

CHILTERN DISTRICT COUNCIL

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Services Overview Committee

Tuesday, 29th September, 2015 at 6.30 pm

**Large & Small Committee Room, King George V House, King George V Road,
Amersham**

A G E N D A

- 1 Evacuation Procedures
- 2 Minutes (*Pages 5 - 10*)
To sign the Minutes of the meeting held on 16 June 2015.
- 3 Apologies for Absence
- 4 Declarations of Interest
- 5 Health Profile Update 2015 (*Pages 11 - 12*)
Appendix (Pages 13 - 16)
- 6 Performance Report Quarter 1 2015/16 (*Pages 17 - 18*)
The Committee is asked to consider the attached draft Cabinet report and any comments made will be reported to the Cabinet meeting.
Appendix A (Pages 19 - 22)
Appendix B (Pages 23 - 26)
- 7 Green House Gas Report (*Pages 27 - 32*)
Appendix (Pages 33 - 36)
- 8 Service Level Agreement grant to Citizens Advice Bureau (*To Follow*)

The Committee is asked to consider the attached draft Cabinet report and any comments made will be reported to the Cabinet meeting.

9 Smoke and Carbon Monoxide Alarm Regulations (*Pages 37 - 40*)

The Committee is asked to consider the attached draft Cabinet report and any comments made will be reported to the Cabinet meeting.

10 Exclusion of the Public

To resolve that under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item(s) of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.

11 Housing Options and Allocations - Locata Software (*Pages 41 - 48*)

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Note: All Reports will be updated orally at the meeting if appropriate and may be supplemented by additional reports at the Chairman's discretion.

Membership: Services Overview Committee

Councillors: J A Burton (Chairman)
L M Smith (Vice-Chairman)
D I Allen
D J Bray
E A Culverhouse
M Flys
A S Hardie
C J Jackson
D J Lacey
S A Patel
C J Rouse
J J Rush
M W Titterington
N I Varley
E A Walsh

Date of next meeting – Thursday, 5 November 2015

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CHILTERN DISTRICT COUNCIL

**MINUTES of the Meeting of the
SERVICES OVERVIEW COMMITTEE**
held on **16 JUNE 2015**

PRESENT: Councillor J A Burton - Chairman
" L M Smith - Vice Chairman

Councillors: D I Allen
D J Bray
M Flys
A S Hardie
C J Jackson
S A Patel
C J Rouse
J J Rush

APOLOGIES FOR ABSENCE were received from Councillors E A Culverhouse, D J Lacey, M W Titterington, N I Varley and E A Walsh

ALSO IN ATTENDANCE: Councillor G K Harris

22 MINUTES

The Minutes of the Cabinet meeting held 10 March 2015, copies of which had been previously circulated, were approved and signed by the Chairman, as a correct record with an amendment to the Declarations of Interest. Councillor Mrs L Smith declared a personal interest in Item 7 – Chiltern Leisure Advisory Report – Leisure Contract Performance 2014 due to her role on the Leisure Board.

23 DECLARATIONS OF INTEREST

There were no declarations of interest.

24 FORWARD PLAN

The Chairman requested that the Homelessness Strategy, Housing Strategy (Framework) and the Private Sector Housing Strategy reports be presented to the Services Overview Committee. There was also a request for the Service Level Agreement grant to the Citizens Advice Bureau be considered by the Services Committee as it had recently had a presentation from this organisation.

25 SERVICE PLAN ACTIONS UPDATE

The end of year Chiltern Service Plan Actions were presented in Appendix A for consideration by the Committee. These were part of the overall Performance Management framework of the Council for the delivery of its Business Plan objectives. In addition to the Service Plan actions there are the

Performance Indicators which are reported quarterly.. Overall, many service areas had completed 100% of their planned actions. A further update was reported to page 11; reduction in burglaries had achieved 100% and the reduction in violence against the person had also achieved 100%. The Committee noted the achievements that had been made.

RESOLVED –

That the report be noted.

26 MEMBERSHIP OF COLNE VALLEY PARK COMMUNITY INTEREST COMPANY

Chiltern District Council had received an invitation to join the Colne Valley Park Community Interest Company. Only 3% of Chiltern District was located in the park but the Council had been a founding member, ending its membership in 2009 for financial reasons. The aims and objectives of the organisation were similar to the Council's and Chiltern was one of only two district councils that did not support the organisation (Three Rivers was also not a member) whose area includes part of the park.

It was reported that Colne Valley Park CIC had visited Chalfont St Peter Parish Council to give a presentation which had been well received and was recommended.

It was noted that the organisation was working on HS2, protecting the green belt, and was a valuable leisure amenity for residents. It was not considered necessary to nominate a member of CDC to the board. A nominal fee to join had been requested.

RECOMMENDED TO CABINET:

- 1. That Chiltern District Council considers accepting the invitation to become a member of Colne Valley Park.**
- 2. That the organisation be invited to give a presentation to Council or the Services Overview Committee.**
- 3. Consideration of a financial contribution would be for Cabinet decision.**

27 HOUSING COMMUNITY ORGANISATIONS BUDGET - HOUSING INTERACTION TRUST

The Trust was an independent charitable body, set up in the 1990s, specialising in young people. It focussed on giving advice and support to prevent homelessness. With the changes in access to housing benefit for young people, the Trust had an increase in people seeking help and had also noted a trend in more complex cases coming forward. Chiltern District Council had a statutory duty to provide emergency accommodation for young people and it was noted that the work of this organisation had helped to reduce this cost.

It was asked whether Bucks County Council contributed to this scheme and it was advised that it supported the organisation through its Supported People funding..

The Committee had recently had a presentation from the Housing Interaction Trust and were in favour of a grant to continue the work.

RECOMMENDATION TO CABINET

That the Council issues a grant of £40,000 to Housing Interaction Trust to support and maintain the Trust's work in Chiltern District in 2015/16 of which £10,000 to be applied from the Homelessness Reserve.

28 SERVICE LEVEL AGREEMENT WITH DIAL A RIDE

This charitable transport organisation with volunteer staff had recently managed to get its services back within budget. It was a valuable service for the elderly and infirm that had extended its operation and made many improvements. There was a new dynamic Chairman and a new board running the organisation.

RECOMMENDATION TO CABINET

That an annual payment of £20,200 and continuation of the current service level agreement be made.

29 VOLUNTARY SECTOR INFRASTRUCTURE GRANT

There was a high number of volunteer organisations in Buckinghamshire and many new ones being set up, for example, community libraries. These charities were being helped with training for governance, recruiting volunteers and other information. It was run and mostly funded by Bucks County Council and Chiltern was a small contributor. In 2016/17 there would be a re-tender for these types of services.

It was reported that a 6 weekly funding advice workshop was held at Chiltern District Council and generally oversubscribed by local groups.

Members wanted to know how the amount charged had been worked out and it was advised that this was historic, based on a population by district formula.

RECOMMENDATION TO CABINET

To agree an annual payment of £15,270 to Buckinghamshire County Council for 2015/16 and 2016/17 for the continuation of the voluntary and community sector infrastructure grant subject to performance.

30 DAYS ALMS HOUSES

The Days Alms Houses were Grade II listed buildings, were very small and in need of refurbishment to create larger living accommodation, new kitchens, re-wiring and insulation. Planning permission had been granted for this work

to be done and was intended to be done as properties became vacant. The grant recommended was similar in cost per unit to that given to other charitable organisations to provide affordable housing in the Chiltern District. A grant would also enable the Council to have an option to place suitable tenants in these properties under its housing allocation policy.

RECOMMENDATION TO CABINET

To agree a housing grant of £100,000 for the refurbishment of the Days Alms houses, 71-87 High Street, Amersham subject to days Alms houses entering into a nomination Agreement with Chiltern District Council that will give the Council the right to nominate tenants to all future vacancies that arise following completion of the refurbishment works (excluding any vacancies that have to be utilised to decant or re-house existing residents during the refurbishment works).

31 EXCLUSION OF THE PUBLIC

RESOLVED –

That under section 100 (A) (4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following item(s) of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

Paragraph 1 – Information relating to any individual

Paragraph 2 – Information which is likely to reveal the identity of an individual

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Paragraph 4 – Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority

Paragraph 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings

Paragraph 6 – Information which reveals that the authority proposes:
 (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 (b) to make an order or direction under any enactment

Paragraph 7 – Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

32 SPRINTERS LEISURE CENTRE CAR PARK, PRESTWOOD

Members noted the poor state of repair in the car park and the attempts that had been made to fill potholes. An explanation of how the drainage would

work was requested and assurances were given that the Council's own staff would oversee the tests to determine how deep the drainage layer would need to be, as this would also alter the cost of the work. The Committee agreed that the work needed to be undertaken as soon as possible.

RECOMMENDATION TO CABINET

To agree the award of tender to company B for the resurfacing of the Sprinters (Prestwood) Leisure Centre car park and to agree a budget of up to £225,000 in the Approved Capital programme for this project.

33 STRUCTURAL SURVEY FINDINGS (LEISURE CENTRE)

The Chairman welcomed Neville Shore and Andrew Snowdon (CTG Surveyors Ltd) to the meeting. This specialist company had recently undertaken the structural, mechanical and electrical surveys at Chiltern's three main leisure centres. Neville and Andrew both answered a range of technical questions from Members.

There was general agreement for future works relating to Chesham and Chalfont Leisure Centres incorporate systems that can provide life coverage up to and beyond 2030. Concerns were raised for Chiltern Pools due to the age and condition of the building. Councillors asked many questions regarding safety and were reassured that the on-going monthly monitoring was in place to ensure public health and safety.

