact L/M/H	Control Actions (if necessary/or appropriate)
Not able to shape the RSS in a way that protects and enhances the interests of Leicester and its people	L	M/H	Ensure appropriate resources within the Planning Service are assigned to the input to the preparation of new RSS8.

L - Low
M - Medium
H - High

L - Low
M - Medium
H - High

4 Background Papers – Local Government Act 1972

Regional Spatial Strategy for the East Midlands (RSS8) – Adopted March 2005
Review of the East Midlands Regional Plan to 2026 – Options for Change
October 2005.

Draft Regional Spatial Strategy for the East Midlands (RSS8) – September 2006

5 Consultations

Service Directors, Regeneration & Culture

Corporate Director of Housing

The Regional Plan review has involved extensive consultation with public and private sector stakeholders. This has included a series of consultation seminars at key stages. East Midlands Planning Aid has facilitated several events to involve and encourage local community participation in the regional planning process.

Appendix 1

Advice submitted by the Strategic Planning Authorities to EMRA on the Distribution of Housing within the Leicester and Leicestershire Housing Market Area (3 Cities SRS Policy 1)

LEICESTER TOTAL 3,780 dws pa, of which 1,780 should be within or adjoining the Leicester PUA

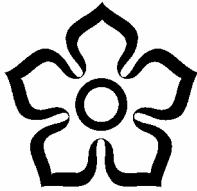
Leicester City	1,180 dws pa, all within Leicester PUA
Blaby	340 dws pa, of which 160 dws pa should be a planned sustainable urban extension to the Leicester PUA.
Charnwood	760 dws pa, of which 195 dws pa should be a planned sustainable urban extension to the Leicester PUA. Development in the remainder of the district will be focussed primarily on Loughborough, including 195 dws as a planned sustainable urban extension.
Harborough	345 dws pa, majority of which should be within or adjoining the Leicester PUA and focussed on Market Harborough.
Hinckley & Bosworth	460 dws pa, of which 195 dws should be a planned sustainable urban extension to Hinckley
Melton	160 dws pa, of which 50 dws should be a planned sustainable urban extension to Melton Mowbray
North West Leics.	480 dws pa, of which 195 dws should be a planned sustainable urban extension to Coalville
Oadby and Wigston	55 dws pa, the majority of which should be within or adjoining the Leicester PUA.

Urban extensions around Leicester, Loughborough, Hinckley, Melton Mowbray and Coalville will provide for the definition, extension and protection of green wedges penetrating the PUA and avoiding coalescence between the PUA, Sub-Regional Centres and other settlements.

This advice has been informed by analysis undertaken on the information available at August 2006, and therefore may be modified in the light of new information. In addition it should be noted that although Option 2B is considered to be an appropriate level of growth for Leicester and Leicestershire the advice is subject to the following strong provisos:

- a. Significant new funding, including from the Growth Point bid, would be needed for infrastructure investment to support increased levels of development; in particular new funding is needed for transport infrastructure, social infrastructure and affordable housing.
- b. Affordable housing provision is a key issue in the City and in rural areas in Leicestershire and mechanisms for providing sufficient levels of affordable housing need to be secured.

- c. Option 2B is ambitious and in order for it to be successfully delivered needs to be subject to increasing the take up of brownfield land for development in Leicester City. To aid this process an effective phasing policy needs to be introduced within the Regional Plan to ensure that further greenfield urban extensions (which could impact on sensitive green wedges) are not brought forward for development unless they are needed later in the Regional Plan period, enabling brownfield regeneration in Leicester City and the wider Principal Urban Area to take priority.
- d. A concentration policy for housing development within the urban areas could lead to the displacement of employment development to greenfield sites on the edge of the urban areas. This emphasises the need for an integrated approach to the future location of development and emphasises the importance of urban capacity work to be undertaken for Principal Urban Areas to inform the distribution and level of provision. This also necessitates the need for strong and effective cross-border working arrangements.
- e. A strong emphasis will need to be given to the protection and enhancement of urban green spaces to ensure they do not come under undue pressure for development and to ensure that they add to the quality of the environment in urban areas. Furthermore, emphasis also needs to be placed on green wedges and the importance of exploring opportunities to link Community Forests and green wedges with new development.
- f. The 2B Option does not fully take account of the 2003 Households Projections which increase the required level of housing provision, or the expected 'policy on' job forecasts which are similarly likely to increase the number of anticipated jobs.



Leicester
City Council

WARDS AFFECTED: All Wards

**Economic Development and Planning Scrutiny
Committee
Cabinet**

7th December 2006

11th December 2006

Local Development Framework: Annual Monitoring Report 2005/06

Report of the Corporate Director Regeneration & Culture

1 Purpose of Report

- 1.1 To report on the preparation of the Council's second Local Development Framework Annual Monitoring report.

2 Summary

- 2.1 The monitoring and review of local plan policies has always been an important element of forward planning. Under the new system of Local Development Frameworks the preparation of an Annual Monitoring Report (AMR) is now a statutory requirement. The AMR must be submitted to the Secretary of State by the end of December 2006 and subsequently it should be available for public inspection.
- 2.2 The AMR covers the previous financial year (2005/06) and must include information on the Local Development Framework Core Output Indicators. These are published by the Department of Communities and Local Government for national, regional and local planning purposes. They include key economic, social and environmental indicators closely related to the delivery of sustainable development.
- 2.3 As well as providing a commentary on the delivery of saved policies in the Local Plan, the AMR also provides a progress report on the key milestones for the preparation of local development documents as set out in the Council's approved Local Development Scheme.

3 Recommendations

- 3.1 The Economic Development and Planning Scrutiny Committee are asked to comment on the report and the key findings of the Annual Monitoring Report.
- 3.2 Cabinet are recommended to endorse the submission of the Annual Monitoring Report to the Secretary of State and authorise its publication.

4 Financial & Legal Implications

Financial Implications

- 4.1 The requirements of the Local Development Framework will be met from the Development Plans Group's existing budget. The publication of the Annual Monitoring Report is one of the Best Value Performance Indicators (BV200c) associated with the new Local Development Framework. The local authority's plan making performance is included as one of the criteria that the DCLG will use when making future awards of Planning Delivery Grant.

Martin Judson, R & C Finance, Extension 7390

Legal Implications

- 4.2 The Planning and Compulsory Purchase Act requires local planning authorities to submit an Annual Monitoring Report to the Secretary of State by the end of each year. The format and content of the Annual Monitoring Report is prescribed by the Act and accompanying Regulations.

Anthony Cross, Head of Litigation, Extension 6362

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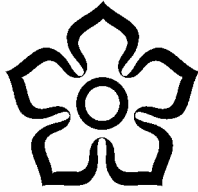
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Key Decision	Yes
Reason	Is significant in terms of its effect on communities living or working in an area comprising more than one ward.
Appeared in Forward Plan	Yes
Executive or Council Decision	Executive (Cabinet)



Leicester
City Council

WARDS AFFECTED: All Wards

**Economic Development and Planning Scrutiny
Committee
Cabinet**

7th December 2006

11th December 2006

Local Development Framework: Annual Monitoring Report 2005/06

Report of the Corporate Director Regeneration & Culture

SUPPORTING INFORMATION

1 Background

- 1.1 The Planning and Compulsory Purchase Act 2004 has introduced significant changes to the planning system. In particular, the preparation of Local Development Frameworks (LDF). Under the new system the preparation of an Annual Monitoring Report (AMR) is now a statutory requirement. The AMR must be submitted to the Secretary of State (via the Regional Government Office) by the end of December 2006 and subsequently be available for public inspection.
- 1.2 The new Act and the Town and Country Planning (Local Development) (England) Regulations 2004 set out the statutory requirements for the content of the AMR. The report must contain information on the implementation of the Local Development Scheme (LDS), particularly whether or not the key milestones for the production of planning documents contained in the LDS timetable have been met, and if not, what will be done to bring them back on track.
- 1.3 The report must also set out the extent to which the policies in the Local Development Documents (or Local Plan) are being achieved.
- 1.4 Further advice on the content of AMRs is set out in the Local Development Framework Monitoring Good Practice Guide (March 2005). The guide states that AMRs should also:
 - Include an introduction setting out the spatial characteristics and spatial vision of the city
 - Present an analysis of existing planning policies, through the use of monitoring indicators. (The government has established a set of Core Indicators that all authorities must monitor, whilst the Replacement City of Leicester Local Plan contains indicators relevant to Leicester)

- Provide information on housing completions and include a trajectory indicating future predicted levels of housing completions.

1.5 The Good Practice Guide has been supplemented by further guidance issued by the Department of Communities and Local Government.

2 Annual Monitoring Report - Key findings

2.1 The draft Annual Monitoring Report is attached as Appendix 1.

2.2 During 2005/06 there was a net gain of 1,131 new dwellings. In the previous two years we have achieved the Structure/Local Plan annual house-building. We expect that the amount of dwellings completed will continue to increase within future monitoring periods. During the plan period since 1996 a total of 7,263 dwellings have been built in Leicester.

2.3 As at March 2006 there was a potential supply of housing land for about 20,500 dwellings (completions, with planning permission, under construction or allocated in the Local Plan). The Structure Plan requirement is for 19,000 new dwellings in Leicester between 1996 and 2016. At present we have enough housing land to meet this target, assuming most of the supply comes forward in the plan period.

2.4 88% of new dwellings in 2005/2006 were development on previously developed land, this is an increase of 11% on the figures for 2004/2005, and 38% above the national target of 60% of residential development in on Brownfield land, a target which all housing development in Leicester since 1996 has met. The amount of completed employment use development during the monitoring period on brownfield land dropped considerably, with only 48% of completed development on brownfield land, this is a drop of 16% on last years figures, and 12% less than the government 60% brownfield target. However all employment development under construction is on previously developed land, and next years figures should hit the national target.

2.5 The average density of new dwellings completed during 2005/06 was 80 dwellings per hectare, over double the government minimum of 30 dwellings per hectare. This City wide average density is based on large sites (10+ dwellings) completed during the monitoring year. The reason for the high figures this year was the high proportion of high-density completed schemes in the city centre. Only one development above 10 dwellings was below the expected density of at least 30 houses per hectare.

2.6 Over 50 hectares of employment land has been developed since 1996. The Structure Plan requirement is for 89 hectares by 2016. There has been a trend of employment land being lost to residential development. An employment land study was completed during the monitoring period, and this will help us to assess the future employment needs of the city.

2.7 Success at meeting the key dates in the Local Development Scheme (LDS) timetable has been mixed. The replacement local plan was formally adopted in January 2006, but while an outstanding legal challenge is resolved the printed publication of the plan has been delayed. However, the adopted plan and proposal map is available on the Leicester City Council Website. The Statement

of Community involvement was found to be sound by the inspector and was formally adopted on 28th September 2006.

- 2.8 The production of some documents has fallen behind schedule. These include the Waste Development Plan Documents (Joint County/City), the Abbey Meadows SPD and the Tall Buildings SPD. The main reason for the delay is the length of additional time required to carry out scoping and sustainability appraisal work to comply with the LDF regulations.

FINANCIAL, LEGAL AND OTHER IMPLICATIONS

1 Financial Implications

The requirements of the Local Development Framework will be met from the Development Plans Group's existing budget. The publication of the Annual Monitoring Report is one of the Best Value Performance Indicators (BV200c) associated with the new Local Development Framework. The local authority's plan making performance is included as one of the criteria that the ODPM will use when making future awards of Planning Delivery Grant.
(Martin Judson, R & C Finance, Extension 7390)

2 Legal Implications

The Planning and Compulsory Purchase Act 2004 requires local planning authorities to submit an Annual Monitoring Report to the Secretary of State by the end of each year. The format and content of the Annual Monitoring Report is prescribed by the Act and accompanying Regulations.
(Anthony Cross, Head of Legal Services, Extension 6362)

2 Other Implications

OTHER IMPLICATIONS	YES/NO	PARAGRAPH REFERENCES WITHIN SUPPORTING PAPERS
Equal Opportunities	No	
Policy	Yes	Local Plan policies monitored in section five, appendix 4 and appendix 5 of AMR
Sustainable and Environmental	Yes	References throughout
Crime and Disorder	No	
Human Rights Act	No	
Older People on Low Income	No	

Risk Assessment Matrix

Risk	Likelihood L/M/H	Severity Impact L/M/H	Control Actions (if necessary/or appropriate)
Not meeting the AMR submission timetable. Local planning authorities' performance will be judged against this milestone and failure to meet the deadline will affect future awards of Planning Delivery Grant.	L	M	

L - Low
M - Medium
H - High

L - Low
M - Medium
H - High

4 Background Papers – Local Government Act 1972

The Planning and Compulsory Purchase Act 2004
The Town and Country Planning (Local Development) (England) Regulations 2004
Planning Policy Statement 12: Local Development Frameworks (DCLG) September 2004)
Creating Local Development Frameworks: A Companion Guide to PPS12 (DCLG) September 2004)
Local Development Framework Monitoring: A Good Practice Guide (DCLG March 2005)
Annual Monitoring Report (AMR) – FAQs and Seminar Feedback on Emerging Best Practice 2004/05 (DCLG September 2005)
Local Development Framework Core Output Indicators Update 1/2005 (DCLG October 2005)

5 Consultations

Key stakeholders will be consulted prior to submissions of the annual monitoring report to the Government Office of the East Midlands.

Draft
Leicester City Council
LDF Annual Monitoring Report
2005/2006

November 2006

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1. Executive Summary

1.1 This document is Leicester's second Annual Monitoring Report prepared under the regulations of the Planning and Compulsory Purchase Act 2004. It monitors the period April 2005 to March 2006.

1.2 The purpose of the report is to monitor the progress made on the implementation of the Council's Local Development Scheme (LDS) and to monitor nationally and locally set planning policy monitoring indicators. These environmental, economic and social indicators are used to monitor the delivery of sustainable development.

1.3 Progress on the implementation of the Local Development Scheme

- The City Council has adopted the Replacement City of Leicester Local Plan in January 2006 subject to a high court legal challenge.
- The Energy Efficiency SPD was adopted as Council policy on the 30th November 2005.
- The Statement of Community Involvement has been proved to be sound, and was adopted in September 2006.
- Some SPDs have, for various reasons, slipped back on the timetable. The Council will take into account why some SPDs have taken longer to produce than expected when the next review of the LDS is underway.
- Further revision to the Joint Waste Development Framework (Leicestershire County Council) has meant that the proposed Waste DPDs timetables have been revised.
- The Council has identified that two new SPDs may be required in the near future. The next review of the LDS in December 2006 will detail any new proposed SPDs and will set out a timetable for their production.

1.4 Analysis of key Planning Policy Indicators

- The regeneration of the five key areas of the city defined by the Leicester Regeneration Company is underway. Policy Guidance has been, or is in the process of being produced for the key areas, which will help aid and guide new development. Several major schemes are now under construction such as the flagship Performing Arts Centre. The expansion of the Shires shopping centre has also started.
- 7263 dwellings have been built in Leicester since 1996. As at March 2006 there was a potential supply of housing land for 20,559 dwellings. The structure plan requirement is for 19000 new dwellings in Leicester between 1996 and 2016. There is currently ample supply to meet the structure plan target.

- Leicester continues to exceed the Government's target of 60% of all new dwellings to be built on previously developed land, with 88% during 2005/06.
- Average densities of new housing development during the monitoring period was 80 dwellings per hectare, which is well above the national target of at least 30 dwellings per hectare.
- Levels of affordable housing completions remain low. In 2005/2006 around 11% of new dwellings were affordable.
- Over 50 hectares of employment land has been developed so far during the plan period. The structure plan target is for a total of 89 hectares between 1996 and 2016.
- The majority of employment floorspace lost to other uses was to residential development. An employment land study was completed during the monitoring period to help determine Leicester's future employment need.

2. Introduction

2.1 Planning Policy Context

- 2.1.1 The current local plan was adopted in January 2006, within this monitoring period. The policies within this local plan are saved for three years.
- 2.1.2 The Planning and Compulsory Purchase Act 2004 introduced of a new plan making system. The new legislation will see Local Plans replaced by Local Development Frameworks (LDF). Now the Local Plan has been adopted it will be 'saved' for a period of three years, by which time the City Council will have produced an LDF. This Framework will contain all the plan making policies for the City.
- 2.1.3 In June 2005 the City Council adopted a Local Development Scheme (LDS) covering the period 2004-2007. The LDS is the starting point for preparing the City Councils LDF. It provides a public statement of the Councils current planning policies and sets out a programme or timetable for the preparation of a portfolio of Local Development Documents (LDDs) to replace those policies over the next three years. LDDs set out the spatial strategy for the City and comprise Development Plan Documents (DPDs), which will have Development Plan status and Supplementary Planning Documents (SPDs), which will be material considerations in determining planning applications.
- 2.1.4 As part of the new plan making system every Local Planning Authority must produce an Annual Monitoring Report (AMR). The requirement for this is set out in section 35 of the Planning and Compulsory Purchase Act 2004 and Regulation 48 of the Town and Country Planning (Local Development) (England) Regulations 2004.
- 2.1.5 This document is Leicester City Council's second AMR and it covers the period 1st April 2005 to 31st March 2006. The Government has stated that 'survey, monitoring and review are crucial to the successful delivery of LDFs', and that a monitoring system will help Local Authorities understand the 'wider social, environmental and economic issues affecting their areas'. AMRs are therefore central to the development of local planning policies.
- 2.1.6 LDFs are to be continually reviewed and revised and the AMR will be used as the main method for assessing the performance and effects of planning policies. Monitoring will continually feed into the development of planning policies and initiatives in the City.
- 2.1.7 This AMR will

- Indicate the progress made on the preparation of LDDs against the timetable and milestones contained in the LDS. (See section 3)
- Monitor the Government established Core Output Indicators, as set out in the Department of Communities, and Local Government (DCLG) document 'Local Development Framework Monitoring: A Good Practice Guide'. (See section 4)
- Assess the progress made on the Local Plan Monitoring Indicators, contained in Appendix 05 of the City of Leicester Local Plan. (See section 5)
- Provide information on contextual characteristics of the City against which the effects of plan policies can be considered. (See section 6)
- Provide an analysis of the monitoring information and how this relates to planning policy in Leicester (See Section 7)
- Review the quality of the data used in the AMR and set out how new data sources will be incorporated in subsequent AMRs to improve the quality and range of indicators. (See section 8)

2.2 The Leicester Vision

2.2.1 Development Plan

2.2.2 Policy PS01 of the City of Leicester Local Plan sets out The Plan Strategy. The policy states that:

The City of Leicester Local Plan seeks to facilitate the City's development, economically, socially, culturally and environmentally; creating a prosperous, civilised and attractive place for all its people. This will be achieved by managing change with integrity in accordance with the principles of quality and sustainability. Key elements of the Plan's locational strategy include:

- a) The creation of an improved City Centre, through its status as a sequentially preferred location for development.
- b) Regeneration especially of areas of land identified within the Strategic Regeneration Area (SRA)
- c) Integration of planning and transport initiatives especially in relation to the SRA, Hamilton and Ashton Green development areas
- d) Conservation and enhancement of the City's buildings, spaces and Strategic Green Network

2.2.3 Community Plan

2.2.4 Leicester's Community Plan (2003) also sets out a number of key priorities which can be directly and indirectly affected by planning policy. The key priorities are

- a) To strengthen Leicester as a multicultural and multi-faith city
- b) To make Leicester a safe and attractive city in which to live, work, study and socialise
- c) To transform Leicester into a learning city
- d) To promote health, reduce health inequalities and to provide better health and social care services
- e) To adopt the best environmental practice for the city
- f) To create, facilitate and add value to the economic and social regeneration of Leicester

2.2.5 Corporate Plan

2.2.6 The Leicester City Council Corporate Plan 2003/2006 main aim is to make 'Leicester more attractive for our diverse communities to live, work and invest in'. It also states the Strategic Objective to 'Improve our environment to make local neighbourhoods and the city centre places for people to be proud of'. Planning should play a fundamental role in achieving these aims and objectives.

2.2.7 The AMR and Council Aims

2.2.8 The annual monitoring report will assess the effect of planning policies in Leicester and will help show to what extent these policies are having on the overall aims and strategies of the Development Plan, Community Plan and the Corporate Plan. It will focus on how the economic, social, cultural and environmental development of the city is being influenced by planning policies (See Section 7).

3. Implementation of the Local Development Scheme

3.1 The Local Development Scheme 2004-2007 establishes the Council's three-year project plan for the implementation of the Local Development Framework. The LDS contains a timetable (see appendix 3) setting out the key stages and milestones for the completion of the LDDs. Under the new planning system it is important that these milestones are met and it is a requirement of Local Authorities to monitor the timetable. This section of the AMR assesses the progress made in meeting the key milestones of the LDS timetable.

3.2 Summary of LDS Implementation

Some SPDs have not met the targets and milestones set out in the LDS. The reasons for this include that additional work has been required on some issues causing delays in the programme and also a general underestimation of the amount of time required to produce an SPD under the new system. The details of each individual document are set out below, including indicative revised dates for those documents that have slipped off track. The next review of the LDS in which will be scrutinised by cabinet in December 2006 will set out the formal revised timetable for any outstanding documents and will take into account the reasons why some SPDs have taken longer than expected to be produced.

3.3 Local Plan 1996-2016

The replacement local plan was adopted officially on 16th January 2006, and a notice of adoption was published in the London Gazette and the Leicester Mercury on 20th January 2006. This is on schedule for the targets set out within the LDF. However the adoption is subject to a high court legal challenge regarding the Former BSC sports and social club site on Sunningdale Road, which has yet to be resolved. This does not affect the remainder of the local plan.

3.4 Statement of Community Involvement (SCI)

The Planning Inspectorate report regarding the soundness of the statement of Community involvement was received on 7th July 2006. Subject to some minor alterations the SCI was considered to be sound and the SCI was adopted in September 2006.

3.5 Core Strategy DPD

Due to various issues such as the work as preparing a sound evidence base, as well as experiences of Lichfield and Stafford the core strategy has been delayed; the changes can be seen in the updated local development scheme timetable in appendix 3 of this document.

3.6 Waste Core Strategy Joint DPD

The Waste Core Strategy is being jointly prepared with Leicestershire County Council. The document is currently at the preferred option stage, with public consultation being carried out between 25th August to 6th October 2006. A number of factors have contributed to the delay of the Waste documents including staff recruitment difficulties, pre-production work taking longer than anticipated and the need for additional, unexpected work.

3.7 Waste – Detailed Development Control Policies Joint DPD

See 3.6 above. The revised timetable is the same for this DPD as that set out for the Waste Core Strategy DPD.

3.8 Waste Site Specific Allocations & Policies Document Joint DPD

See 3.6 above. The revised timetable is the same for this DPD as that set out for the Waste Core Strategy DPD.

3.9 Abbey Meadows SPD

The LDS timetable for adoption of the SPD was December 2005. However the document has proved to be more complex than originally envisaged, which has delayed the public consultation and adoption dates. It has also been necessary to ensure that the SPD fitted in with the aspirations of the Leicester Regeneration Company which led to additional work being carried out. The public consultation was conducted between 13th February 2006 to 20th March 2006, with adoption expected in early 2007.

3.10 Waterside SPD

The Leicester's New Waterside SPD was published for public consultation between 27 July and 24 August 2005. The Council approved the SPD for adoption subject to changes on 5th December 2005. However with any documentation regarding an area as dynamic as the proposed new waterside area, the actual scope of the document has changed drastically and therefore the document is currently going through further modifications to meet the changing scope of the document.

3.11 Tall Buildings SPD

Public consultation was conducted between 24th April 2006 and 4th June 2006, however one of the statutory environmental consults, The Environment Agency, had some serious concerns regarding its sustainability and therefore the document has been delayed further while the Environment Agency's concerns are addressed.

3.13 Residential Design Guide SPD

The Residential design guide has been put on hold while it is determined the actual scope of the SPD. This has meant that although a revised timetable has been submitted, it is highly likely that the document will be subject for further timetable amendments.

3.14 Employment Land Study SPD

The employment land study is currently be prepared for public consultation, which will happen in either January or February 2007. The reason for the slight delay is to avoid the potential problems of consulting over the Christmas and holiday period and the need to programme in the revised Local Development Scheme.

3.15 Energy efficiency and Renewable Energy SPD

The SPD was officially adopted as Council policy 30th November 2005, and is the first SPD to be officially adopted in Leicester under the new planning system. More information regarding the monitoring of this document can be found under section 7.8.1 and in appendix 4.

3.16 Proposed new SPDs

- 3.17 The preparation of several new SPDs may be required in the near future. The council is currently carrying out work on an Open Space Audit and Need Assessment. As a result of this study, it may be necessary to produce an additional SPD. An SPD may also be produced to provide planning and design guidance for the old town area of Leicester.

4. Core Output Indicators

The Core Output Indicators have been established by the Department of Community and Local Government and are set out in the document 'Local Development Framework Monitoring: A Good Practice Guide' (DCLG, 2005). All Local Authorities have a duty to monitor the Core Indicators, which will help to establish a national dataset to allow for direct District level comparisons. The Core Indicators cover a range of key economic, social and environmental indicators that are closely related to the delivery of sustainable development. Leicester City council already monitors many of the Core Indicators and there is some overlap between these and the Local Plan Indicators contained in section five.

4.1 Business Development

Indicator: Amount of floorspace developed for employment by type

Reference: Core 1a and Local Plan indicators

Target: To achieve the structure plan requirement of 89 hectares of land to meet the industrial and office requirements of the City

Progress:

	Completed Development	Under Construction
B1	2366	1420
B2	6628	2428
B8	2970	1002
B1/B2/B8 Mix	3868	12551
Total	15832	17401

During 2005/2006 15832 square metres of employment floorspace was completed and a further 17401 was under construction. Over 50 hectares of employment land had so far been developed during the plan period. The data includes sites of 500 square metres and above.

Status:



Indicator: Amount of floorspace developed for employment by type, in employment or regeneration areas.

Reference: Core 1b

Target: No target set

Progress:

	Completed Development	Under Construction
B1	2366	0
B2	6628	647
B8	2970	1002
B1/B2/B8 Mix	3868	12551
Total	15832	14200

All of the employment floorspace completed in 2005/2006 was in designated employment or regeneration areas. All of the floorspace currently under construction is in employment or regeneration areas. The data includes sites of 500 square metres and above.

Status:



Indicator: Amount of floorspace by employment type, which is on previously developed land

Reference: Core 1c and Local Plan indicator

Target: At least 60% of new employment development to be built on brownfield sites by 2016

Progress:

	Completed Development	Under Construction
B1	0	1420
B2	6628	2428
B8	1070	1002
B1/B2/B8 Mix	0	12551
Total	7698	17401

The figures in the table show total square metres and percentages of employment floorspace development on previously developed land for completed sites and those under construction. Only 48% of completed development was on previously developed land which is about 16% less than last years figures and 12% less than the expect target. However all of the employment land under construction is on previously developed land, which when completed will significantly increase the percentage of Brownfield development. This information includes sites of 500 square metres and above.

Status:



Indicator: Employment land available by type

Reference: Core 1d and Local Plan indicator

Target: To achieve the structure plan requirement of 89 hectares of land to meet the industrial and office requirements of the City

Progress: Employment land available type

	Allocated in Local Plan	Sites with Permission
B1		0.917
B2		4.918
B8		0.762
B1/B2/B8 Mix		28.565
Total	18 Hectares	35.162 (Hectares)

18 Hectares of employment land is allocated in the Local Plan. The principal allocation is the Science Park site at Abbey Meadows covering around 8.4 hectares. A further 35.162 Hectares of floorspace has permission for employment development.

Status:



Indicator: Losses of employment land in (i) employment/regeneration areas and (ii) local authority area

Reference: Core 1e

Target: No target set

Progress: (i) Loss of Employment in Employment/Regeneration areas 6.87 Hectares

(ii) Loss of Employment in Local Authority Area 7.13 Hectares

Status:



Indicator: Amount of employment land lost to residential development

Reference: Core 1f


Target: No target set for this although the Council will seek to balance the need for employment land and the demand for new residential development, particularly in the context of overall regeneration in the city.

Progress: Within the last monitoring period 2.39 hectares of employment land was lost to residential development.

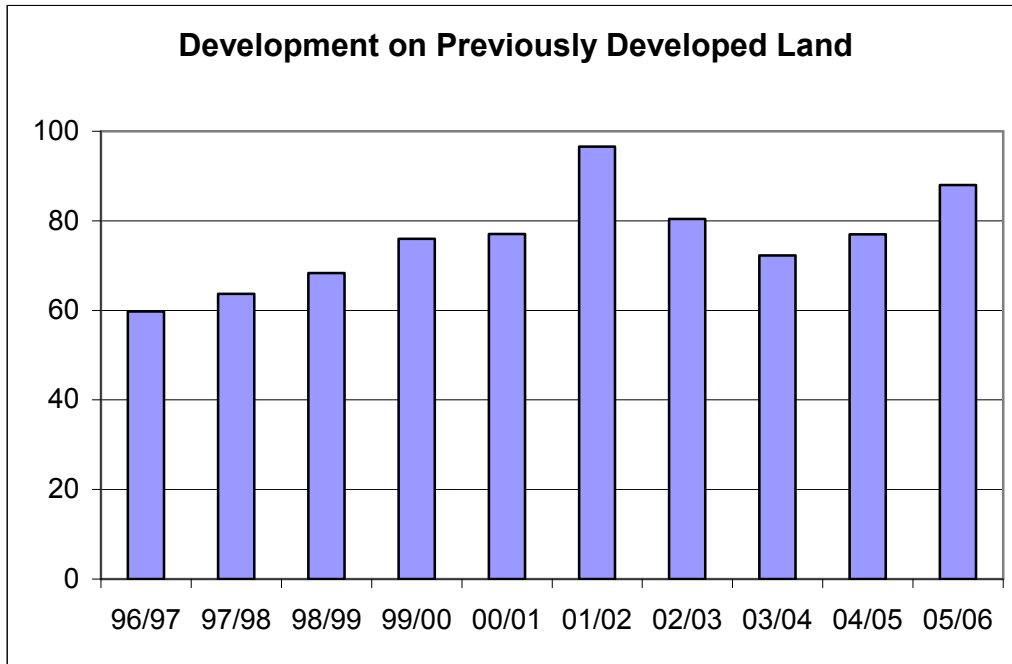
Status:



4.2 Housing

Indicator:	Housing trajectory showing: (i) net additional dwellings over the previous five year period or since the start of the relevant development plan document period, whichever is the longer; (ii) net additional dwellings for the current year; (iii) projected net additional dwellings up to the end of the relevant development plan document period or over a ten year period from its adoption, whichever is the longer; (iv) the annual net additional dwelling requirement; and (v) annual average number of net additional dwellings needed to meet overall housing requirements, having regard to previous years' performances.
Reference:	Core 2a and Local Plan indicator
Target:	Average of 950 dwellings per annum over the period 1996-2016, an overall total of 19000 dwellings.
Progress:	1131 net additional dwellings were completed in 2005/2006. Since the start of the plan period in 1996 a total of 7263 dwellings have been completed in Leicester. See Appendix 1 for a trajectory showing dwelling completions and a projection of future completion levels.
Status:	

Indicator:	Percentage of new and converted dwellings on previously developed land.
Reference:	Core 2b, Best Value Performance Indicator 106 and Local Plan indicator
Target:	60% of development on previously developed land by 2008 (PPG3)



88% of new dwellings were built on previously developed land during the 2005/2006 monitoring period, this is an increase of 11% on the amount of development on previously developed land in the last monitoring period. Leicester has still continued to meet the 60% target every year during the Structure Plan period. Over this period Leicester has averaged 76% of new dwellings built on previously developed land. It is expected that this figure will remain fairly high in future years as large city centre brownfield developments are completed. The figures for 2003/2004 include student cluster flats. From 2004/2005-student cluster flats are not included, this is due to a change in the way the DCLG classifies dwellings, which now specifically excludes student cluster flats.

Status:



Indicator: Percentage of new dwellings completed at:
 (i) less than 30 dwellings per hectare,
 (ii) between 30 and 50 dwellings per hectare,
 (iii) above 50 dwellings per hectare.

Reference: Core 2c and Local Plan indicator

Target: At least 30 dwellings per hectare (PPG3)

Dwelling Density 2005/2006	
Density	Dwelling Completions
Less than 30 dwellings per hectare	(14) 2%
Between 30 and 50 dwellings per hectare	(563) 42%
More than 50 dwellings per hectare	(737) 56%
Average Density 2004/2005	– 80 dwellings per hectare

These figures relate only to developments of 10 or more dwellings. The density is over double the expected density target set within PPG 3. Nearly 98% of all residential development met the minimum density target, with just 2% (14 Dwelling in fill site of Gilmorton Avenue in Aylestone Ward) being below the expected density of 30 dwellings per hectare. The average density is likely to rise still further in future years, with one approved site on Bath Lane (20060614), having a density of over 528 dwellings per hectare.

Status:



Indicator: Affordable housing completions

Reference: Core 2d and Local Plan indicator

Target: At least 30% affordable housing on sites with a minimum size threshold of 1.0 hectares or 25 dwellings

Progress: In 2005/2006 126 affordable dwellings were completed, representing 11% of the total number of new dwellings. This is 4% less than the previous years figures and well below the 30% target set out in the Local Plan.
However if the percentage of affordable housing is calculated against the total amount of dwellings that is above the affordable housing the percentage is 15%.
These figures also do not include the rehabilitation of the existing housing stock through the Housing Corporations Approved Development Programme. This programme has brought vacant dwellings back into the housing stock through the management of Registered Social Landlords. These dwellings contribute to the city's affordable housing needs.
An average of 15% of all new dwellings built since 2001/2002 have been affordable.

Status:



4.3 Transport

Indicator: Amount of completed non-residential development within Use Class Orders A, B and D complying with car parking standards set out in the Local Development Framework

Reference: Core 3a

Target: See appendix 01 of the Local Plan for car parking standards

Progress: Of applications approved during the monitoring period 84% of approvals complied with the car parking standards set out with appendix 01 of the local plan. However no data exists on completions.

Status:



Indicator: Amount of new residential development within 30 minutes public transport time of a GP, hospital, primary school, secondary school, areas of employment and a major retail centre(s)

Reference: Core 3b and Local Plan indicator

Target: All new residential development within 30 minutes of the above services

Progress: 38% of employment sites are accessible within 30 minutes by public transport, however for more details see appendix 6.

Status:



4.4 Local Services

Indicator: Amount of completed retail, office and leisure development

Reference: Core 4a

Target: No target

Progress: The council monitors sites of over 1000 sq metres of floorspace to comply with regional monitoring requirements and therefore no sites above 1000 sq metres were completed within the monitoring period.

