



CABINET

7 December 2011

A Meeting of the CABINET will be held on Wednesday, 14th December, 2011, 6.00 pm in Committee Room 1 Marmion House, Lichfield Street, Tamworth

A G E N D A

NON CONFIDENTIAL

1 Apologies for Absence

2 Corporate Update

Title: Gateway Project

Presenter: Rob Mitchell and Matthew Bowers

3 Minutes of the Previous Meeting (Pages 1 - 4)

4 Declarations of Interest

To receive any declarations of Members' interests (personal and/or personal and prejudicial) in any matters which are to be considered at this meeting.

When Members are declaring a personal interest or personal and prejudicial interest in respect of which they have dispensation, they should specify the nature of such interest. Members should leave the room if they have a personal and prejudicial interest in respect of which they do not have a dispensation.

5 Matters Referred to the Cabinet in Accordance with the Overview and Scrutiny Procedure Rules

None

6 West Midlands Council's Constitution (Pages 5 - 20)

(Report of the Chief Executive)

- 7 Proposal for Introduction of Dog Control Orders** (Pages 21 - 32)
(The Report of the Portfolio Holder for Environment and Waste Management)
- 8 Tamworth Annual Monitoring Report** (Pages 33 - 88)
(Report of the Portfolio Holder for Economic Development and Enterprise)
- 9 Award of Housing Repairs, Investment, Gas and Construction Design and Management Regulations Contracts** (Pages 89 - 98)
(Report of Portfolio Holder for the Quality of Life)

Restricted

NOT FOR PUBLICATION because the report could involve the disclosure of exempt information as defined in Paragraphs 1, 3 and 9 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended)

- 10 Pathways Management Arrangements** (Pages 99 - 114)
(Report of the Portfolio Holder for the Quality of Life)
- 11 Sale of Land North of the B5000** (Pages 115 - 118)
(Report of the Portfolio Holder for Corporate Services and Assets)

Yours faithfully



Chief Executive

People who have a disability and who would like to attend the meeting should contact Democratic Services on 01827 709264 or e-mail committees@tamworth.gov.uk preferably 24 hours prior to the meeting. We can then endeavour to ensure that any particular requirements you may have are catered for.

To Councillors: D Cook, R Pritchard, S Claymore, J Garner, M Greatorax and M Oates



MINUTES OF A MEETING OF THE CABINET HELD ON 23rd NOVEMBER 2011

PRESENT: Councillor D Cook (Chair), Councillors S Claymore, J Garner, M Greatorex and M Oates

The following officers were present: Anthony E Goodwin (Chief Executive), John Wheatley (Deputy Chief Executive and Corporate Director (Resources)), Anica Goodwin (Assistant Chief Executive), Rob Barnes (Deputy Director (Housing and Health)), Andrew Barratt (Deputy Director (Assets and Environment)), Robert Mitchell (Deputy Director (Communities, Planning and Partnerships)), Nicki Burton (Assistant Director Business Processes (Transforming Tamworth Programme Manager)), Tina Mustafa (Housing Operations Manager), Matthew Bowers (Head of Strategic Planning and Development), Phil Thomas (Financial Controller) and Michael Buckland (Head of Revenues)

84 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors B Beale and R Pritchard.

85 CORPORATE UPDATE

The Assistant Director Business Processes gave a presentation on Transforming Tamworth and asked for the political mandate to implement the Corporate Change Programme as presented.

86 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 3 November 2011 were approved and signed as a correct record.

(Moved by Councillor D Cook and seconded by Councillor M Oates)

87 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

88 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES

None

89 DRAFT BASE BUDGET FORECASTS 2012/13 TO 2016/17

The report of the Leader of the Council informing Members of the re-priced budget for 2012/13, base budget forecasts for the period 2012/13 to 2016/17 (the 5 year Medium Term Planning period) and the underlying assumptions and the future strategy to address the financial trends was considered.

- RESOLVED:** That:
- 1 The technical adjustments and re-priced base budget figures for 2012/13 and indicative budgets to 2016/17 be approved, and;
 - 2 The proposed savings measures as detailed within the report be considered, and;
 - 3 As required by the Constitution of the Council, the budget proposals contained within the report be considered by the Joint Scrutiny Budget Workshop.

(Moved by Councillor D Cook and seconded by Councillor J Garner)

90 QUARTER 2 2011/12 PERFORMANCE REPORT

The Report of the Leader of the Council providing Cabinet with a performance and financial health-check was considered.

- RESOLVED:** That the contents of the report be endorsed.
(Moved by Councillor D Cook and seconded by Councillor J Garner)

91 TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY MID-YEAR REVIEW REPORT 2011/12

The Report of the Portfolio Holder for Corporate Services and Assets presenting Members with the Mid-year review of the Treasury Management Strategy Statement and annual Investment Strategy and seeking to gain Members approval to the recommended changes outlined within the report was considered.

- RESOLVED:** That:
- 1 The Treasury Management Strategy Statement and Annual Investment Strategy Mid-year Review Report 2011/12 be accepted, and;
 - 2 The revision to the Prudential and Treasury indicators and limits for 2011/12 to 2013/14 contained within the report and at Appendix 1, as a result of the new Housing Finance system be approved, and;
 - 3 The inclusion of additional capital expenditure of £45.15m (subject to finalisation) in the 2011/12 Capital Programme, to facilitate the capital financing implications of the new Housing Finance system be approved and the Corporate Director Resources be authorised to make payment to the

Department for Communities and Local Government.
(Moved by Councillor D Cook and seconded by Councillor M Greatorex)

92 COUNCIL TAXBASE FOR 2012/13

The report of the Portfolio Holder for Corporate Services and Assets to report the Council Tax Base for the Borough Council for 2012/13 was considered.

RESOLVED: That Tamworth Borough Council resolves its calculation of the Council Tax Base for the year 2012/13 to be 23,378 (2011/12 – 23,304)

(Moved by Councillor D Cook and seconded by Councillor J Garner)

93 WRITE OFFS 01/07/2011 – 30/09/2011

The Report of the Portfolio Holder for Corporate Services and Assets providing Members with details of write offs from 1 April 2011 to 30 September 2011 was considered.

RESOLVED: That Members endorse the amount of debt written off.
(Moved by Councillor D Cook and seconded by Councillor S Claymore)

94 UPDATE REPORT ON THE OPERATION OF TAMWORTH MARKET

The report of the Portfolio Holder for Economic Development and Enterprise providing members with a 6 month update as to the operation of Tamworth market by LSD Promotions Ltd, since the implementation of alternative management arrangements was considered.

RESOLVED: That the introduction of a pilot scheme for a small niche Friday market and be approved, and the high level of performance achieved to date by the management contractor in the first six months of the contract be endorsed.

(Moved by Councillor S Claymore and seconded by Councillor M Greatorex)

95 HOMELESSNESS PREVENTION POLICIES

The report of the Portfolio Holder for Quality of Life seeking approval for both the adopted approach and the individual policies for the schemes was considered.

RESOLVED: That the policies be approved.
(Moved by Councillor M Oates and seconded by Councillor J Garner)

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That members of the press and public be now excluded from the meeting during consideration of the following item on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 1 and 3, Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

96 RETENTION ARRANGEMENTS FOR LANDLORD GARAGE SITES

The Report of the Portfolio Holder for Quality of Life and the Portfolio Holder for Corporate Services and Assets setting out the strategic arrangements for the disposal of the remaining 63 garage sites was considered.

RESOLVED: That the recommendations as contained in the report be approved.

(Moved by Councillor M Oates and seconded by Councillor J Garner)

97 BUILDING CONTROL PARTNERSHIP

The Report of the Portfolio Holder for Economic Development and Enterprise informing Members of the proposal to extend the current Building Control Partnership, the benefits and risks to the Council and seeking approval to amend the existing legal agreement.

RESOLVED: That the recommendations as contained in the report be approved.

(Moved by Councillor S Claymore and seconded by Councillor M Oates)

Leader

REPORT OF THE LEADER OF THE COUNCIL

WEST MIDLANDS COUNCILS CONSTITUTION

EXEMPT INFORMATION

None

PURPOSE

To seek endorsement of the new constitution of West Midlands Councils. (Appendix 1)

RECOMMENDATIONS

That Cabinet:

- i) **Endorse the new Constitution of West Midlands Councils;**
- ii) **Authorise the Leader of the Council to sign the confirmation form on behalf of the Borough Council (Appendix 2).**

EXECUTIVE SUMMARY

Tamworth Borough Council is a member of West Midlands Councils (WMC). A new Constitution for the WMC was agreed at its Annual General Meeting on 12th July, 2011.

WMC is legally governed by its Constitution which sets out its modus operandi together with details of how its membership will share its assets and its liabilities. It also includes the terms under which a member organisation may withdraw.

Formal endorsement of the Constitution is required by all member organisations.

RESOURCE IMPLICATIONS

By endorsing the Constitution, Tamworth Borough Council is agreeing to share the assets and liabilities of the WMC organisation together with the other 32 local authority members. Should Tamworth Borough Council decide to withdraw from WMC, or in the event that the WMC is dissolved, then the Borough Council may benefit from its assets or be responsible for its share of the liabilities.

LEGAL/RISK IMPLICATIONS BACKGROUND

A review undertaken via the Regional Chief Executive's Group has served to minimise any risk of the WMC dissolving in the foreseeable future thereby minimising the consequential costs of shared liabilities.

SUSTAINABILITY IMPLICATIONS

None.

BACKGROUND INFORMATION

None.

REPORT AUTHOR

Anthony E. Goodwin, Chief Executive.

LIST OF BACKGROUND PAPERS

APPENDICES

1. WMC Constitution
2. Letter requesting endorsement & Confirmation Form

WEST MIDLANDS COUNCILS

CONSTITUTION

JULY 2011

1. Title

West Midlands Councils (WMC).

2. Membership

All principal Councils in the West Midlands area shall be eligible for membership of West Midlands Councils.

3. Purpose

To support, represent and promote the collective interests of the local authorities in the West Midlands area and the communities they serve.

4. Objectives

- 4.1 To provide a resource to enable, facilitate and coordinate regional, sub regional and local activity, where collective working will add value.
- 4.2 To provide value added services to member organisations in support of organisational development and improvement activities.
- 4.3 To provide a focus for local authority activity and engagement to deliver against priorities set by West Midlands Councils.

5. Representation at meetings of the Full Council

- 5.1 Local Authorities in membership of WMC may be represented at its meetings by their Leader or their duly nominated substitute and the meetings of the Leaders shall be called the Full Council (or such other name as the Leaders shall from time to time determine).
- 5.2 The Leader of each authority or their duly nominated substitute shall exercise the number of votes allocated to the authority indicated in Annex 1.
- 5.3 The Full Council may agree for other persons to attend and/or speak at its meetings, but such persons shall not be eligible to vote at any meetings of the Full Council.
- 5.4 A Leader ceasing to be a Leader of the nominating local authority automatically ceases to be a member of the Full Council.
- 5.5 Substitutes for appointed representatives may be made providing notice is given before the meeting.

6. Voting

- 6.1 In the event of a vote being necessary at a meeting of the Full Council, the voting scheme at Annex 1 will be used in conjunction with the voting protocols at Annex 2 and the Standing Orders of the WMC at Annex 3.
- 6.2 The person presiding at any meeting of the Full Council shall not, in the case of an equality of votes, have any casting vote in addition to any vote he or she may be entitled to give as a member of the Full Council.

7. Meetings of the Full Council

7.1 The Full Council shall hold an Annual General Meeting, normally in July, to conduct the following business:-

- (a) Election of the offices of Chair and Vice Chairs and the appointment of other lead members;
- (b) Agreement of Constitutions of Member Groups, their membership and Terms of Reference;
- (c) Establishment of, and amendments to Standing Orders and a Scheme of Delegation if required;
- (d) Receive annual report(s);
- (e) Agree a schedule of meetings for the ensuing year;
- (f) Approve the Financial Statements for the previous financial year and appointment of auditors;

and at least one further meeting, no later than the last day of January each year, unless otherwise agreed by the Chair and at least one Vice Chair, to consider the work plan, budget and subscriptions for the ensuing financial year.

7.2 Other meetings of the Full Council may be held as required.

7.3 An Extraordinary Meeting of the Full Council must be called by the Host Chief Executive (the Chief Executive of the host employer council, or their nominee) at any time, subject to receipt of a request in writing from the authorities in membership of the WMC holding not less than 1/3 of the votes. Such a request shall specify the business to be considered at the meeting.

8. Elected Officers of West Midlands Councils

8.1 The Full Council shall elect a Chair and three Vice Chairs (including one that is representing District Councils) for a two year period, subject to annual review.

8.2 The Chair shall preside at meetings of the Full Council provided that if the Chair is absent from a meeting one of the Vice Chairs will preside. If the Chair and Vice Chairs are all absent from a meeting the Full Council shall elect another member to preside at the meeting.

9. Member Steering Group

9.1 There shall be a Member Steering Group responsible for the effective strategic and operational management of all WMC business including related special interest group activity. The Steering Group shall also provide the mechanism for effectively engaging the three main political groups in the West Midlands.

9.2 The Member Steering Group will consist of a Council Leader, and named deputy who shall also be a Council Leader, from each of the sub regions as defined by the Full Council and detailed at annex 4. Where appropriate the Chair and Vice Chairs of the WMC will automatically become the sub regional representative. Membership will also include a nominee, and named alternate, of each of the three main political groups (Conservative, Labour and Liberal Democrats).

10. Annual Meeting for all Elected Members

10.1 There shall be at least one meeting per year to which all elected members should be invited.

11. Political Groups

- 11.1 WMC secretariat will facilitate meetings of the three main political groups (Conservative, Labour and Liberal Democrat) as required and in particular; on the day and before the start of a Full Council meeting and on the day and before the start of the Annual Meeting for all elected members.

12. Other Member Arrangements

- 12.1 The Full Council will determine other member arrangements as deemed appropriate for the conduct of its business and which it may vary from time to time.
- 12.2 The Full Council may establish Member Groups considered necessary either on a permanent or ad hoc basis and determine their membership and Terms of Reference. The appointed Chair of a Member Group will be required to report back to the Member Steering Group.
- 12.3 Any elected member of any member authority may be appointed to sit on a Member Group in accordance with the relevant appointment process. Due regard should be given to ensuring as far as is practicable, that Member Groups reflect the necessary skills and expertise required for their particular purpose.
- 12.4 The Full Council may co-opt to the membership of Member Groups, without voting rights, any person with specialist skills or experience in order to more effectively pursue its purpose and objectives.

13. Conduct of Business

- 13.1 Notice of meetings shall be given by the Host Chief Executive. The period of notice for meetings of the Full Council shall be 28 clear days.
- 13.2 An Agenda for meetings of the Full Council shall be determined by the Chair of the Chief Executives Task Force in consultation with the WMC Chair and shall be circulated not less than 5 working days before a Full Council meeting, specifying the business to be transacted.
- 13.3 A quorum for the Full Council shall be members representing local authorities in membership of WMC holding at least 1/3 of the votes capable of being cast for both the Metropolitan and Non Metropolitan Councils in Membership at that time.
- 13.4 The Quorum for Member Steering Group shall be 3 members to include one from each authority type, and for other Member Groups shall be 1/3 of the appointed membership.
- 13.5 The Host Chief Executive, in consultation with the Chair may, in cases of urgency, act on behalf of the Full Council in pursuance of its objectives and current policies, providing that the Full Council is advised in writing/by email of such actions.
- 13.6 The Full Council shall determine other procedural matters by adopting such Standing Orders and Schemes of Delegation as it deems necessary.

14. Corporate Responsibilities and Sub-Regional Groupings

- 14.1 The Full Council shall act, wherever possible, on the basis of consensus and views expressed by elected officers of WMC shall reflect this approach. Where voting is necessary, it shall be in accordance with the scheme and protocols at Annexes 1 and 2. Dissenting views may be recorded in the minutes.
- 14.2 The Full Council may make such appointments to outside bodies as it thinks fit and keep a record of these appointments. All appointments shall be reviewed on an annual basis.
- 14.3 The Full Council may establish or recognise other groupings for any other purposes it deems necessary.

14.4 At the date of enactment of this constitution there exists one Special Interest Group, West Midlands in Europe (incorporating West Midlands European Centre) based in Brussels which is managed by the Members Steering Group and supported by a European Advisory Panel.

15. Staff and Advisers

15.1 The WMC may appoint such staff, through the host employer Council, as may be determined necessary to fulfil its responsibilities.

15.2 The Full Council and Member Steering Group will receive advice and support from the Host Chief Executive on operational matters.

15.3 The Chief Executives' Task Force is responsible for advising West Midlands Councils and its Member Steering Group on matters of strategic importance.

16. Amendments to the Constitution

16.1 The Constitution and operating protocols of WMC may be amended by two thirds majority of those present and voting, with the exception of items relating to purpose, objectives, the nature and/or basis of the subscription scheme, voting allocations and dissolution which must be the subject of a two thirds majority of the votes capable of being cast by those Councils in membership of WMC at that time.

17. Finance and Administration

17.1 Subscriptions paid by Authorities in membership of WMC shall be determined on the basis of a scheme approved by the Full Council.

17.2 A budget and related subscriptions for the ensuing financial year shall be presented to a meeting of the Full Council for approval.

17.3 WMC may not invest, lend or borrow money or acquire or dispose of land and buildings without obtaining specific approval at a meeting of the Full Council.

17.4 The Full Council shall approve a Scheme of Delegations and Authorisations for the financial management of its business.

17.5 WMC's financial year shall run from 1 April to 31 March.

17.6 All subscriptions shall become due on 1 April in every year. The Full Council shall have the power to terminate the membership of any member authority whose subscription is not paid by 1 September of that year after a demand in writing has been sent to that member authority. Notwithstanding the subscription shall remain duly payable and furthermore the rules of resignation shall also apply to the termination of membership by WMC.