RECOMMENDATION TO CABINET –

- 1. To agree to prioritise capital improvements across the Chiltern, Chalfont and Chesham leisure centres to ensure**
 - a) An operational life of the Chesham and Chalfont Leisure Centres until 2030 and**
 - b) To maintain Chiltern Pools to achieve an operational life until 2022.**
- 2. To agree expenditure of £173,000 from the capital budget to fund the leisure capital works totalling £173,000 as detailed in Appendix 5.**

34 SPORTS & LEISURE NEEDS MEMBER WORKING GROUP

It was agreed that there was a need to review the provision of sports and leisure in the Amersham area and the whole Chiltern district post 2020. It was proposed to appoint a specialist consultant to undertake a sports facility needs assessment. This would provide an independent viewpoint of existing provision and future needs, as well as a potential funding model options available. Members were keen that the survey be carried out as soon as possible so that a long term plan could be developed. It was advised that it was likely to take 3 to 4 months to complete.

It was noted that the report would also suggest options for financing, including partnership funding.

RECOMMENDED TO CABINET

- 1. To establish an officer/member working group comprising of six councillors from the Corporate Asset Management Group and Community Policy Action Group along with key officers including the Director of Services and the Head of Healthy Communities.**
- 2. To appoint a specialist leisure consultant to undertake a staged approach to identifying the sports and leisure needs post 2020 by;**
 - a) Undertaking the assessment of sports facility needs in the district**
 - b) Undertaking an assessment of the wider leisure needs of the district.**
 - c) Identifying the risks and opportunities associated with the delivery of sports or leisure facilities.**

The meeting ended at 8.04 pm

SUBJECT:	Update Report
REPORT OF:	Community, Health and Housing – Councillor Graham Harris
RESPONSIBLE OFFICER	Chief Executive
REPORT AUTHOR	Rachel Prance (01494 732903) Laura Campbell (01895 87236).
WARD/S AFFECTED	All

1. Purpose of Report

Public Health England published updated health profiles for all district councils on 2nd June 2015. This report brings the profile for Chiltern to Services Overview Committee's attention and highlights areas of concern.

RECOMMENDATION

Services Overview Committee to note this report.

2. Executive Summary

- 2.1 Public Health England publishes Health Profiles annually. The age of the data reported within the reports varies according to availability of information.
- 2.2 The health of people in both districts is generally better than average for England, with deprivation lower than average.
- 2.3 Early deaths from heart disease and stroke have levelled off below the national average, whilst the national average continues to reduce.
- 2.4 The numbers of children living in poverty in Chiltern district are reducing from about 1,500 to 1,335.
- 2.5 The health profile is attached as Appendix A.

3. Reasons for Recommendations

To inform the relevant parties about the district's latest health information.

4.1 Health Profiles – highlights.

- 4.1.1 Life expectancy is significantly higher than the England average, with deprivation, children in poverty, violent crime, long term unemployment, physically active adults, smoking related deaths, recorded diabetes and hospital stays for adults relating to alcohol harm, self-harm and opiates/crack use all significantly lower than the England average.
- 4.1.2 Statutory homelessness (2013/14) is lower than most areas across England, including the South East average.
- 4.1.3 There is a significantly higher pass-rate for GCSE 5A* - C than both the England and regional averages.
- 4.1.4 Smoking status at time of delivery for pregnant women is also better than the regional and national averages.

4.1.5 Under 18 conceptions and alcohol related hospital stays are better than the regional and national averages, as are overall prevalence of smoking, under 75's mortality rate for cancer and numbers killed or seriously injured on the roads.

4.2 Health Profiles – areas of concern.

4.2.1 Obesity and excess weight in adults are only just below national and regional averages, as are sexually transmitted diseases and infant mortality.

4.2.2 Hip fractures in people aged 65 and over and excess winter deaths are very close to the national averages.

4.2.3 Incidences of melanoma are higher than both the regional and national averages.

4.2.4 The number of new cases of tuberculosis per 100,000 population of 5.7 (previously 5.4) continues to be lower than the England average and about the same as the regional average. This needs to be reviewed over a longer period of time to monitor trends.

5 Consultation

Not applicable.

6 Options

Not applicable.

7. Corporate Implications

7.1 Financial - there could be financial implications should services need to adapt to meet health trends.

7.2 Legal – none.

7.3 Others - the Health Profile is a useful tool both to highlight areas of concern and as an enabler to tackle them.

8. Links to Council Policy Objectives

This links to the 'Working towards safe and healthier local communities' aim of the Joint Business Plan 2014-19.

9. Next Step

This health update will inform service planning, where applicable.

Background Papers:	None – Health profiles attached as appendices.
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Chiltern

District

This profile was produced on 2 June 2015

Health Profile 2015

Health in summary

The health of people in Chiltern is generally better than the England average. Deprivation is lower than average, however about 7.4% (1,300) children live in poverty. Life expectancy for both men and women is higher than the England average.

Living longer

Life expectancy is 6.4 years lower for men and 6.1 years lower for women in the most deprived areas of Chiltern than in the least deprived areas.

Child health

In Year 6, 10.3% (98) of children are classified as obese, better than the average for England. The rate of alcohol-specific hospital stays among those under 18 was 18.6*, better than the average for England. This represents 3 stays per year. Levels of teenage pregnancy, GCSE attainment and smoking at time of delivery are better than the England average.

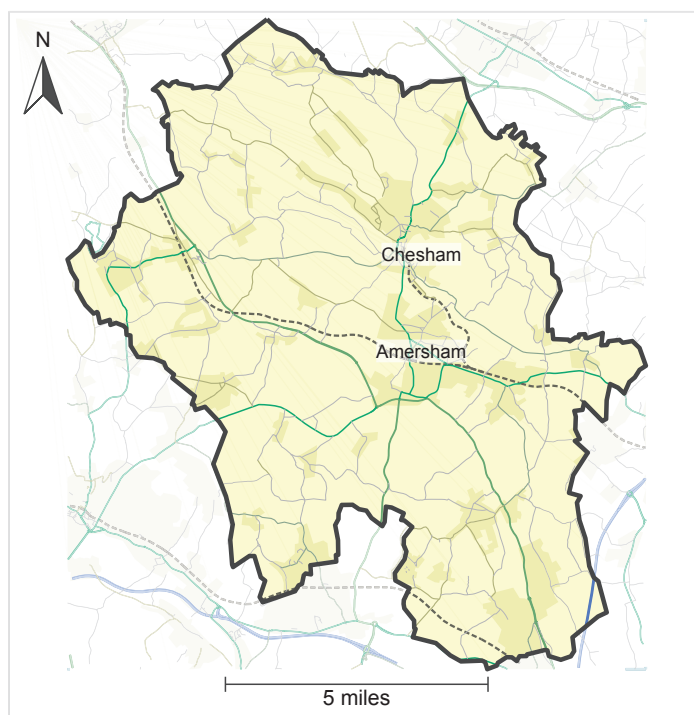
Adult health

In 2012, 20.4% of adults are classified as obese. The rate of alcohol related harm hospital stays was 418*, better than the average for England. This represents 394 stays per year. The rate of self-harm hospital stays was 65.4*, better than the average for England. This represents 61 stays per year. The rate of smoking related deaths was 167*, better than the average for England. This represents 99 deaths per year. Estimated levels of adult smoking and physical activity are better than the England average. Rates of sexually transmitted infections, people killed and seriously injured on roads and TB are better than average. Rates of statutory homelessness, violent crime, long term unemployment, drug misuse, early deaths from cardiovascular diseases and early deaths from cancer are better than average.

Local priorities

Priorities in Chiltern include those outlined in Buckinghamshire's Joint Strategic Needs Assessment and the Director of Public Health's Report. For more information see www.buckscc.gov.uk/healthy-living/public-health/ or www.buckscc.gov.uk/community/knowing-bucks/joint-strategic-needs-assessment/

* rate per 100,000 population



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Population: 93,000

Mid-2013 population estimate. Source: Office for National Statistics.

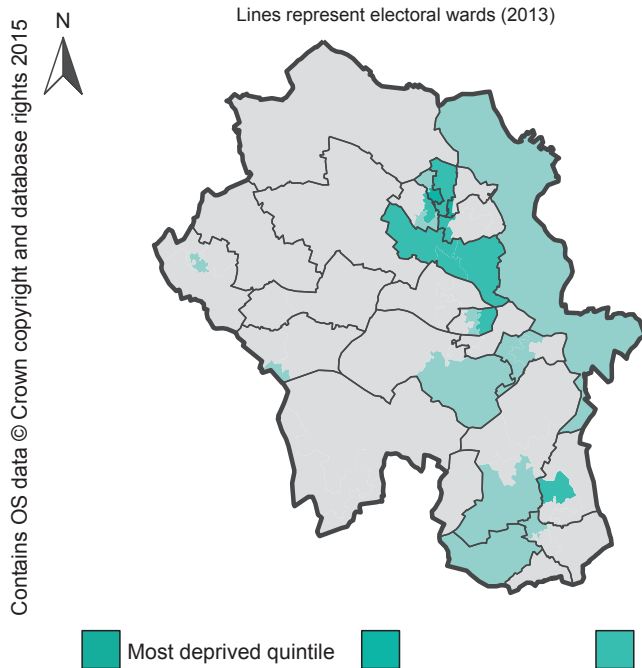
This profile gives a picture of people's health in Chiltern. It is designed to help local government and health services understand their community's needs, so that they can work together to improve people's health and reduce health inequalities.

Visit www.healthprofiles.info for more profiles, more information and interactive maps and tools.