No major leisure development was completed within the monitoring period.

Development has started on the 'Shires West' which when completed in 4th quarter of 2008 will be renamed as well as the rest of the existing shires shopping centre, the High Cross Quarter. The scheme will create over 50000 sq metres of retail floorspace and over 3000 sq metres of leisure floorspace. Work has also started on the Performing Arts Centre which, will be completed spring 2008, will be the flagship development in the city's cultural quarter.

Status:



Indicator: Percentage of completed retail, office and leisure development in town centres

Reference: Core 4b and Local Plan Indicator

Target: No major out of centre retail development

Progress: See indicator 4a, no major out of centre retail development was completed within the last monitoring period.

Status:



Indicator: Amount of eligible open spaces managed to green flag award standard

Reference: Core 4c

Target: No target

Progress: Leicester has four parks managed to green flag award standard. These are Evington Park, Knighton Park, Abbey Park and Watermead Country Park. The four parks have a combined area of around 153 hectares (within the city boundaries). It is currently not possible to measure what percentage this is, of the total amount of open space available within the city, however the city council has recently received the findings of a citywide open space study, and therefore this data will be available with the next AMR.

Status:



4.4 Minerals

Indicator: Production of primary land won aggregates

Reference: Core 5a

Target: No target

Progress: There are no current mineral workings in Leicester. No workable deposits are known to exist in the City.

Status:



Indicator: Production of secondary/recycled aggregates

Reference: Core 5b


Target: No target


Progress: Data unavailable. It is not known how this data could be collected reliably on an annual basis.

Status:



4.5 Waste

Indicator:	Capacity of new waste management facilities by type
Reference:	Core 6a
Target:	To reduce the amount of municipal waste sent to landfill
Progress:	<p>The Biffa Ball Mill at Bursom has begun working at full capacity during the monitoring period and 35% of all waste taken to the Ball Mill has been recycled or taken for composting.</p> <p>The composting facilities at Wanlip sewage works, have taken any organic matter from the Ball Mill and which is converted to compost and the methane produced by the composting process burned for electricity production.</p> <p>Also 76% of all waste taken to the two local community recycling centres at Bridge Road, and Islington Street has been recycled.</p>
Status:	

Indicator:	Amount of municipal waste arising, and managed by management type, and the percentage each management type represents of the waste managed
Reference:	Core 6b and Local Plan indicator
Target:	To recycle or compost at least 40% of household waste arising by 2010
Progress:	<p>14% of municipal waste was recycled in Leicester in 2004/2005. A further 4% was composted and 9% incinerated (for heat, power and other energy sources). 73% was sent to landfill. This is an improvement on the previous year in which 85% of municipal waste was sent to landfill. Significant increases in the rate of waste recycling are expected as a result of the new Ball Mill facility at Bursom.</p>
Status:	

4.6 Flood Protection and Water Quality

Indicator: Number of planning applications granted contrary to the advice of the Environment Agency on either flood defence grounds or water quality

Reference: Core 7

Target: No applications approved contrary to the advice of the Environment Agency

Progress: During the monitoring period one planning application was granted contrary to the advice of the Environment Agency on flood defence grounds. This was the replacement school building at for Soar Valley College on Gleneagles Avenue (20042470) however the approval had conditions attached to mitigate the possible effects of flooding. The Environment Agency made no objections on the grounds of water quality.

Status:



4.7 Biodiversity

Indicator: Change in areas and populations of biodiversity importance, including:
(i) change in priority habitats and species (by type);
(ii) change in areas designated for their intrinsic environmental value including sites of international, national, regional or sub-regional significance.

Reference: Core 8 and Local Plan indicator

Target: No target Identified


Progress: Leicester has one nationally important Site of Special Scientific Interest (SSSI) – The Gypsy Lane Pit. Since the completion of the new road link, work has commenced around the former Gypsy Lane brickwork site to create a mixed used office park. This work is being carefully monitoring to minimise impact to this particular SSSI.




One Site of Importance for Nature Conservation (SINC) at Gypsy Lane has been affected by the Victoria Road East Extension/Lewisher Road Link development. This has resulted in severe damage to 3.27 hectares (28.4% of site total) of the SINC and permanent loss of 4.46 hectares (38.7%). There are 32 SINC in Leicester covering 516.9 hectares. No other SINC were affected by development in the period. No local data is currently available for changes in priority habitats and species, and there are no plans at present to establish baseline data for this.

Status:



4.8 Renewable Energy

Indicator:	Renewable energy capacity installed by type
Reference:	Core 9
Target:	To source 20% of the city's energy requirements from renewable energy by 2020
Progress:	No developments completed within the monitoring period had "on site" renewable energy, however 5 applications within the monitoring period were approved with conditions requiring Strategy for Energy Efficiency and Renewable Energy (SEERE) these were 20032459 & 20050193 (The extension to the Shires Shopping Centre), 20031653 (The redevelopment of the Leicester RFC ground on Welford Road) & 20050618 (The redevelopment of the Leicester College site between Belgrave Gate and Abbey Park Road. A further 10 applications were approved with conditions requiring renewable energy to be sourced where feasible. One scheme on note, which was started during the monitoring period, is the Metropolitan Housing Trust scheme at the former City Bus depot within the Abbey Meadows LRC intervention area, which is for 727 low energy homes. Part of the scheme has been designed by Bill Dunster architects, proving 135 zed style zero fossil fuel units. Included with these units are Biomass boilers, integrated photo voltaic cells, and air source heat pumps.
Status:	

	Meeting target
	Failing to meet target
	Unable to determine outcome / No target set

5 Local Plan Indicators

These indicators were established as part of the City of Leicester Local Plan (May 2005) as appendix 06. The purpose of the indicators is to keep a check on the main strategic aims and targets of the plan, and to ensure that the Local Plan policies are being implemented effectively.

MAIN STRATEGIC THEME AIM	INDICATOR	LINK TO POLICY & INDICATORS		OUTPUT INDICATOR	TARGET (BY 2016)
		LOCAL PLAN POLICY	AMR CORE INDICATORS		
5.1 ENVIRONMENTAL QUALITY					
1. Promote vitality and a sense of place and identity	1. Number of Conservation Areas	BE06 - New development and changes of use in conservation areas	No specific Indicator	There are 25 designated conservation areas in Leicester. Two new conservation areas, Church Gate Conservation area, and Granby Street conservation areas where designated during this monitoring period.	To increase or maintain
	2. Listed Buildings - new and lost	BE05 - Demolition of listed buildings	No specific Indicator	There are 392 listed buildings in Leicester. 12 Grade I (3%), 31 Grade II* (8%) and 338 Grade II (86%). There are also 11 Grade B and C (3%). During the last monitoring period Ten new buildings were listed and one was removed, all grade II.	To increase or maintain

MAIN STRATEGIC THEME AIM	INDICATOR	LINK TO POLICY & INDICATORS		OUTPUT INDICATOR	TARGET (BY 2016)
		LOCAL PLAN POLICY	AMR CORE INDICATORS		
	3. Amount of floorspace of new retail development located in existing centres as a % of total new retail floorspace	R01 - Major retail development R05 - Local and district shopping centres R08 Local shopping development outside the shopping centres	4b	No retail developments of over 1000 sq metres were completed in Leicester during the monitoring year	No major out of centre retail development (major new retail development built outside centres as a proportion of total new retail development)
	4. City Centre Housing	SPA08 - Residential development in the city centre	2b	654 of the 1131 dwellings completed in the monitoring year were located in the city centre (as defined by the Central Shopping Core and Central Commercial Zone). This represents almost 55% of the total number of dwellings completed, 35% increase on the amount of property building with in city centre, on figures within the previous annual monitoring report.	To increase

MAIN STRATEGIC THEME AIM	INDICATOR	LINK TO POLICY & INDICATORS		OUTPUT INDICATOR	TARGET (BY 2016)
		LOCAL PLAN POLICY	AMR CORE INDICATORS		
2. Minimise energy consumption by transport, and the need to travel	5. Number of car trips to the City Centre (morning peak)	No specific policy	No specific Indicator	5024 trips	Reduce. 4% reduction by 2006 (and 8% by 2011) set out in Local Transport Plan
	6. Use of public transport to the City Centre (bus)	PS03 - Integrated planning and transport strategy	3b	53,297 bus trips were made into the city centre per day as of March 2006. This represents an increase of 8.9% since 2001	16% increase by 2010/11 set out in the Local Transport Plan.
	7. New development over 100 dwellings to have bus access not in excess of 250m from 75% of the development	AM05 - Buses and development	3b	No data yet	All new developments to have access to bus services within 250m from 75% of the development
	8. Increase in cycling as a transport mode	AM02 - Cycling and development AM03 - Pedestrian and cycle route networks	No specific Indicator	4,230 trips	Increase to 10,323 trips by 2010/11 (Target source - Local Transport Plan).

MAIN STRATEGIC THEME AIM	INDICATOR	LINK TO POLICY & INDICATORS		OUTPUT INDICATOR	TARGET (BY 2016)
		LOCAL PLAN POLICY	AMR CORE INDICATORS		
	9. Number of major planning applications for which travel plan agreed	AM10 - Transport assessments and travel plans	No specific Indicator	Twelve businesses in the Local Transport Plan area have a Company Travel Plan. This is an increase of one in the monitoring year. Approximately 11% of the areas workforce are covered by a Travel Plan	Increase
3. Secure the development of brownfield land and buildings	10. Percentage of new housing built on previously developed land (inc. conversions)	No specific policy	2b	88% of new dwellings were built on previously developed land in 2005/2006. See relevant core indicator for further information	Increase. At least 60% of new housing to be built on brownfield sites by 2016
	11. Completions on windfall sites (%)	No specific policy	2b	904 of the 1131 dwellings completed in 2005/2006 were on windfall sites. This represents 80% of dwellings completed. The replacement local plan currently makes an allowance for windfall sites of 150 dwellings per annum. This shows that there is a healthy number of residential sites coming forward for development	No target set

MAIN STRATEGIC THEME AIM	INDICATOR	LINK TO POLICY & INDICATORS		OUTPUT INDICATOR	TARGET (BY 2016)
		LOCAL PLAN POLICY	AMR CORE INDICATORS		
	12. Average housing densities in new development	H01b - Density	2c	80 dwellings per hectare in 2005/2006. This is a increase from 47 dwellings per hectare in 2003/2004. See relevant core indicator for further information	Increase
	13. Percentage of new employment development on brownfield sites	No specific policy	1c	48% of employment land was developed on brownfield sites in 2005/2006. See relevant core indicator for further information	At least 60% of new employment development to be built on brownfield sites by 2016
4. Maximise recycling/ reuse of waste	14. Percentage of waste arising recycled	No specific policy	6b	14% of waste was recycled in Leicester in 2005/2006. See relevant core indicator for further information	Increase. To recycle or compost at least 40% of household waste arising by 2010
5. Protect open space for amenity, recreational, ecological, and landscape value	15. Area of publicly accessible open space gained and lost	GE09 - Green Space GE10 - Public open space deficiency	No specific Indicator	No data yet, however the results of a recently completed open space survey will provide data for the next AMR.	No target set

MAIN STRATEGIC THEME AIM	INDICATOR	LINK TO POLICY & INDICATORS		OUTPUT INDICATOR	TARGET (BY 2016)
		LOCAL PLAN POLICY	AMR CORE INDICATORS		
	16. Net area of green wedge lost	GE06 - Protection of green wedges	No specific Indicator	No data yet	Decrease. No net loss of existing green wedge
	17. Number of Tree Preservation Orders (TPOs)	No specific policy	No specific Indicator	20 new TPOs were made during the monitoring period. As of March 2006 there were 401 TPOs in the City	No target set
	18. Number of Sites of Importance for Nature Conservation (SINC) adversely affected & enhanced through development	GE02 - Sites of importance for nature conservation, local nature reserves and regionally important geological sites	8	One SINC was affected by development in the monitoring period. See relevant core indicator for further information.	No sites adversely affected by development
6. Minimise pollution of air	19. Reduction in NO2 and PM10 particulates - esp. in the Air Quality Management Area	PS11 - Protection from pollution	No specific Indicator	PM10 = Zero exceedances achieved NO2 = 4 out of 8 monitoring sites with the target.	PM10s and NO2 annual mean not to exceed 40ug/m3
5.2 ECONOMIC PROSPERITY					
7. Consolidate, strengthen and diversify the local economy	20. Supply of employment land as part of Structure Plan target	No specific policy	1d	As of March 2005 there was a net supply of employment land of around 23 hectares	To achieve the structure plan target of 89 hectares of land to meet the industrial and office requirements of the City

MAIN STRATEGIC THEME AIM	INDICATOR	LINK TO POLICY & INDICATORS		OUTPUT INDICATOR	TARGET (BY 2016)
		LOCAL PLAN POLICY	AMR CORE INDICATORS		
	21. Employment land developed by use class (B1, B2 & B8)	No specific policy	1a & 1b	Over 50 hectares of employment land have been developed in the city since 1996	To achieve the structure plan target of 89 hectares of land to meet the industrial and office requirements of the City

MAIN STRATEGIC THEME AIM	INDICATOR	LINK TO POLICY & INDICATORS		OUTPUT INDICATOR	TARGET (BY 2016)
		LOCAL PLAN POLICY	AMR CORE INDICATORS		
8. Encourage development and regeneration within the Leicester Regeneration Company (LRC) Area	22. Development of site as proposed in the 5 key project areas	PS01 - The plan strategy PS02 - Regeneration and comprehensive development	1e	Much progress has been made in the key project areas. In terms of policy guidance The Office Core (New Business Quarter) Area Strategy Guidance was adopted in December 2004. The St Georges North and South Strategy Guidance underwent a period of public consultation during the monitoring period and has subsequently been adopted. Progress on the Waterside and Abbey Meadows area guidance SPDs is included in section 3. A number of major schemes are in progress in the key project areas including construction work for the Shires West Extension and the Performing Arts Centre. The conversion of the Charles Street Police Station into offices and residential, is currently under construction and is likely to be completed in 2007. A number of planning applications have been received and some already approved for the Waterside and Abbey Meadows areas, for residential development, a science and technology park and retail and office facilities	To implement schemes that will create quality regeneration in Leicester within the LRC area.

MAIN STRATEGIC THEME AIM	INDICATOR	LINK TO POLICY & INDICATORS		OUTPUT INDICATOR	TARGET (BY 2016)
		LOCAL PLAN POLICY	AMR CORE INDICATORS		
5.3 SOCIAL JUSTICE					
9. Improve access to facilities and services for all, especially disadvantaged groups	23. Proportion of new dwellings which meet Lifetime Homes standards	H06 - Housing mix and type	No specific Indicator	Not possible to monitor this at present	To meet 15% target in Local Plan
	24. Publicly accessible open space within 400m of residential areas	GE09 - Green space GE10 – Public Open Space Deficiency	No specific Indicator	No data yet however once open space study is completed data will be available.	Increase
	25. Number of leisure and community facilities lost to other uses	CL01 - Protecting community facilities	4a	No major leisure and community facilities lost in 2005/06 however construction is continuing on the flagship Performing Arts Centre, which will be open to the public within the next monitoring period.	Decrease
10. Meet housing need	26. Area of land available for housing development	H01 – New Housing Development Proposals	2a	As of March 2006 Leicester has a housing supply of 9109 dwellings. This equates to almost ten years worth of housing supply. See Appendix 1 for Housing supply information	To maintain enough residential development land to provide 19000 dwellings in the plan period
	27. Housing Completions (All)	No specific policy	2a	1131 dwellings net were completed in the monitoring period. See housing trajectory for further details. A total of 7263 dwellings have been completed in Leicester since 1996. See Appendix 1 for Housing supply information	950 per annum 1996-2016

MAIN STRATEGIC THEME AIM	INDICATOR	LINK TO POLICY & INDICATORS		OUTPUT INDICATOR	TARGET (BY 2016)
		LOCAL PLAN POLICY	AMR CORE INDICATORS		
	28. Affordable housing provided in new developments	H09 - Affordable housing	2d	During 2005/2006 126 affordable houses were completed. This equates to 11% of the total dwellings built in the period, and 15% of dwellings that are above the affordable housing threshold.	To meet 30% target in Local plan.
5.4 CULTURAL DIVERSITY					
11. Meet different development needs	29. Percentage of planning applications approved from ethnic minority applicants in comparison with all applicants.	Not applicable	No specific Indicator	During this monitoring period 73.5% of applications from ethnic minorities were approved, in comparison with 79% of applications from white applicants. The overall percentage for all ethnic groups is 76% of applications approved.	No target set

6 Contextual Characteristics

The contextual indicators in this section are designed to provide an understanding of the spatial characteristics of Leicester. It is important to take into account the social, environmental and economic circumstances of a locality when developing spatial planning policies and, also when assessing the implementation of those policies. The spatial characteristics will also be useful for establishing baseline information to feed into the development of the Local Development Framework.

6.1 Demographic Structure

6.1.1 Population

The population of Leicester as recorded by the 2001 Census was 279,921, an increase of 3.5% since the 1991 Census (270,493). Recent figures show that Leicester's population now stands at around 288,000 (2005 Mid-year estimate). Leicester is the largest city in the East Midlands and one of the ten largest cities in England. According to the 2001 Census 51.8% of the cities population are female and 48.2% male.

6.1.2 Age Groups

The population pyramid (figure 1) for Leicester shows that the city has a relatively large proportion of people aged 20-24. The reason for this is the large student population of the cities two universities.

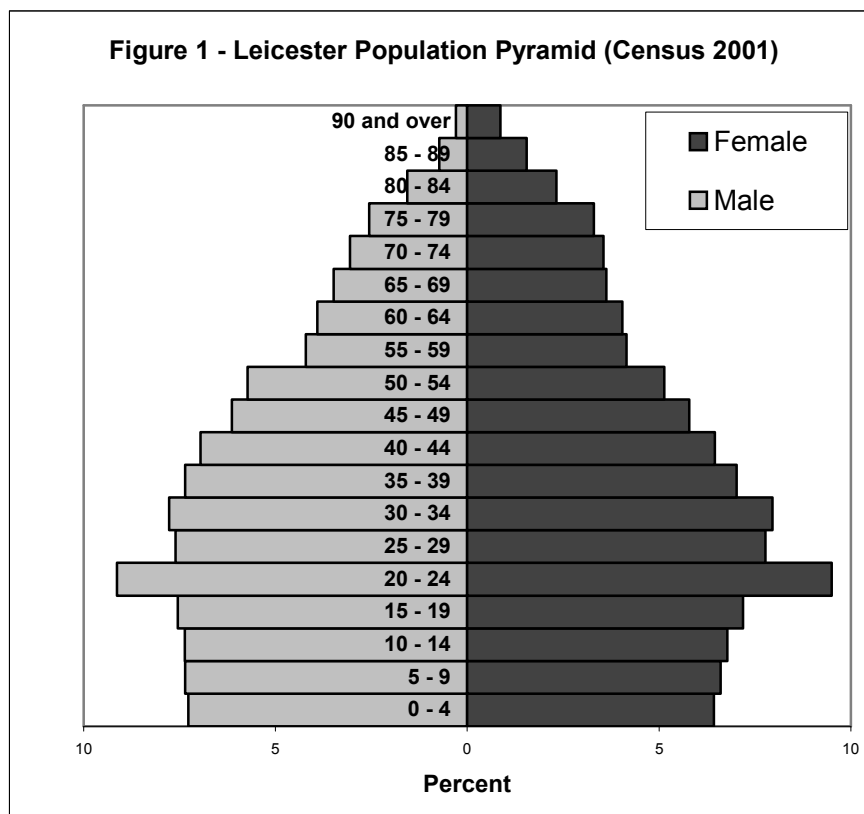
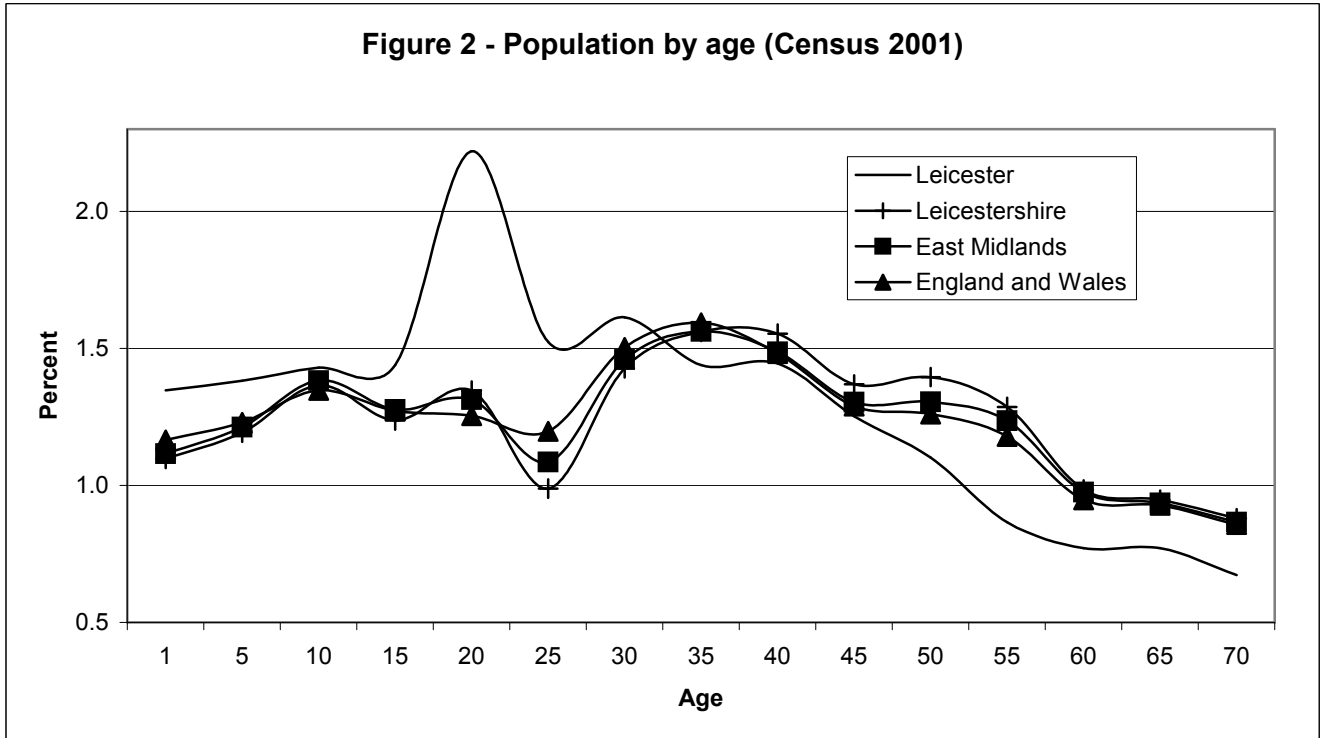


Figure 2 below helps emphasise Leicester's high proportion of people aged 19 to 25. The graph also shows that Leicester has a proportionally smaller population of those aged over 45 and has a younger population compared with Leicestershire, The East Midlands and England and Wales as a whole.



6.1.3 Ethnic Origin and Religion

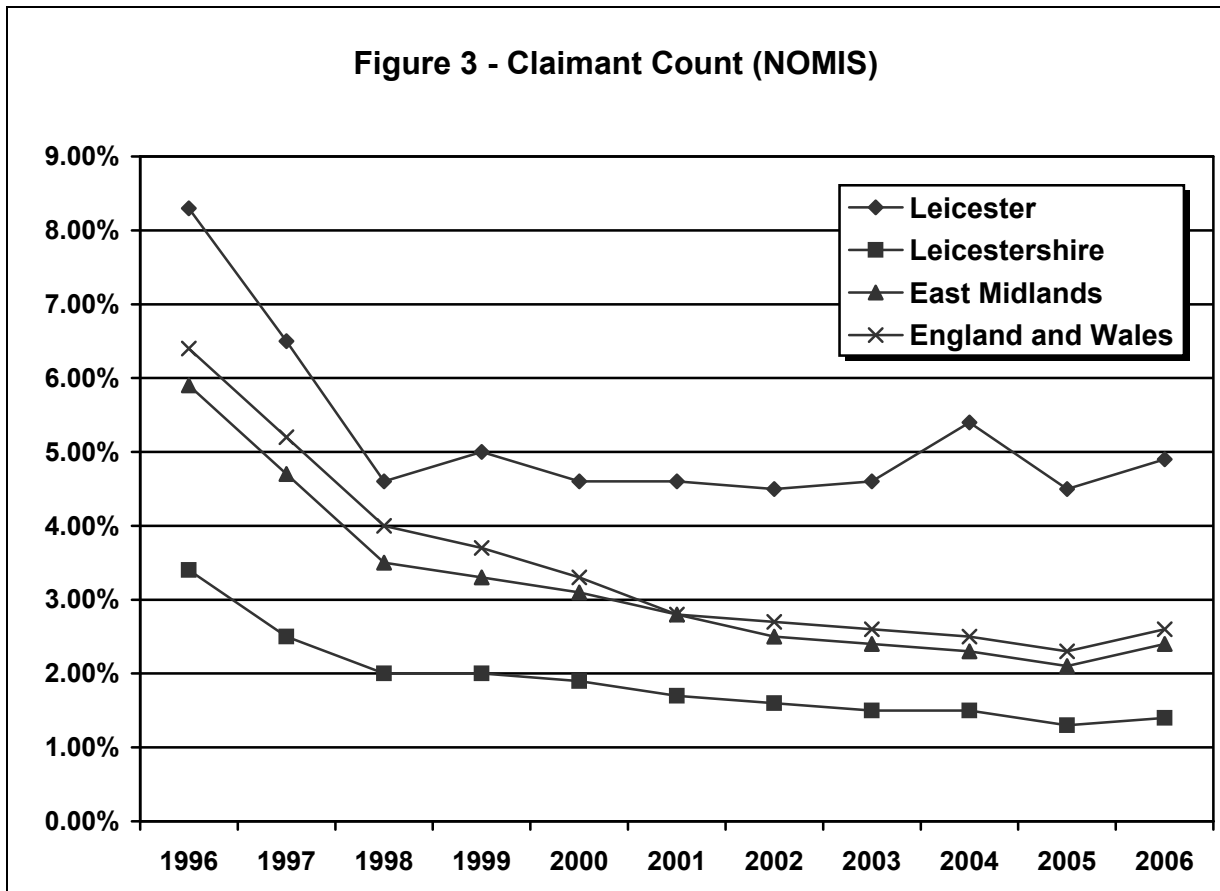
Leicester is a diverse city in terms of ethnic origin and religion. About 64% of its inhabitants are 'White' whilst the second largest ethnic group is 'Asian or Asian British Indian' accounting for just over 26% of the city's population. Around 45% of Leicester's population are Christian, 15% Hindu, 11% Muslim and 4.2% Sikh. Some 17% of people stated that they had no religion (Census 2001).

6.2 Economy

6.2.1 Unemployment Rates

The chart below (Figure 3) shows claimant count levels. The claimant count measures those who are claiming unemployment-related benefits. Claimant count levels have generally been falling in Leicester over the last 10 years but have averaged around 4.5% since 2000. Over this period claimant count levels have continued to fall for the other three areas and Leicester now has a claimant count rate double that of England and Wales (2.3%) and almost four times that of Leicestershire (1.3%).

Figure 3 - Claimant Count (NOMIS)



6.2.2 Earnings

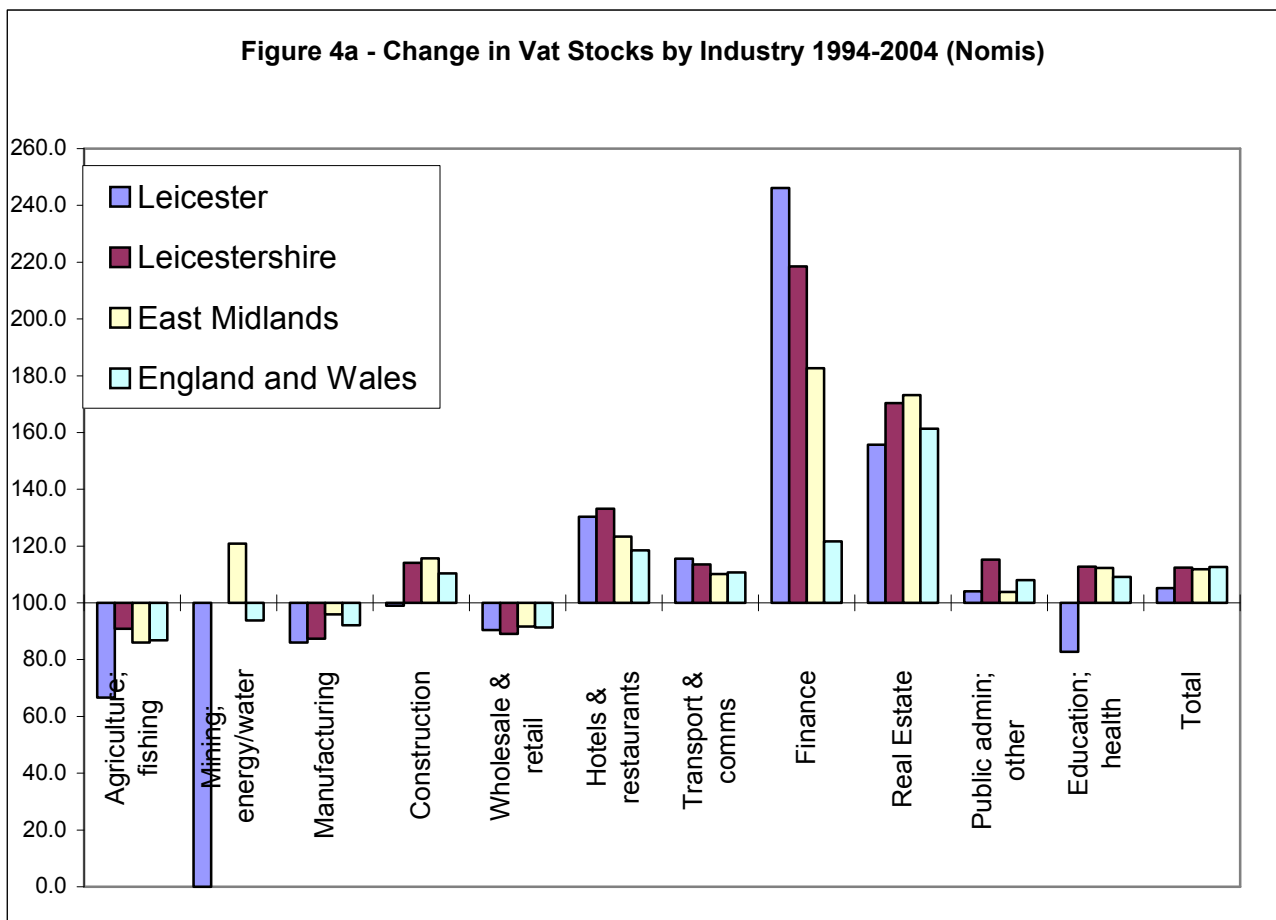
These figures are sourced from the Annual Survey of Hours and Earnings or ASHE and show the gross weekly pay of residents of working age in the particular areas. The average gross weekly earnings in Leicester in 2005 were £346.30 whilst in England and Wales earnings were £432.10. Earnings in Leicester have increased by 9.5% between 2003 and 2005. In England and Wales the increase was 4.8%. Earnings in Leicester are increasing at a greater rate than for England and Wales, but earning levels in Leicester are overall significantly lower. Leicester also has lower average earnings than both Nottingham and Derby.

	2004	2005	2006	% Change 04-06
Leicester	£326.6	£346.3		
Leicestershire	£403.8	£408.3		
East Midlands	£381.6	£396.3		
England and Wales	£424.0	£432.1		

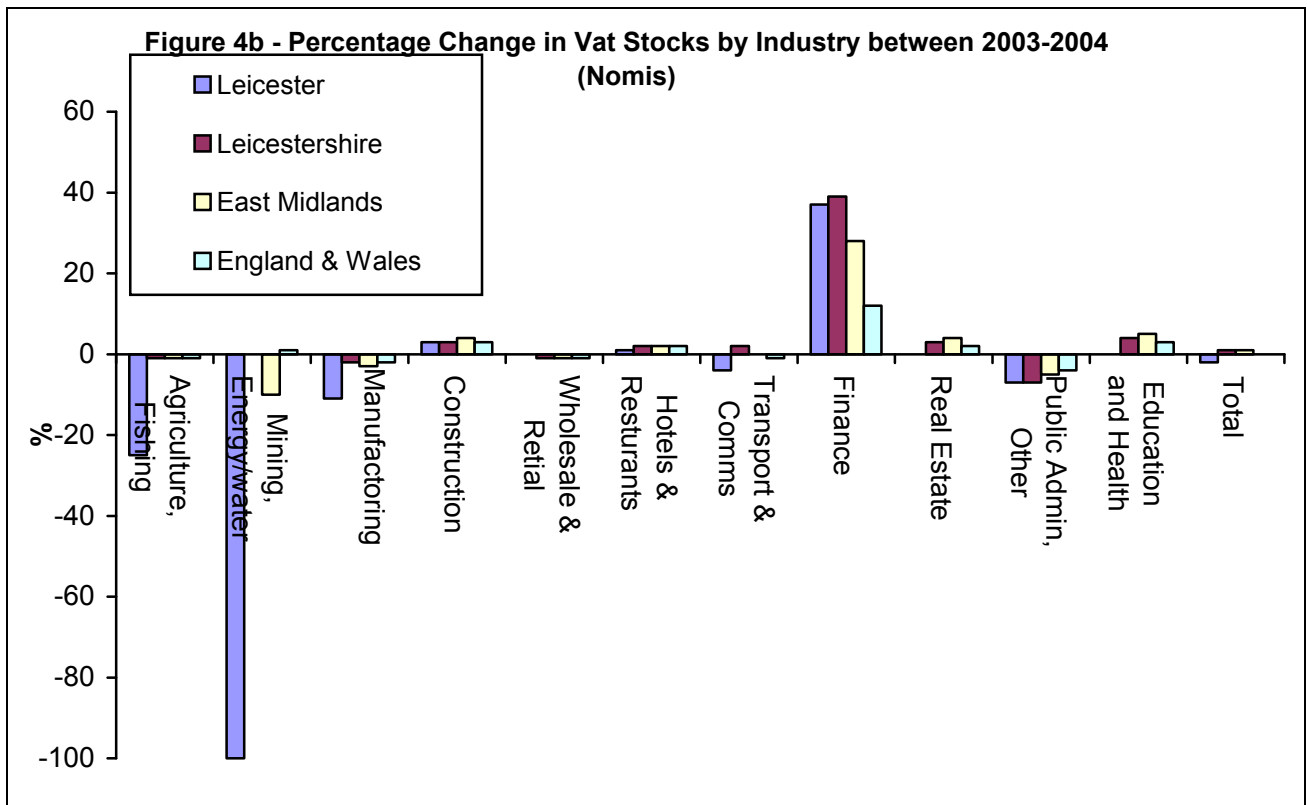
Nottingham	£338.1	£362.5		
Derby	£383.6	£396.6		

6.2.3 VAT Stocks

Figure 4a below shows the change in VAT stocks in Leicester, Leicestershire, The East Midlands and England and Wales. The figure shows the percentage increase or decrease of VAT registered businesses by industry sector between 1994 and 2003. The industries that have seen an increase in VAT registered businesses are those that are greater than 100 whilst the industries that have seen a loss in VAT registered businesses are those that are less than 100. The 10 year trend points still to a large increase within the service based industries, while primary and secondary industry have shown an a considerable decrease.