17.7 The financial statements of WMC (including all funds held by or on behalf of WMC) shall be prepared annually and shall be subject to external audit.

18. Liabilities

18.1 Each constituent authority, by accepting membership of WMC, undertakes jointly with each of the other constituent authorities whilst it is in membership, to underwrite any liabilities that are not ultra vires and may be incurred in the name of the WMC and with WMC's authority.

18.2 A statement of liabilities will be included in the annual Financial Statements of the WMC.

18.3 Liabilities that may be realised during the life of the organisation will be met by authorities in membership in accordance with their proportion of the overall subscription base applicable at that time.

19. Resignation

19.1 Any member authority wishing to terminate its membership of WMC shall:

- give not less than 12 months' notice in writing to the Host Chief Executive to expire on 31 March in any year;
- meet the cost of determining their share of liability at the point of termination
- shall be required to pay their share of liability to WMC within 6 months of the final day of membership

19.2 Such share of liability shall be calculated on the last day of the authority's period of membership (31 March) and be in accordance with the agreed method as set out in Clause 18.3.

19.3 Any member authority shall, upon ceasing to be a member of WMC, forfeit all right to and claims upon WMC and its property and funds.

19.4 WMC will deposit any resignation liability payments in its bank accounts and any motion to use liability deposits shall require at least two thirds of the total votes capable of being cast.

20. Dissolution

20.1 A motion for the dissolution of WMC must be approved by two thirds of the total votes capable of being cast by local authorities in membership of WMC.

20.2 The Full Council shall appoint a liquidator.

20.3 The apportionment of any remaining assets or liabilities shall be in accordance with the agreed method as set out in Clause 18.3.

20.4 Every effort will be made to ensure that staff displaced to a new body taking over the responsibilities of WMC shall either be assimilated into the new body or into member authorities on terms no less favourable than their current appointments, or have their appointment terminated in accordance with contractual arrangements.

WEST MIDLANDS COUNCILS

Voting Structure

Authority	Vote	
<i>Non mets</i>		
Worcestershire CC	6	
Worcester DCs (6 x 1 vote each)	<u>6</u>	12
Herefordshire Unitary	4	4
Shropshire Unitary	6	6
Telford and Wrekin Unitary	3	3
Staffordshire CC	8	
Staffordshire DCs (8 x 1 vote each)	<u>8</u>	16
Stoke-on-Trent Unitary	5	5
Warwickshire CC	5	
Warwickshire DCs (5 x 1 vote each)	<u>5</u>	<u>10</u>
<i>Mets</i>		
Birmingham	20	
Coventry	7	
Dudley	7	
Sandwell	7	
Solihull	4	
Walsall	6	
Wolverhampton	5	56
		<u>112</u>

VOTING PROTOCOLS FOR WEST MIDLANDS COUNCILS

1. Voting Principle

- (i) Voting strengths relate to the authorities and therefore mechanisms should be flexible enough to enable authorities with multiple votes to maximise their vote when required.

2. Voting protocols

(a) Representation and Voting

- (i) These protocols will apply to meetings of the Full Council and to such Member Groups or representations on other bodies determined by the Full Council, as the Full Council may from time to time decide. "One member one vote" will apply to other meetings.
- (ii) Each authority shall have the number of votes identified in Annex 1 to be exercised by the Authority leader or their duly nominated representative.
- (iii) Votes are not transferable between authorities and may not be exercised by officers.
- (iv) For each meeting the secretariat shall maintain a named votes list showing the names of the members entitled to be present at that meeting and the votes attached to each.
- (v) Substitutions are allowed with an automatic transfer of the voting allocation attached to the member being substituted, subject to the secretariat being notified of such substitutions before the start of each meeting.

(b) Voting Procedure

- (i) The Chair initially to seek approval to motions by voice agreement.
- (ii) If the indication by voice is not clear the Chair may, or if requested by any member, shall seek a show of hands.
- (iii) If, because of the multiple vote arrangements, on a show of hands the decision remains in doubt, the Chair may, or if requested by a number of members equivalent to 10 votes must, initiate a named vote where the secretariat uses a voting list which indicates the voting members and the numbers of votes each has at that meeting. In these circumstances decisions will be based on a majority of the votes cast in accordance with the voting totals; other than matters relating to the Constitution where voting will be in accordance with clause 16 of the constitution.

STANDING ORDERS FOR THE REGULATION OF PROCEEDINGS AND BUSINESS OF WEST MIDLANDS COUNCILS

1. Meetings of the Full Council

- 1.1 The Full Council shall meet not less than twice a year, one of which shall be designated the Annual General Meeting, to be held not more than 15 months and not less than nine months after the preceding Annual General Meeting.
- 1.2 Notice of the date, time and venue shall be sent to members not less than 28 calendar days before each meeting.
- 1.3 An agenda specifying the business to be transacted shall be sent to members not less than 5 working days before each meeting.
- 1.4 No other business except as specified in the agenda shall be transacted except with the approval of a majority of votes present at that meeting.
- 1.5 Extraordinary meetings of the Full Council may be called at the request of the Chair, or in his/her absence one of the Vice Chairs, or by request in writing to the Host Chief Executive signed by members representing at least 20 votes and giving the purpose of the meeting. The Chair, or in his/her absence one of the Vice Chairs, may agree in exceptional circumstances that the period of notice of date, time and venue for extraordinary meetings be less than 28 days

2. Quorum

- 2.1 No business shall be transacted at any meeting of the Full Council unless members representing at least one third of the total votes of both the Metropolitan and Non Metropolitan Councils in Membership at that time are present at that meeting.

3. Chair

- 3.1 Meetings of the Full Council shall be presided over by the Chair, or in his/her absence one of the Vice Chairs.
- 3.2 In the absence of the Chair or Vice Chairs another member of the Full Council may be chosen as Chair, for any particular meeting, by the majority of the votes present at that meeting.
- 3.3 The decision of the Chair of any Full Council meeting on all points of procedure and order, and interpretation of Standing Orders, is final.
- 3.4 In Standing Orders, 5, 6, 8, 10, 11 and 12 reference to the Chair shall mean the Chair of the meeting in question.

4. Attendance Record

- 4.1 At every meeting of WMC each member shall enter his or her name in an attendance book, or on such other form of record provided by the secretariat from which attendance of members will be recorded.

5 Minutes

- 5.1 The minutes of the previous meeting of WMC sent to members with the agenda will be taken as read.
- 5.2 Any motion or discussion on the minutes can only relate to their accuracy. Subject to such motions or discussions, the Chair shall sign the minutes as a correct record.

6. Order of Business

- 6.1 The order of business at WMC meetings shall normally be as listed on the agenda but the Chair may, at his/her discretion, alter the order in which business is taken at the meeting.

7. Motions not requiring notice

- 7.1 The following motions may be moved without notice:-

- (a) Appointment of Chair and Vice Chairs of WMC
- (b) Appointment of a Chair for the meeting;
- (c) Relating to the accuracy of the minutes, closure, adjournment, order of business, or next business;
- (d) Appointment of any Member Group or Lead Member for any purpose;
- (e) Appointment of members of WMC to other bodies;
- (f) Adoption of reports and recommendations of, Member Groups or Officers and any consequential resolutions;
- (g) Amendment to recommendations of Member Groups or Officers;
- (h) Leave be given to withdraw motions;
- (i) Amendment to motions;
- (j) A motion to exclude the public by the Chair;
- (l) Suspending Standing Orders.

- 7.2 All other motions will require fourteen clear days notice to the Host Chief Executive unless agreed by the Chair or in his/her absence one of the Vice Chairs, and will be included in the agenda for the meeting.

8. Rescission of Preceding Resolutions

- 8.1 Resolutions passed by the Full Council within the previous six months cannot be rescinded, nor can a notice or amendment to the same effect as one which has previously been decided against within the preceding six months be proposed. This Standing Order shall not apply to motions moved by other Member Groups.

9. Rules of Debate

- 9.1 A motion or amendment, other than motions to adopt reports and recommendations of Member Groups or Officers, shall not be discussed nor recorded in the minutes of the meeting unless it is proposed and seconded by members of the Full Council.
- 9.2 An amendment to a recommendation or other motion must be either:-
- (i) to leave out words;
 - (ii) to leave out words and to insert or add others, or
 - (iii) to insert or add words.
- Any such amendment must not have the effect of introducing a new proposal into, or negating, the original motion.
- 9.3 Whenever an amendment has been moved and seconded, no second or subsequent amendment can be moved until the previous amendment has been disposed of, although notice of any number of amendments can be given without speaking to them.
- 9.4 If an amendment is rejected, other amendments may be moved on the original motion. If an amendment is carried, the motion as amended will become the substantive motion upon which any further amendment may be moved.
- 9.5 An amendment or other motion may be withdrawn by the proposer with the concurrence of the seconder and the consent of the Full Council meeting.
- 9.6 The proposer of a motion may, with the consent of the Full Council meeting, alter a motion if the alteration is one which could have been moved as an amendment thereto.
- 9.7 No member shall address the meeting more than once on any question but the proposer of a motion or an amendment has the right of reply at the close of the debate, with the proposer of the original motion having the final right of reply before the amendment is put to the vote. Neither may introduce any new matter in exercising the right of reply.
- 9.8 When seconding a motion a member may reserve his/her speech until a later period of the debate.
- 9.9 When speaking, members must address the Chair. However, when the Chair rises no member may continue speaking. The debate will only continue when the Chair resume his/her seat.
- 9.10 The Chair will determine the order of priority of speakers on any matters.
- 9.11 Without the consent of the Full Council meeting, which shall be given or refused without debate, no speech by the proposer of a motion or amendment shall exceed ten minutes in length and no other speech shall exceed five minutes in length.
- 9.12 No member, unless rising on a point of order or personal explanation, may interrupt the speech of another member, nor impute motives or use offensive expressions to any member or officer.
- 9.13 A member may rise to a point of order or on a personal explanation, but a personal explanation must be confined to some material part of a former speech by that member at the same meeting which may have been misunderstood.

10. Voting

- 10.1 If the Chair considers that the question has been sufficiently discussed he/she will put the motion to the vote.
- 10.2 Every question shall in the first instance be determined by voice "aye" or "no" but the Chair may, and if the question be challenged must, take a show of hands. If members entitled to cast 10 or more votes and representing at least two constituent authorities rise and demand a division then the names for and against shall be taken down in writing and entered in the minutes and the question shall be determined by the total votes cast having regard to the number of votes each member is entitled to cast in accordance with the voting protocols of WMC.
- 10.3 Where, immediately after a vote is taken and it is not taken down in writing in accordance with (10.2) above, and any member present at the meeting so requests, a record shall be made in the minutes of the meeting of whether the member voted for or against the motion or whether the member abstained from voting.
- 10.4 In the event of equality of voting the Chair shall not have a second or casting vote in addition to any vote to which he or she may be entitled as a voting member.

11. Adjournment by Chair

- 11.1 The Chair may adjourn the meeting for as long as he/she wishes and any business not conducted at that time will be considered at the next meeting.

12. Notices

- 12.1 All notices and communications required by these Standing Orders to be sent or delivered may be sent by post or by agreement by electronic means, and any such notice or communication shall be deemed to be received on the day on which in the ordinary course of first class post it would be received or on the day it was transmitted electronically.

13. Variations and Revocation of Standing Orders

- 13.1 Any motion to vary or revoke these Standing Orders shall, when proposed and seconded, be referred to the Steering Group without debate or discussion and shall be reported upon by that Steering Group to the next ordinary meeting of WMC.

14. Suspension of Standing Orders

- 14.1 Any of the preceding Standing Orders (other than Standing Order 13) may be suspended at any meeting of WMC, as regards any business on the agenda for such meetings, providing the majority of the votes present at the meeting so decide.

SUB-REGIONS AS DEFINED BY WEST MIDLANDS COUNCILS

- Birmingham
- Coventry, Solihull and Warwickshire
- Black Country
- Worcestershire
- Herefordshire, Telford & Wrekin, and Shropshire
- Staffordshire and Stoke

13th September 2011

To all Constituent Chief Executives

Dear Colleague,

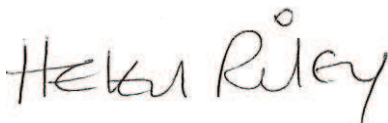
West Midlands Councils Constitution

Further to my letter of the 2nd September I understand that a few authorities are still unclear as to why they are being asked to seek formal endorsement of the Constitution when that Constitution has already been agreed and is in operation. The answer to this lies in the recent history of the organisation when the liabilities of members, and the respective shares of those liabilities (including those of authorities who had been members of the organisation at one time but had since left), were being looked at as part of the process of reconstituting the organisation. It was felt at that time by the monitoring officers advising on the process (from Birmingham City Council, Staffordshire County Council and Stafford Borough Council) that when the organisation was reconstituted it would then be a good idea for each of the member authorities to obtain formal endorsement from their authority for their continuing membership on the basis set out in the new constitution. This was because it appeared that very few authorities had formal approval from their authority to become members, and this was a concern when very large sums were being mentioned in terms of potential pension liabilities of the organisation were it to be wound up. Fortunately a way of dealing with the pension issues has been found, but, even so, it is suggested that members would still be wise to obtain decision-making cover for their membership and any associated liabilities arising from such membership.

In terms of how we are approaching this at Staffordshire, we are dealing with this as a formal delegated decision by the Leader of the Council. The Leader will be given a brief covering report along with my letter and a copy of the Constitution and, subject to his approval and there being no call-in, we will then complete and return the form attached to my letter to Emma Kiteley. No doubt your own monitoring officers will advise on how best to take this decision through at your authority.

I hope that this clarifies the position.

Yours sincerely,



Helen Riley
Host Chief Executive

Enc

West Midlands Council Constitution (July 2011)

I, the undersigned, confirm that the 'Constitution (July 2011)' of West Midlands Councils has been received and accepted by my local authority as the governing document in respect of the terms and conditions of our membership of the West Midlands Councils.

Name of Local Authority	
Name of Authorised Signatory	
Signature	
Date	

Please return the completed form by 31st October 2011 to:

Emma Kiteley
West Midlands Councils
The Partnership Centre
Albert House
Quay Place
92-93 Edward Street
Birmingham B1 2RA

Scanned copies can be emailed to e.kiteley@wmcouncils.gov.uk

2 November 2011

REPORT OF THE PORTFOLIO HOLDER FOR ENVIRONMENT & WASTE MANAGEMENT**PROPOSAL FOR THE INTRODUCTION OF DOG CONTROL ORDERS****EXEMPT INFORMATION**

No

RECOMMENDATIONS

Members are asked to:

- Endorse the report and approve the appropriate consultation of the Dog Control Orders identified
- Approve Appendix DC01 outlining the suggested areas for each order
- Authorise a further report being presented to Full Council during April 2012 for consideration of adoption of the orders.

PURPOSE

To seek approval to commence the process for the introduction of dog control orders in Tamworth

RESOURCE IMPLICATIONS

There are no additional financial implications, as all costs will be met from existing budgetary provision, however they can be broken down to include the following area's

- Officer time to progress orders
- Internal Legal Services for advice
- Advertising costs
- Signage
- Enforcement – it is proposed that the enforcement will be delegated to existing officers and Street Wardens in the first instance. Enforcement will be done in the course of regular patrols and targeted hot spot areas identified

LEGAL/RISK IMPLICATIONS BACKGROUND

All legal implication is covered by the report

SUSTAINABILITY IMPLICATIONS

None

CONCLUSIONS

The Council has, for many years, had byelaws in place for the control of dogs, and also has provision under the Public Health Act, Housing Act, and Open Spaces Act to make dog free areas. All cemeteries are also defined as “dogs on leads only” areas under a provision of the local government act.

However, due to the fact that enforcement under this existing legislation and byelaws is only available by formal prosecution they are no longer considered to be fit for the purpose they were introduced for, as formal prosecution is both costly and time consuming for all involved.

The Clean Neighbourhoods and Environment Act 2005 allows Councils to consolidate all these byelaws and existing legislation to enforce all major dog control issues by way of fixed penalty notices, rather than expensive and often time-consuming prosecutions. This provides a clear and visible immediate action for the public when an offence is witnessed and fully compliant with the existing Environmental Crime Enforcement Policy.

Regulation for offences relating to dog fouling in Tamworth currently fall under Section 3 of the Dog Fouling of Land Act 1996 and it is an offence not to clean up after a dog on designated land. For the purpose of the 1996 Act, all land in Tamworth is designated with the co-operation of landowners and includes canal tow paths. The current penalty is £50, however formalisation of the dog fouling order under the Clean Neighbourhoods and Environment Act 2005 will bring this legislation up to date and in line with littering offence penalties of £80.

By adopting powers under Section 55 of the Clean Neighbourhoods and Environment Act 2005, all the above dog control offences can be controlled by Dog Control Orders and will provide a more structured and coherent approach to dealing with dog nuisance issues across the Borough.

It is proposed the Council adopt the following orders:

- fouling of land by dogs and removal of dog faeces (“the dog fouling order”);
- the keeping of dogs on leads (the “dogs on lead order”);
- not putting, and keeping, a dog on the lead when directed to so by an authorised officer (“the keeping a dog under control when directed to do so order”) and;
- the exclusion of dogs from land (“the exclusion of dogs order”);

The “dog fouling order” is broadly similar to the current provisions for dog fouling, however the new proposal will include all land open to the air, where the current provisions have certain land exemptions e.g. common land and land used for agriculture.

