



NORTHAMPTON
BOROUGH COUNCIL

CABINET AGENDA

Wednesday, 5 August 2009

The Guildhall, Northampton NN1 1DE

6:00 pm

Members of the Cabinet:

Councillor: Tony Woods (Leader of the Council)

Councillor: Brian Hoare (Deputy Leader)

Councillors: Sally Beardsworth, Richard Church,
Trini Crake, David Perkins, Paul Varnsverry

Chief Executive David Kennedy

If you have any enquiries about this agenda please contact Jo Darby tel 01604 837089 or jdarby@northampton.gov.uk

PORTFOLIOS OF CABINET MEMBERS

CABINET MEMBER	PORTFOLIO TITLE
Councillor A. Woods	Leader Partnership and Improvement
Councillor B. Hoare	Deputy Leader Engagement
Councillor S. Beardsworth	Housing
Councillor R. Church	Planning and Regeneration
Councillor T. Crake	Environment
Councillor D. Perkins	Finance
Councillor P.D. Varnsvery	Communities

SPEAKING AT CABINET MEETINGS

Persons (other than Members) wishing to address Cabinet must register their intention to do so by 12 noon on the day of the meeting.

Registration can be by:

Telephone: (01604) 837101, 837089, 837355, 837356
(Fax 01604 838729)


In writing: The Borough Solicitor,
The Guildhall, St Giles Square, Northampton NN1 1DE
For the attention of the Democratic Services Officer

By e-mail to democraticservices@northampton.gov.uk

Only thirty minutes in total will be allowed for addresses, so that if speakers each take three minutes no more than ten speakers will be heard. Each speaker will be allowed to speak for a maximum of three minutes at each meeting. Speakers will normally be heard in the order in which they registered to speak. However, the Chair of Cabinet may decide to depart from that order in the interest of hearing a greater diversity of views on an item, or hearing views on a greater number of items. The Chair of Cabinet may also decide to allow a greater number of addresses and a greater time slot subject still to the maximum three minutes per address for such addresses for items of special public interest.

Members who wish to address Cabinet shall notify the Chair prior to the commencement of the meeting. Such addresses will be for a maximum of three minutes unless the Chair exercises discretion to allow longer. The time these addresses take will not count towards the thirty minute period referred to above so as to prejudice any other persons who have registered their wish to speak.

KEY DECISIONS

 denotes the issue is a 'Key' decision, which is:

- Any decision in relation to the Executive function which results in the Council incurring expenditure which is, or the making of saving which are significant having regard to the Council's budget for the service or function to which the decision relates. For these purpose the minimum financial threshold will be £50,000;
- Where decisions are not likely to involve significant expenditure or savings but nevertheless are likely to be significant in terms of their effects on communities in two or more wards or electoral divisions; and
- For the purpose of interpretation a decision, which is ancillary or incidental to a Key decision, which had been previously taken by or on behalf of the Council shall not of itself be further deemed to be significant for the purpose of the definition.



NORTHAMPTON BOROUGH COUNCIL




CABINET

Your attendance is requested at a meeting to be held at the The Guildhall,
Northampton NN1 1DE on Wednesday, 5 August 2009 at 6:00 pm.

D Kennedy
Chief Executive

AGENDA

1. APOLOGIES
2. MINUTES
3. DEPUTATIONS/PUBLIC ADDRESSES
4. DECLARATION OF INTEREST
5. ISSUES ARISING FROM OVERVIEW AND SCRUTINY COMMITTEES
 - (A) REPORT OF OVERVIEW AND SCRUTINY COMMITTEE 3 (IMPROVEMENT, PERFORMANCE AND FINANCE) ON THE CALL-IN OF CABINET DECISION OF 8 JULY 2009: EVALUATING WAYS OF DELIVERING SERVICES AND IMPROVING VALUE FOR MONEY FOR THE COUNCIL TAX PAYERS OF NORTHAMPTON
6. RESPONSE TO THE RECOMMENDATIONS OF THE OVERVIEW AND SCRUTINY 3, CUSTOMER SERVICES TASK AND FINISH GROUP PRESENTED TO CABINET ON 20TH MAY 2009
Report of the Director of Finance and Support.
7. SIXFIELDS - DEVELOPMENT AGREEMENT
 Report of the Director of Finance and Support
8. VOLUNTARY AND COMMUNITY SECTOR RELATIONSHIP
Report of the Assistant Chief Executive
9. MARKET SQUARE WATER FEATURE
 Report of the Director of Finance and Support
10. VALUE FOR MONEY PARTNER FOR THE DIRECTORATE OF ENVIRONMENT AND CULTURE
Report of the Director of Environment and Culture
11. RESPONSE TO GOVERNMENT CONSULTATION ON PROPOSED CHANGES TO CONCESSIONARY FARES ADMINISTRATION
Report of the Director of Finance and Support

12. CAR PARK REPAIRS IN CONJUNCTION WITH PROPOSED DEVELOPMENT AGREEMENT FOR GROSVENOR/GREYFRIARS SCHEME
 Report of the Director of Planning and Regeneration
13. HOUSING HRA PRIVATE FINANCE INITIATIVE (PFI)
 Report of the Director of Housing Services
14. PERFORMANCE
 - (A) PERFORMANCE MONTHLY REPORT - MAY 2009
Report of the Assistant Chief Executive
 - (B) CAPITAL PROGRAMME 2009-10 MONITORING REPORT, PERIOD 2: PROJECT APPRAISALS AND VARIATIONS
 Report of the Director of Finance and Support
 - (C) HOUSING REVENUE ACCOUNT (HRA) MONITORING 2009-10
Report of the Director of Finance and Support
 - (D) REVENUE BUDGET MONITORING 2009-10 POSITION AS AT END OF MAY 2009
Report of the Director of Finance and Support
15. EXCLUSION OF PUBLIC AND PRESS
THE CHAIR TO MOVE:
"THAT THE PUBLIC AND PRESS BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT THERE IS LIKELY TO BE DISCLOSURE TO THEM OF SUCH CATEGORIES OF EXEMPT INFORMATION AS DEFINED BY SECTION 100(1) OF THE LOCAL GOVERNMENT ACT 1972 AS LISTED AGAINST SUCH ITEMS OF BUSINESS BY REFERENCE TO THE APPROPRIATE PARAGRAPH OF SCHEDULE 12A TO SUCH ACT."

SUPPLEMENTARY AGENDA

**Exempted Under Schedule
12A of L.Govt Act 1972
Para No:-**

16. LAND AT GREEN STREET (3)
🔑 Report of the Director of Finance and Support
17. SIXFIELDS DEVELOPMENT AGREEMENT (3)
🔑 Report of the Director of Finance and Support



NORTHAMPTON
BOROUGH COUNCIL

OVERVIEW & SCRUTINY VIEWS AND RECOMMENDATIONS

TO CABINET 5TH AUGUST 2009

Report Title	<p>REPORT OF OVERVIEW AND SCRUTINY COMMITTEE 3 (IMPROVEMENT, PERFORMANCE AND FINANCE) – ON THE CALL- IN OF CABINET DECISION OF 8TH JULY 2009: -</p> <p>EVALUATING WAYS OF DELIVERING SERVICES AND IMPROVING VALUE FOR MONEY FOR THE COUNCIL TAX PAYERS OF NORTHAMPTON</p>
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Agenda Status: PUBLIC

1. Purpose

- 1.1 To submit a report to Cabinet detailing the Committee's findings following the Call-In Hearing that took place on Thursday, 16th July 2009.

2. Recommendations

- 2.1 That Cabinet be formally notified of Overview and Scrutiny Committee 3 (Improvement, Performance and Finance)'s findings following the Call-In Hearing of 16th July 2009:

Resolved:

- (1) That after all the evidence had been heard that the Call-In be accepted on the grounds that for transparency the process be correctly followed. The report had been incorrectly designated key decision on the Cabinet agenda of 8th July 2009. The report is a legal document that was not designated properly and therefore does not have proper status.
- (2) That Cabinet instructs the appropriate officer to circulate the definition of a key decision to all Members of the Council.

3. Background and Issues

3.1 The Cabinet decision:

1. It has been decided to undertake a full market testing exercise to determine the most cost effective and efficient way to deliver waste management, street care and grounds maintenance services and so improve VFM of these services for Council Tax payers.
2. Cabinet's commitment has been given to implementing the findings of this particular market testing exercise if a well defined and robust business case is established that supports this course of action, subject to paragraph 3 and 4 below.
3. It has been noted that further reports will be brought forward throughout the course of this market testing exercise if key decisions need to be made.
4. It has been noted that, further to paragraph 3 above, before any contract or tender is awarded as a result of the market testing of waste management, street care and grounds maintenance services, a report will be brought to Cabinet to seek its agreement.
5. That, subject to specific agreement with the relevant portfolio holder, approval has also been given to the principle and practice of market testing Council services where it is considered that the external market might provide greater opportunities to achieve better value for money, efficiencies and effectiveness in service delivery, as part of the Strategic Business Review programme or as distinct projects.
6. It has been noted that the Trades Unions have been informed of this proposal and that management are seeking positive and active engagement of the Trades Unions in pursuing this programme, to ensure that the proper interests of all employees, whether Union members or not, are duly considered.
7. Working together with other Councils on market-testing has been endorsed by Cabinet where this enables potential mutual benefits and sharing of the costs of market-testing, as long as such joint working does not fetter future discretion by this Council.

was called-in for Scrutiny by Councillors Tony Clarke and Joy Capstick for the following reason: -

1) In the Forward Plan 1st July 2009 to 31st October 2009, the item 'Evaluating Ways of Delivering Services' was not identified as a Key Decision. This means that this item was not subject to wider consultation and Overview and Scrutiny committees were not engaged as to the need for pre-scrutiny prior to any Cabinet determination.

2) The Report of 8th July 2009 is described as a 'Key Decision' and therefore contradicts the same item designation within the Forward Plan.

3) As the decision was incorrectly identified as 'Non Key' in the Forward Plan, by Cabinet determining on the Report of 8th July and not invoking the grounds of 'general exception' or 'special urgency', it breached the Constitutional Rules and Procedures of the Council.

4) By circumventing the usual and agreed Constitutional protocols of the Council and releasing the 8th July 2009 Report as a general press release before back-benchers had

even had sight of it, the administration severely and predictably compromised the position of elected members when asked for views by the press and members of the public.

3 Evidence

3.1.1 The Committee heard evidence from:-

Internal Witnesses

- Councillor Tony Woods Leader of the Council
- David Kennedy Chief Executive

3.1.2 The Leader of the Council provided oral evidence advising that the costs to the Council in respect of this decision would be less than £50,000. The issue was correctly designated as non-key in the Forward Plan. Non-key does not mean that the issue lacks importance but if it had been declared as a key decision in the Forward Plan all future decisions from this could have been designated non-key as a key decision had been taken at the initial part of the process. By designating the issue as non-key, all future issues can therefore be fully scrutinised at the time when the substantive decision is taken. It was confirmed that due to an error in the system the report that was presented to Cabinet at its meeting on 8 July 2009 was incorrectly designated as a key decision. The criteria of a key decision was given: -

- (a) Any decision in relation to an Executive function which results in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Local Authority's budget for the service or function to which the decision relates. For these purposes the minimum financial expenditure will be £50,000.
- (b) Where decisions are not likely to involve significant expenditure or savings but nevertheless are likely to be significant in terms of their effects on communities living or working in an area comprising two or more wards or electoral divisions.

3.1.3 David Kennedy, Chief Executive, Northampton Borough Council, provided evidence. The decision was correctly designated as non-key in the Forward Plan, not because it was not significant but in accordance with Legislation. The report that had been signed off for inclusion in the Cabinet agenda of 8th July 2009 had been designated non-key. However, when the agenda was published approximately twenty minutes later, the report was detailed as a key decision. An error in the publication process had occurred. The process has now been improved to ensure that errors of this nature do not occur in the future.

3.1.4 Three members of the public addressed the Committee supporting the Call In.

3.1.5 Legal Advice

3.1.5.1 The Borough Solicitor provided advice to the Call-In Hearing. There is no legal reason to refer the issue back to Cabinet. Evidence suggests that there was no intention for this issue to be designated a key decision. The definition of key decision is not particularly clear in the Legislation and there was some subjectivity involved in assessing whether a particular report falls within this definition. This

6.3 Legal

- 6.3.1 The duties to undertake Overview and Scrutiny are set out in the Local Government Act 2000.
- 6.3.2 The Borough Solicitor advised the Call-In Hearing as detailed at paragraph 3.1.5.

6.4 Equality

- 6.4.1 Not applicable.

7 Consultees (Internal and External)

- 7.1 Overview and Scrutiny Committee 3 (Improvement, Performance and Finance) held the Call-In Hearing.
- 7.2 Internal witnesses as detailed in paragraph 3.1.
- 7.3 The Call-In Authors, Councillors Tony Clarke and Joy Capstick, attended the Call-In Hearing to respond to the Committee's questions.
- 7.4 The Call-In Hearing was published through the Council's usual channels and was attended by seven members of the public, of which three addressed the Committee.

8. Background Papers

- 8.1 The key papers are:

- Cabinet Report of 8th July 2009 – Item 10 - Evaluating ways of delivering services and improving value for money for the Council tax payers of Northampton.
- Cabinet decision and minutes of 8th July 2009 – Item 10 - Evaluating ways of delivering services and improving value for money for the Council tax payers of Northampton.

Report Author and Title: Tracy Tiff, Overview and Scrutiny Officer, on behalf of Councillor Jamie Lane, Chair, Overview and Scrutiny Committee 3 (Improvement, Performance and Finance)

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Appendices
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NORTHAMPTON
BOROUGH COUNCIL

Item No.

6

CABINET REPORT

Report Title	Cabinet's Response to the Recommendations of the Overview and Scrutiny 3, Customer Services Task and Finish Group presented to Cabinet on 20th May 2009
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 th August 2009
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Finance and Support
Accountable Cabinet Member:	Councillor Tony Woods
Ward(s)	ALL

1. Purpose

- 1.1 This report sets out the response of the Director of Finance and Support to the Cabinet in respect of recommendations made by Overview and Scrutiny 3, Customer Services Task and Finish Group. The Group made 19 recommendations which are listed in Appendix 1.

2. Recommendations

- 2.1 That Cabinet agree the response of the Director of Finance and Support to the recommendations made by the Overview and Scrutiny 3, Customer Services Task and Finish Group. In particular that Cabinet:
- a) records its appreciation for the work of the Task and Finish Group in identifying further ways in which the Council can improve the customer experience.
 - b) Notes that many of the Group's recommendations have been addressed in the Service Plan 2009/10 for Customer Services due to the involvement of the Head of Customer Services and ICT and the Assistant Head of

Customer Services in the Task and Finish Group's review. Specifically recommendations 1, 4, 5, 6, 10, 12, 13, 14 and 15.

- c) Accepts recommendations 3 and 17 which will be addressed in the delivery of the Customer Excellence Strategy.
- d) Accepts in principle recommendations 2, 7, 9, 18 and 19 which will be reviewed by the One Stop Shop Transformation Project Team. However, Cabinet may need to make a further decision on staff uniforms in the One Stop Shop if this cannot be met within existing budgets.
- e) Rejects recommendation 8 as a Health and Safety Review has previously been done for Cliftonville House and all Display Screen Equipment risk assessments in the Contact Centre have been completed.
- f) Accepts recommendation 16 to include a review of the Council's Core Documents on the Overview and Scrutiny 3 Work plan.
- g) Advises that no further action is required in respect of recommendation 11 to offer documents in tape or compact disc format as this is already covered within existing policy.

3. Issues and Choices

3.1 Report Background

3.1.1 The Overview and Scrutiny 3, Customer Services Task and Finish Group reviewed the success of the investments made in the Council's Customer Service function since 2005. The review took place during the development of the Council's Customer Excellence Strategy (approved at Cabinet on 18th March 2009) and prior to immediate preparation for the Access to Services inspection.

3.2 Issues

3.2.1 The Task and Finish Group report highlights that the Council's Customer Service function is providing value for money and noted that customer satisfaction is good and improving. Recommendations were made to further improve the customer experience.

3.2.2 The group noted that there were a large number of information leaflets in production and that the information could be conveyed in more cost effective ways. The Group recommended a review of core documents to ensure that leaflets are in plain English and follow the same corporate style.

3.2.3 The group commended the work of the Councillor Contact Centre and expressed a wish for awareness training for more councillors to make use of it.

3.2.4 The group were impressed by staff uniforms in the best practice One Stop Shops that they visited and have recommended that uniforms be provided to

NBC staff in the One Stop Shop so that customers can identify them with a corporate image. .

3.3 Choices (Options)

- 3.3.1 Delivery of the Council's Customer Excellence Strategy and efficiency savings for 2009/10 makes the majority of the recommendations of the task and finish group essential. Indeed many of the actions have been completed or are included in the 2009/10 service plan for Customer Services.
- 3.3.2 The recommendation for One Stop Shop staff to wear uniform would have a cost implication which is not included in the current budget. If cabinet support this recommendation in principle, then a further report on the cost implications will need to be presented.

4. Implications (including financial implications)

4.1 Policy

- 4.1.1 The response to the recommendations of the Overview and Scrutiny 3, Customer Services Task and Finish Group will have no implications on Council policy.

4.2 Resources and Risk

- 4.2.1 Recommendation 19 to introduce a corporate uniform in the One Stop Shop would have an impact on resources as this is not currently budgeted for. The options for uniform would be reviewed by the One Stop Shop Transformation Group and presented back to Cabinet if costs cannot be met within existing budgets.
- 4.2.2 Other recommendations with cost implications, such as a queuing system and plasma screens in the One Stop Shop can be met in part within the £250,000 capital project to transform the One Stop Shop. The capital bid includes for ongoing revenue expenditure to maintain technology and systems installed in the transformation project. Options will be presented to Cabinet if costs cannot be met within the capital budget.

4.3 Legal

- 4.3.1 No legal issues have been identified as a result of the recommendations in the report.

4.4 Equality

- 4.4.1 The recommendations in this report will enhance the experience of customers contacting the Council in that information will be more accessible and a queuing system in the One Stop Shop will improve the experience for deaf and hard of hearing customers who may currently experience problems.

4.5 Consultees (Internal and External)

None

4.6 How the Proposals deliver Priority Outcomes

The response to the recommendations helps deliver the Council's ambition to become one of the best Council's by 2013. The key management aim to provide excellent customer service is also aided by this response.

4.7 Other Implications

None

5. Background Papers

5.1 Customer Excellence Strategy

Cheryl Doran, Assistant Head of Customer Services and ICT, extension 7234

Appendix 1

Customer Service Task and Finish Group Recommendations

1. In order to ascertain whether a good Customer Service Facility is being provided by Northampton Borough Council, benchmarking against the family group be undertaken.
2. A cost saving exercise regarding the number of leaflets produced be undertaken and consideration given to alternatives such as information made available electronically and the installation of plasma screens in the One Stop Shop to display relevant information.
3. A higher promotion of customer focus throughout the whole Authority be introduced by promoting the Customer Excellence Strategy 2009-2012.
4. The Complaints Policy Procedure be updated.
5. The Customer Services Leaflets and Customer Feedback forms be updated and contain Officers' posts rather than the inclusion of Officers' names.
6. In depth training for all Customer Services staff be strengthened, in particular training for staff on how to deal with job related stresses.
7. The front desk based in the One Stop Shop deals with simple queries such as receiving customer's additional paperwork and completed forms.
8. A Health and Safety report for Cliftonville House be produced for environmental issues such as the lighting, heating and air conditioning systems, along with the cleanliness of the premise.
9. The Task and Finish Group informs Cabinet of its support for the introduction of an automated queuing system at the One Stop Shop at Northampton Borough Council.
10. A team from Customer Services be set up to work with managers to draw up Service Level Agreements around customer focus.
11. The provision of Council documents are translated into formats suitable for a range of disabled customers be strengthened, by offering the facility of tapes or compact discs of requested Council documents being provided to those such customers.
12. Customer Services Officers be allocated sufficient time to keep up to date with 'Regulatory changes' using the new computer trainer system.
13. A questionnaire be sent to customers after complaint resolution, all services be sent a copy on which to comment.
14. All councillors to be reminded to use the Councillor Contact Centre rather than contacting individual departments/services. This is necessary to ensure that accurate information about the service provision is provided.

15. Training for Councillors on how to use the Councillor Contact Centre and the whole Customer Service Process be given. The same training be given to the Political Assistants and Leader's Secretary.
16. It be recommended to the Overview and Scrutiny Management Committee that a Review of all Council core documents and leaflets be added to the Work Programme for 2009/10. The purpose of the review would be to ensure that all documents are produced in plain English and follow the same corporate style.
17. A copy of this report be sent to the Chief Executive, Head of Customer Services, Northamptonshire County Council and all those who have participated in this review.
18. The Task and Finish Group welcomes the capital resource of £250,000 for improvements to the One Stop Shop.
19. That resources be allocated for the provision of uniforms for front line Customer Services Officers, identifying a corporate image. Staff be consulted on the style of the uniform.

Appendices



NORTHAMPTON
BOROUGH COUNCIL

Item No.

7

CABINET REPORT

Report Title	Sixfields – Development Agreement
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 August 2009
Key Decision:	Yes
Listed on Forward Plan:	Yes
Within Policy:	Yes
Policy Document:	No
Directorate:	Finance & Support
Accountable Cabinet Member:	Cllr D Perkins
Ward(s)	St James

1. Purpose

1.1 The purpose of this report is to seek Cabinet authority to:

- (a) proceed with the detailed negotiation of a development agreement affecting land within the Council's freehold ownership at Sixfields Stadium Complex presently let to Northampton Town Football Club Limited (NTFC) in combination with other land owned by Homes & Communities Agency (HCA); and
- (b) to agree, in principle, the Council's approach to obtaining value for its property interests.

2. Recommendations

2.1 That Cabinet supports this Council entering into a development agreement with Homes and Communities Agency (HCA), Northampton Town Football

Club Limited (NTFC) and a development partner to facilitate the development of land at Sixfields for a scheme involving uses that will

- (a) not conflict with preserving and enhancing the commercial vitality of the Town Centre,
 - (b) will ensure that the stadium itself continues to be used for Association Football and other uses described under the existing Lease referred to at 3.1.1 and
 - (c) will ensure that replacement athletics facilities are built to UK Athletics Competition Standard for track and field, within Northampton prior to any redevelopment of the existing facilities.
- 2.2 That Cabinet supports the principle that this Council should agree, under the terms of a development agreement with the parties referred to at 2.1 above, to the transfer of its freehold interest in part (but not the whole) of the Sixfields Stadium, prior to physical development taking place on that land. However, the transfer of any part should only occur in circumstances where the Council is first satisfied that there are sufficient legal safeguards and financial guarantees to protect the Council's position.
- 2.3 That Cabinet supports the principle that the investment returns to each party to the agreement should be based on their respective capital contribution to the scheme. The contribution by NBC and HCA will be in the form of freehold land and it is accepted that the actual value of the land will be determined by reference to the overall profitability of the development scheme.
- 2.4 That Cabinet delegates to the Director of Finance and Support, acting in consultation with the Portfolio Holder for Finance, authority to approve the detailed terms of a development agreement consistent with the principles set out in this report.
- 2.5 That Cabinet supports in principle, NTFC's aspirations to improve the facilities at Sixfields Community Stadium and Cabinet notes the requests of NTFC for this Council to invest, in the retained Stadium complex, any value generated by the transfer of Council owned land. However, whilst the Cabinet will consider such request it nevertheless resolves not to fetter its discretion as to how it might spend any proceeds arising from its participation in any development agreement.

3. Issues and Choices

3.1 Report Background

- 3.1.1 Sixfields Community Stadium is owned freehold by this Council. It is let to Northampton Town Football Club Limited (NTFC), a private for profit company, under the terms of a 150 years lease, dated 13 April 2004. The lease to NTFC is subject to the terms of a Licence agreement dated 17 March 2004, relating to the use of the athletics facilities that form part of the stadium

complex. That agreement with Rugby and Northampton Athletics Association remains valid until 2029.

- 3.1.2 Under the terms of the lease to NTFC the property may only be used for certain limited purposes. In 2004, as part of the “Joint Brownfield Initiative”, this Council transferred adjoining land at Sixfields to English Partnerships (now HCA).
- 3.1.3 NTFC and a development partner have been working together for some time to consider forms of development that may be possible in relation to the stadium and nearby land. Historically, NTFC have sought this Council’s agreement for the development of retail premises at Sixfields, on land forming part of the stadium complex. Discussions were held with Council officers, under previous administrations, about proposals for such a development in the locality. The Council’s present position is that it will strongly oppose any forms of development at Sixfields, or at any other ‘out of town’ location, that could damage the economic viability and growth of the Town Centre.
- 3.1.4 NTFC and their development partner have previously held discussions with HCA about the inclusion of their neighbouring land within a broader scheme. HCA have previously indicated that they may be prepared to transfer land at below full value (or re-invest their potential share of the proceeds of any resulting development in the remaining Sixfields Community Stadium). Crucially, this potential support has been subject to the important proviso that there would have to be clearly demonstrable community benefits from doing so. HCA consider that it is more appropriate for this Council, as local authority, to identify precisely what community benefits it regards as significant and necessary that the Club should provide.
- 3.1.5 NTFC working with their development partner has recently proposed revised alternative schemes of development, that they would like this Council and HCA to support. These take into account the Council’s clear policy stance about protecting and promoting Town Centre activity.
- 3.1.6 NTFC have approached this Council for support for certain schemes. For the likely scheme to have any value for NTFC or its development partner the Council would have to agree to permit the re-development of that part of the Stadium complex that accommodates the athletics facilities. This Council is under no legal obligation to agree to such a request. It would be legitimate for the Council to seek a commercial consideration for agreeing to the transfer of the property interest that has been requested.
- 3.1.7 Depending upon which alternative scheme might be pursued, the development could include other third party owned land or the grant of rights over it.
- 3.1.8 The basis of agreement proposed put forward by NTFC would lead to this Council and HCA entering into binding agreements to transfer their freehold interests in respective land parcels. A development vehicle would be used to act as developer of the agreed scheme. However, that development vehicle would not have any liability or responsibility to carry out works to the retained stadium itself or provide new facilities from there. That responsibility would

rest with NTFC, post completion of the development of the larger development scheme. It is nevertheless accepted, that re-provision within a radius acceptable to this Council of alternative athletics facilities (constructed to UK Athletics Competition Standard) would have to be provided at no cost to this Council as a part of the cost of the overall development, prior to demolition of the existing facilities and prior to the transfer of the Council's legal interest in that land.

- 3.1.9 Under the proposed development basis, NTFC and their partner would be required to put their own equity into the scheme to attract development finance. They would need to charge land under their control as security for debt finance for any scheme.
- 3.1.10 NTFC want this Council to agree to allow the use of land forming the athletics track as loan security, post the construction of alternative athletics facilities elsewhere, but prior to completion of the broader development (and thus also prior to the completion of subsequent improvements to the retained stadium too). As noted at 3.2.4 below, there would be clear risks for this Council in agreeing to this proposed basis, without adequate legal and other safeguards.
- 3.1.11 Under NTFC/ Development partner proposed arrangements, there would be a viability test, post grant of a satisfactory planning permission. The scheme would only proceed if they considered it would generate sufficient return.
- 3.1.12 The viability assessment would necessarily take into specific account the need to also meet the costs of stadium enhancements 3.1.13 below. If the scheme proceeded, there would be a pre-agreed level of developer's profit. This would reflect the costs of project management of the scheme and equity (cash) invested by NTFC and their Development Partner and risk undertaken by those parties.
- 3.1.13 Assuming the scheme made a profit in excess of the level needed to meet the developer's profit, it is proposed by NTFC that the next tranche of profit should be ring-fenced to be applied to the delivery by NTFC of the works/ facilities at the retained stadium – that would, in their view, generate additional community benefits. Under this scenario, the sum involved in the provision of those works/ providing facilities would be agreed by this Council with NTFC at the outset. This proposal by NTFC starts from the base assumption that this Council would be willing to invest most or all of the value generated (from the transfer of its freehold interest in part) in NTFC making improvements to the stadium.
- 3.1.14 Under the suggested proposal put forward by NTFC/ Development Partner any further profit generated from the development scheme in excess of the sums at 3.1.12 and 3.1.13 would be divided between HCA, NTFC and this Council in proportion to the land share, by area, included within the development scheme. There would necessarily be an agreed division of the relevant share of 'excess profit' between NTFC and this Council in respect of the land that had formed the athletics facilities part of the stadium (reflecting respective positions as landlord and tenant).