The largest increases are within Leicester are the Financial sector which has increased around 80% in the number of VAT registered businesses.



However Figure 4b shows the changes in vat stocks during the period 2003–2004 which are the last available figures. This has shown a 40% increase in the amount of Finance related business, but also 100% reduction with Mining and energy/water related business, however it is worth noting that in 2003 there was only 5 recorded vat registered businesses within that sector. The only other substantial decrease was within the Agriculture/Fishing sector, where there was a decrease of 25%. In the other sectors only small changes have occurred.

Whilst changes in VAT stocks are not a perfect measure of the growth in different industries, for example the data does not give us any details of the survival rates of these new businesses, it can help indicate changing trends.

6.2.4 Job Ratio

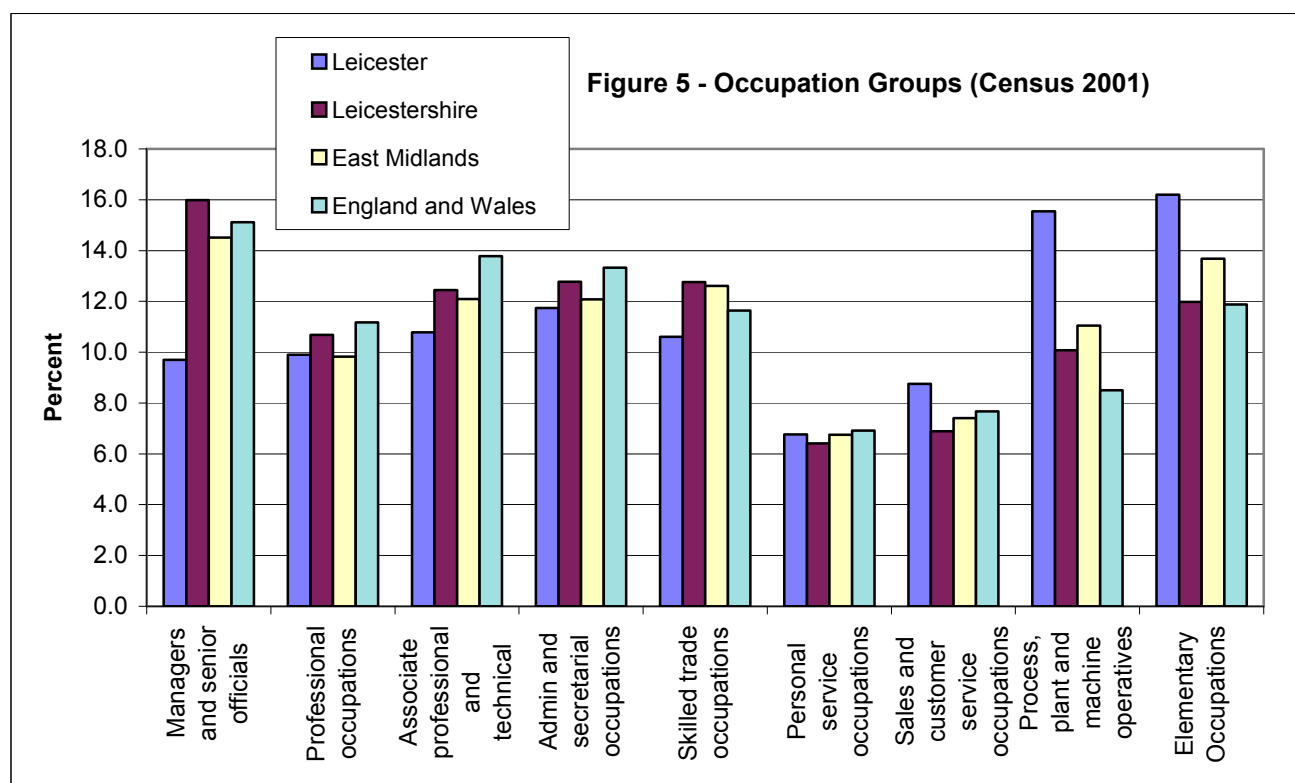
In 2004 Leicester had 1 job for each person in the resident working age group (NOMIS), which is an increase of 3% from the last available figures in 2003. This compares to 0.7 in Leicestershire and 0.8 in The East Midlands and England and Wales. This shows that there is a healthy supply of employment opportunities in Leicester.

Between 2003 and 2004 the total number of jobs in Leicester decreased from 175000 to 173000. During the same period Leicestershire, The East Midlands and England and Wales all showed a net increase in total number of jobs.

6.3 Socio-Cultural Issues

6.3.1 Occupations

Compared to the other three areas Leicester has a much smaller proportion of its population working in managerial and professional occupations and, conversely, a much larger proportion working in manufacturing and elementary occupations.



6.3.2 Skills and qualifications

Almost 25% of people in Leicester of working age have no qualifications, roughly 10% higher than the national average and greater than that of Leicestershire and the East Midlands. Around 19% are qualified to degree level or equivalent and this 4% lower than Leicestershire, 6% lower than England and Wales, and the 3% lower East Midlands. (Local Labour force Survey Feb 2005)

6.3.3 Deprivation

The 2004 Indices of Deprivation (DCLG) calculate that Leicester is the 31st most deprived Authority in England (Out of 354). In comparison Nottingham ranks 7th and Derby 69th. Leicester is particularly deprived in terms of income levels.

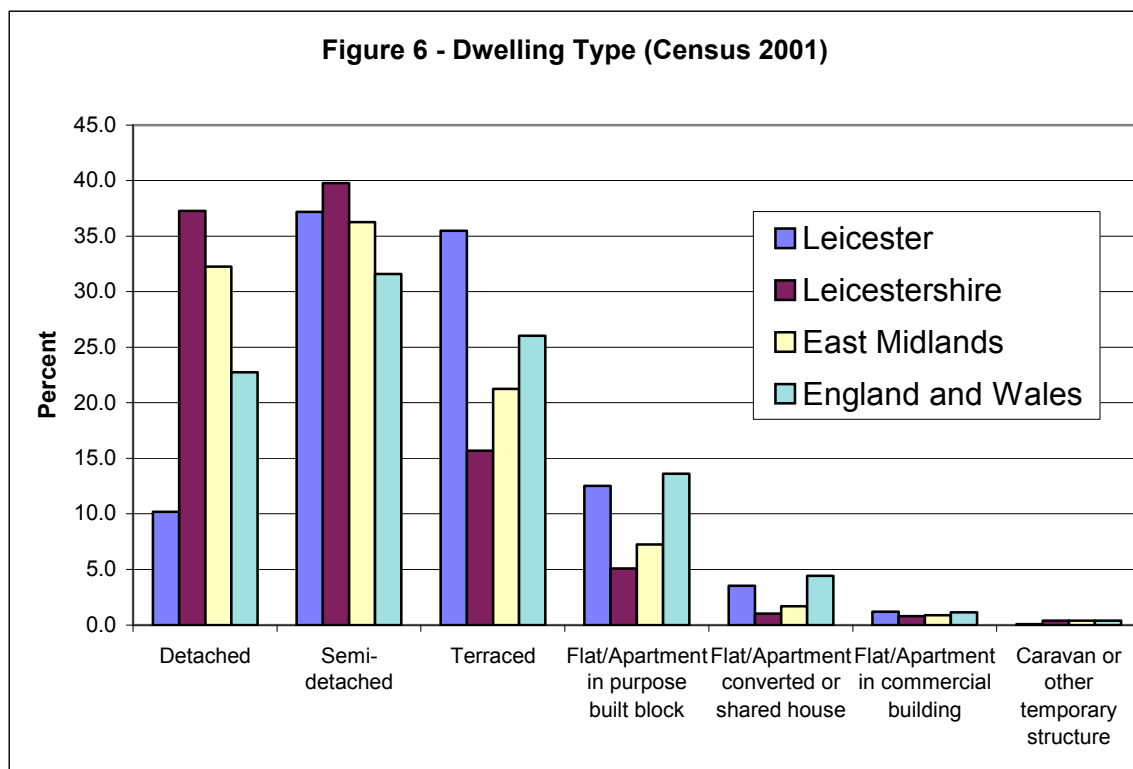
6.3.4 Health

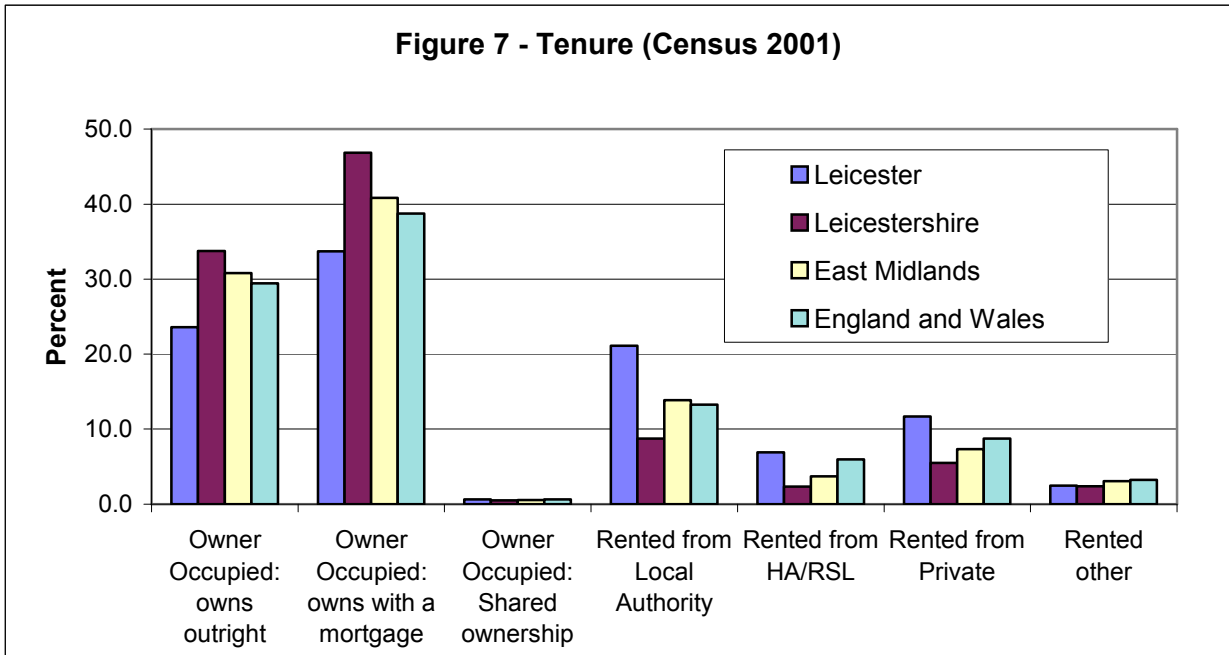
66% of people in Leicester reported that they were in 'good health'. This is broadly in line with the average of England and Wales as a whole (69%). Around 10% of people were in 'not good health'. Again this is similar to the national average of 9%. (Census 2001)

6.4 Housing and Built Environment

6.4.1 Dwelling type

Figure 6 shows the types of dwellings in Leicester and the comparison areas. Leicester has far fewer detached dwellings than elsewhere, and overall less than half that of the national average. By comparison Leicester has a proportionally higher number of terraced dwellings. The city also has a significant number of flats/apartments, particularly in purpose built blocks.

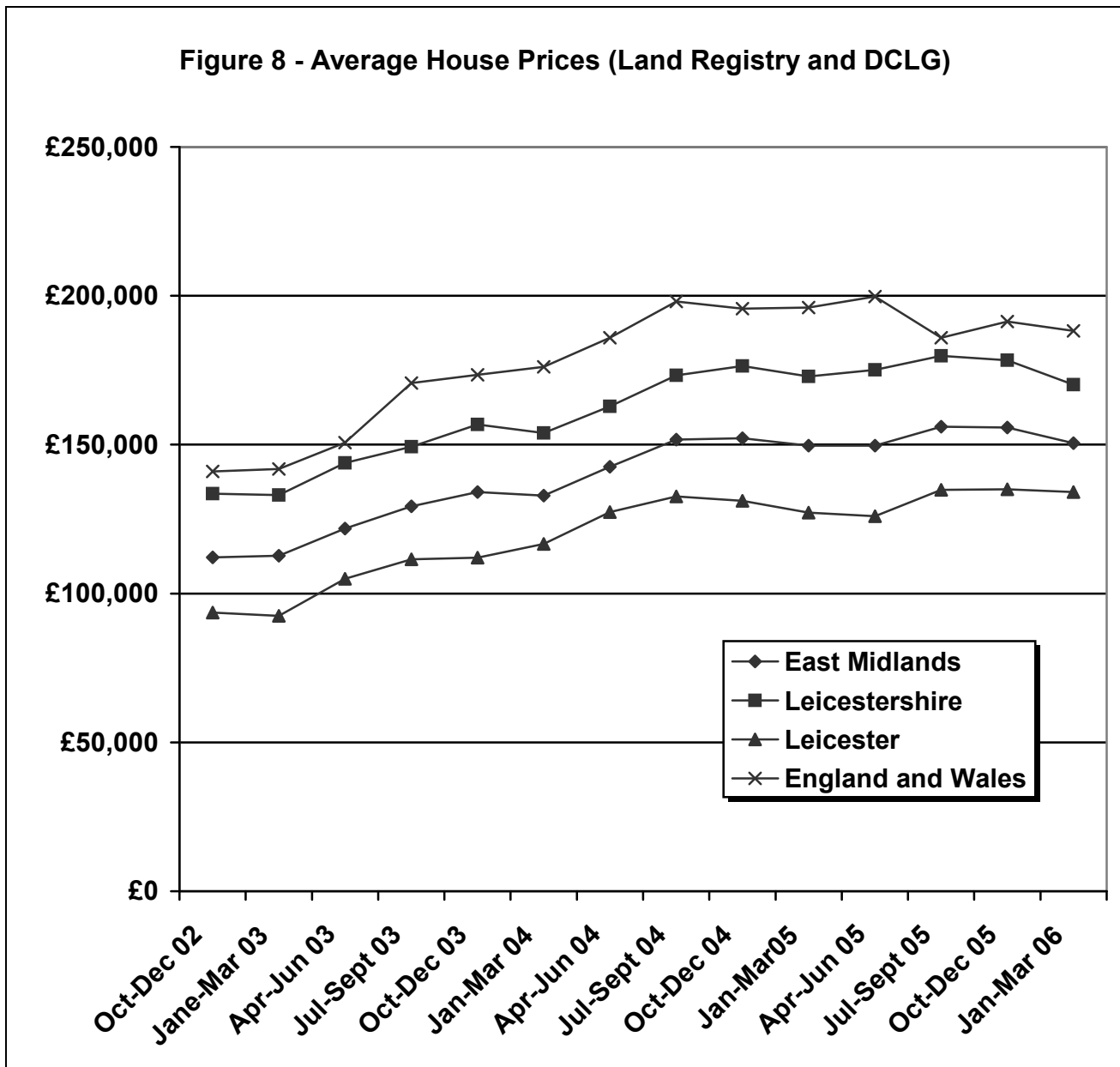




6.4.2 Tenancy

Figure 7 shows the levels of the various types of tenancy. Overall Leicester has fewer households who own their home, either outright or with a mortgage. Conversely it has higher levels of those who rent from the Local Authority, Private landlords, Housing Associations (HA) and Registered Social Landlords (RSL).

6.4.3 House Prices



House prices in Leicester in this monitoring period have started to “level off” however the overall trend between October 2002 to March 2006 is still upwards (Figure 8). This trend has occurred in all areas of England and Wales. The average price of a house in the city has increased from around £93,000 in 2002 to around £134,129 in 2006. The average house price in England and Wales is now almost £190,000, which is about 5% less than last year’s prices. The least

expensive type of dwelling in Leicester are terraced houses with an average around £116,000 an increase of about 1% on last years price and the most expensive are detached at around £230,000 which is an increase of about 13% on last years price.

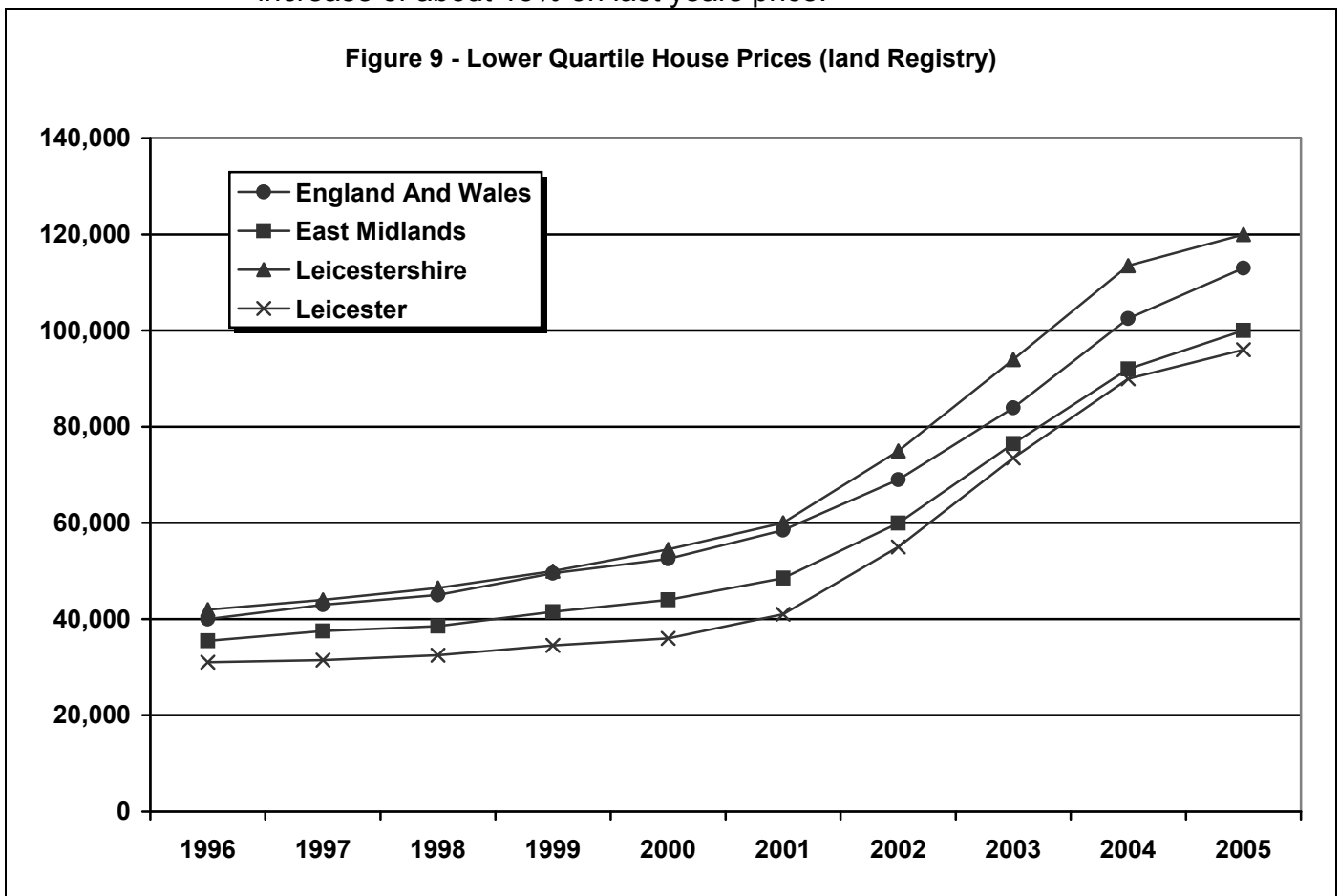


Figure 9 above gives information on Lower Quartile house prices. This is calculated by ranking all property prices in ascending order. The lowest 25% of prices represent the lower quartile. The average of the lowest quartile for each year is shown in the graph. This provides information on the least expensive houses in each area. This data is often used as an indicator to the affordability of houses for first time buyers and those on low incomes. The diagram shows that the lowest quartile house prices in Leicester have increased by about 6% during the last monitoring period, now reaching £96,000, and if current trends continue during the next monitoring period the lower quartile house price in Leicester will rise above £100,000.

6.4.4 Vacant Dwellings

	Private Sector	Registered Social Landlord	Local Authority	Total
Number of Vacant Dwellings	5,059	197	172	5,428
Total Number of Dwellings	88,772	9,785	22,993	121,550

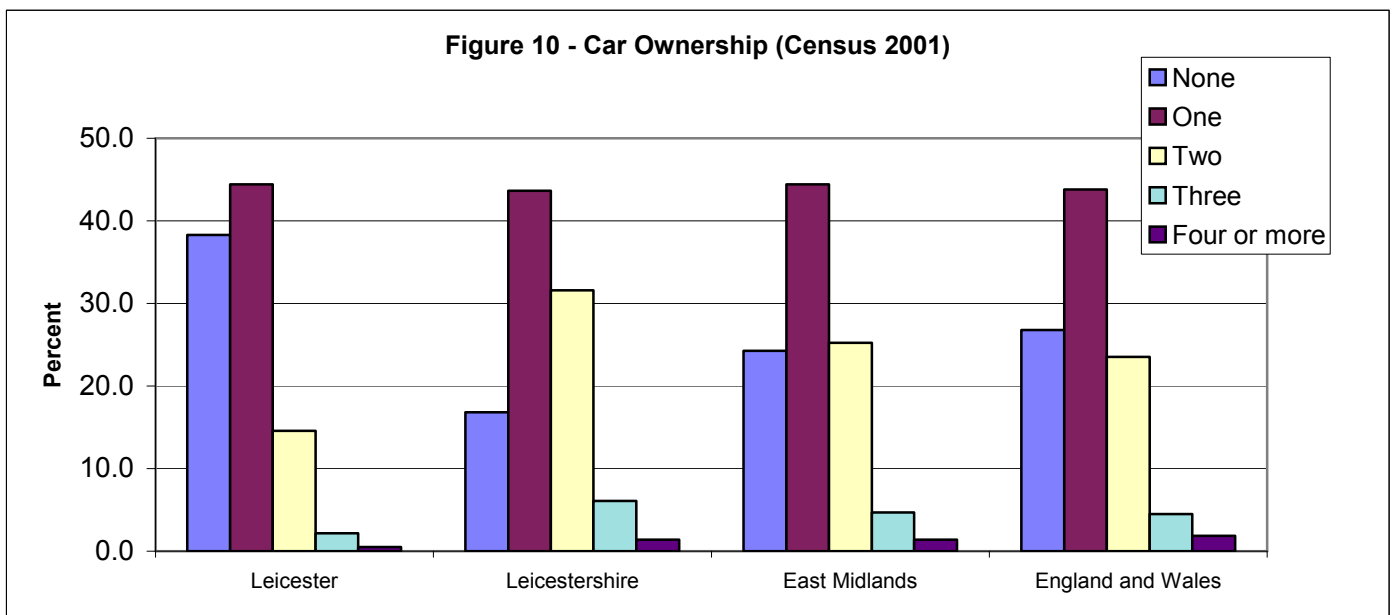
% Vacant	5.69%	2.01%	0.74%	4.46%
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The table above gives details of vacancy rates in Leicester as of April 2006. 4.5% of all dwellings in Leicester are vacant, the majority of which are owned by the private sector. It is accepted that some level of vacancy is necessary to allow the housing system to function effectively, allowing residential mobility and the improvement or redevelopment of the existing housing stock.

6.5 Transport

6.5.1 Car Ownership

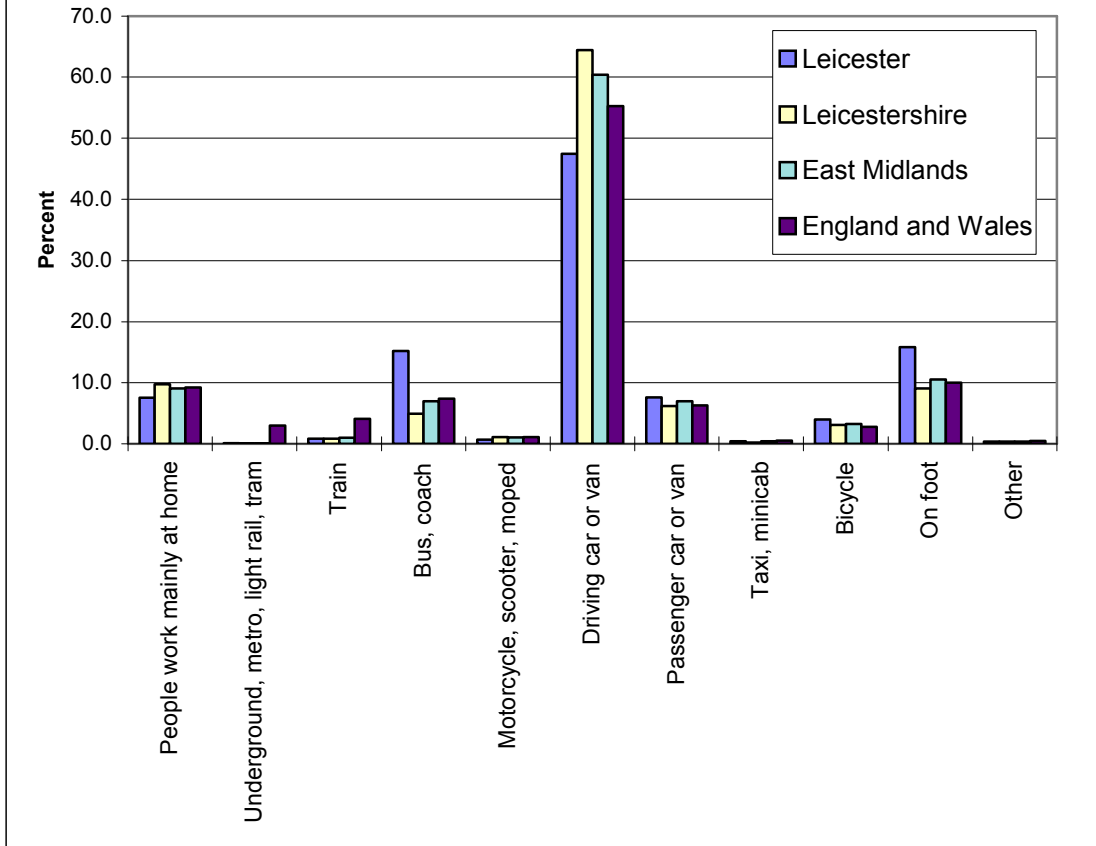
Figure 10 shows levels of car ownership in Leicester, Leicestershire, the East Midlands and England and Wales. Whilst all four areas have a similar percentage of households who own one car, Leicester has a much greater level of households who own no cars. 38% of households in Leicester own no cars compared to 16% in Leicestershire and 27% nationally. Also, fewer households in Leicester own more than one car compared to the other areas.



6.5.2 Travel to Work

Fewer residents of Leicester travel to work by car or van compared to Leicestershire, the East Midlands and England and Wales (Figure 11). Conversely more people in Leicester travel to work by bus or coach and on foot.

Figure 11 - Travel to Work (Census 2001)



7 Analysis of Indicator Data and Planning Policy

7.4 Economic Development

One of Leicester's main challenges is to increase overall levels of income and wages. Levels of wages in Leicester are significantly lower than the national average (almost 23% lower) and amongst the lowest in the country. This can be linked to the type of employment that is available in the city. A significant proportion of people in Leicester are employed in manufacturing and elementary occupations which usually offer lower pay than other types of employment. Almost a quarter of people employed in Leicester work in manufacturing compared to the national average of 15%. The City has lower levels of those working in the finance and the service sector compared to the national average. Low wages can impact on many areas; such as the amount people can spend on goods and services and also on the affordability of housing.

The city is attempting to attract new employers to the city, to extend the range of employment on offer and to entice high earning employment opportunities. Initiatives such as the LRCs proposed Office Core and Science and Technology Park will help to achieve this. Much progress has been made within these sectors, with the redevelopment of the former Charles Street Police station conversion to high-grade offices, and the outline approval of the Science Park both happening within the monitoring period.

The data on VAT stocks shows that over the past ten years Leicester has seen growth in the services sector, such as finance and real estate, but decline in the manufacturing sector. The city has however seen a trend of employment land being lost to residential development. An employment land study was completed during the monitoring period, which once it has been adopted as council policy, which is likely during 2007, a more detailed assessment can be made of the current employment land status and how any shortfall can be addressed in future years.

7.5 Social Development

With the continuous rise of the lower quartile of house prices, which are likely to reach £100,000 within the next monitoring period, the provision of affordable housing, which is accessible to all members of the community, is an important consideration within modern planning system. Planning policy aims to achieve 30% affordable dwellings on large residential sites. Since 2001/2002 only around 15% of all completed dwellings have been affordable. There are various reasons for this low amount of affordable housing, this includes the problems with attracting new high quality development within Leicester means that certain sacrifices have to be made, and the currently increased building and land costs means that the provision of affordable housing

has in cases been less than would normally be expected. However as the attractiveness of Leicester increases as a place to live then attracting development will become easier and therefore the amount of affordable housing will increase.

1131 dwellings were completed in the monitoring year and this was the highest yearly rate since the start of the Structure Plan period in 1996, which is an increase on last years total by over 15%. A total of 7263 dwellings have now been built in Leicester since 1996. The Structure Plan requires that 19000 new dwellings should be built in the city between 1996 and 2016. Appendix 2 gives information on the housing supply in Leicester. As of March 2006 there was enough housing land supply for an additional 20,559 dwellings in the city. This is ample supply to meet the structure plan target.

Leicester has low levels of educational attainment. Whilst it has a similar level of people with degrees or equivalent to the national average, it has higher levels of those with no qualifications. Around 40% of people in Leicester have no qualifications. Educational attainment can be closely linked to income levels and employment opportunities. The council is in the process of investing over £230 million in secondary schools through the Building Schools for the Future (BSF) programme. The programme will ensure each secondary school in Leicester is fit for the 21st Century and will provide an environment to improve educational attainment in the city. Leicester University, De Montfort University and Leicester College are also making large investments in their facilities.

7.6 Cultural Development

A key strategy of the Local Plan and of the City Council is to develop the Cultural Quarter of the City. The anchor development of this will be the new Performing Arts Centre and the Digital Media Centre. Construction work has started on the Performing Arts Centre and will be completed by 2008, while the proposed Digital Media Centre is at application stage. The expansion to the Shires will also provide Leicester with a “mainstream” city centre cinema.

7.7 Environmental Development

This Monitoring report has seen a large increase on the amount of residential development built at higher density, with this years figures being over double the figures within the 04/05 Annual Monitoring Report, at 80 dwellings per hectare. This is more inline with Government Policy to maximise the use of land in urban areas.

Leicester is continuing to be successful in concentrating new residential development on brownfield/previously-developed land. 88% of all new

dwellings completed in 2005/2006 were on brownfield sites, which is an increase by 11% from the figures with the 04/05 AMR. It is anticipated that the continuing increase in the amount of new dwellings to be developed in the city centre, particularly in the regeneration areas in the next few years, will ensure that levels of brownfield development remain high. Planning policies are geared towards regenerating the city centre and maximising the use of city centre land. This is reinforced by the work of the LRC in the key regeneration areas. Development is continuing on the large urban extension of Hamilton, however although a comprehensive scheme, last year accounted for only a small amount of the dwellings built. A large number of houses are under construction at Hamilton.

Public transport and cycling is very much a critical part of travelling around Leicester. During the last monitoring period 53,297 bus trips were made in to the city of Leicester, and 4,230 cycle trips were made per day around Leicester. This is helped by the fact there are over 60 miles of sign posted cycle routes and 63 different bus routes, which serve the city of Leicester.

Four of Leicester's major parks have achieved Green Flag status this year, a result of a commitment to enhancing the City's green spaces. Abbey Park has achieved this status for four consecutive years.

Leicester prides itself as Britain's first Environment City. It has made a commitment to recycle or compost at least 40% of household waste arising in the city by 2010. The facility at Bursom is starting to run at close to full capacity during the monitoring period with 35% of all waste being received at Bursom being recycled. Most of this waste is being composted at either the 'on site' composting plant or the site at the Wanlip.

7.8 Adopted Supplementary Planning Documents


7.8.1 Energy Efficiency and Renewable Energy Supplementary Planning Document





The Energy Efficiency and Renewable Energy was the first Supplementary Planning Document (SPD) adopted under the new planning system, the document was officially adopted on 30th November 2005, within the last monitoring period. Therefore the document was only officially adopted for 4 months of the monitoring period, and although it has been used, the actual effects of the SPD, whether this is positive or negative are difficult to establish. Therefore more detailed information will be available within the 2006/07 AMR, once it has been able to determine the success or otherwise of the SPD.




However a review of the sustainability of the document can be found within appendix 4 of this document, it should be noted however as it is the first time that the sustainability indicators have been monitored and therefore there are considerable gaps, which will be addressed within future monitoring reports.





7.9 Monitoring of plan policies






Listed below are all the policies within the adopted City of Leicester Local Plan, and the current implementation status of each one, these are the first time that they have been individually monitored and therefore gaps currently exist however this will be addressed in future monitoring reports.

Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
Plan Strategy				
PS01. The Plan Strategy.	1, 2, 4, 6, 15, 16 & 22	1b, 1e, 4b & 4c	<p>Regeneration is picking up speed in Leicester with the regeneration of the City Centre being at the forefront with the Shires West being constructed ready for its proposed 2008 opening, which will double the size of the existing shires shopping centre, with the whole complex once complete being renamed the High cross Quarter. A new pedestrian improvement scheme around the Centre in also being implemented, which includes more pedestrian only areas, and a relaying of the paving in the existing pedestrian areas, in a more modern style.</p> <p>Improvements in conservation in Leicester continued with 2 new conservation areas designated (see Local Plan Indicator 1 for more details), and 10 building were listed (See Local Plan indicator 2) within the monitoring period.</p> <p>An open space study is due to be completed before the end of the year, which will help create a strategy to improve the strategic Green Network.</p>	







Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
PS02. Regeneration and Comprehensive Development	15, 22 & 24	2d	Extensive development is underway within SRAs, most prominently within the LRC intervention areas. However within these areas, the amount of affordable housing, which PS02 states should be at least 30% for the SRAs is currently only 10%. However this can currently be attributed to the fact that in order to encourage developers to be the first to build within these areas, the amount of developer contributions have to be considerably less than would normally be expected.	
PS03. Integrated Planning and Transport Strategy	5, 6, 7, 8 & 9	3a & 3b	The replacement central Leicestershire Transport plan 2006 – 2011 is due for adoption this year, which will help with the implementation of this policy.	
PS04. Strong City Centre Core	3	4a & 4b	See PS01	
PS05. Central Office Core	21 & 22	1a & 1b	Only one major development has commenced within the proposed central office core, this being the redevelopment of the former Charles Street Police Station, into offices and residential. However a considerable number of smaller offices schemes have commenced mainly within the Charles Street area.	
PS06. St. George's Residential and Working Community	21, 22, 23,24, 26,27, &28	1a, 1b, 2a, 2b, 2c & 2d	Much work has commenced within the St George's area, and although progress is relatively slow, this is expected to increase once regeneration reaches full pace within Leicester. The amount of new homes within this area is expected to be significant, and will help Leicester meet its housing targets. An SPG also exists which supplements this policy.	





Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
PS07. Waterside	23,24, 26,27, &28	2a, 2b, 2c & 2d	The new waterside is quickly starting to take shape, with many large-scale flat schemes, such as West Bridge Wharf being completed or near completion. However within the monitoring period, a land mark mixed use tower block to be called 1 West Bridge, designed by British architect Ian Simpson, was approved, it is expect that this building will encourage yet more development with this area. However the supplementary planning document regarding the waterside is still yet to be formally adopted due to the continual evolution of this particular area.	
PS08. Science and Technology Based Business Park and Environs	21, 22, 23,24, 26,27, &28	1a, 1b, 2a, 2b, 2c & 2d	Much work has also commenced in this particular area, with the new science park being approved during the monitoring period at the former John Ellis School, as well as other schemes such as a car show room/residential scheme at the proposed entrance area to the new science park. Also the supplementary planning document, which supplements this policy, will be adopted by the end of 2006.	
PS09. Potential Development Areas (PDAs)	21, 22, 23,24, 26,27, &28	1a, 1b, 2a, 2b, 2c & 2d	A mixture of large and small-scale development has been carried out so far in the PDAs within strategic regeneration area (SRA), the largest proportion of this has been residential, however there has been some subordinate land uses approved within areas such as Lower Brown Street, including both A & B class offices. Development within PDA's outside of the SRA include large scale residential schemes at the Towers Hospital site, as well as various schemes both employment and residential with the Evington Valley Road area.	

Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
PS09a. Proposed PDA Uses Within the Strategic Regeneration Area	See PS09	See PS09	See PS09	
PS09b. Proposed PDA Uses Outside the Strategic Regeneration Area	See PS09	See PS09	See PS09	
PS10. Residential Amenity and New Development	7 & 19		The policy sets useful guidelines to protect amenity for potential and existing residents within new residential development. This policy has been used extensively when determining planning applications regarding both large and small-scale residential development.	
PS11. Protection from Pollution	19		PM10s and N02 continues to decrease in Leicester during this monitoring period, and policies such as this allow more stringent controls to be implemented during the planning process, which will ultimately lead to further decreases. This policy is also part supplemented by the Energy efficiency and Renewable Energy SPD.	
Urban Design				
UD01. High Quality Building Design and Local Context			Within recent years the quality of design has been put at the forefront of planning as part of the urban renaissance, this policy ensures that high quality design should be expect from all development.	
UD02. Building Layout, Form and Positioning			In creating sustainable and viable centre city centre cores positive building form, layout and positioning essential, this policy has been used in the development control process to make sure that this is carried out. This policy is also part supplemented by the draft Tall buildings SPD.	








Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
UD03. Design and Layout of Streets and Public Spaces	15		Similarly to UD01 and UD02, this policy is essential to make sure that the design of streets and safe public spaces are enhanced, and that new development is accessible for all.	
UD04. Energy Efficiency	19 & 23	9	All major development within Leicester is subject to both this policy and the guidance with the Renewable Energy SPD. This has led to a far greater awareness of energy efficiency, and led to such proposed schemes as the community heating system in Abbey meadows, and the "bed zed" style units at the City Bus depot scheme, which is currently under construction.	
UD05. Adaptability			With the increase of new high-density development within and close to the centre of Leicester, sustainable adaptability of these schemes are important to allow new use if the current uses become unviable or if other uses become more viable. This policy is essential to make sure that this happens.	
UD06. Landscape Design			Similarly to UD01, UD02 & UD03 this policy involves the increase in quality of design of landscape, but also the protection of existing landscapes. A good quality landscape hugely increases the amenity value of its users and therefore this policy is essential to achieving an overall objective of quality design.	
UD07. Waste Disposal	14	6a & 6b	With recycling becoming a key sustainability issue, and an important monitoring indicator, it is important that development addresses the potential problems of waste recycling, and the framework exists to make sure that it will be implemented.	









Special Policy Areas






Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
SPA01. Retailing within the Central Shopping Core	3	1a, 1b, 1c, 1e, 4a & 4b	Ensuring a viable city centre-shopping core is important to creating a sustainable and prosperous city. New developments, which are within the centre area, will help enhance this area, and meet the goal of a sustainable and prosperous city, the policy helps achieve this.	
SPA02. City Centre Retailing Outside the Central Shopping Core		1a, 1b, 1c, 1e, 4a & 4b	Other retail around the city centre, which is not in the city centre-shopping core, also can help create a sustainable and prosperous central area. Developments such as the shires extension achieve this, however this policy also prevents unnecessary development, which can harm rather than enhance.	
SPA03. Offices for Financial and Professional Services	3	1a, 1b, 1c, 1e, 4a & 4b	A2 uses within the centre are an important employment use, as well in some cases a useful public facility however development of these should not damage the existing shopping core and this policy sets the criteria for protect the shopping core.	
SPA04. Food and Drink Uses (Classes A3, A4 & A5) in the Central Shopping Core	3	1a, 1b, 1c, 1e, 4a & 4b	See SPA01	
SPA05. Development of Non-Retail Key City Centre Uses and Facilities	20,21,22 & 25	1a, 1b, 1c, 1e, 3b, 4a, & 4b	To create a viable and sustainable city centre core other uses beyond retail are expected however these are to be located within defined cores, this policy sets the criteria.	
SPA06. Residential Development in the City Centre	4, 10, 12 & 22	2b & 2c	Residential development is also an important part of any 24-hour city centre, however it must enhance the existing facilities not hinder them, this policy sets the criteria.	

Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
SPA07. Further Pedestrianisation Around the Clock Tower			During this monitoring period the streets and spaces project has commenced which will increase pedestrianisation around the clock tower area including closing more roads such as High Street to traffic. However work has not commenced as of yet on the bus access for the shires extension.	
SPA08. Development in the Town Centres	10, 12, 20,21,22 & 25	1a, 1b, 1c, 1e, 3b, 4a, & 4b	Continued development within the town centres is still a priority even with the unprecedented development within the city centre with extensive development still being carried out in the other town centres within the Leicester local authority area. The new Hamilton town centre is nearing completion however the new footbridge has yet to be implemented, but work should start within the next monitoring period.	
SPA09. Riverside Development	20,21,22 & 25	1a, 1b, 1c, 1e, 3b, 4a, & 4b	Riverside development is a critical factor in the continued regeneration of Leicester. A large proportion of new city centre residential development is either proposed by or has been built recently by the riverside. Also there has been a marked increase over the last 10 years in the use of the river as a leisure facility.	
SPA10. Riverside Bridges			No new riverside bridges have been built during the monitoring period.	





Access and Movement






Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
AM01. The Impact of Development on Pedestrians and People with Limited Mobility			Recent government guidance puts an even higher emphasis on access for people with limited mobility, and this policy helps ensure, whilst working with the city council's disabled persons' access officer that limited mobility access is a priority in all development.	
AM02. Cycling and Development	8		There is currently 60 miles of cycle ways within Leicester, and with over 4000 trips around Leicester per day by bike this figure has increased over the last 10 years. Cycle access is a main priority for development around Leicester.	
AM03. Pedestrian and Cycle Route Networks	8		A higher proportion of people walk in Leicester than they do in London with for example a 50% increase in people walking to school since 1998. Therefore improvement of the pedestrian and cycle network is a high priority and any major development such as proposals with the regeneration areas will enhance these networks.	
AM04. Green Ringway			No development has been approved which will adversely impact the green ringway.	
AM05. Buses and Development	6	3b	Bus access has been where necessary integrated into all new major development around Leicester.	
AM06. Strategic Park and Ride Schemes	6	3b	No new strategic park and rides have been approved, however they are still a priority.	
AM07. Hackney Carriage Ranks			No new taxi ranks have been approved during the monitoring period.	






Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
AM08. Identifying and Safeguarding Rail Services and Infrastructure			No development has affected this policy during the monitoring period.	
AM09. Transport Assessments and Travel Plans			Traffic assessments have been expected for any developments that will have impact upon traffic, and travel plans have been requested where necessary.	
AM10. Road Safety and Vehicle Speed Restraints			This policy has been implemented where necessary, developments such as Hamilton have had integrated road safety measures.	
AM11. Parking Provision with Non-Residential Development		3a	All Parking provision for none residential development is expected to comply with this policy.	
AM12. Residential Car Parking Provision		3a	All Parking provision for residential development is expected to comply with this policy.	
AM13. Communal and Shared Parking Provision		3a	Where feasible this policy has been applied.	
AM14. New Public and Contract Car Parking Provision		3a	New parking provisions have been kept to a minimum with the city centre, however understandably some schemes have been approved only on a temporary basis, to either cover for lost car parking as part of the regeneration process or to create temporary parking for new schemes.	
AM15. Design of Car Parking Provision		3a	The guidance within this policy has been taken into account approving either new car parking or ancillary car parking and access.	



Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
AM16. Re-Use of Existing Car Parking Provision	See AM16	See AM16	See AM16	
AM17. Servicing Requirements	See AM16	See AM16	See AM16	
AM18. Safeguarding Rail Freight Connections			No development within the monitoring period has adversely impacted any rail freight connections	
AM19. Waterside Freight Connections			No developments within the monitoring period involve any waterside freight connects.	
AM20. Facilitating Effective Road Freight Movement			No developments within the monitoring period have adversely impacted the high load/normal load routes in and around the city.	
AM21. Development and Heavy Goods Vehicles			Although various employment uses including warehousing and industrial have been approved only minor impact has been caused to local amenity.	
AM22. Transport Schemes and Improvements			No developments with the monitoring period have adversely impacted the listed transport schemes with policy AM22.	






Housing






Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
H01. New Housing Development Proposals	4,10,22,23,27 &28	2b & 2d	Development on large proportion of the brownfield sites listed in the policy has commenced with applications being approved at both the former Bestway site and the former football stadium site at Filbert Street. Development on the Greenfield sites listed in the policy continues, with development still continuing at Hamilton, and recent proposals being considered for the Blackbird Road Playing Field site.	
H02. Phasing of Greenfield Housing Allocations	See H02.	See H02.	See H02.	
H03. Density	12	2c	The overall housing density during the monitoring period has been at 80 dwellings a hectare. Only one development was less than 30 dwellings per hectare and that was on 14 houses, outside of either the central commercial zone or defined town/district centre.	
H04. The Use of Upper Floors and Conversion of Property	4	2b	Numerous applications for conversion of upper floors and redundant buildings have been considered during the monitoring period mainly for the conversion to residential. This policy is important to keep an active use for all redundant buildings, and under used upper floors.	
H05. Loss of Housing			Loss of housing has been kept to a minimum this year with only 3 recorded losses during the monitoring period.	






Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
H06. Housing Mix and Type			Attempts have been made to make sure that ranges of dwelling types have been constructed, especially in places such as Hamilton where the dwellings range from single bedroom apartments to large family homes.	
H07. Flat Conversions and New Build Flats	4	2b	Almost all of the city centre housing development is in the form of either flat conversion or new build flats, considering the large demand and therefore pressure this policy is being used to protect the amenity of existing and future residents	
H08. Student Housing			During this monitoring period 38 student flats were completed, however considering that Leicester is a city with two university, the continued pressure for more student flats is likely to continue with various schemes such Victoria Hall being built at the time of writing. A stringent student housing policy is critical to enhance and increase the stock of student housing whilst not sacrificing either land required for other development nor quality of design.	
H09. Affordable Housing	28	2d	During the monitoring period 11% of the dwellings, which were built, were defined as affordable, this is considerably lower than the policy expects of 30%. However this can be attributed the sacrifices that need to be made to start the regeneration process, but in future years through the implementation of the policy this will increase.	
H10. Retention of Larger Residential Properties			None of the larger residential properties within the defined areas on the proposal map have been converted to bedsits or flats.	

Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
H11. Gypsies and Travellers			No applications for gypsy or travellers sites have been received during the monitoring period.	
H12. New Housing in Primarily Residential Areas	10, 11, 27 & 28	2b & 2d	Pressure for new build housing whether large or small scale is very high, especially in areas defined as primarily residential on the adopted proposals map and therefore this policy protects the amenity of residents existing and future.	
H13. Non-Residential Uses in Residential Areas			Over the monitoring period various applications have been received regarding non-residential uses within residential areas, and this policy has been used to assess the merits of these.	
H14. Backland Development	10, 11, 27 & 28	2b & 2d	Leicester contains especially in the suburbs large areas of space, which are under pressure for backland development. These include large back gardens or vacant open spaces at the rear of properties in desirable areas such as Humberstone and Knighton, this policy is important to promote sensible development and to protect amenity.	
H15. House Extensions			Over 1000 applications were received during the monitoring period for alterations to dwelling houses, and this policy as well as the adopted 'A design guide for house extensions' promotes good design, and protection of residential amenity.	







Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
H16. Hotels, Hostels and Residential Institutions in Restricted Zones			During the monitoring period 4 applications regarding hotels & hostels were approved two new hotels, one extension and one change of use from hotel to hostel. The two new hotels were outside of the restricted zones, however the change of use and the extension were within one of the restricted zones. However the neither the change of use nor the extension were deemed to cause any adverse effects on either residential character of the area or the amenities of neighbours.	
H17. Hotels, Hostels and Residential Institutions Outside Restricted Zones			See H16	
<i>Employment</i>				
E01. Employment and Business Park Development Proposals	13 & 21	1a, 1b & 1d	For the sustainability of Leicester, protection and creation of viable employment land is critical. During the monitoring period no new development has been approved which is not appropriate for defined employment areas.	
E02. Key Employment Areas	See E01	See E01	See E01	






Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
E03. Primarily Employment Areas	13 & 21	1a, 1b & 1d	An employment lands need study has been recently completed which has identified which employment land will be required and which employment land is now redundant and can be used for other purposes. The results of this study are to be compiled into a supplementary planning document, which will strengthen this policy, and allow more protection for the viable existing employment land. This policy is likely to be updated when reviewed as part of the LDF process.	
E04. Business Parks	See E01	See E01	See E01	
E05. Major Office Development	13 & 21	1a, 1b & 1d	No major office development over 1000m has been completed during the monitoring period.	
E06. Primarily Office Areas	13 & 21	1a, 1b & 1d	Office development has been kept with the defined office areas during the monitoring period, except where it has formed part of the new office quarter which is in turn on of the intervention areas. This policy is important to make sure this trend continues.	
E07. Warehousing	13 & 21	1a, 1b & 1d	During the monitoring period ten applications relating to either new or extensions to warehousing were approved. Of the ten, nine were inside of a defined employment and outside of the restriction zone, and one a small warehouse at the rear of A1 unit although inside of a defined shopping area, was approved due its minor impact and being an ancillary use to the existing retail unit. The policy is important to keep the existing employment areas in Leicester viable.	






Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
E08. Vehicle Repair Garages	13 & 21	1a, 1b & 1d	Two applications were approved for change of use to vehicle repair garages during the monitoring period, one in a defined employment area and one with the defined LRC intervention area of Waterside. The continued use of this policy means that amenity of an area is protected especially preventing change of uses to repair garages within defined residential areas.	
E09. Factory Shops	13 & 21	1a, 1b & 1d	No factory shops were approved or constructed during the monitoring period.	
E10. Cash and Carry Warehouses	13 & 21	1a, 1b & 1d	One cash and carry warehouse was approved during the monitoring period. The proposal was compliant with policy.	
E11. Car Showrooms/Vehicle Sales/Caravan Sales	13 & 21	1a, 1b & 1d	One car showroom was approved during the monitoring period, the proposal was within a primarily employment area and therefore complies with policy.	
E12. Car Hire/Taxi Hire/Machinery Hire	13 & 21	1a, 1b & 1d	Four taxi hire offices were approved during the monitoring period none were within primarily employment areas, two were within local retail centres, and one was as an annex of a social club. These are acceptable under policy due to the fact they only control offices and do not have the parking onsite. However one scheme was approved within a key employment, which was contrary to policy.	






Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
E13. Gipsy Lane Brickworks	13 & 21	1a, 1b & 1d	During the monitoring period five developments were approved, these were 2 warehousing units, one workshop/factory development and two offices blocks. Also applications were receive for a one new car show room, and a public house. Continued development is expected, and this policy is important to make sure that is appropriate employment based development continues.	
E14. Bursom Business Park	13 & 21	1a, 1b & 1d	No development office or otherwise has been approved or completed in the Bursom Business park during the monitoring period.	
E15. Abbey Lane Research Business Park	13 & 21	1a, 1b & 1d	During the monitoring period the Abbey Meadows Supplementary Planning Document was adopted which further supplements this policy. Also the new science park was recently approved at outline stage, which with the national space centre will be the focal point of this intervention area. Other applications were received for a car show room.	
E16. Sunningdale Road Waste Facility Site	13 & 21	1a, 1b & 1d	The legal challenge regarding the adoption of the local was related to this policy within the local plan. However the scheme, which was contrary to the policy, has now been approved subject to a 106 agreement, and the actual legal challenge has yet to be resolved.	
E17. Hockley Farm Road Employment Development	13 & 21	1a, 1b & 1d	No relevant development has been completed or approved during the monitoring period on the site related to the policy as defined on the proposals map.	





Retailing




Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
R01. Major Retail Development		1a, 1b, 4a & 4b	No major retail development was approved during the monitoring period, however work continues on the approved shires extension scheme, which should mean that it meets its 2008 completion target.	
R02. Planning Conditions: Main Food Shop Development		1a, 1b, 4a & 4b	No major food shop development was completed or approved during the monitoring period.	
R03. Local and District Shopping Centres	3	1a, 1b, 4a & 4b	As far as possible retail development has been kept to existing retail areas, with 332 applications received during the monitoring period relating to retail uses, of these 238 were approved, which is 72% of the applications received.	
R04. Offices for Financial and Professional Services	3	1a, 1b, 4a & 4b	With the financial service sector being the fastest growing business sector within the Leicester economy, a surprisingly small amount of applications of new A2 uses were received during the monitoring period. Only 17 new A2 uses were approved during the monitoring period, and these all conformed with this policy.	
R05. Development for Food and Drink Purposes			Pressure continues for approval to mainly change of uses A3, A4, & A5 uses normally from A1. This policy is critical to prevent any impact to the amenity of neighbouring residents.	
R06. Local Shopping Development Outside the Shopping Centres		4a	Some development has been approved outside of the defined local shopping centres during the monitoring period, however all have been approved where there is a proven need for additional facilities in the area.	







Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
R07. New Local Shopping Centres		4b	No work has commenced on either proposed centre at North Hamilton or Ashton Green.	
<i>Built Environment</i>				
BE01. Preservation of the City's Archaeological Heritage			With the building of the shires extension, extensive archaeological work has been carried out, as the development is at the centre of the archaeological core. Significant archaeological finds have been made including a site of an old church & graveyard. This policy is key in preventing impact to the cities archaeological core.	
BE02. Alteration and Extensions to Listed Buildings	2		There are currently 392 listed buildings in Leicester with an extra 10 being added and one removed during the last monitoring period. Of those 392, 67 applications were received and 50 approved for alterations to these buildings.	
BE03. Changes of Use of Listed Buildings	2		No applications were received regarding changes of use to listed buildings during the monitoring period.	
BE04. Setting of a Listed Building	2		It is not possible at this time to asses how many applications affected the setting of listed buildings during the monitoring period.	








Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
BE05. Demolition of Listed Buildings	2		Three applications were received and granted during the monitoring period for demolitions to parts of listed buildings. It was accepted that the parts demolished would not unduly impact the listed building and allowing the demolition would bring back into use the buildings.	
BE06. New Development and Changes of Use in Conservation Areas	1		There are currently 25 conservation areas in Leicester with two new ones being created during the last monitoring period. Over 100 applications were received which effected conversation areas during the monitoring period. Protecting Leicester's heritage for is an important part of both national and regional policy as well as the sustainability agenda. This policy is critical in protecting these areas.	
BE07. Demolition in Conservation Areas	1		Ten applications were received during the monitoring period for demolition within conservation areas, of those ten only six were approved.	
BE08. Buildings of Local Interest			Protection of buildings of local interest is a priority, where it is feasible, however understandably these buildings do not have the same level of protection as listed buildings.	
BE09. Article 4 Directions	See BE06	See B06	See BE06	
BE10. Shopfront Design			Work has begun during the monitoring period on updating the current adopted design guide, which covers shop front design. Nine applications were approved during the monitoring period, and the policy and relevant design guide is critical in making sure that shop fronts conforms to good design protocol.	




Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
BE11. Shopfront Security			15 applications were approved for roller shutters during the monitoring period. The roller shutters were all recessed, and therefore all conformed to policy.	
BE12. Security to Buildings and Sites			See BE11	
BE13. Advertisement Design			One hundred applications were approved for advertising consent during the monitoring period, the quality of design is therefore important to limit the impact of adverts, whilst allowing a business the right to advertise. This policy is important for creating the right balance.	
BE14. Projecting Signs			As part of the hundred applications approved for advertisement consent 30 of these included projecting signs. All 30 conformed to policy.	
BE15. New Walk	1		No applications for advertisements were received on New Walk during the monitoring period.	
BE16. Renewable Energy		9	See core indicator 9	
BE17. Combined Heat and Power and Community Heating		9	See core indicator 9	
BE18. Water Flow and Quality		7	During the monitoring period only one application was approved contrary to advice from the EA due to potential flood risk problems (see core indicator 7 for more details). In the urban extension of Hamilton SUDS (Sustainable urban drainage systems) have been extensively used to limit water related problems.	
BE19. Floodplain Protection and Enhancement		7	See core indicator 7 and BE18.	
BE20. Flood Risk		7	See core indicator 7 and BE18.	






Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
BE21. Noise			Limiting the impact of noise of is critical in protecting the amenity of local residents. Any noise sensitive development, which has been approved during the monitoring period, has had conditions to prevent impact to amenity.	
BE22. Outside Lighting			Understandably outside lighting will be required, for either security or aesthetic reasons, this policy is required to prevent any unnecessary impact this may cause.	
BE23. Contaminated Land			During the monitoring period, any application involving contaminated land, the appropriate conditions have been imposed to mitigate any potential impacts caused by the contaminated land.	
BE24. Telecommunications			Seventeen applications for telecommunications were approved during the monitoring period, all of which are in line with the policy in the local plan. The amount of applications which have been received are likely to increase over time, which the continued spread of telecommunications mainly being mobile phone equipment in line with the increase in sub urban development	
Green Environment				
GE01. Sites of Special Scientific Interest	18	8	See core indicator 8	
GE02. Sites of Importance for Nature Conservation, Local Nature Reserves and Regionally Important Geological Sites		8	See core indicator 8	

Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
GE03. Biodiversity Enhancement Sites		8	See core indicator 8	
GE04. Protected Species		8	Any development, which affects protected species during the monitoring period, has had conditions to protect them.	
GE05. Wildlife Habitats		8	Protection of wildlife habits is an important goal of planning policy, with the focus being integration, of habits within development, but not at the cost of the wildlife within these habits.	
GE06. Protection of Green Wedges	16	8	The green wedges of Leicester understandably are under continued pressure for development due its attractiveness especially for new residential development. However at the same time certain development is allowed within the green wedge to enhance existing uses, and uses which would enhance rather than damage the green wedge. During the monitoring period six applications were received regarding development within green wedges, 5 were approved (with one being given limited period consent) and one regarding a single dwelling on Bath Street was refused and successfully defended on appeal using the green wedge related policies.	
GE07. Unacceptable Land Uses in Green Wedges	16		See GE06	
GE08. Acceptable Land Uses in Green Wedges	16		See GE06	


Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
GE09. Green Space	16 & 24	4C	A study has been recently been carried out to assess how much accessible open space there is in Leicester. It is assumed that there is a shortage, and this study will shape future policy regarding this assumed deficiency and how to address this problem in the future.	
GE10. Public Open Space Deficiency	See GE09	See GE09	See GE09	
GE11. Parks and Gardens of Historic Interest	16 & 24	4C	No applications were received during the monitoring period that has impacted any parks or gardens of Historical interest.	
GE12. Provision of Children's Play Areas	24		Previsions of LEAP's and LAP's are important especially as part major residential development, and therefore in any development were it is financially feasible to provide these facilities, they have been requested.	
GE13. Provision of Youth and Adult Outdoor Playing Space	24		See GE12	
GE14. Protection of Play Areas	24		During the monitoring period no applications were approved which involved the loss of defined children's play areas.	
GE15. Playing Fields	24		No applications have been approved during the monitoring period, which have been contrary to this policy.	
GE16. Blackbird Road Playing Fields Policy Area			Considerable background work has been carried out on the Blackbird Road Playing Fields site, however during the monitoring period no application was submitted, however a submission is likely during the 06/07 monitoring period.	




Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
GE17. Powergen Land at Raw Dykes Road and Aylestone Road Sports Ground			No applications have been received for this site during the monitoring period.	
GE18. Aylestone Policy Area			No applications have been received nor development carried out on this site during the monitoring period.	
GE19. Allotments	25		Two applications were received during the monitoring period, which had potential to affect allotments sites, however both of these applications were for new facilities for two extensively occupied allotments.	
GE20. St. Mary's Policy Area			No application have been received nor any development taken place on this site during the monitoring period.	
<i>Community and Leisure Facilities</i>				
CL01. Protecting Community Facilities	25	3b	No applications were approved during the monitoring period, which involved the loss of needed community facilities.	
CL02. Community and Leisure Facilities within New Housing Development	25	3b	During the monitoring period considerable work has been carried out at both the existing central shopping area with in Hamilton as well as pre development work on the proposed local centre in North Hamilton to provide new community and leisure facilities at the urban extension of Hamilton.	
CL03. Land Allocated for Cemetery Use	25	3b	No applications were approved during the monitoring period, which have impacted land designated for extensions to Saffron Hill, Belgrave or Gilroes Cemeteries.	

Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
CL04. Redhill Policy Area		3b	No development completed nor applications have been received during the monitoring period, which have impacted this policy.	
CL05. Primary Schools		3b	Currently no development is planned with the near future for new schools on the sites listed for protection within the local plan, however applications will be submitted by the local education authority, once the required demand threshold is reached.	
CL06. De Montfort University	25	3b	Continued growth in student numbers at both universities during the monitoring period has meant albeit a slowing increase in demand in both facilities at the university as well as accommodation. To highlight this during the last monitoring period 38 new student dwellings were completed and 111 started, while during the 04/05 monitoring period 440 student dwellings were completed and 263 were stated. This is a 92% decrease in completed student dwellings and an 86% decrease in started student dwellings. Some new facilities have been approved at both universities during the monitoring period, this including a new academic building at De Montfort university, as well some retention of temporary buildings at Leicester University. No development has been approved which is contrary to this policy.	
CL07. University of Leicester	See CL06	See CL06	See CL06.	

Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
CL08. Development of Community, Leisure and Entertainment Facilities	25	3b	During the monitoring period development continues on the flagship performing arts centre, whilst the Braunstone Leisure Centre, and BRITE centre where both completed and opened in Braustone, funded by the New Deal For Communities program. However no details exist currently on how many facilities were approved or completed.	
CL09. Provision for Places of Worship	25	3b	No applications were approved for new places of worship within the potential development areas as defined within this policy.	
CL10. Location of Health Centres, Clinics and Surgeries	25	3b	Within the monitoring period one replacement health centre was approved, one new health clinic was approved, and no applications were received for any new surgeries. All approved applications were on either existing sites or within defined shopping centres	
CL11. Proposals for Development of Noisy Sports	25	3b	No developments were completed nor applications approved during the monitoring period for the development of a noisy sport.	
CL12. Childcare Facilities	25	3b	Within the monitoring period two applications were granted for new day nurseries, one formed part of the approved scheme for North Hamilton, where there is very much a proven need for a new day care facilities. The other scheme was the change of use of the Turnstile Pub to day nursery, also in an area which has a proven need for new facilities.	

Implementation

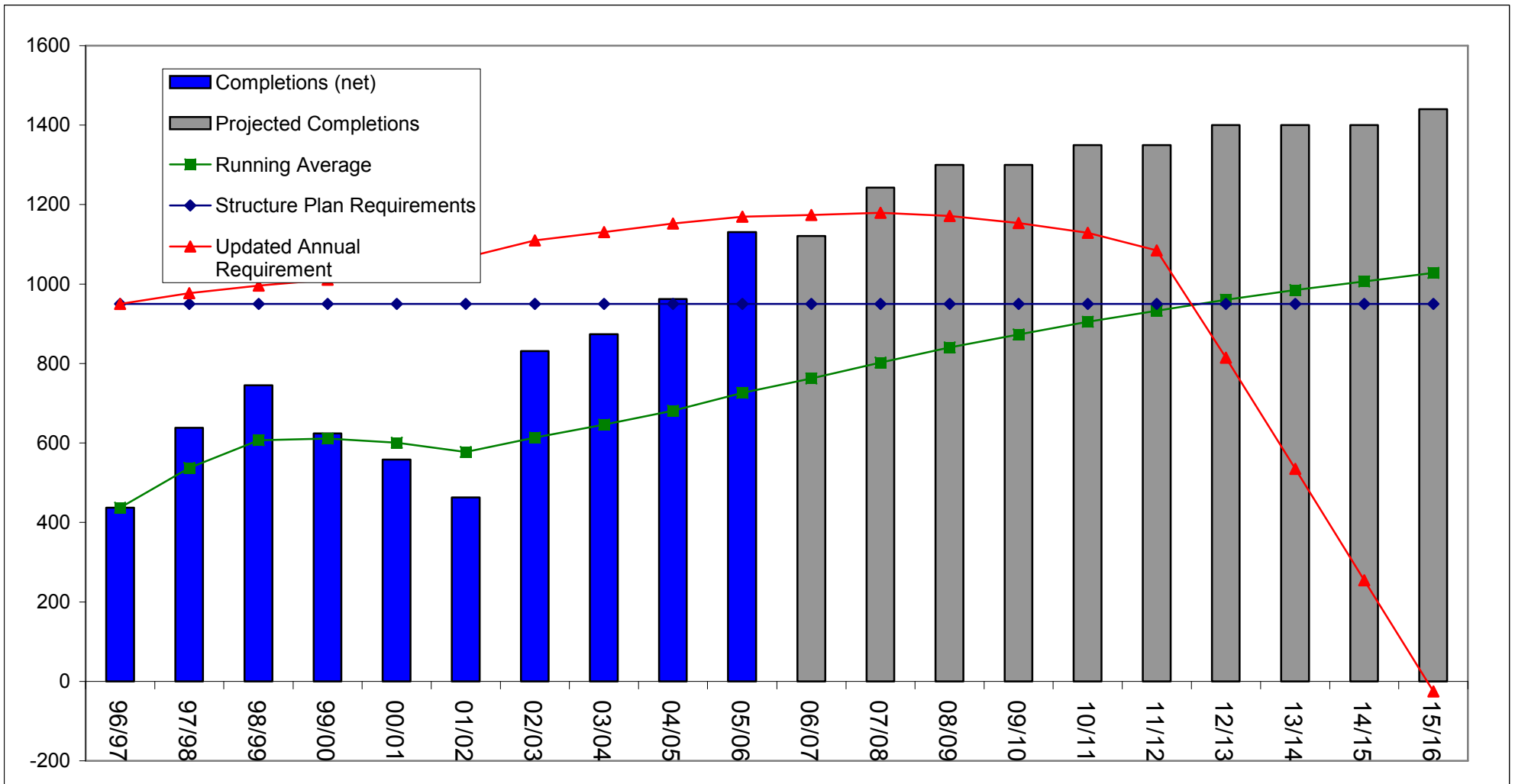
Local Plan Policy	Links to Indicators		Status of Policy	
	Local Plan Indicators	Core output indicator	Comments	Meeting desired outcome?
IMP01. Planning Obligations			During the monitoring period various financial agreements have been sought where it has been necessary or feasible. An all member working party was formed during the monitoring period, which has concluded that a dedicated section 106 officer should be created, and this should be recruited to, next year. However understandably due to requiring a catalyst in Leicester to kick-start the regeneration process, certain requirements have been waved to facilitate development, which would not of been possible with an added financial burden.	

	Policy has a positive outcome
	Neutral Policy outcome
	Policy has a negative outcome
	Unable to determine outcome

8 Data Quality and Future Annual Monitoring Reports

- 8.4 This is only the second time that Leicester City Council have produced an annual monitoring report and therefore although a far higher proportion of both local plan and core indicators have been reported on there are still some of the indicators which have incomplete data. Some of the data gaps also relate to areas where the information is currently only available at national or regional level. Future AMRs will monitor a greater set of indicators once these problems have been overcome.
- 8.5 Future AMRs will be able to establish trends over time, which will give a clearer picture of whether planning policies are working effectively and as intended. These will be assessed in light of the strategic planning aims of the city.
- 8.6 The council is currently undertaking studies into employment land and open space provision in the city. Also a Housing Market Area Assessment is planned for Leicester, while a Housing Land Availability Assessment is to be commissioned as part of the 3 Cities new growth point. The findings and outcomes of these studies may provide topics to be included in subsequent AMRs.
- 8.7 Good practice guidance encourages consultation with key stakeholders in the preparation of AMRs. In view of the very tight timescale it has not been possible to seek comment on this first AMR. The Council intends to consult stakeholders on future AMRs prior to submission to the Government.