The “keeping of dogs on leads order” on any land is designed to keep dogs under closer control in urban areas and to discourage persons allowing dogs to stray and foul in specific locations. Under the Road Traffic Act 1988, it is already an offence for a person to cause or permit a dog to be on a public footway or grass verge adjacent to a road without its being on a lead. Specific areas are listed under Appendix DC01

The “keeping of dogs under control when directed to do so order” is designed for those circumstances when a dog is considered to be out of control or causing concern and an instruction by an authorised officer will help to rectify the situation.

The “exclusion of dogs order” is designed to create dog free areas that can be enforced, specifically to combat the problem of dog fouling within play areas. Specific locations are listed under Appendix DC01 and include any enclosed area in which children play. (This order does not include playing fields adjacent to the enclosure, just the enclosed area or marked area itself) although the other orders will apply outside of this.

Consultation

It is proposed that initial consultation will take place from 30 November 2011 to the end of January 2012, followed by statutory consultation in February and March 2012.

The initial consultation period is to highlight the issues involved as well as gather opinions from residents, visitors and organisations on the proposed scheme. Views from the initial consultation period will be considered when drafting the Dog Control Orders for the statutory consultation. A list of specific consultation groups has been included in appendix DC02.

Residents and visitors will have the opportunity to have their say on the proposals by visiting a display at Marmion House or via a questionnaire on the website. A dog control orders e-mail and web-page will be set up for the consultation process.

Education

Street Wardens will be conducting an anti dog fouling campaign from October 2011 and work with local groups and schools to produce a dog fouling poster and participate in the Keep Britain Tidy Love Where You Live campaign.

Leaflets on dog fouling and the implication of dog control orders will also be widely available.

Enforcement of the Dog Control Orders

It is not proposed to increase the level of enforcement the Council currently delivers, but it is proposed all enforcement Staff will receive delegated authority to operate the new powers.

BACKGROUND INFORMATION

Over the years, various Bye Laws have been made to control dogs. Currently the Council only has powers to issue fixed penalty for dog fouling. Other byelaws in place have proved cumbersome and difficult to enforce, with no power of fixed penalty.

Feedback from residents has consistently raised the issue of dog fouling, and requests for service to deal with dogs are a high volume area. Given the level of feedback received it is essential that a clear framework of regulation in place to tackle dog related issues and allow a more proportional response to dealing with dog related enforcement matters.

The introduction of dog control orders seek to:

- Balance the needs of those in charge of dogs against the interests of those affected by dogs, bearing in mind the need for people, in particular children to have access to dog free areas and areas where dogs are kept under strict control.
- Promote the Council's approach for creating a cleaner and sustainable environment.
- Reduce the potential health implications associated with dog faeces.
- Promote responsible dog ownership
- Reduce complaints for dog faeces.
- Allow the public and especially children access to dog free or dog controlled areas intended for recreational purposes
- Reduce and tackle issues relating to dogs running loose and causing nuisance to others

- Improve health and well-being through access to dog free areas and areas where dogs are kept under strict control
- Ensures that the Council's legislative powers are fully up to date with current environmental legislation

Dog fouling offences are not applicable to certain working dogs, guide dogs and designated assistance dogs.

Section 55 of the Act enables local authorities to make Orders that apply to offences aimed at the control of dogs to specified land in their area. Section 57 of the Act provides that Orders may apply to all public land which is open to the air and which the public are entitled or permitted to have access (with or without payment). There are exemptions to this definition which have been made by the Secretary of State under the 'The Control of Dogs (Non-application to Designated Land) (England) Order 2006, which exempts Forestry Commission Land in respect of all Orders, and roads (including highways) in respect of Orders excluding dogs from land.

A road is defined in Section 142 of the Road Traffic Regulations Act 1984 as (in England and Wales) 'any length of highway or any other road to which the public has access, and includes bridges over which a road passes.' This definition includes public rights of way, including footpaths, and ways to which the public have access by permission of the landowner rather than by right, such as on private estates.

The introduction of this order will revoke the current Dogs Fouling of Land Regulations (1996) and bring the penalty level into line with the current litter legislation.

Section 59 of the Act allows authorised officers of the local authority or any other person authorised in writing by the authority (such as a Police Community Support Officer with the Police Authority's consent) to issue a fixed penalty notice offering members of the public an opportunity to discharge any liability for offences under the Dog Control Order.

Section 60 enables a local authority to specify the amount of fixed penalty in relation to their own Dog Control Orders. (The fine range is £50 - £80 and is specified by the Fixed Penalty (Miscellaneous Provisions) Regulations 2006.

The current agreed rate for Tamworth is £80 (reduced to £50 for payment within 7 days.)

The penalty to be provided in relation to any offence under a Dog Control Order is, on summary conviction, a fine not exceeding level 3 on the standard scale (currently £1,000).

The Dog Control Orders (Procedures) Regulations 2006 set out how Dog Control Orders shall be introduced by local authorities. Before making a Dog Control Order the authority shall:

- (a) consult upon its proposals to make an order by publishing a notice of the proposal in a local newspaper circulating in the area in which the Order would apply is situated
- (b) Where all or part of the land in respect of which the proposed order would apply is access land then we are required to consult with the Access Authority for that land (for example British Waterways) The Notice referred to in (a) above shall:

- identify the land that is access land, summarise the order,
- state where any maps identifying the land can be viewed,

- state the period in which representations shall be made which should not be less than 28 days,
- state the address/e-mail where representations shall be made.

Example public consultation is attached as Appendix DC03

At least seven days before any Dog Control Order comes into force, the Council shall:

- (a) where practicable place signs summarising the Order in conspicuous positions on or near land where the Order applies;
- (b) publish in a local newspaper in the area where the Order applies a notice that the order has been made and stating the place where it may be inspected or copies obtained;
- (c) Make available the information on the Councils website.
- (d) Send copies of the information to the Access Authority identified above

REPORT AUTHOR

Jo Sands

LIST OF BACKGROUND PAPERS

Clean Neighbourhoods and Environment Act 2005

Tamworth Borough Council Environmental Crime Enforcement Policy 2010

Dog Control Orders (Prescribed Offences and Penalties, etc) Regulations 2006

Dog Control Orders (Guidance on Sections 55 to 67 of the Clean Neighbourhoods and Environment Act 2005) DEFRA 2006

Fixed Penalty (Miscellaneous Provisions) Regulations 2006

Local Environmental Enforcement (Guidance on the use of fixed penalty notices) DEFRA 2007

Dog Fouling and the Law (A Guide for the Public) ENCAMS 2006

APPENDICES

DC01 – Suggested areas for each dog control order

DC02 – suggested initial groups of consultees November 2011 to January 2012

DC03 – Example formal consultation advert

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Appendix DC01

Tamworth Borough Council

Proposed Areas for Dog Exclusion Order

Wigginton Park Play Area
Lakenheath Play Area
Castle Pleasure Grounds Play Area
Castle Pleasure Grounds Activity Centre (former outdoor swimming baths)
St Georges Way/Rosemary road Play Area
Dosthill Park Play Area
Lothersdale Play Area
Brendon / Ealingham Play Area
Crowden Road Play Area
Hawksworth Play Area
Lakeside Park Play Area
Park Farm Road Play Area
Beauchamp Road Play Area
Allensmead Play Area
Hamble Play Area
Amington Recreation Play Aea
Parkfield Crescent Play Area
Linthouse Walk Play Area
Rainscar Play Area
Irwell Play Area
Reedmace Play Area.

Proposed Areas for Dogs on Leads Order

Castle Grounds (bandstand area/lower lawn)
Anker valley football pitches
Pedestrian area of the town centre (George St, Market St, Middle Entry, Church St, St Edithas Square, Lower Gungate, Colehill, Little Church Lane, College Lane and St Edithas Churchyard)
Wigginton Cemetery
Amington Cemetery
Wilnecote Cemetery (new and old)
Glascote Cemetery
All public footways or grass verges adjacent to a road in Tamworth (as per the current Road Traffic Act 1988)

Area for Fouling of Land by Dogs Order

The whole of the Borough of Tamworth

Area for Dogs on Lead by Direction Order

The whole of the Borough of Tamworth

PROPOSAL FOR INTRODUCTION OF DOG CONTROL ORDERS

APPENDIX DC01

Cabinet 2 November 2011

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Appendix DC02

Tamworth Borough Council

Proposed Consultees – Dog Control Orders

British Waterways

Severn Trent Water

PACT Meeting Chairs

Staffordshire Police

Aucott Developers

Tamworth Football League

Tamworth Borough Council Depts

- Street Scene
- Planning
- Community Leisure
- Housing

Registered Social Landlords (RSLs)

Dog Training Clubs

Staffordshire County Council Assets

Staffordshire County Council Highways

Staffordshire Wildlife

Community groups eg Hodge Lane Nature Reserve

General public

Other significant land owners

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Appendix DC03

The Clean Neighbourhoods and Environment Act 2005

Dog Control Orders – Consultation.

The vast majority of dog owners are caring and responsible. Not only for their pet's well being but also considerate as to the effect their dog has on other residents and visitors to Tamworth.

However, complaints regarding the behaviour of some dog owners and regarding the problem of dog fouling are still regularly received by the Local Authority. Reports and letters in the local newspapers also highlight the frequency and extent of the problem.

To address the concerns and complaints of residents and visitors to the borough, Tamworth Borough Council intends to make a number of Dog Control orders under Section 55 of the Clean Neighbourhoods and Environment Act 2005.

The orders intended are:

- **Dog Exclusion Order** - The effect of the Order is to make it an offence for a person in charge of a dog to permit the dog to enter or remain on any land to which this Order applies.
- **Fouling of Land By Dogs Order** - The effect of this Order is to make it an offence for a person in charge of a dog to fail to remove faeces forthwith from any land to which the Order applies.
- **Dogs on Leads Order** - The effect of the Order is to make it an offence for a person in charge of a dog to fail to ensure that a dog is kept on a lead on any land to which the Order applies.
- **Dogs on Leads by Direction Order** - The effect of the Order is to make it an offence for a person in charge of a dog to fail to put that dog on a lead under the direction of an authorised officer on any land to which the Order applies.

The proposed Orders are available for inspection at Tamworth Borough Council, Marmion House, Lichfield Street, Tamworth B79 7BZ during normal office hours.

The council is inviting representations in respect of the proposed Dog Control Orders no later than 2012 and these should be made in writing and sent to..... at the address above or by email to

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14th December 2011

**Report of the Portfolio Holder
Economic Development and Enterprise**

**ANNUAL MONITORING REPORT FOR THE LOCAL DEVELOPMENT
FRAMEWORK**

EXEMPT INFORMATION

N/A

PURPOSE

The purpose of this report is for Cabinet to approve the Development Plan Annual Monitoring Report (AMR) for submission to the Department for Communities and Local Government

RECOMMENDATIONS

It is recommended that Members agree the contents of the 2010-2011 Annual Monitoring Report for submission to the Department for Communities and Local Government.

EXECUTIVE SUMMARY

In accordance with the requirements of the Planning and Compulsory Purchase Act 2004, the Council must prepare an Annual Monitoring Report for the period 1 April to 31 March and then submit the report by 31 December of the same year to the Department for Communities and Local Government.

The report sets out some key findings in relation to the two main purposes of the Annual Monitoring Report. Firstly, it assesses the implementation of the Local Development Scheme, the three year timetable that sets out which Local Development Framework (LDF) documents will be prepared and when. Secondly, it has to assess the extent to which policies in the LDF are being achieved. Production of the Core Strategy has progressed but there are no adopted policies yet. This AMR therefore assesses the extent to which the saved Local Plan policies are meeting the nine Local Plan Objectives.

Monitoring of the indicators shows that the Local Plan objectives are largely being met. All housing development has taken place on previously developed land and there is enough housing and employment land to meet the existing Regional Spatial Strategy Phase 2 Revision Preferred Option (RSS) targets. Affordable housing completions are considerably up on the previous year. The town centre primary shopping frontages are being protected by keeping them mainly in retail use.

The main areas where the Local Plan objectives are not being met relate to low levels of development associated with housing, employment and town centre uses, which reflects state of the economy over the last couple of years.

RESOURCE IMPLICATIONS

None identified.

LEGAL/RISK IMPLICATIONS BACKGROUND

There are no financial or legal implications arising from the report. However the Annual Monitoring Report is being prepared to meet the requirements of S.35 of the Planning and Compulsory Purchase Act 2004. Failure to submit a sound and robust AMR would be a cause of concern to the Secretary of State and could question the integrity of the Planning Service. Having a robust AMR in place could also reduce the chance of a successful legal challenge in respect of individual planning decisions.

SUSTAINABILITY IMPLICATIONS

With the focus of the planning system on sustainability issues, the indicators used are geared towards measuring the delivery of sustainable development and sustainable communities.

BACKGROUND INFORMATION

Monitoring has become an important part of evidence based policy making. In the past, monitoring was used as a corrective mechanism for guiding land use plans back on track, now it should be regarded as a positive way of identifying key challenges, opportunities and possible ways of revising and adjusting spatial planning policies. Under the current planning system, monitoring is essential to build up a robust and credible evidence base. We must also identify clear mechanisms for implementing and monitoring our development plan documents to show that we are meeting spatial objectives and delivering policies.

In accordance with the requirements of the Planning and Compulsory Act 2004, the Borough Council is required to produce an Annual Monitoring Report (AMR) and submit it to the Department for Communities and Local Government (DCLG). This AMR relates to the period 1 April 2010 to 31 March 2011. It has two elements, assessment of the implementation of the Local Development Scheme and assessment of Local Plan policies. There is also reference to the Regional Spatial Strategy (RSS) preferred option in terms of monitoring housing provision. The full AMR is attached as an appendix.

Some of the targets and indicators are difficult to monitor and so there are some gaps in the information. Some fall outside the planning process, such as domestic renewable energy installations and bus priority measures. The LDF will need to consider appropriate targets and indicators which are measurable.

This is the Council's last Annual Monitoring Report in this particular format. The government's recent Localism Act removes the requirement for local planning authorities to produce an annual monitoring report for Government, while retaining the overall duty to monitor. Authorities can now choose which targets and indicators to include in the report as long as they are in line with the relevant UK and EU legislation. Their primary purpose is to share the performance and achievements of

the planning service with the local community. As a Council, we will need to decide what indicators to use and the frequency of publication.

1. Assessment of Implementation of the Local Development Scheme

The AMR has to assess the implementation of the Local Development Scheme (LDS), the three year timetable that sets out which Local Development Framework (LDF) documents will be prepared and when. This AMR relates to the 5th LDS that was submitted to the GOWM in July 2009.

Key findings

- A fifth LDS had to adjust the timetable for production of the first two development plan documents (DPDs). The commencement dates of the Core Strategy and Site Allocations DPDs have been pushed back. This reflects staffing issues and the need to collect up to date and robust evidence, which is resource intensive. There will be a need to revise the LDS in advance of publication of the Core Strategy in early 2012.
- Following the results of the Preferred Option consultation undertaken in late 2009, the Council re-drafted its housing policies and subjected them to a 6 week consultation period in February-March 2011. The re-drafted policies reflected an important piece of evidence on affordable housing viability which enabled the setting of realistic targets for affordable housing. Advice obtained from Gypsy and Traveller representatives facilitated a more responsive policy to be drafted.

2. Assessment of Local Plan Policies

The second purpose of the AMR is to assess the extent to which policies in the Local Development Framework Documents are being achieved. Production of the Local Development Framework is underway and draft policies have been produced but the Core Strategy has not yet been adopted. The Local Plan 2001-2011 was adopted in 2006 and under the provisions of the Planning and Compulsory Purchase Act 2004, the policies remained in place until July 2009. The Council applied to the Secretary of State to 'save' a number of policies beyond this date. The Secretary of State saved 25 of the 79 policies. This AMR therefore assesses the extent to which the saved Local Plan policies are meeting the nine Local Plan Objectives.

Key findings

- The overall strategic aims of the Local Plan are being met.
- There is a limited portfolio of available employment sites although there is sufficient available land to meet the 5 year requirement in the RSS Phase 2 Revision Preferred Option.
- There have been no employment completions in the monitoring period, although sites under construction are on previously developed land.
- The residential brownfield target was met and indeed exceeded with 100% of new dwellings being built on previously developed land.
- Only two applications for renewable energy installations were received, although many of the small domestic scale ones are permitted development and do not

need planning permission. This highlights the difficulty in monitoring this indicator.

- Visitor numbers to the Castle have increased on the previous year. Figures for the Assembly Rooms suggest a fall in customers.
- 81% of the primary shopping frontages are in A1 use, compared with the target of 75%.
- Vacancy levels in the town centre are 6%, which is well below the national average of 17.4%. However, this figure has now (December 2011) increased to 8%.
- There has been no development for town centre uses, such as new retail, leisure or offices within the defined town centre boundary. Retail development has taken place outside the town centre.
- The housing trajectory for 2006-2026 shows that the targets in the RSS Phase 2 Revision can be met. However this is reliant on Anker Valley site receiving planning permission.
- Net housing completions were relatively low at 137, which is a reduction of about 11% on the previous year. 100% of completions were on previously developed land. This is likely to drop considerably if the Anker Valley comes forward.
- There were no additional Gypsy and Traveller sites completed in the monitoring year.
- 70 affordable units were completed in 2010/2011, which equates to 53% of all completions. This represents a considerable improvement on the previous year and is above the current 30% target, however we expect next year's number to be considerably lower.

REPORT AUTHOR

Jon Lord

LIST OF BACKGROUND PAPERS

N/A

APPENDICES

The 2010-2011 Annual Monitoring Report

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EXECUTIVE SUMMARY

This is the Development Plan Annual Monitoring Report based on the monitoring year that runs from 1 April 2010 to 31 March 2011. This Executive Summary outlines progress made towards meeting the Local Plan objectives. Against each objective a face indicates if progress has been good, bad or if no progress has been made at all.