3.2 Issues

- 3.2.1 The basis of agreement sought by NTFC would require this Council to transfer an interest in land at nil value to facilitate the scheme (albeit subject to the possibility of some payment - if the profit from development scheme was in excess of a certain threshold).
- 3.2.2 This transfer basis is, from the perspective of NTFC, a key factor in the scheme being able to proceed. It would represent a disposal of land at below market value. The investment value of the Council's land interest at present is modest, being subject to a lease with 145 years outstanding at a peppercorn rent. However, if the Council were to agree to transfer part of its freehold interest to facilitate development, the value should be judged in relation to a negotiated share of the additional value that would be created from that development. This is difficult to estimate in the absence of a fully worked scheme with more detailed costs than have been established at this stage. Nevertheless, it is likely to be a significant sum. Cabinet would, as matter of policy, be required to consider and approve any proposed disposal at less than full market value.
- 3.2.3 NTFC have initially indicated a range of additional community benefits that they consider could be provided, if the Council were to support the scheme in the way they have sought. There is inevitably a judgement to be made about the value these facilities might provide to people of the Town. NTFC has also expressed a wish to work collaboratively with the Council, to explore ways in which mutual benefits might be obtained, for instance by this Council having a more direct involvement in the provision or support for services to the public delivered at the Stadium.
- 3.2.4 Under the proposed basis put forward by NTFC/ Development Partner, there is the risk that if the development does not in practice proceed in line with any pre-agreed financial model, it may not generate sufficient profit (above and beyond the developer's profit) to fund works to the stadium – including any 'additional community benefits'. In those circumstances, the Council would - if it had agreed to this way forward - have already transferred its interest in the land, but would receive no value in cash or kind for it. In those circumstances, the athletics facilities would have been re-located and other property built, but no further community outcomes would be achieved.
- 3.2.5 NTFC would as an entity have to accept an additional level of financial risk from participating in this development scheme. In the event of failure of the scheme (i.e. it making a loss), this would pose an additional risk of financial failure of the Football Club. In those circumstances the freehold of the Stadium (less the athletics facilities) would remain with the Council, but the Council could be drawn into additional liabilities in relation to the property.
- 3.2.6 NTFC believe that the expansion of the stadium's capacity, as part of generating benefits for the community, would also allow the Club to accommodate more travelling fans from larger clubs and give it the ability to host international games for young players. This, in turn, would allow extra income generation, to make the Club's revenue position more secure.

- 3.2.7 The proposed development scheme would help to support growth within the Town and to bring forward brownfield land for development. The viability of the scheme would obviously have to take account of any section 106 or other planning obligations.
- 3.2.8 The basis proposed by NTFC/ Development Partner relies upon HCA also being willing to transfer their property interests upon the same basis as this Council is being asked to (i.e. at less than full market value). HCA appear receptive to the general principle of financially supporting changes to the Stadium, subject importantly to there being sufficient additional community benefits generated as a result.
- 3.2.9 Rugby and Northampton Athletics Association have previously agreed a variation with NTFC of their existing Licence Agreement. They have accepted a lower level of facilities than provided for within the original agreement, in order to compromise a financial/ legal dispute with NTFC. That compromise arrangement was further based upon the assumption that the athletics facilities would be re-located to a new improved facility elsewhere in Northampton, at no cost to the Athletics Association, by March 2011. That deed is not binding upon this Council.

3.3 Choices (Options)

- 3.3.1 The Council could choose to support the basis put forward by NTFC/Development Partner, accepting the risk that it may not generate any value for this Council and further that if the development scheme is not commercially successful no funds may be generated to allow NTFC to finance any stadium improvements either.
- 3.3.2 The Council could choose not to accept the risks inherent in supporting the scheme on the basis put forward by NTFC. NTFC have stated that if this basis is not supported, the scheme will not proceed. If that proved to be the case, development in the locality would either not occur, or be more piecemeal in nature. The Council would retain its freehold interest in the whole of the Stadium complex and the ability to agree some alternative basis for development in the future. The Football Club would not be in a position to expand its range of facilities within the near future. The Athletics Association would not be relocated and would have to review the basis of its occupation (consistent with terms of the deed referred to above).
- 3.3.3 The Council could, as recommended above, choose to offer to support re-development of part of the Stadium complex, but only upon the basis that the Council receives full commercial value for the transfer of its interest in land. The Council could then choose to use any proceeds generated to support capital investment in projects recognised as supporting corporate priorities in the Town (without there necessarily being any re-investment in the Stadium). This might in turn lead to HCA adopting the same approach. NTFC have stated that if this position is adopted it would lead to the scheme not being pursued.

- 3.3.4 The Council could choose to offer to support a redevelopment scheme on the basis that it requires a proper commercial value in return for the transfer of its freehold interest. However, the Council could also choose to agree at the outset to subsequently re-invest some or all of those proceeds (post receipt of an actual 'proceeds of development' payment) in specific improvements to the Stadium complex. NTFC have indicated that this basis would be detrimental to the viability of the scheme in cash flow terms.
- 3.3.5 The Council could choose to offer support for re-development on a basis under which the Council agrees to forego a significant part of the commercial value payment it might otherwise receive for its interest in the relevant land. In return, NTFC would complete certain defined improvements to the stadium - that this Council was, at the outset, sufficiently satisfied would generate additional community benefits of sufficient magnitude (so as to justify any agreed reduction in the Council's share of development proceeds).

4. Implications (including financial implications)

4.1 Policy

- 4.1.1 Any development facilitated would have to be consistent with the planning policy of this Council relating to this area – especially concerning any commercial facilities included and the proportion of affordable housing created.
- 4.1.2 If the NTFC/ Development partner proposed basis was accepted, or some variation of that was to be agreed, that would represent a disposal of a property interest at less than full market value. Cabinet would have to be satisfied that any additional community benefits that would be generated, in lieu of receipt of full commercial value, represented proper and adequate value for the people of the Town.

4.2 Resources and Risk

- 4.2.1 Revenue: There are limited revenue liabilities that immediately arise, save for officer time, from agreeing to support this proposal. However, it may be necessary to employ an appropriate external consultant surveyor to advise the Council upon any pre-agreed financial model used for the development scheme in any agreement reached with the other parties. In the event of the scheme being unsuccessful and there being resultant negative impact on the finances of NTFC, there is the risk of exposure of this Council to additional costs connected to the maintenance of the physical asset.
- 4.2.2 Capital: The recommended basis could, in the event of a successful development, lead to this Council obtaining a capital receipt. It is difficult to quantify what this sum might be at this stage. However, it should rationally represent approximately 50% of the additional value of the land transferred for development compared with its value in current use (after taking into account legitimate associated development costs).

4.3 Legal

4.3.1 The legal position is generally set out in this report. There is the clear risk to this Council that it could, under the proposed deal structure put forward by NTFC/ Development partner be obliged to transfer its interest in land without subsequent obligations by NTFC being performed (due to lack of finance).

4.3.2 A General Consent to dispose of land at less than best price was issued by the Secretary of State under s. 123 of the Local Government Act 1972 in circular 06/03. This consent enables local authorities to dispose of land at an under-value where they consider this will contribute to the promotion or improvement of the economic, social or environmental wellbeing of their area. The discount from full value must not exceed £2m per transaction. Disposals at an under-value of over £2m require specific consent from the Secretary of State.

4.3 Equality

An equality impact assessment would be required to consider all the potential outcomes that might arise from this proposal, if it is supported.

4.4 Consultees (Internal and External)

Northampton Town Football Club; Homes & Communities Agency; Proposed Development Partner of NTFC

4.5 How the Proposals deliver Priority Outcomes

Support Growth in the Town

4.6 Other Implications

None specifically

5. Background Papers

5.1 Files: Asset Management;

Simon Dougall – Asset Manager

Appendices



NORTHAMPTON
BOROUGH COUNCIL

Item No.

8

CABINET REPORT

Report Title

**VOLUNTARY AND COMMUNITY SECTOR
RELATIONSHIP**

AGENDA STATUS:

PUBLIC

Cabinet Meeting Date:	5 August 2009
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Chief Executive
Accountable Cabinet Member:	Councillor Hoare
Ward(s)	Whole Borough

1 Purpose

- 1.1 To improve the relationship between Northampton Borough Council and the local 'Third Sector', by proposing changes to how the Council and the Sector work together to achieve benefits for local people and to the administration of grants.

2 Recommendations

Cabinet is recommended to

- 2.1 **Introduce a commissioning system** to procure benefits for the community through the Third Sector, as outlined in the report, commencing in 2010-11 with advice and guidance services and Third Sector infrastructure support services;
- 2.2 **Introduce a small grants fund**, drawn from the existing grants budget, to be administered on this Council's behalf by the Northamptonshire Community Foundation (subject to agreement of terms by the end of September 2009);

- 2.3 **Operate an interim grant award scheme** for 2010-11 only, to provide a period for the Council and the Third Sector to prepare for more general commissioning of outcomes from 2011-12;
- 2.4 **Restrict eligibility to this award scheme to Third Sector organisations**, ensuring that funding for other functions is provided for in other appropriate budgets.

3 Background

- 3.1 The 'Third Sector', consisting of voluntary, community and related groups, has a critical part to play in the life of Northampton. These organisations provide vital services, particularly to vulnerable and disadvantaged groups. They provide opportunities for a range of activities which benefit the whole community or particular parts of it. They also provide a means for people to take part in civic life and, through volunteering, become an active part of their community's future.
- 3.2 An overview and scrutiny report in 2007 recommended that the Council consider the outsourcing of grants administration, and develop a commissioning strategy in respect of services delivered through the Third Sector. It is also clear from discussions with the sector that existing grant award mechanisms are not always seen as clear and fair, and that communication with the Council has been unreliable. Within the Council, the need to demonstrate value for money and to consider alternative ways of achieving outcomes have prompted renewed thinking about the role of the Third Sector.
- 3.3 This Council is signatory to a local Compact between local government and the Third Sector which mirrors a similar national Compact. This agreement sets out principles for the relationship between the organisations in the two sectors, based on recognising each other's roles and requirements. Developing the relationship will help to bring the Compact to life in Northampton.
- 3.4 The Local Area Agreement for Northamptonshire, to which this Council is also a signatory, includes a shared outcome target of 'a strong, diverse, vibrant Third Sector and volunteer base'. This is presented as a contribution towards 'stronger, empowered and cohesive communities'.
- 3.5 Recognising these issues, a working group has been formed to make recommendations for improvement and to deliver the Council's wishes as set out in the overview and scrutiny report. This group includes councillors nominated by the Community Enabling Fund Advisory Panel from each of the three political groups, senior representatives from the Third Sector and the County Council, as well as Northampton Borough Council officers. This report draws on their work.

4 Issues

- 4.1 This report considers the relationship from the following perspectives:
- Securing outcomes from the Third Sector
 - Grants for Third Sector organisations

4.2 Securing outcomes from the Third Sector

- 4.2.1 The Council and its partners have identified a variety of outcomes in the community which either are or could be delivered by Third Sector organisations, if they are best able to do so. At present these arrangements are funded by grants awarded through the Community Enabling Fund process, along with all other Third Sector grants. The Council's role is passive, waiting for organisations to make a bid which is then considered on its merits.
- 4.2.2 A more active approach would see the Council identifying those outcomes it wants, and procuring these from the most appropriate provider. This commissioning model allows for a much closer link between the Council's agreed objectives and the services provided, with greater clarity on what is to be delivered and how it will be measured. Several of the existing grants to Third Sector organisations are for services which could be treated in this way. In particular, this Council along with other districts and boroughs is discussing with the County Council how advice and guidance services could be commissioned across the county, and other service areas are likely to follow.
- 4.2.3 This approach requires greater clarity from the responsible department within the Council as to what it requires and how this is to be evaluated. It is acknowledged that this Council has little direct experience of commissioning outcomes from the Third Sector. However, the Compact is clear that local authorities should work with the sector to develop new approaches and particularly to understand what the sector locally is capable of, and where it can develop capacity and capability. Among other factors, commissioned services should have contracts for at least three years to ensure stability and return of benefits from investment.
- 4.2.4 Given the relative lack of experience in Third Sector commissioning, it is suggested that a phased approach is adopted. For the 2010-11 financial year the services already being discussed with the County Council, namely advice and guidance, and community transport, could be dealt with in this way. Within the 2009-10 grants budget, approximately £230,000 is accounted for in advice and guidance services.
- 4.2.5 The other area where this approach should be introduced early is support services for the Third Sector itself, which authorities have supported through commissioning 'local infrastructure organisations'. This funding is to be devolved from county to the Borough Council for next year, and the existing contract can form the basis of a newly commissioned service. In 2009-10, in addition to county funding, NBC's grants budget includes £50,000 for local infrastructure.
- 4.2.6 Other services – or more correctly, outcomes – can follow in the following year 2011-12. This will allow the Council's service departments and the local Third Sector to prepare, including working together to develop capacity on both 'sides' and to form consortia or other arrangements.
- 4.2.7 It follows that a transitional arrangement will be needed to cover the year 2010-11; it is proposed that a grant award process developed from the existing one but with redesigned application criteria, and operated by the Community Enabling Fund Advisory Panel, should be run to allocate the

remaining grant budget. It is recognised that a one-year agreement is not ideal and is not recommended in Compact good practice, but in this case it provides some continuity while not unduly delaying a more effective process.

- 4.2.8 This report also reiterates the recommendation of the Overview and Scrutiny report that such an award scheme should be restricted to Third Sector organisations. Financial provision for other functions – for example partnership arrangements – should be made within appropriate service budgets.

4.3 Grants for Third Sector organisations

- 4.3.1 In addition to commissioned service outcomes, there remains a place for grants to Third Sector organisations to encourage community activity and volunteering, support innovative approaches to tackling local need, and 'pump prime' new organisations. These grants are likely to be individually relatively small but to deliver benefits both directly to these organisations' clients and in encouraging a culture of active citizens.

- 4.3.2 The awarding and administration of a grants fund by a local authority can give rise to potential conflicts, perceptions (even if totally unfounded) of favouritism, and take up considerable officer resource. As suggested by the Overview and Scrutiny report, an alternative is to outsource these tasks. Locally, the Northamptonshire Community Foundation has acquired a good reputation for administering funds on behalf of both institutional and private clients. The Foundation will, in return for a management fee, run a grants award process in accordance with criteria set by its client – in this case the Council – handle the financial transactions and the monitoring of activity and results against promises. The Council could nominate members to form part of a panel to make decisions and monitor progress. In these ways the link to the Council's objectives would be maintained, without stifling the creativity of the Third Sector.

- 4.3.3 This approach also offers the possibility of being part of a shared and co-ordinated way of handling small grants between a number of Councils in the County. At present the County Council is considering the scope for working up a joint arrangement with this Council that would reduce overheads further without compromising the two authorities' potentially different priorities.

- 4.4 Taken together, these two approaches would imply the replacement of the current Community Enabling Fund Advisory Panel (CEFAP). In its place, those service outcomes commissioned by service departments would be integrated into the normal processes of developing, delivering and monitoring services and their performance. So for example where a Third Sector partner is delivering a programme to address homelessness problems on the Council's behalf, this would be looked at along with the rest of the Council's homelessness strategy rather than separately by CEFAP. For the small grants fund, a panel would be facilitated by the Community Foundation, to concentrate on those decisions and reviews where Members' input is necessary.

- 4.5 In addition to these policy decisions, the relationship between the Council and the Third Sector is already improving by regular dialogue between officers and

the sector's representatives. This will expand as the sector becomes involved at an early stage in identifying needs within the community and in shaping the kinds of response which is most appropriate – which is entirely in accordance with the principles of the Compact. This dialogue will also help to identify where and how the Council can best assist the Third Sector in building its strength and capability to support the local community.

5 Options

- 5.1 **Retain existing system.** This would mean continuing with a 'single pot' grant award process, with applications generated by Third Sector organisations having to meet certain criteria and being recommended for grant award by the Community Enabling Fund Advisory Panel.
- 5.2 The benefit of this approach is familiarity. However, this approach makes it difficult for the Council to develop the relationship so that it is a real partnership for delivering improved outcomes to the community – there is no simple mechanism for ensuring that the Council's objectives, or the commitments made in the Local Area Agreement, are reflected in the spread of applications received. The link with the Council's departments responsible for related service delivery can be difficult to maintain. It should be noted that even with this option some improvements to the application, agreement and monitoring processes would be needed to provide appropriate control and accountability. In the absence of dedicated staff resources this will be difficult.
- 5.3 **Introduce a commissioning system for all financial transactions with the Third Sector.** This would place the initiative entirely in the Council's hands to specify and procure the outcomes it wants.
- 5.4 This would be a radical change to how the Council relates to the Third Sector. It would make the demonstration of value for money easier, since the Council would effectively be buying outcomes from whoever was assessed as the most effective provider and could assess how far these outcomes were achieved. As has been stated above, the Council has little direct experience of this approach, so there would be risks in attempting a wholesale change over a short period. It also leaves little room for support to the Third Sector for innovative or start-up projects, or to fund community organisations which are providing benefits not directly aligned to current service delivery.
- 5.5 **Introduce a commissioning system along with a small grants fund.** This would give a balance between outcomes commissioned and initiated by the Council, and applications for support for projects and groups arising from the community and the Third Sector itself.
- 5.6 This is the recommended option, bringing a balance of 'top down' Council specified work to deliver its corporate commitments, and 'bottom up' activity generated by local communities. The amount available to create a small grants fund, which cannot realistically come from outside the existing grants budget, will need to be considered along with the rest of the Council's general Fund budget, with individual awards no greater than £5,000 for one year.

If the decision is to create a small grants fund, there are two options for its management:

5.7 Manage the small grants fund in-house.

5.8 The risk with this option is that the Council lacks the resources to manage the process effectively and transparently. The potential for perceptions of favouritism would also be addressed by opting for the alternative below.

5.9 Enter into an agreement with the Northamptonshire Community Foundation to manage the small grants fund on the Council's behalf.

5.10 This would incur a management fee, but would transfer the responsibility to a respected organisation whose core business is the administration of grants within the Third Sector. Links to the Council's goals would be preserved in setting up award criteria, and councillors could retain a role in decision-making. Opportunities for working with other councils offer the prospect of additional efficiencies.

6 Implications (including financial implications)

6.1 Policy

6.1.1 These proposals are consistent with the recommendations approved following the Overview and Scrutiny report.

6.2 Resources and Risk

6.2.1 The budget for community grants in 2009-10 is £633,220. The recommendation of this report is to identify a proportion of this in 2010-11 as a small grants fund. The size of the total budget is of course at Council's discretion as part of the General Fund budget.

6.2.2 There is no individual member of staff in the Council who is dedicated to working with the Third Sector or administering grants. Given the pressure on resources it is not considered realistic to create such a post. This is one argument for working in partnership with the Community Foundation in administering a small grants fund.

6.2.3 There are three key risks to consider. First, withdrawing funds from a Third Sector organisation may threaten its existence, and the implications of that for the whole community and into the future need to be considered. Losing such an organisation may weaken the resilience of the sector as a whole. On the other hand, the Council must be mindful of value for money and certainly cannot guarantee funding any organisation in perpetuity.

6.2.4 Second, there is a risk that an organisation may fail to deliver the outcomes for which it is commissioned. This is the same risk as is found in contracting services out to the private sector, and can be addressed by making appropriate and thorough enquiries before the arrangement begins, then monitoring performance. It is also appropriate – and consistent with the Compact – to work with the organisation to manage these risks in advance.

6.2.5 Third, the Council needs to ensure that public money is properly accounted for. The degree of scrutiny needs to be proportionate to the sums and the risks, but monitoring must include appropriate financial oversight. The

Northamptonshire Community Foundation is part of a national network and has a track record of successful and reliable administration of charitable and similar funds, which gives confidence in how the small grants fund would be handled.

6.3 Legal

- 6.3.1 None immediately from this report. There will be contractual issues in regard to both existing grants which may come to an end, and new arrangements to be negotiated and agreed.

6.4 Equality

- 6.4.1 Third Sector organisations are key to identifying and addressing the needs of diverse communities. An outcome of the recommendations should be that access to funding particularly for smaller or more recently established groups is made easier. An Equality Impact Assessment was undertaken in 2008, and this report takes forward many of the recommendations arising from that.

6.5 Consultees (Internal and External)

In addition to the consultation carried out as part of the Overview and Scrutiny review, this report has been developed through the assistance of a working group whose members are:

Cllr Brendan Glynane

Cllr David Palethorpe

Cllr Tess Scott

Dominic McClean, Chief Executive, Northampton Volunteering Centre

Victoria Miles, Chief Executive, Northamptonshire Community Foundation

Sandra Bell, Chair, Northampton Voluntary Sector Forum

Claudette Wray-Chambers, Northamptonshire County Council

Steph Billson, Northamptonshire County Council

Cara Boden, Assistant Chief Executive, NBC

6.6 How the Proposals deliver Priority Outcomes

- 6.6.1 The Council's Corporate Plan states that "we will work with partners to achieve effective working with the voluntary and community sectors". This report is intended to improve that working relationship.

7 Background Papers

The Northamptonshire Joint Agencies Voluntary and Community Sector Compact ("The Compact") – December 2002

Report of the Overview and Scrutiny Voluntary Sector Task and Finish Group – September 2007

Minutes of meetings of the Working Group (see 6.5 above)

Thomas Hall
Head of Policy and Community Engagement
Ext 7593

Appendices



Item No.

9

NORTHAMPTON
BOROUGH COUNCIL

CABINET REPORT

Report Title	MARKET SQUARE WATER FEATURE - PROJECT APPRAISAL
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 August 2009
Key Decision:	YES
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Finance and Support
Accountable Cabinet Member:	David Perkins
Ward(s)	Castle Ward

1. Purpose

1.1 The purpose of the report is to:

- Request approval for a capital scheme for a water feature at the gateway to the market square to be included in the Council's capital programme for 2009-10 funded from a variation to the main Market Square project.
- Request approval of additional ongoing revenue budget for running the water feature as a result of the capital appraisal brought with this report.

2. Recommendations

2.1 That Cabinet approve the following scheme to be included in the capital programme for 2009-10.

Scheme Reference, Description & Directorate	Narrative	2009-10 £	Future Years £	Funding Source
2009-10 GF062 Market Square Fountain Planning & Regeneration	The purchase and installation of a 7 jet dry plaza fountain in the gateway area of the Market Square.	98,027	-	NEL

Further details of this appraisal can be seen at Annex A to this report

- 2.2 That Cabinet approve the following to be included in the proposed revenue budget from 2010-11 as an unavoidable growth item that will be required as a result of the above capital appraisal.

Description	Narrative	2010-11 £	Future Years
Maintenance	The manufacturer will undertake monthly and quarterly maintenance checks.	6,000	The revenue budget will be required on an ongoing basis, with an increase to all elements for inflation each year. Installation is not planned until March 2010 therefore there will be no revenue implications in 2009-10.
Consumables	Products required to ensure that the water used meets health and safety requirements.	1,500	
Contingency	To cover the cost of any unforeseen operational issues.	5,000	
Electricity	Based on 4380 hours (at £1.10 per hour) per annum.	4,818	
Total		17,318	

- 2.3 That Cabinet approve that the £5,000 contingency item element of the revenue budget be set aside in an earmarked reserve.
- 2.4 That Cabinet approve the following variation to a scheme in the capital programme for 2009-10 that will be required as a result of the above capital appraisal.

Scheme Reference, Description & Directorate	Narrative	2009-10 £	Future Years £	Funding Source
2008-09 GF068 V02 Market Square as a Flexible Space Planning & Regeneration	NEL funding has been approved for the wider market square project. This funding will cover the capital expenditure for the water feature. However, the water feature is being submitted as a separate project due to the additional revenue budget implications.	(98,027)	-	NEL

Further details of this variation can be found at Annex B of this report.

3. Issues and Choices

3.1 Report Background

- 3.1.1 Cabinet approved the latest approved capital programme for 2009-10 on 20th May 2009.
- 3.1.2 The latest proposed capital programme for 2009-10 is a separate item on the agenda for the 5th August Cabinet.

3.2 Issues

- 3.2.1 The public consultation on the Market Square identified a water feature as a key item that people would want to see in the refurbished market square.
- 3.2.2 The market square project board have given all the consultation responses consideration and have determined that this strongly supported item can be delivered. The Market Square Project Board endorsed the water feature proposal at its meeting on 8 May 2009.
- 3.2.3 A water feature will provide excellent definition to the entrance to the market square gateway, and will also serve as an attraction to people to come into the Market Square itself. A subtle contemporary style is preferred, which will complement the current style of the Market Square while still showing that it is a modern and vibrant place to be.
- 3.2.4 Efficient motors and controls will be a requirement for the manufacturer designing the water feature. Solar panels and wind power can be considered at detailed design stage. However, as NBC does not own the buildings surrounding the site there may be constraints that make this a non viable option. There may also be additional capital cost, depending on the option chosen, as it would require, for example, a number of solar panels to provide the power requirements of the pump and other plant.
- 3.2.5 The capital element of the market square fountain project is to be funded by the grant from Northamptonshire Enterprise Limited (NEL). This funding has already been approved as part of the wider market square project. The capital

budget for the market square as a flexible space project will be amended accordingly and diverted to the Market Square fountain project.

- 3.2.6 Funding for the revenue element of the Market Square fountain project will be identified as part of the 2010-11 budget process.
- 3.2.7 All proposals put forward for approval with this report have been submitted on capital project appraisal or variation forms, with agreement by, amongst others, the relevant Director, the Section 151 Officer and the appropriate Cabinet Portfolio Holder. Copies of the capital project appraisals and variation forms, which are listed as background papers, are available on request.
- 3.2.8 All schemes in the capital programme, whether included in the original programme, arising from slippage, or added to the programme during the year, are fully funded, either from borrowing, internal resources or from external funding arrangements.
- 3.2.9 There will be no change to the total proposed capital programme and associated financing for 2009-10 as a result of the project appraisals brought with this report. The latest proposed programme is set out in the table below:

	Programme	Financing
	£000	£000
Latest proposed programme (Separate item on the agenda, 5 th August Cabinet)	24,695	24,695
Appraisal within this report	98	98
Variation within this report	(98)	(98)
Latest proposed programme	24,695	24,695

Future Reports to Cabinet

- 3.2.10 In line with best practice and with CAA requirements, capital programme monitoring information for 2009-10 will be brought to Cabinet on a monthly basis, with the next report being brought to the 23rd September Cabinet 2009.

3.3 Choices (Options)

- 3.3.1 Cabinet are asked to approve the inclusion of the Market Square capital scheme at paragraph 2.1 into the Council's capital programme and to approve the variation to the agreed capital programme set out at paragraph 2.3.
- 3.3.2 Cabinet are asked to approve the additional ongoing revenue budget set out at paragraph 2.2.

4. Implications (including financial implications)

4.1 Policy

- 4.1.1 All schemes within the capital programme are within existing policy

4.2 Resources and Risk

- 4.2.1 All schemes included in the capital programme, or put forward for approval, are fully funded, either through borrowing, internal resources or external funding arrangements.
- 4.2.2 Any revenue budget implications related to the capital projects are set out in the capital project appraisals, and fed into revenue budget planning as appropriate (i.e. through revenue budget monitoring, budget build or medium term financial planning).
- 4.2.3 Financial and non-financial risks related to the capital projects are addressed in the capital project appraisals.
- 4.2.4 The fountain will be on a timer so will automatically switch on and off so saving energy by not being left on for extended periods. The controls will also switch the fountain off in high winds of too low temperatures.

4.3 Legal

- 4.3.1 Legal implications related to the capital projects are addressed in the capital project appraisals.
- 4.3.2 There are no specific legal implications arising from this report.

4.4 Equality

- 4.4.1 Equalities implications related to the capital projects are addressed in the capital project appraisals. Many of the schemes in the programme are specifically targeted at addressing equalities issues. Project managers are responsible for ensuring that Equality Impact Assessments (EIAs) are completed for their schemes, and that any equalities issues associated with the project are correctly addressed.

4.5 Consultees (Internal and External)

- 4.5.1 Each capital project appraisal and project variation for schemes in the programme has been put together by the Project Manager, in consultation with other officers and the Cabinet Portfolio Holder.
- 4.5.2 In respect of consultation with stakeholders on individual schemes, details are contained within the capital project appraisals

4.6 How the Proposals deliver Priority Outcomes

- 4.6.1 The extent to which each project meets the Council's objectives and priorities is described within the individual capital project appraisals.
- 4.6.2 The use of capital project appraisals to determine and agree capital schemes in accordance with the objectives and priorities of the authority, and the effective monitoring and reporting of capital programme activity both contribute to improving the CAA Use of Resources score. This supports the Council's priority to be a well-managed organisation that puts our customers at the heart of what we do.

