



*'leading for tomorrow'*

# **INFORMATION BULLETIN**

**ISSUE:- 17<sup>th</sup> January 2007**

ITEM	REPORT HEADING	CONTACT	CONTACT NUMBER (01276) AND E-MAIL	PAGE
1.	Benefits Monthly Statistics	June Simpson	01276 707119 june.simpson@surreyheath.gov.uk	1
2.	Planning Statistics	Ginny Prentice	01276 707225 ginny.prentice@surreyheath.gov.uk	4
3.	Investment Management	David Corker	01276 707257 david.corker@surreyheath.gov.uk	9

**The following document contains reports for your information. If you would like any matters to be raised at the next Executive or regulatory committee, one day's written notice should be given to the Head of Legal and Support Services (with a copy to Michelle Grieve). Any matters must be raised within one calendar month of it being published in the Information Bulletin.**

Produced by Legal and Support Services  
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Caseload

No. of benefit claimants - 3109

No. of LIVE HB/CTB claims - 5110

PI's

Average days to process C of C's - 13 days

Average no. of days to process NEW claims - 35 days

% of NEW claims processed within 14 days of completion - 75%

% of ALL claims assessed within 14 days of completion - 73%

Claims paid on time - 83%

Outstanding Work

Total no. of items for processing - 1007

Oldest Work - 08/01/07

Expenditure to date

HB expenditure to date - £7,645,787

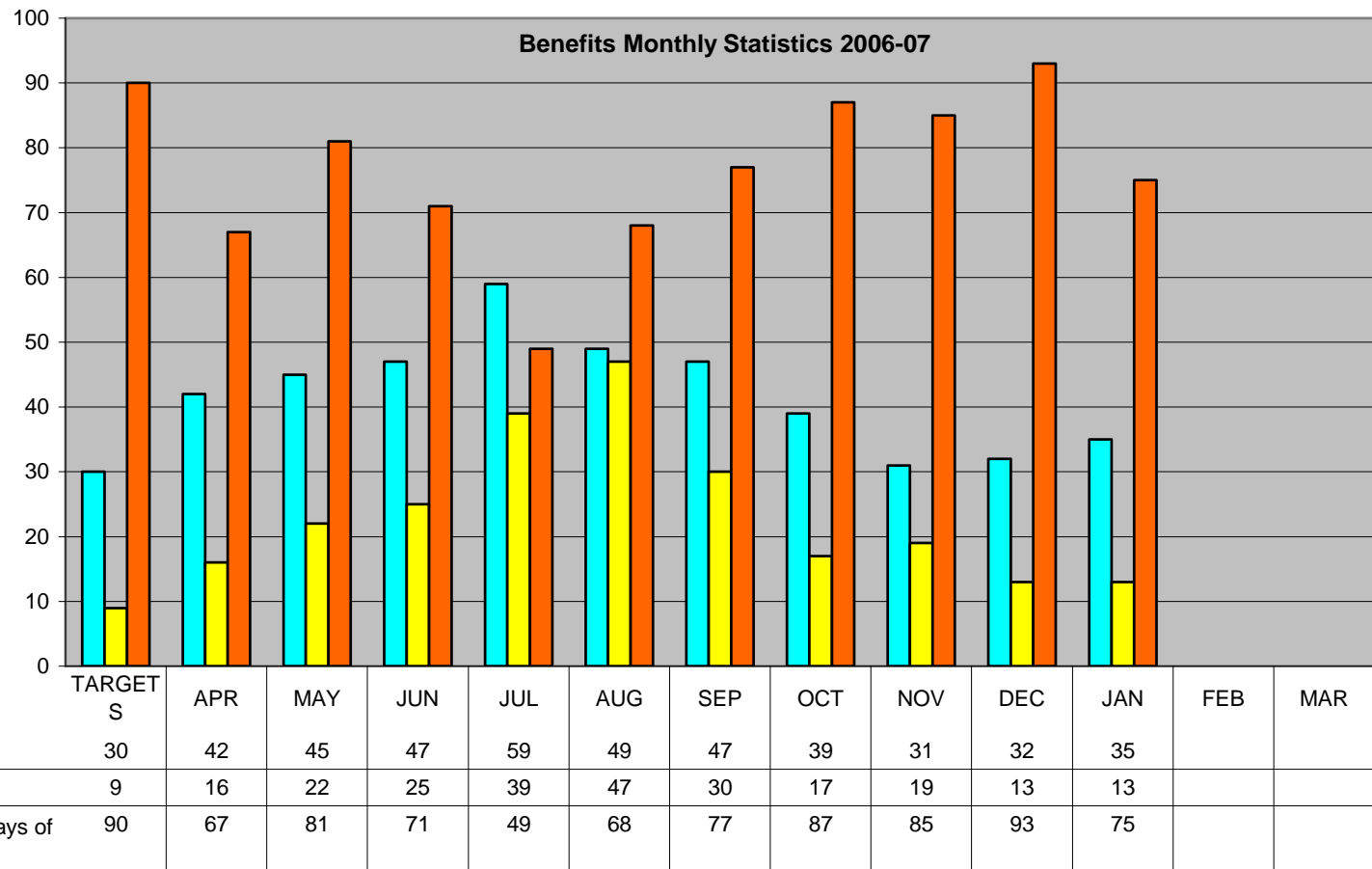
CTB expenditure to date - £2,511,698

NB \* Composition of Outstanding work:

61	New Claims
142	Review Claims (Interventions)
106	Changes of Circumstance
9	Cancellations
689	Other items of correspondence

Summary:

The figures show some slippage in performance. This is largely attributable to 152 extra claim forms being received in January, in comparison to December and an extra 778 pieces of other post in received in comparison to December. In addition 2 officers are dedicating 50% of their time to training new recruits.