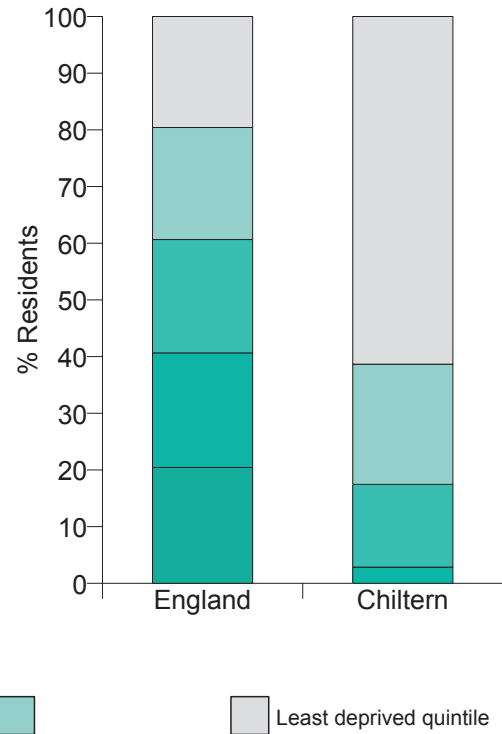
Follow [@PHE_uk](https://twitter.com/PHE_uk) on Twitter

Deprivation: a national view

The map shows differences in deprivation in this area based on national comparisons, using quintiles (fifths) of the Index of Multiple Deprivation 2010, shown by lower super output area. The darkest coloured areas are some of the most deprived neighbourhoods in England.



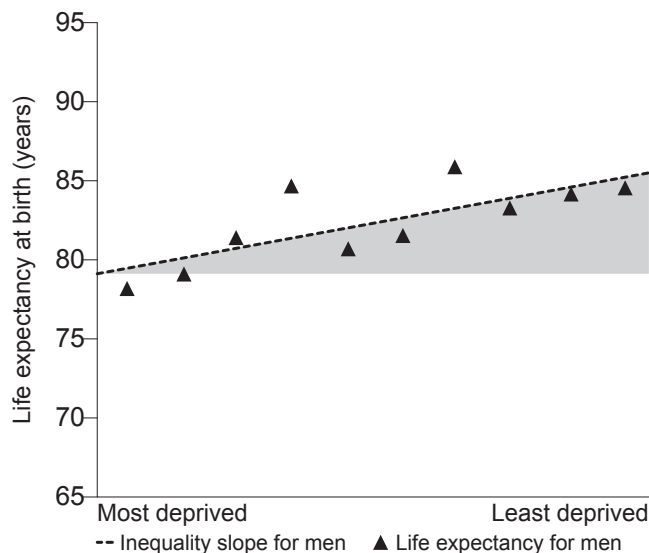
This chart shows the percentage of the population who live in areas at each level of deprivation.



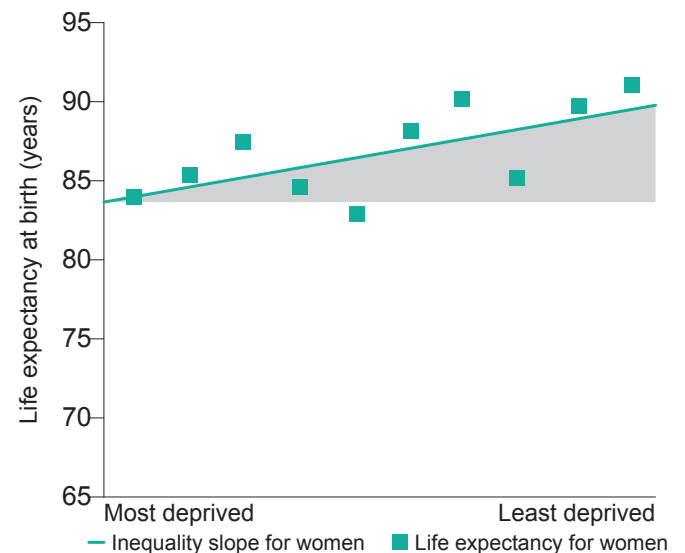
Life expectancy: inequalities in this local authority

The charts below show life expectancy for men and women in this local authority for 2011-2013. Each chart is divided into deciles (tenths) by deprivation, from the most deprived decile on the left of the chart to the least deprived decile on the right. The steepness of the slope represents the inequality in life expectancy that is related to deprivation in this local area. If there were no inequality in life expectancy as a result of deprivation, the line would be horizontal.

Life expectancy gap for men: 6.4 years

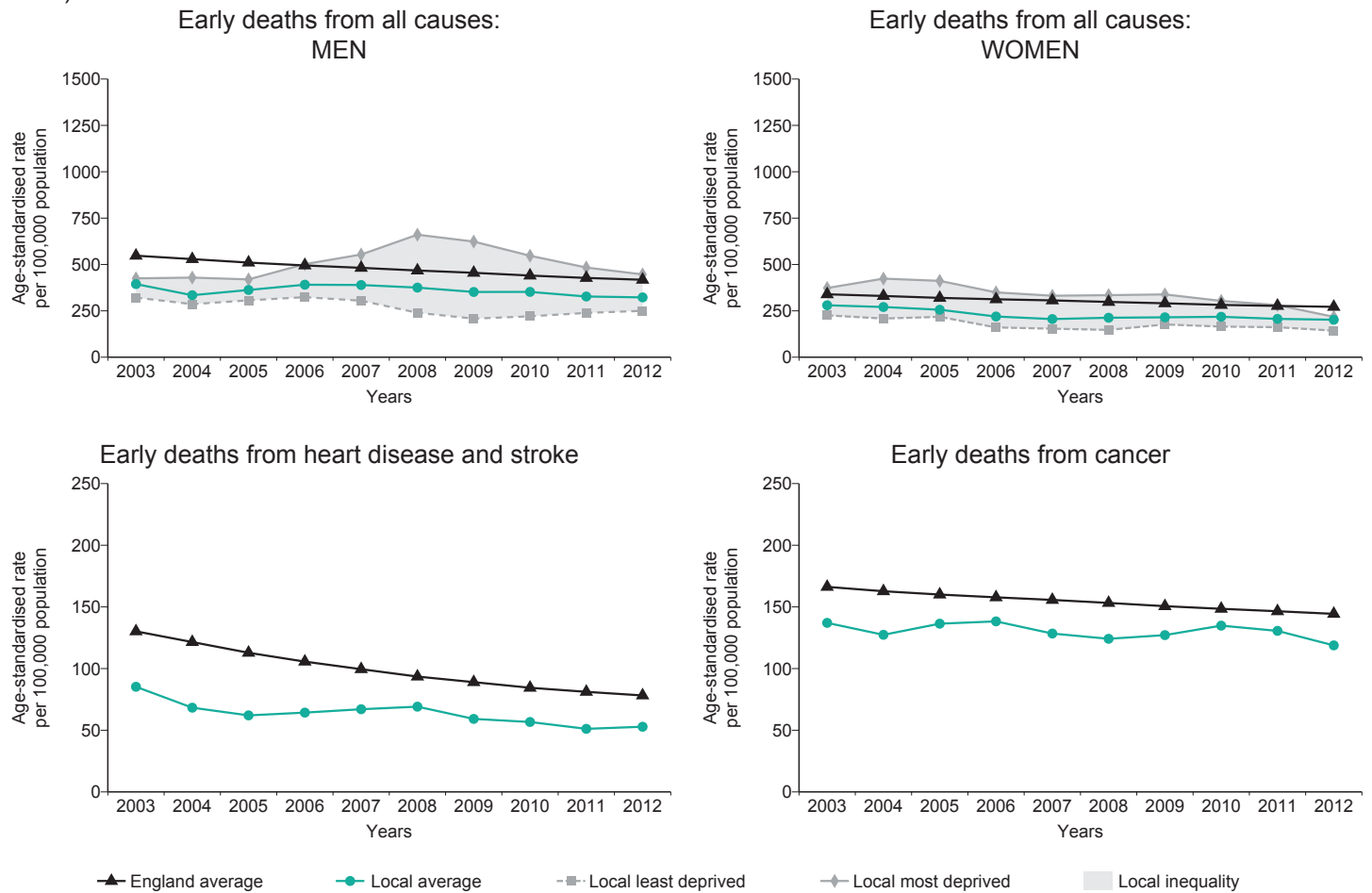


Life expectancy gap for women: 6.1 years



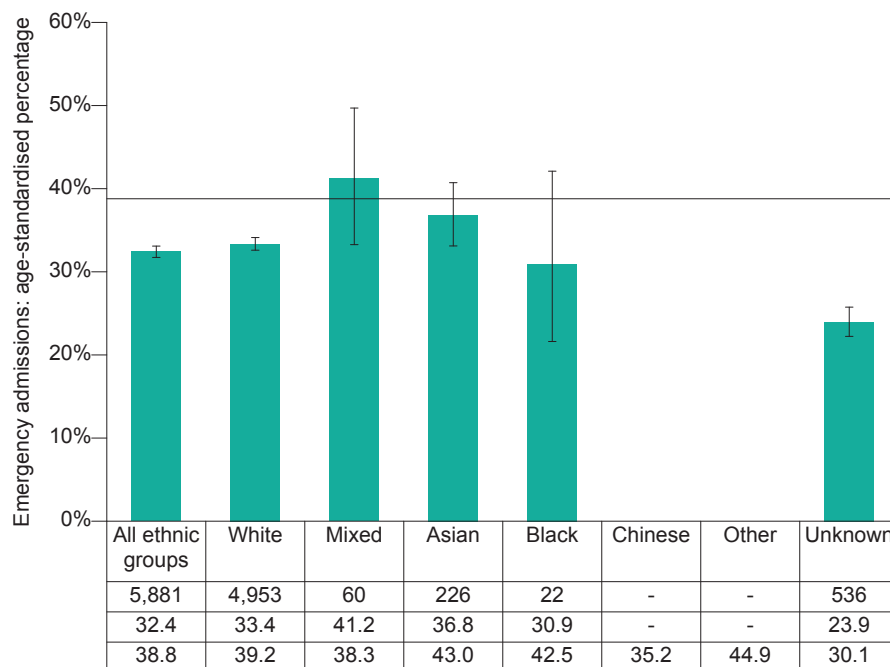
Health inequalities: changes over time

These charts provide a comparison of the changes in early death rates (in people under 75) between this area and all of England. Early deaths from all causes also show the differences between the most and least deprived quintile in this area. (Data points are the midpoints of 3 year averages of annual rates, for example 2005 represents the period 2004 to 2006).