Indicator Ref.	Description	Progress towards Objective		
		2010/2011	Comments	Actions
Objective 1: To increase opportunities for everyone to be actively involved in the life of the town				
1 a-c	LDD consultation	☺	Revised Core Strategy Housing policies consultation February-March 2011	Need to consider new approach to consultation process to ensure greater level of involvement.
1d	Website popularity	☺	LDF pages have improved since last year. More people are using the website to access LDF information.	Ensure LDF pages are kept up to date and that they are easily accessible and available to the public.
Objective 2: To promote equal opportunities for all to enjoy prosperity, good health, and participation in the community				
2a	Total amount of additional employment floorspace – by type	☺	There has been no employment completions, however, 0.97 ha is under construction.	Need to establish LDF employment evidence base. Surveys of existing employment areas and employment land availability study have been completed.
2b	Total Amount of employment floorspace on previously developed land – by type	☺	There were no completions recorded.	
2c	Employment land available by type	☺	14.86 ha land is available for employment development. 0.97ha is under construction	
2d	% B8	☺	Out of 11 employment areas, only 3 had more than 30% of units in B8 use.	Question need for such an approach in the LDF.
2e	Progress on open space standards	☺	Open space position statement produced.	Protect and improve existing open space. Further work to be done including overall green space strategy and adoption of local standards.
2f	Open space/green space	☺	No loss of open space	Progress open space work. Audit and assessment needs to be brought up to date. Continue to work with Sport
2g	Playing fields	☺	No applications were granted so no loss recorded The Joint Sports	

Indicator Ref.	Description	Progress towards Objective		
		2010/2011	Comments	Actions
			Strategy produced in 2009.	England on relevant planning applications and the LDF.
Objective 3: To promote a sustainable, attractive and healthy environment				
3a	Number of planning permissions granted contrary to Environment Agency advice on flooding and water quality grounds	☺	1 application granted contrary to advice	None required.
3b	Change in areas of biodiversity importance.	☺	Phase 1 Habitat Survey undertaken, report produced September 2008. No changes recorded.	Need to consider how the outcomes of the survey can be translated into policy in the LDF.
3c	Number of planning applications in the Green Belt	☺	2 applications, which overlapped into the Green Belt were granted	None required
3d	% of new and converted dwellings – on previously developed land	☺	Brownfield target met with 100% of houses built on brownfield land.	Anker Valley will lower the % figure in the future as this is a large greenfield site.
3e	Conservation Area Character Appraisals	☺	All appraisals have been completed	Council currently in process of implementing recommendations from appraisals. Need to start on management plans.
3f	Listed building and conservation area consent applications	☺	32 Applications were received. 25 were approved with conditions, 3 were withdrawn and 4 were refused. Several minor works on residential properties. Not all works in conservation areas require consent from Council.	None required. Policy protects listed buildings, but not all historic buildings are in conservation areas. Article 4 Directions for certain types of works confirmed for a number of the conservation areas.
3g	Air Quality Management Areas	☺	0 areas within the Borough	Ensure that congestion hotspots are not made worse through the location of new development
3h	Renewable energy	☺	2 applications decided, but monitoring difficult because many domestic types are permitted development.	Monitoring needs improvement
Objective 4: To promote a safe and sustainable integrated transport system				
4a	New bus priority measures implemented	☺	Nothing new to report	None required
4b	Local bus services	☺	No new travel plan were	

Indicator Ref.	Description	Progress towards Objective		
		2010/ 2011	Comments	Actions
			submitted	
4c	Green Travel Plans secured	☺	2 Green Travel Plans received. These were secured prior to development commencing.	None required.
4d	Green Travel Plans for significant developments			
Objective 5: To promote community safety and work with others to reduce crime and disorder				
5a	Police consultations on applications	☺	The Police Service consulted on all major applications and food and drink related applications which amounted to 16 applications. Police Service is a standard LDF consultee.	Continuation of close relations with the Police Service.
5b	Police consultations on policy			
Objective 6: To promote access to a wide range of high quality recreational and cultural opportunities				
6a	Green flag award standard	☹	Flag status not yet awarded, but work on going to achieve this award.	Continuing to improve open space standards.
6b	Leisure development	☹	No new leisure developments has been completed	The Core Strategy will have to consider how the Town Centre Masterplan can be implemented.
6c	Leisure development in town centre			
6d	Visitor numbers	☺	Number of visitors to the Castle Rooms has increased.	
Objective 7: To work with others to enhance the vitality and attractiveness of the town centre				
7a	Total amount of completed floorspace for 'town centre uses' within the town centre (gross and net)	☹	No new completions in the town centre for town centre uses. Retail development has taken place outside the Town Centre.	A town centre Masterplan was published in September, 2009. The LDF will need to reflect national policy and direct town centre uses to the town centre.
7b	Total amount of completed floorspace for 'town centre uses' within the local authority area (gross and net)			
7c	Vacant retail floorspace	☺	Vacant shop units amounted to 6% of all units, which is well below the national average of 17.4%	A Town Centre Masterplan has been completed and the Core Strategy will need to consider how the Town Centre Masterplan is implemented.
7d	Primary retail frontage areas	☺	81% of all units in the Primary Shopping Frontages are in A1 use.	

Indicator Ref.	Description	Progress towards Objective		
		2010/2011	Comments	Actions
7e	Town centre residential uses	☺ ☺	No loss of shopping frontage to residential. 1 application for 9 residential units was approved.	None required
7f	Sums paid and improvements made	☺	Monies continue to be collected. The Gateway Group has prioritized improvements to town centre links. Consideration of the impact of CIL to be undertaken during 2012.	The Borough Council needs to consider the impact of CIL.
7g	Commuted sums policy			
Objective 8: To promote decent housing for everyone, at a price they can afford				
8a	Housing trajectory from 2006 to 2026	☺	The trajectory shows the proposed RSS Phase 2 Revision requirements will be met.	Anker Valley site need s to come forward to meet targets.
8b	Affordable housing completions	☹	Under providing compared to housing needs survey	The affordability need is far greater than the number of units that can come forward
8c	Gypsies and Travellers	☺	No additional Gypsy and Traveller sites	The LDF will need to reflect the results of Gypsies and Traveller's needs assessment
8d	Building for Life assessment	☹	No assessments have been undertaken.	A trained Building for Life assessor is now in place.

1 INTRODUCTION TO THE ANNUAL MONITORING REPORT

- 1.1 This is the sixth Development Plan Annual Monitoring Report (AMR). This AMR is based on the monitoring year that runs from 1 April 2010 to 31 March 2011.
- 1.2 The Development Plan in Tamworth consists of the saved policies of the Staffordshire and Stoke on Trent Structure Plan (1996-2011), the saved policies of the Staffordshire & Stoke-on-Trent Minerals Local Plan (1994 – 2006), the saved policies of the Staffordshire & Stoke-on-Trent Waste Local Plan (1998-2011) and the saved policies of the Tamworth Local Plan (2001-2011).
- 1.3 Following changes to the planning system¹ as detailed in The Planning and Compulsory Purchase Act, 2004, the Local Plan Policies remained in force for three years. The Secretary of State has saved a number of those policies beyond 6th July 2009. Tamworth Council is currently moving from the old Local Plan system to the new 'Local Development Framework' (LDF), system. The LDF will set out planning policies and proposals within a variety of Local Development Documents (LDDs). The Council have consulted on the Issues and Options for the Core Strategy, an Option Report and a Proposed Spatial Strategy which will inform the publication version of the Core Strategy. As part of the LDF the Council has prepared a Local Development Scheme (LDS) that establishes a three-year rolling timetable for the production of the LDF.

The Purpose, Scope and Content of the AMR

- 1.4 Monitoring is essential to establish what is happening now, what may happen in the future and then compare those trends against existing policies and targets to determine what needs to be done. Monitoring will help to address questions such as:
 - Are policies achieving their objectives and in particular are they delivering sustainable development?
 - Have policies had unintended consequences?
 - Are the assumptions and objectives behind policies still relevant?
 - Are the targets being achieved?
- There are two AMR requirements, the first of which is to assess the implementation of the Local Development Scheme. The AMR monitors the key milestones annually, as set out within the Scheme. The AMR monitors whether we are we still on target to produce our Local Development Documents
- 1.5 The second is to assess the extent to which policies in the Local Development Documents are being achieved, or in the case of Tamworth Borough Council, how saved Local Plan Polices have achieved their objectives.
 - 1.6 The AMR enables the Council to consider making changes to either the policy content of LDD's, or the timetable of the LDD production. This makes the Local Development Framework more responsive to changes and the Council better able to react.
 - 1.7 Tamworth Borough Council is in the process of producing its Core Strategy and therefore, the AMR is not in a position to monitor LDD content. During this time of transition, the AMR is focusing on the saved policies of the Local Plan.

¹ The Planning and Compulsory Purchase Act 2004

Structure of the AMR

- 1.8 The monitoring report is structured around the Local Plan's main aim, which is *'to continue to develop the Town as a sustainable place where people want to live and work'*. The aim is supported by 9 Local Plan Objectives, which in turn have indicators and measurable targets to assess if the Objectives are being met. The indicators and targets come from the Local Plan, the Staffordshire and Stoke on Trent Structure Plan, the Tamworth Community Strategy and National Government guidance. Making an assessment of the policies and proposals gives us the opportunity to suggest policy review and amendment and it provides us with information on how best to proceed with the Local Development Framework.
- 1.9 There are three different types of indicators that are used. **Contextual** indicators set out the wider context within which the Local Plan operates. The indicators set out the key characteristics of Tamworth and the issues of the locality. **Output** indicators are split into core and local. They measure the physical activities that are directly related to, and are a consequence of, the implementation of planning policies. The Core indicators are set by central government and contribute to the monitoring of regional policy. Local indicators are locally set and are derived from the Local Plan chapters. **Significant effects** indicators are linked to the sustainability appraisal objectives and indicators. Significant effects indicators inform monitoring of the impacts of policies on sustainability.

Omissions and the Future

- 1.10 This monitoring report will continue to evolve and develop as the Council move from a system of Local Plan preparation to Local Development Framework preparation. Not included within this year's report are the significant effect indicators that are used to assess the significant social, environmental and economic effects of policies. It is considered too soon to develop these indicators in advance of undertaking sustainability work associated with the first LDD. These indicators will be developed alongside DPD preparation.
- 1.11 This is the Council's last Annual Monitoring Report. The government's recent Localism Act removes the requirement for local planning authorities to produce an annual monitoring report for Government, while retaining the overall duty to monitor. The Parliamentary Under Secretary of State, Bob Neill MP, wrote to authorities on 30 March 2011 announcing withdrawal of guidance on local plan monitoring. Authorities can now choose which targets and indicators to include in the report as long as they are in line with the relevant UK and EU legislation. Their primary purpose is to share the performance and achievements of the planning service with the local community. The Council is currently deciding what indicators to use and the frequency of publication.

2. THE IMPLEMENTATION OF THE LOCAL DEVELOPMENT SCHEME

- 2.1 The Local Development Scheme is a three year project plan that sets out the work programme for the Local Development Framework. The LDS identifies which Local Development Documents will be prepared and the timescale for meeting various milestones in production.
- 2.2 The latest version of the LDS was submitted to Government Office in the summer of 2009. The LDS scheme no longer includes a Development Control SPD as it was decided that it would not be necessary as the Core Strategy will include some generic development control policies Table 1 indicates actual progress against the 2009 LDS timetable.
- 2.3 The LDS is currently being reviewed and it is the intention to publish a revised version in February 2012.

TABLE 1: LOCAL DEVELOPMENT SCHEME ACTUAL PREPARATION OF LOCAL DEVELOPMENT DOCUMENTS COMPARED TO MILESTONES

	Performance 2009/10				
	Milestone	Target	Actual	Achieved	Commentary
Core Strategy DPD	1. Commence preparation	Nov-06	Nov-06	☺	The Core Strategy must be based on a thorough understanding of the key issues facing the Borough. There is a broad range of information that needs to be collected as part of this evidence base. Collecting up to date information on which to base policy making is resource intensive and time consuming. Some of the work can be undertaken in-house, other work requires particular knowledge and has to be undertaken by specialist consultants.
	2. Submission	April 2010	Not yet achieved	☹	Changes to the Planning system including uncertainties around the Regional Spatial Strategy, has further delayed progress. It is intended that submission of the Core Strategy will take place in mid 2012.
	Performance 2009/10				
	Milestone	Target	Actual	Achieved	Commentary
Site Allocations DPD	1. Commence preparation	Revised target of Oct-09	Not yet achieved	☹	Progress has been delayed due to uncertainty regarding need for document. It has now been decided not to progress with a separate Site Allocations DPD as sites will be allocated within the Core Strategy.

3. AN INTRODUCTION TO TAMWORTH

- 3.1 To assess the policies and proposals in the Local Plan it is important to understand the context within which they operate. First of all, a brief profile of Tamworth, highlighting some of the opportunities, challenges and issues that we currently face. This is followed by the key contextual indicators. These indicators describe the wider social, environmental and economic background and will be updated and revised every five years, or when the data becomes available.
- 3.2 Located in the south-east corner of Staffordshire, Tamworth is a large town that serves the local needs of the surrounding rural villages in the adjacent districts of Lichfield and North Warwickshire. The Borough of Tamworth is a small, urban, densely populated Town with a small amount of countryside and Green Belt encircling the built up area. These green and open spaces define and shape the way that Tamworth develops and more importantly, provides 'green lungs' amongst the built-up urban areas. The close proximity of Tamworth to the countryside provides residents and visitors with recreational opportunities, and employers and inward investors with a quality environment. However, the circle of countryside is threatened by the lack of development opportunity within the urban area.
- 3.3 The population of Tamworth has tripled since the post war years due to the relocation of inner-city Birmingham residents to the Borough. The overspill development raises challenges for the Borough, in particular the preservation of Tamworth's history and historic core, which has become overpowered by the 1960s and 1970s housing estates. These estates are dated in their design and uniform in their appearance. Pockets of deprivation also exist amongst Tamworth's residential areas and there are issues associated with crime, anti-social behaviour and poor health. Tamworth has an above average number of people who are overweight, smoke and drink too much and who don't undertake sufficient exercise.
- 3.4 Tamworth's compact urban form provides good opportunities for transport accessibility particularly to and from the Town Centre where the Town's retail and leisure services are predominantly located. Tamworth's close proximity to the national motorway network and to Birmingham makes it an accessible place to live and work, however, it is estimated that around 50% of the adult population out-commute each day to work. Tamworth itself has a low unemployment rate, but this masks the fact that employment in the Town is largely low-paid, unskilled and requiring few qualifications.
- 3.5 The following contextual indicators provide useful information on a number of key issues to be addressed in the Local Development Framework and will form part of the evidence base for Development Plan Documents.

4. CONTEXTUAL INDICATORS

- 4.1 Tamworth Borough Council is geographically one of the smallest Boroughs in England. It has had a fast growing population following the relocation of Birmingham overspill in the 1960's – 1980's which led to a tripling of its size. The population has more recently stabilised and figures show that from 2003 – 2008, the population only increased slightly. It is a young population when compared to the national average and life expectancy is also lower than the national average. Over 98% of the population is white and the most popular religion is Christianity.

Socio-Cultural Profile

- 4.2 Tamworth is generally not a deprived place, however there are pockets within the urban area that exhibit signs of deprivation. In particular income, education and training, employment and crime are issues. Whilst people consider their health to be reasonably good, there are still high instances of health benefit claimants. Whilst nearly 70% of the population consider that their general health is good, there is a high incidence of disability and attendance allowance, both of which are above the national average. Tamworth residents are more likely to be unqualified, have poor literacy and poor numeracy skills. Crime is an issue particularly violence against a person and vehicle theft. Vandalism, graffiti, deliberate damage to property, drugs and anti-social behaviour are also problems.

Economic Profile

- 4.3 In terms of output, Financial and Business Services, distribution and Transport and Communications are all-important contributors. A high share is still devoted to manufacturing in Tamworth with metals and transport equipment being the largest sectors based in the Town. Within the Service sector, Finance & Business Services and Public Admin, Education & Health are important sources of employment. A relatively large proportion of Tamworth's workforce is employed in skilled trades or as process plant machinery operatives. Lower salaries are reflected in the household income. Employment rates are good but this hides the high level of work-related benefit claimants in the Borough.

Natural and Built Environment

- 4.4 Tamworth is a town with historic and environmental assets that provide character, form and interest to an otherwise compact, urban and dense settlement. The pressure to build on the remaining open and green space increases the value of this precious resource for the Town. Further constraints to development are the extensive areas of green space that are liable to flooding.

Housing Profile

- 4.5 House prices are below the national level, yet affordability is still a problem. This is reflected in the income levels within the Borough and the number of people in receipt of welfare benefits. The housing stock is predominately privately owned and dominated by detached, semi-detached and terraced properties. Only 2.0% (Private Sector House Condition Survey, 2010), of households are vacant or unoccupied (for 6 months or more) and few houses are used as second homes. Households living in overcrowded homes are well below the national average.

Transport and Spatial Connectivity

- 4.6 Despite the compact nature of the Town there is still a dependence on the car to travel to work. A large proportion of the workforce commute from Tamworth to their place of work every day. Research undertaken by Tamworth Borough Council showed that 50% of all commuters travelled 10 kilometres from Tamworth. This could be a reflection of the employment on offer or the opportunities within the Town. 21.7% of households do not have access to a car however there are 23 bus routes, a rise of 5 new routes since 2006, together with river and canal paths being in good condition.

5. OUTPUT INDICATORS

5.1 This section looks at the core output indicators set by the Government, and the local output indicators derived from the Local Plan. The output indicators are used to assess the performance and progress of the Local Plan policies. To do this the 9 Local Plan Strategy Objectives provide a framework against which the Local Plan can be assessed.