4.7 Other Implications

4.7.1 There are no other specific implications arising from this report.

5. Background Papers

5.1 Cabinet & Council Reports – 2009-10 Capital Programme (Cabinet unless stated)

- 19 February 2009 - Capital Programme 2009-10 to 2011
- 26 February 2009 (Council) - Capital Programme 2009-10 to 2011
- 5 August 2009 – Capital Programme 2009-10 Position as at end of May 2009

5.2 Capital Project Appraisals

- 2009-10 GF062 Market Square Fountain

5.3 Capital Project Variations

- 2008-09 GF068 V02 Market Square as a Flexible Space

Bev Dixon, Finance Manager – Capital & Treasury, ext 7401
Rebecca Smith, Assistant Head of Finance, ext 8046

Project Appraisals put forward for Cabinet Approval

A1

1	Project Title	Market Square Entrance Fountain					
2	Appraisal Reference	2009-10/GF062					
3	Directorate	Planning and Regeneration					
4	Service Block	Environmental, Protective and Cultural Services					
5	Outline description (including specific works)						
	<p>The installation of a fountain in the entrance area to the Square.</p> <p>The Market Square entrance area is part of the wider Market Square project. The main feature in the entrance area to the square is a new 7 jet dry plaza fountain. The fountain will create a dynamic feature in the gateway area to the newly transformed market. The wider project aims to strengthen the use of the market square by putting on an inspiring programme of events so bringing new trade into the town.</p>						
6	Consequences of not undertaking the project and impact on the community or employees						
	<p>If the wider market Square project did not happen the market would continue to decline and funding may not be available from NEL in future years to complete this project. The fountain being an element of this project has evolved and is the result of a public exhibition of which the most popular answer for a feature in the gateway to the square was a water fountain. If the water feature did not go ahead this could have a negative impact on the Council's reputation as we would not be listening to our public.</p>						
7	Project budget	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
	Capital costs	98,027		0	0	0	98,027
	Revenue consequences	0	16,880	16,880	16,880	16,880	67,520
8	Source of capital funding	SCE (R) Single Capital Pot	Prudential Borrowing	Major Repairs Reserve	Grant & 3rd Party Contribs	Other	Total
		£	£	£	£	£	£
		0	0	0	98,027	0	98,027
	<p>(£900,000 has been secured from Northamptonshire Enterprise Limited, to deliver the wider market square project of which the fountain is one element of the project)</p>						

Project Variations put forward for Cabinet Approval

B1

1	Project Title	Market Square as a Flexible Space					
2	Original Appraisal Ref	2008-09 GF068					
3	Variation Ref Number	2008-09 GF068 V02					
4	Directorate	Planning & Regeneration					
5	Service Block	Environmental, Protective and Cultural Services					
6	Reason for variation						
	<p>The result of a public exhibition found that the most popular answer for a feature in the gateway to the square was a water fountain. Funding has already been approved by Northamptonshire Enterprise Limited to improve the market square and can be used for a fountain, however the water feature will be submitted to Cabinet as a separate project due to the additional revenue budget implications related to it. The market square as a flexible space budget will therefore be reduced by £98,027, this will be used for the Market Square Fountain project if approved by Cabinet.</p>						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
		(98,027)	0	0	0	0	(98,027)
II	Project funding	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
		(98,027)	0	0	0	0	(98,027)
III	Funding source						
	Northamptonshire Enterprise Limited. Please note: this is not a reduction in funding, the funding will be used for the Market Square Fountain project.						

Appendices



Item No.

10

NORTHAMPTON
BOROUGH COUNCIL

CABINET REPORT

Report Title

Appointment of Value for Money Partner

AGENDA STATUS:

PUBLIC

Cabinet Meeting Date:	05 August 2009
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Environment & Culture
Accountable Cabinet Member:	Trini Crake / Paul Varnsberry
Ward(s)	Non-specific

1. Purpose

- 1.1 To seek approval from Cabinet for the appointment of a value for money partner to work with the Directorate of Environment of Culture and with other council directorates, other councils and partner agencies, if opportunities arise.

2. Recommendations

- 2.1 That Cabinet agrees to appoint Northgate Kendric Ash (via its partner AMTEC) to be a value for money partner to the council for a period of two years from 1st September 2009.
- 2.2 That Cabinet notes that there is no cost commitment at this stage directly arising from agreeing to appoint a value for money partner and that the financial implications of the appointment are likely to be significant if the value for money partner is successful in achieving high value savings.
- 2.3 That Cabinet notes that, in consultation with relevant portfolio holders, a work programme will be developed to establish a programme that will deliver service improvements, efficiencies and better value for money.

3. Issues and Choices

3.1 Background

- 3.1.1 The purpose of the value for money partner is to identify opportunities to achieve service improvements and efficiencies and to see such opportunities through to implementation. As Cabinet members know, the Environment and Culture Directorate provides a broad range of frontline services to the people of Northampton. Subject to Cabinet agreement, our proposed partner will be invited to assess the services provided within the Directorate of Environment and Culture to identify and deliver customer focused improvement, with a strong emphasis on achieving significant cashable savings.
- 3.1.2 The focus of activity is likely to be waste, street care, car parks, markets and town centre operations. As well as commercial expertise and knowledge of best practice in all sectors, our proposed partner has demonstrated a strong track record of delivery in the same and similar environments.
- 3.1.3 Our proposed partner operates a robust commercial risk model that means 100% of its fees are dependent on the realisation of cashable savings. Fees are capped at an agreed level so as to protect the council from cost escalation that might otherwise arise if savings achieved are higher than predicted.
- 3.1.4 Subject to Cabinet approval, key tasks for our proposed partner will be as follows:
- Feasibility study of all services to assess key opportunities for improvement, savings and efficiency gains
 - Development of a work programme, comprising a range of individual improvement projects that will better meet the needs of customers
 - Dependent on establishment of robust costs/benefits, agreement and implementation of approved projects

3.2 Procurement process

- 3.2.1 Procurement of the value for money partner was undertaken through the Buying Solutions Organisational Consultancy framework.
- 3.2.2 Three proposals were received and robustly evaluated in order to identify the organisation that was the best fit against pre-determined criteria in respect of quality and cost.
- 3.2.3 The process followed is consistent with national best practice and the council's own procurement policy.

3.3 Choices (options)

- 3.3.1 Cabinet could choose to agree to enter into an agreement with the recommended supplier so that a programme of work can be developed that will improve customer satisfaction, enhance services, reduce costs and achieve efficiencies.
- 3.3.2 Alternatively Cabinet could choose to use only internal resource to drive improvement, although this approach would mean progress would be slower and the opportunity to use commercial expertise and to draw on national best practice would be significantly diminished.

4. Implications (including financial implications)

4.1 Policy

4.1.1 There is no direct impact on policy arising from this report.

4.2 Resources and Risk

4.2.1 There are no costs arising directly from this report. Financial implications may be significant if the value for money partner is successful in achieving high value savings.

4.2.2 Care will be taken to put in place robust governance and tight monitoring arrangements around the work programme to ensure the council obtains maximum value throughout its relationship with the value for money partner.

4.2.3 The shared risk and reward model that will be operated will minimise the risk to the council and reduce the need for invest to save funding.

4.2.4 Introduction of a value for money partner will bring additional capacity to the council and will be used to augment internal resource so that improvements can be implemented at a faster pace.

4.3 Legal

4.3.1 This procurement process has been undertaken in accordance with procurement regulations and council policy.

4.4 Equality

4.4.1 There are no equalities issues directly associated with this report. The council has stringent standards in relation to equalities and any changes introduced will be fully consistent with these standards.

4.5 Consultees (Internal and External)

4.5.1 Appropriate consultation will be undertaken with relevant stakeholders as the work programme is developed and throughout its implementation.

4.6 How the Proposals deliver Priority Outcomes

4.6.1 The proposals contained in this report will contribute to the priority outcome of 'a well managed organisation that puts the customer at the heart of what we do'

4.7 Other Implications

4.7.1 None

5. Background Papers

5.1 None

Julie Seddon, Director of Environment & Culture, ext 7379

Appendices
2



NORTHAMPTON
BOROUGH COUNCIL

Item No.

11

CABINET REPORT

Report Title	Response to Government Consultation on Proposed Changes to Concessionary Fares Administration
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	15 July 2009
Key Decision:	NO
Listed on Forward Plan:	NO
Within Policy:	YES
Policy Document:	NO
Directorate:	Finance and Support
Accountable Cabinet Member:	David Perkins
Ward(s)	Not Applicable

1. Purpose

- 1.1 This report presents the response to the Department for Transport consultation on changes to the administration of the statutory concessionary fares scheme.

2. Recommendations

- 2.1 Cabinet to confirm the consultation response and the potential impact on the medium term financial strategy.

3. Issues and Choices

3.1 Report Background

- 3.1.1 The Department for Transport has invited local authorities to consider proposals for changing the level at which the statutory concessionary fares scheme is administered with a view to addressing a number of issues with the current district level administration.

3.1.2 The options considered are:

- To leave the administration at district level as at present
- To make the administration of the scheme an upper tier (county) function.
- To centralise the whole scheme and run it nationally.
- To set up an administration for the scheme at regional level.

3.2 Issues

- 3.2.1 Should the administration of the scheme remain with the authority, the risks of continuing increases in demand, with funding levels that are not rising at the same pace will remain with the authority.
- 3.2.2 It is recognised that the funding of the scheme can never match the actual pattern of expenditure, and there is a significant risk to authorities as demand rises as a result. NBC does feel the impact of this problem.
- 3.2.3 In addition, there are some authorities who self fund discretionary enhancements to the statutory scheme. These enhancements, if any, vary by authority. This can give rise to confusion among operators as to entitlements of the concessionary customers.
- 3.2.4 Service operators have identified the number of negotiations required in the district administration as burdensome and time consuming, and, as a result, costly.
- 3.2.5 Proposals are therefore being considered with a view to changing the level at which the scheme is administered, with the Department for Transport's preferred option (according to Settlement Working Group – SWG – papers) being county level, with funding re-apportioned on the basis of expenditure.
- 3.2.6 The consultation response at annex A sets out the council's views on the proposals set out.
- 3.2.7 Note that any changes to funding will be the subject of a separate consultation in summer 2010, as this will depend on the outcome of this consultation and the option chosen.

3.3 Choices (Options)

- 3.3.1 Cabinet is invited to consider the report and note the potential implications of any change of administration to the statutory scheme.

4. Implications (including financial implications)

4.1 Policy

- 4.1.1 There are no policy issues arising from this report.

4.2 Resources and Risk

- 4.2.1 There are no specific risk and resource issues arising from this report.
- 4.2.2 There are risks, particularly financial risks, associated with the outcome of the consultation, depending on the course to be pursued. However this will be

the subject of a separate consultation in July 2010 in accordance with the DfT timetable.

4.3 Legal

4.3.1 There are no specific legal implications arising from this report.

4.4 Equality

4.4.1 There are no specific equalities implications arising from this report.

4.5 Consultees (Internal and External)

4.5.1 Colleagues in Regeneration with expertise in this area have been consulted.

4.6 How the Proposals deliver Priority Outcomes

4.6.1 Not applicable

4.7 Other Implications

4.7.1 Not applicable

5. Background Papers

5.1 Department for Transport consultation paper 'Possible Changes to the Administration of Concessionary Travel'

Rebecca Smith, Assistant Head of Finance, ext 8046
Isabell Procter, Director of Finance and Support, ext 8757

Consultation on Possible Changes to the Administration of Concessionary Fares

Response of Northampton Borough Council

Northampton borough Council welcomes the opportunity to contribute to the consultation on concessionary fares.

Question 1 – Are there other problems stemming from the current administrative arrangements that are not covered by this list?

The list given shows the main problems with the current arrangements for concessionary fares, the difficulty of accurately funding TCAs, capacity, and conflict problems being the most significant for this authority.

Question 2 – Do you think that the current level of administration is the most appropriate?

There are fundamental problems with the current system, which have been significant enough to lead to a review of the administration of concessionary fares and specifically this consultation. The problems to date indicate strongly that the current method of administration is not appropriate.

The main problem with this is where local districts have 'topped up' the statutory scheme, and it could be difficult to continue to offer the additional level of support should the administration arrangements change. However it should be possible for most authorities in this position to negotiate with their upper tier authority to continue to offer any additional service with appropriate payment.

If the scheme administration is to remain at district level, work needs to be done to amend the funding. Given the demand driven nature of the statutory scheme, it would be much better administered as a claim based grant, so that all authorities can be confident of full reimbursement, instead of some receiving a windfall and others struggling to cope with escalating costs of increasing demand.

For this reason, whichever option is taken, any changes to the distribution of funding need to be based on the amounts originally given to each authority as detailed in the CLG's 2005/06 formula grant exemplification tables.

Any change to funding should definitely **not** be based on expenditure levels in any way, as this would only serve to preserve the existing inadequacies of the funding distribution in perpetuity.

Question 3 – Do you think a system of 'higher-tier' administration would be the most appropriate?

Obviously in the current economic climate, efficiencies of any kind are highly desirable, and the economies of scale that this could deliver would be of benefit in that respect.

In addition, the reduction in the levels of negotiation, and the increased level of consistency in arrangements that is likely to result should also be beneficial to authorities and operators alike.

The suggestion that some county councils may choose to or be willing to subcontract some of the administration to districts is welcomed, and this should be encouraged. This suggestion that if districts were responsible for assessing the eligibility of applicants they might not 'properly control pass numbers' is unfounded. Provided an adequate SLA is agreed defining how the assessment should take place, there should be no issue here. This could also help in instances where a district wishes to fund a top up to the statutory scheme by not overcomplicating the administrative burden on the upper tier.

However, the examples given by the case studies may offer an alternative and potentially fairer model that builds on the strengths of the current system and the upper tier system. The Government could consider requiring upper and lower tier authorities to work in partnership, probably within county boundaries.

This could work under a similar pooled funding system to case study 1, with differing rates of demand and demand growth being a shared issue, rather than being the burden of a single under funded authority. That said, it must be acknowledged that some authorities work together better than others.

The transitional impacts of transferring funding to upper tier authorities is a crucial issue that needs to be addressed incorporating a full assessment of the financial impact that this would have on individual authorities. Failure to adequately address this issue could lead to materially greater dissatisfaction in changing the scheme than exists in the current system.

Question 4 – Do you think that a centrally administered statutory minimum concession would be most appropriate at this time?

Northampton Borough Council does not agree that a centrally administered concession is the most appropriate.

Despite the assertion that centralisation would remove all problems associated with accurately funding local authorities, this is not necessarily the case. As explained in the previous answer, if the method of removing the concessionary fares funding from local authorities is not appropriately undertaken, then these problems will remain.

While the efficiency argument may be sound, there is a very real risk, based on similar historic projects, that the set up and running of a new national administration structure could heavily outweigh any efficiency benefits derived.

Far more than the 'upper tier' solution, this would limit or remove the possibility of district funded top up schemes. It seems unlikely that a central administration would want to run a number of additional schemes that vary according to locality, and as indicated in the consultation paper, incorporating

all local schemes on a national basis would be prohibitive both financially and administratively.

Question 5 – Do you think a regional tier of administration might ultimately be most appropriate?

A regional approach is potentially more costly to set up than a centralised administration, as it would necessitate the creation of numerous regional offices.

The disadvantages otherwise are very similar to the centralisation option, and for this reason the authority does not believe that a regional approach is the most appropriate.

Question 6 – Are there any other options for administering the statutory minimum concession that are missing from this list?

The other possibility is, as mentioned above, to retain the district level (or move to county) administration, but amend the funding to a claimed grant.

Provided the method of recovering the funding from the districts is fair and reasonable this could address a number of the issues raised in the consultation.

Question 7 – Should all local authorities retain the ability to establish discretionary travels schemes using powers under the 1985 Transport Act, as now?

There is no reason to remove this power from district authorities.

There are other options for managing the administration of a local variant, provided the administration of concessionary fares is not moved to too high a tier of government. While it remains at county or district level, the discretion to adopt local schemes should remain. District (or upper tier, where appropriate) authorities will have to accept that there may be an additional cost to this if separate administration levels are needed. This would form part of the decision making information.

Question 8 – Should the ability to establish discretionary travels schemes using powers under the 1985 Transport Act be limited to upper tier authorities?

The authority does not agree that these powers should be limited to upper tier authorities.

It should be possible for districts to negotiate appropriate solutions for local people with their upper tier colleagues, and limit or prevent any reduction in concessions currently being received. Or, alternatively, district authorities could deliver the additional concessions themselves, although this is likely to be less efficient.

Question 9 – Should lower tier authorities ability to establish discretionary travel concessions using powers under the 1985 Transport Act be limited to circumstances where they had to act jointly with upper tier authorities only?

Given the current drive for efficiency, it would be a practical line to take to limit the powers to joint action. However, it is not particularly necessary.

Question 10 – Do you have any relevant data that could inform the cost/benefit estimates that will be used in the final impact assessment?

NBC does have data that could be useful in the impact assessment. In addition, we strongly advise that the formula grant exemplification used for the initial introduction of the statutory scheme is used a core piece of information in carrying out that analysis.

A summary of the authority's funding and cost data is appended to this consultation response.

Question 11 – Bearing in mind that there would be a separate consultation on funding implications of any changes to the administration of concessionary fares, are there any other issues around funding that are not considered here?

As there will be a separate consultation on funding issues, we would like to take this opportunity to raise some concerns in that regard now in order that they might be taken into account in preparing that consultation paper.

While we accept that it is not generally possible to identify how much formula grant is allocated to a local authority for a particular service, in this case it is possible to approximate the original contributions, and this is a key issue that is not considered here.

It is important that transfers of funding link very closely with the amount individual authorities received in the original allocation through the formula grant mechanism as illustrated in the CLG's 2005/06 formula grant changes exemplification tables.

Recent papers considered by the Settlement Working Group have focussed heavily on illustrating adjustments to formula grant based on the level of concessionary fares expenditure in each authority. However such an approach will embed the financial inadequacies of the current administration method, identified in the consultation paper as one of the key problems with the existing system, in the overall funding system.

For example, this authority originally received £1.09m according to the exemplification, and has had a minimal or floor increase in grant since then. This means that the most that could pragmatically be said to be in the formula grant at the end of 2008/09 is £1.165m. Recent exemplifications from SWG based on expenditure would remove at least £2.8m from our formula grant after floor damping on a permanent basis. This is clearly not appropriate.

As demand for concessionary fares in our district is rapidly increasing each year, and far outstripping any increases in funding, it is clear that adjusting funding on the basis of expenditure is inappropriate in this instance.

To the detriment of its citizens (due to the impact on other services), the council has been funding the local shortfall in Government funding for the statutory scheme caused by the inadequacies of the original funding distribution since its introduction. The current SWG proposals would lock the problems of that shortfall and its consequential impact on local people into the council's funding on a permanent basis. This is why it is so important that regard is had to the original exemplifications of what each authority has actually received.

Changes to funding will no doubt be the key bone of contention in any change of administration, but sufficient information is available to enable this to be done reasonably fairly, and methodologies based on expenditure level are fundamentally inappropriate.

In addition, if it is decided to use the expenditure figures (whether adjusted or not) to determine the level of change, it is essential that these are adjusted for the amount of specific grant funding that the authority receives in relation to concessionary fares, otherwise the formula grant impact is further distorted.

Data For Q10 of the Consultation of Future Administration of Concessionary Fares

Concessionary Fares Estimate Assuming it Increased in Line with NBC Actual Grant Allocations

Year	Value £k	Form Grt NBC Increase		Actual Grant £	Base Position £	Comparable Grant Increase £	%
2005/06	1,090	Base	= Exemplification amount				
2006/07	1,123	3.0%	NBC was at the Floor	17,950,929	17,428,086	522,843	3.00%
2007/08	1,153	2.7%	NBC was at the Floor	18,405,348	17,921,469	483,879	2.70%
2008/09	1,165	1.0%	NBC was Scaled Back	18,697,311	18,512,189	185,122	1.00%
2009/10	1,170	0.5%	NBC was Scaled Back	18,836,609	18,742,895	93,714	0.50%
2010/11	1,176	0.5%	NBC is at the Floor	18,936,385	18,842,174	94,211	0.50%
						1,379,769	

SWG Exemplifications after Floor Damping Changes from 2008/09 Settlement

	SWG Exemplification for NBC £m	NBC Actual Grant Increase 05/6 to 08/9 £m	Excess Over Grant Received by NBC £m
Option 1	-2.784	1.1918	-1.5922
Option 2	-2.869	1.1918	-1.6772
Option 3	-3.128	1.1918	-1.9362
Option 4	-2.928	1.1918	-1.7362

Total increase in formula grant 2005/06 to 2008/09 for NBC **£m**
1.1918

NBC Cost Data - Statutory Scheme - Fares

Year	Value £k
2005/06	465
2006/07	2,021
2007/08	2,040
2008/09	2,604
2009/10	3,356 Budget

2010/11 **Data For Q10 of the Consultation of Future Administration of Concessionary Fares**
4,021 Budget

Appendices



NORTHAMPTON
BOROUGH COUNCIL

Item No.

12

CABINET REPORT

Report Title	CAR PARK REPAIRS IN CONJUNCTION WITH PROPOSED DEVELOPMENT AGREEMENT FOR GROSVENOR/GREYFRIARS SCHEME
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 th August 2009
Key Decision:	YES
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Management Board Planning & Regeneration Finance & Support
Accountable Cabinet Members:	Cllr. Richard Church, Cllr. David Perkins
Ward	Castle

1. Purpose

1.1 This report requests Cabinet authorisation for capital funding to enable major capital improvements to the Grosvenor Centre car park. The works are required to protect the Council in respect of current contractual liabilities and to assist the final negotiations of the proposed Conditional Development Agreement relating to the Grosvenor / Greyfriars complex.

2. Recommendations

2.1 To approve a capital allocation of up to £1.75m in 2009/10 to fund essential Capital works to enhance the standard of the Grosvenor Centre Car Park.

3. Issues and Choices

3.1 Report Background

- 3.1.1 For in excess of eight years planned maintenance to the Grosvenor Car Park has been minimal due to proposed plans to expand the shopping centre. Works undertaken have been limited to addressing essential maintenance and compliance with health and safety issues. At one time, under a previous proposed scheme, a portion of this car park was due for demolition, which formed the reasoning behind this strategy.
- 3.1.2 As a result the Grosvenor Car Park now has a significant number of defects. Whilst the building is currently safe to use, essential work is urgently required to prevent further progressive deterioration.
- 3.1.3 The main problem is the ingress of water to parts of the reinforced concrete structure, which has caused the steel reinforcement to corrode resulting in the surrounding concrete to crack and spall. In addition, the waterproof membrane to the upper exposed floors has failed together with the majority of the movement joints. Water is ponding on the running lanes at all floor levels.
- 3.1.4 The Grosvenor car park is situated immediately above the Grosvenor Centre, which itself is subject to a long lease to Legal and General, (L&G). However, the car park itself is not let to L & G and its management and maintenance is the responsibility of this Council. Nevertheless, the Council has direct obligations to L & G under the terms of the lease of the Centre. In default of this Council complying with these obligations, L & G ultimately have an enforceable contractual right to complete necessary work and to recover the cost from this Council as a debt. This Council receives the parking fee income generated from the car park.

3.2 Issues

- 3.2.1 The Council is entering the final stage of negotiations with L&G in respect of a Conditional Development Agreement which would enable the regeneration of the adjacent land available for the expansion of the Grosvenor Centre. An issue raised by L&G is the current poor condition of the car park, which is proposed in their development scheme to be upgraded. L&G are concerned that in three to four years when they might take over the car park for refurbishment it could have serious structural defects.
- 3.2.2 L&G commissioned a construction cost consultant Cyril Sweett, in 2007, to undertake a structural assessment of the car park. The report highlighted a series of major works necessary to prevent further deterioration to the building and to extend its life. Separate reports were considered about the extent of works required. For the purposes of assessing the value of Council land to be incorporated in the proposed development scheme, a compromise figure was agreed as to the cost of works required (£1.75m).

- 3.2.3 In February 2009, L&G commissioned a further structural assessment by the specialist consultant AECOM, formally Faber Maunsell. Their report forecasts a rapid increase in the rate of deterioration, which ultimately could result in the closure of some of the upper floors unless necessary works are effected. The report identifies essential works deemed necessary to satisfy the requirements of the lease to prevent further deterioration. These essential works include: addressing failed movement joints, re-waterproofing the upper floors, structural concrete work and new drainage measures. The estimated cost of the works, including professional fees, will be in the region of £1.65m. These are not the full extent of works which would be required under the lease, but would address the essential elements required to arrest further deterioration and extend the car park's life.
- 3.2.4 Following lengthy negotiations with L&G, a proposed qualified cap has been provisionally agreed on the expenditure that this Council should make on addressing major works (i.e. beyond day-to-day maintenance issues) during the period between the signing of the Conditional Development Agreement and that Agreement either becoming unconditional or terminating. The qualified expenditure cap suggested is £1.75m (inclusive of professional fees).
- 3.2.5 The nature of the suggested capital scheme is such that it is very difficult to predict the likely extent of structural works, which may be necessary to bring the car park back into a satisfactory condition and thereby extend its life. In undertaking structural concrete works of this kind it is not easy to predict with precision the full extent of works required from initial visual inspection of the surface. However some areas of the work, such as renewing the waterproofing coating, can be more easily defined and therefore firmer costs can be obtained at the outset.
- 3.2.6 Under the proposed arrangements if and when the Development Agreement became unconditional, L&G would repay all of this Council's expenditure incurred to remedy the major works up to the £1.75m cap. If no Conditional Development Agreement were completed with L&G, then this expenditure would still be required to meet the Council's existing contractual responsibilities to L&G. If the Conditional Development Agreement did not become unconditional then L&G would not be obliged to repay any monies to the Council.
- 3.2.7 If, when the Council addresses these works in detail, the actual full cost of works is established to exceed £1.75m, then the Council can elect to exceed this expenditure ceiling. A further report would, of course, in these circumstances be presented to Cabinet. If the Council chose to incur any additional expenditure this would be subsequently recoverable from L & G – but only in the same circumstances as set out in 3.2.6 above.
- 3.2.8 The £1.75m cap is qualified to the extent that if L& G consider that further and additional works are required to prevent further material deterioration of the car park (during the period of the development agreement), beyond those agreed at the outset, then they can require the Council to do such works at the Council's cost (with recovery from L&G subsequently if the Conditional Development Agreement later became unconditional). Alternatively, in those circumstances, L & G could choose to do the additional work at its own initial

expense. However, they would have the right to recover that expense from this Council if the Conditional Development Agreement terminated without becoming unconditional (unless it was terminated due to their breach of the Agreement). Importantly for the protection of the Council, the judgement of whether any additional work was required to “prevent further material deterioration” (during the period after the signing of the Conditional Development Agreement) would have to be determined by a third party expert in default of any agreement.

3.2.9 The timetable for the proposed works is linked to the signing of the Development Agreement. From that point in time both parties would use reasonable endeavours to appoint a specialist consultant within six months, subject to the Council’s procurement procedures.

3.2.10 Within twelve months of signing the Development Agreement the Council would need to have appointed a contractor to undertake the works, subject to a competitive tendering procedure.

3.2.11 If the Council undertook the proposed agreed programme of major capital works, then L&G would not enforce their existing contractual rights during the period between the Conditional Development Agreement being signed and it becoming unconditional or terminating. It is important to note that completion of the major works would not absolve the Borough Council from any further liabilities under the current repairing covenant of the lease. The Council would be expected to undertake operational maintenance, planned maintenance and works necessary to satisfy Health and Safety issues until the car park was transferred to L&G. This conditional period of time could range between four and eight years.

3.2.12 In the event of the Conditional Development Agreement terminating and not becoming unconditional, then the existing contractual position between this Council and L&G regarding car park maintenance would resume in full force.

3.3 Choices (Options)

3.3.1 **Option 1** – Do nothing. The Council could choose to take no substantive action to address physical deterioration issues. This could lead to L & G serving a notice upon the Council requiring works to be undertaken. In default of action by the Council, this would lead to L & G organising works directly. This option would take control of any works from the Council and potentially cost in excess of £1.75m. This option would not enhance partnership working with L&G and resolution of the issue is a real current barrier to completion of the Conditional Development Agreement.

3.3.2 **Option 2** – Undertake the essential works to prevent further deterioration to the car park structure and to extend its life. The precise extent of the works would be agreed by both parties and if undertaken prudently are expected to be contained within the £1.75m cap. In return L&G would not, subject to the qualification at 3.2.8, enforce the repairing covenant in the existing lease. This option would enable the terms of the Development Agreement to be finalised. Further risks apply as set out in this report.

4. Implications (including financial implications)

4.1 Policy

- 4.1.1 This project is in direct support of the Council's Corporate Plan priorities *"Priority 4 of the Corporate Plan is to promote economic development and growth in Northampton."*
- 4.1.2 This project is a Key action identified within the Economic Regeneration Strategy adopted by the Council and the Local Strategic Partnership.
- 4.1.3 The project also has East Midlands Development Agency backing in support of the Regeneration Economic Strategy and is also identified in the emerging Local Development Framework.