## Monthly Statistics 2006

		April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Average
<b>Caseload Count</b>	Claimants	3166	3198	3214	3206	3168	3156	3148	3132	3117	3109			
	No. of claims	5104	5127	5145	5172	5169	5157	5168	5140	5127	5110			
<b>App Forms Received</b>		91	204	249	215	270	120	214	220	160	312			
<b>No.of days to process NEW claims</b>														
<b>Target</b>	<b>30 days</b>	42	45	47	59	49	47	39	31	32	35			
<b>14 day %</b>														
<b>NEW</b>		67%	81	71	49	68	77	87	85	93	75			
<b>ALL</b>		70%	78	65	56	72	78	87	86	91	73			
<b>Target</b>	<b>90%</b>													
<b>C of Cs days</b>														
<b>Target</b>	<b>9 days</b>	16	22	25	39	47	30	17	19	13	13			
<b>%of NEW RA's paid on time</b>														
<b>Target</b>	<b>90%</b>	84	80	78	70	75	83	85	83	80	83			
<b>Interventions (cumulative)</b>	<b>Target -year</b>	<b>1430 (inc 570 visits)</b>												
	<b>Started</b>	178	291	391	517	688	753	942	1067	1201	1426			
	<b>Completed</b>	11	24	35	200	342	404	634	722	854	947			

This report has been prepared in accordance with the Government's Code of Practice on the publication of information by local authorities about their handling of planning applications. It deals with the speed of decision making including the reasons why decisions on some applications are delayed.

Table 1 categorises those planning applications determined in the last two quarters 30<sup>th</sup> September 2006 and 31<sup>st</sup> December 2006.

Table 2 shows the number of applications outstanding at the end of the above two quarters.

Table 3 details those applications which have been in hand for more than 13 weeks at 31<sup>st</sup> December 2006.