5.2 The information presented in this section is derived from a number of sources principally from information submitted as part of planning applications, for example floorspace, use class, number of residential units to be built or the number of parking spaces to be provided. Information is also collected and gathered from primary research such as residential and employment land availability surveys, retail assessment surveys and visitor numbers surveys for example.

OBJECTIVE 1

To increase opportunities for everyone to be actively involved in the life of the Town.

No Target.

Indicator Type	Indicators		Local Plan Policy Ref.
Local	1a	The number of people participating in LDD consultation	N/a
Local	1b	The number of responses received from LDD consultation	N/a
Local	1c	The ratio between survey coverage and number of responses received	N/a
Local	1d	The number of people logging onto the website for information	N/a

1a: The Council carried out a formal consultation on revised Core Strategy Housing Policies during February-March 2011. These were made available in libraries and in the Council's customer service area. All consultees were notified of the consultation and the policies along with a response form were made available on the Borough Council's website to download.

1b-c: In total, 34 respondents, including statutory bodies, members of the community and adjoining local authorities submitted 134 individual representations on the policies

1d: The Council has been monitoring the number of hits on its 50 most popular website pages since August 2007. The LDF web pages received 2,117 hits between 1st April 2010 and 31st March 2011, while the Core Strategy web pages have received 758 1,736 hits for the same time frame. This compares with 3,344 hits and 653 hits for the LDF and Core Strategy web pages respectively for 2009/2010. As the LDF progresses, more information is added to the web pages, particularly in terms of evidence gathered. As more people use the internet to access information about

the LDF, it is important to ensure that the pages are easily accessible and kept up to date.

LDF Considerations

The Council maintains a database of all individuals and organisations with an interest in the production of the LDF. This database ensures widespread coverage when consultation exercises are carried out. The Council is always looking to improve its consultation techniques and procedures and has recently started using 'Limehouse', an online consultation portal. This enables consultees to view consultation documents related to the LDF and make representations online. They are also notified when consultations were made public.

An essential part of consultation exercises is to ensure that the LDF web pages are kept up to date and are user friendly. There are clear links to the different aspects of the LDF and all documents available in electronic format can be downloaded. Consultations on different stages of LDD production and various evidence gathering exercises and surveys are publicised through the website.

Innovative consultation techniques and methods for engaging will need to be considered and balanced against the available resources. More focused consultation with individuals and groups will help to improve participation and responses.

OBJECTIVE 2

To promote equal opportunities for all to enjoy prosperity, good health, and participation in the community

Targets

- To meet the Structure Plan Target of providing 120 hectares of employment land between 1996 and 2011
- To make available employment land to meet demand and create a sustainable town in accordance with the structure plan
- Maximum of 30% B8 uses within established and new Employment Areas
- To increase the number and type of jobs available in the town by 2011
- No loss of open space/green space or playing fields

Indicator Type	Indicators		Local Plan Policy Ref.
Core	2a	Total Amount of additional employment floorspace – by type	
Core	2b	Total Amount of employment floorspace on previously developed land – by type	
Core	2c	Employment land available by type	
Local	2d	% of B8 uses within established employment areas	EMP3
Local	2e	Progress on open space standards in accordance with PPG17	ENV14
Local	2f	Number of applications on open space/green space	ENV 13
Local	2g	Number of applications on playing fields	ENV 15

2a: Total amount of additional employment floorspace – by type

The total amount of completed additional employment floorspace is 0 for B1b, B1c, B2, B8. However, 0.97ha is currently under construction.

2b: Total amount of employment floorspace on previously developed land – by type

There are 0 completions for 2010/2011.

2c: Employment land available by type.

Table 2 Land (employment) available by type

Location	App Number	Total Land Available for all types (B1, B2 & B8), (ha)	Land available for B1 (ha)	Land available for B2 (ha)	Land available for B8 (ha)	Land Status
Amington Industrial Estate (New Employment Land)	0041/2001	1.22				Outline
Bonehill Road	0436/2002	11.8				Reserved Matters
Centurion Park	0183/2008	0.68				Full
Amington Industrial Estate	0096/2009		0.47			Outline
Amington Industrial Estate	0003/2007			0.37		Full
Beauchamp Employment Area	0554/2007			0.32		Full
Total (ha)		13.7	0.47	0.69		

As of 1st April, 2011, there was 14.86 ha of available employment land in Tamworth. 14.16 ha for B1, B2 and B8 uses, 0.47 ha available purely for B1 and 0.69 ha for B2 use.

The amount of employment land available for 2010/2011 amounted to 14.78h ha. This is consistent with the current monitoring year demonstrating that there has been limited interest in development of employment land at present as a consequence of the current economic climate. This is not considered to be the case in the future under normal market conditions.

The Phase 2 Revision Preferred Option of the RSS proposed a rolling 5 year reservoir of 14ha of employment land. Tamworth is currently meeting this 5 year requirement. All Local Plan Allocation sites have been removed as a consequence of a High Court challenge in November 2007.

The total amount under construction not identified in table 1 as at 2010/2011 was 0.97 ha. Leading to a total provision of 15.86 hectares of land which either has planning permission or is under construction. Alongside the 1.55 ha that had been completed previously the total provision of employment land since 2006 is 17.38 ha.

2d: The Employment Land Review, 2009, identified the proportion of floorspace of B8 uses in all employment sites was 38%. (Employment Land Review, 2009) This is higher than the maximum of 30% as set out in policy EMP3 of the Local Plan. However, of the 11 identified employment areas, only 3 areas contained more than 30% B8 uses. These areas were Bonehill Road, Relay Park (including Relay Point) and Centurion which have a significant proportion of B8 uses of 70% or more, of the total floorspace for the estates. This does not affect the overall figure of B8 employment land use. The Employment Land Review is currently being updated.

2e: The 2005/2006 PPG17 audit Following a PPG17 audit and assessment of open space and outdoor sports facilities in 2005/2006, which resulted in recommendations for local provision standards, the Council produced an Open Space Position Statement in July 2007. The Open Space Strategy was completed in 2011. It will form the basis for identifying standards to be incorporated within the LDF. This looked at open space availability within 23 neighbourhoods and compared it with the recommended local standards to assess whether neighbourhoods have sufficient open space or are deficient. None of the neighbourhoods met the full borough standard in any of the types of open space and most are deficient in three or more types. The most deficient neighbourhoods are generally located on the eastern side of the Borough. The overall deficiency is compounded by a shortage of sites to create additional open space. It is not going to be possible to achieve the borough wide standards in most of the neighbourhoods. It is important to protect existing open space and concentrate resources on improving these open spaces.

The audit was followed by a Joint Sports Strategy in 2009 which provides a strategic framework, audit and needs analysis of indoor and outdoor sport and recreation facilities in the Borough. It was needed to provide an evidence base for the LDF, including recommendations on the development of local standards and policy, evidence for the Community Leisure Strategy, to guide investment decisions.

It will be necessary to update the results of the 2005/2006 audit and assessment for the LDF and to provide a basis for a longer term Green Space Strategy.

2f: There were no applications on green space/open space during 2010/2011.

2g: There were 2 applications made on School Playing Fields during 2010/11.

Table 3 Applications received on School Playing fields, 2010/2011

Application No.	Location	Playing Field Lost
0098/2011	Landau Forte Academy, Woodland Road	39.17m ²
0130/2011	Landau Forte Academy, Ashby Road	44.39m ²

LDF Considerations

A significant issue facing the LDF production is ensuring that sufficient employment land is provided to meet the needs of Tamworth..

The policy that controls the % of B8 use in employment areas is largely effective based on the survey that was conducted. This policy was designed to ensure that warehousing which traditionally has a large land take with relatively few employees, does not use up all of our employment land.

The % of employment land in the B8 use class on all existing employment areas amounts to 38%, (Employment Land Review, November, 2009), which is higher than the target of 30%. However, when focusing on individual employment areas,

8 of the 11 identified employment areas % of B8 uses was below 30%. This policy will however need to be reviewed as part of the LDF in terms of future employment provision. The lack of completions in the Borough is probably a reflection of the current economic climate as there are available sites for employment development.

The Core Strategy will need to consider the amount of new employment land required and its location. It will also need to consider the quality and desirability of the existing employment land and whether this needs protection for redevelopment or if being released for other uses would more be appropriate.

OBJECTIVE 3**To promote a sustainable, attractive and healthy environment**

Targets

- No inappropriate development on the flood plain
- Working towards the achievement of County Biodiversity Action targets
- No inappropriate development in the Green Belt
- Minimum of 45% of development on previously developed urban land in accordance with the Structure Plan
- To undertake all CA character appraisals by end of 2006
- No inappropriate development is undertaken to listed buildings or conservation areas
- To ensure that Tamworth does not require the designation of any Air Quality Management Areas

Indicator Type	Indicators		Local Plan Policy Ref.
Core	3a	Number of planning permissions granted contrary to Environment Agency advice on flooding and water quality grounds	
Core	3b	Change in areas of biodiversity importance, including: Change in priority habitats and species (by type); and change in areas designated for their intrinsic environmental value including sites of international, national, regional, sub-regional or local significance.	
Local	3c	Number of planning applications in the Green Belt	
Core	3d	% of new and converted dwellings – on previously developed land	
Local	3e	Progress on Conservation Area Character Appraisals	
Local	3f	Number of Listed Building and Conservation Area applications approved/refused	
Local	3g	Number of Air Quality Management Areas that are designated in the Borough	N/a
Core	3h	Renewable energy generation The amount of renewable energy generation by installed capacity and type	N/a

3a: There was one application granted contrary to advice from the Environment Agency for the erection of a temporary facility for the Fire Authority while their

existing fire station was being demolished on land to the north of Lichfield Industrial Estate.. The Environment Agency's concern rested on the lack of a flood risk assessment to accompany the application. However, the Council felt that the temporary nature of the proposed development justified the development being allowed on this occasion.

- 3b:** The Council commissioned Staffordshire Wildlife Trust to undertake a Phase One habitat survey in 2008 with the purpose of identifying new sites of biological importance (SBI), biodiversity alert sites (BAS) and UK BAP habitats. This resulted in the designation of new SBI's and BAS's (local designations) in July 2009. There have been no changes over the monitoring period.
- 3c:** There have been two applications which overlapped into the Green Belt in 2010/2011.

Table 4 Applications made within the Greenbelt during 2010/2011

Application Number	Location	Description	Decision / Date
0218/2010	The Dorcas Centre, Blackwood Road, Dosthill, Tamworth, Staffordshire, B77 1JE	Erection of external playground shelter	Approved with Conditions 17/06/2010
0441/2010	Dosthill Park, Tamworth Road, Dosthill, Tamworth, Staffordshire	Excavate a pond and 4 shallow scrapes, including re-profiling of existing ditch. Works to benefit wildlife in the park. Around 150m3 of spoil being removed from excavation, to be landscaped into the park beyond the floodplain	Approved with Conditions 12/10/2010

- 3d:** 100% of housing completions were on previously developed land in the year 1 April 2010 to 31 March 2011. This has increased from previous years but will drop in the future as the remaining Local Plan allocations are developed as these are mainly greenfield sites. The RSS Phase 2 Revision proposes 60% of all housing development on brownfield land. Tamworth is currently above this target.
- 3e:** Conservation Area Character Appraisals have been completed on all 7 conservation areas in 2008. The appraisals resulted in a number of recommendations for the enhancement and management of these areas and the Council is in the process of implementing these. Proposals already implemented include the amendment of conservation area boundaries, additions to the local list and a series of Article 4(2) Directions. A start has yet to be made on the management plans.
- 3f:** For the monitoring period 2010/2011 32 listed building consent applications were made, 25 were approved, 3 withdrawn and 4 refused as listed in the table below. The majority of the applications were for minor works, consisting of signage, minor extensions and internal alterations/refurbishment.

Table 5 Applications on Listed Buildings, 2010/2011

Application Number	Location	Description	Decision/Date
0086/2010	1 King Street Tamworth Staffordshire B79 7DB	Change of use from record store (A1) to drop in centre (D1)	Consent with Conditions 27/04/2010
0091/2010	Premier Blinds 16 Aldergate Tamworth Staffordshire B79 7DL	New signage to be erected to replace current signage	Consent with Conditions 27/04/2010
0103/2010	Lane House Rest Home Lichfield Road Tamworth Staffordshire B79 7SF	Replacement windows to listed building	Withdrawn
0104/2010	Lane House Rest Home Lichfield Road Tamworth Staffordshire B79 7SF	Refurbishment of cills and reveals to listed building	Withdrawn
0119/2010	70 Church Street Tamworth Staffordshire B79 7DQ	Paint shop front, new signage, remove modern box and remove strip lighting	Refuse 17/05/2010
0160/2010	4 Bolebridge Street Tamworth Staffordshire B79 7PA	Erection of signage to building frontage comprising projecting hanging sign and individual lettering on brick facade	Consent with Conditions 27/05/2010
0198/2010	37 George Street Tamworth Staffordshire B79 7LJ	Acrylic letters to existing fascia and new timber insert to existing projecting sign	Consent with Conditions 17/06/2010
0239/2010	8 & 9 Colehill Tamworth Staffordshire B79 7HE	Conversion of existing first and second floor offices into 9 one and two bed apartments. Alterations to ground floor to provide office and retail space. Landscaping and car parking to rear yard area	Consent with Conditions 07/07/2010
0289/2010	Lane House Rest Home Lichfield Road Tamworth Staffordshire B79 7SF	Refurbishment of cills and reveals to listed building	Consent with Conditions 09/08/2010
0124/2010	Assembly Rooms Corporation Street Tamworth Staffordshire B79 7DN	Installation of pigeon spikes to front elevation to eliminate faeces on front steps and pavement. Installation of security lighting to side elevation above flat roof. Installation of warning signs 'warning - fragile roof' to front, side and rear elevations	Consent with Conditions 24/08/2010
0337/2010	Assembly Rooms Corporation Street Tamworth Staffordshire B79 7DN	To remove and replace existing wooden poster frames with aluminium illuminated frames	Withdrawn

0355/2010	18 Lichfield Street Tamworth Staffordshire B79 7QD	Building to be restored to a serviceable condition and works will comprise the following: repairs/replacement of pitched roof coverings, flat roof coverings, structural elements of pitched roof, defective timber windows, internal joinery (floor boards, joists, skirtings, stair treads); replacement of defective rainwater goods; repair/rebuilding of defective and unstable internal and external brickwork; replacement of defective timber lintel with new concrete item; localised of walls and ceilings; removal of internal stud partition walls	Consent with Conditions 13/09/2010
0300/2010	10 Colehill Tamworth Staffordshire B79 7HE	Erection of publicity board to elevation fronting Colehill to support marketing of vacant building (temporary during marketing period)	Consent with Conditions 16/09/2010
0412/2010	1 King Street Tamworth Staffordshire B79 7DB	New external fascia sign 'Tamworth CAN' comprising 5300 x 540mm folded di-bond box with digitally printed graphics fixed to existing fascia facing Church Street	Consent with Conditions 04/10/2010
0447/2010	Holloway Lodge Tamworth Borough Council Castle Grounds Holloway Tamworth Staffordshire B79 7NA	To replace leading on the apex of the roof line, inside the crenellations of Holloway Lodge (lead substitute)	Consent with Conditions 07/10/2010
0411/2010	9 Colehill Tamworth Staffordshire B79 7HE	Proposed fascia signage for estate agents (non-illuminated)	Consent with Conditions 27/10/2010
0428/2010	Wigginton Lodge Solway Close Tamworth Staffordshire B79 8ED	To make good lead that was stolen with lead replacement to the side canopy, bell tower, chimneys, sky lights and gully's to roof area	Consent with Conditions 27/10/2010
0481/2010	34 Market Street Tamworth Staffordshire B79 7LR	Fascia sign above window of shop front	Consent with Conditions 03/11/2010
0493/2010	The Market Vaults 7 Market Street Tamworth Staffordshire B79 7LU	Listed Building Consent: Re-paint existing woodwork and replace existing signage and lantern	Consent with Conditions 08/11/2010
0514/2010	Unitarian Building Victoria Road Tamworth Staffordshire B79 7HL	Replacement of lead flashing on top of ridge of roof and on four diagonal ridges with ridge tiles	Refuse 18/11/2010
0529/2010	Cruck Barn 9 Church Farm Mews Church Road Dosthill Tamworth Staffordshire B77 1PU	Cladding and rendering over existing plywood boarding in entrance to Cruck Barn (work has been carried out)	Consent 24/11/2010

0530/2010	4 Bolebridge Street Tamworth Staffordshire B79 7PA	Infilling of small existing glazed aperture within the Bolebridge Mews alleyway; and replacing existing door with more solid wooden door	Consent with Conditions 24/11/2010
0547/2010	21 Church Street Tamworth Staffordshire B79 7BX	Placement of projecting hanging sign onto building fronting Church Street	Consent with Conditions 30/11/2010
0544/2010	21 Church Street Tamworth Staffordshire B79 7BX	Placement of practice identity signage into arched reveal fronting Corporation Street	Consent with Conditions 06/12/2010
0546/2010	21 Church Street Tamworth Staffordshire B79 7BX	Placement of practice identity signage (graphics) to window units	Consent with Conditions 06/12/2010
0301/2010	The White House 93 Lichfield Street Tamworth Staffordshire B79 7QF	Erection of publicity board to elevation fronting Lichfield Street to assist marketing of vacant ground floor space (erection to be temporary)	Consent with Conditions 08/12/2010
0623/2010	The Market Vaults 7 Market Street Tamworth Staffordshire B79 7LU	To replace an existing displaced external wall	Consent with Conditions 12/01/2011
0641/2010	1st and 2nd Floor The White House 93 Lichfield Street Tamworth Staffordshire B79 7QF	Erection of two 3m x 1m banners (temporary) on front and side elevations to assist sale/marketing of residential properties. First and Second Floors of building	Refuse 18/01/2011
0636/2010	102 - 105 Lichfield Street Tamworth Staffordshire B79 7QB	Installation of secondary glazing to office frontage. This work is required to reduce/control heat loss from the front office	Consent with Conditions 19/01/2011
0668/2010	St Edithas Church St Edithas Close Tamworth Staffordshire B79 7DA	To install bollards matching those in existence around the church, to be placed in front of war memorial to protect the structure from vehicular damage	Consent with Conditions 07/02/2011
0621/2010	3 & 4 Bolebridge Street Tamworth Staffordshire B79 7PA	Alteration and repairs to existing roof fronting Bolebridge Street, remove UPVC gutter and parapet boxing, extend rafters and provide new fascia, and cornice below, provide new gutter in aluminium (cast iron lookalike), replace rotten wall plate timber and make good lead flashings to chimney, re-point high level gable blockwork	Consent with Conditions 08/02/2011
0044/2011	9 Lower Gungate Tamworth Staffordshire B79 7AE	Hanging sign	Consent with Conditions 07/03/2011

No applications were received for conservation area consent during 2009/10 which was approved.