4.2 Resources and Risk

- 4.2.1 Asset Management would undertake the project management of the specialist consultant appointed to directly organise and control the works at the property.
- 4.2.2 There are no monies set aside to fund this level of maintenance to the car park. As it is a capital scheme, enhancing and extending the life of the car part, the Council would have to fund the works either from capital receipts or prudential borrowing. The level of capital receipts available for this purpose is very limited therefore prudential borrowing is the likely option. The cost to the Council is dependant upon the timing of the planned works but essentially in the year the works are completed, and on the assumption that the cost is at the cap of £1.75m the interest payment would be circa £84k per annum (reducing annually due to the repayment of principal) plus a capital repayment of £87.5k on a straight-line basis over the life (assumed at 20 years) of the asset. These costs must be included as part of the medium term financial plan and budget process for 2010/11 onward.
- 4.2.3 There may be negative revenue implications arising from possible loss of car parking income, from some parts of the property, during the course of the works. Phasing of the works on site would need to have regard to this potential adverse impact. It is difficult to quantify what any reduction might be.

4.3 Legal

- 4.3.1 L&G can under the existing lease serve a notice upon the Council requiring the Council to undertake works to the car park. In default of action by the Council, L & G can exercise a valid legal right to complete necessary repairs and seek repayment of costs incurred from this Council.

4.4 Equality

- 4.4.1 This report in itself has no impact on Equalities and Diversity.

4.5 Consultees (Internal and External)

4.5.1 This report has been subject of consultation with the Chief Executive, Director of Planning & regeneration, Director of Finance & Support, Councillors R. Church and A. Woods.

4.6 How the Proposals deliver Priority Outcomes

4.6.1 These works will assist the final negotiation of the Development Agreement to bring forward the priority regeneration project in Northampton.

4.6.2 The delivery of economic development within the town centre is one of the Councils priorities in the Corporate Plan.

4.6.3 Delivery of this project supports the Council's Improvement Programme, particularly in strengthening Partnerships including East Midlands Development Agency, West Northamptonshire Development Corporation, Northamptonshire County Council and the Private Sector.

4.7 Other Implications

4.7.1 None specifically

5. Background Papers

5.1 Project files: Regeneration & Development

Mike Kitchen
Principal Regeneration Officer
Extension 7681

Chris Cavanagh
Head of Regeneration & Development
Extension 8461

Simon Dougall
Corporate Asset Manager
Extension 8177

Appendices
4



NORTHAMPTON
BOROUGH COUNCIL

Item No.

13

CABINET REPORT

Report Title	Housing HRA Private Finance Initiative (PFI)
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 August 2009
Key Decision:	YES
Listed on Forward Plan:	NO
Within Policy:	YES
Policy Document:	NO
Directorate:	Housing
Accountable Cabinet Member:	Councillor Sally Beardsworth
Ward(s)	Thorplands, Lumbertubs, Ecton Brook, Billing, Eastfield

1. Purpose

1.1 To advise Cabinet of the outcome of the Housing HRA PFI Expression of Interest submitted on 31st October 2008 and to set out options for the way forward.

2. Recommendations

Cabinet is requested to:

- 2.1 Note the outcome of the Expression of Interest
- 2.2 Authorise the Director of Housing to commence a procurement exercise for external advisors to assist the Council over the coming period through to the award of contracts to deliver the PFI Scheme.
- 2.3 Note that the original advisors (Public Private Partnership Programme ("4Ps"), EDAW, Grant Thornton, and Potter Raper) who supported the first bid have been retained to assist in revising the bid for Homes and Communities Agency

("HCA") approval following the reduced funding received from Communities and Local Government ("CLG").

- 2.4 The costs of the additional work referred to in 2.3 above may not be contained within the existing budget allocation for 2009/10 and Cabinet is therefore requested to authorise an additional £100,000 being transferred from the HRA Earmarked repairs Reserve to the PFI Earmarked Reserve in order to expedite this exercise.
- 2.5 Note that a further update on the revised proposal will be given at a future meeting of Cabinet

3. Issues and Choices

3.1 Report Background

- 3.1.1 Cabinet will recall that a report was submitted to their meeting on 30 October 2008, the day prior to submission of an Expression of Interest to CLG. The estimated value of that bid was £166 million, for works to four estates in east Northampton, namely Eastfield, Bellinge, Thorplands and Blackthorn. The Expression of Interest was subsequently revised to £208.6 million, to reflect adjustments to bid assumptions requested by HCA and initial feedback from residents. CLG initiated the PFI funding competition but then handed over administration to the newly formed HCA in December 2008. The initial bidding guidance encouraged bids of £100 million or more and sought area transformation in addition to capital repairs and improvements.
- 3.1.2 The outcome of the submission was announced on Friday 17th July 2009 and a copy of the letter subsequently received from HCA is attached at Appendix A. From this it can be seen that Northampton has been partially successful, with a provisional allocation of £100 million in PFI credits and a suggestion that this should be concentrated on the Eastfield estate with "other elements to be developed and confirmed over the coming weeks". The exact meaning of this is unclear, but given the competition for the funding available (24 authorities bid for more than £4 billion with only £1.8 billion available), Northampton can be proud that it was one of only 10 authorities in the country to be successful. A meeting is being arranged with the HCA PFI team to present the revised proposal (given the reduced funding) and an update will be given to Cabinet once the outcome of the revised proposal is known. It is more likely that the full implications will not be known until some time later and will therefore be the subject of a further report to Cabinet.
- 3.1.3 A survey of residents on the four estates achieved a 70% response rate and demonstrated widespread support among residents for this initiative. It will therefore be prospectively disappointing for residents of estates where the PFI programme does not proceed. It has always been the Council's position that, if the full amount of credits was not available, the programme would be reduced in area but not the scope of works which need to take place. For those areas potentially excluded from this PFI project, consideration will need to be given to what other options might be available. This will be the subject of resident consultation and a further report in due course.

- 3.1.4 Consideration needs to be given to the nature of advice the Council will need in the lead up to the next stage, which is the submission of the Outline Business Case. For the initial submission, assistance was obtained from 4Ps, a company established by the Local Government Association and specialists in local government PFI. 4Ps have been retained for the next stage, to advise on the procurement of a team of specialist advisors the Council will need both to develop the Outline business Case and to take the project through to financial close, which is the letting of the PFI contract.
- 3.1.5 At this stage the Council is not formally committed to proceed and until the meetings have taken place with HCA the full implications of proceeding cannot be spelt out. This includes the financial impact of the PFI scheme on the Housing Revenue Account and the future sustainability of the HRA. That modelling cannot take place until the PFI proposals have been modified and agreed in principle with the HCA. That modelling will be carried out as part of the continuing housing investment options review.
- 3.1.6 The costs of project implementation advice will be in excess of the European Union Procurement thresholds and therefore subject to the EU procurement rules. An outline project and procurement plan covering the next five months is attached at Appendix B. The timetable shows that, if the procurement commences immediately, the full team of advisors could be in place by November 2009. Any later start could jeopardise the ability to submit the Outline Business Case in time to the HCA, although the timetable for that submission will have to change as a result of the additional work arising from the scaled down allocation. The key point is that the new advisors will have to take over from the current advisors and there will need to be a handing over and validation process before they can commence work on the Outline Business Case submission.
- 3.1.7 It should be noted that arrangements have been made to retain the original financial, master planning and technical advisors (referred to in 2.3 above) to assist in scaling down the bid for HCA approval. This is likely to be a complex and controversial piece of work, which the original advisors are best placed to carry out. At this stage it is understood that sufficient budget allocation exists for this work, as set out below.

3.2 Issues

- 3.2.1. Initial analysis suggests that £100 million of PFI credits could fund all of the proposed works to Eastfield and one of the other three estates. The funding breakdown of the original bid, as revised in February 2009, is set out at Appendix C. As part of the review all figures will be checked again, but this shows the likely overview. This will result in difficult choices, but the Council's original position was that, if the bid was scaled down, then the same intensity of area transformation would be planned over a smaller area or number of estates. The exact detail of the options cannot be agreed before the meeting with the HCA.

3.3 Choices (Options)

The Council has essentially three choices.

- 3.3.1 Firstly, the Council could decide not to proceed with the PFI bid in the light of the Housing Investment Options Review. This is not recommended as the outcome of the review is uncertain and the PFI credits allocation at least means that planning could proceed in earnest for the transformation of two estates. The recently announced consultation on the Reform of Council Housing Finance could have major implications for Northampton, but as yet these are unclear. It is probable that the impact will not be known much before spring 2010. If primary legislation is required, changes will not be likely before 2012.
- 3.3.2 The Council could amend the proposal to do less work but over the original area of four estates. This is unlikely to find favour with the HCA and could result in the funding being lost since the scope for transformational change would inevitably be reduced.
- 3.3.3 The Council could accept the scaled down offer and embark on a process of determining the one other estate apart from Eastfield for inclusion in the revised proposal. The areas excluded from the revised proposal will be included in the Housing Investments Option Review.

4. Implications (including financial implications)

4.1 Policy

- 4.1.1 A decision on whether to proceed with the PFI initiative will affect the (consultation draft) Housing Asset Management Strategy and the Housing Investment options Review, which were reported to the 15th July 2009 meeting of Cabinet.

4.2 Resources and Risk

- 4.2.1 Cabinet authorised £175,000 being set aside as a "PFI Reserve" and approximately £94,000 has been spent in the present financial year (2009/10) on further developing the Outline Business case. The additional work, to scale down the project to the resources on offer, was not included in the budget and Cabinet is therefore requested to authorise an additional £100,000 being made available to facilitate the consultation exercise and review of areas to be included in the project. The work will entail using all of the retained advisors from the bidding phase and will include; development and consultation on criteria for deciding which areas should be kept and which should be taken out, re-modelling the bid accordingly and submitting revised financial information to HCA. The opportunity will also be taken to re-validate all of the proposals and cost assumptions used for Eastfield. Any budget remaining may be considered for use on housing investment options appraisals and consultation for the areas left out of the revised PFI scheme.
- 4.2.2 All new procurement (apart from the extensions to existing commissions to work on the revised proposal) will be subject to a full EU competitive tendering

process. Estimates of costs can only therefore be a guideline until tenders are received, but 4Ps have commenced the assembly of tender documentation. Their outline estimate of costs is shown below.

Technical (design/ competition briefs etc)	£250,000 to £400,000
Legal	£350,000
Financial	£300,000
Town Planning (advice on planning briefs etc)	£50,000
Total	£950,000-£1,100,000

4.2.3 These figures do not include possible internal strengthening needed to finance, town planning and housing teams to ensure internal supervision of external contractors is maintained at all times. 4Ps stress that these figures for external contractors are indicative only and cover a three year period. They are in line with the fees quoted in the report to Cabinet on 30th October 2008. The estimates could go up or down, subject to tender, but the full cost of about £1.1 million would not be reached unless the project proceeded to full completion. In the meantime, procurement processes will specify a maximum fee to completion of the Outline Business Case. Until a contract with a provider is confirmed, all of the costs incurred by the Council will be at risk, but the Council could decide to withdraw before all the identified costs have been incurred. Conversely, it is possible that some costs could rise above the figures quoted. If the project proceeds to contract closure, then all of these costs can be set against the capital budget.

4.3 Legal

It is too early at this stage to provide a thorough legal appraisal of the scheme and the legal risks involved. These risks will be evaluated as the process and scheme moves forward.

4.4 Equality

Equality impact assessments will be undertaken to ensure that any areas excluded in the revised proposal are chosen equitably.

4.5 Consultees (Internal and External)

Corporate PFI project group.

Legal

Finance

4.6 How the Proposals deliver Priority Outcomes

The five key priorities and underpinning commitments of the Corporate Plan 2008-11, adopted by the Council on 28 February 2008, are;

- We will help our communities become safer, greener and cleaner
- We will improve housing and health to enhance the well-being of our communities
- We will be a well managed organisation that puts our customers at the heart of what we do
- We will promote economic development and growth in Northampton
- We will strengthen our commitment to partnership working and engaging with our communities to deliver better outcomes

The successful PFI bid would contribute to all of these.

4.7 Other Implications

A copy of the initial risk map covering the period up to Outline business case is attached at Appendix D. The full risk map for the life of the scheme, including implementation is under development.

5. Background Papers

Cabinet Report/Minutes of 30 October 2008

Appendices

A: Letter from HCA dated 20th July 2009

B: Short –term project plan

C: Funding Breakdown from the initial Expression of Interest

D: Initial Risk Map.

Lesley Wearing, Director of Housing

Northampton Borough Council
Estate Renewal Team
Cliftonville House
Bedford Road
NORTHAMPTON
NN4 7NR

20 July 2009

Dear

**THE 6th ROUND OF PRIVATE FINANCE INITIATIVE (PFI) SCHEMES:
NORTHAMPTON BOROUGH PFI PROJECT PROPOSAL: SCALED BACK OFFER**

Thank you for submitting an application to the 6th round of PFI housing schemes. I am pleased to confirm that Northampton Borough Council are one of the authorities invited to proceed to the next stage of the bidding process and develop an outline business case (OBC), subject to your scheme continuing to demonstrate value for money and meet the relevant criteria. As you will be aware, we were significantly over-subscribed in the bidding round, as a result of which we are unable to support in full the proposals you originally submitted. However, as discussed recently with Steve Trueman, we would like to offer you the opportunity to develop a scheme which includes the work proposed to the Eastfield estate and other elements, to be developed and confirmed, up to a maximum PFI credit level of £100m.

All PFI OBCs must be endorsed by the inter-departmental Project Review Group (PRG). It is at this point that the level of credits allocated to your project will be formalised although, we must stress, that you should work on the basis that **£100m** is the maximum level of credits for your scheme. We may be able to allow a limited increase in exceptional circumstances but due to restrictions on the resources available you should not assume that we will agree to this.

I attach, at Annex A, the prioritisation criteria for HRA and Non-HRA housing PFI schemes. You should address each of these criteria in your OBC, in addition to the published criteria of the PRG and the PRG code of conduct. We will need to agree a timetable for the production of the OBC which we will then expect you to adhere to. We will review the scheme's place on the programme if it becomes apparent that this will not be achieved.

CLG and the 4Ps have updated the Procurement Pack for Housing PFI and will update the Housing PFI financial model and guidance. We expect all schemes to comply with the Housing PFI Procurement Pack (HPPP), as well as HM Treasury Standardisation of PFI Contracts (SoPC) Guidance, version 4, including all updates, and Value for Money (VfM) Assessment Guidance.

We will be holding a workshop on Tuesday 4th August to assist you in the development of your project and use of the procurement pack. This workshop is for local authority representatives only and 2 places have been allocated for each authority. We recommend that the person responsible for your proposal, or project manager, attend along with whoever will be responsible for the modelling and cost input work.

I would be grateful if you would return the form at Annex B to Judith Ijewere by 28th July to confirm your attendance. Further details on the programme for the workshop will be sent out in due course.

Proposals will be kept under review and monitored by your PFI Delivery Manager in respect of your place on the programme. In the event of nominated projects not meeting agreed timetables for submission of OBC, and subsequent procurement, or for whatever reason not being able to proceed, HCA, in conjunction with CLG, will withdraw schemes and look to re-allocate resources.

Your Delivery Manager will wish to set up an early meeting with you to discuss the next steps in the process and we will be in touch shortly to agree a mutually convenient date for this meeting. In advance of this, I attach at Annex C some feedback from our assessment of your bid which highlights a number of issues to be resolved or actions to be taken in the short term in order for you to maintain your prospective place on the PFI programme.

If you have any queries do not hesitate to contact your Delivery Manager, Shelisa Edmonds, on 020 7881 1204 or email her at shelisa.edmonds@hca.gsx.gov.uk. She will provide you with advice and guidance on your bid as it develops.

A copy of this letter goes to your Government Office and HCA Regional Office.

Yours sincerely,



Ellie Simcox
Head of Housing PFI

HCA/CLG Prioritisation Criteria for HRA & Non-HRA Housing PFI Schemes

In considering Housing PFI projects for submission to the Inter-departmental Project Review Group, Communities and Local Government will apply the following criteria in addition to the published assessment criteria of the Project Review Group:

Value for money: Schemes will need to demonstrate VfM using HMT's quantitative assessment tool which is part of the Communities and Local Government Housing PFI Financial Model. If the scheme includes joined up elements as well as housing, overall value for money will need to be demonstrated and details of other sources of income required to fund the scheme, including PFI credits from the relevant government department should also be provided. Non-HRA schemes will need to compare favourably with the benchmarks established through Communities and Local Government's cost of new build social housing review.

Demand: Authorities will need to demonstrate continuing high demand for the properties in the PFI contract over the contract term.

Policy objectives – HRA: Authorities will need to demonstrate how the project will contribute towards achieving transformational change in local authority stock.

Policy objectives – additional social rented housing: Authorities will need to demonstrate how the project fits with regional housing priorities.

Strategic context: Schemes should be integrated within the authority's overall housing strategies and should represent an investment priority for the authority. Where appropriate, Communities and Local Government will also take account of the extent to which schemes are embedded within a wider regeneration strategy for the area and are linked to complementary initiatives. Authorities will also need to demonstrate how the project will contribute towards wider government priorities and initiatives, such as: tackling homelessness; combating social exclusion; addressing worklessness; empowering communities; creating sustainable communities; providing larger units of family accommodation; helping first time buyers; increasing the number of new homes; revitalising areas suffering from low demand complementing housing market renewal investment; fostering innovation and cost-effectiveness in design and construction methods and promoting energy efficiency.

Tenant participation (HRA only): Authorities will need to demonstrate that they have considered the implications of the scheme for tenants and that they have a sound strategy for consulting tenants on the proposals. Communities and Local Government will take account of the extent to which tenants have already been actively involved in decision making for the area as part of the options appraisal process.

Efficiency: Communities and Local Government will look favourably upon schemes that promote the use of innovative and cost-effective solutions both in meeting their objectives and during the procurement process. Communities and Local Government is working on a number of ways in which efficiency in social housing procurement can be increased to deliver more resources to the front line. Efficiencies may not only result in cost savings but also in increased quality. Value for money is more likely to be secured if the PFI work is procured in such a way as to maximise efficiency.

Marketability: Authorities will need to demonstrate that there is commercial interest in the project from the private sector and that there is every prospect of sustaining a competitive procurement.

Project management: Authorities will need to demonstrate that they have a good record of programme delivery, a good grasp of project management skills and arrangements in place to provide the resources required to deliver a PFI scheme.

Design quality: Authorities will need to take account of published guidance on design and quality. They should also promote the use of innovative and sustainable construction solutions in line with the principles set out in *Rethinking Construction*.

Communities and Local Government expects that homes provided through PFI will meet the standards of the day. Principally this means adherence to what are currently the Housing Corporation's Design and Quality Standards which include a requirement to meet minimum scores for key aspects of the Housing Quality Indicator (HQI) framework and also, progressively, the requirements of the Code for Sustainable Homes (CSH).

Reply Form

Round 6 Housing PFI Workshop
Next Steps and Key Messages

Date: Tuesday 4th August 2009

Time: 10:30am

Venue: 110 Buckingham Palace Road, Victoria, LONDON, SW1W 9SA

I confirm that: (*insert name of local authority*) is still interested in pursuing its Expression of Interest submitted to the 6th Housing PFI Bidding Round.

Role: Date:

We would like to send the following representatives to the workshop:

(*insert name of 1st delegate*)

(*role/position*)

(*contact details*): Email:

Tel No:

(*insert name of 2nd delegate*)

(*role/position*)

(*contact details*) Email:

Tel No:

Please detail any dietary, or other, special requirements:

.....
.....

Please return this form electronically to Judith Ijewere –

Email: judith.ijewere@hca.gsx.gov.uk

Tel: 020 7881 1205

Round 6 ASSESSMENT: FEEDBACK FORM

Authority: Northampton Borough Council

CRITERIA	COMMENTS
STRATEGIC CONTEXT	<p>The strategic fit of the scheme was clearly evidenced and you showed how the proposed works would make a clear difference to the estates. However the extent of the transformational change evident under these proposals was not as significant as in other regeneration schemes. There appear to be some areas in which the potential level of transformation seems greater, particularly the Eastfield site. Transformational change should be a key focus in moving proposals forward.</p>
EVIDENCE OF HOUSING DEMAND	<p>There is evidence to confirm that demand in the area will remain strong. We did have some concern about the overall net reduction in stock given the demand. However, we were content when this was considered in the wider context, of the nearby growth point area and work to create more high quality homes in mixed communities.</p> <p>This is an issue that will need to be detailed in the OBC. We would also expect to see further evidence of testing the demand for any private sale development that you may include at a later stage, subject to the market.</p>
STOCK/SITE CONDITION	<p>The level of current and proposed stock survey within the PFI area was good and with the financial review undertaken, has clearly informed your costings to provide you with robust information.</p> <p>Given the revised scope of the project that we will be looking for you to deliver, you will need to demonstrate clearly in your OBC that this information has been suitably adapted. You will also need to ensure that any further necessary work, including site condition surveys have been suitably accounted for in order to provide bidder confidence in developing robust costings.</p>
OPTION APPRAISAL	<p>You have given detailed consideration to finding the best solutions for the stock in the PFI area and how best to achieve the desired outcomes in a value for money way.</p> <p>You will, of course, need to undertake a full qualitative and quantitative evaluation of the various options available in developing your OBC. This should provide robust supporting evidence for the preferred solution, particularly accounting for the revised scope of the project and requirement to achieve the optimum level of transformational change.</p>
PFI CREDIT, PROJECT AFFORDABILITY AND VALUE FOR MONEY	<p>The PFI Credit allocation requested for this scheme was £208m. This figure is based on the revised model, which was submitted on the 3rd March 2009. The model was revised to take account of a number of our comments and your financial review.</p> <p>As you will be aware from the covering letter, we are offering you a credit allocation of £100m. Once you have formulated a revised proposal, you will need to complete a further financial model which continues to demonstrate an affordable and VfM proposal. Affordability and VfM will need to be continually monitored throughout the scheme. At OBC stage a thorough analysis will be undertaken on the affordability and VfM position, at which point all contributions and assumptions will need to be fully evidenced.</p>

<p>MARKETABILITY</p>	<p>You have undertaken some market testing and established an interest in the project as a whole. Again, given the revised scope of the project you will need to continue to develop your market testing and establish a clear indication of interest from the market in the project you are putting forward, including the assumptions that you are making.</p> <p>You will need to demonstrate clearly in your OBC that the project is marketable and bankable and that testing has been undertaken with all sectors of the market. You will also need to outline how your market testing has influenced your proposals.</p>
<p>RISK TRANSFER</p>	<p>The details outlined in the EOI followed a fairly standard format. During the development of the OBC we will need to see evidence that the risk profile has been developed to cater for the specifics of this scheme, and that the proposed solution offers VfM.</p>
<p>CONSULTATION</p>	<p>The EOI, subsequent meeting and follow up information showed that you have clearly consulted and involved the local community in the development of your plans. This has included introducing the concept of using PFI.</p> <p>You should continue to develop your stakeholder consultation as part of your OBC development process, where you should provide clear assurance of the comfort that bidders will be able to assume from a positive and engaged community.</p>
<p>COUNCILLOR COMMITMENT</p>	<p>There was clear council commitment for the scheme, which was supported by the range of attendees present at our visit. The continued support of all key stakeholders will need to be demonstrated, especially in respect of the council's proposed financial contributions to this project.</p>
<p>PROJECT MANAGEMENT</p>	<p>The structure that you have proposed to deliver the scheme is well set out and resourced and you provided strong reassurance of the council's ability to deliver the project within the meeting. You also demonstrated your ability to reflect on and respond to feedback. We would expect to see this strong position continue in the development of your OBC.</p>
<p>TIMETABLE</p>	<p>You have increased the proposed procurement period in line with advice, and this now sits within agreed sector targets. As for all projects on the programme, you will be expected to progress and deliver the project in line with the agreed timetable.</p>

OTHER ISSUES	<p>Before progressing to the development of your OBC, we will work closely with you as you develop your revised proposal to support the delivery of transformational change in Northampton East. We expect these plans to include the Eastfield estate and will want to see you clearly evidence the basis of the selection of the rest of the proposal on the basis of its transformational nature.</p> <p>Further, we will also expect you to give strong consideration to achieving design quality and outline in the OBC how you intend to deliver this.</p>
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**Activity Schedule for Northampton East PFI
August – December 2009**

2009 Month	Criteria Consultation	Revision to Existing Proposal	External Advisor Procurement	Cabinet Reports
August	Stakeholder Workshop to develop criteria	- Existing Advisors remit extended - Detailed costings on Eastfield	OJEU process begun for new Financial, Legal and Technical advisors	Report explaining need for revised proposal
September	Community consultation on criteria		Potential new advisors fill out PQQ	
October	Feedback to communities on criteria selected		Potential new advisors submit bids	Report on outcome of Community consultation
November	Application of criteria and options appraisal leading to recommendation for additional estate(s) to Eastfield	Detailed costings of additional estate(s)	Appointment of new advisers	
December	Completion of Options appraisal	Handover of work to new advisers	Handover of work from previous advisers - New advisers sign off options appraisal	Report detailing result of options appraisal & recommendations for additional estate(s) to Eastfield

Breakdown of capital costs expressed estate by estate
(This estimate is for budget purposes only)

Council Properties	Total as submission	Cost per property	Thorplands	Blackthorn	Bellinge	Eastfield
New Build			492	507	288	399
1 Bed 2p Flats	29					
2 Bed 4p Flats	29					
2 Bed 4p Houses	144					
3 Bed 5p Houses	230					
4 Bed 7p Houses	115					
5 Bed 8p Houses	29					
	576	£130,629.00	123	185	173	95
Refurbishment						
1 Bed Flats	94					11
2 Bed Flats	94					11
2 Bed Houses	153					
3 Bed Houses	392					
4 Bed Houses	48					
5 Bed Houses	36					
	817	£29,873.00	334	310	115	22
Remodel						72
Deconversion	36	£29,873.00				36
Refurbishment (external)	817	£7,205.00	334	310	115	58
Approx total cost	£105,535,030.00		£28,451,419.00	£35,660,545.00	£26,862,787.00	£14,560,279.00
			27%	34%	25%	14%

Total Capital Cost at £105million equates to approx 50% of the PFI Credits figure in the Bid. Therefore for £100 million PFI credits there would be approximately £50 million works.



NORTHAMPTON
BOROUGH COUNCIL

CABINET REPORT

Report Title	Performance Monitoring Report
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Cabinet Meeting Date:	5 August 2009
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Portfolio:	Performance & Support Services
Accountable Cabinet Member:	Councillor Brian Hoare
Ward(s)	N/A

1. Purpose

1.1 To inform Cabinet of the Council's performance for:

- a) Monthly performance indicators for April, May and June 2009 and quarterly for April - June 2009

2. Recommendations

2.1 That Cabinet note the contents of the report.

3. Issues and Choices

3.1 Report Background

3.1.1. Performance data is collected across a range of Best Value Performance Indicators (BVPI's), locally developed indicators and National Indicators (NIs). Most BVPI's are collected monthly, with others collected either quarterly or annually. The reporting of NIs and BVPIs, together with a small number of locally determined indicators, forms the basis of our performance monitoring process.

3.1.2. Performance data is available by the 20th of the following month; this allows for data to be transferred onto our database and quality assured to ensure that data quality standards are met. This report summarises monthly and quarterly performance data for April – June 2009.

3.1.3 In June data for all of the performance measures detailed in service plans began to be collated by Performance Plus for the first time. Systems and processes are being tested and in the meantime the Cabinet report format will remain unchanged. Once testing has been satisfactorily completed future reporting will focus on showing progress against the Council's priorities as set out in the Corporate Plan.