The overall position for the quarters is summarised below:

	September	December
Applications in hand at beginning of quarter	374(260)	247(339)
Applications received during quarter	255(302)	292(281)
Applications determined/withdrawn during quarter	369(221)	339(311)
Applications in hand at end of quarter	260(341)	200(309)

Since a total in the order of 1400 applications is received each year, there will always be 250 or more in hand at the end of any quarter. The schedule also incorporates items deferred for determination until the resolution of outstanding matters. Last year's figures for the same quarters are shown in brackets.

Please note that the number of applications on hand at the beginning of the Quarter (247) is 13 less than the number on hand at the end of Quarter 2 ending (260). The reason for this is that eleven applications have had their statutory start date re-started (due to incorrectly being deemed Valid at the time of receipt) and 2 were Certificate of Lawful Use that had not been updated in the correct quarter.

The new start dates for the eleven applications concerned have resulted these applications no longer being on hand in Quarter 2 - they will effectively be included in subsequent returns (Quarter 4).

**TABLE 1**

Number of decisions made during the quarters analysed by time taken from application to decision.

<b><u>CATEGORY</u></b>	<b><u>Not more than eight Weeks</u></b>		<b><u>Between eight week and thirteen weeks</u></b>		<b><u>More than thirteen Weeks</u></b>	
	September	December	September	December	September	December
<b><u>Major Development</u></b>						
Dwellings	0(1)	1(0)	1(1)	2(0)	4(2)	6(2)
Offices/ Research and Development/ Light Industry	0(0)	0(0)	1(0)	0(0)	0(1)	1(2)
Heavy Industry/ Storage and Warehousing	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Retail Distribution and Servicing	0(0)	0(0)	0(0)	1(0)	0(0)	0(0)
All other Major Developments	2(0)	1(0)	0(0)	1(0)	1(19)	2(1)
<b><u>Minor Developments</u></b>						
Dwellings	5(4)	8(1)	5(5)	1(4)	13(8)	7(13)
Offices/ Research and Development/ Light Industry	1(0)	2(0)	0(2)	1(0)	1(1)	0(0)
Heavy Industry/ Storage and Warehousing	0(0)	0(0)	0(0)	0(0)	0(1)	1(0)
Retail Distribution and Servicing	4(0)	2(1)	1(0)	1(5)	0(2)	1(2)
All Other Minor Developments	7(3)	9(7)	3(2)	0(2)	7(5)	5(10)
Minerals	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Changes of Use	7(0)	5(1)	5(0)	0(2)	7(2)	10(5)
Householder Developments	176(95)	187(59)	23(35)	10(103)	46(10)	15(25)
Advertisements	9(2)	9(3)	2(3)	2(5)	1(3)	0(2)

<b><u>CATEGORY</u></b>	<b><u>Not more than eight Weeks</u></b>		<b><u>Between eight week and thirteen weeks</u></b>		<b><u>More than thirteen Weeks</u></b>	
	September	December	September	December	September	December
Listed Building Consent to Alter/Extend	5(0)	6(3)	1(0)	0(2)	0(0)	0(0)
Listed Building Consent to Demolish	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Conservation Area Consent	0(1)	1(0)	0(1)	0(0)	0(1)	1(0)
Others (not included above)	1(0)	3(8)	2(0)	3(2)	2(0)	6(1)
Total of all Categories	217(106)	234(83)	44(49)	22(125)	8(37)	55(63)
TOTAL % OF ALL APPLICATIONS	63% (55%)	75%(31%)	13%(26%)	7%(46%)	24%(19%)	18%(23%)

### **TABLE 2**

Total number of planning applications in hand and not yet decided/issued at the end of 30<sup>th</sup> September 2006 and 31<sup>st</sup> December 2006.