Appendix 1 – Housing Trajectory and Data (March 2006)



Data table for Housing Trajectory

	96/97	97/98	98/99	99/00	00/01	01/02	02/03	03/04	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16
Past Completions (net)	437	638	745	624	558	463	831	874	962	1131										
Projected Completions											<i>1,131</i>	<i>1,243</i>	<i>1,300</i>	<i>1,300</i>	<i>1,350</i>	<i>1,350</i>	<i>1,400</i>	<i>1,400</i>	<i>1,400</i>	<i>1,440</i>
Running Total	437	1075	1820	2444	3002	3465	4296	5170	6132	7263	<i>8394</i>	<i>9637</i>	<i>10,937</i>	<i>12,237</i>	<i>13,587</i>	<i>14,937</i>	<i>16,337</i>	<i>17,737</i>	<i>19,137</i>	<i>20,577</i>
Running Average	437	538	607	611	600	578	614	646	681	726	<i>763</i>	<i>803</i>	<i>841</i>	<i>874</i>	<i>906</i>	<i>934</i>	<i>961</i>	<i>985</i>	<i>1007</i>	<i>1029</i>
Updated Annual Requirement	950	977	996	1011	1035	1067	1110	1131	1153	1170	<i>1174</i>	<i>1180</i>	<i>1172</i>	<i>1153</i>	<i>1129</i>	<i>1085</i>	<i>815</i>	<i>535</i>	<i>255</i>	<i>-25</i>

(Figures in *italics* from 06/07 onwards are projected)

Completions (net) – This shows net completions for each year from 96/97 to 05/06.

Projected Completions – This is an estimated projected figure for future completions. The table on the next page shows how this figure has been calculated for each year from 05/06 to 15/16. This takes into account allowances for windfall developments, potential urban capacity, Local Plan allocations (as set out in the Local Plan) as well as dwellings that have planning permission or are currently under construction.

Running Total – Total completions in Leicester since 96/97

Running Average – This shows the average completions in Leicester.

Structure Plan Requirements – This figure (950) shows how many dwellings Leicester should on average build to meet the structure plan target of 19000 dwellings over the plan period.

Updated Annual Requirement – This shows how many dwellings need to be completed if the structure plan target is to be met. It takes into account under provision and over provision from previous years.

PROJECTED COMPLETIONS	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	TOTAL
Small site Windfalls	150	150	150	150	150	150	150	150	150	150	1500
Outstanding Permissions and Dwellings Under Construction	500	594	600	600	600	600	600	600	600	600	5894
Local Plan Housing Allocations (as stated in H01)	150	230	250	250	300	300	350	350	350	390	2920
LRC Intervention area Allocation (as stated in PS06, PS07, & PS08)	331	269	300	300	300	300	300	300	300	300	3000
TOTAL PROJECTED COMPLETIONS	1,131	1,243	1,300	1,300	1,350	1,350	1,400	1,400	1,400	1,440	13,314

Trajectory Commentary

The trajectory shows that whilst house-building levels in Leicester have historically been below the structure plan target of 950 per annum, it is expected that the next few years will see an increase in building levels above this target. The justification for this is that a number of large-scale residential schemes are expected to be developed, mainly in the LRC regeneration areas and the wider city centre, as well as at suburban sites such as Hamilton and Ashton Green. It is anticipated that completions will slightly exceed the Structure Plan requirement by 2016.

Appendix 2 – Housing Supply (March 2006)

Housing Supply (Large Sites)

	Brownfield	Greenfield	TOTAL
Local Plan Allocations	740	2180	2920
Outline Permission	1396	989	2385
Detailed Permission	4516	802	5318
Under Construction	559	335	894
TOTAL	7211	4306	11517

Housing Programme 1996-2016

Total completions 1996 - 2006	7263
Under construction	894
Outline permission	1000
Detailed permission	4000
Local Plan Housing Allocations (as stated in H01)	*2920
LRC Intervention area Allocation (as stated in PS06, PS07, & PS08)	*3000
Small windfalls	1500
Total	20,577
Structure plan requirement	19000
Balance remaining	-1,577

* Estimated capacity with local plan period – Further capacity post 2016.


Five-year supply of housing land


Structure plan allocation (1996-2016)	19000
Net dwellings completions (1996- 2006)	7263
Residual for plan period (2006-2016)	11737
Pro-rata annual requirement 2006-2016)	1174
5-year control level (2006-2011)	5870
Expected Completions 2006-2011	
Units under construction	894
Units with outline/detailed permission	2000
Local Plan allocated sites without planning permission	1180
LRC Intervention Area	1500
Small sites (150 units per annum)	750
Expected completions 2006-2011	6324
Five Year Calculation	
Expected completions	6324
5 year control level	5870
Surplus land balance	454
Surplus land balance in years	1.1
Land supply (in years)	6.1


Allocated sites are from the City of Leicester Local Plan.


Appendix 4 SEA/SA Monitoring

Energy Efficiency and Renewable Energy Supplementary Planning Document – Adopted 30th November 2005

SEA/SA Implications	Links To Policies and Indicators			Status of SEA Implication	
	Local Plan Policies	Local Plan Indicators	Core output indicator	Comments	Meeting expected outcome ?
Housing					
<p>1). The SPD should promote reuse of previously developed land and encourage sustainable building design and help meet the 60% target for new homes to be built on previously developed land by 2016.</p>	<p>H03. Density</p>	<p>4. City Centre Housing 23. Proportion of new dwellings that meet lifetime homes standards</p>	<p>2b. Percentage of new and converted dwellings on previously developed Land.</p>	<p>Within the last monitoring period 88% of development was on previously developed land, which means that Leicester is on target to meet the 60% target by the end of the plan period in 2016. The SPD promotes a sustainable approach to building design by expecting the creation of on site renewable energy production. Recent schemes such as the MHT scheme at the former Leicester City Bus Depot, which commenced construction during the monitoring period, include large scale on site energy production in the form of both wind turbines, solar panels and a CHP scheme. The SPD has increased the responsibility on developers to provide at least fiscal justification for not supplying on site renewable on major development.</p>	

SEA/SA Implications	Links To Policies and Indicators			Status of SEA Implication	
	Local Plan Policies	Local Plan Indicators	Core output indicator	Comments	Meeting expected outcome ?
Resources and Waste					
2.) The SPD should help to encourage efficient use of resources, ensuring of facilities within new developments to reduce waste production. Increase reuse, recycling and recovery of energy from waste.	UD07. Waste Disposal	14. Percentage of Waste arising recycled	6a. Capacity of new waste management facilities by type 6b Amount of municipal waste arising and	Within the monitoring period the Bursom Ball mill started to work at full capacity, which has lead to an extra 35% of householder waste being recycled. The SPD strongly supports recycling of materials in both the construction of new materials, as well the reuse within new buildings.	

SEA/SA Implications	Links To Policies and Indicators			Status of SEA Implication	
	Local Plan Policies	Local Plan Indicators	Core output indicator	Comments	Meeting expected outcome ?
<i>Transport & Access</i>					
3.) The SPD should aim to reduce the environmental impact of transport, particularly impacts on air quality and safety through encouraging a modal switch away from road based transport.	AM02. AM03. AM08,&A M09.	8.Increase in cycling as a transport mode	No relevant Indicator	The SPD helps promote the use of locally sourced materials, which will in turn mean that the general impact to air quality caused by long distance haulage will be cut. However no data currently exists on how successful this has been during the monitoring period.	

SEA/SA Implications	Links To Policies and Indicators			Status of SEA Implication	
	Local Plan Policies	Local Plan Indicators	Core output indicator	Comments	Meeting expected outcome ?
4.) The SPD will assist with future transport needs of the community and ensure that developments are in sustainable locations.	CL09. & AM05.	6. Use of Public transport to the City Centre (bus) 7. New developments over 100 dwellings to have bus access not in excess of 250m from 75% of the development.	3b Amount of new residential development within 30 minutes public transport time, of: A GP; a hospital; a primary school, a secondary school, areas of employment and a major retail centre(s)	No data yet exists on how successful the SPD has been in ensuring that development is with sustainable locations.	

SEA/SA Implications	Links To Policies and Indicators			Status of SEA Implication	
	Local Plan Policies	Local Plan Indicators	Core output indicator	Comments	Meeting expected outcome ?
<i>Regeneration and Employment</i>					
5.) SPD should assist with proposals for redevelopment of land that favours a sustainable approach to job creation and the local economy.	PS05, PS06, PS07, PS08, PS09, PS09a PS09b, UD04 & UD06.	10. Percentage of new housing built on previously developed land. 13. Percentage of new employment development on brownfield sites. 22. Development of sites as proposed in the 5 key project areas.	1a, Amount of floorspace developed for employment by type. 1c, Amount of floorspace by employment type, which is on previously developed land.	During the monitoring period only 48% of employment development was on previously developed land, which is considerably below the expected target of 60%. The SPD will promote a sustainable approach to building which will in turn promote sustainable use of land and job creation	


SEA/SA Implications	Links To Policies and Indicators			Status of SEA Implication	
	Local Plan Policies	Local Plan Indicators	Core output indicator	Comments	Meeting expected outcome ?
<i>Pollution and Contamination</i>					
6.) The SPD should assist with the aim to protect and improve the quality of natural resources air, freshwater resources, soil resources by reducing loss of resources and the spread of pollutants and providing remediation where necessary.	BE16, & BE18	6. Use of public transport to the city centre 8. Increase in cycling as a transport mode 19. Reduction in NO2 and PM10 particulates	7. Number of planning permissions granted contrary to the advice of the Environment agency on either flood defence grounds or water quality. 6b. Amount of municipal waste arising, and managed by management type, and the percentage each management type represents of the waste managed. 9. Renewable energy capacity installed by type.	During the monitoring period no applications were approved which on the grounds of water quality and only one was approved against the advice the EA on flood defence reasons, while the levels of PM10s within Leicester are below the set indicator levels, while 50% of the NO2 monitoring stations are recording levels of below the set indicator levels.	





SEA/SA Implications	Links To Policies and Indicators			Status of SEA Implication	
	Local Plan Policies	Local Plan Indicators	Core output indicator	Comments	Meeting expected outcome ?
7.) The SPD considers the various environmental effects of the demand on utilities and relate resources of new development.	BE16, BE17, BE18, & BE19	14. Percentage of waste arising recycled. 19. Reduction in NO2 and PM10 particulates	9. Renewable energy capacity installed by type.	The levels of PM10s within Leicester are below the set indicator levels, while 50% of the NO2 monitoring stations are recording levels of below the set indicator levels, while the waste recycling centre at Bursom is increasing the amount of recycled waste, which is currently recycling 35% extra waste which would normally go to landfill. The SPD promotes the reuse of materials, and well as encourages developers to locally source materials.	

SEA/SA Implications	Links To Policies and Indicators			Status of SEA Implication	
	Local Plan Policies	Local Plan Indicators	Core output indicator	Comments	Meeting expected outcome ?
Health					
8.) The SPD should promote health.	CL10.	No specific indicator	3b Amount of new residential development within 30 minutes public transport time of; a GP; a Hospital, A primary school, a Secondary School, areas of employment and a major retail centre(s).	It is currently unknown what impact the SPD has upon health.	

SEA/SA Implications	Links To Policies and Indicators			Status of SEA Implication	
	Local Plan Policies	Local Plan Indicators	Core output indicator	Comments	Meeting expected outcome ?

Climate Change

9.) The SPD should help achieve long term cuts in greenhouse gas emissions and conserving energy.	BE16 & BE17,	19. Reduction in NO2 and PM10 particulates	9. Renewable energy capacity installed by type.	The levels of PM10s within Leicester are below the set indicator levels, while 50% of the NO2 monitoring stations are recording levels of below the set indicator levels. The SPD will contribute to the overall goal of lowering these levels as well as CO2 levels, by encouraging developers to use alternative energy productions methods, and other methods such as more energy efficient building methods.	
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	Policy has a positive outcome
	Neutral Policy outcome
	Policy has a negative outcome
	Unable to determine outcome

Appendix 6 - Document List

Leicester City Council Documents. Available at www.leicester.gov.uk

City of Leicester Local Plan	2006
Leicester City Council Local Development Scheme	2006
Leicester Community Plan	2003
Leicester Corporate Plan 2003/2006	2004

Other Documents

DCLG Local Development Framework Monitoring: A Good Practice Guide Available at www.communities.gov.uk/planning	2005
Planning and Compulsory Purchase Act 2004 Available at www.opsi.gov.uk/acts/acts2004/20040005.htm	2004
The Town and Country Planning (Local Development) (England) Regulations 2004 Available at www.opsi.gov.uk/si/si2004/20042204.htm	2004

Census 2001 data available from <http://www.statistics.gov.uk/census2001>

Land Registry data available from www.landreg.gov.uk

NOMIS data available from www.nomisweb.co.uk

Waste Data from <http://www.wastedataflow.org/>

Leicester City
**local
development
framework**



Leicester
City Council



**LOCAL
DEVELOPMENT
SCHEME 2007 -10**

January 2007

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1.0 Introduction

- 1.1 The Planning and Compulsory Purchase Act 2004 introduced a new plan making system at regional and local level and replaced the system of structure and local plans with Regional Spatial Strategies and Local Development Documents. The City Council's first Local Development Scheme was the starting point for preparing the Local Development Framework – the new planning policy framework for Leicester. It covered the period from 2004 - 2007.
- 1.2 This Local Development Scheme provides a public statement of the Council's current planning policies and sets out a programme for the preparation of a portfolio of Local Development Documents (LDDs) over the next three years until 2010
- 1.3 LDDs set out the spatial strategy for the City and comprise development plan documents (DPDs), which will have development plan status and supplementary planning documents (SPDs), which will be material considerations in determining planning applications.
- 1.4 DPDs, together with the Regional Spatial Strategy (RSS), prepared by the Regional Planning Body, comprise the statutory development plan, which is the basis upon which all planning decisions are made. DPDs will have to conform to the RSS and they will progressively replace the City of Leicester Local Plan. The RSS for the East Midlands will replace the Leicestershire, Leicester and Rutland Structure Plan. The legislation includes transitional arrangements that allow these development plans to be 'saved' for a period of three years from the commencement of the Act or adoption of the replacement Plans. Beyond this date relevant policies may be 'saved' if the Local Plan has not been replaced by a DPD,
- 1.5 Community and stakeholder engagement is a fundamental requirement of the planning system. The preparation of local development documents, particularly the Core Strategy, will take account of other key strategies, such as the Community Strategy, the Council's Local Transport Plan (LTP) and Housing Strategy. This will ensure greater public involvement and integration of those strategic priorities that relate to the use and development of land in the City. The LDS includes consultation milestones to inform the public about how and when to get involved with the plan-making process.
- 1.6 The LDS is subject to annual monitoring and review to take account of progress on the three years programme. An annual monitoring report (AMR) assesses how the milestones in the LDS are being met. The City Council's latest AMR was published in December 2006.

Summary

The Local Development Scheme specifies:

- existing development plans to be 'saved'
- existing supplementary planning guidance linked to 'saved' policies
- new Local Development Documents to be produced
- proposed timetable for their preparation and approval
- consultation milestones for community/stakeholder involvement
- arrangements for future monitoring and review

LOCAL DEVELOPMENT FRAMEWORK

Links to other strategies

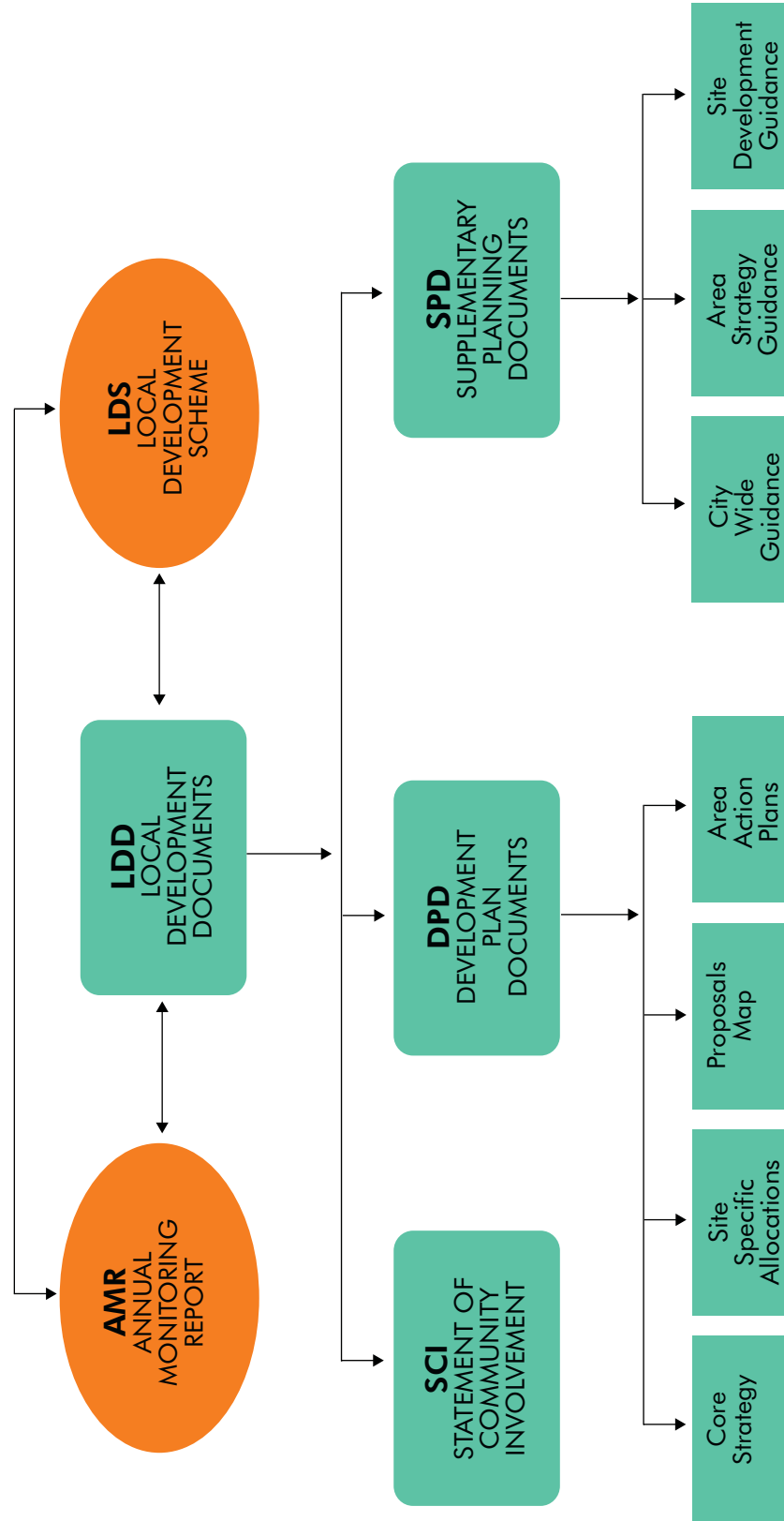


2.0 Content of the Local Development Framework

2.1 In addition to the Local Development Scheme, the new local development framework should also include the following documents:

- Statement of Community Involvement (SCI) sets out the local authority's standards for involving key stakeholders and the local community during the preparation of all local development documents and in considering planning applications.
- Development Plan Documents (DPDs) have development plan status and will be subject to formal consultation and independent examination. These must comprise:
 - ◇ A Core Strategy – a long term spatial vision for the City
 - ◇ Site specific allocations of land
 - ◇ Area Action Plans (where needed)
 - ◇ A Proposals Map
- Supplementary Planning Documents (SPDs) elaborate on policy and proposals in DPDs and are material considerations in the determination of planning applications. They are not subject to independent examination but they must include formal consultation with key stakeholders and the local community.
- An Annual Monitoring Report (AMR) must be published to assess whether policies, targets and milestones have been met and it will inform the annual review of the Local Development Scheme (see paragraph 9.1).

THE LOCAL DEVELOPMENT FRAMEWORK



3.0 Transitional Arrangements

1.1 The new Act includes transitional arrangements that allow for policies in adopted development plans to be 'saved' for a period of three years from commencement of the Act. The current structure plan was adopted in March 2005 and the local plan was adopted in January 2006. These will provide up-to-date planning guidance until they are replaced by the LDDs in the Local Development Framework.

3.2 Saved adopted plans

- Leicestershire, Leicester and Rutland Structure Plan 1996-2016 (March 2005)
- City of Leicester Local Plan (Incorporating the City of Leicester Minerals Plan) (January 2006)
- Leicestershire, Leicester & Rutland Waste Local Plan (Sept 2002)

3.3 The City Council also has a wide range of adopted supplementary planning guidance (SPG), which support the policies of the adopted Local Plan. Appendix 1 identifies existing SPG which is linked to 'saved' policies in the Local Plan and other guidance which will be a material consideration in determining planning applications.

4.0 Local Development Documents

4.1 Statement of Community Involvement

The SCI has been subject to public consultation and independent examination by a Planning Inspector. It was found to be sound and was adopted in September 2006.

4.2 Proposed Development Plan Documents

The City Council has considered which local development documents it intends to prepare over the next three years. The schedule of proposed LDD's and programme chart provide information on timescales and consultation milestones. Given the nature of the 'saved' plans referred to above the Council's main priority will be to produce the following development plan documents.

- **Core Strategy**

The Core Strategy will set out the vision, objectives and spatial strategy for the City. It must be in conformity with the East Midlands Regional Spatial Strategy The Core Strategy will also address the spatial aspects of the Community strategy, as well as other strategies and programmes of key stakeholders in the City.

- **Site Allocations**

This will relate primarily to housing and employment land allocations and will reflect the findings from the recent studies of Employment Land and Open Space and updated information on urban capacity.

- **Proposals Map**

The proposals map is currently included in the adopted City of Leicester Local Plan (2006). The map will be reviewed and kept up-to-date to reflect any new land use proposals in future development plan documents. When the Core Strategy is adopted the map will be revised as necessary.

4.3 Joint Waste Development Plan Documents

The joint Waste DPDs will comprise a Core Strategy, Detailed Development Control Policies, Site Specific Allocations and a Proposals Map. These documents are being prepared jointly with Leicestershire County Council and were the subject of public consultation on Preferred Options in August 2006. Additional public consultation is necessary before submission to ensure that the DPDs are sound.

4.4 Supplementary Planning Documents

A number of supplementary planning documents (SPDs) will be prepared to provide more detailed guidance for 'saved' development plan policies, especially to address the major regeneration areas being promoted through the LRC Masterplan which the City Council accords high priority.

4.5 The following SPD has been adopted.

- **Energy Efficiency**

This provides practical advice on energy conservation and the use of renewable energy in new development. It was adopted in November 2005

4.6 The following SPDs are programmed for preparation and adoption during the next three years.

- **Abbey Meadows**

This provides planning guidance for the regeneration of Abbey Meadows, one of the areas identified for intervention in the Leicester Regeneration Company's Masterplan. Changes to the draft SPD were approved by Cabinet in July 2006 and the SPD will be adopted when a report on the revised SPD is taken to Cabinet in December 2006

- **Employment Land**

This will provide guidance on the need for employment land and the suitability of sites for employment use

- **Tall Buildings**

This will provide design criteria and guidance on the location and heights of buildings above 25 metres; or substantially higher than the predominant height of the buildings in the surrounding area; or buildings which would make a visible impact on the skyline. This SPD has been the subject of public consultation.

- **Waterside**

This will provide planning guidance for the regeneration of the Waterside, one of the areas identified for intervention in the Leicester Regeneration Company's Masterplan. A draft SPD was accepted by the Council in December 2005 subject to further work on the highway infrastructure/network; the method of calculating developer contributions, including affordable housing and the maximum height of buildings. A revised SPD will be produced to include this work.

- **Residential Design Guide**

This will provide detailed criteria for the assessment of individual planning applications for residential development.

- 4.7 The individual LDD profiles (Appendix 2) provide more details on timescales for preparation, the key stages for community involvement and management arrangements.

4.8 Longer Term LDD Preparation

The need for further local development documents will be kept under regular review and will be considered in future versions of the LDS. Following the preparation of the Core Strategy and the Site Allocations DPDs the Council may wish to prepare a document which addresses Development Control policies. The need for this DPD will be considered at the Issues and Options stage of the Core Strategy. As part of the process of compiling an up to date and robust evidence base and realistic development options, further amendments to the programming of SPDs may be necessary. The need for Area Action Plans will also be considered, especially in relation to the city centre regeneration areas.

- 4.8 The need for SPD on Affordable Housing will depend on the content of the new Planning Policy Statement 3 on Housing. If there is a material change such that the Affordable Housing Policy H09 in the City of Leicester Local Plan 2006 is no longer in conformity with government policy then an SPD will be necessary. It will also need to draw on the findings of the Leicester and Leicestershire Housing Market Assessment, which will not be completed until 2007.

- 4.9 In addition Leicester and partners in the Three Cities Sub Area have been designated as a 'New Growth Point' for the period 2006 –2021. New guidance may be necessary for development areas where there is a potential for new or improved infrastructure supported by government funding. This could involve working jointly with adjoining local authorities on appropriate DPDs for new cross-boundary communities.

5.0 Strategic Environmental Assessment /Sustainability Appraisal

- 5.1 Strategic Environmental Assessment (SEA) and Sustainability Appraisal (SA) are an integral process to the preparation of DPDs and SPDs. The sustainability appraisal will inform the assessment and selection of options. This will require the appraisal of environmental, economic and social effects and implications of the spatial planning strategy and policies. Details of these assessments will be published for consultation along with the local development documents.

6.0 Background Evidence Base

- 6.1 A number of studies and surveys have already been undertaken as part of work on the City of Leicester Local Plan and the Leicester Regeneration Company Masterplan. Copies of these documents are available from the City Council or the Leicester Regeneration Company.
- Leicester Playing Pitch Assessment (March 2001).
 - Biodiversity Action Plan.
 - Leicester Regeneration Company (LRC) Masterplan (November 2002).
 - LRC Area Development Frameworks.
 - ◇ Office Core (April 2004).
 - ◇ Abbey Meadows (July 2004).
 - ◇ St George's New Community.
 - ◇ Waterside.
 - Housing Needs Assessment 2002, and 2003 update.
 - Central Leicestershire Retail Study (May 2003).
 - Urban Capacity Study (July 2003).
 - LRC City Centre Retail Capacity Study (Aug 2003).
 - Leicester Strategic Flood Risk Assessment (September 2003).
- 6.2 The following studies have been undertaken to provide the evidence base for the Core Strategy.
- Employment Land Study.
 - Open space assessment.
 - Annual Residential Land Availability Survey.
 - Annual Employment Land Availability Survey.

- 6.3 Other studies are either under way or or are being considered to provide the necessary evidence base for the preparation of future local development documents. These include:
- City Centre Access Strategy.
 - A Housing Land Availability Assessment for the City and the wider area (Principal Urban Area).
 - Housing Market Area Assessment.
 - Gypsy and Traveller Accommodation Needs Assessment (commissioned jointly with Leicestershire and Rutland District Councils).
 - Biodiversity updates.
 - Retail studies.
- 6.4 The need for further up to date background information will be kept under review. Consultation with local communities and stakeholders will contribute towards the development of an evidence base that addresses social, environmental and economic issues and the long term development needs of the City. A strong evidence base will help to ensure that future development plan documents are robust and able to withstand detailed scrutiny by an Inspector at the examination stage.

7.0 Project Management and Resources

- 7.1 The Planning Policy teams within the Planning Policy and Design Group will be primarily responsible for the preparation of the LDF. The Group also undertakes a range of strategic and local planning work, for example, input to the Regional Spatial Strategy for the East Midlands, support for the implementation of the LRC Master Plan, and policy input to planning applications.
- 7.2 The Urban Design teams in the Planning Policy and Design Group Group are responsible for preparing most of the Council's design advice and site specific Supplementary Planning Documents (SPD). In addition, staff in the Regeneration and Culture Department's Development Control and Transport Strategy Groups will also provide an important input to the LDF. Officers in the Council's Housing Department will also provide a specialist input into the preparation of specific local development documents.
- 7.3 Consultants may be engaged on specific projects where there is a lack of expertise or capacity in house or where an independent view on land supply matters is required, for example, the proposed Housing Land Availability Assessment referred to in paragraph 6.2 above.
- 7.4 Joint working is taking place with Leicestershire County Council on the preparation of the Waste Development Framework. Consultants were commissioned on behalf of the County and City Councils to undertake the initial stages of this work and the Sustainability Appraisal.

8.0 Risk Assessment

8.1 An assessment has been carried out to identify factors that could impact on the delivery of the work programme outlined in the LDS. Actions to manage these risks are also identified.

Risk Identified	Likelihood/Impact	Management Action
Staff turnover	Medium/High The creation of additional Government financial resources (PDG) to local planning authorities resulted in new job opportunities. However the loss of experienced staff arising from a Departmental Review will impact on the production of LDDs.	Ensure that sufficient staff resources are available for production of LDDs in the LDF
Programme slippage	Medium/High The Government's PSA6 target for preparing the LDF is very challenging given the greater emphasis on community consultation and sustainability appraisals.	The Council will ensure that progress is carefully monitored and that priority is given to achieving the key milestones set out in the LDS.
Competing work priorities	Medium/High The Planning Policy and Design Group is involved in a wide range of spatial policy work, e.g. regional planning	The high priority for LDF work is recognised and at certain times other work will have to take a much lower priority.
Increased number of representations from community consultation could delay the process	Medium/High There is greater public awareness in the planning process. The front loading of community consultation is likely to result in an increase in representations about development proposals.	The Council will ensure that sufficient resources are available at appropriate times to deal with representations. If necessary, this may include temporary staff to assist with data entry.

Lack of capacity of Planning Inspectorate (PINS) and other statutory agencies to respond	Medium All local authorities will be preparing LDFs to a similar timescale	The LDS provides early notification of the Council's three years programme. This will be reviewed and updated annually.
Examination Process -Soundness of DPDs	Low/High The Planning Inspector may conclude that a DPD is unsound. The first DPDs to go through the examination process have been found unsound.	The Council will follow all procedures and guidance. Regular liaison with Government Office for the East Midlands and the Planning Inspectorate.

9.0 Monitoring and Review

- 9.1 An annual monitoring report (AMR) is prepared to assess the extent to which policies and proposals are being implemented and whether planned development targets are being met. The AMR assists in reviewing the timetable and key milestones for preparing the local development documents set out in the Local Development Scheme. The AMR is based upon the period 1st April to 31st March and should be submitted to the Secretary of State no later than the end of December each year.

10.0 Availability of Documents

- 10.1 The LDS is available from the City Council's Regeneration & Culture Department (Planning Policy and Design Group) and can also be viewed on the Council's website at <http://www.leicester.gov.uk/ldf>. This link also provides information about the adopted City of Leicester Local Plan.

11.0 SCHEDULE OF LOCAL DEVELOPMENT DOCUMENTS

Saved Development Plan Documents

Document	Current Status	Proposed Status	Description and Role	Chain of Conformity	Geographical Area
City of Leicester Local Plan 1996-2016	Adopted January 2006	Saved Plan	Local land use planning and transportation guidance for the City of Leicester	National Planning Policy Guidance, East Midlands Regional Planning Guidance (RSS8), Joint Leicestershire, Leicester & Rutland Structure Plan	City Wide
Joint Leicestershire, Leicester and Rutland Structure Plan 1996-2016	Adopted March 2005	Saved Plan	Strategic land use and transportation guidance for Leicester, Leicestershire, and Rutland	National Planning Policy Guidance, East Midlands Regional Planning Guidance (RPG8)	City wide (but also covers Leicestershire and Rutland County Council areas)
Joint Leicestershire, Leicester and Rutland Waste Local Plan 1995-2006	Adopted 2002	Saved Plan (pending preparation of joint waste LDF)	Waste planning policy guidance for the City of Leicester	National Planning Policy Guidance, East Midlands Regional Planning Guidance (RSS8), Joint Leicestershire, Leicester & Rutland Structure Plan	City wide (but also covers Leicestershire and Rutland County Council areas)

Development Plan Documents

Document Title	DPD	Role and Content	Chain of Conformity	Start of Preparation Process	Public Participation on Preferred Options	Submission to Secretary of State	Pre-Examination Meeting	Examination	Inspector's Report	Adoption
Core Strategy	DPD	Sets out the vision, objectives and strategy for the development of the City	Consistent with national planning guidance and general conformity with regional spatial strategy	January 2007	February 2008	November 2008	February 2009	April 2009	November 2009	March 2010
Site Allocations	DPD	Allocates land for employment and housing use	Consistent with national planning guidance and general conformity with regional spatial strategy and the Core Strategy of the LDF	March 2008	June 2009	February 2010	April 2010	June 2010	December 2010	April 2011
Proposals Map	DPD	City wide plan on Ordnance Survey base to identify specific policies and proposals for development or use of land		The Proposals Map is currently included in the adopted City of Leicester Local Plan. The Proposals Map will be amended following the preparation of the Core Strategy and future Development Plan Documents.						

Joint Development Plan Documents

Document Title	Status	Role and Content	Chain of Conformity	Start of Preparation Process	Public Participation on Preferred Options	Submission to Secretary of State	Pre-Examination Meeting	Examination	Inspector's Report	Adoption
Waste Core Strategy and Development Control Policies	DPD	Sets out the key principles to guide the form of waste management development and the criteria against which planning applications will be considered.	Consistent with national policy for waste planning and general conformity with Regional Spatial Strategy and Regional Waste Strategy.	November 2004	August 2007	February 2008	April 2008	June 2008	December 2008	April 2009
Waste Site Specific Allocations and Policies Document	DPD	To identify land allocated for waste management development.	In conformity with Waste Core Strategy.	November 2004	August 2007	The timetable to be confirmed				
Waste Proposals Map	DPD	Ordnance Survey based plan to identify specific policies and proposals for the development or use of land.	In conformity with the Waste Core Strategy and other Waste DPDs .							