Health inequalities: ethnicity

Percentage of hospital admissions that were emergencies, by ethnic group, 2013



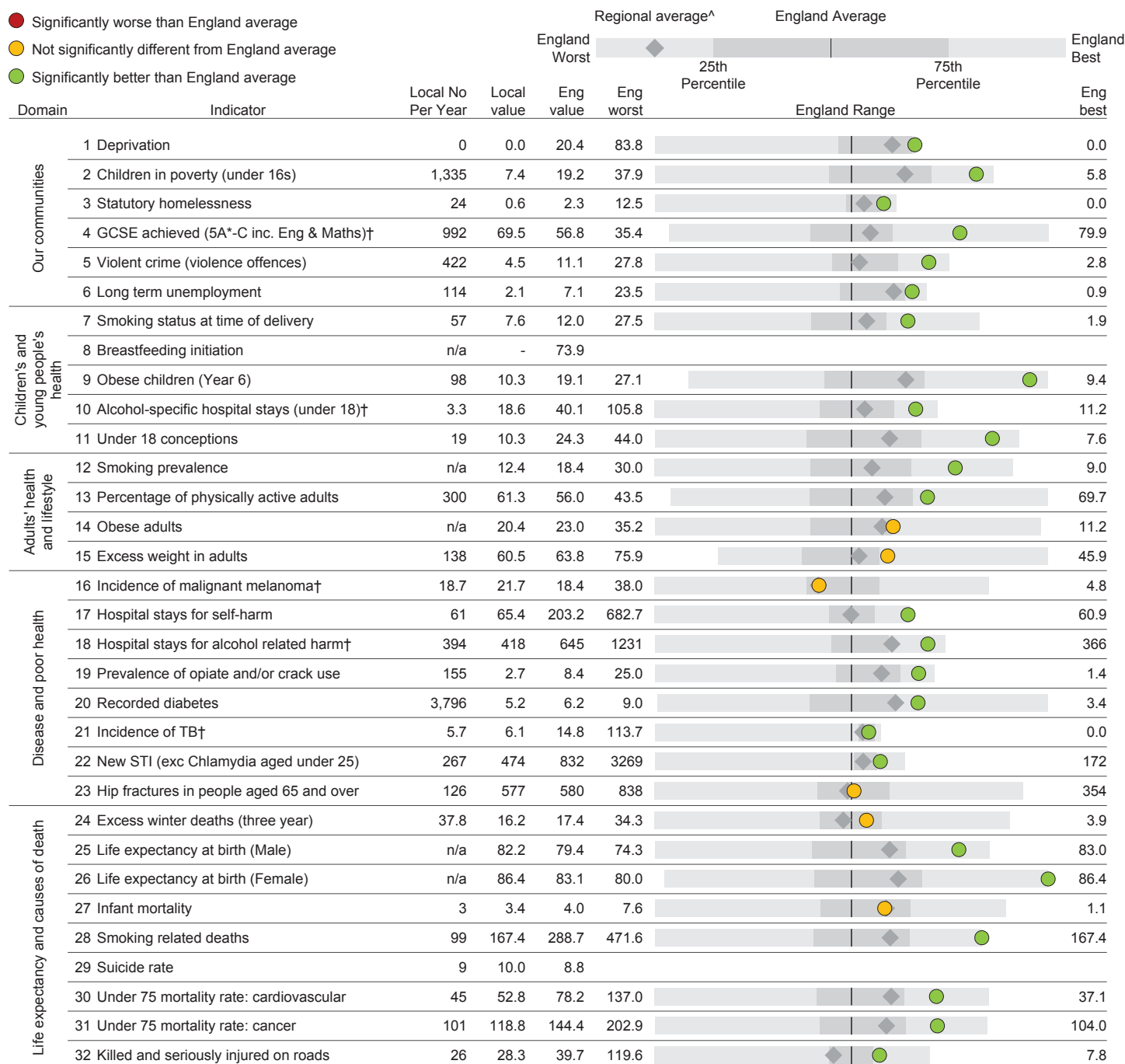
This chart shows the percentage of hospital admissions for each ethnic group that were emergencies, rather than planned. A higher percentage of emergency admissions may be caused by higher levels of urgent need for hospital services or lower use of services in the community. Comparing percentages for each ethnic group may help identify inequalities.

■ Chiltern
 — England average (all ethnic groups)
 | 95% confidence interval

Figures based on small numbers of admissions have been suppressed to avoid any potential disclosure of information about individuals.

Health summary for Chiltern

The chart below shows how the health of people in this area compares with the rest of England. This area's result for each indicator is shown as a circle. The average rate for England is shown by the black line, which is always at the centre of the chart. The range of results for all local areas in England is shown as a grey bar. A red circle means that this area is significantly worse than England for that indicator; however, a green circle may still indicate an important public health problem.



Indicator notes

1 % people in this area living in 20% most deprived areas in England, 2013 **2** % children (under 16) in families receiving means-tested benefits & low income, 2012
3 Crude rate per 1,000 households, 2013/14 **4** % key stage 4, 2013/14 **5** Recorded violence against the person crimes, crude rate per 1,000 population, 2013/14
6 Crude rate per 1,000 population aged 16-64, 2014 **7** % of women who smoke at time of delivery, 2013/14 **8** % of all mothers who breastfed their babies in the first 48hrs after delivery, 2013/14 **9** % school children in Year 6 (age 10-11), 2013/14 **10** Persons under 18 admitted to hospital due to alcohol-specific conditions, crude rate per 100,000 population, 2011/12 to 2013/14 (pooled) **11** Under-18 conception rate per 1,000 females aged 15-17 (crude rate) 2013 **12** % adults aged 18 and over who smoke, 2013
13 % adults achieving at least 150 mins physical activity per week, 2013 **14** % adults classified as obese, Active People Survey 2012 **15** % adults classified as overweight or obese, Active People Survey 2012 **16** Directly age standardised rate per 100,000 population, aged under 75, 2010-12 **17** Directly age sex standardised rate per 100,000 population, 2013/14 **18** The number of admissions involving an alcohol-related primary diagnosis or an alcohol-related external cause, directly age standardised rate per 100,000 population, 2013/14 **19** Estimated users of opiate and/or crack cocaine aged 15-64, crude rate per 1,000 population, 2011/12 **20** % people on GP registers with a recorded diagnosis of diabetes 2013/14 **21** Crude rate per 100,000 population, 2011-13, local number per year figure is the average count **22** All new STI diagnoses (excluding Chlamydia under age 25), crude rate per 100,000 population, 2013 **23** Directly age and sex standardised rate of emergency admissions, per 100,000 population aged 65 and over, 2013/14 **24** Ratio of excess winter deaths (observed winter deaths minus expected deaths based on non-winter deaths) to average non-winter deaths 01.08.10-31.07.13 **25**, **26** At birth, 2011-13 **27** Rate per 1,000 live births, 2011-13 **28** Directly age standardised rate per 100,000 population aged 35 and over, 2011-13 **29** Directly age standardised mortality rate from suicide and injury of undetermined intent per 100,000 population, 2011-13 **30** Directly age standardised rate per 100,000 population aged under 75, 2011-13 **31** Directly age standardised rate per 100,000 population aged under 75, 2011-13 **32** Rate per 100,000 population, 2011-13

† Indicator has had methodological changes so is not directly comparable with previously released values.

[^] "Regional" refers to the former government regions.

More information is available at www.healthprofiles.info and <http://fingertips.phe.org.uk/profile/health-profiles>

Please send any enquiries to healthprofiles@phe.gov.uk

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SUBJECT:	<i>Chiltern District Council Performance Report – Q1 2015-16</i>
REPORT OF:	<i>Leader of the Council – Councillor Isobel Darby</i>
RESPONSIBLE OFFICER	<i>Acting Chief Executive – Bob Smith</i>
REPORT AUTHOR	<i>Rachel Prance (01494 732903) Laura Campbell (01895 87236).</i>
WARD/S AFFECTED	<i>Report applies to whole district</i>

1. Purpose of Report

The purpose of this report is to outline the performance of Council services against performance indicators and service objectives during April to June 2015.

RECOMMENDATION

Cabinet is asked to note this report.

2. Executive Summary

Overview of performance indicators (PIs) against targets across the Council:

Portfolio	No of PIs	PI on target ✓	PI slightly below target ◻	PI off target ✗	Unkn own / Data only
Leader	3	1	0	1	1
Community, health & housing	14	0	1	6	7
Sustainable development	10	4	4	1	1
Environment	7	0	0	1	6
Support services	7	2	2	1	2
Customer services	5	4	0	0	1
Total PIs	46	11	7	10	18

3. Reasons for Recommendations

3.1 This reports factual annual performance against pre-agreed targets. Management Team, Cabinet, Council and Overview & Scrutiny Committee receive regular updates detailing our progress towards service plan objectives, performance targets and strategic risks, in line with our Performance and Improvement Framework.