	September	December
Under eight weeks	140(177)	149(142)
Over eight weeks and under thirteen weeks	11(81)	10( 44)
Over thirteen weeks	109(83)	40(123)
	_____	_____
TOTAL	260(341)	199(309)

### **TABLE 3**

List of Applications over 13 weeks old awaiting decisions at 31<sup>st</sup> December 2006

APP NO	LOCATION	C.O.	REASON FOR TIME TAKEN
01/0181	CAESAR (UNIT 1) AND CORINTHIAN (UNIT 2) RIVERSIDE WAY CAMBERLEY	JB	Awaiting completion of Legal Agreement
01/0651	CENTURION UNIT 6 RIVERSIDE WAY CAMBERLEY	JB	Awaiting completion of Legal Agreement
01/1026	LAND AT NELSON WAY AND TRAFALGAR WAY CAMBERLEY	SJ	Awaiting completion of Legal Agreement

APP NO	LOCATION	C.O.	REASON FOR TIME TAKEN
01/1239	UNIT 4 & 7 RIVERSIDE WAY CAMBERLEY	JB	Awaiting completion of Legal Agreement
01/1321	1-10 LAWRENCE WAY CAMBERLEY	SJ	Awaiting completion of Legal Agreement
04/0400	LAND AT THE RIDGEWOOD CENTRE OLD BISLEY ROAD FRIMLEY	GH	Awaiting completion of Legal Agreement
04/1393	KELMSTONE STUD, PHILPOT LANE, CHOBHAM, WOKING, GU24 8HE	PGS	Under consideration
05/0177	2 HEATHER RIDGE ARCADE, CAMBERLEY, GU15 1AX	CF	Under consideration
05/0548	FORMER DERA SITE CHOBHAM LANE, LONGCROSS, CHERTSEY, KT16 0EE	KC	Under consideration
05/0828	CAMBERLEY HEATH GOLF CLUB, GOLF DRIVE, CAMBERLEY, GU15 1JG	JB	Applicant to confirm if he wants to progress application
05/0867	SUMMERFIELD HOUSE DAY NURSERY, CHERTSEY ROAD, CHOBHAM, WOKING, SURREY, GU24 8HF	PGS	Under consideration
05/0912	4 AND 4A CONNAUGHT ROAD, CAMBERLEY, SURREY, GU15 2BX	PGS	Under consideration
05/0942	171 MACDONALD ROAD, LIGHTWATER, SURREY, GU18 5UR	PGS	Under consideration
05/0959	8 AND 9 BURGOYNE ROAD, CAMBERLEY, SURREY, GU15 1LS	PGS	Under consideration
05/1061	38 CURLEY HILL ROAD, LIGHTWATER, SURREY, GU18 5YH	PGS	Under consideration
05/1184	THE WINDMILL PH, LONDON ROAD, WINDLESHAM, SURREY, GU20 6PJ	PGS	Under consideration
06/0052	LAND R/O 91 WORSLEY ROAD, FRIMLEY, CAMBERLEY, SURREY, GU16 9BB	PGS	Under consideration
06/0109	APPLEWOOD, BAGSHOT ROAD, CHOBHAM, WOKING, SURREY, GU24 8SJ	CF	Under consideration