Supplementary Planning Documents

Document Title	Status	Role and Content	Chain of Conformity	Start of preparation	Public Consultation	Adoption
Waterside (Revised)	SPD	To provide planning guidance for the regeneration of the Waterside, one of the areas identified for intervention in the Leicester Regeneration Company's Masterplan.	Supplementary to saved policy PS07 of the City of Leicester Local Plan 2006.	September 2006	October 2007	April 2008
Tall Buildings	SPD	To provide design criteria and guidance on the location and heights of buildings above 25 metres; or substantially higher than the predominant height of the buildings in the surrounding area; or buildings which would make a visible impact on the skyline.	Supplementary to saved policy UD02 of the City of Leicester Local Plan 2006.	January 2005	April 2006	April 2007
Abbey Meadows	SPD	To provide planning guidance for the regeneration of Abbey Meadows, one of the areas identified for intervention in the Leicester Regeneration Company's Masterplan.	Supplementary to saved policy PS08 of the City of Leicester Local Plan 2006.	October 2004	February 2006	April 2007
Employment Land	SPD	To provide guidance on the need for employment land and the suitability of sites for employment use	Supplementary to saved policy E03 of the City of Leicester Local Plan 2006.	July 2006	January 2007	June 2007
Residential Design Guide	SPD	To provide design guidance on new and infill residential development	Supplementary to saved policies UD01, UD02, H12, H14, H15 of the City of Leicester Local Plan 2006.	January 2007	August 2007	December 2007

APPENDIX 1

Relationship between Supplementary Planning Guidance and Saved Policies in the City of Leicester Local Plan.

All SPGs were published originally to support policies in the City of Leicester Local Plan 1994. The Council's first Local Development Scheme linked these SPG also to policies in the then emerging replacement City of Leicester Local Plan. The current City of Leicester Local Plan was adopted in January 2006 and now post dates all the SPG. However these SPG will continue to be linked to policies in the adopted local plan during the transitional period ending in January 2009.

1. City Wide Supplementary Planning Guidance

Document	Date Adopted	Link to Saved Policies in the Adopted City of Leicester Local Plan 2006	Replacement as SPD
Vehicle Parking Standards	September 2002	Policies AM11, AM12	
Guidelines for Class A3 Uses in Local, District and Town Centres	April 2003	Policy R05	
Biodiversity in Leicester	October 2003	Policies GE01, GE02, GE03, GE04, GE05	
Hotels, Hostels and Residential Institutions	June 1995	Policies H16, H17	
Private Day Nurseries	February 1995	Policy CL12	
A Design Guide for House Extensions		Policy H14	
Tree Protection	October 2003	Policy UD06	

2. Area and Site Supplementary Planning Guidance

Document	Date Adopted	Link to policies in the Adopted City of Leicester Local Plan 2006	Replacement as SPD
Guidelines for Class A3 Uses in the City Centre	December 2003	Policies PS09, SPA04	
8 Bowling Green Street & 45-49 Belvoir Street	November 2003	Policies PS04, BE03, BE06, BE08	
St Peter's Lane Site Development Guidance (SDG)	February 2003	Policies PS07, PS09a (1)	To be superseded by Waterside SPD
Bede Island South SDG	May 2002	Policy H01	
The Towers SDG	March 2002	Policies PS09b (17), Table 6.2	
Gypsy Lane Brickworks SDG	February 2002	Policy E13	
Ashton Green: Planning, Design and Development Guidance	December 2001	Policy H01, H02	
Bursom Business Park Extension SDG	April 2001	Policy E14	
Lanesborough Road SDG	March 2001	Policy H01	
Duns Lane SDG	November 2000	Policy PS09a (10)	
All Saints (Vaughan Way) Area Strategy Guidance.	November 2000	Policies PS07,	To be superseded by Waterside SPD
Northgate Street SDG	September 2000	Policies PS07,	To be superseded by Waterside SPD
Quakesick Valley, Hamilton SDG	September 2000	Housing Commitment	
St Augustine's Road SDG	August 2000	Policies PS07, PS09a (10)	To be superseded by Waterside SPD
Granby Halls SDG	November 1996	Policy PS09a (5)	
Office Core Area Development Guidance	December 2004	Policies PS01, PS02, PS05	
New Community Area Development Guidance	April 2005	Policies PS01, PS02, PS06	

3. Council Policy to be taken into account in Planning Decisions

Document	Date Adopted	Links to Policies in Adopted City of Leicester Local Plan 2006
Developer Contributions and the Planning Process (to be replaced by Development Contribution Guidance)	October 2003	Policies IMP01, H09, H03, GE12, GE13, CL02
Former Mundella Community College Site Development Guidance	April 2002	Policies UD01, UD02, UD03

APPENDIX 2

Profiles of Local Development Documents

Core Strategy

OVERVIEW

Role and Subject:	Vision and strategic objectives for the Leicester. Strategic policies and proposals to deliver that vision
Coverage:	City wide
Status:	Development Plan Document
Chain of Conformity:	National planning guidance and East Midlands Regional Spatial Strategy
Partner Authorities:	None

TIMETABLE

Commence preparation:	January 2007
Issues and options for public consultation:	September 2007
Public participation on preferred options:	February 2008
Consideration of representations and preparation of DPD:	March 2008 - August 2008
Submission of DPD:	November 2008
Public consultation on Submission of DPD:	November 2008 - December 2008
Pre-examination meeting:	February 2009
Public Examination:	April 2009
Inspector's Report:	November 2009
Adoption and publication of DPD:	March 2010

ARRANGEMENTS FOR PRODUCTION

Organisational lead:	Head of Planning Policy and Design
Management arrangements:	Directorate, Corporate Directors Board, Cabinet and Full Council
Resources required:	Planning Service Teams, Highways and Transportation, Housing Department, Leicester Regeneration Company
Community and stakeholder involvement:	In accordance with the requirements of the Regulations and the Statement of Community Involvement

POST PRODUCTION

Monitoring and Review Mechanisms:	Annual monitoring report
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Site Allocations

OVERVIEW

Role and Subject:	To identify new sites for employment and housing use
Coverage:	City wide
Status:	Development Plan Document
Chain of Conformity:	National planning guidance, East Midlands Regional Spatial Strategy and Core Strategy
Partner Authorities:	None

TIMETABLE

Commence preparation:	March 2008
Issues and options for public consultation:	October 2008
Public participation on preferred options:	June 2009
Consideration of representations and preparation of DPD:	July 2009 – December 2009
Submission of DPD:	February 2010
Public consultation on Submission DPD:	February 2010 – March 2010
Pre-examination meeting:	April 2010
Public Examination:	June 2010
Inspector's Report:	December 2010
Adoption and publication of DPD:	April 2011

ARRANGEMENTS FOR PRODUCTION

Organisational lead:	Head of Planning Policy and Design
Management arrangements:	Directorate, Corporate Directors Board, Cabinet and Full Council
Resources required:	Planning Service Teams, Highways and Transportation, Housing Department, Leicester Regeneration Company
Community and stakeholder involvement:	In accordance with the requirements of the Regulations and the Statement of Community Involvement

POST PRODUCTION

Monitoring and Review Mechanisms:	Annual monitoring report
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Waste Core Strategy and Development Control Policies

OVERVIEW

Role and Subject:	Sets out the key principles to guide the form of waste management development and the criteria against which planning applications will be considered.
Coverage:	Leicestershire including Leicester City area
Status:	Development Plan Document
Chain of Conformity:	In conformity with Regional Spatial Strategy and Regional Waste Strategy
Partner Authorities:	Leicestershire County Council

TIMETABLE

Commence preparation:	November 2004
Issues and options for public consultation:	March - September 2005
Public participation on preferred options:	August 2007
Consideration of representations and preparation of DPD:	August 2007 – October 2007
Submission of DPD:	February 2008
Public consultation on Submission DPD:	February 2008 – March 2008
Pre-examination meeting:	April 2008
Public Examination:	June 2008
Inspector's Report:	December 2008
Adoption and publication of DPD:	April 2009

ARRANGEMENTS FOR PRODUCTION

Organisational lead:	Joint preparation by Leicestershire County Council & Leicester City Council
Management arrangements:	Directorate, Corporate Directors Board, Cabinet and Full Council
Resources required:	Contract let for the production of a document by consultants up to preferred options consultation stage; joint County/ City officer steering group
Community and stakeholder involvement:	In accordance with the requirements of the Regulations and the Statement of Community Involvement

POST PRODUCTION

Monitoring and Review Mechanisms:	Annual monitoring report
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Waste Site Specific Allocations And Policies

OVERVIEW

Role and Subject:	To identify land allocated for waste management development
Coverage:	Leicestershire including Leicester City area
Status:	Development Plan Document
Chain of Conformity:	In conformity with Waste Core Strategy
Partner Authorities:	Leicestershire County Council

TIMETABLE

Commence preparation:	November 2004
Issues and options for public consultation:	March - September 2005
Public participation on preferred options:	August 2006
Consideration of representations and preparation of DPD:	
Submission of DPD:	To be confirmed
Public consultation on Submission DPD:	
Pre-examination meeting:	
Public Examination:	
Inspector's Report:	
Adoption and publication of DPD:	

ARRANGEMENTS FOR PRODUCTION

Organisational lead:	Joint preparation by Leicestershire County Council & Leicester City Council
Management arrangements:	Directorate, Corporate Directors Board, Cabinet and Full Council
Resources required:	Contract let for the production of a document by consultants up to preferred options consultation stage; joint County/ City officer steering group
Community and stakeholder involvement:	In accordance with the requirements of the Regulations and the Statement of Community Involvement

POST PRODUCTION

Monitoring and Review Mechanisms:	Annual monitoring report
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Abbey Meadows

OVERVIEW

Role and Subject:	To provide planning guidance for the regeneration of Abbey Meadows, one of the areas identified for intervention in the Leicester Regeneration Company's Masterplan
Coverage:	Abbey Meadows Project Area
Status:	Supplementary Planning Document
Chain of Conformity:	Supplementary to saved policy PS08 of the City of Leicester Local Plan 2006

TIMETABLE

Commence preparation:	October 2004
Draft document and sustainability report issued for public participation:	February 2006
Adoption and publication of document:	April 2007

ARRANGEMENTS FOR PRODUCTION

Organisational lead:	Head of Planning Policy and Design
Management arrangements:	Directorate, Scrutiny Committee, Cabinet
Resources required:	Planning Service Teams, Highways and Transportation Teams, Leicester Regeneration Company
Community and stakeholder involvement:	In accordance with the requirements of the Regulations and the Statement of Community Involvement

POST PRODUCTION

Monitoring and Review Mechanisms:	Annual monitoring report
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Waterside

OVERVIEW

Role and Subject:	To provide planning guidance for the regeneration of the Waterside, one of the areas identified for intervention in the Leicester Regeneration Company's Masterplan
Coverage:	Waterside Project Area
Status:	Supplementary Planning Document
Chain of Conformity:	Supplementary to saved policy PS07 of the City of Leicester Local Plan 2006

TIMETABLE

Commence preparation:	November 2004
Draft document and sustainability report issued for public participation:	October 2007
Adoption and publication of document:	April 2008

ARRANGEMENTS FOR PRODUCTION

Organisational lead:	Head of Planning Policy and Design
Management arrangements:	Directorate, Scrutiny Committee, Cabinet
Resources required:	Planning Service Teams, Highways and Transportation Teams, Leicester Regeneration Company
Community and stakeholder involvement:	In accordance with the requirements of the Regulations and the Statement of Community Involvement

POST PRODUCTION

Monitoring and Review Mechanisms:	Annual monitoring report
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Tall Buildings

OVERVIEW

Role and Subject:	To provide design criteria and guidance on the location and heights of buildings above 25 metres; buildings that are substantially (4 storeys or more) higher than the predominant height of the buildings in the surrounding area and buildings which would make a visible impact on the skyline when viewed from key points in and around the city."
Coverage:	City wide
Status:	Supplementary Planning Document
Chain of Conformity:	Supplementary to saved Policy UD02 of City of Leicester Local Plan 2006.

TIMETABLE

Commence preparation:	January 2005
Draft document and sustainability report issued for public participation:	April 2006
Adoption and publication of document:	April 2007

ARRANGEMENTS FOR PRODUCTION

Organisational lead:	Head of Planning Policy and Design
Management arrangements:	Directorate, Scrutiny Committee, Cabinet
Resources required:	Planning Service Teams
Community and stakeholder involvement:	In accordance with the requirements of the Regulations and the Statement of Community Involvement

POST PRODUCTION

Monitoring and Review Mechanisms:	Annual monitoring report
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Residential Design Guide (TBC)**OVERVIEW**

Role and Subject:	To provide detailed criteria for the assessment of individual planning applications for residential development.
Coverage:	City wide
Status:	Supplementary Planning Document
Chain of Conformity:	Supplementary to saved policies UD01, UD02, H12, H14, H15 of the City of Leicester Local Plan 2006

TIMETABLE

Commence preparation:	January 2007
Draft document and sustainability report issued for public participation:	August 2007
Adoption and publication of document:	December 2007

ARRANGEMENTS FOR PRODUCTION

Organisational lead:	Head of Planning Policy and Design
Management arrangements:	Directorate, Scrutiny Committee, Cabinet
Resources required:	Planning Service Teams
Community and stakeholder involvement:	In accordance with the requirements of the Regulations and the Statement of Community Involvement

POST PRODUCTION

Monitoring and Review Mechanisms:	Annual monitoring report
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Employment Land

OVERVIEW

Role and Subject:	To provide guidance on the need for employment land and the suitability of sites for employment use.
Coverage:	City wide
Status:	Supplementary Planning Document
Chain of Conformity:	Supplementary to saved policy E03 of the City of Leicester Local Plan 2006

TIMETABLE

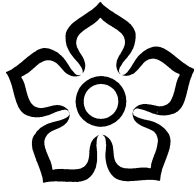
Commence preparation:	July 2006
Draft document and sustainability report issued for public participation:	January 2007
Adoption and publication of document:	June 2007

ARRANGEMENTS FOR PRODUCTION

Organisational lead:	Head of Planning Policy and Design
Management arrangements:	Directorate, Scrutiny Committee, Cabinet
Resources required:	Planning Service Teams
Community and stakeholder involvement:	In accordance with the requirements of the Regulations and the Statement of Community Involvement

POST PRODUCTION

Monitoring and Review Mechanisms:	Annual monitoring report
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Leicester
City Council

WARDS AFFECTED: ALL

**Economic Development and Planning Scrutiny
Committee
Cabinet**

7 December 2006

11 December 2006

Local Development Framework: Revised Local Development Scheme

Report of the Service Director Planning and Policy

1 Purpose of Report

- 1.1 To seek Cabinet's approval for revisions to the Council's Local Development Scheme and to set a date for adoption of the Revised Local Development Scheme.

2 Summary

- 2.1 The Planning and Compulsory Purchase Act 2004 introduced a requirement for local planning authorities to prepare a Local Development Scheme (LDS). This is a public statement and timetable for the production of local development documents. The Council's first Local Development Scheme came into effect in June 2005.
- 2.2 Some revisions are now required to update the timetable for the Core Strategy and to include additional Local Development Documents.
- 2.3 A revised timetable for the Joint Waste Local Development Framework has been discussed with County Council officers but may be subject to further change following guidance from Government Office for the East Midlands.

3 Recommendations

- 3.1 It is recommended that:
- (i) Scrutiny Committee comments on the report;
 - (ii) Cabinet agrees the programme for preparation of local development documents as set out in the Draft Local Development Scheme; and
 - (iii) The Local Development Scheme be submitted to the Secretary of State for approval; and
 - (iv) The Local Development Scheme take effect from 22 January 2007, subject to the Secretary of State's approval
 - (v) The Cabinet Lead for Regeneration and Planning be authorised to approve amendments to the timetable for production of the Waste LDF timetable, in consultation with the Service Director Planning and Policy.

4 Financial & Legal Implications

Financial Implications

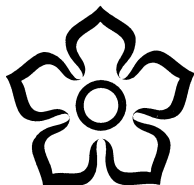
- 4.1 There are no significant financial implications; costs associated with preparing the Scheme are included in the main revenue budget.
Martin Judson R&C Finance ex 7390

Legal Implications

- 4.2 The format and content of the Local Development Scheme is prescribed by the Act and accompanying Regulations.
- 4.3 With regard to the preparation of the Local Development Scheme (which is effectively an overarching document) under the Local Authorities (Functions and Responsibilities) (Amendment) (No 2) (England) Regulations 2004, functions in relation to approval of the Local Development Scheme can be undertaken by Cabinet. Any documents within the Local Development Scheme which are Development Plan documents cannot be the responsibility of the Cabinet under these regulations and will therefore need to be approved by Full Council.
Anthony Cross, Assistant Head of Legal Services, Ext 6362

5 Report Author

Alison Bowen
Senior Planner
Extension number: 7228
alison.bowen@leicester.gov.uk



Leicester
City Council

WARDS AFFECTED: ALL

**Economic Development and Planning Scrutiny
Committee
Cabinet**

7 December 2006

11 December 2006

Local Development Framework: Revised Local Development Scheme

Report of the Service Director Planning and Policy

1. Background

- 1.1 The Planning and Compulsory Purchase Act 2004 requires local planning authorities to prepare a local development scheme (LDS). It is a public statement and programme for the production of local development documents, which will form the new system of Local Development Frameworks (LDF). Regulations and Planning Policy Statement 12: Local Development Frameworks, accompanying the Act prescribe the format and content of the LDS.
- 1.2 The Local Development Frameworks will enable a series of interrelated local development documents to be prepared, rather than a single document covering the whole authority area. These include Development Plan Documents (DPD), that will replace the Local Plan and be the subject of public examination, and Supplementary Planning Documents (SPD). The new system has effective programme management as a key aim. The requirement to produce an Annual Monitoring Report will assess the implementation of the LDS and the extent to which policies are being achieved.
- 1.3 The LDS should identify the key milestones and resources required to prepare local development documents. The key milestones for DPDs are:
 - commencement of the preparation process of a development plan document;
 - public participation on preferred options;
 - submission of development plan document;
 - pre-examination meeting;
 - commencement of the examination; and
 - adoption of the development plan document.
- 1.4 In accordance with the provisions of the Act, the Council's first LDS was submitted to the Secretary of State via regional Government Office (GOEM) in March 2005. The submission of the LDS in time to meet the Government's deadline was one criterion for awarding Planning Delivery Grant to the Council.
- 1.5 The test of 'completion' of the LDS is whether the key milestones (see 1.3 above) set out in the LDS are achieved. These key stages in preparing development plan documents are one of the indicators of efficiency of the new planning system. Future awards of Planning Delivery Grant will, in part, depend on these key milestones being met.

- 1.6 The two priorities for the first LDS were the Statement of Community Involvement and the Core Strategy. The preparation of the Council's Statement of Community Involvement has met all the key milestones leading to adoption in September 2006 and it will be deleted from the forward programme in the LDS.
- 1.7 When the current LDS was prepared the Council was working towards adoption of a replacement Local Plan. The Council commenced the formal adoption procedure in December and adopted the Local Plan on 16th January 2006. Transitional arrangements under the new Act allow for it to be 'saved' for a 3 years until January 2009. Beyond this date relevant policies can still be 'saved' if the Local Plan has not been replaced by a DPD, subject to agreement with Government Office for the East Midlands (goem). Similarly the Leicestershire, Leicester and Rutland Structure Plan will be 'saved' for 3 years until March 2008. These plans will provide up to date development plan coverage, until they are replaced by the new DPDs.
- 1.8 The Core Strategy DPD will set out the strategic planning framework for the City for at least ten years and it will reflect the spatial aspects of the Community Strategy, the Regional Spatial Strategy and other strategies of key stakeholders in the City. The current LDS includes a timetable for preparation of a Core Strategy, leading to adoption before expiry of the 'saved' Local Plan. However now we can benefit from the experience of local planning authorities that have pressed ahead with their Core Strategies and, in the case of Lichfield and Stafford, progressed to public examination. The Core Strategies of both these authorities were found to be 'unsound' by the Planning Inspectors.
- 1.9 The main reasons given for these Core Strategies being unsound were:
- Deficiencies in the front-loading process in failing to reveal matters that would ultimately affect the soundness of the Strategies.
 - The need for better alignment with the RSS
 - Failure to provide a ten year supply of housing
 - Lack of local distinctiveness to the policies
 - Policies not justified by a robust evidence base
 - Not all reasonable options were fully 'tested' and consulted upon
 - Lacking flexibility to deal with changing circumstances
- 1.10 Current advice from goem is that more time should be spent on ensuring that the evidence base for the Core Strategy is robust, before the stage when we will be formally consulting the public.
- 1.11 The LDF Annual Monitoring Report flagged up the need to amend the timetable of the Core Strategy to avoid main holiday periods. It also reported on revisions to the timetable for the Waste DPDs that are being prepared jointly with the County.
- 1.12 The first LDS included a programme for the production of SPDs including three Conservation Area Character Statements. Subsequent government advice confirmed that Conservation Area Character Statements are not SPDs and should not be included in the LDS programme.
- 1.13 The Energy Efficiency SPD was adopted in November 2005, to programme. It is intended that the Abbey Meadows and Tall Building SPDs will be taken to Cabinet for adoption in December 2006. Waterside SPD has been adopted subject to further work on the highway infrastructure/network, developer

contributions, including affordable housing and the maximum height of buildings.

2. The Issues

2.1 The timetable for the production of a Core Strategy has been redrafted to allow time for:

- Compiling a robust evidence base (eg. open space, employment, housing land studies)
- Publication of the panel report on the examination of the RSS. This will confirm new housing figures for Leicester up to 2026 and other strategic policies
- Determining the long term programme for infrastructure to support development that will be brought forward as a result of the successful 3 Cities Growth Points bid.
- Frontloading of consultation with key stakeholders such as Leicestershire Partnership to ensure that the spatial aspects of the Community Strategy and other strategies are taken into account

This will ensure that all options are considered and debated during the consultation on Issues and Options so that the submission Core Strategy is based on a sound evidence base.

2.2 Public consultation on the preferred Options for the Waste LDF ended on October 6th 2006. The County Council, in consultation with the City Council has discussed the future timetable but this is subject to further guidance from goem.

2.3 Revisions to the LDS include also a timetable for preparation of an additional Site Allocations DPD. This will relate primarily to housing and employment land allocations and will reflect the findings from the recent studies of Employment Land and Open Space and updated information on urban capacity.

2.4 New SPDs for Employment Land and a Residential Design Guide will be prepared. The additional work on Waterside SPD will lead to revisions that will require further public consultation and therefore the LDS includes a programme for a revised Waterside SPD.

2.5 SPD on Affordable Housing is not timetabled in the LDS because it will depend on the publication and the content of a new Planning Policy Statement (PPS) on Housing. It also needs to draw on the conclusions of the Leicester and Leicestershire Housing Market Area Assessment which will not be completed until 2007. However the LDS states that an SPD may be produced in the future.

2.6 Also the LDS makes reference to the possible need for SPDs arising from the successful New Growth Points Bid.

2.7 All local development documents must be accompanied by a sustainability appraisal report. Sustainability appraisal is a systematic and iterative appraisal process, incorporating the requirements of the Strategic Environmental Assessment Directive. The purpose of the appraisal is to appraise the social, environmental and economic effects of the strategies and policies in a local development document.

3. Conclusion and Recommendations

- 3.1 A copy of the draft revised Local Development Scheme is attached to this report at Appendix 1.
- 3.2 Members are recommended to approve the LDS for submission to the Secretary of State, through GOEM. Regulations require that there must be a period of at least four weeks between submission and adoption to allow for a response from the Secretary of State. Therefore 22 January 2007 is proposed as the adoption date, to take account of the Christmas holiday.

4. OTHER IMPLICATIONS

4.1

OTHER IMPLICATIONS	YES/NO	PARAGRAPH REFERENCES WITHIN SUPPORTING PAPERS
Equal Opportunities	No	
Policy	Yes	Paragraphs 2.1 – 2.6
Sustainable and Environmental	Yes	Paragraph 2.7
Crime and Disorder	No	
Human Rights Act	No	
Older People on Low Income	No	

Risk Assessment Matrix

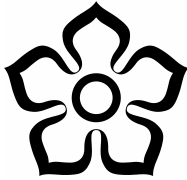
Risk	Likelihood L/M/H	Severity Impact L/M/H	Control Actions (if necessary/or appropriate)
N/A			Not appropriate The Local Development Scheme (section 8.0) includes a risk assessment.

5. Background Papers – Local Government Act 1972

The Planning and Compulsory Purchase Act 2004
 The Town and Country Planning (Local Development) Regulations 2004
 The Town and Country Planning (Transitional Arrangements) Regulations 2004
 The Local Authorities (Functions and Responsibilities) (Amendment) (No 2) (England) Regulations 2004
 Planning Policy Statement 12: Local Development Frameworks
 Creating Local Development Frameworks: A Companion Guide to PPS12
 Leicester City Council Local Development Scheme June 2005

6. Consultations

R&C Head of Finance	Date Consulted 14 September 2006
Head of Legal Services	14 September 2006
Director of Housing	14 September 2006



Leicester
City Council

WARD AFFECTED – SPINNEY HILLS

**FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
CABINET**

11 DECEMBER 2006

RENEWAL EFFICIENCY SAVINGS - FUTURE OF RENEWAL OFFICE AT 99 MELBOURNE ROAD

REPORT OF THE CORPORATE DIRECTOR OF ADULTS AND HOUSING

1. PURPOSE

1.1 To agree the future of this surplus property.

2. SUMMARY

2.1 On 24th July 2006 Cabinet considered a report about the Housing Renewal Efficiency Review, which proposed that three offices be merged into one in order to save managerial and support costs as well as releasing a valuable residential property. Whilst agreeing the proposal to move staff to 111 Ross Walk and to determine the lease on 166 Evington Road, Cabinet deferred their decision on the future of the Renewal Office at 99 Melbourne Road.

2.2 This report selling the property although there is potential for the property to be retained and put to other uses which are discussed in the supporting information at paragraph 4 'Alternative Uses'.

3. RECOMMENDATIONS

3.1 It is recommended that:

- 1 The Renewal Office at 99 Melbourne Road is disposed of by auction and the receipt be used to fund the Housing Capital Programme.
- 2 A Renewal and Grants Surgery continues to be provided from an alternative location in the Spinney Hills Ward until March 2007 at the latest and subject to use by the public.

4. HEADLINE FINANCIAL AND LEGAL IMPLICATIONS

4.1 Financial Implications Rod Pearson x7108

The closure of 99 Melbourne Road as a renewal office was approved as a Housing Department budget reduction during the budget setting process for 2006/07 to 2008/09. The office is due to close prior to the 2007/08 financial year. If it is kept open in 2007/08 the total cost to the Department would be in the region of £8k-£9k for rent, rates, heating, maintenance etc. The Housing Department has no budget for this.

If its sole use were to be for two hour advice surgeries three times per week, then the accommodation cost per surgery (i.e. net of staffing costs) would be around £55. Alternative accommodation could be found for some £14 per surgery. Staffing costs would be

There are a number of alternative uses for the property. These include:

- It is an HRA council house and can be returned to its intended use. There is a shortage of affordable housing in Leicester and a growing bed and breakfast problem.
- It could be sold and the capital receipt could be used for affordable housing. It is estimated the property would realise around £150k to £160k.
- It could be rented out as office space as it has temporary planning permission for this use. It is estimated this would realise in the region of £6,500 per annum.
- It could be rented out at below market rent. The difference between the lower rent and the market rent would be lost income to the HRA.

4.2 Legal Implications Joanna Bunting x6450

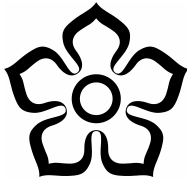
As the Melbourne Road Office is housing stock the Secretary of States consent will be required for disposal.

5. Officers to contact about this report -

Ann Branson, Service Director, Housing Renewal & Options
x6802 or 0116 252 6802 E-mail: Ann.Branson@leicester.gov.uk

Martin Bromley, Head of Renewal & Grants Service
x4132 or 0116 229 4132 E-mail: Martin.Bromley@leicester.gov.uk

Key Decision	Yes
Reason	Is significant in terms of its effect on communities living or working in an area comprising more than one ward.
Appeared in Forward Plan	Yes
Executive or Council Decision	Executive (Cabinet)



Leicester
City Council

WARD AFFECTED – SPINNEY HILLS

**FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
CABINET**

11 DECEMBER 2006

**RENEWAL EFFICIENCY SAVINGS - FUTURE OF RENEWAL OFFICE
AT 99 MELBOURNE ROAD**

REPORT OF THE CORPORATE DIRECTOR OF ADULTS AND HOUSING

SUPPORTING INFORMATION AND APPENDICES

1. BACKGROUND

- 1.1 One of the most significant features of the Council's three-year revenue strategy, agreed in February 2006, is a substantial efficiency drive, which includes management restructuring in all departments. We have achieved management restructuring of the Renewal & Grants Service by centralising staff to one location in Ross Walk, Belgrave. As part of this centralisation, staff have been withdrawn from area offices at 99 Melbourne Road (Spinney Hills Ward) and at 166 Evington Road (Stoneygate Ward). Notice has been given to determine the lease on 166 Evington Road at its anniversary in February 2007 as agreed by Cabinet in July 2006.
- 1.2 Following concerns raised by Ward Councillors the Corporate Director of Housing agreed with the Leader of the Council that the usual advice sessions would continue to run at these two offices in the short term. As a consequence of that decision the proposed efficiency savings for 2006-07 were reduced by £17,000 from £113,000 down to £96,000 and an additional charge made on the capital programme for 2006-07 of £38,000.
- 1.3 One of the historical features of the Council's Housing Renewal Strategy has been an area-based approach. After declaration of an area it was usual for a local Renewal Office to be opened enabling staff to work closely with the local community. Part of this work was providing local advice surgeries, supporting Resident Associations and liaison with other agencies and departments about area issues and on behalf of individual residents.
- 1.4 Due to the changing nature of the areas covered by the Renewal Area programme there will no longer be extensive community involvement and no need for local offices. However individual residents will continue to be consulted on work to their own homes. These changes were agreed by Cabinet on 9th January 2006 after considering a report entitled "Decent Homes in the Private Sector/ Review of Policy".

- 1.5 Renewal Areas have been declared since 1990; prior to that Housing Action Areas were declared. These areas tackled the most deprived inner city areas of the City. These areas had major economic and environmental problems. Renewal Areas and Housing Action Areas aimed to completely 'turn around' the conditions in the areas and residents' and public perception. This comprised of major public involvement, liaison with other Council services and tackling issues beyond just housing, for example, empty sites, eyesore non-residential buildings, traffic problems and the renewal of underground services and pavements. A Renewal Office was always opened in the area. Leicester's success was nationally recognised. As the area programme has moved on, the problems of house condition and low-income owner occupation are still found, but overall confidence in the areas is higher than it used to be. Other Council and Leicester Partnership programmes operate in many of the areas and the need for housing to lead, rather than be a part of, the regeneration has lessened. In addition area offices have become more costly to set up and less viable because the time spent in an area has decreased.
- 1.6 All homeowners who receive assistance with home improvements and home maintenance are offered help through our Home Improvement Agency Service. The Home Improvement Agency Officer obtains estimates for the work, handles all the details of the grant application, and oversees the work on site. Contact with the service user is by telephone and by home visit. The service user has little need to call into the office in person.
- 1.7 The annual number of visitors to this Renewal Office varies but has generally been about 950 equating to some 18 visitors per week. This weekly average has been decreasing over the past twelve months. The cost of continuing to provide advice sessions at Melbourne Road will be considerable since staff relocated to Ross Walk. Following a risk assessment exercise we have determined that the advice surgeries need to be resourced by two members of staff. This entails them travelling from Belgrave for each session.

2 THE OFFICE

- 2.1 99 Melbourne Road is part of the Council's housing stock and is included in the Housing Revenue Account. Limited period planning approval for change of use from house to an office was obtained originally in 1985. Further applications have been made to continue the use. The most recent application was in January 2006 and permission was obtained to continue the use as an office up to 31st March 2011.
- 2.2 Closure of this office has been under consideration for some years since the expiry of the last declared area in Highfields. However successful bids were made to run projects in the area funded through SRB2. The office was retained in order to assist with the administration of those projects, which have now all ended.
- 2.3 The cost of running this office, including rent, is currently some £6,000pa. It has been under-occupied in the past and opportunities have been taken to provide space to other projects needing a base in the general area. However there are no such projects in residence at present.

- 2.4 The Head of Renewal & Grants Services has identified that a Renewal Surgery could be held at the Highfields Community Centre on Melbourne Road, subject to negotiation over times and days. The cost will be £14 per session. There is budget provision for this until March 2007. This would be run by staff from Ross Walk.

3 ADVICE PROVISION

- 3.1 In the past Renewal & Grants services in a declared area were delivered through an area office that was set up for the life of the declared area. The principal purpose was to provide specialist advice about the renewal services available but staff also took on queries about other Council services and provided assistance in dealing with the issues raised or by passing the queries onto specialists.
- 3.2 There is no longer any need for Renewal & Grants staff to provide general advice as this is provided through the Council's Customer Service Centres who handle more than 2,000 personal visits and 500 telephone enquiries per week. In addition many services are now available 'on-line'.
- 3.3 A few local residents find the Renewal Office very useful because of its location but their advice and information needs can be met through other existing provision.

4 ALTERNATIVE USES

- 4.1 *If this property is to be retained and let as an office the market rent would be some £6,500pa, which is nearly three times the rent charged for social housing. However letting at a reduced rent would result in lost income to the HRA (see financial implications).*
- 4.2 *A general meeting is to be held on 6th December to set up a St Peters Tenants and Residents Association (TARA). This office would provide suitable accommodation for their purpose. However, they have a limited budget and could not afford to take on the whole property. They would therefore need to share with some other compatible user.*
- 4.3 *In the July report mention was made that discussions had been held with BUILD who are a voluntary group funded by the Youth Offending Team, who are looking for premises in East Leicester. That report commented that, "At this stage, it is unlikely the group could get sufficient funding to take on the premises".*
- 4.4 *Ward Councillors have been very active in seeking alternative uses. They have been speaking with the Federation of Muslim Organisations (FMO) and arranged viewing of the property. FMO have confirmed that they are very interested in using this office.*
- 4.5 *Paresh Chanderana has informed me that Cllr Karim will be contacting Roger Blackmore of their interest today (20/11). I have also received this email from Cllr Karim this morning (20/11):*

Dear Martin,

Just to let you and other parties involved, that we had a chance to view the above property in the presence of Paresh, Housing Managing Officer last Sunday. FMO committee members showed positive interest and are happy to share the property with BUILD.

BUILD could not make the visit but they showed interest on telecon. with Cllr. Mussa.

Please let me know what other information you require from these two groups to back it up with your report which is going to the Committee.

We have yet to sort out about TARA premises and we are still discussing with Cllr. Paul. A suggestion was made for a Repossessed butcher shop in St. Peters Estate but we have yet to hear from the housing and property services regarding the availability not forgetting that we are having a public meeting on the 6th December, 2006 after which we shall require a definite place to operate from.

I will keep posted as soon as I hear about this property.