3.2 Two detailed performance tables accompany this report:

- **Appendix A – Priority performance indicators 2014-15**
- **Appendix B – Quarterly corporate performance indicators 2014-15.**

4. Key points to note this quarter:

- 4.1 Of the 10 PIs which were off target, three are priority PIs. Please refer to the appendices for full details.
- 4.2 Of the 18 unknown PIs, three are provided for information only, 10 are not reported for quarter one and four relate to new PIs for this year which are awaiting targets to be set, or the method of calculation has not yet been finalised. One has been unable to be calculated due to the merger of the Uniform system and investigations are ongoing to enable reporting by quarter two.
- 4.3 **Community, health & housing**: of the six PIs which failed to meet targets, four relate to housing, please refer to the appendices to view the reasons for this. One relates to participation in physical activity, which is generally low for the first quarter of the year as many community events coincide with school holidays. The final off-target indicator relates to licensing and is a temporary issue which is expected to improve.
- 4.4 **Environment**: the PI which failed to meet target related to the joint Chiltern and Wycombe waste service: percentage of household waste sent for reuse, recycling and composting. The actual percentage of 52.06% is above the national target of 50% by 2020, but below the very robust target set for the joint contract.

5. Consultation

Not applicable.

6. Options

Not applicable.

7. Corporate Implications

- 7.1 Financial - Performance Management assists in identifying value for money.
- 7.2 Legal – None specific to this report.
- 7.3 Crime and Disorder, Environmental Issues, ICT, Partnership, Procurement, Social Inclusion, Sustainability – reports on aspects of performance in these areas.

8. Links to Council Policy Objectives

Performance management helps to ensure that performance targets set through the service planning process are met and any dips in performance are identified and resolved in a timely manner. This report links to all three of the Council's objectives, listed below:

Objective 1 - Efficient and effective customer focused services

Objective 2 - Safe, healthy and cohesive communities

Objective 3 - Conserve the environment and promote sustainability

9. Next Step

Once approved, this report and appendices will be published on the website.

Background Papers:	N/A
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Appendix A - CDC Quarterly Priority Performance Indicator Report - 2015-16

Code	Title	2014/15 Actual	2014/15 Target	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Target 2015/16 (YTD)	Traffic Light	Latest Note
Leader's																		
CdHR1	Working days lost due to sickness absence	9.4	7.6	8.62	8.64	9.18										11	<input checked="" type="checkbox"/>	
Community, Health and Housing																		
CdCmSf1	Percentage reduction in burglaries from dwellings year on year for Chiltern (monthly)	30.30%	data only	n/a	15.80%	10%										data only	n/a	Thames Valley Police updated their recording system this year, this is now reported on a rolling annual basis.
CdHS1	Number of applicants with/expecting children who have been in B & B accommodation for longer than 6 weeks (snapshot figure at end of month)	1	0	2	2	2										0	<input checked="" type="checkbox"/>	The first of these households has been deemed non-eligible for homelessness assistance and has remained in B&B pending a review following a Solicitor's request. The second household has been accommodated pending enquiries into potential domestic violence and a potential legal interest in other accommodation. Arrangements are underway to move the second household on to alternative temporary accommodation.
		Page 19																
CdHS8	Number of households living in temporary accommodation (snapshot at the end of the month)	25	22	31	28	33										21	<input checked="" type="checkbox"/>	There is currently a significant demand for temporary accommodation arising from an upturn in applications and limited opportunities to move on existing TA occupiers (e.g. due to a low number of vacancies arising in social housing stock). Officers are continuing to work to reduce numbers in TA through use of direct lettings and focus on prevention measures where possible.
Sustainable Development																		
CdSD2	Special measures: speed of processing major applications, for assessment in Oct/Nov 2015 (cumulative)	86.84%	41.00%	86.84%	87.50%	87.80%										41.00%	<input checked="" type="checkbox"/>	Review period is 1st July 2013 - 30 June 2015. 36 out of 41 major applications during this period processed within time.

Code	Title	2014/15 Actual	2014/15 Target	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Target 2015/16 (YTD)	Traffic Light	Latest Note
CdSD5	Special measures: quality of major applications, for assessment in Oct/Nov 2015 (cumulative)	5.13%	19.00%	5.13%	5.13%	5.13%										19.00%		Period for major applications determined is: 1st January 2013 - 31st December 2014. Period for appeals overturned against the applications determined in this period is to 30th September 2015. Two overturned on appeal out of 39 appeals, with the results of a further four cases pending. The appeal against a refused major application at Amersham & Wycombe College falls outside of this indicator due to the Council's decision date.
CdSD10	Processing of planning applications: minor applications processed within 8 weeks (cumulative)	80.99%	70.00%	84.21%	80.39%	79.71%										70.00%		Subject to validation checks.
CdSD11	Processing of planning applications: other applications processed within 8 weeks (cumulative)	94.33%	90.00%	93.39%	89.66%	91.74%										92.00%		Subject to validation checks. A total of 103 'other' applications were determined in June with 100 decisions made within time, including 89 'domestic householder' extension decisions. For the year to date, 308 out of 335 decisions were on time.
Environment																		
CdWR3	Percentage of household waste sent for reuse, recycling and composting (cumulative)	50.32%	56.00%			52.06%										57.00%		Jointly reported for Chiltern and Wycombe as per the joint contract. Provisional figure, subject to verification.
Customer Services																		
CdRB1	Speed of processing - new HB/CTB claims (by period monthly)	16.39	18	17.08	16.46	15.58										18		
CdRB2	Speed of processing - changes of circumstances for HB/CTB claims (by period monthly)	3.09	5	5.48	4.1	4.74										5		
CdRB3	% of Council Tax collected (cumulative)	99.30%	99.00%	5.35%	15.23%	24.88%										99% (24.74%)		

Code	Title	2014/15 Actual	2014/15 Target	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Target 2015/16 (YTD)	Traffic Light	Latest Note
CdRB4	Percentage of Non-domestic Rates Collected (cumulative)	98.60%	98.00%	9.87%	19.67%	28.73%										98% (24.5%)	<input checked="" type="checkbox"/>	

Appendix B - CDC Quarterly Corporate Performance Indicator Report - 2015-16

Note: Excludes Priority Performance Indicators - see Appendix A

KEY R This PI is below target A This PI is slightly below target G This PI is on target																			
PI code	Name	2014/15 Value	Annual target 2014/15	Apr-15 value	May-15 value	Jun-15 value	Jul-15 value	Aug-15 value	Sep-15 value	Oct-15 value	Nov-15 value	Dec-15 value	Jan-16 value	Feb-16 value	Mar-16 value	Annual target 2015/16	Traffic light (latest actual)	Responsible officer	Latest notes
Leader's portfolio																			
CdCP1 (C)	Number of unique visitors to the main website (by period)	288,504	data only	26,463	33,573	25,476										data only	n/a	Rachel Prance	
CdHR2 (C)	Voluntary leavers as a % of workforce (extrapolated for the year)	new PI	new PI			21.30%										8%	R	Judy Benson	12 leavers during quarter 1, average headcount of 219. Extrapolated, this equates to 48 for the full year, 21.3%.
Community, health and housing																			
CdCL1 (C)	Customer satisfaction rating at the Chiltern leisure facilities	new PI	new PI	annual PI											t.b.a.	n/a	Martin Holt		
CdCL2 (C)	Total participation in physical activities delivered through the GLL community engagement plan (by period)	new PI	new PI			775										6,000 (1,500)	R	Martin Holt	Activity tends to be higher in school holidays.
CdCL3 (C)	Total number of users at all leisure centres (by period)	874,748	840,000			228,569										875,000 (218750)	A	Martin Holt	
CdC ₂ Sf	Percentage reduction in violent offences against a person, rolling year on year	data only	data only			-14.7%										data only	n/a	Martin Holt	Chiltern District continues to see a rise in violence against a person. There has been an increase in 62 offences compared to the previous year. The data is being analysed to identify patterns or hotspots that can be targeted.
CdHS2 (C)	Number of affordable homes delivered by (i) new build (ii) vacancies generated by local authority scheme (iii) acquisition of existing properties for social housing (cumulative)	42	33			4										33 (8.25)	R	Martin Holt	Total breaks down as (i) 4 new build flats in Chequers re-development in Chesham (Hightown Praetorian), (ii) 0 vacancies generated and (iii) 0 acquisitions.
CdHS3i (C)	Average Length of stay in B & B temporary accommodation for all households (snapshot at end of quarter)	3.3	5			16										5	R	Martin Holt	This figure relates to only one household who spent 16 weeks in B & B accommodation. This household had a range of complex issues and were subject to multi-agency working. The nature of the case meant that it was more appropriate to continue to accommodate the household in B & B rather than move them on to alternative accommodation. Consequently, they were in B & B for a significant longer period than the average length of stay for previous quarters.
CdHS4 (C)	Number of private sector dwellings vacant for more than 6 months and returned to occupation following local authority intervention	26	40	annual PI											40	?	Martin Holt	Reported annually.	