- 3g:** The Council monitors nitrogen dioxide levels in 10 locations around the Borough. There are currently no Air Quality Management Areas in the Borough.
- 3h:** There has been 2 applications for renewable energy installation during the monitoring year of 2010/2011, these included solar panels (0090/2011) and an energy centre at the Landue Fort Academy, (0098/2011).

LDF Considerations

The main issues relate to the brownfield target which in future years will be skewed more towards greenfield development due to the Anker Valley allocation coming forward. Tamworth has developed a number of brownfield sites in the past but the supply of available brownfield sites is small.

The other main issue is renewable energy. Reporting mechanisms for this core indicator are sketchy and policy development in this area in the local plan is limited. Monitoring of renewable energy installations will be useful for the LDF because the Core Strategy will include policies for renewable energy/sustainable development. However, it is unlikely that the majority of proposals on domestic buildings will be picked up because they would constitute permitted development and would not need planning permission.

OBJECTIVE 4

To promote a safe and sustainable integrated transport system

Targets

- The provision of new bus priority measures
- The provision of local bus services secured at the commencement of new development, as required
- The provision of Green Travel Plans for significant new development

Indicator Type	Indicators		Local Plan Policy Ref.
Local	4a	New bus priority measures implemented	TRA3
Local	4b	Details of local bus services provided as part of new development	
Local	4c	Details of Green Travel Plans secured	
Local	4d	Number of new Green Travel Plans for significant new development secured	

4a: The County Council has advised that there were no new bus priority measures implemented for 1st April, 2010 to 31st March, 2011.

4b: The County Council has advised there was no new travel plans submitted between 1st April, 2010 and 31st March, 2011.

4c-d: The County Council has confirmed that two Green Travel Plans were secured between 1st April, 2010 and 31st March, 2011.

LDF Considerations

Whilst accessibility to services are generally good throughout the town there are pockets where accessibility to some services and facilities is poor. The LDF will need to consider if this can be addressed through the provision of closer services and facilities or better public transport. New development, particularly housing should be located in the most sustainable locations so that new residents have good accessibility to services and facilities or that those services are provided within the development.

OBJECTIVE 5

To promote community safety and work with others to reduce crime and disorder

Target

- To ensure partnership working through the Local Strategic Partnership
- To improve crime statistics by 2011 by working with the police to ensure that new development does not create problems of crime, disorder and anti-social behavior

Indicator Type	Indicators		Local Plan Policy Ref.
Local	5a	Number of times the Police Service has been consulted on planning applications	N/a
Local	5b	Number of times the Police Service has been consulted on planning policy documents	N/a

5a: Staffordshire Police and the Architectural Liaison Officer responded to **16** planning applications. The Police Service is consulted on all major applications and food and drink related proposals.

5b: The Crime Reduction and Community Safety Unit and Architectural Liaison Officer at the Staffordshire Police Service are standard LDF consultees. The Council will consult them on the production of all development plan documents.

The Police Service is an important consultee particularly in the development control process. More and more frequently the new multi-agency approach to Local Area Agreements requires the presence of police and planning departments together. Future LDF working will require planners to work with the Police Service much more closely. The Police have been consulted many times on policy documents, but they did not collect this information, therefore, we have been unable to identify how many applications they were asked to comment on.

LDF Considerations

A spatial approach to the LDF will require close working arrangements with other service providers in Tamworth, one of which is the Police Service. Tamworth recognises that there is anti-social behaviour and crime related problems within the Borough, particularly within the disadvantaged neighbourhoods.

OBJECTIVE 6

To promote access to a wide range of high quality recreational and cultural opportunities

Targets

- To raise the standard of open space within the Borough
- To increase the leisure opportunities available for residents
- Ensure that cultural events are promoted

Indicator Type	Indicators		Local Plan Policy Ref.
Core	6a	Amount of eligible open spaces managed to green flag award standard	N/a
Core	6b	Amount of completed leisure development	
Core	6c	Amount of completed leisure development in the town centre	
Local	6d	Number of visitors to Tamworth Castle, the Assembly Rooms and the Tourist Information Centre.	N/a

Note: See open space/green space and playing field indicators under Objective 2.

6a: No parks or green spaces have attained the Green Flags award yet in Tamworth. However, the Council is taking proactive steps to achieve this award.

6b - c: 2 Outdoor gyms were completed within the Borough during the monitoring year 2010/11.

6d: Visitor figures for the Castle and Assembly Rooms have remained fairly consistent. The figures for the Tamworth Tourist Information Centre need to be treated with caution as a new system was implemented during the monitoring year.

Table 5 Attendance numbers 2008-2010

Venue	2010/2011	2009/2010	2008/2009	2007/2008	
Tamworth Castle	38,534	36,820	29,884	28,991	
Assembly Rooms	30,780	34,580	35,891	31,074	
Tamworth Information Centre	43,665	---	70,275	64,291	

LDF Considerations

At the moment the Council is seeking improved ways of delivering various leisure facilities across Tamworth. The provision of leisure facilities will have to be considered as part of the LDF process.

OBJECTIVE 7

To work with others to enhance the vitality and attractiveness of the town centre

Targets

- Increase retail floorspace provision in the town centre to meet demand as identified in The 2004 retail study
- 75% of street frontage to remain in A1 use within primary shopping areas
- To increase residential uses within the town centre
- To identify where commuted sums are obtained through town centre policy and committed through the budgetary process

Indicator Type	Indicators		Local Plan Policy Ref.
Core	7a	Total amount of completed floorspace for 'town centre uses' within the town centre (gross and net)	
Core	7b	Total amount of completed floorspace for 'town centre uses' within the local authority area (gross and net)	
Local	7c	Amount of vacant retail floorspace	TCR1
Local	7d	Uses within primary retail frontage areas	TCR4
Local	7e	Number of residential permissions for the Town Centre granted	TCR5
Local	7f	Details of sums paid and improvements made	TCR12
Local	7g	Progress on the money raised through the Town Centre commuted sums policy and how it has been spent on the town	TCR12

7a:

Aside from changes of use, there have been no completions of additional 'Town Centre uses' within the Town Centre between 2010/2011. This is likely to be a result of the current economic climate and the lack of permissions for new development that exist in the Town Centre.

7b: Total amount of completed floorspace for 'town centre uses'

There was only 1 application of 468 sq.m floorspace completed for Town Centre uses outside the Town Centre during the monitoring year of 2010/2011.

Table 6 Town Centre Uses - completed floorspace, 2010/2011

Location	Planning app. no.	Total Gross	A1	A2	A3	B1a	C1	D2	Losses	Total net
Unit D Ventura Retail Park, installation of mezzanine floor	0268/2010	468	468							
TOTAL		468	468							

7c: Amount of vacant floorspace by number of vacancies and Zones.

Table 7 Number of units in Primary Shopping Frontages, (zones 1, 2 and 0)

Zone	Number of Units (total number in zone)	% of vacant units in zone
Retail vacancies within the Primary Shopping Frontages (zone 1)	4 (108)	4%
Retail vacancies within the Secondary Shopping Frontages (zone 2)	12 (167)	7%
Retail vacancies within the Shopping Policy Area (zone 0)	1 (27)	4%
Total	(17) 297	6%

At March 31 2011, there were 17 vacant units accounting for 6% of the total town centre stock (Town Centre Vacancy Rate Report, April, 2011). This is lower than the previous year.. This is partly due to the number of businesses within the town centre being refreshed due to an amalgamation of several units. This has reduced the number of units and therefore the number of vacancies.

The vacancy rate is 6% for the whole Town Centre which is below the national figure of 17.1% and the regional figure of 13.4%.

7d: The April 2011 Vacancy Rate Survey showed that 81% of the primary shopping frontages, (Zone 1), were in A1 use. The table below shows the land use of all A1 (retail) units within the Primary shopping Frontage area (Zone 1) for Tamworth in comparison to all other land uses for that Zone.

Table 1 Primary shopping Frontage land use for Tamworth, 2010-2011

Land use categories	Zone 1 (total)
A1	86
A2	10
A3	7
A4	1
A5	
B1	
B2	
C1	
C2	
D1	1
D2	
Sui Generis	1
Total	106
Vacant units	4

April, 2011 Vacancy Rate report.

7e: There was 1 application for a Town Centre residence in the year ending 31 March 2011.

Table 9 Planning applications for residential properties in the Town Centre

Application Number	Location	Proposal	Decision	Number of Units
0238/2010	8 & 9 Colehill Tamworth Staffordshire B79 7HE	Conversion of existing first and second floor offices into 9 one and two bed apartments. Alterations to ground floor to provide office and retail space. Landscaping and car parking to rear yard area	Approved with conditions 07/07/2010	9

7f: There were a number of Section 106 agreements that have secured £2,000 for Town Centre improvements.

7g: None of the secured Section 106 monies for Town Centre improvements has been spent in this monitoring year. **The Gateway Group has been** set up to decide on priorities and allocate money.

LDF Considerations

Whilst the Town Centre is performing adequately, there are constraints and challenges that need to be overcome to ensure that suitable expansion of the town centre offer can be achieved. The LDF will need to consider the regeneration of out of date shopping precincts as well as the historic environment.

OBJECTIVE 8**To promote decent housing for everyone, at a price they can afford**

Targets

- To meet the Regional Spatial Strategy Target of providing 2,900 new dwellings completed between 2006-2026
- 30% of new dwellings to be affordable

Indicator Type	Indicators		Local Plan Policy Ref.
Core	8a	i. Housing trajectory showing: ii. Plan period and Housing Targets iii. Net additional dwellings in previous years iv. Net additional dwellings for the reporting year v. Net additional dwellings in future years vi. Managed delivery target vii. New and converted dwellings on previously developed land	
Core	8b	Gross affordable housing completions	
Core	8c	Net additional pitches (Gypsy and Travellers)	N/a
Core	8d	Housing Quality- Building for Life Assessments The number and proportion of total new build completions on housing sites reaching very good, good, average and poor ratings against the Building for Life criteria	N/a

8a Up to September 2007 the Development Plan consisted of the West Midlands Regional Spatial Strategy (RSS), Staffordshire and Stoke on Trent Structure Plan 1996-2011 and the Tamworth Local Plan 2001-2011. A number of policies in the Structure Plan have been deleted, namely H1 Housing provision. The Tamworth Local Plan was adopted on the 6th July 2006 and under the provisions of the Planning and Compulsory Purchase Act 2004, the policies remained in force for three years. A number of policies have been saved beyond the 6th July 2009. From a housing perspective the RSS replaces the Structure Plan as the strategic document on which future local development documents will need to conform.

Tamworth Borough Council has indicated that its preferred approach with regards to future housing provision is to base the requirements against the figures set out in the West Midlands RSS Phase 2 Revision Preferred Option which considers housing figures to the district level. Following the Examination in Public, the Panel Report recommended that the requirement of 2,900 for the period 2006-2026 was increased to 4000, with a minimum of 1000 being provided in Lichfield District. However these changes have yet to be formally adopted and consequently it is important to use the original figure of 2,900, which represents an annualised figure of 145 units.

Tamworth Borough Council completes a monitoring report of residential developments on an annual basis. This report presents data about housing development in the Borough, including, planning permissions, completions and sites under construction. It also includes data about affordable housing and the split between brownfield and greenfield development. This report is an important tool to assess whether the Council is achieving its housing requirements.

The following data is taken from the Residential Land Use Monitoring Report, a copy of can be obtained from the Development Plan team or downloaded from www.tamworth.gov.uk. The table below shows the net additional dwellings in previous years and the level of net additional housing expected to come forward until 2026.

Table 10 Housing requirement and current and future net completions (also showing 5 year land supply period)

Year	(A)Net Completions	Cumulative total of (A) (Year 06/07 + 07/08 etc)	(B)Annual Requirement	Cumulative total of (B) (Year 06/07 +07/08 etc)	Number of dwellings above or below requirement
06/07	452	452	145	145	307
07/08	197	649	145	290	359
08/09	205	854	145	435	419
09/10	154	1,008	145	580	428
10/11	137	1,145	145	725	420
11/12	132	1,277	145	870	407
12/13	236	1,513	145	1015	498
13/14	293	1,806	145	1160	646
14/15	256	2,062	145	1305	757
15/16	148	2,210	145	1450	760
16/17	75	2,285	145	1595	690
17/18	75	2,360	145	1740	620
18/19	75	2,435	145	1885	550
19/20	75	2,510	145	2030	480
20/21	75	2,585	145	2175	410
21/22	75	2,660	145	2320	340
22/23	75	2,735	145	2465	270
23/24	75	2,810	145	2610	200
24/25	75	2,885	145	2755	130
25/26	81	2,966	145	2900	66

The expected number of dwellings has been estimated by taking account of sites with the benefit of planning permission and those sites identified in the Strategic Housing Land Availability Assessment.

In comparing the expected number of net additional dwellings with the requirement, the expected levels of completions have been above the requirement.

The assumed level of completions relies on one large housing allocation at Anker Valley to be delivered over a number of years. Without this site, there is a risk that an under-provision of housing will be present in the Borough.

It is considered that requirement of 2,900 from 2006 to 2026 as set out in the RSS Phase 2 Revision Preferred Option is the closest fit to expected future policy and this has been used to calculate Tamworth Borough Council's Housing Trajectory (see graph on page 36) which brings all this information together showing the number of dwellings completed since 2006, the projected number of dwelling up to 2026, the annualised strategic completion requirement and the annual requirement taking into account actual and projected completions. The trajectory shows that an annual completion of 145 dwellings per annum is required up until 2026. In terms of the total projected completions, the graph shows the sites committed, i.e. under construction or with planning permission (both full and outline planning permission) coming forward by 2015/16. The graph also includes allocated sites and sites identified in the Strategic Housing Land Availability Assessment (SHLAA). It is anticipated that the SHLAA sites will come forward between 2012 and 2016. In terms of the strategic housing allocation at Anker Valley, linked to the current economic situation it is anticipated that Anker Valley will commence in 2012/13 with 25 units completed in that year and an anticipated annual completion rate of approximately 75 dwellings throughout the course of the plan period.

In accordance with Planning Policy Statement 3, Housing, Local Authorities are required to provide a flexible supply of land for housing, in particular sufficient specific deliverable sites to deliver housing in the first 5 years. For a site to be considered deliverable they should be 'available', 'suitable' and 'achievable'. Guidance issued by the Planning Inspectorate on 26 March 2010 sets out that the 5 year supply period for this AMR (submitted in December 2011) is from April 2012 to March 2016. The requirement for this period, based on 145 dwellings per annum, is for 725 units. The supply of deliverable sites for this period is 1,008 units.

This consists of the following: 339 units from sites within the planning process, i.e. commitments, of which 165 units have Outline Planning Permission, 108 units have Full Planning Permission and 66 units are expected to come forward on a site which is currently Under Construction.

In addition to these commitments, there are 4 Local Plan sites which have yet to receive full planning permission. It is felt that 2 of these sites are deliverable, specifically Anker Valley (800 units, HSG4) and Land off Cottage Farm Road (49 units, HSG2j), based on information from agents it is felt that these sites could deliver 394 units from 1st April 2012 to March 31st 2017, of which 49 are at Land off Cottage Farm Road, 20 units at Phase 2 of land South of St Peters Close and 325 are at Anker Valley.

Further to the Local Plan sites, the Strategic Housing Land Availability Assessment (as at February 2008) has identified a number of unallocated Brownfield sites. These have been assessed in terms of the 'availability', 'suitability' and 'achievability' and a total capacity of 275 units on 9 sites have been classified as 'deliverable' for the period in question. The Strategic Housing Land Availability Assessment is set to be reviewed during the course of the forthcoming monitoring year, with the results set to be published in the 2011/2012 monitoring year with the findings being used to inform the 5 year land supply.

Consequently the current 5 year land supply from 2012-13 to 2016-17 is 1,008 units. It is important to monitor this figure against the target set out above. Tamworth's current 5 year supply exceeds that required, 1,008 against a requirement of 725.

It is also important to consider over supply of existing completions during the entire plan period. From 1st April 2006 to March 31st 2011 there have been 1145 net completions against a requirement of 725, an oversupply of 420 units. Taking this oversupply against the future number of years, 15 (2012 to 2028), this provides an annual oversupply of 28 dwellings. Over the next 5 years this represents an oversupply of 140 dwellings, subsequently demonstrating a revised requirement of 585 dwellings (725-140).

DCLG guidance requires Local Planning Authorities to monitor their 5 year housing land supply in line with National Indicator 159 by applying the following formula:

$(x/y)*100$
 where,
 X = the amount of housing that can be built on deliverable sites for the 5 year period (net additional dwellings)
 Y = the planned housing provision required for the 5 year period (net additional dwellings)

This has been applied to the supply for the aforementioned 5 year period (note 1) and also incorporated over supply (note 2).