Regards

*Mustafa KARIM
Cllr. Spinney Hills Ward*

5 OTHER IMPLICATIONS

OTHER IMPLICATIONS	YES/NO	Paragraph references within Supporting Information
Equal Opportunities	YES	
Policy	YES	
Sustainable and Environmental	NO	
Crime and Disorder	NO	
Human Rights Act	NO	
Elderly/People on Low Income	YES	

6 BACKGROUND PAPERS - LOCAL GOVERNMENT ACT 1972

- Housing Strategy 2005 - 2010
- "Decent Homes in the Private Sector / Review of Renewal Strategy Policy". Report to Cabinet, 9th January 2006.
- "General Fund Revenue Budget Strategy 2006/07 to 2008/09". Report of the Chief Finance Officer to cabinet 20 February 2006 and then to Council on 22 February 2006
- "Renewal Efficiency Savings - Future of Renewal Offices". Report to Cabinet, 24th July 2006
- Background Files held by the Corporate Director of Housing.

7 CONSULTATIONS

Cabinet Link for Housing - Councillor Paul Smith and Spinney Hills Ward Councillors.

8 AIMS AND OBJECTIVES

The Aim of the Housing Services is 'A decent home within the reach of every citizen of Leicester'.

This report contributes to that aim through the following objectives:

1. To improve the condition of Leicester's housing stock and resolve unfitness in all sectors.
 3. To reduce the number of empty and under-occupied homes in Leicester.
 4. To enable all the citizens of Leicester to find and retain a home which suits their needs.
 5. To offer citizens housing choices and full mobility between tenures, locations and types of home.
 6. To enable citizens of Leicester to stay in their homes as long as these homes continue to meet their needs.
 7. To enable all citizens to have access to affordable warmth and a healthy living environment.
- 8.2 To support and develop residents groups in declared areas.

9 Officers to contact about this report -

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**WARDS AFFECTED
ALL WARDS (CORPORATE ISSUE)**

Resources and Corporate Issues Scrutiny Committee	16th November 2006
Housing and Community Safety Scrutiny Committee	7th December 2006
CABINET	11th December 2006
COUNCIL	25th January 2007

Local Discount for Furnished but Unoccupied Properties

REPORT OF THE CORPORATE DIRECTOR OF ADULTS AND HOUSING

1. Purpose of Report

- 1.1 This report proposes that from 1st April 2007 the Local Discount currently granted to those responsible for paying council tax on furnished but unoccupied properties be withdrawn leading to £137k additional revenue to the Council.

2. Summary

- 2.1 The Local Government Act 2003 allowed local authorities to introduce local discounts. The local discount options for furnished unoccupied properties range from making no Council Tax charge to a charge of 90%. From 1st April 2004, the City Council resolved to charge 50% Council Tax instead of the minimum of no charge for the first six months that a furnished property remained unoccupied, to encourage properties to be occupied.
- 2.2 It is now considered that further incentives to bring empty properties into use are required in line with the Councils Empty Homes Strategy, which is a key CPA indicator and the full charge of 90% Council Tax is proposed by removing the 40% local discount.

3. RECOMMENDATIONS

It is recommended that: -

- 3.1 the Resources and Corporate Issues and the Housing and Community Safety Scrutiny Committees note the report;

- 3.2 the Cabinet recommend to the Council that the local discount on furnished but unoccupied homes be removed from 1st April 2007; and
- 3.3 The Council determines that, for periods commencing 1st April 2007 and onwards, the local discount awarded in respect of furnished but unoccupied dwellings under the provisions of the Local Government Finance Act 1992 (Section 11A) shall be removed.

4. HEADLINE FINANCIAL IMPLICATIONS (Rod Pearson)

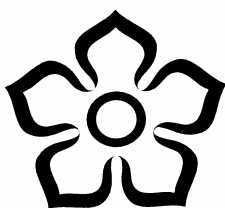
- 4.1 There are currently 1,100 empty furnished properties subject to the local discount, which results in a loss of income to the Council of £137k. It is anticipated that the removal of the local discount will help reduce the number of empty furnished properties by letting them sooner. In total, therefore, the recommendations in this report will lead to an increase in revenue, from Council Tax (at current Council Tax levels), of £137k. This will not affect the Council Tax base and will therefore have no effect on Revenue Support Grant. Government rules permit Local Authorities to keep this income, which is not subject to the usual rules, whereby tax income is 'equalised' nationally.

5 HEADLINE LEGAL IMPLICATIONS (Peter Nicholls)

- 5.1 Section 11A of the Local Government Finance Act 1992 (as inserted by Section 75 of the Local Government Act 2003) gives a local authority power to set, vary or revoke a decision to set a local discount. For the new decision (determination) to apply from 1st April 2007 it must be made before the beginning of the new financial year and sufficiently before the start of the financial year so as to allow the publication of a notice in a newspaper circulating in the area.

6. REPORT AUTHOR/OFFICER TO CONTACT

Alan Lemmon
Quality and Performance Manager
Revenues and Benefits
(Extn (38 5102))



Leicester
City Council

WARDS AFFECTED

ALL WARDS - CORPORATE ISSUE

Resources and Corporate Issues Scrutiny Committee
Housing and Community Safety Scrutiny Committee
CABINET
COUNCIL

16th November 2006
7th December 2006
11th December 2006
25th January 2007

Local Discount for Furnished but Unoccupied Properties

REPORT OF THE CORPORATE DIRECTOR OF ADULTS AND HOUSING

SUPPORTING INFORMATION

1 REPORT

- 1.1 The Local Government Act 2003 gave local authorities a number of new discretions that could affect the level of Council Tax levied in respect of certain types of unoccupied property.
- 1.2 The City Council decided to use these discretionary powers and resolved that from 1st April 2004, an unoccupied furnished property would be charged 50% Council Tax for the first 6 months (maximum discretion would allow no charge to be made in the first 6 months).
- 1.3 However, the City Council is very keen to reduce the number of unoccupied properties in the City via its Empty Homes Strategy, which is a key CPA requirement, and it has become clear since 2004 that the Council could strengthen this aim by increasing the charge to the maximum of 90% Council Tax for the first 6 months.
- 1.4 There are currently 1,100 properties receiving the benefit of the local discount (i.e. 40%) at a cost to the Council of £137,000.
- 1.5 There may be reasons why a furnished property is unoccupied including:
 - it is a persons second home or
 - the property is awaiting a new tenant.
- 1.6 While the first reason is a choice of the owner to have a second property, in the second case, the removal of the local discount will help encourage the quick letting of the property so as to pass the Council Tax cost from the landlord to the tenant.

- 1.7 When a developer has, for example, converted a factory into flats and they are empty and awaiting sale. These would only be classed as furnished if they had beds and settees as well as white goods.
- 1.8 There are a number of instances where a property may be furnished and unoccupied where a 50% charge is still appropriate and the Government recognise this. The proposed change in the operation of the scheme will not affect these cases as they are protected by statute. These cases include:
- cases where ministers of any religion are required to live elsewhere for the better performance of their duties
 - where the nature of a persons job requires them to live elsewhere for the better performance of their duties
 - Service personnel who live in accommodation provided by the Ministry of Defence

2 FINANCIAL IMPLICATIONS

- 2.1 The removal of the local discount will enable the City Council to raise approximately £137,000 extra income per annum without the need to raise the overall level of Council Tax.

3 LEGAL IMPLICATIONS

- 3.1 Section 11A of the Local Government Finance Act 1992 (as inserted by Section 75 of the Local Government Act 2003) gives a local authority power to set, vary or revoke a decision to set a local discount. For the new decision (determination) to apply from 1st April 2007 it must be made before the beginning of the new financial year and sufficiently before the start of the financial year so as to allow the publication of a notice in a newspaper circulating in the area.

4 OTHER IMPLICATIONS

OTHER IMPLICATIONS	YES/NO	Paragraph References Within Supporting Information
Equal Opportunities Policy	No	
Sustainable and Environmental	Yes	1.4
Crime and Disorder	No	
Human Rights Act	No	
Elderly and People on Low Incomes	No	

5 BACKGROUND PAPERS – LOCAL GOVERNMENT ACT 1972

Local Government Act 2003

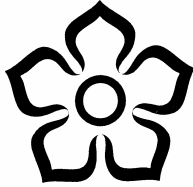
6 CONSULTATIONS

The Corporate Director of Housing and the Head of Legal Services have supplied much of the information and have been consulted in the preparation of this report.

7 REPORT AUTHOR/OFFICER TO CONTACT

Alan Lemmon
 Quality and Performance Manager
 Revenues and Benefits
 (Extn (38 5102))

Key Decision	Yes
Reason	Is significant in terms of its effect on communities living or working in an area comprising more than one ward. Part of the budget and policy framework.
Appeared in Forward Plan	Yes
Executive or Council Decision	Council



Leicester
City Council

WARDS AFFECTED
All Wards

CABINET

11th DECEMBER, 2006

**SCHEME OF DELEGATION: REVIEW OF DECISIONS MADE AT
CORPORATE DIRECTOR LEVEL**

REPORT OF THE DIRECTOR OF RESOURCES

1. PURPOSE OF REPORT

The purpose of this report is to provide Cabinet with a routine summary of decisions made at Corporate Director level in consultation with Cabinet Leads.

2. REPORT

At its meeting on the 30th June, 2005, Council resolved that the Town Clerk introduce a system whereby decisions made by the Chief Executive / Corporate Directors in consultation with relevant Cabinet Lead members are recorded and reported to Cabinet for information.

A summary of decisions made during the period 1st June to October 31st, 2006 is shown attached as **Appendix A**. This includes a summary of waivers of Contract Procedure Rules approved by the Town Clerk in accord with Contract Procedure Rules.

2. RECOMMENDATIONS

Cabinet is recommended to note the summary of decisions made at Corporate Director level in consultation with Cabinet Leads during the period June to October , 2006, as summarised in **Appendix A**.

3. HEADLINE FINANCIAL AND LEGAL IMPLICATIONS

There are no direct financial implications arising from this report.

Legal implications: it is within Cabinet's remit to keep under review and change its Scheme of Delegation as necessary.

Contract Procedure Rules may be waived by the Town Clerk after consultation with the relevant Cabinet Member(s) but these decisions must be reported to Cabinet for information (Contract Procedure Rule 4.2(b)).

OTHER IMPLICATIONS	YES/NO	Paragraph references within supporting information
Equal Opportunities	No	
Policy	No	
Sustainable and Environmental	No	
Crime and Disorder	No	
Human Rights Act	No	
Elderly/People on Low Income	No	

3. BACKGROUND PAPERS – LOCAL GOVERNMENT ACT 1972

The Council's Constitution, including Cabinet's Scheme of Delegation; and records received by the Town Clerk from Corporate Directors which have been used to compile this report.

4. CONSULTATIONS

Chief Executive and all Corporate Directors
Charles Poole, Service Director – Democratic Services

5. REPORT AUTHOR

Peter Nicholls, Service Director – Legal Services, x6302
Geoff Organ, Head of Corporate Procurement, Support and Income, x6014

Key Decision	No
Reason	N/A
Appeared in Forward Plan	N/A
Executive or Council Decision	Executive (Cabinet)

APPENDIX A

DECISIONS MADE BY CORPORATE DIRECTORS / CHIEF EXECUTIVE IN CONSULTATION WITH CABINET LEADS DURING THE PERIOD JUNE TO OCTOBER, 2006

Date of decision	Nature of decision	Corporate Director	Member(s) consulted	Nature of Members' comments	Date of Member consultation
9 TH June, 2006	Renewed advertising contract with the Leicester Mercury	Resources	Cllrs. Coley & Grant	Supported proposal	9 th June, 2006
19 th June, 2006	Capital Receipt Initiatives Proposed Schemes	Housing	Cllr. Smith	Supported proposals	19 th June, 2006
21 st June, 2006	The Urban Congestion Target LTP7 – Leicestershire Local Transport Plan 2006-2011, Confirmation of values to the government in order that the national PSA target can be set before the parliamentary recess.	R&C	Cllr. Mugglestone	Noted and authorised.	21 st June, 2006
21 st June, 2006	Programme of enforcement action re; age restricted products	R&C	Cllr. Mugglestone	Endorsed	21 st June, 2006
21 st June, 2006	Cllr. Allen's involvement and proposed course of action regarding members regulatory champion.	R&C	Cllr. Mugglestone	Supportive	21 st June, 2006
21 st June, 2006	Proposed City Council response to the Melton Borough Council Local Development Framework issues and options paper.	R&C	Cllr. Scuplak	Supportive	21 st June, 2006

Date of decision	Nature of decision	Corporate Director	Member(s) consulted	Nature of Members' comments	Date of Member consultation
21 st June, 2006	Proposal to declare a Granby Street Conservation Area.	R&C	Cllr. Scuplak	Supportive	21 st June, 2006
27 th June, 2006	Waiver of recruitment policy to allow staff over 70 to transfer to the Council from the previous building cleaning contractor.	Resources	Cllrs. Coley & Grant	Waiver supported, provided generally support and no adverse cost.	9 th June, 2006
28 th June, 2006	Report on Nottingham East Midlands Airport	R&C	Cllr. Mugglestone	Noted and supported	28 th June, 2006
28 th June, 2006	City to issue joint press release with County Council led by County Council on transport innovation fund.	R&C	Cllr. Mugglestone	Supportive	28 th June, 2006
28 th June, 2006	Implement the agreed budget change for Stocking Farm Library on the basis of a self-service book provision located in the adjacent Healthy Living Centre.	R&C	Cllr. Mugglestone	Consulted and agreed by Director	28 th June, 2006
5 th July, 2006	Pest control fees and charges 2006/7. Current charges without concessions to be kept but situation to be kept under review.	R&C	Cllr. Mugglestone	Agreed	5 th July, 2006
5 th July, 2006	City Council's involvement in the Community Woodland Greenspace Project to go to the next stage which will be a feasibility study considering	R&C	Cllr. Mugglestone	Approved	5 th July, 2006

Date of decision	Nature of decision	Corporate Director	Member(s) consulted	Nature of Members' comments	Date of Member consultation
	options and financial projections.				
5 th July, 2006	Contract for the provision of parking enforcement services to be awarded to Vinci Park Services Ltd on the grounds of quality and price.	R&C	Cllr. Mugglestone	Supported	5 th July, 2006
5 th July, 2006	Property Services - developer contributions as set out in para 6.5 of the Cabinet report.	R&C	Cllr. Scuplak	Confirmed support	5 th July, 2006
5 th July, 2006	Developer Contributions Officer post	R&C	Cllr. Scuplak	Supportive of either option A or B (R&C Dept to decide on best way to handle this)	5 th July, 2006
5 th July, 2006	Proposals to spend the Planning Delivery Grant 2006/7	R&C	Cllr. Scuplak	Supportive and no need to report the matter to Cabinet	5 th July, 2006
19 th July, 2006	Operate a weekly Sunday market at Leicester City Football Club with a review after one year. Application for 6 farmers markets per year from Blaby.	R&C	Cllr. Mugglestone	Supported	19 th July, 2006
19 th July, 2006	Request by Economic Development and Planning Scrutiny Committee to ask the	R&C	Cllr. Mugglestone	Supported	19 th July, 2006

Date of decision	Nature of decision	Corporate Director	Member(s) consulted	Nature of Members' comments	Date of Member consultation
	County Council to invite them to a discussion about the waste development framework at a future meeting of their relevant County Scrutiny Committee – possibly 24 th August.				
26 th July, 2006	Proceed with the planning application for short term traveller site as soon as possible	R&C	Cllr. Mugglestone	Confirmed	26 th July, 2006
26 th July, 2006	November implementation date for Leicester Council Act 2006 acceptable.	R&C	Cllr. Mugglestone	Confirmed	26 th July 2006.
26 th July, 2006	Commencement of work on Watermead Bridge and Redhill Circle Flyover on the understanding.	R&C	Cllr. Mugglestone	Supported on the understanding that the work would be completed by 31 st March, 2007 at the latest and that the Christmas Moratorium be not applied on this occasion to avoid any delay in completion.	26 th July, 2006
26 th July, 2006	Belgrave Mela proposal for an Asian Arts and Cultural event in the City Centre in 2006.	R&C	Cllr. Mugglestone	Agreed	26 th July, 2006

Date of decision	Nature of decision	Corporate Director	Member(s) consulted	Nature of Members' comments	Date of Member consultation
28 th July, 2006	Authorisation for Empty Homes Team Property Disposals on Open Market/Auction re; 60 Oak Street and 32 Broad Avenue.	Housing	Cllr. Smith	Agreed	31 st July, 2006
2 nd Aug, 2006	Christmas moratorium on road works need not apply to the Watermead Way Bridge and Redhill Circule Flyover works.	R&C	Cllr. Mugglestone	Confirmed	2 nd Aug, 2006
2 nd Aug, 2006	In 2006 one pre-existing moving tableau with Christmas trees, café area and entertainment in a performance space Town Hall Square. Officers to reconsider an ice rink in 2006 and 2007 subject to the availability of funding to cover the costs involved.	R&C	Cllr. Mugglestone	Supported	2 nd Aug, 2006
9 th Aug, 2006	Draft of additional casino submission to the Casino Advisory Panel	R&C	Cllrs. Mugglestone and Scuplak	Agreed subject to any last minute drafting by 10.8.06.	9 th Aug, 2006
9 th Aug, 2006	Columbine Road – issue provisional certificate; liaise with Trustees and bus companies; price up the new turning circle required if road stays closed and any other	R&C	Cllr. Mugglestone	Agreed	9 th Aug, 2006

Date of decision	Nature of decision	Corporate Director	Member(s) consulted	Nature of Members' comments	Date of Member consultation
	remedial works.				
16 th Aug, 2006	Consultation exercise on draft rights of way improvement plan to comply with the Countryside and Rights of Way Act, with a view to publishing a ROWIP by May, 2007.	R&C	Cllr. Mugglestone	Agreed consultation period would be from 21 st August to 3 rd November, 2006	16 th August, 2006
30 th Aug, 2006	TB to chair the LEAP meeting on the 11 th September.	R&C	Cllr. Scuplak	Confirmed chair and endorsed agenda.	30 th Aug, 2006
30 th Aug, 2006	List of LRC programme priorities to be funded by Prudential Borrowing (paragraphs 8-10)	R&C	Cllr. Scuplak	Supported	30 th Aug, 2006
30 th Aug, 2006	Work should proceed on the basis of the paper relating to the Core Strategy of the Local Development Framework for Leicester.	R&C	Cllr. Scuplak	Agreed.	30 th Aug, 2006
30 th Aug, 2006	Business improvement district in Leicester.	R&C	Cllr. Scuplak	Supported option A	30 th Aug, 2006
11 th September, 2006	Adoption of a revised internal Audit Charter	Resources	Cllr. Coley	Supported.	11 th September, 2006
13 th September, 2006	Proposed supporting the bus link to Nottingham East Midlands Airport from years 1-3 with a £20,000 p.a revenue and capital	R&C	Cllr. Mugglestone	Supported	13 th September, 2006

Date of decision	Nature of decision	Corporate Director	Member(s) consulted	Nature of Members' comments	Date of Member consultation
	contribution. The service should be self-financing after three years and officers would review the Council's contributions after a 3 year break.				
19 th September, 2006	Revise the Council's motorcycle allowances to a single rate based on the Inland Revenue "not for profit" rate.	Resources	Cllrs. Coley & Grant	Supported	11 th September, 2006
19 th September, 2006	Formalise custom and practice which has developed about comparing old and new jobs in staffing reviews when responsibilities had become accepted over time and also in relation to generic working.	Resources	Cllrs. Coley & Grant	Supported.	11 th September, 2006
20 th September, 2006	Proposed arrangements for the disposal and making of Belgrave House which form part of the ring fenced programme.	R&C	Cllr. Mugglestone	Supported.	20 th September, 2006
27 th September, 2006	LABA dinner and the awards event.	R&C	Cllrs. Mugglestone and Scuplak	Agreed City Council representatives should attend.	27 th September, 2006
27 th September, 2006	LEAP Board meetings on 23 rd October and 29 th January,	R&C	Cllr. Scuplak	Draft agenda for 23 rd October	27 th September, 2007

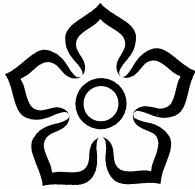
Date of decision	Nature of decision	Corporate Director	Member(s) consulted	Nature of Members' comments	Date of Member consultation
	2007.			meeting approved. Agreed to chair LEAP Board meeting on 29 th Jan, 2007.	
18 th October, 2006	Discounted sale of HRA land at Montreal Depot site, St. Matthews to DeMontfort Housing Society.	Housing	Cllr. Smith	Agreed	19 th October, 2006
18 th October, 2006	Authorisation of HRA property disposals: 161 Gooding Avenue and 108 Monmouth Drive	Housing	Cllr. Smith	Agreed	19 th October, 2006
18 th October, 2006	Authorisation of HRA Property Disposal: 4 Pilkington Road	Housing	Cllr. Smith	Agreed	19 th October, 2006
17 th November, 2006	Initiation of the Review of Communications, Marketing and Reputation.	Resources	Cllrs. Coley and Grant. Resources Scrutiny Committee.	Supported	30 th October, 2006. 16 th November, 2006
20 th November, 2006	Footbridge to be constructed at Hamilton	Resources	Cllrs. Coley, Grant, Scuplak, Mugglestone and Thompson	Supported subject to crossing at close to the junction as site levels will permit.	10 th November, 2006.
21 st November, 2006	Organisational review to merge Resources and the Chief Executive's office and establish the Partnership	Resources	Cllrs. Coley and Grant	Supported, subject to a minor adjustment in member support	30 th October, 2006

Date of decision	Nature of decision	Corporate Director	Member(s) consulted	Nature of Members' comments	Date of Member consultation
	Team.			which was accepted after further staff consultation.	

WAIVERS OF CONTRACT PROCEDURE RULES APPROVED BY THE TOWN CLERK DURING THE PERIOD JUNE TO OCTOBER, 2006

Date	Scheme	Contract Procedure Rule affected	Reason for waiver	Member who was consulted and gave support
10th Aug, 2006	Single Assessment Process for Older People	Sec 2, 14.1.1	Central Government requires all Councils to implement a Single Assessment Process for Older People. To avoid social workers having to double enter all data, a data transfer solution was required. The waiver allowed a restricted tendering process to take place to ensure the SAP system was operational by September 2006.	Councillor Gill
17 th Aug, 2006	NRF Budget schemes	Section 3, 7	The NRF budget is available to spend only within the current financial year and although other service providers exist there was insufficient time to tender for the service and spend this portion of the NRF budget within the year. Without the waiver, this portion of the Fund would probably be lost.	-
17 th Aug, 2006	City Centre Retail Circuit (Economic Analysis)	Section 3, 11	The tenderer offering the most economically advantageous response to the Council's Invitation to Tender requested significant changes to the standard form of Consulting Contract used by the Council. As this was a desktop research study with no contact with the general public and no works involved, the risks were considered low.	-

13 th Sept, 2006	Telecare Contract	Section 2 and Section 3	The waiver enabled use of the NHS Purchasing and Supply Agency, National Framework Agreement, to purchase Preventative Technology equipment and services. The contract was fully EU compliant but NHS is not named within our CPRs.	-
3rd Oct, 2006	Equality & Diversity Support Service	Section 3, 11 and 19	This waiver allowed for NRF funding for the Equality & Diversity Support Services (EDSS) to continue to work on the project to embed equality and diversity across the Local Area Agreement (LAA). Without the waiver, the portion of the budget would probably have been lost.	-



Leicester
City Council

WARDS AFFECTED
All Wards

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
Children and Young People's Scrutiny Committee
Cabinet

15th November 2006
11th December 2006

OfSTED/CSCI Annual Performance Assessment (APA) judgement: 2006

Report of the Director of Children and Young People's Services

1. Purpose of the Report

- 1.1 To inform Cabinet of OfSTED/CSCI's judgements on the Council's services for children and young people.

2. Summary

- 2.1 Overall, Leicester is graded as a good performing Council with good capacity to improve.
- 2.2 The 2006 APA report identifies the Council's key strengths in relation to each of the five outcome areas for children and young people – being healthy, staying safe, enjoying and achieving, making a positive contribution and achieving economic well-being.
- 2.3 The report also identifies some key areas for improvement and aspects of the service which will be focussed upon in the next APA.

3. Recommendations

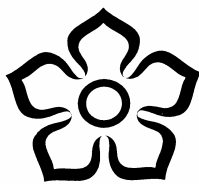
- 3.1 Cabinet is recommended to:
- (i) Note the content of the 2006 APA report;
 - (ii) Note the action points and agree that progress against these be tracked through quarterly performance monitoring.

4. Headline Financial and Legal Implications

- 4.1 None.

5. Report Author/Officer to contact:

Jay Hardman (x7741)



Leicester
City Council

**WARDS AFFECTED:
All Wards**

**FORWARD TIMETABLE OF CONSULTATION AND MEETINGS:
Children and Young People's Scrutiny Committee
Cabinet**

**15th November 2006
27th November 2006**

OfSTED/CSCI Annual Performance Assessment (APA) judgement: 2006

SUPPORTING INFORMATION

1. Report

- 1.1 OfSTED/CSCI is the inspectorate for children and learners in England.
- 1.2 The Annual Performance Assessment evaluates and reports on the outcomes for children and young people in the city and assesses and judges the contributions made by local public services to sustaining and improving them.
- 1.3 In the 2006 report, inspectors praise the robust procedures in place to ensure that children and young people in Leicester are safe. They note the sustained improvement in standards of attainment, attendance and exclusion rates. And they highlight the positive action being taken to improve children and young people's health.
- 1.4 The report also comments on the strong leadership of the department, and the new director's clear vision for the service.
- 1.5 Key areas for improvement include further reducing levels of unauthorised attendance and raising standards of attainment at key stage 2 and 4.

2. Financial Implications

- 2.1 None

3. Legal Implications

- 3.1 None

4. Other Implications

OTHER IMPLICATIONS	YES/NO	Paragraph References within this report
Raising Standards	Y	
Equal Opportunities	N	
Policy	N	
Sustainable and Environmental	N	
Crime and Disorder	N	
Human Rights Act	N	
Elderly/People on Low Income	N	

5. Background Papers – Local Government Act 1972

5.1 None

6. Consultation

6.1 None

7. Report Author/Officer to Contact

Jay Hardman (x7741)

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Making Social Care
Better for People



Ms S Lock
Director of Children and Young People's Services
Leicester City Council
Marlborough House
38 Welford Rd
Leicester
LE2 7AA

1 November 2006

Dear Ms Lock

2006 ANNUAL PERFORMANCE ASSESSMENT OF SERVICES FOR CHILDREN AND YOUNG PEOPLE IN LEICESTER CITY COUNCIL

This letter summarises the findings of the 2006 annual performance assessment process for your local authority. We are grateful for the information which you provided to support this process and for the time made available by yourself and your colleagues to discuss relevant issues.

Summary

Areas for judgement	Grade awarded ¹
The contribution of <i>the local authority's children's services</i> in maintaining and improving outcomes for children and young people.	3
The council's overall <i>capacity to improve</i> its services for children and young people	3
The contribution of <i>the local authority's social care services</i> in maintaining and improving outcomes for children and young people	3

¹

Grade	Service descriptors	Capacity to improve descriptors
4	A service that delivers well above minimum requirements for users	Excellent / outstanding
3	A service that consistently delivers above minimum requirements for users	Good
2	A service that delivers only minimum requirements for users	Adequate
1	A service that does not deliver minimum requirements for users	Inadequate

Leicester City is a good performing council. It is one of Britain's most diverse cities and includes some of the most disadvantaged areas in England; with a population of almost 300,000, it is the largest in the East Midlands. A range of established and new Black and minority ethnic (BME) communities make up 36.5% of the population, with over 80 different languages spoken in the city. In schools, 52% of pupils are from BME backgrounds. Leicester continues to attract people from abroad. A key service delivery challenge for Children and Young People's Services is to remain responsive to the city's varied and changing demographic profile and the lifestyle changes of children and young people, their parents and carers. This takes place in the context of a city with one of the lowest levels of child development on entry to school, together with one of the highest levels of pupil mobility or turbulence, in the country and a high level of referral to specialist and targeted services.

Being healthy

The contribution the council's services make to improving outcomes in this area is good and result from the strong contributions made by both social care and education services. Services are effectively coordinated to ensure that they focus clearly on specific local priorities. The health national targets for children and young people are met in most areas and exceeded in some. The council's Children and Young People's Plan (2006-2009) and the Local Area Agreement set clear priorities and performance indicators to improve the outcome of being healthy. The council is working both corporately across its housing, benefit and children's services directorates and collaboratively with primary care trusts and schools to promote healthy lifestyles, to ensure early identification of difficulties and the implementation of suitable levels of support, and to reduce the significant disparities that exist between different geographical areas within the city. The council's Children and Young People's Plan first priority is to reduce health inequalities.

The council can demonstrate it is taking action to promote children and young people's health, and that it supports parents and carers in keeping their children healthy. For example, there are Sure Start programmes in the most disadvantaged neighbourhoods providing parenting education and support; ante and post-natal care; speech and language therapy; safe and healthy home surveys and services targeted to support teenage parents, fathers and children and young people with learning difficulties and/or disabilities.

One area for improvement identified in the 2005 annual performance assessment was for the council, with its partners, to continue initiatives to reduce teenage pregnancies further, particularly in the west of the city. The council now has an improved teenage pregnancy strategy in place which underpins a range of provision to promote young people's sexual health and supports teenage parents. Based on the 2004 data, the number of conceptions amongst 15-17 year olds per 1000 population has shown a significant decrease.

In addition, the council's initiatives have had a positive impact on measurable outcomes for children and young people: there have been increases in breast-feeding initiation and sustaining; reduced waiting times for access to specific therapies including physiotherapy, speech and language and occupational therapy.

The promotion of healthy lifestyles has been a strength in school inspection reports. The authority already has 84% of schools enrolled on the National Healthy Schools Programme and is well on track to reach its target for 50% of its schools to achieve the Healthy Schools standards by December 2006. During the past year inspection judgements have shown that participation in sport is satisfactory or better and that schools provide suitable guidance and support on healthy eating, substance misuse, sex and relationships education and pupils' emotional well-being. All schools are involved in the School Sport Coordinator Programme within two area partnerships. These partnerships are increasing participation in sport; for example, school twinning has been undertaken with Islamic schools to promote opportunities for female pupils to engage in physical sport. There has been a reported increase in the proportion of pupils eating fresh fruit.

The council has made good progress during 2005/2006 in ensuring that the health needs of looked after children are reviewed and met. Almost all children and young people received medical and/or dental checks and have been encouraged to participate actively in the health assessment process so that they adopt a positive attitude towards health issues. Inspections of the council's direct provision found that the National Minimum Standards (NMS) relating to health were generally met or exceeded with only very minimal shortfalls noted. These have been subsequently addressed by the council.

An area for improvement identified in the 2004-05 APA was for the council to improve access to Child and Adolescent Mental Health Services (CAMHS) for the children and young people requiring referral for assessment for acute services. Staffing problems early in 2005 led to a decline in the number of young people from the youth justice service receiving a prompt referral to CAMHS services. However, these issues were addressed. Access to CAMHS for young people known to the authority has now improved and targets for referral waiting times are being met. The data for other referral streams indicated robust performance, with the council's performance being above that of its comparators. The proportion of young people accessing prompt early intervention and treatment is excellent.

The council provides a wide range of support services for children with learning difficulties and/or disabilities and to their parents and carers. Collaboration with partner agencies ensures that early identification systems are in place, reducing timescales for assessment. Multi-agency pathways to services are being developed. A multi-agency Model of Care Board has been established with parent/carer members who are able to have a positive impact on service planning and the development of services.

Staying safe

The contribution the council's services make to improving outcomes in this area is good. The council provides a good range of services and has robust safeguarding procedures and practices in place to ensure that children and young people living in the city of Leicester are safe.

The council has strong membership and representation on the Local Children's Safeguarding Board, Domestic Violence Forum, Safer Communities Board and a range of lower level multi-agency partnership arrangements. Local arrangements are cohesive, with a range of joint strategies, policies and procedures in place that are fully compliant with statutory requirements and current government guidance. These strong partnerships across all sectors ensure that child protection issues are everyone's responsibility.

Safeguarding children and ensuring effective child protection are evident as core elements in the commissioning, planning, delivery and review for children and young people. A wide range of information, support and guidance is easily accessible to children and their carers.

The levels of deprivation in Leicester contribute to a higher than average number of referrals of children in need. The council was able to demonstrate that it continues to focus on identifying those children at significant risk and ensuring that interventions are both timely and effective.

Key performance indicators relating to staying safe show good or improved performance. However, performance in core assessments remain below average. Any data that indicates fluctuation in performance, for example in the higher percentage of repeat referrals of children in need, has been properly analysed in order to implement suitable actions. Council audits indicate satisfactory quality of services and that duty and assessment workers have acted appropriately.

There is improved performance in the numbers of children and young people participating in and contributing to their reviews. The council has a Children's Rights Service in place and can access advocates for children who need an independent voice. Outcomes from regulatory inspections of the council's direct provision were generally good with no major shortfalls identified. Support for young carers has increased during 2005/2006. A well established Black Cases Panel ensures that the needs of Black and minority ethnic children are considered and met appropriately.

Children and young people have reported that bullying is a concern and the council is currently developing its anti-bullying strategy. The authority's anti-bullying guidance and resources, developed in partnership with Leicestershire Constabulary, and its racial incident reporting procedures have been recognised nationally by the DfES as good practice. Racist incident figures are reported regularly by schools, and training on racist incidents, bullying, child protection, health and safety, and on governance issues is being delivered. The council has reported that 91% of schools returned racist monitoring reports for the academic year 2004-2005.

The council has succeeded in maintaining its overall numbers of looked after children to the same level as 2004/2005 by strategic management and targeted family support services, effective care planning, and good policies on permanent placements. Performance in relation to the timeliness of reviews of looked after children is good. All children on the Child Protection Register and/or looked after are allocated a named social worker who actively coordinates a care plan or child protection plan which is regularly reviewed in accordance with standards set out in national guidance. The council's

workforce strategy has been devised to ensure that the best outcomes are achieved for its service users.

The council has well developed safeguarding arrangements for children with learning difficulties and/or disabilities. The council has a specialist social work team based at the Leicester Royal Infirmary which engages with parents at the time of a child's birth and offers follow up support and guidance. A resource directory has received positive feedback from parents and carers.

Safeguarding training has been provided across the city and corporately within the council with the aim of developing early recognition and preventative work. A social inclusion team focuses on access opportunities across all sectors so that children with disabilities can safely access the same resources as non-disabled children. Inspections of schools during 2005 and 2006 found that arrangements to meet pupils' care, welfare, health and safety were at least satisfactory, with no schools judged inadequate. All schools inspected were judged to be compliant in having fully operational child protection procedures in place. During 2005-2006, up to 90% of children with disabilities aged 14+ had a transition plan to support their move from children's services to adult services.