3.2 Overall Performance

3.2.1 Monthly Indicators

- 44% of indicators have 'green' status and have achieved target
- 13% of indicators have 'amber' status and have performed just below target but within the agreed tolerance
- 34% of indicators have 'red' status, have not achieved target and are outside the agreed tolerance
- 9% of indicators have no status this month, as no data was available
- 22% of all monthly indicators show improved performance against the same time last year

3.2.2 Quarterly Indicators

- 76% of indicators have 'green' status and have achieved target
- 9.5% of indicators have 'amber' status and have performed just below target but within the agreed tolerance
- 9.5% of indicators have 'red' status, have not achieved target and are outside the agreed tolerance
- 5% of indicators have no status this month, as no data was available
- 33% of all quarterly indicators show improved performance against the same time last year

Notable performance trends across all monthly and quarterly performance data for March and January-March 2009 include:

3.2.3 Performance Improvement

Neighbourhood Environmental Services

- 57% (4 of 7) of indicators have achieved or exceeded their targets
- 100% of fly-tips were removed in 2 working days (LI105)
- The percentage of household waste sent for reuse, recycling and composting (NI 192), missed collections put right within 24 hours (LI785) and households served by a kerbside collection have all performed well this period

Culture & Leisure

- 100% (3 of 3) of indicators have achieved or exceeded their profiled targets for the quarter
- The targets for BV170a, b and c have been set to reflect reduced opening hours at Abington Park Museum and Northampton Museum and Art Gallery. The museum service has made a good start to the year with all museum visitor measures exceeding the quarterly profiled targets

Public Protection

- 50% (5 of 10) of comparable indicators have achieved or exceeded their targets; 3 measures have no data reported
- Overall monthly and quarterly crime figures for robberies, vehicle crime, serious acquisitive crime and assault with injury all performed well against targets (BV127b, BV128, NI16, NI20)

Planning

- 77% (7 of 9) indicators have achieved or exceeded their targets
- Performance in small scale major, minor and other planning applications (NI157aSM, b and c), delegated decisions (LI541), new homes built on previously developed land (BV106) and appeals (BV204) have all improved when compared to the same time last year and are currently meeting targets

Revenues and Benefits

- 61% (8 of 13) indicators have achieved their targets or are within the target tolerance
- The time taken to process housing benefit /council tax new claims / changes increased slightly compared to last month, but is within the target time (NI181)
- The amount of housing benefit overpayment recovered as a percentage of recoverable overpayment is currently 19% above the target and higher than the same time last year (BV79bi). In comparison, the amount of housing benefit overpayment as a percentage of debt outstanding is currently nearly 3% below the quarterly profiled target (BV79bii). To date, housing benefit overpayments written off as a percentage of debt outstanding is 0% (Bv79biii).
- The percentage of non domestic rates due for the year received by the authority increased compared to last month and is 1% above the profiled monthly target (BV10)

Housing Needs & Support

- 60% (3 of 5) of indicators have achieved target
- The number of households in temporary accommodation has continued to decrease each month (NI156)

Finance & Assets

- 100% (2 of 2) of indicators are within the target tolerance
- The number of invoices paid on time improved against last month, however current performance is nearly 2% below the target but within tolerance (BV8)
- The figures reported for Value for Money (NI 179) is the outturn efficiency saving for 2008/9, which our target of £ 1,351,000 was met. In October we will report a forecast saving figure for 2009/10.

Customer Services

- 100% (1 of 1) of indicators have achieved target
- The percentage of avoidable contacts (customers having to contact us where it could potentially have been avoided) has met the overall target but increased by nearly 4% points compared to last month. Increases related to customers "progress chasing" in our large volume services, Revenues and Benefits and Housing (NI 14)

Service areas currently being measured are now working on action plans to reduce the avoidable contacts in their areas.

3.2.4 Performance Deterioration

Neighbourhood Environmental Services

- 43% (3 of 7) indicators have not achieved target
- Although the number of kilograms of residual household waste collected per household has consistently reduced over the last three months, overall performance to date is 3% points over the target (NI191)
- The number of missed refuse collections per month decreased from 249 to 74 between April-May and increased to 143 in June. The increase in June reflects the introduction of glass recycling via the black box scheme (LI784). A review of the impacts of the revised collections is currently underway to inform management action.

Public Protection

- 20% (2 of 10) indicators have not achieved target;
- The number of domestic burglaries and violent crimes decreased in June compared to previous months but they are both exceeding the profiled target (BV 126, BV 127a).
- Burglary hotspot areas have been identified and necessary actions agreed. The Safer Stronger Town Centre group met for the first time to address violent crime issues and an action plan is being implemented.

Human Resources

- 100% (1 of 1) indicators have not achieved target;
- The number of working days lost to sickness absence increased in June compared to the previous month and is currently performing above the profiled target (BV12)
- Absence trends are being analysed and management action is being taken.

Revenues & Benefits

- 33% (6 of 14) of indicators have not achieved target
- The target for the percentage of council tax received has not been achieved with collection rates 0.52% points below the profiled monthly target. This is primarily down to the current economic climate and other local authorities are in a similar position (BV9)
- Although the average time for processing new claims improved by nearly 3 days compared to last month, performance is 1.41 days above the target time. Processing times are also higher than the same time last year (BV 78a)
- The average time for processing notification of changes in circumstances continues to be above the target by 4 days and is higher than the same time last year (BV 78b).
- The percentage of cases from complete to determined, processed within 14 days improved by nearly 6% points compared to last month. However, performance to date is 5.5% below target and lower than the same time last year (LI364)

Due to the current economic climate, caseload has significantly increased. Performance and workload is continually being monitored to improve processing times while maintaining accuracy.

Landlord Services

- 100% (2 of 2) of indicators have not achieved target
- The target for the percentage rent collected has not been achieved by 2% points despite performance improving compared to last month and higher compared to the same time last year (HI 1)

Performance will be impacted by the current economic climate; however, recovery action is being taken to address wilful non-payment.

- The target for percentage of tenants evicted as a result of rent arrears was above the monthly profiled target by 6%points. However performance compared to last month improved by 3%points (HI 3)

Action is being taken to reach agreements to pay debts rather than undertake enforcement action in instances where tenants wish to resolve their debt. The level of evictions is due to the targeting of wilful non-payers.

3.3 Data Quality

The Council has processes in place to ensure that the data and information it provides to support management decision-making is as reliable as possible. The Council has a strategy to improve data quality and service areas are working to achieve the objectives within it. This is closely linked to the Council's risk assessment processes and is monitored monthly as part of the Council's Performance Management Framework.

Current Key Risks and Issues;

The recent upgrade to the Agresso system is being closely monitored and reports enabling data to be reported are being created, tested and validated to ensure data quality.

The Annual Audit of Performance measures took place early July and focused on two measures (Average time taken to re-let local authority homes (BV212) and Percentage of major planning applications determined within 13 weeks (NI157a)). The results, which feed into the Use of Resources assessment, will be known later in the year.

3.5 Choices (Options)

None

4. Implications (including financial implications)

4.1 Policy

None.

4.2 Resources and Risk

Failure to deliver performance in line with targets exposes the council to reputation risk and impacts on improvement progress.

4.3 Legal

None.

4.4 Equality

None.

4.5 Consultees (Internal and External)

Internal – Performance data is published across the Council

External – The Lead Official; Audit Commission; partners; publication of performance data on our website.

4.6 How the Proposals deliver Priority Outcomes

Improvement Plan – Performance management, including the monitoring of data, is a key priority in the Improvement Plan

Corporate Plan – Performance management, including the monitoring of data, is critical in ensuring the Corporate Plan objectives are delivered.

4.7 Other Implications

None

5. Background Papers

5.1 Monthly Performance Report for June 2009, Quarterly Performance Report for April – June 2009

Dale Robertson, Head of Performance & Improvement
Performance & Improvement - Ext 7110

QUARTERLY PERFORMANCE REPORT 2009-10: April - June 2009 (Quarter 1)

KEY TO STATUS COLOURING
KEY TO QUARTILE & TARGETED QUARTILE COLOURING

KEYS

CURRENT STATUS														KEY TO STATUS COLOURING				KEYS			
G	16	76.2%	A	2	9.5%	R	2	9.5%	NO DATA or N/A				1	4.8%	GREEN:	~	Interim figures, still to be validated				
														Overall performance on or exceeding target Top or Upper Median Quartile							
QUARTER ON QUARTER TREND														KEY TO QUARTILE & TARGETED QUARTILE COLOURING				KEYS			
↑	7	33.3%	↔	4	19.0%	↓	3	14.3%	NO DATA or N/A				7	33.3%	AMBER:						
														Overall performance within range stated in "Target Tolerances" column Lower Median Quartile							
YEAR ON YEAR TREND														KEY TO STATUS COLOURING				KEYS			
↑	7	33.3%	↔	3	14.3%	↓	4	19.0%	NO DATA or N/A				7	33.3%	RED:						
														Overall performance outside the stated "Target Tolerances" Bottom Quartile							

Please contact Dale Robertson Ext 7110, if you require further information or support

ID	NAME	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	OVERALL PERFORMANCE TO DATE	ANNUAL TARGET	CURRENT PROFILED TARGET [if any]	TARGET TOLERANCES	PERFORMANCE AGAINST LAST QUARTER	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC 08/09 OUTFURN & QUARTILE POSITION	NBC 07/08 OUTFURN & QUARTILE POSITION									
Neighbourhood Environmental Services [Simone Wade]														G	2	A	0	R	0	No data or N/A				0						
↑	BV91a	Percentage of households resident in the authority's area served by kerbside collection of recyclables			100									100%	100%		2% points	↔	↔	100%	100% Top	98.5% Lower Median								
↑	BV91b	Percentage of households resident in the authority's area served by kerbside collection of at least two recyclables			100									100%	100%		2% points	↔	↔	100%	100% Top	98.5% Lower Median								
Culture & Leisure [Ian Redfern]														G	3	A	0	R	0	No data or N/A				0						
↑	BV170a	The number of visits to/usage's of local authority funded or part funded museums per 1,000 population			203.41									203.41	691.97	189.29	5%	↑	↓	229	804 Upper Median	886 Upper Median								
↑	BV170b	The number of those visits to local authority funded or part funded museums that were in person per 1,000 population			184.65									184.65	662.37	176	5%	↑	↓	204	714 Top	786 Top								
↑	BV170c	The number of pupils visiting museums and galleries in organised school groups			1,737									1,737	8,500	1,350	5%	↓	↓	1,980	7,876 Upper Median	6,929 Upper Median								
Public Protection [Steve Elsey]														G	3	A	0	R	0	No data or N/A				1						
↓	NI 16	Serious acquisitive crime rate			13.18									13.18	15		5%	New NI 2009/10 - no comparable data												
↓	NI 20	Assault with injury crime rate			5.11									5.11	8		5%	New NI 2009/10 - no comparable data												
↑	NI 182	Satisfaction of businesses with local authority regulation services			No data available									No data available	80%		5%	New NI 2009/10 - no comparable data												
↑	NI184	Food Establishments that are compliant			88%									88%	82%		5%	New NI 2009/10 - no comparable data												
Planning [Sue Bridge]														G	3	A	0	R	1	No data or N/A				0						
↑	BV106	Percentage of new homes built on previously developed land			55.84									55.84%	40%		2% points	↓	↑	41.92%	51.15% Bottom	54.85% Bottom								
↔	BV200b	Has the local Planning authority met the milestones which the current local Development scheme set out?			Yes									Yes	Yes		N/A	↔	↑	No	Yes	No								
↓	BV204	Percentage of appeals allowed against the authority's decision to refuse planning applications			30									30%	33%		5%	↑	↑	63.6%	37.5% Lower Median	39.5% Bottom								
↑	BV205	Quality of Service checklist for Planning			66.7									66.7%	100%		2% points	↔	↓	77.8%	66.7% Bottom	77.8% Bottom								

QUARTERLY PERFORMANCE REPORT 2009-10: April - June 2009 (Quarter 1)

CURRENT STATUS										KEY TO STATUS COLOURING		KEY TO QUARTILE & TARGETED QUARTILE COLOURING		KEYS	
G	16	76.2%	A	2	9.5%	R	2	9.5%	NO DATA or N/A	1	4.8%	GREEN:	~	Interim figures, still to be validated	
												AMBER:			
												RED:			
QUARTER ON QUARTER TREND										Overall performance on or exceeding target Top or Upper Median Quartile					
↑	7	33.3%	↔	4	19.0%	↓	3	14.3%	NO DATA or N/A	7	33.3%	Overall performance within range stated in "Target Tolerances" column Lower Median Quartile			
YEAR ON YEAR TREND										Overall performance outside the stated "Target Tolerances" Bottom Quartile					
↑	7	33.3%	↔	3	14.3%	↓	4	19.0%	NO DATA or N/A	7	33.3%				

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ID	NAME	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	OVERALL PERFORMANCE TO DATE	ANNUAL TARGET	CURRENT PROFILED TARGET [if any]	TARGET TOLERANCES	PERFORMANCE AGAINST LAST QUARTER	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC 08/09 OUTFURN & QUARTILE POSITION	NBC 07/08 OUTFURN & QUARTILE POSITION
Finance & Assets [Gavin Chambers]																					
G 1 A 0 R 0 No data or N/A 0																					
? NI 179	Value for money (reported bi-annually)				Outturn 2008/9 535,2521			Forecast 2009/10						£5,352,521 Outturn 2008/9	£1,351,000 Target 2008/9		5%		New NI 2009/10 - no comparable data		
Revenues & Benefits [Robin Bates]																					
G 2 A 2 R 0 No data or N/A 0																					
↑ BV79a	Accuracy of processing (a) percentage of cases for which the calculation of the amount of benefit due was correct on the basis of the information available for the decision for a sample of cases checked post-decision			98.40										98.40%	98%		2% points	↑	↔ 98.40%	97.80% Lower Median	97% Bottom
↑ BV79b(i)	The amount of housing benefit overpayments recovered during the period being reported on as a percentage of hb deemed recoverable overpayments during that period			73.86										73.86%	55%		2% points	↑	↑ 71.90%	67.54% Lower Median	70.44% Lower Median
↑ BV79b(ii)	Housing benefit overpayments recovered during the period as a percentage of the total amount of housing benefit overpayment debt outstanding at the start of the period plus amount of hb overpayments identified during the period			12.44										12.44%	40%	15%	5%	↑	↑ 9.95%	27.29% Lower Median	29.59% Lower Median
↔ BV79b(iii)	Housing benefit overpayments written off during the period as a percentage of the total amount of hb overpayment debt outstanding at the start of the period plus amount of hb overpayments identified during the period			0										0%	7%	2%	5%	↓	↑ 1.22%	4.43%	4.04%
Housing Needs & Support [Fran Rodgers]																					
G 2 A 0 R 1 No data or N/A 0																					
↑ NI 155	Number of affordable homes delivered (gross)			66										66	300	84	10%		New NI 2009/10 - no comparable data		
↑ HI 18 (previously BV213n)	Number of household who considered themselves homeless who approached the local authority housing advice service and for whom advice casework intervention solved their situation			180										180	720	180	2%		New local indicator - no comparable data		
↓ HI 15 (previously LHPI 183a)	The average length of stay in bed and breakfast accommodation of households that are unintentionally homeless and in priority need			0										0 weeks	5	3.38	20%	↑	↑ 2 weeks	1.68 weeks Upper Median	1 week Top

MONTHLY PERFORMANCE REPORT: JUNE 2009															KEY TO STATUS COLOURING KEY TO QUARTILE & TARGETED QUARTILE COLOURING				KEYS		
CURRENT STATUS															GREEN:				~ Interim figure, still to be validated		
G	14	43.8%	A	4	12.5%	R	11	34.4%	NO DATA			3	9.4%	Overall performance on or exceeding target Top or Upper Median Quartile							
MONTH ON MONTH TREND															AMBER:						
↑	17	53.1%	↔	4	12.5%	↓	9	28.1%	NO DATA			2	6.3%	Overall performance within range stated in "Target Tolerances" column Lower Median Quartile							
YEAR ON YEAR TREND															RED:						
↑	7	21.9%	↔	3	9.4%	↓	8	25.0%	NO DATA			14	43.8%	Overall performance outside the stated "Target Tolerances" Bottom Quartile							

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ID	NAME	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	OVERALL PERFORMANCE TO DATE	ANNUAL TARGET	CURRENT PROFILED TARGET [if any]	TARGET TOLERANCES	PERFORMANCE AGAINST LAST MONTH	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC 08/09 OUTTURN & QUARTILE POSTION	NBC 07/08 OUTTURN & QUARTILE POSTION								
Neighbourhood Environmental Services [Simone Wade]															G 2				A 1				R 2				No data or n/a 0		
↓ NI 191	Number of kilograms of residual household waste collected per household	45.58	40.81	39.79										42.06	39.08		5%	↑	No comparable data										
↑ NI 192	Percentage of household waste sent for reuse, recycling and composting	40.91	41.77	44.77										42.45%	40.01%		5%	↑	No comparable data										
↑ LI 105 (previously ELPI 5)	Percentage of fly-tips removed in 2 working days	99.86	100	100										99.94%	100%		5%	↔	↑ 99.53%	99.82%	99.83%								
↓ LI 784 (previously ELPI 6)	The number of missed refuse collections per month	239	74	143										456	1200	300	5%	↓	No comparable data - change in calculation methodology										
↑ LI 785 (previously ELPI 10)	Percentage of missed collections put right within 24 hours	100	100	100										100%	100%		2% points	↔	↔ 100%	100%	98.92%								
Public Protection [Steve Eley]															G 2				A 0				R 2				No data or n/a 2		
↑ BV 218a	Percentage of new reports of abandoned vehicles investigated within 24hrs of notification	No data available	No data available	No data available										No data available	100%		1%	No data available	n/a 98.74%	98.91% Upper Median	97.36% Upper Median								
↑ BV 218b	Percentage of abandoned vehicles removed within 24 hours from the point at which the Authority is legally entitled to remove the vehicle	No data available	No data available	No data available										No data available	97%		5%	No data available	n/a 92.65%	95.95% Upper Median	78.80% Bottom								
↓ BV 126	Domestic burglaries per year per 1,000 households in local authority area	1.71	1.77	1.24										4.72	15	3.75	5%	↑	↔ 4.7	20.7 Bottom	20.9 Bottom								
↓ BV 127a	Violent crime per year, 1000 population	2.13	2.17	2.10										6.40	23.2	5.80	5%	↑	↓ 5.8	23.6 Bottom	26.8 Bottom								
↓ BV 127b	Robberies per year, 1000 population	0.26	0.21	0.19										0.66	2.70	0.67	5%	↑	↓ 0.5	2.5 Bottom	2.7 Bottom								
↓ BV 128	The number of vehicle crimes per year, per 1,000 population in the local authority area	1.01	1.13	0.97										3.10	15	3.75	5%	↑	↑ 4.4	13.9 Bottom	16.2 Bottom								
Planning [Sue Bridge]															G 4				A 0				R 0				No data or n/a 1		
↑ NI 157a LM	Percentage of "large scale major" planning applications determined within 13 weeks	No applications	No applications	No applications										No applications	0%		5%	↔	No comparable data										
↑ NI 157a SM	Percentage of "small scale major" planning applications determined within 13 weeks	100	No applications	No applications										100%	60%		5%	↔	No comparable data										
↑ NI 157b (previously BV109b)	Percentage of "minor" planning applications determined within 8 weeks	100	100	94.74										97.78%	65%		2% points	↓	↑ 96.72%	92.19% Top	BV109b 87.42% Top								
↑ NI 157c (previously BV 109c)	Percentage of "other" planning applications determined within 8 weeks	100	87.80	98.53										96.43%	80%		2% points	↑	↑ 94.72%	95.70% Top	BV109c 95.21% Top								
↑ LI 541 (Previously PLI 188)	The number of decisions delegated to officers as a percentage of all decisions	100	100	96.55										98.60%	90%		2% points	↓	↑ 95.83%	96.07% Top	94.77% Top								
Human Resources [Catherine Wilson]															G 0				A 1				R 0				No data or n/a 0		
↓ BV 12	The number of working days/shifts lost due to sickness absence	0.96	0.83	1.03~										2.82 Days~	11 Days	2.75 Days	5%	↓	↑ 3.12 Days	12.86 Days Bottom	11.89 Days Bottom								
Finance & Assets [Gavin Chambers]															G 0				A 1				R 0				No data or n/a 0		
↑ BV 8	The percentage of invoices for commercial goods and services paid by the authority within 30 days of being received	94.37	86.84	94.69										93.18%	95%	95%	2% points	↑	↓ 94.35%	94.38% Lower Median	91.51% Lower Median								

MONTHLY PERFORMANCE REPORT: JUNE 2009															KEY TO STATUS COLOURING KEY TO QUARTILE & TARGETED QUARTILE COLOURING				KEYS		
CURRENT STATUS															GREEN:				~	Interim figure, still to be validated	
G	14	43.8%	A	4	12.5%	R	11	34.4%	NO DATA	3	9.4%	Overall performance on or exceeding target Top or Upper Median Quartile									
MONTH ON MONTH TREND															AMBER:						
↑	17	53.1%	↔	4	12.5%	↓	9	28.1%	NO DATA	2	6.3%	Overall performance within range stated in "Target Tolerances" column Lower Median Quartile									
YEAR ON YEAR TREND															RED:						
↑	7	21.9%	↔	3	9.4%	↓	8	25.0%	NO DATA	14	43.8%	Overall performance outside the stated "Target Tolerances" Bottom Quartile									

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ID	NAME	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	OVERALL PERFORMANCE TO DATE	ANNUAL TARGET	CURRENT PROFILED TARGET [if any]	TARGET TOLERANCES	PERFORMANCE AGAINST LAST MONTH	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC 08/09 OUTTURN & QUARTILE POSITION	NBC 07/08 OUTTURN & QUARTILE POSITION							
Revenues & Benefits [Robin Bates]															G 4				A 0				R 5				No data or n/a 0	
↑ NI 180	Changes to Housing Benefit/Council Tax Benefit entitlements within yr	290.00	469.90	109.47										855.22	940.50	235.10	5%	↓	No comparable data									
↓ NI 181	Time taken to process Housing Benefit/Council Tax new claims/changes	13.07	13.47	14.36										13.61 Days	14 Days		1 Day	↓	No comparable data									
↑ BV 9	Percentage of council tax received in the year	11.25	9.01	9.24										29.58%	97.50%	30.10%	0.5% points	↑	↓ 31.06%	96.94% Lower Median	97.95% Upper Median							
↑ BV 10	% of non domestic rates due for the year which were received by the authority	11.62	9.55	10.18										31.60%	99.50%	30.60%	2% points	↑	↔ 31.62%	99.12% Top	99.79% Top							
↔ BV 76c	Housing Benefit Security: the number of fraud investigations	76	52	71										199	950	255	5%	↑	No comparable data - change in definition									
↔ BV 76d	Housing Benefit Security: the number of prosecutions and sanctions	8	7	10										25	87	24	5%	↑	No comparable data - change in definition									
↓ BV 78a	Speed of Processing: Average time for processing new claims	23.50	21.76	18.90										21.41 Days	19 Days		1 Day	↑	↓ 17.4 Days	16.1 Days Top	23.8 Days Upper Median							
↓ BV 78b	Speed of Processing: Average time for processing notifications of change in circumstances	11.77	12.07	12.18										12.01	8 Days		0.5 Days	↓	↓ 8.4 Days	8.0 Days Upper Median	10.9 Days Lower Median							
↑ LI 364 (Previously BEN LPI 1)	Percentage of cases from complete to determined within 14 days	84.10	84.71	90.62										86.50%	92%		2% points	↑	↓ 97.52 Days	96.82%	86.74%							
Customer Services & ICT [Marion Goodman]															G 1				A 0				R 0				No data or n/a 0	
↓ NI 14	Avoidable contact	25.4~	17.9~	21.6~										19.6%~	50%		10%	↓	No comparable data									
Landlord Services [Christine Ansell]															G 0				A 0				R 2				No data or n/a 0	
↑ HI 1 (previously BV 66a)	Rent collected by the local authority as a proportion of rents owed on HRA dwellings	93.06	94.56	97.28										95.17%	97.50%		1% point	↑	↑ 94.51%	96.26% Bottom	96.76% Bottom							
↓ HI 3 (previously BV 66d)	Number of tenants evicted as a result of rent arrears	0.00	9.00	6.00										15	36	9	1% point	↑	No comparable data									
Housing Needs & Support [Fran Rodgers]															G 1				A 1				R 0				No data or n/a 0	
↓ NI 156	Number of households living in Temp Accommodation	25	22	17										17	25	28	5%	↑	No comparable data									
↓ HI 6 (previously BV 212)	Average time taken to re-let local authority homes	33.04	24.19	24.81										27.88	23 Days	27 Days	5%	↓	↓ 22 Days	30 Days Upper Median	34 Days Lower Median							

Appendices



NORTHAMPTON
BOROUGH COUNCIL

Item No.

14 b

CABINET REPORT

Report Title	CAPITAL PROGRAMME 2009-10 – POSITION AS AT END OF MAY 2009
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 th August 2009
Key Decision:	YES
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Finance & Support
Accountable Cabinet Member:	David Perkins
Ward(s)	Not Applicable

1. Purpose

1.1 The purpose of the report is to:

- Request approval for capital schemes to be added to, the Council's capital programme for 2009-10
- Request approval for variations to capital schemes in the Council's capital programme for 2009-10
- To inform Cabinet of the slippage of unfinished schemes and unapplied funding from 2008-09 into the Council's capital programme for 2009-10, for the revenue expenditure funded from capital under statute projects.
- Advise Cabinet on the latest 2009-10 capital programme monitoring position, including forecast outturns and slippage into 2010-11.
- Advise Cabinet as to how the 2009-10 capital programme will be funded

2. Recommendations

2.1 That Cabinet approve the following schemes to be added to the capital programme for 2009-10

Scheme Reference, Description & Directorate	Narrative	2008-09 £	Future Years £	Funding Source
2009-10 GF059 Climate Friendly Communities Housing General Fund	Countywide project that will address fuel poverty and contribute towards the Governments decent home targets for private sector housing.	750,000	-	DCLG
2009-10 GF061 Capitalisation Directive October 2009 Finance & Support	The Council has placed a bid to the CLG for a capitalisation directive for specific costs that would otherwise be revenue.	300,000	-	Prudential Borrowing

Further details of these appraisals can be seen at Annex A to this report.

2.2 That Cabinet approve the following variations to schemes in the capital programme for 2009-10.

Scheme Reference, Description & Directorate	Narrative	2009-10 £	Future Years £	Funding Source
Budget Increases/Decrease				
2008-09 GF026 V01 Relocation of Call Care Housing General Fund	Removal of this budget from the 2009-10 capital programme. The closure of Weston Favell offices has led to different priorities and therefore the relocation will not happen in 2009-10	(51,675)	-	Prudential Borrowing
2008-09 GF065 V01 SSNP Night Safe & Target Hardening Assistant Chief Executive	Environmental improvements and improved security of vulnerable persons and properties that have had a burglary.	88,212	-	Home Office
Movement between Projects				

2009-10 HRA004 V01 Decent Homes Housing HRA	Budget to be re-directed to specific projects to contribute to decent homes targets in advance of the main phase starting.	(1,220,000)	-	Major Repairs Reserve
2007-08 CS0012 V04 Kitchen Replacement Housing HRA	To help address issues of kitchen disrepair and increase decent homes activity this financial year.	500,000	-	Major Repairs Reserve
2009-10 HRA012 V01 Capital Voids Housing HRA	There is a trend for higher capital voids than last financial year therefore additional budget is required. Voids will be completed to the decent homes standard.	400,000	-	Major Repairs Reserve
2008-09 HR007 V01 Complete Roofs Housing HRA	Work is required to two blocks of flats that are beyond repair; these will meet the decent homes standard.	320,000	-	Major Repairs Reserve
2007-08 CS0023 V01 Archangel Square Housing HRA	This project was completed in 2008-09. It was originally to be funded through the Council's resources, however Section 106 money was found to be available. Therefore this budget will be re-directed to the window and door programme.	(70,000)	-	Major Repairs Reserve
2009-10 HRA013 V01 Windows and Doors Housing HRA	A number of properties were omitted from the window replacement scheme in the 1990's. The funding from the Archangel Square project will cover the costs of these and also those properties that have been identified as requiring replacement.	70,000	-	Major Repairs Reserve

Further details of these variations can be seen at Annex B of this report.

2.3 That Cabinet note:

- a) The capital programme monitoring position as at end of May 2009, including forecast outturns and slippage into 2010-11, as set out at Annex C and D.
- b) The funding arrangements for the 2009-10 capital programme as set out at Annex E.
- c) The slippage of unfinished schemes from 2008-09 into the 2009-10 capital programme, for the revenue expenditure funded by capital under statute schemes, and how the planned expenditure is to be funded as set out at Annex F.

3. Issues and Choices

3.1 Report Background

- 3.1.1 The capital programme for 2009-10 was approved by Cabinet on 19th February 2009. There have been subsequent reports to cabinet with additions and variations to the programme on the 18th March 2009, 7th April 2009 & the 20th May 2009. The impacts of these changes are included in Annex C and in Annex D.
- 3.1.2 Slippage is included in the capital programme for 2009-10 as set out in the capital outturn report to Cabinet on the 29th June 2009. This is the first capital monitoring report for 2009-10.