	Requirement 2012-2017	Requirement 2012-2017 incorporating over supply from previous years
X	1008	1008
Y	725	585
x/y*100	139.03%	172.30%
Number of Years supply= x/annual requirement	x/145=6.95 years (note 1)	x/ 117(145-28)=8.61 years (note 2)

Consequently Tamworth currently has 6.95 years supply of deliverable sites set against its annual requirement over a 5 year period, and 8.61 years supply against the same period but when considering oversupply from previous years.

It will be important to ensure that this 'buffer' above each requirement is maintained where possible to allow for a flexible approach going forward.

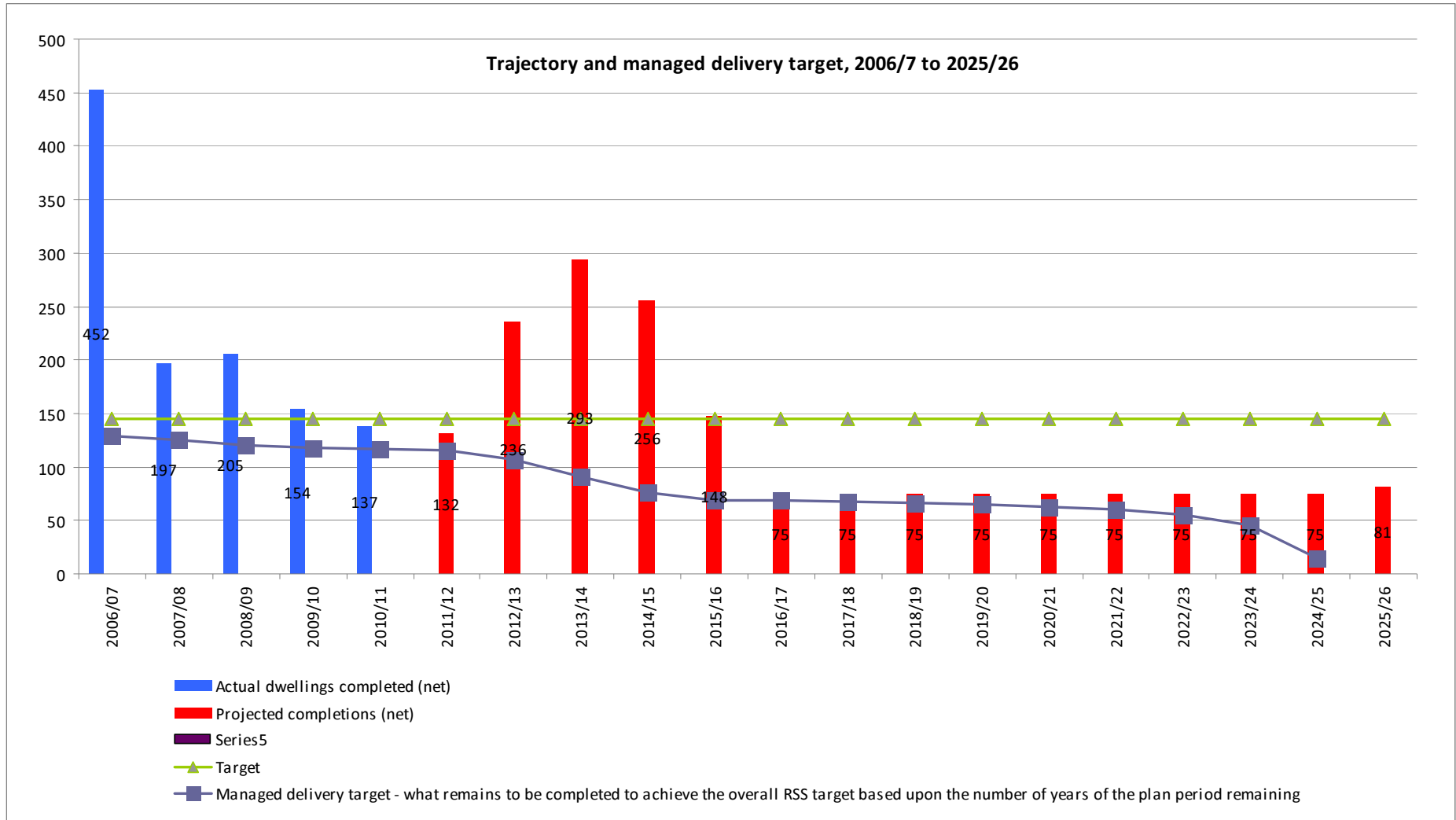


Figure 1 Housing Trajectory and managed delivery target, 2006/2007 to 2025/2026

8b:

Table 11 Affordable Housing Completions

Source of affordable housing	Social Rented	Intermediate/shared ownership	Gross Number of completed affordable dwellings 10/11
Local authority			
RSL			
Private	48	22	
Total	48	22	70

The number of completed affordable dwellings for 2010/2011 is 70 or 53% of all dwellings completed in this year. However, the % of affordable housing was more than the target of 30% of all dwellings, which is also higher than the provision achieved in 2010/2011, whereby, 43 affordable homes were completed. This highlights the importance of affordable housing when market housing provision has lowered.

8c: There were no additional Gypsy and Traveller sites completed in the Borough between 1st April 2011 and 31st March 2011.

8d: The Council now has a trained Building for Life Assessor in place. One completed development qualified for assessment during the monitoring year. No applications have been assessed during the monitoring year.

LDF Considerations

The Anker Valley allocation is necessary to keep completions on target up to 2026. The site has been subject to local plan modifications which has delayed its deliverability. In terms of density targets the Borough Council has consistently approved applications with high densities, however, a cautionary approach is required to ensure that the Town is not crammed with houses reducing local amenity. Although it must be recognised that lower densities will require further use of greenfield sites.

Delivering affordable housing is a key consideration for the LDF given the high levels of need within the Borough. The key considerations will be the threshold at which affordable housing will be provided on residential sites and the proportion of the development that is affordable housing. This will need to be balanced with what is achievable in terms of viability. The LDF will need to address how quality of housing schemes delivered in the Borough can be improved.

6. FUTURE WORK PROGRAMMING AND POLICY REVISION

- 6.1 The Annual Monitoring Report needs to identify if any policies have not being implemented in the way that they were intended to. The output indicators have enabled us to determine if the objectives in the Local Plan through the monitoring of certain policies are being achieved.
- 6.2 The Local Plan 2001-2011 was adopted in 2006 and under the provisions of the Planning and Compulsory Purchase Act 2004, the policies remained in place until July 2009. The Council applied to the Secretary of State to 'save' a number of policies beyond this date. The Secretary of State has saved 25 of the 79 policies. This AMR shows that the 9 over-arching Local Plan objectives are successfully being worked towards and that the Local Plan contains policies that are sufficiently robust to plan a sustainable environment for Tamworth. .
- 6.3 The Council is finalising its evidence base to support the LDF. This is a comprehensive body of information which will help to identify the key issues facing the Borough and provide a thorough understanding of the needs of the area and the particular opportunities and constraints operating in Tamworth. The evidence base is being updated, with several studies completed by external consultants. .

7. GLOSSARY

Annual Monitoring Report	Part of the Local Development Framework , the Annual Monitoring Report will assess the implementation of the Local Development Scheme and the extent to which policies in the Local Development Documents are being successfully implemented.
Contextual Indicators	Measures changes in the wider social, economic, and environmental background against which policies operate. They help to relate policy outputs to the local area.
Core Strategy	A Development Plan Document that sets out the long term spatial vision and spatial objectives for the Borough and the strategic policies and proposals that delivers that vision.
Development Plan	This will consist of the Regional Spatial Strategy and Local Development Documents contained within the Local Development Framework.
Evidence Base	Information gathered by the planning authority to support preparation of Local Development Documents .
Issues and Options	Produced during the early production stage of the preparation of Development Plan Documents and may be issues for consultation.
Housing Trajectories	Means of showing past and future housing performance by identifying the predicted provision of housing over the lifespan of the Local Development Framework.
Local Development Document	A document that forms part of the Local Development Framework. This can be either a statutory Development Plan Document or a non-statutory Supplementary Planning Document .
Local Development Framework	A folder of Local Development Documents prepared by the Borough Council that sets out policies for delivering the economic, environmental and social aims of the area.
Local Development Scheme	A document setting out the Borough Councils programme for the preparation of the Local Development Documents within a three year period and a timetable for their production and review.
Monitoring	The process of measuring the changes in conditions and trends, impacts of policies, performance of the plan against its objectives and targets, and progress in delivering outputs.
Outputs	The direct effects of a policy.
Output Indicators	Measures the direct effect of a policy. Used to assess whether policy targets are being achieved in reality, using available information.
Planning and Compulsory Purchase Act 2004	The legislation introducing the revised Development Plan system, which at a local level is the Local Development Framework. The Act commenced in September 2004.
Planning Policy Statements	These documents are issued by Central Government

Preferred Options	and set out Government policy on planning issues such as housing, transport, conservation etc- During formal public consultation on a Development Plan Document , the Borough Council will offer preferred options and proposals which are reasoned and most appropriate.
Regional Spatial Strategy	A document prepared by the regional planning body setting out the policies for the development and use of land within the West Midlands region.
Significant Effects and Indicators	An indicator that measures the significant effects of the plan or programme.
Statement of Community Involvement	A document that sets out the standards which the Borough Council intends to achieve when engaging with the community on all aspects of Local Development Document preparation.
Supplementary Planning Documents	A guidance document that supplements policies and proposals in Development Plan Documents .
Sustainable Development	Environmentally responsible development commonly defined as `development which meets the needs of the present generation without compromising the ability of future generations to meeting their own needs`.
Targets	Thresholds which identify the scale of change to be derived from policies over a specific time period.

8. APPENDIX – CONTEXTUAL INDICATORS

* Census 2001 statistics: www.statistics.gov.uk

** Audit Commission Area Profiles: www.areaprofiles.audit-commission.gov.uk

Demographic Profile

Population 2010 75,800 (ONS 2009 Mid year estimates, 2010)

Year	% change of population
1981-2001	14.20%
1991-2001	4.93%
2001-2003	-0.54%
2003-2006	1.16%
2006-2008	0.53%
2008-2010	1.67%

Population density

	Tamworth	West Midlands	England	
All People				
Area (Hectares)	Count (persons)	74531	5267308	49138831
Density (Number of Persons per Hectare)	Hectares (area)	3085	1299832	13027872
Population Density (UV02), Apr01	Rate (persons)	24.16	4.05	3.77

Source: ONS, 2001

Average Population age

		Tamworth	West Midlands	England
All Persons; Aged 0-15	% Persons	20.1	19.4	18.7
All Persons; Aged 16-24	% Persons	11.6	12.2	12
All Persons; Aged 25-49	% Persons	34.8	33.3	35
All Persons; Aged 50-64 (Males), 50-59 (Females)	% Persons	16.6	15.1	14.9
All Persons; Aged 65 and Over (Males), 60 and Over (Females)	% Persons	17	20	19.3

Source: ONS, 2001

% population in age bands

	Tamworth % (2010/2011)	England % (2010/2011)
0-14	18.7	17.5
15-24	12.6	13.2
25-34	12.8	13.3
35-49	22.0	21.6
50-64	19.9	18.0
65-84	13.0	14.2
85+	1.6	2.3

Source: Revised 2008 Mid year estimates, ONS 2010

Life expectancy at birth:

	Tamworth	West Midlands	England
	2006-2008		
Males	78.18	77.17	77.93
Females	81.23	81.57	82.02

Source: ONS 2010. Neighbourhood Statistics

Ethnicity*: 98.09% are white (England & Wales = 91.31%)

Religion*:

All People	Christian	Buddhist	Hindu	Jewish	Muslim	Sikh	Any other religion	No religion	Religion not stated
74,531	57,236	65	177	18	127	124	131	11,530	5,123

Socio-Cultural Profile

Deprivation (Index of Multiple Deprivation 2010)

District	IMD	Education	Employment	Housing	Income	Crime	Health	Environment
Tamworth 2007	#	14	6	2	9	13	4	0
Tamworth 2010	7	14	9	3	9	11	2	0
Difference		0	3	1	0	-2	-2	0

Education:

	Tamworth	Tamworth	West Midlands	Great Britain
	Number	(%)	(%)	(%)
NVQ4 and above	6,700	13.5	24.8	29.9
NVQ3 and above	16,800	34.1	43.8	49.3
NVQ2 and above	26,000	52.7	60.9	65.4
NVQ1 and above	35,700	72.3	75.6	78.9
Other qualifications	#	#	8.2	8.8
No qualifications	10,400	21.1	16.2	12.3

Source: Nomisweb (2010)

• **85.63%** of residents think that for their local area, over the last 3 years, that education provision has got better or stayed the same (2003/4).

• **72.3%** of the adult population have NVQ1 qualification or above, compared to 78.9 Nationally. (Nomisweb, 2010)

- **21.1%** of the adult population have zero qualifications compared to 12.3 nationally. (Nomisweb, 2010)

Crime:

	No. burglaries of dwelling	No. criminal damages	No. thefts FROM motor vehicles	No. thefts OF motor vehicles	No. violent crimes = injury	No. serious acquisitive crimes	No. thefts & shoplifting
Amington Ward	30	182	36	25	86	97	30
Belgrave Ward	24	154	36	11	49	73	41
Bolehall Ward	33	115	14	9	63	68	34
Castle Ward	33	205	68	22	232	144	455
Glascote Ward	39	149	29	25	85	107	29
Mercian Ward	23	104	15	7	55	48	31
Spital Ward	21	88	17	6	44	48	54
Stonydelph Ward	29	109	35	12	66	84	54
Trinity Ward	20	36	11	8	25	39	11
Wilnecote Ward	39	122	46	15	46	102	46

Source: Staffordshire Observatory, 2011

5.5% of all crime in Tamworth was for Burglary in a building other than a dwelling, which was the lowest in the County. (Home Office, 2010)

22.3% of all crime in Tamworth was for Criminal Damage, with Tamworth being average for the County. (Home Office, 2010)

Tackling crime and anti social behaviour are areas the Citizen's Panel Questionnaire expect the Council to focus on.

Health and well-being:

April 2001*	Tamworth % population	Eng. & Wales % population
General health: Good	69.13	68.55
General health: Fairly good	22.16	22.23
General health: Not good	8.71	9.22
People with a limiting long-term illness	16.83	18.23
People of working age with a limiting long-term illness	13.47	13.56
Households with one or more person with a limiting long-term illness	33.77	34.05

34% of all Tamworth Households have a household member living with a limiting long term illness.

	Tamworth (nos.)	Tamworth %	West Midlands %	Great Britain %
Total Claimants	7480	15	16.5	14.7
Job seekers	1800	3.6	4.4	3.5
ESA and Incapacity benefits	2980	6	6.8	6.7
Lone Parent	950	1.9	2	1.7
Carers	690	1.4	1.4	1.1
Others on income related benefits	250	0.5	0.6	0.5
Disabled	670	1.3	1.1	1
Bereaved	130	0.3	0.2	0.2
Key out of work benefits *	5990	12	13.8	12.3

* includes JSA, Incapacity, Lone Parents and Others on benefits

Source: Nomis 2011

Claimants for health related benefits: claimed by 3,650 people or 7.3% for Tamworth and 7.7% compared to England (Nomisweb 2011)

Attendance allowance : claimed by 1,500 people in Tamworth compared to 1,410.3 (thousands) for Great Britain. (DWP, 2005)

Culture and Leisure:

- % of residents satisfied with:
 - libraries: **71%**
 - local authority provided museums: **59%**
 - local authority arts activities and venues: **53%**
 - local authority parks and open spaces: **74%**
- % of residents who think that for their local area, over the past 3 years, facilities have got better or stayed the same:
 - facilities for teenagers: **58.23%**
 - cultural facilities: **94.51%**
 - facilities for young children: **74.15%**
 - sport/leisure facilities: **91.91%**
 - parks and open spaces: **78.32%**
- 82.58% of residents think that for their local area, over the past 3 years, that shopping facilities have got better or stayed the same.

Economic Profile

Economic viability

	Tamworth (numbers)	Tamworth (%)	West Midlands (%)	Great Britain (%)
All people				
Economically active _†	36,400	73.3	74.8	76.3
In employment _†	31,800	64.1	68.0	70.4
Employees _†	29,000	58.4	59.2	60.9
Self employed _†	#	#	8.2	9.0
Unemployed (model-based) _§	3,200	9.2	8.9	7.7
Males				
Economically active _†	20,700	81.4	81.8	82.6
In employment _†	18,500	72.4	73.1	75.4
Employees _†	16,600	64.9	60.4	62.1
Self employed _†	#	#	12.1	12.8
Unemployed _§	#	#	10.4	8.6
Females				
Economically active _†	16,600	64.9	67.8	70.1
In employment _†	13,400	55.4	62.9	65.4
Employees _†	12,400	51.6	58.0	59.7
Self employed _†	#	#	4.4	5.2
Unemployed _§	#	#	7.2	6.7

Source: Nomisweb, 2010

26.7% of Tamworth residents are economically active.