The effectiveness of the council's early years advice, guidance and support service was highlighted as a weakness in last year's APA. Inspections in 2005-2006 indicate that early years childcare providers continue to have a higher percentage of actions required at initial registration than is the case nationally. The council has earmarked specific funding for schools and early years settings, has developed its support through advice and guidance packs and has bought in additional senior capacity to strengthen safeguarding. However, this work has yet to impact on providers and remains an area for improvement.

Enjoying and achieving

The contribution the council's services make to improving outcomes in this area is adequate. Standards of attainment are too low because they are below those of similar areas and well below national average figures. However, they have shown a clear and sustained improvement. The pupils in Leicester make progress that is broadly in line with that expected at most key stages in their education. Pupils rates of absence from school and levels of exclusion are higher than average. The authority has achieved notable success in addressing weaknesses and raising standards, particularly through its effective intervention strategies, and has maintained the overall improvement trends of past years across all these areas. Standards of attainment showed some significant improvements at all Key Stages in 2005. There has been sustained improvement in attendance and exclusions.

One of the biggest challenges facing the authority is children's very low levels of basic skills when they start their formal education, with a significantly high proportion of children speaking English as an additional language and at an early stage of language acquisition. These circumstances are exacerbated by some very challenging socio-economic factors, including high levels of turbulence. Addressing low standards on entry to school and in the Foundation Stage, particularly in communication language and literacy, have a high priority

within the Children and Young People's Plan and the Local Area Agreement. Early years support for schools, and the private and voluntary sector, has ensured that outcomes from Ofsted inspections are satisfactory or better. Inspection evidence indicates that pupils generally make good progress in the Foundation Stage although their attainment places the authority in the bottom 10% of authorities nationally. Increasing pupils rates of progress from this low baseline is an ongoing challenge.

Standards of attainment in reading, writing and mathematics in Key Stage 1 were well below national median figures in 2005, with results in reading and writing below those of similar areas. However, increases in mathematics, and particularly in reading, were higher than average. Standards of attainment at Key Stage 2 in 2005 were well below expected levels in English, mathematics and science and below similar areas. At Key Stage 3 standards were also well below expected levels in English, mathematics and science, but not significantly below similar areas. Although increases in mathematics and science enabled the authority to close the gap on similar areas at Key Stages 2 and 3, average scores in English declined. At Key Stage 4 standards were well below average and below similar areas on all indicators. All key indicators showed improvement on 2004 figures, although these increases were only in line with those achieved by similar areas.

Attendance figures were below the national average in 2005. Of particular concern are the significantly high levels of unauthorised absence, notably in secondary schools. Attendance of looked after children continues to be poor. However, the rising trend in attendance in primary and secondary schools 2001-2005 has been sustained. Strategies for improving attendance have had a significant impact on attendance figures, particularly on the high levels of unauthorised absence. Improvement in attendance levels in primary schools has exceeded increases in statistical neighbours and nationally. Attendance rates at secondary schools have improved at twice the national rate.

Exclusion rates in 2004-2005 were higher than average figures. Fixed-term exclusions, both in primary and secondary schools, were higher than average, with permanent exclusions in secondary schools almost twice those in similar areas. Nonetheless, the authority's positive strategies for improving the high rates of exclusions have had a significant impact. There has been a reduced rate of exclusion in primary schools to that of the national average, with particular improvements in schools targeted through the Behaviour Improvement Programme. Exclusions of looked after children have reduced to below half the national average. High rates of fixed-term exclusions remain a concern. Further reducing this remains a key priority for next year. The authority plans to build on the successful collaborative work undertaken to date.

The authority has a well developed system for identifying and supporting schools causing concern. It is involved in a range of local and national initiatives to support schools and neighbourhoods in challenging circumstances. Effective monitoring and well focused intervention and support have led to a significant and sustained reduction, over time, in the number of schools in Ofsted categories of concern. All schools previously in Ofsted categories were judged to have improved over the last year, and fewer schools than nationally, or in similar areas, were judged inadequate. This is a direct result of targeting

support to secure leadership and management, to implement national strategies and to improve pupil tracking.

In addition to effective support for schools, parents and carers receive support directly and indirectly through both targeted and universal services. This includes the work of Sure Start centres with local communities; extended schools and a wide range of events, programmes and guidance including a Toy Library, a book start initiative and TV or not TV guidance for parents. Partnerships with parents are generally good. There is early identification and assessment of the needs of vulnerable groups, especially looked after children and children with learning difficulties and/or disabilities. Parents, carers and children and young people receive support to contribute to this process.

There has been significant improvement in the overall achievement and standards of attainment of looked after children in 2005. In 2005-06, 75% of looked after children sat at least one GCSE equivalent exam compared to 53.8% the previous year, with a significant proportion achieving at least five A*-G grades at GCSE. The 100% success rate at the Short Course Centre has contributed significantly to the improved attainment of looked after children and care leavers. Exclusions of looked after children and of pupils from special schools are low compared with statistical neighbours.

The Youth Offending Team has had a lower than average proportion of young offenders in education, training or employment (ETE) from the period July 2004 to September 2005 and has struggled to meet this target. Despite the overall poor performance in this area the Youth Offending Team has managed significant higher rates of ETE engagement in areas where it has more direct control over provision of services through the Resettlement and After Care and Intensive Supervision and Surveillance Programmes, and is working collaboratively with partners to improve performance.

A broad range of recreational, leisure and cultural facilities is available and used well by many children and young people. The council has won Beacon Status for the seventh consecutive year for its work in providing cultural and sport services to hard to reach groups. The services that scored highly included: free swimming lessons; free delivery of library service to looked after children; specialist sports coaching courses to enable local people to coach groups of children and young people with learning difficulties and/or disabilities; and a project that brought together young people across the city to learn different sports. The council has exceeded its target to refurbish nine play areas in 2005/2006, with 16 play areas improved to meet European standards.

Inspection evidence indicates that the overall effectiveness of most nursery, primary, secondary and special schools, and the progress made by their pupils, are at least satisfactory. Outcomes in the most recent inspections since September 2005 are generally good. The responses of children and young people indicate that they feel that life is at least quite enjoyable and that they are at least quite happy at school and enjoy their education.

Making a positive contribution

The contribution the council's services make to improving outcomes in this area is good. Nonetheless, the council's Children and Young Peoples Plan recognises the need to develop clear ways for the voices of children and young people to be heard and acted upon. Despite much good practice, children and young people report they do not feel listened to. Consultation builds upon successful models of active involvement of children and young people, including the development, and implementation, of local and national initiatives. Consultation is regular, frequent and inclusive, especially engaging traditionally hard to reach and vulnerable groups of children and young people. It discernibly makes a difference: over 100 young people were involved in the design and development of the Children and Young People's Plan; 300 children were involved in the selection of creative partners to work with schools to raise attainment, and in the 19 schools where Creative Partnerships are working, the council has seen a marked difference in young people's readiness to learn.

Active participation strategies are in place across the council's partnerships and across a range of settings to encourage children and young people to participate in both the design and delivery of services and wider community governance. The cross cutting nature of making a positive contribution is embedded in the Children and Young People's Plan. The strategy is inclusive, joining together the challenges of individual representation for special interest groupings, looked after children, disabled children and young people, those known to the Youth Offending Team, with more universal participation across schools and youth services. This supports a partnership structure that allows for individual representation, involvement in area based decisions, the formation of a Young People's Council and a direct linkage to the democratic structure of the city. The council's strong track record in involving young people in the recruitment of senior staff has included recruitment of the Director of Children and Young People's Services. There is corporate commitment to the involvement of children and young people; children and young people are involved in the Council's Children and Young People's Scrutiny Committee and their representation is planned across other council scrutiny processes.

Inspection evidence in schools indicates that pupils are generally well engaged in the decision making process and are suitably encouraged to make a positive contribution to the school community. All secondary schools, and an increasing number of primary schools, have pupil councils. Over 250 young people received awards at the Youth Achievement Awards for making a positive contribution to the life of their school and wider community. The involvement of secondary aged pupils in the city's 16 secondary schools as part of the Building Schools for the Future programme has raised their aspirations and provided impetus for the project. A project has been engaged that brings together the Arts Council, Creative Partnership and schools entitled Planning for Real. One special school has taken part and found it to be beneficial for participants.

The city has three Junior Youth Inclusion Programmes (JYIPs) located in three neighbourhoods with the highest rates of crime and deprivation. The programmes have exceeded their target of working with 200 children per annum aged 8-12 years who are at risk of involvement in crime and anti-social behaviour, making a significant contribution to

reducing the first time entrants in the youth justice system in 2005. The Youth Offending Team has commissioned a Youth Inclusion and Support Panel to strengthen multi-agency youth crime prevention activity. The panel will be piloted in an area of high crime and deprivation and will work collaboratively with existing projects developing targeted services at children and young people at risk of crime and anti social behaviour.

Children and young people are very involved in the design and evaluation of support programmes. Looked after children have been actively involved in the development of a new 16+ service to support young people leaving care. This has received significant recognition, including young people working with Radio Leicester to promote greater understanding of the life experience of looked after children.

During 2005, the proportion of offenders in education, employment or training has risen to 60% and the numbers of looked after children involved in offending have decreased by 50%. Data on youth offending shows that strategies and initiatives are having an impact; trends over time indicate that rates are reducing. There is active corporate support for restorative justice, with several council services offering community payback placements.

Achieving economic well-being

The contribution the council's services make to improving outcomes in this area is adequate with an overall improving trend. Pupils' success rates are improving, but remain below average and those of statistical neighbours. The local authority works with the Local Learning and Skills Council (LLSC) and Connexions to ensure that children and young people, including children in care and care leavers, have sound advice and guidance at all key transition points. There is a well coordinated approach to supporting families through various partnerships. Planning for childcare places is properly coordinated and developed in order to meet the needs of children and families. Young people and children are generally positive about service provision and delivery.

Coordinated planning and delivery of good quality 14-19 education makes an important contribution to the economic well-being of children and young people in Leicester. The development of the 14-19 strategy is collaborative and based on a sound needs analysis. There is strong and developing collaboration across the LLSC, Leicestershire County Council and other partners, including business partners, to develop good vocational provision. The curriculum includes an increasing range of vocational pathways and progression routes relevant to the needs of most learners. The percentage increase in student participation through the Increased Flexibility Programme between 2004/2005 and 2005/2006 was 30%; the programme has enabled students to access more targeted work experience opportunities. Standards in secondary schools, including sixth form students, are continuing to improve. Success rates for learners from Black and minority ethnic backgrounds in Leicester have improved, but are not as high as they should be. Almost all schools inspected since September 2005 have been graded satisfactory or better in developing workplace skills, and there is continued improvement in performance across non school post-16 providers. Evidence from college inspections indicates that post-16 provision is improving. Unsatisfactory provision is very small and recent inspections indicate improvement. Adult

and community learning in the city has improved. The LLSC has worked very closely with training providers and colleges to improve standards and quality.

The quality, and range, of advice to children and young people is evaluated and the range of opportunities is extended accordingly to ensure that services reflect the diversity of need. There is effective coordination between health, education and social services to meet educational, personal and welfare needs of children and young people, especially of vulnerable and other groups. Transition to adult services is improving and is satisfactory.

The council has well established and effective provision for looked after children, including the 16+ service, which makes arrangements for pathway and transition planning and college placements. A financial support system is in place to meet the needs of 16+ looked after children and care leavers, and the council has also established a standard support package for care leavers in higher education. Specific projects aim to raise the educational aspirations of looked after children. The housing department and the 16+ service work together to ensure that care leavers access independent accommodation at the appropriate time. They have access to an increased leaving care grant and can attend a modular course on Managing Your Own Home. There is also a range of supported accommodation. Unaccompanied asylum seeking young people leaving care have access to the full range of services outlined and are supported by a specialist team.

Partnership working has led to measurable improvement. Effective action is taken to support families in maximising their economic well-being, both through improving educational provision and with a number of targeted initiatives and strategies. Childcare provision is available and is geographically distributed over the area. Action is taken to fill gaps and to meet the needs of disadvantaged families. Information, advice and guidance to support families in maximising their economic well-being is provided through the Connexions website, the Bridges website, Children's Information Service and a range of targeted leaflets. Support for parents and carers is also provided through family learning initiatives, with information on childcare and facilitating access to Job Centre Plus through Children's Centres.

The authority has achieved improvements in several areas of employment, education and training (EET) for vulnerable groups. There has been an increase in the number of young parents in EET in 2005; care leavers in EET at age 19 maintained the substantial improvement noted last year. In addition, the Youth Offending Team has achieved a 10% improvement in education to employment figures for the period April to December 2005 compared with the previous year, although this figure remains below similar areas. The council has developed a range of protocols to address the major shortfalls identified relating to effective transition for vulnerable young people. The proportion of young people not in education, employment and training (NEET) is static. Despite the long-term downward trend since 2004, the rate of reduction poses a potential risk to meeting the local NEET target of 9.7% by November 2006.

Independent research into the housing related support needs of vulnerable young people in Leicester has been completed. This will support action to maximise the proportion of children and young people living in homes that meet the Decent Homes Standard. The

percentage of care leavers at age 19 who are living in suitable accommodation has increased considerably and is now reported to be at 100%. There are no families in bed and breakfast accommodation.

All agencies within the 14-19 partnership have incorporated their specific aims for children and young people with learning difficulties and/or disabilities into a set of inclusive principles, which are embedded into the priorities and actions of the Children and Young People's Plan. This will help to drive further improvements to practice already recognised as innovative.

The council's management of its services for children and young people, including its capacity to improve them further

The council, and its partners across all sectors, provide effective leadership for children's services across the area. The Director of Children's Services took up post on 1 April 2006 and has a very clear vision of what a good children's services directorate should look like. Strong leadership is evident. The council's children's services structure has now been finalised with clear roles, responsibilities and lines of accountability defined.

The services for children and young people in Leicester have been developed through a strong tradition of partnership across all sectors and with an active focus on the involvement of service users, including parents and carers. The development of the Children and Young People's Plan was completed through wide ranging consultation on need, priorities for action, and joint agency working arrangements. This was in order to secure performance improvement, create efficient and seamless services and achieve value for money. Both at a strategic level, and operationally, there are strong partnership arrangements that focus upon a shared understanding of the action required to improve outcomes across all five Every Child Matters areas. The Children and Young People's Strategic Plan, the Local Preventative Strategy, the Local Area Agreement and the council's corporate plan all clearly identify the council's direction of travel and identify common priorities and targets to drive forward service improvements.

Services for looked after children and other vulnerable groups are good. Performance indicators and the findings from regulatory inspections support the fact that the outcomes across all five areas are good. However, there is room for further improvement from the Youth Offending Team.

Forward planning and performance management systems have improved and are used to inform practice. The council increasingly uses benchmarking and comparisons to improve its self-awareness, efficiency and performance. Staff retention and recruitment are good with low vacancy and sickness levels. Training is invested in, often jointly with other partner agencies. Equal opportunities and actions to ensure workforce planning and recruitment of appropriate staff reflect the culturally diverse nature of the city and remain high priorities.

The budget settlement has reflected the importance that the council gives to its children's services. A joint commissioning strategy is being developed with partners, but in the interim the council has effectively built financial and other resource capacity through the strategic

use of partnership working and investment. The council’s medium-term financial plan demonstrates its financial capacity to deliver its identified priorities by investment in preventative services. It can demonstrate improvements in value for money in some areas and has taken an invest to save approach in others by increasing spending to secure longer-term gains.

During the 2005-2006 year the council has faced considerable challenge in ensuring it maintained its delivery of services without detriment to service users whilst it restructured and created the new Children’s Services Directorate. It successfully maintained good service delivery whilst achieving improved outcomes across most areas and has thus demonstrated good capacity for further improvement.

Key strengths and areas for improvement

Key strengths	Key areas for improvement
<p><i>Being healthy:</i></p> <ul style="list-style-type: none"> • there is effective promotion of healthy lifestyles in schools • there has been improvement in many of the key indicators over the last year • the health needs of looked after children are assessed and met. 	<p><i>Being healthy:</i></p> <ul style="list-style-type: none"> • reduce health inequalities between different neighbourhoods and communities.
<p><i>Staying safe:</i></p> <ul style="list-style-type: none"> • there are robust safeguarding procedures and practices in place to ensure that children and young people are safe • key performance indicators relating to staying safe show good or improved performance. 	<p><i>Staying safe:</i></p> <ul style="list-style-type: none"> • strengthen the early years advice, guidance and support service to improve outcomes. • improve performance in relation to core assessments.
<p><i>Enjoying and achieving:</i></p> <ul style="list-style-type: none"> • targeted intervention and support is effective in bringing about improvement in the quality of provision and in standards of attainment • there has been sustained improvement in raising standards and improving achievement. 	<p><i>Enjoying and achieving:</i></p> <ul style="list-style-type: none"> • raise standards of attainment particularly at Key Stages 2 and 4, to bring them in line with similar areas • sustain improvements in attendance by further reducing levels of unauthorised absence • reduce absence levels of looked after children • reduce rates of exclusions, both fixed term and permanent exclusion.

<p><i>Making a positive contribution:</i></p> <ul style="list-style-type: none"> consultation builds upon successful models of active involvement of children and young people the council has been effective in engaging the traditionally hard to reach groups. 	<p><i>Making a positive contribution:</i></p> <ul style="list-style-type: none"> implement plans to further engage children and young people in all aspects of planning and in the evaluation of services to more fully empower different groups and communities to support themselves.
<p><i>Achieving economic well-being:</i></p> <ul style="list-style-type: none"> co-ordinated planning and delivery of good quality 14-19 education makes a good contribution to the economic well-being of children and young people partnership working includes voluntary and private providers and has led to some measurable improvement. 	<p><i>Achieving economic well-being:</i></p> <ul style="list-style-type: none"> raise standards of attainment and reduce the number of young people Not in education, employment or training so that outcomes are more securely in line with similar areas.
<p><i>Management of children's services:</i></p> <ul style="list-style-type: none"> the council and its partners, across all sectors, provide effective leadership for children's services the services have been developed through a strong tradition of partnership across all sectors and with an active focus on the involvement of service users, including parents and carers. 	<p><i>Management of children's services:</i></p> <ul style="list-style-type: none"> improve the outcomes and effectiveness of the Youth Offending Team, particularly in relation to education, training and employment targets.

Aspects for focus in a future joint area review or the next APA:

- Effective action is taken to further improve achievement and enjoyment by raising standards of attainment, increasing levels of attendance and reducing exclusions.
- Progress is made towards further reducing the number of young people not in education, employment or training, including meeting the Youth Justice Board targets for young offenders in education, training or employment.

We confirm that the children's services grade will provide the score for the children and young people service block in the comprehensive performance assessment (CPA) and will be published to the Audit Commission. The social care judgement is for CSCI information only.

Yours sincerely



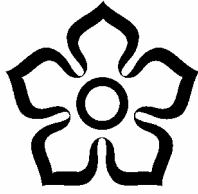
FLO HADLEY

Divisional Manager
Office for Standards in Education



JONATHAN PHILLIPS

Director – Quality, Performance and Methods
Commission for Social Care Inspection



Leicester
City Council

WARDS AFFECTED:
Corporate issue – All wards

CABINET

11th December 2006

LOCAL AREA AGREEMENT: ANNUAL REFRESH

Report of the Director of Partnership, Policy & Performance

1. Purpose of Report

- 1.1 This report sets out upcoming issues in respect the development and management of Leicester's Local Area Agreement (LAA). It also asks Cabinet to agree to delegate power to the Director of Partnership, Policy & Performance (in consultation with the Leader and Cabinet lead for Partnership) to approve any changes or additions to the agreement through the annual refresh process prior to final submission to the Government Office East Midlands (GOEM).

2. Summary

- 2.1 Leicester's first LAA was signed in March 2006. It is a three-year agreement, running from 1st April 2006 to 31st March 2009.
- 2.2 The LAA sets out improvement targets against nationally and locally determined priorities. The agreement identifies the government funding streams that will be used to deliver improved outcomes for local people and should result in a reduction in the bureaucracy associated with managing these funding streams.
- 2.3 The local priorities in the LAA have been drawn down from the 'Strategy for Leicester' (Leicester's Community Strategy and Neighbourhood Renewal Strategy). The LAA is in effect the delivery plan for the 'Strategy for Leicester'.
- 2.4 Ultimate responsibility for the LAA rests with the City Council (who are the 'accountable body'), however it is essential that partners are fully engaged. This is being done primarily through Leicester Partnership, its Executive Board and delivery groups.
- 2.5 LAAs are a high priority for the Government and form a key element of their proposals for transforming the delivery of publicly funded services. The recently published Local Government White Paper, 'Strong and prosperous communities' includes proposals to strengthen LAAs.
- 2.6 The principal management arrangements for the LAA are six monthly reviews and annual refreshes.

- 2.7 The six monthly reviews focus on performance and financial monitoring but also consider wider process issues. Leicester has recently completed its first six monthly review, which culminated in a strategic meeting with GOEM. The outcome of this review is not yet known.
- 2.8 The annual refresh requires all existing LAAs to reflect the key changes in government guidance (produced by DCLG). The refresh is also an opportunity to address issues raised in the six monthly review (not least where problems in collecting and reporting data are identified). The refresh should also examine the outcomes, targets, funding streams and enabling measures to be included for the remaining years of the LAA. If we wish to amend the funding included in the LAA or any of the mandatory indicators, such changes must be agreed with Government, before the start of the coming financial year. Government Offices will agree the process for the refresh with their areas.
- 2.9 The annual refresh needs to be concluded before the beginning of the new financial year. As such GOEM are required to submit our refreshed LAA to DCLG by 19th January 2007 to enable comments from governments departments to be incorporated. The refreshed LAA is not signed off in the same way as the original document, unless there are exceptional issues the refreshed LAA is not subject to Ministerial approval.
- 2.10 Given we have yet to receive formal feedback on the six month review and taking the Christmas break into account we will have to work to a very tight timetable. Because of this the development of the refreshed LAA and subsequent negotiation with GOEM will need to be undertaken under appropriate delegated powers. It is intended to take a draft of the refreshed LAA to the Leicester Partnership Executive Board on 20th December. However, subsequent changes will have to be done under the Partnership's agreed delegation procedures.

3. Recommendations

3.1 Cabinet is recommended to:

- (i) Note progress to date in developing Leicester's first Local Area Agreement and issues for consideration at the annual refresh.
- (ii) Delegate to the Director of Partnership, Policy & Performance consultation with the Service Director - Legal Services, the Leader of the Council and the Cabinet lead for Partnership, to approve any changes or additions to the agreement through the annual refresh process prior to final submission to the Government Office East Midlands.

4. Financial Implications (Andy Morley)

- 4.1 The LAA does not bring additional funding. It will simplify some of the mechanisms and processes concerned with payment and monitoring and should make more efficient and effective use of resources across the city. From April 2007 a number of funding streams will be 'automatically pooled' in the LAA. A final decision has not yet been made on which 'optional' funding streams will be included within the LAA.

4.2 The Council is the accountable body for the LAA and suitable arrangements for accountability and decision-making continue to be developed in consultation with, and advice from, GOEM.

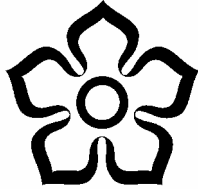
5. Legal Implications (Peter Nicholls)

5.1 There are a no additional legal implications arising from this report. There are however a number of legal issues relating to this project e.g. mechanisms for receipt of funding from partner bodies and commissioning of services through pooled budgets. As such, Legal Services will be fully engaged in the development of, and delivery mechanisms for the LAA and the Service Director – Legal Services will be consulted prior to the annual refresh being submitted.

6. Report Author

Adam Archer
Extension: 6091

Key Decision	Yes
Reason	Is significant in terms of its effect on communities living or working in an area comprising more than one ward.
Appeared in Forward Plan	Yes
Executive or Council Decision	Executive (Cabinet)



Leicester
City Council

WARDS AFFECTED: Corporate issue – All wards

CABINET

11th December 2006

LOCAL AREA AGREEMENT: ANNUAL REFRESH

Report of the Director of Partnership, Policy & Performance

SUPPORTING INFORMATION

1. Background

- 1.1 In the autumn of 2004, the Office of the Deputy prime Minister published “Local Area Agreements: A Prospectus”, one of a series of documents intended to inform the development of a vision of what local government in England should look like in ten years’ time.
- 1.2 The prospectus described Local Area Agreements as a tool to build a more flexible and responsive relationship between central government and a locality on the priority outcomes that need to be delivered at local level.
- 1.3 In effect an LAA involves the ‘pooling’ of a wide range of existing government funding streams, allowing councils and their partners to get on with delivering on shared priorities with less regulation, bureaucracy and inspection. There is no new money involved with LAAs, although government expect that some efficiency savings should be possible.
- 1.4 A Local Area Agreement comprises four blocks: Safer and Stronger Communities; Children and Young People; Healthier Communities and Older People; and Economic Development and Enterprise.
- 1.5 Within these blocks, partners, including the Council, and the Government agree the outcomes to be achieved and the funding streams necessary to bring these about. A limited number of indicators and targets are agreed to monitor progress in achieving these outcomes. The Government removes conditions on the application of funding where this helps to bring about these outcomes and promises a reduction in the bureaucracy and monitoring associated with different funding streams.
- 1.6 The LAA covers a three-year period, but with an annual review (the ‘annual refresh’) of both targets and funding streams so that these may be adjusted in

the light of experience and as the understanding of the potential of the LAA develops.

1.7 LAAs are negotiated with Government Offices, in our case Government Office East Midlands (GOEM).

2. Report

2.1 The principal management arrangements for the LAA are six monthly reviews and annual refreshes referred to above.

2.2 The six monthly reviews focus on performance and financial monitoring but also consider wider process issues. The reviews culminate in a strategic meeting with the following areas for discussion:

- Performance against outcomes and targets.
- The continued strength of partnership working. Authorities will be expected to demonstrate engagement of relevant partners, including the Voluntary Community Sector and the extent to which they are involved in service delivery.
- Development of LAA performance management and delivery mechanisms.
- LAA spend to date against profile.
- Any action needed to address under performance.

2.3 Leicester has recently completed its first six monthly review. The outcome of this review is not yet known.

2.4 The annual refresh requires all existing LAAs to reflect the key changes in government guidance (published by the Department for Communities and Local Government (DCLG) in March 2006). It is also an opportunity to address issues raised in the six monthly review (not least where problems in collecting and reporting data are identified). The refresh should also examine the outcomes, targets, funding streams and enabling measures (formerly 'freedoms & flexibilities) to be included for the remaining years of the LAA. If we wish to amend the funding included in the LAA or any of the mandatory indicators, such changes must be agreed with Government, before the start of the coming financial year. Government Offices will agree the process for the refresh with their areas.

2.5 As such the key issue we will need to consider for the refresh process can be summarised as follows:

- Identify and develop business cases for any desired enabling measures.
- Consider implications of the automatic pooling of certain funding streams.
- Consider implications of introducing new mandatory outcomes and indicators into the LAA.
- Identify any other funding streams for central pooling or local alignment and consider implications.
- Re-set baselines for indicators where they were originally miscalculated or where the method of data collection has subsequently changed
- Identify alternative indicators where intractable data problems have been identified
- Work up any 'development targets' we want to negotiate into the refreshed LAA

- 2.6 The annual refresh needs to be concluded before the beginning of the new financial year. As such GOEM are required to submit our refreshed LAA to DCLG by 19th January 2007 to enable comments from governments departments to be incorporated. The refreshed LAA is not signed off in the same way as the original document, unless there are exceptional issues the refreshed LAA is not subject to Ministerial approval.
- 2.7 Given we have yet to receive formal feedback on the six month review and taking the Christmas break into account we will have to work to a very tight timetable. Because of this the development of the refreshed LAA and subsequent negotiation with GOEM will need to be undertaken under appropriate delegated powers. It is intended to take a draft of the refreshed LAA to the Leicester Partnership Executive Board on 20th December. However, subsequent changes will have to be done under the Partnership's agreed delegation procedures.

3. Financial Implications

- 3.1 The LAA does not bring additional funding. It will simplify some of the mechanisms and processes concerned with payment and monitoring and should make more efficient and effective use of resources across the city. From April 2007 a number of funding streams will be 'automatically pooled' in the LAA. A final decision has not yet been made on which 'optional' funding streams will be included within the LAA.
- 3.2 The Council is the accountable body for the LAA and suitable arrangements for accountability and decision-making continue to be developed in consultation with, and advice from, GOEM.

4. Legal Implications

- 4.1 There are no additional legal implications arising from this report. There are however a number of legal issues relating to this project e.g. mechanisms for receipt of funding from partner bodies and commissioning of services through pooled budgets. As such, Legal Services will be fully engaged in the development of, and delivery mechanisms for the LAA and the Service Director – Legal Services will be consulted prior to the annual refresh being submitted.

5. Other Implications

OTHER IMPLICATIONS	YES/NO	PARAGRAPH REFERENCES WITHIN SUPPORTING PAPERS
Equal Opportunities	Yes	Addressing inequalities is a cross-cutting element of the four blocks of the LAA.
Policy	Yes	The introduction of LAAs is a significant policy development in terms of the relationship between central and local government.
Sustainable and Environmental	Yes	These themes will be addressed through the fourth block of the LAA.

Crime and Disorder	Yes	Tackling crime and the fear of crime is a major feature of the Safer and Stronger Communities block of the LAA.
Human Rights Act	No	
Elderly / People on Low Income	Yes	Improved outcomes for older people can be delivered through the Healthier Communities and Older People Block of the LAA, while it is likely that poverty issues will be addressed through the fourth block.

6. Risk Assessment Matrix

Risk	Likelihood L/M/H	Severity Impact L/M/H	Control Actions (if necessary/or appropriate)
Government could withhold or reclaim LAA pooled funding in the event of, for example significant under performance or year end under spending.	L	M	A robust performance management system will need to be developed and when funding is passed to third parties, appropriate agreements are in place.
Unless a significant number of funding streams are pooled in the LAA, it will be difficult to achieve efficiencies.	H	M	Departments and partners be encouraged to pool funds, with passporting used to ensure existing commitments are honoured and change can be managed over time.
Continued development and delivery of the LAA will require an appropriate level of officer support.	M	H	The current review around the merger of RAD and the CXO including the creation of a 'partnership' team needs to consider this issue.

L – Low

M - Medium

H – High

L – Low

M - Medium

H – High

6. Background Papers – Local Government Act 1972

Local Area Agreement

Local Area Agreement – Developments

Second Generation Local Public Service Agreement

Local Area Agreement – Progress and Next Steps

Cabinet (25.4.05)

Cabinet (11.7.05)

Cabinet (9.1.06)

Cabinet (30.1.06)

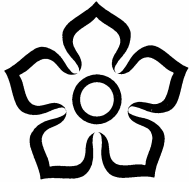
7. Consultations

Consultee	Date Consulted

Chief Accountant (Andy Morley)	23.11.06
Legal Services (Peter Nicholls)	23.11.06

8. Report Author

Adam Archer
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Leicester
City Council

WARDS AFFECTED
All

Cabinet

11th December 2006

Leicester City Council Anti Fraud And Corruption Policy And Strategy

Report of the Chief Finance Officer

1. Purpose of Report

To present an updated Anti-Fraud and Corruption Policy and Strategy for approval by the Cabinet.

2. Summary

- 2.1. Fraud against public sector organisations is big business
- 2.2. According to the Audit Commission¹ the value of detected fraud and overpayments rose to £111 million in 2004/05 – an increase of 33 per cent over the value reported in 2002/3
- 2.3. The main areas of fraud affecting local authorities relates to Housing and Council Tax Benefits, but there are many other areas of activity that are exposed to the risks of fraud, for example Occupational Pensions (payments to the families of deceased employees), Housing Tenancies, abuse of Blue Badges to avoid parking charges, and insurance claim fraud
- 2.4. The Council has a duty to the citizens of Leicester to make it clear that fraud in any form cannot be tolerated.
- 2.5. The attached Anti-Fraud and Corruption Policy and Strategy is the Council's statement of intent on how it views fraud committed against it and the role of members and officers in detecting, deterring and dealing with it.

3. Report

- 3.1. Many frauds committed against public sector bodies are of relatively small value, but collectively the loss to the public purse is huge.
- 3.2. Despite what some may say, the loss of revenue and the management time taken up in pursuing and dealing with fraud diverts scarce financial and management resources from delivering key services to the citizens of Leicester.
- 3.3. For example, a recent fraud uncovered at Birmingham City Council, involved a loss of about £1.2m due to fraud committed by an employee. This was a particularly clever fraud, which was possible due to a breakdown in internal control involving the payment of VAT on invoices for residential care provision to clients of Birmingham Social Services.

¹ Audit Commission Report on National fraud initiative 2004/05

- 3.4. The Council was faced with reimbursing to HMR&C the lost VAT but have used the Proceeds of Crime Act provisions to recover its costs. The damage to its reputation however is almost incalculable.
- 3.5. The Council employs one Principal Investigations Officer, 3 Investigations Officer and one Clerical Support Assistant to combat Corporate fraud. In 05/06, 35 cases of advice and assistance were registered and 14 investigations were registered many of which would have resulted in disciplinary action being taken.
- 3.6. The Council employs one Team Leader, 9 Investigations Officers and 2 Assistants to combat Housing and Council Tax Benefit fraud. In 05/06, 635 investigations were registered, resulting in 18 prosecutions, 10 cautions and 14 administrative penalties being obtained.

4. Recommendations

- 4.1. The Cabinet is recommended to adopt the revised Anti Fraud and Corruption Policy and Strategy and support development of a programme of fraud awareness training for staff and members.

5. Background papers – Local Government Act 1972

Files held by Internal Audit

6. Consultations

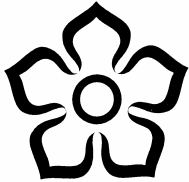
Legal Services (Pam Snowden, Solicitor)

7. Report Author

Linda Fletcher, Principal Investigations Officer, Financial Services, Resources Department. Contact on extension 7999 or Linda.fletcher@leicester.gov.uk.

Mark Noble
Chief Finance Officer

Key Decision	No
Reason	N/A
Appeared in Forward Plan	N/A
Executive or Council Decision	Executive (Cabinet)



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Mark Noble
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Key Decision	No
Reason	N/A
Appeared in Forward Plan	N/A
Executive or Council Decision	Executive (Cabinet)