KEY: R This PI is below target A This PI is slightly below target G This PI is on target																			
PI code	Name	2014/15 Value	Annual target 2014/15	Apr-15 value	May-15 value	Jun-15 value	Jul-15 value	Aug-15 value	Sep-15 value	Oct-15 value	Nov-15 value	Dec-15 value	Jan-16 value	Feb-16 value	Mar-16 value	Annual target 2015/16	Traffic light (latest actual)	Responsible officer	Latest notes
CdHS9 (C)	Bucks Home Choice – rolling year on year change in number of applicants (%)	new PI	new PI			34%										t.b.a.	n/a	Martin Holt	A total of 380 applicants were registered as "live" applications (i.e. able to bid for vacancies) on Bucks Home Choice at 30/6/14, increasing to 510 by 30/6/15.
CdEH2 (C)	Percentage of food premises (risk rating A to C) that are broadly compliant (snapshot quarterly)	92.28%	89%			t.b.a.										91%	?	Martin Holt	The Uniform database has recently been merged with that of South Bucks and there are currently teething problems with the reports. This will be reported in quarter two.
JtLI3 (C)	Percentage of customers satisfied with the service received (Licensing) - (annual)	67%	89%	annual PI												89%	?	Martin Holt	Reported annually.
JtLI5 (C)	Percentages of licences received and issued/renewed within statutory or policy deadlines (cumulative)	98%	95%			83.20%										97%	R	Martin Holt	95 out of 565 not dealt with within timescales due to staff shortages.
Sustainable development																			
JtBC1 (C)	Applications checked within 10 working days	83.64%	82%	79.00%	86.30%	83.05%										85%	A	Peter Beckford	
JtE4 (C)	Customer satisfaction with the building control service (cumulative)	95.16%	93%	94.00%	94.44%	91.23%										94%	A	Peter Beckford	
CdRP1 (C)	Net additional homes provided	189	133	annual PI												133	?	Peter Beckford	Reported annually.
CdSD7 (C)	Percentage of planning applicants who are satisfied or very satisfied with the planning service (cumulative)	new PI	new PI			76.92%										80%	A	Peter Beckford	Survey system implemented during May.
CdSD8 (C)	Planning appeals allowed (cumulative)	39.00%	35%			43.33%										35%	R	Peter Beckford	During this quarter, 30 qualifying appeals were determined. Of these, 13 were allowed (overturned) by the Planning Inspectorate and 17 dismissed. 8 appeals allowed related to 'Minor' housing developments, 4 to domestic householder extensions and 1 to an agricultural building. None related to 'Major' developments.
CdSD12 (C)	Percentage of new enforcement cases where an initial site visit for an urgent priority case is undertaken within the timescale set out in the Enforcement Policy (cumulative)	100.00%	30%			100.00%										30%	G	Peter Beckford	

Environment

KEY																				
R This PI is below target			A This PI is slightly below target			G This PI is on target														
PI code	Name	2014/15 Value	Annual target 2014/15	Apr-15 value	May-15 value	Jun-15 value	Jul-15 value	Aug-15 value	Sep-15 value	Oct-15 value	Nov-15 value	Dec-15 value	Jan-16 value	Feb-16 value	Mar-16 value	Annual target 2015/16	Traffic light (latest actual)	Responsible officer	Latest notes	
CdSE1 (C)	Cumulative CO2 reduction from local authority operations from base year of 2008/09	t.b.a.	1%	annual PI													1%	?	Martin Holt	Reported annually.
CdSE2 (C)	Planning to adapt to climate change (5 levels of performance 0=low 5= high)	3	4	annual PI													4	?	Martin Holt	Reported annually.
CdWR1 (C)	Waste customer satisfaction survey	new PI	new PI	6 monthly					6 monthly					t.b.a.	n/a	Chris Marchant	Reported six monthly.			
CdWR2 (C)	Residual household waste kg per household	396.47	445.00	annual PI													445.00	?	Chris Marchant	Reported annually.
JtPF1 (C)	Percentage of faults fixed within SLA period (for implementation when new joint contract starts towards end of 2015)	new PI	new PI			n/a			n/a							t.b.a.	n/a	Chris Marchant	New PI for when the joint facilities management service is implemented.	
JtPF2 (C)	Percentage occupancy rate for car parks (for implementation during 2015/16 following implementation of shared service)	new PI	new PI			n/a			n/a							t.b.a.	n/a	Chris Marchant	New PI for when the joint facilities management service is implemented.	
Support services																				
JtL1 (C)	Client satisfaction with the shared service. Percentage satisfied or very satisfied.	100.00%	96%	6 monthly					6 monthly					94%	?	Joanna Swift				
CdBS1 (C)	Availability of ICT systems to staff from 8am to 6pm (by period)	99.00%	99%			99.90%										99.50%	G	Sim Dixon		
CdBS2 (C)	Percentage of calls to ICT helpdesk resolved within agreed timescales (by period)	85.00%	95%			87.50%										95%	A	Sim Dixon		
CdBS3 (C)	Percentage of responses to FOI requests sent within 20 working days (by month)	new PI	new PI	57.00%	82.00%											90%	A	Sim Dixon	Due to deadlines for processing, this will always be reported one month in arrear.	
CdF1 (C)	Percentage of small businesses paid within 15 days (by period)	new PI	new PI			80.90%										90%	R	Rodney Fincham	114 out of 141 small business invoices paid within 15 days. Note this includes disputed invoices.	
CdLD2 (C)	The percentage response to the annual canvass	96.00%	94%	annual PI													94%	?	Joanna Swift	Reported annually.
CdLD3 (C)	Percentage of standard searches carried out within five working days (by period)	100.00%	100%			100.00%										100%	G	Joanna Swift	314 qualifying searches received - 314 carried out within 5 working days	
Customer services																				
CdCS1 (C)	New measure for complaints - t.b.a.	new PI	new PI			n/a										t.b.a.	n/a	Nicola Ellis	New PI for when the joint customer services team is implemented.	

SUBJECT:	<i>CHILTERN GREEN HOUSE GAS (GHG) REPORT 2014/15</i>
REPORT OF:	<i>Councillor Michael Smith (Cabinet Member – Environment)</i>
RESPONSIBLE OFFICER	<i>Bob Smith (Acting Chief Executive)</i>
REPORT AUTHOR	<i>Ben Coakley (Principal Strategic Environment Officer)</i>
WARD/S AFFECTED	<i>All</i>

1. Purpose of Report

This report provides an overview and summary of the Chiltern DC Green House Gas (GHG) Report for 2014/15.

RECOMMENDATION

- To note that the ongoing reduction in carbon emissions have been maintained for the year 2014/15, and in doing so, continue to meet the Council's reduction target.
- To note the risks **and** opportunities for GHG emissions in relation to the shared service agenda moving forward.
- To note the Chiltern GHG Report detailed in Appendix 1 as submitted to the Department of Energy & Climate Change by the deadline of 31st July 2015.

2 Discussion:

- 2.1 As in previous years, The Department of Energy & Climate Change (DECC) have formally requested the sharing of information on greenhouse gas emissions from local authorities own estate and operations. DECC requires each local authority to publish its own GHG report locally on its own website. They consider this is essential to support the localism agenda by ensuring local authorities are accountable to their local communities for their greenhouse gas emissions.
- 2.2 DECC formally requested that each local authority publish its GHG report by the end of July 2015 for 2014/15. DECC then collate the total figures for each local authority covering all greenhouse gas emissions – so the total figures for all LAs are nationally available and in one place. The GHG reporting mechanism forms part of the DCLG single data list.
- 2.3 Due to the final data only becoming available at the beginning of July, the formal GHG report (appendix 1) has now been submitted. As a factual report detailing actual performance, this is not subject to further amendment.
- 2.4 The Council has an on-going commitment to reducing its own carbon emissions and has signed the climate change declaration. Each Cabinet decision also includes the

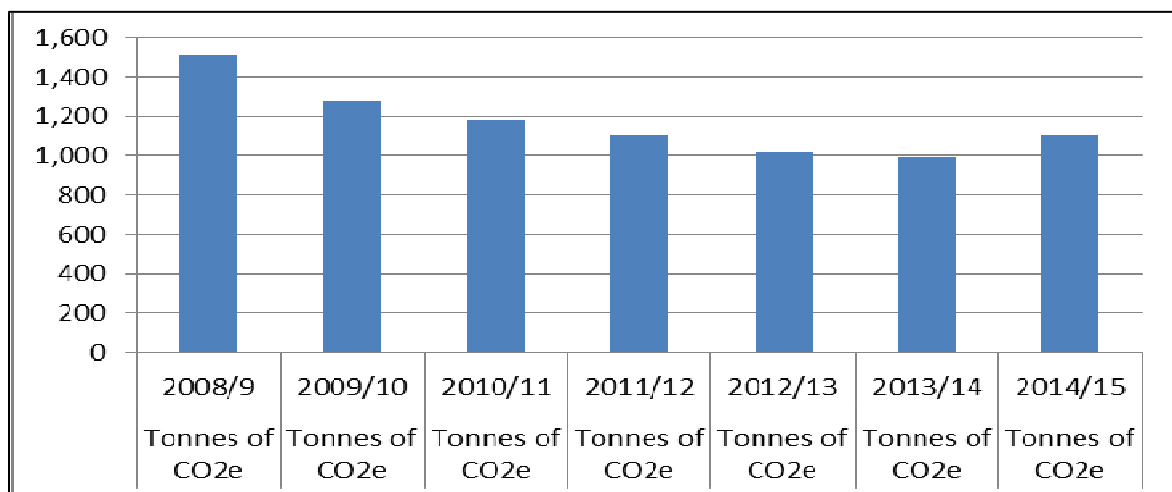
consideration of sustainability. The Climate Change Strategy provides a number of key themes and actions to help Chiltern deliver on its promises. Delivery plans take the form of business cases, developed following prioritisation and suitability assessments. These occur through multiple channels including CAMG, contract monitoring and direct improvement initiatives.