APP NO	LOCATION	C.O.	REASON FOR TIME TAKEN
06/0128	PRINCESS CHRISTIAN HOME, STAFFORD LAKE, BISLEY, WOKING, SURREY, GU21 2SJ	JHM	Under consideration
06/0148	D E R A, (MOD), THE MAULTWAY, CAMBERLEY, SURREY, GU15 1NG	KC	Under consideration
06/0163	KELMSTONE ARABIAN STUD, PHILPOT LANE, CHOBHAM, WOKING, SURREY, GU24 8HE	PGS	Under consideration
06/0209	BAE SYSTEMS, LYON WAY, FRIMLEY, CAMBERLEY, SURREY, GU16 7ER	GH	Awaiting completion of legal Agreement
06/0222	KINGSCLEAR NURSING HOME, PARK ROAD, CAMBERLEY, SURREY, GU15 2LN	JB	Awaiting completion of legal Agreement
06/0235	THE FORD HOUSE, FORD ROAD, CHOBHAM, WOKING, SURREY, GU24 8SS	CF	Under consideration
06/0236	THE ROSE & THISTLE, 1 STURT ROAD, FRIMLEY GREEN, CAMBERLEY, SURREY, GU16 6HT	PGS	Under consideration
06/0247	PREMIER TRAVEL INN, THE CRICKETERS, 1 LONDON ROAD, BAGSHOT, SURREY GU19 5HR	JHM	Under consideration
06/0258	16 NEWLANDS ROAD, CAMBERLEY, SURREY, GU15 2RP	PGS	Under consideration
06/0353	LAND TO THE REAR OF VALZAN HOUSE, 201-205 LONDON ROAD, CAMBERLEY, SURREY GU15 3EY	KC	File to be restarted awaiting correct information
06/0354	9-11 KROONER ROAD, CAMBERLEY, SURREY GU15 2QP	SA	Under consideration
06/0398	PINEWOOD, 93 COLLEGE RIDE, BAGSHOT, SURREY, GU19 5EP	KC	Under consideration
06/0427	24/24B HIGH STREET, BAGSHOT, SURREY GU19 5AA	BB	Under consideration
06/0523	REAR OF 81 - 87 KINGS RIDE, CAMBERLEY, GU15 4LJ	JHM	Under consider
06/0524	COMMUNICATION STATION O2, RED ROAD, LIGHTWATER, SURREY, GU18 5UX	NL	Unallocated

APP NO	LOCATION	C.O.	REASON FOR TIME TAKEN
06/0565	LAND NORTH WEST OF THE PINES, BRENTMOOR ROAD, WEST END, WOKING, SURREY, GU24 9QQ	PGS	Under consideration
06/0591	THE MANOR, 30 SOUTHWELL PARK ROAD, CAMBERLEY, SURREY, GU15 3QQ	PGS	Under consideration
06/0609	14 - 22 HIGH STREET, CHOBHAM, WOKING, SURREY, GU24 8AA	CF	Under consideration
06/0610	FENNS LANE COTTAGE, FENNS LANE, WEST END, WOKING, SURREY, GU24 9QE	PGS	Under consideration
06/0723	FRIMLEY HALL HOTEL, FRIMLEY HALL DRIVE, CAMBERLEY, SURREY, GU15 2BG	PGS	Awaiting completion of Legal Agreement
06/0749	104 LONDON ROAD, CAMBERLEY, SURREY, GU15 3TJ	PGS	Under consideration
06/0779	APPLETREE FARM, CHERTSEY ROAD, CHOBHAM, WOKING, SURREY, GU24 8PJ	CF	Under consideration

## INVESTMENT MANAGEMENT

February 2007/3

Attached, as Annex A to this report is a summary of the Council's investments as at 31<sup>st</sup> December 2006.

The rate of return assumed in the original estimates for 2006/07 was 4.5%. Each 1% reduction in interest rates would in the absence of a long-term investment strategy, reduce investment returns by approximately £300,000 per annum. Current short - term investment returns are approximately 5.2% per annum as can be seen from the Annex A.

The Investment Support Service Plan requires performance measurement against London Interbank Offered Rate (LIBOR) for 1 week and three months.

Performance reports identify the respective performance of short and long - term investment. These are set out below and show the position to end of December 2006.

### 2006/07 MONEY MARKET INDICATORS

	1 Apr - 30 Jun	1 Jul -30 Sep	30 Sep - 31 Dec
1 week LIBOR	4.61%	4.78%	5.03%
3 Month LIBOR	4.69%	4.9%	5.21%
Average	4.65%	4.84%	5.12%

### Council Investment Performance

Long Term (over > 1 Year)	4.43%	4.43%	4.42%
Short Term (Less than 1 Year)	4.57%	4.70%	5.03%
Average All Investments	4.50%	4.59%	4.82%

The Council's investments in the period of April - December 2006 have earned 4.65%p.a. compared to the 4.5%p.a. assumed in the original budget.

The Council's Corporate Values recognise the need to achieve high interest income levels to support the revenue budget.