3.2 Issues

Approval of Capital Projects and Project Variations

- 3.2.1 Approval is sought to add schemes to the Council's capital programme, as set out at paragraph 2.1 above.
- 3.2.2 Approval is sought for variations to schemes that are already in the Council's capital programme for 2009-10, as set out at paragraph 2.2 above.
- 3.2.4 All proposals put forward for approval with this report have been submitted on capital project appraisal or variation forms, which have been signed off by, amongst others, the relevant Director, the Section 151 Officer and the appropriate Cabinet Portfolio Holder. Copies of the capital project appraisals and variation forms, which are listed as background papers, are available on request.
- 3.2.5 The funding implications of proposed programme changes are discussed in the capital programme funding section of this report at paragraphs 3.2.18 to 3.2.28 below.

Revenue Expenditure Funded from Capital Under Statute

- 3.2.6 Revenue expenditure funded from capital under statute, previously known as deferred charges and included in the capital programme must now be shown directly in the revenue budget. The expenditure on these projects in 2008-09 was moved to revenue at the end of the financial year.
- 3.2.7 Slippage from these schemes totalled £2.194m and will be funded using earmarked funding carried forward for this purpose of £2.095m. These details are shown on a scheme-by-scheme basis at Annex F. An additional £99k funding is required to fully fund these slippage schemes, due to the overspend on the 2008-09 outturn position for the revenue expenditure funded from capital schemes .
- 3.2.9 Due to the high values of these schemes they will continue to be monitored as part of the capital monitoring process. The budget and expenditure are

included in the capital programme position as at the end of May 2009 section of this report but may be presented to Cabinet differently in the future.

3.2.10 The effects of the revenue expenditure funded by capital under statute slippage are reflected in the capital programme funding section of the this report at paragraphs 3.2.18 to 3.2.28 below.

Capital Programme position as at end of May 2009

3.2.11 In line with best practice and with CPA/CAA requirements, capital programme monitoring information is brought to Cabinet on a monthly basis. The information in this report relates to the period to the end of May 2009.

3.2.12 Annex C shows the position at summary level as at the end of May 2009. The information includes

- Latest proposed capital programme, incorporating the original programme for 2009-10, slippage from 2008-09, other agreed changes, and the further amendments and additions proposed in this report.
- Actual expenditure to the end of May 2009
- Planned expenditure to the end of the year
- Forecast outturn for the year
- Forecast slippage to 2010-11

3.2.13 Annex D provides a summarised narrative of project variances at service level.

3.2.14 The forecast outturn position and forecast slippage position on each project have been put together from information supplied by budget managers, who are each responsible for financial control of their projects.

3.2.15 Actual capital programme expenditure to the end of May 2009 is £1.340m. The latest approved budget is £23.608m, and the forecast outturn figure of £24.706m.

3.2.16 It is usual at this early stage in the financial year for capital expenditure to be low in relation to budget, as capital schemes naturally take time to get up and running due to the need, for example, for contract tendering and consultation. Furthermore, invoices are not due for payment until goods are received or works are complete, or part complete in the case of staged payments. The position against each capital programme scheme will continue to be closely monitored through regular meetings with budget managers and will be reported monthly to Cabinet.

3.2.17 Of the total forecast overspend of £1.098m at year-end, £1.087m will be covered through the approval of project variations and appraisals brought to this Cabinet. A Project variation will be brought to the next Cabinet for the remaining overspend which is on the E-Payments, Chip and Pin project .

Capital Programme Funding

3.2.18 All schemes in the capital programme, whether included in the original programme, arising from slippage, or added to the programme during the year, are fully funded, either from borrowing, internal resources or from external funding arrangements.

3.2.19 The financing of the programme for 2009-10 is set out at Annex E.

3.2.20 Included in the financing of the 2009-10 programme is a forecast of £300k HRA capital receipts, due to pooling legislation this would require sales of council dwellings to the value of £1.2m. In light of the latest economic data the level of forecast HRA capital receipts will be reviewed and reported to the next Cabinet.

3.2.21 There have been no capital receipts received to the end of June 2009 for either HRA RTB or non RTB properties.

3.2.22 Increases or reductions in overall financing requirements resulting from appraisals and variations brought to Cabinet with this report, excluding self balancing are as follows:

Scheme	2009-10 Value	Funding Impact
	£	
Climate Friendly Communities	750,000	DCLG
Capitalisation Directive October 2009	300,000	Prudential Borrowing
Relocation of Call Care	(51,675)	Prudential Borrowing
SSNP – Night Safe & Target Hardening	88,212	Home Office

3.2.23 The decrease in the prudential borrowing funding requirement as a result of the project variation to remove the relocation of call care project from the programme will be used to partially offset the additional prudential borrowing requirement arising from the addition of the capitalisation directive scheme. Therefore there is no release of additional unallocated prudential borrowing as a result of the variation.

3.2.24 Changes from the previously reported financing position are summarised in the table below.

Capital Programme 2009-10			
	Programme	Financing	In Year Financing Variance Excess/ (Shortfall)
	£000	£000	£000
Latest approved programme (20 May Cabinet) *	16,408	16,408	
Slippage Changes (29 June Cabinet)	3,809	10,820	7,010
Revenue Expenditure Funded by Capital Under Statute Slippage	2,194	2,095	(99)
Re-profiling of 2008-09 projects (25 February & 18 March Cabinet)	1,197	1,197	
Appraisals brought to this Cabinet	1,050	750	(300)
Variations brought to this Cabinet	37	88	52
Latest proposed programme	24,695	31,358	6,663

*Difference of £5k due to this being included in the slippage figure.

3.2.25 The in year funding variance shown above can be broken down as follows:

2009-10 Capital Financing Variance			
	GF	HRA	Total
	£000	£000	£000
<u>Unallocated Financing 2009-10</u>			
Budgeted Prudential Borrowing	(247)		
Ring-fenced Grants and Contributions	31		
<u>Financing Earmarked for 2010-11</u>			
Revenue Reserve		6,880	
Total	(216)	6,880	6664

3.2.26 There was an amount £110k of unallocated prudential borrowing brought forward from 2008-09 as detailed in the capital outturn report. £5K of this has been used to address minor differences between actual and anticipated grant funding brought forward on a small number of schemes. £5k is required for the re-financing of capital expenditure that was incorrectly financed in 2008-09. £99k is required for the overspend on the revenue expenditure funded by capital under statute schemes in 2008-09.

3.2.27 There will be an additional prudential borrowing requirement of £247k for the capitalisation directive project, if the bid to CLG is successful. This is the net figure of £300k less £52k from the relocation of call care project and less £1k remaining from the brought forward amount.

3.2.28 The amount of £6.880m shown above as being carried forward to 2010-11 is needed to fund continuations of the existing HRA programme in future years.

3.3 Choices (Options)

3.3.1 Cabinet are asked to approve the inclusion of the capital schemes at paragraph 2.1 into the Council's capital programme and to approve the variations to the agreed capital programme set out at paragraph 2.2.

4. Implications (including financial implications)

4.1 Policy

4.1.1 All schemes within the capital programme are within existing policy

4.2 Resources and Risk

- 4.2.1 All schemes included in the capital programme, or put forward for approval, are fully funded, either through borrowing, internal resources or external funding arrangements. The financing of the programme is set out at Annex E.
- 4.2.2 Schemes funded by prudential borrowing have an impact on the revenue budget arising from the repayment of debt principal and interest. Recent changes to regulations and guidance on the repayment of debt principal in the accounts – known as ‘minimum revenue provision’ or MRP, mean that the annual revenue cost of repayment of debt principal now varies according to the nature of the expenditure, as it fixed according to the life of the asset. Thus, debt relating to short life assets may have to be paid back over as little as three years, whereas for long life assets it may be over fifty or sixty years. The interest charge is approximately 4% per annum (on current borrowing rates)
- 4.2.3 The revenue costs of all prudential borrowing in the approved capital programme and in the proposed project appraisals and variations brought with this report are built into the Council’s draft revenue budget for 2010-11 and medium term plans for future years
- 4.2.4 All other revenue budget implications related to the capital projects are set out in the capital project appraisals, and fed into revenue budget planning as appropriate (ie through revenue budget monitoring, budget build or medium term financial planning).
- 4.2.5 Financial and non-financial risks related to the capital projects are addressed in the capital project appraisals.

4.3 Legal

- 4.3.1 Legal implications related to the capital projects are addressed in the capital project appraisals.
- 4.3.2 There are no specific legal implications arising from this report.

4.4 Equality

- 4.4.1 Equalities implications related to the capital projects are addressed in the capital project appraisals. Many of the schemes in the programme are specifically targeted at addressing equalities issues. Project managers are responsible for ensuring that Equality Impact Assessments (EIAs) are completed for their schemes, and that any equalities issues associated with the project are correctly addressed.

4.5 Consul tees (Internal and External)

4.5.1 Each capital project appraisal and project variation for schemes in the programme has been put together by the Project Manager, in consultation with other officers and the Cabinet Portfolio Holder.

In respect of consultation with stakeholders on individual schemes, details are contained within the capital project appraisals

4.6 How the Proposals deliver Priority Outcomes

4.6.1 The extent to which each project meets the Council's objectives and priorities is described within the individual capital project appraisals.

- The use of capital project appraisals to determine and agree capital schemes in accordance with the objectives and priorities of the authority, and the effective monitoring and reporting of capital programme activity both contribute to improving the CPA/CAA Use of Resources score. This supports the Council's priority to be a well-managed organisation that puts our customers at the heart of what we do.

4.7 Other Implications

4.7.1 There are no other specific implications arising from this report.

5. Background Papers

5.1 Cabinet & Council Reports – 2009-10 Capital Programme (Cabinet unless stated)

- 19 February 2009 - Capital Programme 2009-10 to 2011
- 26 February 2009 (Council) - Capital Programme 2009-10 to 2011
- 25th February 2009 – Capital Programme 2008-09 Position as at end of December 2008.
- 18th March 2009 – Capital Programme 2008-09 Position as at end of January 2009.
- 7th April 2009 (Cabinet) – Capital Appraisal
- 20th May 2009 (Cabinet) – Capital Appraisal
- 29th June 2009 – Capital Programme 2008-09 – Outturn Position.

5.2 Capital Project Appraisals

- 2009-10 GF059 Climate Friendly Communities
- 2009-10 GF061 Capitalisation Directive October 2009

5.3 Capital Project Variations

General Fund

- 2008-09 GF026 V01 Relocation of Call Care
- 2008-09 GF065 V01 SSNP – Night Safe & Target Hardening

Housing Revenue Account

- 2009-10 HRA004 V01 Decent Homes
- 2007-08 CS0012 V04 Kitchen Replacement
- 2009-10 HRA012 V01 Capital Voids
- 2008-09 HRA007 V01 Complete Roofs
- 2007-08 CS023 V01 Archangel Square
- 2009-10 HRA013 V01 Windows & Doors

Bev Dixon, Finance Manager – Capital & Treasury, ext 7401

CABINET REPORT

SIGNATORIES

Report Title	CAPITAL PROGRAMME 2009-10 – POSITION AS AT END OF MAY 2009
Date Of Call-Over	22 Jul 09

Following Call-Over and subsequent approval by Management Board, signatures are required for all Key Decisions before submitting final versions to Meetings Services.

Name	Signature	Date	Ext.
Monitoring Officer or Deputy			
Section 151 Officer or Deputy			

Project Appraisals put forward for Cabinet Approval

A1

1	Project Title	Countywide Climate Friendly Communities					
2	Appraisal Reference	2009-10/GF059					
3	Directorate	Housing GF					
4	Service Block	Housing General Fund					
5	Outline description (including specific works)						
	<p>GOEM funded scheme to improve properties that do not meet the decent homes standard and are occupied by vulnerable persons in receipt of qualifying benefits. Typical works undertaken are solar panels, heat pumps and solid wall insulation. The work is 100% funded by the grant, although some of works could qualify for a Low Carbon Buildings Grant. This additional stream of funding will be the leverage to carry the scheme into the following year. The service will generate a revenue income of £100.00 per case. This is not quantified yet as per whole project, as number of cases are dependent on the cost of the individual case. This is a countywide project which will address Fuel Poverty and contribute towards the government decent homes targets as outlined in the councils housing strategy 2006-2011.</p>						
6	Consequences of not undertaking the project and impact on the community or employees						
	Would not meet the governments targets of HECA and Local Area Agreements Targets of the National indicators NI186 & NI187						
7	Project budget	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
	Capital costs	750,000	0	0	0	0	750,000
	Revenue consequences	0	0	0	0	0	0
8	Source of capital funding	SCE (R) Single Capital Pot	Prudential Borrowing	Major Repairs Reserve	Grant & 3rd Party Contribs	Other	Total
		£	£	£	£	£	£
		0	0	0	750,000	0	750,000
	Part of regional housing pot capital grant from DCLG						

Project Appraisals put forward for Cabinet Approval

A2

1	Project Title	2009-10 Capitalisation Directive October 2009					
2	Appraisal Reference	2009-10/GF061					
3	Directorate	Finance & Support					
4	Service Block	Environmental, Protective and Cultural Services					
5	Outline description (including specific works)						
	The council has placed a bid to the CLG for a capitalisation directive to the council for specific costs that would otherwise have been revenue. The results of the bid will be confirmed in mid October 2009						
6	Consequences of not undertaking the project and impact on the community or employees						
	If the project is not approved the Council will not be able to capitalise these costs and will have to bear these otherwise unfunded costs in the revenue budget without being able to spread them over a period of time						
7	Project budget	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
	Capital costs	300,000	0	0	0	0	300,000
	Revenue consequences	0	0	0	0	0	0
8	Source of capital funding	SCE (R) Single Capital Pot £	Prudential Borrowing £	Major Repairs Reserve £	Grant & 3rd Party Contribs £	Other £	Total £
		0	300,000	0	0	0	300,000
	Funded from prudential borrowing; Growth on the debt financing budget.						

Project Variations put forward for Cabinet Approval

B1

1	Project Title	Relocation of Call Care					
2	Original Appraisal Ref	2008-09/GF026					
3	Variation Ref Number	2008-09/GF026 V01					
4	Directorate	Housing GF					
5	Service Block	Housing General Fund					
6	Reason for variation						
	<p>The relocation of call care project was originally planned to take place in 2008-09, however due to problems finding a suitable location this did not happen. However, the new equipment that was required was purchased to be used at the existing location. The closure of Weston Favell offices at the end of 2008-09 has now taken priority over moving Call Care and the relocation will not happen in 2009-10. Due to the shortage of available capital funds it has been advised that the remaining budget should be freed up.</p>						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
		(51,675)	0	0	0	0	(51,675)
II	Project funding	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
		(51,675)	0	0	0	0	(51,675)
III	Funding source						
	Prudential Borrowing						

Project Variations put forward for Cabinet Approval

B2

1	Project Title	SSNP Night Safe & Target Hardening					
2	Original Appraisal Ref	2008-09/GF065					
3	Variation Ref Number	2008-09/GF065 V01					
4	Directorate	Assistant Chief Executive					
5	Service Block	Environmental, Protective and Cultural Services					
6	Reason for variation						
	<p>We will be receiving a capital allocation of £87,900 for 2009/10 from the Home Office via Northants County Council. It has not been confirmed whether this will come as a one payment or in instalments. The money will be spent on environmental improvements and improved security of vulnerable persons and properties that have had a burglary. Specific amounts cannot be apportioned at present as analysis is being undertaken to identify what and where it is required. A previous year correction has resulted in there being a small amount (£311.92) of unused Home Office funding, this will be spent this financial year.</p>						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		88,212	0	0	0	0	88,212
II	Project funding	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		88,212	0	0	0	0	88,212
III	Funding source						
	Home Office						

Project Variations put forward for Cabinet Approval

B3

1	Project Title	Decent Homes (BH317)					
2	Original Appraisal Ref	2009-10/HRA004					
3	Variation Ref Number	2009-10/HRA004 V01					
4	Directorate	Housing HRA					
5	Service Block	Housing Revenue Account					
6	Reason for variation						
	<p>Phase 2 of Decent Homes covers a 3-4 year project and requires complex pre-tender works. Phase 2 expenditure planned for 2009-10 can be usefully directed at specific projects to contribute to Decent Homes in advance of the main Phase 2 of Decent Homes covers a 3-4 year project and requires complex pre-tender works. Phase 2 expenditure planned for 2009-10 can be usefully directed at specific projects to contribute to Decent Homes in advance of the main phase starting. At this stage it is proposed to divert: 1. £400,000 to capital voids (BH338) in 2009-10; 2. £500,000 to (BH345) kitchen backlog works identified by responsive repairs and to be tendered as a small contract and 3. a flat roofing poor repair contract worth £320,000 (BH304). This totals £1,220,000 variation.</p>						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		(1,220,000)	0	0	0	0	(1,220,000)
II	Project funding	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		(1,220,000)	0	0	0	0	(1,220,000)
III	Funding source						
	Major Repairs Reserve						

Project Variations put forward for Cabinet Approval

B4

1	Project Title	Kitchen replacement (BH345)					
2	Original Appraisal Ref	2007-08/CS0012					
3	Variation Ref Number	2007-08/CS0012 V04					
4	Directorate	Housing HRA					
5	Service Block	Housing Revenue Account					
6	Reason for variation						
	There are a number of homes, identified by Property Maintenance Inspections, with kitchens in a poor state of repair which form part of the Council decent Homes backlog. It is proposed to divert 500,000 from the decent homes phase 2 budget so that these are dealt with in advance of the main Decent Homes contract. This will help address issues of disrepair and increase decent homes activity this financial year.						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		500,000	0	0	0	0	500,000
II	Project funding	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		500,000	0	0	0	0	500,000
III	Funding source						
	Major Repairs Reserve						

Project Variations put forward for Cabinet Approval

B5

1	Project Title	Capital Voids (BH338)					
2	Original Appraisal Ref	2009-10/HRA012					
3	Variation Ref Number	2009-10/HRA012 V01					
4	Directorate	Housing HRA					
5	Service Block	Housing Revenue Account					
6	Reason for variation						
	<p>The trend this year is for a higher level of capital voids than last year. Since voids are being completed to a decent homes level, with expenditure being connected to main element replacement, kitchens, bathrooms, heating etc it is proposed to increase the current budget by £400,000 and for this to be funded by a reduction in the decent homes budget.</p>						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
		400,000	0	0	0	0	400,000
II	Project funding	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
		400,000	0	0	0	0	400,000
III	Funding source						
	Major Repairs Reserve						

Project Variations put forward for Cabinet Approval

B6

1	Project Title	Complete Roofs (BH304)					
2	Original Appraisal Ref	2008-09/HRA007					
3	Variation Ref Number	2008-09/HRA007 V01					
4	Directorate	Housing HRA					
5	Service Block	Housing Revenue Account					
6	Reason for variation						
	Flat Roofs to two blocks in St James - Stitchman House and Cordwainer House are leaking, the roofs have been patched on several occasions, but are now beyond repair. Estimates for the two blocks total £320,000. This requires funding from the decent homes phase 2.						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		320,000	0	0	0	0	320,000
II	Project funding	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		320,000	0	0	0	0	320,000
III	Funding source						
	Major Repairs Reserve						

Project Variations put forward for Cabinet Approval

B7

1	Project Title	Archangel Square (BH634)					
2	Original Appraisal Ref	2007-08/CS0023					
3	Variation Ref Number	2007-08/CS0023 V01					
4	Directorate	Housing HRA					
5	Service Block	Housing Revenue Account					
6	Reason for variation						
	Archangel Square was a scheme to return three terraced houses from commercial use as a doctors surgery and later a nursery, to three fully decent three bedroom houses to supplement the councils housing stock. Subsequently, Section 106 moneys were found to be available to fund the entire scheme and associated costs. The £70,000 budget has been reallocated to the window and door programme.						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		(70,000)	0	0	0	0	(70,000)
II	Project funding	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		(70,000)	0	0	0	0	(70,000)
III	Funding source						
	Major Repairs Reserve £31,406, bfwd £38,594						

Project Variations put forward for Cabinet Approval

B8

1	Project Title	Windows and Doors (BH321)					
2	Original Appraisal Ref	2009-10/HRA013					
3	Variation Ref Number	2009-10/HRA013 V01					
4	Directorate	Housing HRA					
5	Service Block	Housing Revenue Account					
6	Reason for variation						
	<p>A number of properties were omitted from the original PVCu double glazing window and door project that ran through the 1990s, some through access difficulties or other issues. Property Maintenance and Planned Maintenance also identified windows and doors for replacement, but which are beyond the scope of responsive repairs. £70k from the archangel refurb scheme has been released due to Section 106 money funding this project. It is therefore proposed to increase the windows and doors project by £70k to enable the aforementioned works to be completed.</p>						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		70,000	0	0	0	0	70,000
II	Project funding	2009/10	2010/11	2011/12	2012/13	2013/14	Total
		£	£	£	£	£	£
		70,000	0	0	0	0	70,000
III	Funding source						
	Major Repairs Reserve £31,406, bfwd £38,594						

Capital Monitoring Programme 2009-10													
Period 2													
Division/Service	Approved Budgets				Proposed Budgets		Actuals			Forecasts			Slippage
	Original Approved Budget (19.02.2009)	Slippage	Approved Changes	Latest Approved Budget	Proposed Changes	Latest Proposed Budget	Exp to End of Prev Month	Exp Current Month	Exp to End of Current Month	Forecast Exp to End of Year	Total Forecast for Year	Forecast (Unspent Budget)/ Budget Overspends	Forecast Slippage
	£	£	£	£	£	£	Mth 1 £	Mth 2 £	Mths 1 to 2 £	Mths 3 to 12 £	Mths 1 to 12 £	£	£
General Fund													
Finance & Support													
Human Resources	0	0	0	0	0	0	0	0	0	0	0	0	0
Finance & Assets	126,800	282,247	24,709	433,756	300,000	733,756	(1,456)	25,779	24,323	725,704	750,026	316,270	0
Revenue & Benefits	68,100	3,000	5,000	76,100	0	76,100	0	0	0	76,100	76,100	0	0
Northampton Area Procurement	0	0	0	0	0	0	0	0	0	0	0	0	0
Consumer Services & ICT	639,200	73,380	443,180	1,155,760	0	1,155,760	(6,875)	456	(6,419)	1,162,679	1,156,260	500	0
Total Finance & Support	834,100	358,627	472,889	1,665,616	300,000	1,965,616	(8,331)	26,235	17,903	1,964,483	1,982,386	316,770	0
Environment & Culture													
Public Protection	128,179	51,605	69,106	248,890	0	248,890	(24,845)	10,196	(14,649)	263,539	248,890	0	0
Neighbourhood & Environmental Services	100,000	47,750	147,297	295,047	0	295,047	0	0	0	295,047	295,047	0	0
Culture & Leisure	49,667	1,056,431	112,500	1,218,598	0	1,218,598	(42)	30	(12)	1,213,790	1,213,778	(4,820)	7,320
Town Centre Operations	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Environment & Culture	277,846	1,155,786	328,903	1,762,535	0	1,762,535	(24,887)	10,226	(14,661)	1,772,376	1,757,715	(4,820)	7,320
Planning & Regeneration													
Planning	200,000	31,759	0	231,759	0	231,759	0	0	0	231,759	231,759	0	0
Regeneration & Development	977,915	2,006	103,000	1,082,921	0	1,082,921	(12,169)	26,287	14,118	1,068,804	1,082,921	0	0
Total Planning & Regeneration	1,177,915	33,765	103,000	1,314,680	0	1,314,680	(12,169)	26,287	14,118	1,300,562	1,314,680	0	0
Assistant Chief Executive													
Policy & Community Engagement	46,657	87,288	0	133,945	0	133,945	12,918	32,593	45,511	88,434	133,945	0	0
Communications & Consultation	0	0	0	0	0	0	0	0	0	0	0	0	0
Performance & Improvement	0	0	0	0	0	0	0	0	0	0	0	0	0
Northampton Local Strategic Partnership	3,100	494	0	3,594	88,212	91,806	0	0	0	91,494	91,494	87,900	0
Total Assistant Chief Executive	49,757	87,782	0	137,539	88,212	225,751	12,918	32,593	45,511	179,928	225,439	87,900	0
Borough Solicitor													
	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Borough Solicitor	0	0	0	0	0	0	0	0	0	0	0	0	0
Housing GF													
Strategy, Investment & Performance	0	0	0	0	0	0	0	0	0	0	0	0	0
Landlord Services	0	47,305	322,000	369,305	0	369,305	0	0	0	369,305	369,305	0	0
Needs & Support	1,494,317	2,165,491	0	3,659,808	698,325	4,358,133	209,490	246,114	455,604	3,902,529	4,358,133	698,325	0
Total Housing GF	1,494,317	2,212,796	322,000	4,029,113	698,325	4,727,438	209,490	246,114	455,604	4,271,834	4,727,438	698,325	0
TOTAL General Fund	3,833,935	3,848,757	1,226,792	8,909,484	1,086,537	9,996,020	177,021	341,455	518,476	9,489,183	10,007,659	1,098,175	7,320

HRA													
Housing HRA													
Strategy, Investment & Performance	12,129,192	1,885,782	115,000	14,129,974	0	14,129,974	10,120	634,780	644,900	13,485,074	14,129,974	(0)	0
Landlord Services	0	0	0	0	0	0	0	0	0	0	0	0	0
Needs & Support	300,000	268,593	0	568,593	0	568,593	92,141	84,494	176,634	391,959	568,593	0	0
Total Housing HRA	12,429,192	2,154,375	115,000	14,698,567	0	14,698,567	102,261	719,274	821,535	13,877,032	14,698,567	(0)	0
TOTAL HRA	12,429,192	2,154,375	115,000	14,698,567	0	14,698,567	102,261	719,274	821,535	13,877,032	14,698,567	(0)	0
Total Capital Programme	16,263,127	6,003,132	1,341,792	23,608,051	1,086,537	24,694,587	279,282	1,060,729	1,340,011	23,366,215	24,706,226	1,098,175	7,320

Note :- Includes Revenue Expenditure funded from Capital

Mth 1 Mth 2 Mths 1 to 2 Mths 3 to 12/mths 1 to 12

Capital Programme 2009-10

Division/Service	Latest Approved Budget £	Actuals to Period 2 £	Total Forecast for Year £	Forecast (Unspent) / Overspend £	Forecast Slippage £
General Fund					
Finance & Support					
Human Resources	0	0	0	0	0
Finance & Assets	433,756	24,323	750,026	316,270	0
Revenue & Benefits	76,100	0	76,100	0	0
Northampton Area Procurement	0	0	0	0	0
Consumer Services & ICT	1,155,760	(6,419)	1,156,260	500	0
Total Finance & Support	1,665,616	17,903	1,982,386	316,770	0
Environment & Culture					
Public Protection	248,890	(14,649)	248,890	0	0
Neighbourhood & Environmental Services	295,047	0	295,047	0	0
Culture & Leisure	1,218,598	(12)	1,213,778	(4,820)	7,320
Town Centre Operations	0	0	0	0	0
Total Environment & Culture	1,762,535	(14,661)	1,757,715	(4,820)	7,320
Planning & Regeneration					
Planning	231,759	0	231,759	0	0
Regeneration & Development	1,082,921	14,118	1,082,921	0	0
Total Planning & Regeneration	1,314,680	14,118	1,314,680	0	0
Assistant Chief Executive					
Policy & Community Engagement	133,945	45,511	133,945	0	0
Communications & Consultation	0	0	0	0	0
Performance & Improvement	0	0	0	0	0
Northampton Local Strategic Partnership	3,594	0	91,494	87,900	0

Annex D

Total Assistant Chief Executive	137,539	45,511	225,439	87,900	0
Borough Solicitor	0	0	0	0	0
Total Borough Solicitor	0	0	0	0	0
Housing GF					
Strategy, Investment & Performance	0	0	0	0	0
Landlord Services	369,305	0	369,305	0	0
Needs & Support	3,659,808	455,604	4,358,133	698,325	0
Total Housing GF	4,029,113	455,604	4,727,438	698,325	0
Total General Fund	8,909,484	518,476	10,007,659	1,098,175	7,320
HRA					
Housing HRA					
Strategy, Investment & Performance	14,129,974	644,900	14,129,974	(0)	0
Landlord Services	0	0	0	0	0
Needs & Support	568,593	176,634	568,593	0	0
Total Housing HRA	14,698,567	821,535	14,698,567	(0)	0
Total HRA	14,698,567	821,535	14,698,567	(0)	0
Total Capital Programme	23,608,051	1,340,011	24,706,226	1,098,175	7,320

Capital Programme Financing 2009-10

As at the end of May 2009

	GF Finance & Support £	GF Environment & Culture £	GF Planning & Regeneration £	GF Assistant Chief Executive £	GF Borough Solicitor £	GF Housing £	HRA Housing £	Unallocated £	GF Total £
Programme									
Latest Approved Budget	1,665,616	1,762,535	1,314,680	137,539		4,029,113	14,698,567		23,608,051
Proposed Budget Changes	300,000			88,212		698,325			1,086,537
Latest Proposed Budget	1,965,616	1,762,535	1,314,680	225,751	0	4,727,438	14,698,567	0	24,694,587
Funding									
Prudential Borrowing	1,614,056	244,001	5,000	8,100		1,729,689		(247,000)	3,353,845
Supported Borrowing							500,000		500,000
Capital Receipts	63,200	100,000				33,800	497,942		694,942
MRA							11,068,543		11,068,543
Grants		1,120,517	556,559	217,651		2,922,633			4,817,359
Third Party Financing	141,043	88,749	753,121						982,913
Revenue Financing	147,317	209,269				72,317	9,512,000		9,940,903
Total Funding	1,965,616	1,762,535	1,314,680	225,751		4,758,438	21,578,486	(247,000)	31,358,506
Unallocated Funding						31,000	6,879,919	(247,000)	6,663,919
Breakdown of unallocated funding									
General Fund									
Earmarked funding pending project appraisals						31,000		(247,000)	(216,000)
									0
									0
HRA									
Earmarked Reserve C/fwd to fund 2010-11 programme							6,879,919		6,879,919
									0
									0
Unallocated Funding	0	0	0	0	0	31,000	6,879,919	(247,000)	6,663,919

Appendices

1



NORTHAMPTON
BOROUGH COUNCIL

Item No.