- 2.5 In 2012, Cabinet agreed cumulative targets moving forward of a 4% reduction (1.3% each year) over each '3 year period' against the 2008/9 baseline year. **Whilst no further reductions have been possible in 2014/15, the 4% reduction target has already been achieved and maintained.**

Results

- 2.6 The completed GHG report can be found as **Appendix 1**. The report shows a stabilisation of reductions in 2014/15 but maintains the overall running total of 22% reduction in emissions from the base year in 2008/9.
- 2.7 It is therefore clear that further reductions to take the Council and partners beyond the 22% is (as indicated in the previous GHG Report) extremely challenging, especially at a time of significant change and sharing of services. Officers will however indeed try to meet this challenge by looking for further opportunities and innovation.
- 2.8 The main focus for the Council continues to be sustaining these existing reductions in indirect energy use (**Scope 2**), which includes the use of electricity at the council offices, leisure centres, car parks and public conveniences.

SCOPE 2: PURCHASED ELECTRICITY - ALL SITES (IN CO₂e)



- 2.9 Until 2014/15, this has seen the largest continued decrease. However, it would appear from the graph that scope 2 emissions have slightly increased in 2014/15.

2.10 Upon investigation it became clear as to why this has occurred. GHG report figures must be measured and presented in units of CO₂e (which means carbon dioxide

equivalent). The figures therefore contain correction factors, set by DEFRA to account for the carbon emissions of the sourcing of the fuel before it reaches the end user. This correction factor is not within the control of the Council and therefore has the ability to skew the apparent performance for this set of emissions.

The reasons for this 'perceived increase' therefore are attributed to:

- The Conversion Factor published by DEFRA for calculating the emissions for electricity consumption has increased this year from 0.44548 p/kWh to 0.49426. Given the total annual consumption for the all sites for the year was 2,239,437 kWh, this small increase in the conversion factor of 0.04878 equates to 109,239 KG or 109 tonnes of CO₂e.

This change by Government of the correction factor therefore accounts for almost the entire 111 tonnes increase in emissions compared to last year and therefore does not represent a significant increase in consumption by the Council.

2.11 Other issues that may impact upon emissions moving forward include:

- Relocation of teams and staff to either Chiltern Offices or South Bucks Offices.
- Additional space (and PC's) for hot-desking to allow staff to work from the Chiltern offices even if they are primarily based at South Bucks.
- Some functions such as parking , directly relevant to the reporting, are now based at Chiltern rather than South Bucks and therefore will contribute to additional mileage emissions for Chiltern (corresponding reductions to South Bucks GHG report)
- Increasing use of dual monitors and the need for monitors/ IT at both sites for shared service staff that work at both sites.
- Continued use of air conditioning at Chiltern Offices
- Increase in electricity use at Amersham Multi Storey Carpark where additional security lighting has been installed.

2.12 Bucks Learning Trust have also now replaced ATC on the 2nd floor and since 1/8/14 are now occupying the 1st floor (as BCC's tenant). This has also been taken account of in reporting.

2.13 **The action to tackle direct emissions (scope 1) includes optimising and reducing gas consumption at the Council Offices. This has resulted in a decrease in scope 1 emissions over the previous year** and has to some extent compensated for the increase to scope 2 emissions and impact of revised correction factor as described above.

2.14 Chiltern considers in its calculations, the carbon management performance of its contractors such as; GLL, TBS (Hygiene) and waste contractor (Serco for 2013/14) under scope 3 (other indirect). Although this is more challenging, it is important for

those undertaking work on our behalf to also work towards meeting targets. Both gas use and water use in the leisure centres has decreased significantly on last year, which is very positive.

- 2.15 CDC business mileage maintains the general trend of being elevated since 2013/14 (as a result of shared services and travel between CDC and SBDC), but has decreased slightly against last year. This is an area for improvement that will be considered further when the current phase of shared services is complete and operational concerns have been given a chance to stabilise.
- 2.16 The new joint waste contract commenced during 2013/14. This resulted in an initial increase (10% HGV) in emissions due to the rolling out of the new contract (additional mileage for delivery of new bins etc.) Requirements on Serco to work towards minimising carbon emissions were included in the new contract and completion of the roll out phase has now seen a return to 2009/10 levels which is again very positive.

Internal Reporting & Discussion

- 2.17 Cabinet is provided with GHG reports annually. On-going strategic direction and monitoring of the climate change strategy is undertaken by the Healthy Communities Division.
- 2.18 This enables a corporate review of activities delivered by each of the service areas. Advising where there may be underperformance or the opportunity to invest in climate change measures. Whilst the shared services are continuing to develop, teams across both Councils are rightly concentrating on operational proficiency and ensuring that there are no visible impacts on customers. Once shared services are fully in place, work will resume on identifying (and implementing) new opportunities.
- 2.19 Once identified the relevant division or contractor is responsible for resolving the matter or seeking options that will support continuous improvement

Moving Forward

- 2.20 Officers will actively seek out further opportunities. A number of further projects have commenced or are planned for 2015/16 and onwards:
- **At the request of CAMG, the consideration of additional new solar PV sites within the District to maximise energy generation.**
 - Consideration of opportunities for multi-council energy generation
 - Proposals to install additional solar panels at AMSCP. This was subject to planning approval but is currently on hold (pending a consideration of options for site improvements by the Environment Team)
 - CDC network servers and associated air conditioning. Move from IT server room to BCC basement room will allow significant reductions in energy associated with systems cooling.

-
- 2.21 A small identified risk (and opportunity) for 2015/16 is that within Scope 1, the use by parking attendants of Council vehicles is also included. There is therefore the potential for increased emissions as a result of the purchase of two further vehicles to cover the South Bucks area whilst having them stationed at Chiltern. These additional increases therefore represent a 'previously unaccounted mileage' to cover the South Bucks work but will be attributed to Chiltern. As a new shared service, mitigation opportunities will be discussed and considered by the new parking manager.
- 2.22 Based on the current performance in relation to carbon management and the opportunities to deliver further improvements by the council and its partners, although the current three year target has already been achieved, Officers continue to strive to maintain existing reductions with a continuing view to being carbon neutral by 2050.
- 2.23 Shared services may currently be considered a minor risk in relation to GHG emissions. However, it is expected that these will change to opportunities as further improvements are made to the new shared operations and staff become more familiar with new ways of working. It is also hoped that additional joint schemes between Chiltern and South Bucks will be developed that will contribute positively to both councils.
- 2.24 Due to the timing and need to submit this data response to Government, the supplementary 'annual energy financial performance update' and 'solar panel' report, are provided to Cabinet as a separate item later in the year.
- 2.25 In conclusion, based on the overall performance to date and projects undertaken under the climate change strategy, the GHG report provides a continuing positive reflection of the Councils commitment to maintain and where possible reduce both its total carbon emissions and its on-going energy spend

3. Corporate Implications

Financial Implications

A critical aspect of reducing carbon emissions is the associated financial benefits that they also deliver. **Financial benefits including solar pv energy generation will be reported in the 'annual energy spending report' later in the year, when the full set of financial data has been received.**

Risk Implications

As the performance of the Council is publicly reported and the Council's achievements assessed nationally, it is important that the Council continues to innovate in its reductions of carbon emissions and spend on energy.

Failure to reduce the costs associated with energy use will adversely impact on the Medium Term Financial Strategy. Climate Change and Sustainability were previously identified as a corporate risk, this report advises on how that risk is being mitigated and minimised.

Equalities Implications - None

Sustainability Implications

For the seventh year in a row, the GHG report demonstrates the hard work undertaken across the Council and by partners on working towards reduction of its carbon footprint, demonstrating positive action and leadership to our communities.

4 Links to Council Policy Objectives

3(C) Reduce Chiltern's carbon emissions and improve energy efficiency through local mitigation, adaptation and promote the sustainable use of resources

5 Next Step

To submit the Chiltern GHG Report to the Department of Energy & Climate Change

<p>Background Papers:</p>	<p>https://www.gov.uk/government/publications/uk-greenhouse-gas-emissions-statistics-user-guidance</p> <p>https://www.gov.uk/government/collections/uk-local-authority-and-regional-carbon-dioxide-emissions-national-statistics</p>
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APPENDIX 1: Chiltern DC GHG REPORT

1. Company Information								
<p>Chiltern District Council, King George V House, King George V Road, Amersham, Bucks HP6 5AW</p> <p>Acting Chief Executive: Bob Smith</p> <p>Contact: Ben Coakley bcoakley@chiltern.gov.uk or Debbie Cole dcole@chiltern.gov.uk</p>								
2. Reporting Period		1st April 2014 to 31st March 2015						
3. Change in Emissions								
<p>Chiltern has made a public commitment through the signing of the Climate Change Declaration. Following both senior management and Councillor support, the Council's aims and objectives have also been specifically changed to reflect the importance of mitigating and adapting to climate change. A comprehensive Climate Change Strategy and actions have been developed in order to monitor and reduce our carbon emissions. We also work in partnership with the other Authorities of Bucks to mitigate and adapt to climate change.</p>								
4. Approach								
<p>We have followed the Government's Guidance on how to measure and report greenhouse gas emissions. This builds upon the extensive work undertaken for the former NI185 national indicator and the Bucks wide LAA target.</p>								
5. Organisational Boundary								
<p>We are a Local Authority and have generally used 'the financial approach'</p>								
6. Operational Scopes								
<p>We have measured our scope 1, 2 and significant scope 3 emissions</p>								
7. Geographic Breakdown								
<table border="1"> <tr> <td>All operations are in the UK:</td> <td>Council Offices in Amersham</td> <td>Bucks</td> </tr> <tr> <td></td> <td>Leisure Centres in</td> <td>Bucks</td> </tr> </table>			All operations are in the UK:	Council Offices in Amersham	Bucks		Leisure Centres in	Bucks
All operations are in the UK:	Council Offices in Amersham	Bucks						
	Leisure Centres in	Bucks						

	Amersham, Chesham and Chalfont St Peter	
	Amenities Depot in Amersham	Bucks
8. Base Year		
Our Base Year is 2008 which we set using a fixed base year approach		
9. Targets		
In addition to the significant reductions already achieved since 2008;		
For Scope 1 we are aiming for a 4% reduction over the next three years with a view to being carbon neutral by 2050		
For Scope 2 we are aiming for 4% reduction over the next three years with a view to being carbon neutral by 2050		
10. External Assurance Statement		
This report is subject to internal audit and review.		
11. Electricity Generation Note		
* Chiltern generates electricity at the Council Offices, Chesham Leisure Centre and Amersham Multi-Storey Car Park. 92,862 kWh of electricity generated by solar panels at these sites for this period and this equates to a reduction in emissions of 45,898 kg of CO ₂ e or 45.9 Tonnes of CO ₂ e		
12. Correction Factors:		
The Conversion Factor published by DEFRA for calculating the emissions for electricity consumption has increased this year from 0.44548 p/kWh to 0.49426. Given the total annual consumption for the all sites for the year was 2,239,437 kWh, this small increase in the conversion factor of 0.04878 equates to 109,239 KG or 109 tonnes of CO ₂ e.		