9.2% of Tamworth residents are unemployed

Employment by sector

	Tamworth	Tamworth	West Midlands	Great Britain
	(numbers)	(%)	(%)	(%)
Soc 2000 major group 1-3	8,700	27.7	40.5	44.4
1 Managers and senior officials	#	#	15.2	15.7
2 Professional occupations	#	#	12.3	13.8
3 Associate professional & technical	#	#	12.7	14.7
Soc 2000 major group 4-5	5,100	16.4	22.2	21.4
4 Administrative & secretarial	#	#	10.9	11.0
5 Skilled trades occupations	#	#	11.1	10.4
Soc 2000 major group 6-7	10,000	32.0	19.9	17.8
6 Personal service occupations	#	#	9.7	8.9
7 Sales and customer service occs	#	#	7.6	7.4
Soc 2000 major group 8-9	10,000	32.0	19.9	17.8
8 Process plant & machine operatives	5,000	15.6	7.9	606
9 Elementary occupations	51,00	16.0	11.8	11.1

Source :Nomisweb, 2011

27.7% of Tamworth's residents are in managerial or professional occupation compared to **44.3%** of Great Britain.

	Tamworth (pounds)	West Midlands (pounds)	Great Britain (pounds)
Gross weekly pay			
Full-time workers	486.5	469.2	501.8
Male full-time workers	503.9	503.9	541.9
Female full-time workers	384.1	401.9	440.0
Hourly pay			
Full-time workers	486.5	469.2	501.8
Male full-time workers	503.9	503.9	541.9
Female full-time workers	384.1	401.9	440.0

Source: Nomisweb (2010)

Natural and Built Environment

National Designations

Alvecote Pools Site of Special Scientific Interest (SSSI) consists of shallow pools due to colliery subsidence. The site is one of the most extensive and diverse wetland areas in the country and supports a regionally important bird community. The site is 160.67 hectares in extent and straddles the border with North Warwickshire District Council. 40.68 hectares are within Tamworth Borough Council's boundary and 63% of that area is in an unfavourable and declining condition due to water pollution².

Local Designations

Local Nature Reserves

- Kettlebrook was first declared in 1990 and amended in 2005 to 60.31 hectares.
- Hodge Lane was first declared in 2004 and is 4.55 hectares in extent.

Sites of County Biological Importance

Site	Designation	Size (ha)	UK BAP Habitat present	Designated as result of 2008 Habitat Survey
Alvecote Pools	SSSI	129.26 (44.27 in Tamworth Borough)	✓	
Amington Hall Fishponds	SBI	1.6		
Beauchamp Industrial Park	SBI	3.2	✓	
Bole Bridge (including Egg Meadow)	SBI	3.5	✓	
Broad Meadow	SBI	24.9	✓	
Brindley Drive	SBI	1.59		✓
Coton House Farm	BAS	2.55		✓
The Decoy	SBI	11.4	✓	
Dosthill Church Quarry	RIGS	2.2		
Dosthill Park	SBI, LNR	12.01		
Dosthill Quarries	SBI	23.6		
Dosthill quarry Grassland	BAS	0.28		✓
Fazeley	SBI	2.79	✓	
Hockley, south of Hedging Lane	SBI	5.3	✓	

² The special interest of the SSSI unit is not being conserved and will not reach favourable condition unless there are changes to site management or external pressures. The site condition is becoming progressively worse.

Hockley Clay Pit (west of)	SBI	3.09	✓	✓
Hodge Lane Nature Reserve	SBI (part)	2.28		✓
Kettlebrook Local Nature Reserve	LNR	60.31	✓	
River Anker (part)	BAS	8.2	✓	
Statfold Roadside Verge	BAS	0.22		✓
Stonydelph Wet Woodland	SBI	1.33	✓	✓
Tameside Nature Reserve	SBI, LNR	19.7		
Tamworth Golf Course (eastern border)	SBI	2.32		
Warwickshire Moor	SBI, LNR (part)	23.7	✓	

Source: Greenspace Background Paper, 2011 (Tamworth Borough Council)

- **89.12%** of residents think that in their local area, over the past 3 years, access to nature has got better or stayed the same.

Amount of land within the floodplain

Tamworth Borough Council area: 3084 hectares
 Flood zone 3 - 1% flood chance (1 in 100): 827 hectares
 Flood zone 2 – 0.1% flood chance (1 in 1000) & outside zone 3: 869 hectares

Number and grade of Listed Building:

Approx. 175 listed buildings 3 x Grade I
 3 x Grade II*
 169 x Grade II

Conservation Areas:

Name of area and size	Name of area and size
Amington = 1.12 ha	Albert Road / Victoria Road = 6.8ha
Town Centre = 36 ha	Amington Hall = 106.4 ha
Dosthill = 1.8 ha	Wilnecote = 3.7 ha
Hospital Street = 6.6 ha	

Recycling

In 2007/08 the Borough recycled 39.97% domestic waste. There are 32 'bring' sites in the Borough and 94% of the domestic properties in the Borough have kerbside collections. 411.6 kg of household waste was collected per head.

Housing

Number of households 2001*: 29,380

Vacancy Rate: 2.0% properties empty (Private Sector House Condition Survey, 2010)

0.1% household spaces are unoccupied and used as a second or holiday home

Household Size*: 2.5

Households living in overcrowded homes*: 4.4% (5.83 nationally)

Homelessness 2010: 52 households accepted as homeless. (CLG, 2010)

Year on Year change	Oct-09	Oct-10	Change
Detached	£254,218	£266,646	5%
Semi	£146,504	£146,821	0%
Terraced	£113,400	£120,257	6%
Flat	£113,145	£108,690	-4%
All	£176,322	£184,095	7,773

Source: Home.co.uk (2010)

Housing stock Type 2004	% housing stock
Local Authority owned	14.6
Owned by other public sector bodies	0
Owned by Registered Social Landlord	4.9
Privately owned	80.6

SHMAA 2008

% of households living in type of accommodation	Dwellings	Percentage	EHCS 2007
	Owner occupied: Owns outright	22,190	70.7
Owner occupied: Owns with a mortgage or loan	2970	9.5	12
Private Sector Stock	25160	80.2	82
Housing Association (RSL)	1640	5.2	9
Local Authority	4590	14.6	9
Social Housing	6230	19.8	18

Source: 2010 House Condition Survey & EHCS 2007

Affordability: The cheapest 2-bed terraced property in the Borough is £98,950 (Hometrack, Feb, 2011)

Housing Need (2007): Housing need has been calculated as 208 units per annum as stated in the strategic Housing Market Assessment, 2007. An abbreviated table is given below detailing how the calculations were reached.

Calculation stage	Area
Tamworth	
Stage 1 Current housing need	
1.4 Total current housing need (gross)	1246
Stage 2 Future Housing Need	
2.4 Total newly arising housing need	347
Stage 3 Affordable Housing Supply	
3.1 Affordable dwellings occupied by households in need	172
3.2 Surplus Stock	0
3.3 Committed supply of new affordable housing	59
3.4 Units to be taken out of management	0
3.5 Total affordable housing stock available (3.1+3.2+3.3-3.4)	230
3.6 Annual supply of social re-lets (net)	342
3.7 Annual supply of intermediate housing levels at sub-market levels	0
3.8 Annual supply of affordable housing (3.6+3.7)	342
Estimate of net annual housing need	
(1.4 minus 3.5)*20% + 2.4 minus 3.8	208
Shortfall as proportion of total households	0.7%

Source: SMHA 2007

Benefit and time frame	Number of recipients
Housing Benefit (including Council Tax Benefit where payable)	7,305*
Council Tax Benefit only	2119**
Council Tax Benefit for people aged over 60 years **	3024**
Council Tax Benefit for Single Occupancy **	5443**
Council Tax Benefit for properties adapted for disabled residents	60*
* 2010 figures, ** 2008 figure	

Transport and Spatial Connectivity

Car Ownership:

Households with no car	21.7%
Households with 1 car	43.1%
Households with 2 cars	28.4%
Households with 3 or more cars	6.7%

Total number of cars in the area*: 35,865

Average number of cars per household*: 1.22

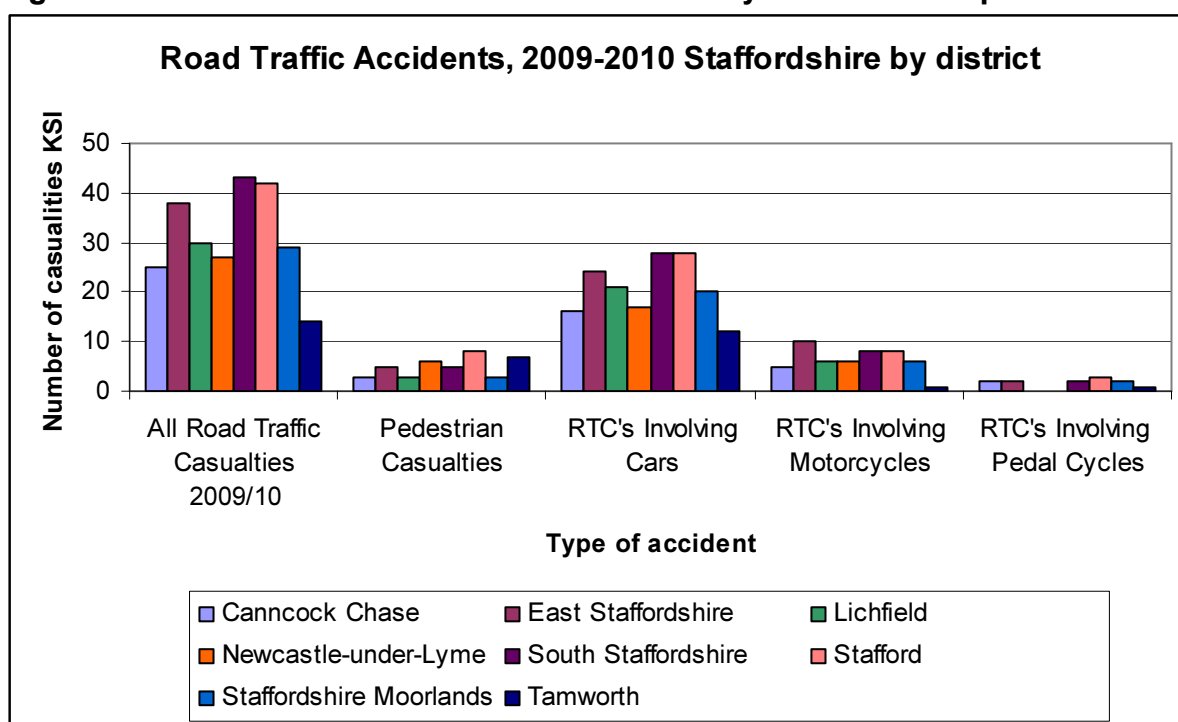
Travel to Work*:	Work mainly from home	7.5%
	Train	1.5%
	Bus	5.8%
	Motorcycle	1.1%
	Car (as driver or passenger)	72.1%
	Taxi	0.8%
	Bicycle	2.8%
	Walk	8.2%
	Other	0.2%

Distance to work	% of the resident population travelling
Less than 2 km	21.5
2-5 km	22.4
5-10 km	7.0
10-20 km	18.5
20-30 km	13.9
30-40 km	2.7
40 –60 km	1.1

Out commuting: approx. 50%

Road traffic accidents: The graph below details the rate per 1000 of residents in Staffordshire who have been killed or seriously injured in a road traffic accident. The method of transport is detailed below.

Figure 2 Road traffic accidents in Staffordshire by mode of transport



Source: Staffordshire Observatory (2010)

Number of bus routes: There are 23 bus routes operating 27 services in Tamworth.

- **62%**** of the length of footpaths and rights of way are easy to use.
- **24%**** of the footway network may require repair
- **35.58%**** of residents think that for their local area, over the past 3 years, traffic congestion has got better or stayed the same.

Produced by the:

Development Plan Team
Strategic Planning and Development Services
Tamworth Borough Council
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DATE OF COMMITTEE
14th December 2011

Report of the Portfolio Holder for Quality of Life

AWARD OF CONTRACTS FOR REPAIRS AND INVESTMENT; GAS SERVICING, REPAIRS AND INSTALLATIONS AND CDM CO-ORDINATOR SERVICES FOR THE COUNCILS HOUSING PROPERTY PORTFOLIO

EXEMPT INFORMATION

The attachment is not for publication because the report contains exempt information as defined in paragraphs 3 of Part 1, Schedule 12a of the Local Government Act 1972

The names of contractors submitting tenders are attached on appendices 1 - 3. The OJEU process requires a 10 day mandatory standstill period to allow for challenges to the proposed award. The winning contractor in each category is to remain confidential until the end of the standstill period.

PURPOSE

The purpose of this report is to:-

- Provide details of the procurement process around the Repairs and Investment; Gas Servicing, Maintenance and Installation; and CDM Co-ordinator Services Contracts.
- Provide details of the contract award process and project timetable for implementation of the new contracts.
- To seek approval to enter into formal contracts with the Service Providers submitting the most economically advantageous tender submissions.

RECOMMENDATIONS

Members are asked to:-

1. Note the application of the OJEU tender process.
2. Approve award of the Repairs and Investment contract to CONTRACTOR A on the attached confidential appendix 1.
3. Approve award of the Gas Servicing, Repairs and Installations contract to CONTRACTOR A on the attached confidential appendix 2.
4. Approve award of the CDM Co-ordinator Services contract to CONTRACTOR A on the attached confidential appendix 3.

RESOURCE IMPLICATIONS

- Contracts will be awarded using the Most Economically Advantageous (MEAT) approach which will not necessarily be the cheapest.
- The narrow spread of tendered costs demonstrates that the tenders submitted represent current market values and achieve value for money.
- Having assessed the costs of the current contract against the new NATFED schedules it is anticipated that the response element will be more expensive during the transition. It is difficult to compare like for like exactly but it is estimated that this will be around £200k more in 2012/13. However officers have predicted that this cost can be partially offset by:-

1. a reduced repairing liability, in the region of £13,000
2. an overall reduction in the gas servicing costs of £60,000
3. Savings from using a handy person scheme which will further reduce responsive expenditure by around £50,000

It is estimated that there will be a reduction in the cost of major planned works of around £770,000 based on the current major planned works programme.

On this basis it is expected that in the medium term the overall effect will be cost neutral. Members should note that transitional costs will be reflected, and reported, to ensure costs contained within existing budgets and service levels are maintained in accordance with the new Repairs Policy. It should also be noted that there may be added opportunities afforded through council housing finance reform.

- The costs of the CDM Coordinator services are taken as a direct over head to the Repairs & Investment and Gas servicing contracts.
- By letting the Repairs and Investment Contract as a combined contract and implementing a new repairs policy there will be a move from responsive repairs to planned works which will allow us to realise and benefit from the greater cost reductions being achieved on the planned works programme.
- Medium and long term business plans will reflect the shift from responsive to planned maintenance and will take account of the beneficial financial impact that this will have.

LEGAL/RISK IMPLICATIONS BACKGROUND

Public Procurement rules require a mandatory standstill period of 10 days to give unsuccessful tenderers an opportunity to appeal. This has been extended to 15 days to ensure that opportunity for feedback has been given. Contracts cannot be let until the end of the standstill period. Any challenge at this stage could result in contracts not being in place at the expiry of the current contracts. There will also be costs associated with any challenge and these could prove to be significant.

Key Risks

Challenge under OJEU Process – this could result in indeterminate delays; whilst the challenge remains unresolved no contracts can be awarded. To mitigate the whole tender process has been conducted in an open and transparent manner and suitable feedback will be given at an early stage so as to reduce the risk of challenge. As costs have come in within a narrow range it is unlikely that challenge on the basis of cost will occur.

Failure to Mobilise – Mobilisation will need to commence immediately upon the end of the standstill period. A mobilisation plan is being developed and during the transitional phase there are likely to be added costs as resources are realigned to meet the business requirements.

TUPE – TUPE is likely to apply to one or more of the contractors currently engaged by Tamworth Borough Council; although the liability for resolving TUPE issues lies firmly with the incumbent and incoming contractors failure to agree TUPE terms early could result in delays. Early action will be taken through the mobilisation phase of the project to ensure that TUPE issues are identified and actioned.

SUSTAINABILITY IMPLICATIONS

The combined contract value of these 3 services is in the region of £60 million over the next 5-7 years. This represents a significant and direct contribution to achieving corporate ambitions. Contractors selected will make provision for apprenticeships, help to stimulate the local economy by working with small businesses and local

suppliers and invest in the technological infrastructure helping to promote Tamworth as a great place.

CONCLUSIONS

- The tender process has followed the recognised Restricted Route of the OJEU tender process.
- In each case Contractor A has submitted the most economically advantageous tender bid and should be awarded the contract on the basis of their submission
- There is a mandatory standstill period and no contract can be awarded until the end of the period

BACKGROUND INFORMATION

Tender Process

Tenders were invited using the restricted route of the OJEU procurement process in respect of three separate contracts.

- Repairs and Investment Works
- Gas Servicing, repairs and installation works
- CDM Co-ordinator services

Following the initial prequalification questionnaire (PQQ) stage of the process 8 suppliers from each category were invited to submit formal tender bids.

Tenders were invited using the Most Economically Advantageous Tender (MEAT) approach; using an assessment of both cost and quality, the ratio being 60% cost to 40% quality.

In all three cases the quality element was assessed using the method statements supplied by the tenderers and measured against a pre-determined criteria and score sheet. Members of the Tenant Consultative Group (TCG) were involved in elements of the scoring process.

The procurement process has been robust, the tendered sums were within a relatively narrow band and reflect current market value for work of this nature. Robust contract management procedures will further ensure that the contract delivers value for money.

For the Repairs & Investment and Gas contracts the cost element was measured against a standard schedule of rates (NHF Schedule). The CDM costs are calculated as a percentage fee against the overall repairs, investment and gas contract works.

REPORT AUTHOR

Paul Weston, Head of Asset Management

LIST OF BACKGROUND PAPERS

APPENDICES

Appendix 1 – Repairs and Investment Contractor list; to remain confidential until contracts are let.

Appendix 2 – Gas Servicing, Repairs and Installation Contractor list; to remain confidential until contracts are let.

Appendix 3 – CDM Coordinator Contractor list; to remain confidential until contracts are let.

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