14C

CABINET REPORT

Report Title	HOUSING REVENUE ACCOUNT BUDGET MONITORING 2009/10 – POSITION AS AT 31st MAY 2009
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	05 August 2009
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Finance and Support
Accountable Cabinet Member:	David Perkins
Ward(s)	Not Applicable

1. Purpose

- 1.1 This report identifies the projected outturn position for the current financial year for the Housing Revenue Account (HRA). Appendix 1 of the report provides further background information. The report also refers to management action being taken in response to the forecast and to minimise the impact on the Council's HRA working balances at the end of the financial year.

2. Recommendations

- 2.1 Cabinet to note the report and the forecast overspend of £1k on the Net Cost of Services.

3. Issues and Choices

3.1 Report Background

3.1.1 The Council approved the 2009/10 HRA Budget on 19th February 2009. The 2009/10 budget preparation process delivered a balanced budget.

3.2 Issues

3.2.1 Budget Managers, in conjunction with Finance, have undertaken a review to identify any emerging issues that cannot be contained within the approved budget with appropriate management action. Appendix 1 presents the identified variations from the approved budget that are giving rise to a forecast net overspend of £1k for Net Cost of Services.

3.2.2 Working Balances - It should be noted that Working Balances carried forward from outturn are higher than the budget by £160k. This variance was detailed in the HRA Budget 2008/09 Outturn Report presented to Cabinet on 29th June 2009. There was an additional £2.493m moved into earmarked reserves.

3.2.3 Housing Restructure - A fundamental review of the structure of the Housing Service has been undertaken. It is currently anticipated that there will be no overall net increase in the cost of services.

3.2.4 General Management – forecast overspend of £1k. Additional printing costs are anticipated by the Customer Engagement Team to meet the costs of the quarterly “My Homes” newsletter sent to residents.

3.2.5 Special Services – forecast underspend of £50k. It is considered likely that there will be a reduction in the expenditure within the Integrated Reception Service relating to the installation and maintenance of communal aerials to housing blocks.

3.2.6 Rents Rates Taxes & Other Charges – forecast overspend of £50k. This reflects the estimated increase in Council Tax due on empty properties. This is as a result of a change to the Council Tax rules that no longer allow relief to be claimed on properties that have been vacant for longer than six months.

3.3 Other Areas for Information

3.3.1 An emerging issue has been identified relating to the settlement of equal pay claims. Due to ongoing negotiations, no figures have yet been included in the budget forecasts for this issue.

3.3.2 As indicated above, managers are already taking action to minimise the overall net impact on HRA working balances. This includes identifying where there is scope for efficiencies without detriment to public service delivery, and capitalisation of specific costs. Managers must continue to rigorously assess areas in which further efficiencies can be achieved to manage forecast overspends within the overall budget. Particular attention should be given to management of the employee establishment.

3.4 HRA Capital Programme Reserve

- 3.4.1 The opening balance on the Capital Programme Reserve for 2009/10 is £7m.
- 3.4.2 The Reserve has been set aside to fund future Capital Programmes and is considered prudent in order to support the delivery of the outcomes of the HRA Asset Management Strategy and the HRA Business Plan.

3.5 Leaseholder Capital Works Reserve

- 3.5.1 The opening balance on the Leaseholder Capital Works Reserve for 2009/10 is £1m.
- 3.5.2 The Reserve was set up in 2007/08 (see Cabinet Report 26th June 2008), in anticipation of the requirement for a sinking fund or similar mechanism to account for changes made for capital works and the actual costs of Capital repairs. A Leaseholder charging review is being undertaken and will be subject to a separate report when complete.

3.6 HRA Working Balances

- 3.6.1 The opening HRA Balance for 2009/10 is -£6,124k. The forecast Outturn for the year is -£6,207k, showing a net increase to the Working Balance of £83k. This represents a decrease of £1k from the budgeted increase of £84k (see Appendix 1). This is summarised in the table below. The forecast Outturn position will be subject to continued and increasing scrutiny as the financial year progresses and more detailed analysis is possible.

Table 1 HRA Working Balances

	Revised £000	Forecast £000	Variance £000
Opening Balance	(6,124)	(6,124)	
Net Trnfer (to) / from wrk balances	(84)	(83)	(1)
Working Balance C/Fwd	(6,208)	(6,207)	(1)

3.7 Choices(Options)

- 3.7.1 Cabinet is invited to note the report and the actions being taken to contain net expenditure to minimise the impact on the HRA's working balances at the end of the financial year.
- 3.7.2 Options for further constraining expenditure without detriment to front line service delivery must be considered corporately to address the projected net overspend.

4. Implications (including financial implications)

4.1 Policy

- 4.1.1 Appendix 1 shows that the controllable revenue budget is forecast to be overspent by £1k.

4.2 Resources and Risk

- 4.2.1 This report informs the Cabinet of the provisional HRA budget outturn as at the end of May 2009.
- 4.2.2 There will be an ongoing impact on future year budgets of not delivering services or overspending budgets.

4.3 Legal

- 4.3.1 There are no specific legal implications arising from this report.

4.4 Equality

- 4.4.1 Not applicable

4.5 Consultees (Internal and External)

- 4.5.1 Chief Executive, Directors, Corporate Mgrs, and Budget Managers have been consulted.

4.6 How the Proposals deliver Priority Outcomes

- 4.6.1 Monthly budget monitoring relates to improving the CPA Use of Resources score, which contributes to the priorities of continuing to improve our weakest services and continuing to strengthen our financial management.

4.7 Other Implications

- 4.7.1 Not applicable

5. Background Papers

5.1 Cabinet Reports

- 29 June 2009 HRA Budget Outturn Position 2008/09

Isabell Procter, Corporate Director, ext 8757



NORTHAMPTON
BOROUGH COUNCIL

**HOUSING REVENUE ACCOUNT
FINANCIAL YEAR 2009/2010**

As at: 31st May 2009

	2009/2010 £,000's Base Budget	2009/2010 £,000's Actuals	2009/2010 £,000's Forecast Outturn	2009/2010 £,000's Outturn Variance
INCOME				
Rents - Dwellings Only	-43,080	-6,837	-43,080	0
Rents - Non Dwellings Only	-1,157	-196	-1,157	0
Service Charges	-1,471	-200	-1,471	0
Other Income	-205	-17	-205	0
Total Income	-45,912	-7,250	-45,912	0
EXPENDITURE				
Repairs and Maintenance	9,407	1,605	9,407	0
General Management	4,589	534	4,590	1
Special Services	3,561	318	3,511	-50
Rents, Rates, Taxes & Other Charges	45	38	95	50
Increase in Bad Debt Provision	400	0	400	0
Rent Rebate Subsidy Deductions	1,324	0	1,324	0
Housing Revenue Account Subsidy	10,683	0	10,683	0
Total Expenditure	30,008	2,495	30,009	1
Net Cost of Services	-15,904	-4,756	-15,903	1
Net Recharges to the General Fund	5,392	899	5,392	0
Interest & Financing Costs	-28	-5	-28	0
Depreciation/MRA	7,957	1,326	7,957	0
Contribution to Earmarked Reserves	2,500	417	2,500	0
Net Transfer From / (To) Working Balance	-84	-2,119	-83	1
Working Balance b/f	-5,964	-6,124	-6,124	-160
Working Balance c/fwd	-6,048	-8,243	-6,207	-159

Appendices

2



NORTHAMPTON
BOROUGH COUNCIL

Item No.

14D

CABINET REPORT

Report Title	REVENUE BUDGET MONITORING 2009/10 – POSITION AS AT THE END OF MAY 2009
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 th August 2009
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Finance and Support
Accountable Cabinet Member:	David Perkins
Ward(s)	Not Applicable

1. Purpose

- 1.1 This report identifies the projected outturn position for the current financial Year. Appendix 1 of the report provides further background information. The report also refers to management action being taken in response to the forecast and to minimise the impact on the Council's general fund reserves at the end of the financial year.

2. Recommendations

- 2.1 Cabinet to note the report and the forecast over spend of £884k net of management action.
- 2.2 Cabinet consider the nature of the information provided in the general fund revenue budget monitoring report and confirm whether they require any additional information such as actual spend to date.

3. Issues and Choices

3.1 Report Background

- 3.1.1 The Council approved the General Fund Revenue Budget on 26th February 2009. The 2009/10 budget preparation process identified a substantial gap in funding. This was bridged by a combination of policy, efficiency and base budget savings to the value of £9.42m. These savings are in addition to the £6.2m of savings that were approved and achieved as part of the 2007/08 and 2008/09 budget setting processes.
- 3.1.2 It is important that the savings built into the budget are achieved to minimise the impact on both the Council's general reserves at the end of this financial year and the impact on future year budgets. It is intended that all policy, efficiency and base budget savings that were built into the approved budget will be monitored and reported separately this financial year together with the regular monitoring of the revenue budget. Should any of the savings be unachievable, management action will be taken to identify alternative savings or income.

3.2 Issues

- 3.2.1 The recent budgetary control internal audit undertaken by PWC has recommended that members be asked to consider whether they would find it useful to receive additional information in the budget monitoring report. In particular whether members would find it useful to receive information on actual expenditure to date. This could be incorporated either in appendix 1 or as a separate appendix or table within the report itself.
- 3.2.2 Budget Managers, in conjunction with Finance, have undertaken a review of the progress being made towards achieving the savings contained within the budget. Work has also been undertaken to identify any other emerging issues that cannot be contained within the approved budget with appropriate management action.
- 3.2.3 This is the first budget monitoring report for the year, covering the first two months, April and May. Therefore forecasts are being made on the basis of the first two months activity, and where there are issues, action plans are being worked up to ensure that the authority meets its budget target. Appendix 1 presents the identified variations from the approved budget that are giving rise to a forecast net over spend of £1,084k for services before management action and proposed use of reserves.

3.2.4 Table 1: General Fund Provisional Outturn Summary (£,000)

RAG	Directorate	2009/10 Original Budget	2009/10 Additional Budget	2009/10 Revised Budget*	Projected Outturn Actuals - End May 2009	Projected Outturn Variance to Revised Budget - End May 2009 pre actions	Proposed Application of Reserves & other Management Actions	Projected Outturn Variance to Revised Budget - End May 2009 post actions
		£,000	£,000	£,000	£,000	£,000	£,000	£,000
R	Environment and Culture	12,227	(29)	12,198	12,944	746	(200)	546
A	Finance and Support	17,133	79	17,212	17,268	56	0	56
A	Planning & Regeneration	2,831	0	2,831	2,866	35	0	35
R	Assistant Chief Executive*	4,043	(50)	3,993	4,230	237	0	237
A	Borough Solicitor	1,171	0	1,171	1,198	27	0	27
G	Housing	1,472	0	1,472	1,455	(17)	0	(17)
	Total	38,877	0	38,877	39,961	1,084	(200)	884

3.2.5 £895k of the projected over spend relates to policy and efficiency savings that Budget Managers have indicated still require further work. Appendix 2 contains details of the progress being made to achieve the savings.

3.2.6 Included within the forecast is a projected over spend of £193k relating to employee budgets. This is the position net of the corporate vacancy target.

3.2.7 The remaining £4k under spend before action and funding virements relates to emerging issues identified by Budget Managers.

3.2.8 Overall these items give a forecast over spend of £1,084k.

3.2.9 Management action to the value of (£200k) has been identified to partially mitigate the forecast over spend. These actions give rise to a net forecast over spend of £884k.

3.2.10 The over spend of £884k includes the monitoring of the vacancy saving target. The position in relation to the employee budget is outlined below for clarity.

3.2.11 **Table 2: Effect of Use of Reserves and Management Action on the Forecast Overspend**

	£,000
Forecast outturn before proposed use of reserves and management action	1,084
Identified Management Action.	(200)
Total	884

Note that these figures are rounded.

3.2.12 **Table 3: Employees Position at the end of May 2009**

Directorate	Employee Forecast net of Vacancy Factor £,000
Environment and Culture	323
Finance and Support	(219)
Planning & Regeneration	35
Assistant Chief Executive*	27
Borough Solicitor	0
Housing	0
	193

Note that these figures are rounded.

Environment and Culture Directorate

3.2.13 The RAG status for Directorate of Environment and Culture is Red as the Directorate is forecasting an over spend above £100k. The reasons for the variance are explained below.

Service Area	Forecast Variance before Action	Forecast Variance after Action	Narrative
	£,000	£,000	
Director of Environ and Culture	3	3	Additional employee costs relating to honoraria payments to support staff.
Head of Public Protection	64	64	Forecast non-achievement of the corporate vacancy target.
Head of Neighbourhood Environmental Services	557	357	See below
Head of Leisure and Culture	80	80	Forecast non-achievement of the corporate vacancy target.
Head of Town Centre Management	42	42	Forecast non-achievement of the corporate vacancy target.
Total	746	546	

Head of Neighbourhood Environmental Services

3.2.14 The service has indicated that it is unlikely to deliver in full savings targets totalling £663k built into the 2009/10 budget. Management actions are currently being put in place and further developed to minimise potential overspend. Plans include the following comments and actions

3.2.15 The saving option for bulky waste collection of £90k is currently unlikely to be achieved at this point in the financial year (Ref OI4). This is primarily due to electrical stores offering their own recycling service to take away old appliances free of charge combined with the overall economic recession.

3.2.16 A saving of £185K has been achieved to date from changing the staff mix from permanent worker to temporary worker (Ref MTPS211). £200k of the savings target remains outstanding. The current economic climate has resulted in lower than anticipated staff turnover within the Service, resulting in more staff required to leave with each financial period that passes. The implication is that the service is unable to replace permanent staff who leave the organisation with lower cost temporary staff as planned, however management will now consider alternative action in respect of achieving this target.

3.2.17 A saving of £175K in respect of the reduction in grounds maintenance within Parks and Open Spaces (Ref MTPS32) has been achieved to date, however

£158k remains to be found. Management action is currently being considered as to how this may be delivered.

- 3.2.18 The saving that was built into the budget for wild flower areas of £23k (Ref MTPS715) will not be achieved at this current time, although the wildflower areas have been seeded. Management action is currently being considered as to how this may be delivered.
- 3.2.19 The saving that was built into the budget for Reduction to grass mowing frequency of £192k (Ref MTPS716) will not be achieved via the actions originally proposed. Management action is currently being considered as to how this may be delivered.
- 3.2.20 The remainder of the variance is made up of minor variations totalling (£105k).
- 3.2.21 Management action of (£200k) has been identified by the service to partially offset the above savings that will not be achieved. It is proposed that additional income will be generated from recycling activity of (£100k). Management action also included the proposed usage of section 106 monies of (£100k) for works currently being undertaken by the service that form part of existing section 106 agreements. Work is ongoing to implement these management actions.
- 3.2.22 Intensive work is currently underway to try to ensure that by the end of period 3 robust savings plans are in place to fully address the period 2 forecasted variance for this service.

Finance and Support Directorate

- 3.2.23 The RAG status for Finance and Support is Amber as the Directorate is forecasting an over spend of less than £100k. The reasons for the variance are explained below.

Service Area	Forecast Variance before Action	Forecast Variance after Action	Narrative
	£,000	£,000	
Director of Finance and Support	2	2	Additional employee costs relating to honoraria payments to support staff.
Head of Finance and Assets	11	11	See below
Head of Revenues and Benefits	0	0	N/A
Head of Customer Services and ICT	(3)	(3)	Employee savings net of the corporate vacancy target.
Head of Human Resources	38	38	Forecast non achievement of the corporate vacancy target
Head of Procurement	8	8	Forecast non achievement of the corporate vacancy target
Total	56	56	

Head of Finance and Assets

3.2.24 Employee savings net of vacancy target generate a forecast under spend of (£50k).

3.2.25 Loss of commercial rent income £75k. It is anticipated that this will be partially offset by additional rental income of (£24k) in response to the review of rents that is currently taking place.

Planning & Regeneration Directorate

3.2.26 The RAG status for People, Planning, and Regeneration is Amber as the Directorate is reporting an over spend of less than £100k. The reasons for the variance are explained in the table below.

Service Area	Forecast Variance before Action	Forecast Variance after Action	Narrative
	£,000	£,000	
Director of Planning and Regeneration	1	1	Additional employee costs relating to honoraria payments to support staff.
Head of Planning	41	41	Forecast non achievement of the corporate vacancy factor
Head of Regeneration and Development	(7)	(7)	Employee savings net of corporate vacancy target.
Total	35	35	

Assistant Chief Executive

3.2.27 The RAG status for Directorate of Assistant Chief Executive is Red as the Directorate is forecasting an over spend of more than £100k. The reasons for the variance are explained below.

Service Area	Forecast Variance before Action	Forecast Variance after Action	Narrative
	£,000	£,000	
Assistant Chief Executives	4	4	Recruitment costs and running costs including vehicle allowances and mobile telephones
Head of Policy and Community Engagement	211	211	See below
Head of Performance and Improvement	9	9	Forecast non achievement of the corporate vacancy target and additional conference costs
Director of Local Strategic Partnership	0	0	N/A
Chief Executives	13	13	Organisational subscriptions and conference costs
Total	237	237	

Head of Policy and Community Engagement

3.2.28 The net Employee forecast is an overspend of £21k due to non-achievement of the corporate vacancy target.

3.2.29 The Service has reported that the saving that was built into the 2009/10 budget for Community Centres of £190k will not be achieved. Work is underway to identify how this may be achieved in future years.

Borough Solicitor

3.2.30 The RAG status for the Borough Solicitor is Amber as the Service is reporting an over spend of less than £100k. The reasons for the variance are explained in the table below.

Service Area	Forecast Variance before Action*	Forecast Variance after Action*	Narrative
	£,000	£,000	
Borough Solicitor	27	27	Forecast non achievement of corporate vacancy target
Total	27	27	

Housing Directorate (General Fund)

3.2.31 The RAG status for the Directorate of Housing is Green as the Directorate is reporting an under spend. The reasons for the variance are explained in the table below.

Service Area	Forecast Variance before Action*	Forecast Variance after Action*	Narrative
	£,000	£,000	
Director of Housing	1	1	Additional cost of vehicle allowances
Head of Housing Strategy, Investment and Performance	5	5	Staff training and printing costs of consultation document.
Head of Landlord Services	0	0	N/A
Head of Housing Needs and Support	(23)	(23)	Additional grant for Homelessness net of additional costs of lifeline maintenance costs
Total	(17)	(17)	

Other Areas for Information

3.2.32. As indicated above, managers have already taken action to minimise the overall net impact on Council finances. This includes identifying where there is scope for efficiencies without detriment to public service delivery, seeking additional external funding and capitalisation of specific costs. Managers must continue to rigorously assess areas in which further efficiencies can be achieved. Particular attention should be given to management of the employee establishment.

Improvement Fund

3.2.33. The opening balance on the Improvement Fund Reserve for 2009/10 is £1m.

	£,000
Improvement Fund Balance as at 01.04.2009	1,000
Total estimated Improvement Fund balance at 31.03.2010	1,000

Corporate Initiatives (LABGI) Earmarked Reserve

3.2.34. The opening balance on the Corporate Initiatives Reserve for 2009/10 was £351k.

	£,000
LABGI Balance as at 01.04.2009	351
Total estimated LABGI balance at 31.03.2009	351

General Fund Balances

3.2.35 Following the completion of the closure of the year-end accounts 2008/09 the forecast opening General Fund Balance for 2009/10 was revised to £2,006k. This will be subject to the audit process and will be confirmed once the accounts of the authority have been approved by our external auditors.

Housing Revenue Account (HRA)

3.2.36 A separate report detailing the HRA position appears elsewhere on the agenda.

3.3 Choices (Options)

3.3.1 Cabinet is invited to note the report and the actions being taken to contain net expenditure to minimise the impact on the Council's reserves at the end of the financial year.

3.3.2 Consideration must be given as to if further management action can be taken to achieve those savings that have been identified by Budget Managers as unachievable.

3.3.3 Options for further constraining expenditure without detriment to front line service delivery must be considered corporately to address the projected net overspend.

3.3.4 Cabinet is invited to consider whether they require any additional information, for example information relating to actual spend, to be included in the budget monitoring report.

4. Implications (including financial implications)

4.1 Policy

4.1.1 The table at 3.2.4 shows that the budget is forecast to be over spent by £884k after management action and proposed use of reserves.

4.2 Resources and Risk

4.2.1 This report informs the Cabinet of the forecast revenue budget outturn as at the end of May 2009.

4.2.2 There will be an ongoing impact on future year budgets of not achieving savings contained within the 2009/10 budget.

4.3 Legal

4.3.1 There are no specific legal implications arising from this report.

4.4 Equality

4.4.1 There are no specific equality implications arising from this report.

4.5 Consultees (Internal and External)

4.5.1 Chief Executive, Directors, Heads of Service, and Budget Managers have been consulted.

4.6 How the Proposals deliver Priority Outcomes

4.6.1 Monthly budget monitoring relates to improving the CPA/CAA Use of Resources score, which contributes to the priority of being a well-managed organisation that puts the customer at the heart of what we do.

4.7 Other Implications

4.7.1 Not applicable

5. Background Papers

5.1 Full Council Report of 26th February 2009 (General Fund Revenue Budget 2009/10 – 2011/12), Cabinet Report of 29th June 2009 (General Fund Budget Outturn 2008/09)
22nd December 2008 Revenue Budget Monitoring to 31 October 2008
4th February 2009 Revenue Budget Monitoring to 30 November 2008
25th February 2009 Revenue Budget Monitoring to 31 December 2008

Rebecca Smith, Assistant Head of Finance, ext 8046
Isabell Procter, Director of Finance and Support, ext 8757

General Fund Controllable Service Revenue Budget - Forecast Outturn Variance 2009/2010

	2009/2010 Original Budget	2009/2010 Use of Reserves	2009/2010 Virements	2009/2010 Current Budget	Savings / Efficiency Target Included within 2009/10 Budget	Savings / Efficiencies Target (Over) / Under Achieved	Employees Forecast Net of Vacancy Factor	Other Emerging Issues	Forecast Outturn (Underspend) / Overspend before Mgmt Action	Management Action - Virement from Reserves	Management Action Plans in Place	Forecast Outturn following action plans & budget transfers
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<u>Director of Environment and Culture</u>												
Director of Environment and Culture	207	0	4	211	0	0	1	2	3	0	0	3
Head of Public Protection	2,113	0	0	2,113	-460	12	84	-32	64	0	0	64
Head of Neighbourhood Environmental Services	9,293	0	-73	9,220	-2,685	663	116	-222	557	0	-200	357
Head of Leisure and Culture	2,060	0	0	2,060	-885	0	80	0	80	0	0	80
Head of Town Centre Management	-1,446	0	40	-1,406	-260	0	42	0	42	0	0	42
	12,227	0	-29	12,198	-4,290	675	323	-252	746	0	-200	546
<u>Director of Finance and Support</u>												
Director of Finance and Support	291	0	24	315	0	0	1	1	2	0	0	2
Head of Finance and Assets	8,075	0	206	8,281	-856	0	-51	62	11	0	0	11
Head of Revenues and Benefits	-133	0	0	-133	-851	0	0	0	0	0	0	0
Head of Customer Services and ICT	6,738	0	-74	6,664	-702	22	-4	-21	-3	0	0	-3
Head of Human Resources	1,972	0	-87	1,885	-423	0	-173	211	38	0	0	38
Head of Procurement	190	0	10	200	-20	0	8	0	8	0	0	8
	17,133	0	79	17,212	-2,852	22	-219	253	56	0	0	56
<u>Director of Planning and Regeneration</u>												
Director of Planning and Regeneration	201	0	29	230	0	0	1	0	1	0	0	1
Head of Planning	1,869	0	-29	1,840	-462	5	41	-5	41	0	0	41
Head of Regeneration and Development	761	0	0	761	-206	0	-7	0	-7	0	0	-7
	2,831	0	0	2,831	-668	5	35	-5	35	0	0	35
<u>Assistant Chief Executive</u>												
Assistant Chief Executive	505	0	0	505	-89	0	1	3	4	0	0	4
Head of Policy and Community Engagement	3,016	0	-50	2,966	-345	190	21	0	211	0	0	211
Head of Performance and Improvement	378	0	0	378	-45	0	5	4	9	0	0	9
Director of Northampton Local Strategic Partnership	40	0	0	40	0	0	0	0	0	0	0	0
Chief Executives	104	0	0	104	-195	0	0	13	13	0	0	13
	4,043	0	-50	3,993	-674	190	27	20	237	0	0	237
<u>Borough Solicitor</u>	1,171	0	0	1,171	-298	0	27	0	27	0	0	27
<u>Director of Housing</u>												
Director of Housing	172	0	0	172	0	0	0	1	1	0	0	1
Head of Strategy, Investment and Performance	227	0	0	227	-26	0	0	5	5	0	0	5
Head of Landlord Services	0	0	0	0	0	0	0	0	0	0	0	0
Head of Housing Needs and Support	1,073	0	0	1,073	-617	3	0	-26	-23	0	0	-23
	1,472	0	0	1,472	-643	3	0	-20	-17	0	0	-17
Total General Fund Controllable Revenue Budget	38,877	0	0	38,877	-9,425	895	193	-4	1,084	0	-200	884

Key

A positive variance indicates a budget overspend and a negative variance indicates a budget underspend

Analysis of Savings and Efficiencies Contained within the General Fund Revenue Budget 2009/10, 2010/11 and 2011/12

Achievable savings are denoted in Green
 Unachievable savings are denoted in red.