GHG Emission data for period 1 April 2008 to 31 March 2015

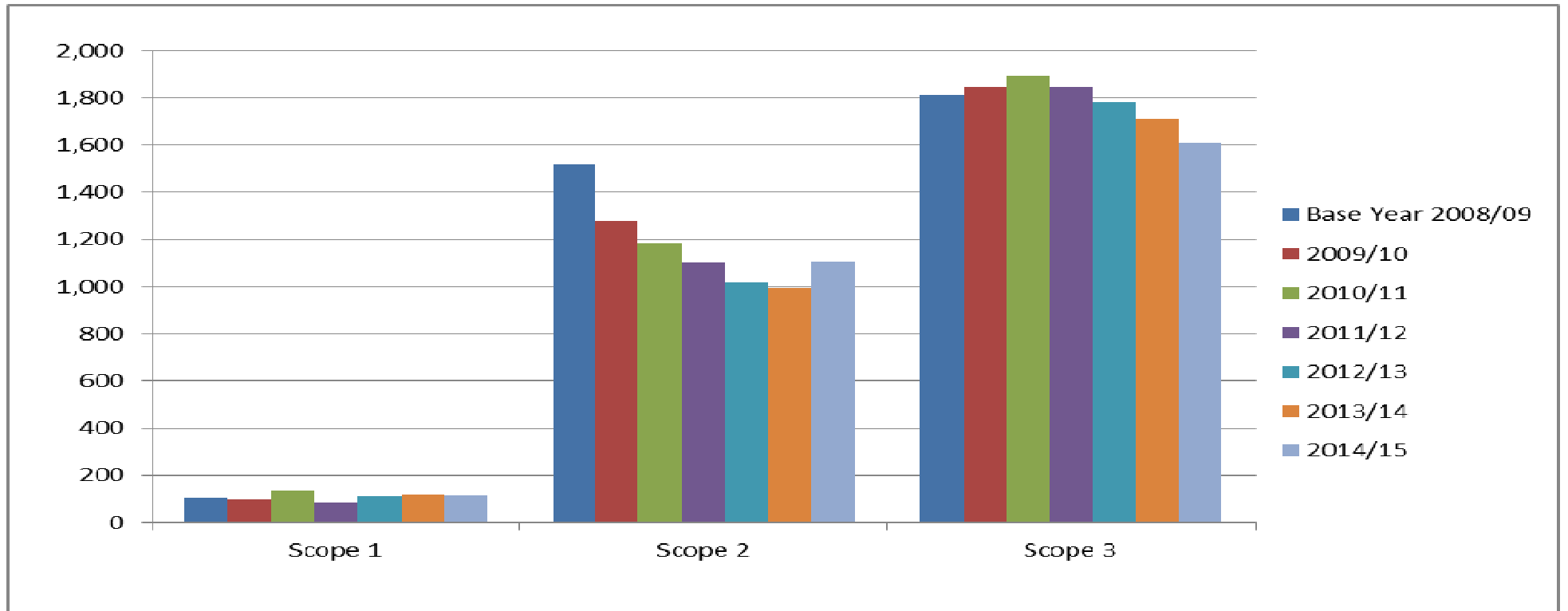
UPDATED for June 2014

Factors

Global Tonnes of CO²e

	<u>Base</u> <u>Year</u> <u>2008/09</u>	<u>2009/1</u> <u>0</u>	<u>2010/1</u> <u>1</u>	<u>2011/1</u> <u>2</u>	<u>2012/1</u> <u>3</u>	<u>2013/1</u> <u>4</u>	<u>2014/1</u> <u>5</u>
Scope 1	105	96	134	85	108	119	116
Scope 2	1,516	1,277	1,182	1,101	1,018	995	1,107
Scope 3	1,812	1,844	1,891	1,847	1,780	1,712	1,606
Electricity Generated from Solar Panels (Since Feb 2012)				-3	-42	-42	-46
Total Gross Emissions	3,433	3,217	3,207	3,030	2,864	2,783	2,783
Percentage Reduction/Increase	-	-7%	-	-6%	-6%	-3%	-
Outside of Scopes						<1	<1
Total Gross Emissions	3,433	3,217	3,207	3,030	2,864	2,783	2,783

**Overall
22%
maintained**



SUBJECT:	<i>The Smoke and Carbon Monoxide Alarm (England) Regulations 2015</i>
REPORT OF:	<i>Healthy Communities Portfolio – Cllr Graham Harris</i>
RESPONSIBLE OFFICER	<i>Martin Holt, Head of Healthy Communities</i>
REPORT AUTHOR	<i>Louise Quinn, Senior Housing Standards Officer</i> lquinn@chiltern.gov.uk 01494 732209
WARD/S AFFECTED	<i>All</i>

1. Purpose of Report

To update Members on the implications of the draft Smoke and Carbon Monoxide Alarm (England) Regulations 2015; to seek approval to amend the Scheme of Delegation and prepare a Statement of Principles in respect of the power to impose a Penalty Charge for failure to comply with a remedial notice.

RECOMMENDATIONS:

1. That the requirement, subject to parliamentary approval, for residential landlords to install smoke and carbon monoxide alarms in their rented properties be noted.
2. That Cabinet agree to give delegated authority to the Head of Healthy Communities to enforce the Regulations and the Scheme of Delegations be amended accordingly.
3. That Cabinet authorise the Head of Health and Housing to prepare and agree a Statement of Principles in respect of the fixed penalty charge for failure to comply with a remedial notice in consultation with the Portfolio Holder.
4. That Cabinet agree setting the fixed penalty charge at the maximum amount of £5000 where a landlord has failed to comply with a remedial notice.

2. Reasons for Recommendations

2.1 The maximum penalty is considered the most appropriate option for failing to comply with a remedial notice as the duty placed on landlords is not onerous or expensive. Landlords will have been given 28 days' notice in which to comply and the consequences of not complying are potentially serious injury or death.

2.2 Furthermore, Bucks Fire & Rescue Service has promoted the draft regulations during July and August and has also made available free smoke and carbon monoxide alarms to eligible landlords ahead of the regulations coming into force. The Authority has also sought to promote the forthcoming regulations and availability of free alarms to letting agents and landlords

3. Content of Report

3.1 Draft Regulations have been published requiring private landlords of residential premises to:

- Install smoke alarms on each floor of their rented property
- Install a carbon monoxide alarms in each room where there is a solid fuel burning appliance
- Carry out checks to ensure the alarms are in working order at the start of each new tenancy

Whilst the regulations are currently subject to parliamentary approval, it is expected that this will be forthcoming and they could come into force by 1 October 2015.

3.2 The Council as local housing authority will enforce the regulations. Where the authority has reasonable grounds to believe that a landlord is in breach of the regulations they must serve a 'Remedial Notice' giving the landlord 28 days in which to comply. Where the local authority is satisfied that a landlord has not complied with a remedial notice, they have a duty to arrange for the required works to be carried out (with the consent of the occupier). They also have a discretionary power to require the landlord to pay a penalty charge of up to £5000.

3.3 A landlord will have a right to request a review of a penalty charge and can appeal to a First Tier Tribunal against the review decision on specific grounds, including that the amount of charge is unreasonable. The local authority may recover the charge under a Court Order. Sums received under a penalty charge may be used by the authority for any of its functions. The local authority must prepare and publish a statement of principles which it proposes to follow in determining the amount of a penalty charge.

4. Consultation

Not Applicable

5. Options

5.1 If approved by Parliament, the authority has a duty to enforce the Regulations. However, it has discretion whether to require a non-compliant landlord to pay a fixed penalty charge. The options are therefore:

- Charge the maximum penalty of £5000 in all cases
- Charge a lesser amount, or have a scale of charges for repeated or breaches at multiple properties.
- Not charge a fixed penalty at all.

6. Corporate Implications

6.1 Finance: The Regulations will be enforced using the existing resources of the Housing Standards team. The regulations allow the authority to use income from fixed penalty charges for any purpose but may need to recover the charge under a court order.

6.2 Legal: If approved, the Regulations will confer a mandatory duty on the local authority to take action where they have reasonable grounds to believe there has been a breach.

7 Links to Council Policy Objectives

This links to the 'Working towards safe and healthier local communities' aim of the Joint Business Plan 2014-19.

8. Next Step

Officers will prepare a Statement of Principles in respect of the Fixed Penalty charge to be agreed with the Head of Healthy Communities in consultation with the Portfolio Holder.

Background	None except as referred to in this report
Papers:	

Item 11

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