Portfolio Holder	Director	Cordir	Directorate	Div	Head of Service	Indicative Cost Centre	Key Service Area Ref	Key Service Area	Saving Reference as per Report to Full Council	Nature of Saving	Detail	2009/10	2009/10 Forecast Savings Shortfall / (Excess)	Progress Achieved to Date	Agreed Future Management Actions	Key Risks Identified - For Detailed Information Refer to the Council Risk Register
Cllr Woods	C Boden	CEX	Chief Executives	CCEXE	Chief Executives	K0100	CX01	Chief Executive	MTPS117A	Level 1 MTP	Delete staff incentive budgets	(100)	0	Will not be utilised.		
Cllr Woods	C Boden	CEX	Chief Executives	CCEXE	Chief Executives	K0100	CX01	Chief Executive	MTPS116A	Level 1 MTP	Delete relocation expenses	(4,640)	0	Further consideration to this area being given in light of delayed timescales or relocation.		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	CCEXE	Chief Executives	K0100	CX01	Chief Executive	MTPS603	Level 2 MTP	Reduction in corporate entertainment and refreshments budget	(20,000)	0	Will be managed within agreed budget for the year		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	CCEXE	Chief Executives	K0100	CX01	Chief Executive	MTPS726	Level 2 MTP	Reduce Pay award to 2% in year 1. This assumes that pay award will rise to 2.45% in subsequent years.	(170,000)	0	A pay award of 2.75% was agreed for the year 2008/09 after the budget had been set. As the base budget assumed a pay award of 2.45% this will impact on the ability for this saving to be achieved.	This saving needs to be distributed to all cost centres. This exercise will be completed in the new financial year. At this point in the year it is assumed that staff turnover can be used to deliver the saving required with respect to the ongoing impact of the additional 0.30% 2008/09 pay award.	Dependant upon national agreement at the level of 2% and staff turnover at the appropriate level.
Cllr Woods	C Boden	CEX	Assistant Chief Executive	DIRAC	Assistant Chief Executives	5902	GC08	Communications	ESN46	Efficiency	Savings on printing and stationery and software licences budgets within the Press and PR department with no impact on outputs.	(8,500)	0	TBC	Further information being sought on existing situation	
Cllr Woods	C Boden	CEX	Assistant Chief Executive	DIRAC	Assistant Chief Executives	5902	GC08	Communications	MTPS528	Level 1 Income	Increased income from advertising hoardings	(2,000)	0	Situation will be explored during the year		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	DIRAC	Assistant Chief Executives	5902	GC08	Communications	MTPS117B	Level 1 MTP	Delete staff incentive budgets	(60)	0	Achieved		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	DIRAC	Assistant Chief Executives	5902	GC08	Communications	MTPS527	Level 1 MTP	Reduce communications software budgets	(8,000)	0	TBC	Further information being sought on existing situation	
Cllr Woods	C Boden	CEX	Assistant Chief Executive	DIRAC	Assistant Chief Executives	6001	GC08	Communications	MTPS529	Level 1 MTP	Delete Vacant Head of Communications and Consultation post	(70,593)	0	Achieved		
Cllr Hoare	C Boden	CEX	Assistant Chief Executive	EEGAP	Head of Performance and Improvement	N1019	PI20	Performance	ESN128	Efficiency	Saving as a result of more efficient and effective focused use of printed material to support the cultural change programme.	(5,500)	0	Still achievable, changes to working practices already in place and printing requirement has been reduced in line with anticipated savings.		Changes to working practices reverted due to the requirement to provide hard copy documents by request. However this is very low risk.
Cllr Hoare	C Boden	CEX	Assistant Chief Executive	EEGAP	Head of Performance and Improvement	N1019	PI20	Performance	ESN44	Efficiency	Original budget was allocated to undertake three satisfaction surveys annually. This is no longer required across the board, remaining statutory requirement is to undertake the housing status survey bi-annually, therefore budget is re-aligned to reflect this.	(35,400)	0	Still achievable, senior managerial and political decision made to not re-run User Satisfaction surveys in 09/10		If the decision is changed and corporate service survey work is required the savings would not be achieved. The Access to Service Inspection report highlights the need to carry out systematic consultation and engagement work and there will be costs associated with meeting this recommendation. They may not fall within the remit of the Performance and Improvement Department.
Cllr Hoare	C Boden	CEX	Assistant Chief Executive	EEGAP	Head of Performance and Improvement	N1019	PI20	Performance	MTPS117C	Level 1 MTP	Delete staff incentive budgets	(60)	0	Still achievable, no awards historically made and no policy in place to do so in the future.		
Cllr Hoare	C Boden	CEX	Assistant Chief Executive	EEGAP	Head of Performance and Improvement	N1019	PI20	Performance	MTPS129	Level 1 MTP	Savings due to not conducting a General User Satisfaction Survey on an ongoing basis.	(3,600)	0	Still achievable, senior managerial and political decision made to not re-run User Satisfaction surveys in 09/10		
Cllr Glynane	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	13295	GC10	Community Developments	EGR302	Budget Realign	Alliston Gardens Community Centre National Insurance & Superannuation budgets not needed	(4,319)	0	Paid for by the centre's own (non-NBC) budget		
Cllr Glynane	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	35203	GC10	Community Developments	EGR304	Budget Realign	Removal of supplies and services budgets for a deleted post	(15,084)	0	Discretionary expenditure during the year - to be monitored closely each month.		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	450	GC02	Civic and Mayoral Expenses	ESN138	Efficiency	Economies in Civic & Mayoralty function	(7,000)	0	Will be managed within agreed budget for the year		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	M5000	GC01	Corporate Manager (Governance and Communications)	MTPS117H	Level 1 MTP	Delete staff incentive budgets	(20)	0	Complete		
Cllr Glynane	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	2000	GC09	Community and Other Grants	MTPS75	Level 1 MTP	Remove inflation of 3.3% on Grants to Voluntary Organisations	(35,065)	0	In real terms, reduces the grants' pot available. The total of all awards will be within this financial limit.		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	2376	GC04	Policy	MTPS72	Level 1 MTP	Deletion of corporate subscriptions - Commonwealth & LG Forum, Urban Forum & LA action for Southern Africa	(1,080)	0	One subscription to be cancelled (LA Action for SA). Others already ceased.		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	450	GC02	Civic and Mayoral Expenses	MTPS71	Level 1 MTP	Reduction to reflect mayoralty under spend	(11,000)	0	Discretionary expenditure during the year - to be monitored closely each month.		
Cllr Glynane	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	2000	GC09	Community and Other Grants	MTPS18	Level 1 MTP	Removal of unallocated grant budget	(16,768)	0	The total of all awards will be within this financial limit.		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	88300	GC05	Overview & Scrutiny	MTPS508	Level 1 MTP	Reduction in Supplies and Services within Scrutiny General and reductions to telephone call costs budget within Members Support	(19,870)	0	Discretionary expenditure during the year - to be monitored closely each month.		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	88300	GC05	Overview & Scrutiny	MTPS73A	Level 2 MTP	Replace vacant scrutiny post with admin assistant	(18,000)	0	Post will remain vacant. Discussed with Borough Solicitor how Meeting Services will support O&S.		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	88300	GC05	Overview & Scrutiny	MTPS73B	Level 2 MTP	Additional savings by reducing hours on vacant scrutiny post instead of replacing admin post	(3,000)	0	Achieved		
Cllr Woods	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	88300	GC05	Overview & Scrutiny	MTPS73C	Level 2 MTP	Additional savings by holding scrutiny post vacant for one year	(24,000)	0	Achieved		
Cllr Glynane	C Boden	CEX	Assistant Chief Executive	GOVCO	Head of Policy and Community Engagement	35206	GC10	Community Developments	MTPS78	Level 2 MTP	Community Centre efficiencies - Review management arrangements to balance income and expenditure	(190,000)	190,000	Consultation proceeding with centre managers. Detailed proposals on restructure of caretaking / cleaning functions underway.		
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	EREAG	Head of Regeneration and Development	28899	RG05	Regeneration	ESP29	FYE of Prior Decision	Prior Year Decision Adjustments - Regeneration software Licences for Microsoft Project	(2,500)	0	This budget has been deleted. No expenditure will be made.	Monitor to ensure no expenditure is committed.	No significant risk of non achievement applies.
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	EREAG	Head of Regeneration and Development	33028	RG02	Economic Intelligence	ESP4	FYE of Prior Decision	Prior Year Decision Adjustments - Economic Intelligence Feasibility studies	(40,000)	0	Events staff salaries appear to have been charged to this cost centre in error. The saving will be achieved	Arrange transfer of charges to Events Team cost centre.	No significant risk of non achievement applies.
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	EREAG	Head of Regeneration and Development	28899	RG05	Regeneration	MTPS117E	Level 1 MTP	Delete staff incentive budgets	(50)	0	This budget has been deleted. No expenditure will be made.	Monitor to ensure no expenditure is committed.	No significant risk of non achievement applies.

Portfolio Holder	Director	Cordir	Directorate	Div	Head of Service	Indicative Cost Centre	Key Service Area Ref	Key Service Area	Saving Reference as per Report to Full Council	Nature of Saving	Detail	2009/10	2009/10 Forecast Savings Shortfall / (Excess)	Progress Achieved to Date	Agreed Future Management Actions	Key Risks Identified - For Detailed Information Refer to the Council Risk Register
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	EREAG	Head of Regeneration and Development	33060	RG02	Economic Intelligence	MTPS29	Level 1 MTP	Reduce Economic Development marketing and supplies & services budget	(5,000)	0	This budget has been reduced. No expenditure will be authorised without sufficient budget.	Monitor to ensure no expenditure over budget is committed.	No significant risk of non achievement applies.
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	EREAG	Head of Regeneration and Development	28899	RG05	Regeneration	MTPS504	Level 2 MTP	Vacant posts will be deleted from establishment. The professional support required by the service as a consequence will be funded from LABGI funding.	(158,000)	0	These posts have been deleted from the establishment and will not be filled.	Monitor to ensure no expenditure is committed.	No significant risk of non achievement applies.
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	LECAI	Head of Planning	19600	RG04	Planning Policy & Conservation	ESP24	FYE of Prior Decision	Changes to Local Development Framework Programme will increase the printing budget	0	0	On target. There will be an emphasis on moving to more consultation through web-based consultation tool Limehouse and CDs to reduce the need to consult using printed paper based materials.	There will be an emphasis on moving to more consultation through web-based consultation tool - Limehouse and CDs to reduce the need to consult using printed paper based materials.	The 2011/12 period in particular is potentially one where there may be difficulties in making the identified savings as final copies of the central area action plan will need to be printed to a very high quality standard.
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	LECAI	Head of Planning	8406	RG09	Bus Shelters	ESP22	FYE of Prior Decision	Prior Year Decision Adjustments - Bus Shelters	(15,280)	0	Achievable		None at present
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	LECAI	Head of Planning	14800	PE03	Development Control	O116	Level 1 Income	Charging for pre-planning and other planning fees	(15,000)	5,000	Consultation period expired and report to Cabinet for approval on 29th April on target.	Continue to monitor project throughout financial year with monitoring report to Cabinet at the appropriate time	Risk that insufficient training can be given to ensure successful launch of the scheme will result in increased level of complaints. Risk that income will not be generated to insufficient take up of the service
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	LECAI	Head of Planning	15700	PE02	Building Control	MTPS117M	Level 1 MTP	Delete staff incentive budgets	(170)	(170)	On target	No required action	No risk as this budget has not been called upon in the past
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	LECAI	Head of Planning	19610	RG04	Planning Policy & Conservation	MTPS117M	Level 1 MTP	Delete staff incentive budgets	(400)	0	On target. This budget has not been called upon to incentivise staff previously, so can be identified as a saving.	These have not been called upon to incentivise staff previously, so can be identified as a saving	None as such because the budget was not previously used.
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	LECAI	Head of Planning	19604	RG04	Planning Policy & Conservation	MTPS24	Level 1 MTP	Reduce work carried out in Nature Reserves	(1,199)	0	On target. Work will begin on undertaking a tendering process for these managing the Nature Reserves this year. In any case the necessary budget savings will be made, the management of the reserves will be reduced accordingly with the reduction in expenditure	Unless a medium term plan bid is successful for creating additional finance to manage the reserves, the management regime supported will reflect the identified saving in budget.	There is a significant risk that the Council will be identified as failing in its statutory duty to protect the status of Local Nature Reserves, as the Wildlife Trust has identified that they currently subsidise management of the reserves to an extent which they are not prepared to continue to do. This could mean that NI97 is adversely affected.
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	LECAI	Head of Planning	15000	RG04	Planning Policy & Conservation	MTPS20	Level 1 MTP	Reduction on Conservation & Improvement supplies & services budgets	(6,490)	0	On target. The amount of work commissioned will reflect the lower level of budget, as this was offered up as a short term saving.	The saving is assumed to be for one year only. Longer term savings are not considered to be appropriate as they will have an adverse impact on the environmental quality of conservation areas and listed buildings	In the short term the risks are limited. Longer term budget savings will bring risks of poorer quality historic environment within conservation areas and with listed buildings.
Cllr Church	D Bailey	ENA	Director of Planning and Regeneration	LECAI	Head of Planning	14800	PE03	Development Control	MTPS724	Level 2 MTP	Planning Dept. Restructuring and keeping posts vacant 09/10 only	(423,749)	0	On target, posts being kept vacant	Continuous monitoring of workload and NI's BVPI's and LPI's required to ensure that there is no adverse impact on performance	Significant risks to performance in the following circumstances: a) loss of staff and inability to replace quickly; b) key staff on long term sick; c) increase in work load as economy recovers if there are delays in recruiting staff; d) recovery of planning powers from WNDC during the current financial year as current staff would be unable to manage the increased workload.
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	K9000	HR01	Corporate Manager (Human Resources)	EGR311	Budget Realign	Professional subscriptions to be paid is less than forecasted year end actuals	(1,000)	0	Saving removed from the budget. Will be achieved.		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	K9000	HR01	Corporate Manager (Human Resources)	EGR312	Budget Realign	Reduction in budget for printing and stationary as forecasted year end spend is less than budget.	(4,000)	0	Saving removed from the budget. Will be achieved.		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	K9000	HR01	Corporate Manager (Human Resources)	EGR313	Budget Realign	Reduction in budget for photocopying as forecasted year end spend is less than budget.	(4,000)	0	Saving removed from the budget. Will be achieved.		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	21550	HR01	Corporate Manager (Human Resources)	EGR314	Budget Realign	Budget is more than forecasted actuals for Occupational Health medical expenses.	(5,000)	0	Saving removed from the budget. Will be achieved.		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	29300	HR01	Corporate Manager (Human Resources)	ESN135	Efficiency	No more rental or service charges as social club has been closed.	(50,180)	0	Saving removed from the budget. Will be achieved.		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	K9000	HR01	Corporate Manager (Human Resources)	ESN63	Efficiency	With the implementation of Agresso 5.5, the external consultancy support will no longer be needed and will cease.	(8,000)	0	Saving removed from the budget. Will be achieved.		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	K9000	HR01	Corporate Manager (Human Resources)	MTPS117D	Level 1 MTP	Delete staff incentive budgets	(490)	0	Saving removed from the budget. Will be achieved.		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	K9000	HR01	Corporate Manager (Human Resources)	MTPS116B	Level 1 MTP	Delete relocation expenses	(17,480)	0	Saving removed from the budget. Will be achieved.		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	K3020	HR01	Corporate Manager (Human Resources)	MTPS93/92	Level 1 MTP	Removal of surplus Health and Safety budget	(8,000)	0	Saving removed from the budget. Will be achieved.		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	M3000	HR01	Corporate Manager (Human Resources)	MTPS209	Level 1 MTP	Additional savings from managing Comensura Temporary Staff Contract	(100,000)	0	New system in place regarding sign off for agency contracts with corporate challenge	Monitored at HRMT to ensure the reduction in agency staff to ensure the continued trend is maintained	
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	M3000	HR01	Corporate Manager (Human Resources)	MTPS210	Level 1 MTP	Savings from improved recruitment processes & advertising	(20,000)	0	R&S system being reviewed. For all current recruitment advertisement web recruitment is being considered as first choice	HRMT monitoring budget spend. RMS to be procured; web portal; talent pool etc to be considered as part of review of R&S 1 May 2009	
Cllr Hoare	I Procter	GOV	Director of Finance and Support	EPSUP	Head of Human Resources	K3010	HR03	Training & Development	MTPS704/49	Level 2 MTP	Reduction in council wide training budget, exploring external funding mechanisms	(200,000)	0	Saving removed from the budget. Will be achieved.		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	41711	FA06	Other Buildings & Land	EGR128	Budget Realign	Responsibility for utility charges now paid by tenant	(15,074)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	41741	FA06	Other Buildings & Land	EGR129	Budget Realign	Reduction in cleaning costs at 13 Guildhall Road due to vacant property	(5,323)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	R1100	FA02	Financial Services	EGR303/ESP13	Budget Realign/FYE of prior decision	Correction of NNDR budgets -£74k, external rent £-20k, insurance recharges £68k, empty property council tax £1k, removal of income due to end of agreement with Orchestras Live £9k.	(15,725)	0	Ongoing monitoring	Ongoing monitoring	
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	R4000	FA03	Audit	ESN29	Efficiency	Reduction in number of Audit days due to more effective working practices	(14,460)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	3500	FA04	Non Distributed Costs	ESP2	FYE of Prior Decision	Prior Year Decision Adjustments - Pension Strain Costs in relation to previous restructure decisions	(218,248)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	D5000	FA01	Asset Management	MTPS117G	Level 1 MTP	Delete staff incentive budgets	(470)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	R1100	FA02	Financial Services	MTPS117G	Level 1 MTP	Delete staff incentive budgets	(380)	0	Achievable		

Portfolio Holder	Director	Cordir	Directorate	Div	Head of Service	Indicative Cost Centre	Key Service Area Ref	Key Service Area	Saving Reference as per Report to Full Council	Nature of Saving	Detail	2009/10	2009/10 Forecast Savings Shortfall / (Excess)	Progress Achieved to Date	Agreed Future Management Actions	Key Risks Identified - For Detailed Information Refer to the Council Risk Register
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	500	FA03	Audit	MTPS115	Level 1 MTP	Delete the Internal Audit contingency budget and remove from the annual plan the contingency of 35 days. Directorates will be required to fund special audits.	(20,000)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	R1110	FA02	Financial Services	MTPS9	Level 1 MTP	Change of method for cash payments, reducing costs and widening the facilities for making payments in local communities e.g. post office, shops.	(99,688)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	41741	FA06	Other Buildings & Land	MTPS105/513	Level 1 MTP	Savings arising from NNDR on empty properties.	(37,947)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	D5000	FA01	Asset Management	MTPS48/107/702	Level 2 MTP	Asset Management restructure	(178,920)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	R1100	FA02	Financial Services	MTPS111	Level 2 MTP	Restructure of the Finance Section.	(174,274)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	GFSAO	Head of Finance and Assets	R1100	FA02	Financial Services	MTPS723	Level 2 MTP	Savings as a result of Insurance re tender	(75,000)	0	Achievable		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N2045	CS04	Customer Access	EGR111	Budget Realign	One off saving in customer services staffing budget in 2009/10 with no impact on services	(22,472)	0	Achieved		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N2040	CS01	Administrative Services	ESN137	Efficiency	Further savings in postal costs due to recently introducing the clean mail contract following the VFM exercise.	(5,000)	0	Achieved		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	511	CS04	Customer Access	ESN16	Efficiency	There is capital funding for Qmax. This software enables effective planning to optimise the use of resources available. Savings then to be made on agency workers.	(8,520)	0	Achieved		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	M0000	CS03	Corporate Manager (Customer Services)	ESN18	Efficiency	Deletion of a management post in customer services as responsibilities are being covered within existing staff base.	(60,090)	0	Achieved		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N1010	PI02	Information Technology	ESN47	Efficiency	Saving on use of Consultants and Hardware Maintenance due to having fewer servers.	(13,100)	0	Achieved		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N2045	CS04	Customer Access	MTPS117L	Level 1 MTP	Delete staff incentive budgets	(130)	0	Achieved		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N1120	CS05	Print Unit	MTPS117L	Level 1 MTP	Delete staff incentive budgets	(90)	0	Achieved		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N1010	PI02	Information Technology	MTPS117L	Level 1 MTP	Delete staff incentive budgets	(420)	0	Achieved	None	None
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N2040	CS01	Administrative Services	MTPS117L	Level 1 MTP	Delete staff incentive budgets	(60)	0	Achieved		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N2040	CS01	Administrative Services	MTPS12	Level 1 MTP	Use first class mail for urgent mail only	(7,000)	0	Budget reduced	Post room budget will need to be monitored closely to ensure that this can be achieved	Staff should not feel that they cannot send mail first class if required
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N2045	CS04	Customer Access	MTPS505	Level 1 MTP	Absorb welfare home visits to Housing and Council Tax benefits into the visiting team within Housing Benefits	(10,976)	0	Achieved		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N1012	PI02	Information Technology	MTPS519	Level 1 MTP	Reduction of mobile phone usage	(10,000)	0	Budget has been reduced across the council.	Budgets reduced but savings will still need to be realised.	Can savings be made. Currently 734 mobiles, with 23 being actively reviewed.
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N1010	PI02	Information Technology	MTPS520	Level 1 MTP	Reduce contingency and disaster recovery contract costs as a result of server virtualisation and replanning with no impact on service	(10,000)	0	Not yet achieved. Contracts under review.	Review contracts. Reduce hardware on contract.	
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N1012	PI02	Information Technology	MTPS521	Level 1 MTP	Reduced PC replacement programme and rationalise PC numbers	(20,000)	0	Not yet achieved. PC purchases currently on hold pending completion of restructures and return of unneeded kit.	Awaiting return of un-needed kit. Programme to be reviewed.	
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N1017	PI02	Information Technology	MTPS522	Level 1 MTP	Savings on software licence for Goodlink, printing and external consultancy	(9,490)	0	Achieved.	None	None
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N2045	CS04	Customer Access	MTPS27/50/ 51	Level 2 MTP	Closure of Weston Favell Housing Office	(53,312)	2,508	Face to face operation is due to relocate on 24th April. Other staff moves are scheduled in May.		Possible negative publicity due to the withdrawal of face to face access point in a socially deprived area of town.
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	Y0510	CS01	Administrative Services	MTPS14/15	Level 2 MTP	Voice recognition technology answering all incoming calls to the switchboard leading to the saving of 2.8 FTE posts.	(53,107)	0	Procurement of software identified. Outline project plan in place.		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N2040	CS01	Administrative Services	MTPS13	Level 2 MTP	Implementation of E Benefits will lead to a reduction in process time and electronic vs. paper based system lead to staff savings of 2 fte on the basis that it is implemented by 31st March 2009.	(37,286)	19,286	This saving has been offset in part by DWP grant of £18K, the remainder is to be found within the facilities restructure	Restructure in Facilities team to offset the deficit	
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	Y0511	CS04	Customer Access	MTPS52/53/700	Level 2 MTP	Customer Services restructure, covering complaints, Ombudsman and front of house.	(128,285)	0	Outline project plan for the redistribution of complaints in place. Training on Ombudsman process for directors support staff due.	Implement project plan to reduce and shift workload for complaints.	Increased complaints due to other changes within the Council
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N1120	CS05	Print Unit	MTPS66	Level 2 MTP	Implementation of the Value for Money Review of the Print Room, resulting in the outsourcing of part of the print room function.	(40,000)	0	Not started	Decision required with regard to short term savings within Print Services Unit versus countywide programme.	Delays could impact on realisable savings.
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N2045	CS04	Customer Access	MTPS54	Level 2 MTP	Take out Face to Face operations	(22,497)	0	Achieved - Voluntary redundancy was taken by the member of staff working from Kingsthorpe Housing Office.		Possible negative publicity for the withdrawal of face to face access point at Kingsthorpe Housing Office
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	N1010	PI02	Information Technology	MTPS701	Level 2 MTP	ICT Restructure	(120,000)	0	In progress. New structure operational. Assimilation letters to be issued. Vacant posts to be filled.	Assimilation letters to be issued. Vacant posts to be filled.	None anticipated.
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	04500	FA08	Office Accommodation	EGR303	Budget Realign	Correction of NNDR budgets to match spend	(21,291)	0	Awaiting complete NNDR data	Ongoing monitoring	
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	4500	FA08	Office Accommodation	ESN26	Efficiency	Estimated one off NNDR saving identified as part of Value For Money initiative by Asset Management based on successful appeal against existing rateable value	(39,134)	0	Achievable		
Cllr Hoare	I Procter	GOV	Director of Finance and Support	LCUST	Head of Customer Services and ICT	4500	FA08	Office Accommodation	MTPS103	Level 1 MTP	Lease office space in the old part of the Guildhall to Northampton Volunteering Centre for a period of 2 years.	(9,375)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	PRMNT	Head of Procurement	R1210	PR01	Procurement	MTPS117S	Level 1 MTP	Delete staff incentive budgets	(290)	0	Achieved		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	PRMNT	Head of Procurement	R1210	PR01	Procurement	MTPS703	Level 2 MTP	Procurement Restructure	(20,000)	0	Achievable		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28300	HS03	Revenues	EGR133	Budget Realign	Court Costs (C.Tax & NNDR) reviewed to reflect increase in level of administration charges applied and the number of cases pursued.	(97,554)	0	Further update to follow as it is too early in the year		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28470	HS01	Benefits	EGR309	Budget Realign	Reduce stationery	(4,000)	0	Stationary budget has been reduced		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	42100	HS01	Benefits	ESN134	Efficiency	Housing Benefit & Council Tax Benefit to current level of Benefit/Subsidy	(296,372)	0	Further update to follow as it is too early in the year		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28460	HS01	Benefits	ESN143	Efficiency	Early termination of Kendrick Ash dependant upon contract notice and appointment of Head of Revs and Bens.	(56,541)	0	Kendric Ash contract terminated end of March. New HOS in post from 3rd March 2009		

Portfolio Holder	Director	Cordir	Directorate	Div	Head of Service	Indicative Cost Centre	Key Service Area Ref	Key Service Area	Saving Reference as per Report to Full Council	Nature of Saving	Detail	2009/10	2009/10 Forecast Savings Shortfall / (Excess)	Progress Achieved to Date	Agreed Future Management Actions	Key Risks Identified - For Detailed Information Refer to the Council Risk Register
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28310	HS03	Revenues	ESN32	Efficiency	Employee cost efficiency due to restructure of the Benefits Service. 2 Appeals officers replaced by a Team Leader with external support. Same level of service is being provided.	(13,946)	0	Two appeals officers have been replaced by a team leader.		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28470	HS01	Benefits	ESN34	Efficiency	Reduction in external storage archiving costs.	(8,743)	0	This has been completed.		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28460	HS01	Benefits	ESP1	FYE of Prior Decision	Prior Year Decision Adjustments - Cost of Kendrick Ash Contract	(127,424)	0	Further update to follow as it is too early in the year		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28301	HS03	Revenues	OI15	Level 1 Income	Review of court costs incurred / recovered within Council Tax & NNDR service.	(189,100)	0	Further update to follow as it is too early in the year		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28470	HS01	Benefits	MTPS117R	Level 1 MTP	Delete staff incentive budgets	(1,180)	0	Budget deleted		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28310	HS03	Revenues	MTPS124	Level 1 MTP	Reduced requirement for overtime due to greater efficiency in revenues and benefits.	(13,000)	0	Overtime budget reduced in line with expectation		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28300	HS03	Revenues	MTPS523	Level 1 MTP	Savings on court costs as a result of transfer of Council Tax legal work to an external provider	(20,000)	0	Further update to follow as it is too early in the year		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28300	HS03	Revenues	MTPS524	Level 1 MTP	Recovery of charges from business customers for court action and court preparation work. This is in line with other Local Authorities	(10,840)	0	Further update to follow as it is too early in the year		
Cllr Mildren	I Procter	GOV	Director of Finance and Support	REVBE	Head of Revenues and Benefits	28470	HS01	Benefits	MTPS127	Level 2 MTP	Renegotiate s/ware contract (£3k). New search engine (£4.6k). Switch to Northgate scan plus (£4.7k)	(12,300)	0	scan plus being used and contract with Sungard has been terminated. Software licences have been re-negotiated with saving realised.		
Cllr Glynane	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	11100	CS02	Call Care	EGR118	Budget Realign	Saving on hardware budget for call care	(6,000)	0	This saving is not being achieved. However, this is directly attributable to ESP20 below and the increase in business and associated income.	A budget/cost code remapping exercise is currently being undertaken between finance and service manager.	
Cllr Glynane	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	1113P	CS02	Call Care	EGR119	Budget Realign	Savings on electricity for call care	(2,500)	2,500	This saving is unlikely to be achieved. This is due to increased utility costs. It is also due to the sheltered housing team relocating to Exeter Place and sharing services as part of the project to close Weston Favell District Office.	To ensure that all meters have accurate readings taken in a timely manner.	
Cllr Glynane	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	11100	CS02	Call Care	EGR120	Budget Realign	Neighbourhood warden lone monitoring service supplied by call care	(2,000)	0	This service is being provided by Call Care. However, the income received is low than anticipated due to the Neighbourhood Wardens reducing from 14 to 9	These services are being developed internally, with a view to attracting external business. Sheltered Housing lone-worker monitoring is due to commence in June.	
Cllr Glynane	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	1113P	CS02	Call Care	EGR126	Budget Realign	Realignment of call care wages budget due to reduction in cleaners hours	(3,700)	0	Complete	Ongoing budget liaison between Call Care and finance.	
Cllr Crake	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	18200	PE09	Travellers Sites	EGR301	Budget Realign	Reduction in illegal traveller clearances	(28,000)	0	There are currently no illegal traveller sites in Northampton.	CTU (Countywide Traveller Unit) is currently being reviewed.	
Cllr Glynane	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	11100	CS02	Call Care	EGR306	Budget Realign	Realignment of Vehicle Allowances budget to reflect current organisational structure	(6,546)	0	There is only one member of staff where this action will be possible. This member of staff is currently absent through sickness from work long-term.	Enter negotiations with staff member on return to work to discuss buy-out of this contractual term.	
Cllr Glynane	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	11100	CS02	Call Care	ESN15	Efficiency	Increase in number of installation and rental of lifelines both inside and outside the Borough, due to Telecare partnership and installation work being grouped in geographic areas to save time and money.	(34,974)	0	Installations increased by 26% in 2008/09.	Further work is underway to reprocess the operation of application all the way through to installation.	
Cllr Glynane	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	11100	CS02	Call Care	ESP20	FYE of Prior Decision	Prior Year Decision Adjustments - Call Care External Monitoring Charges and realignment of Call Care Budgets	(59,060)	0	2009/10 is the second year of a phased three-year increase that has seen a 30% increase in external charges attributed.	Third year of phased increases to be notified to customers in February 2010.	
Cllr Beardsworth	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	32302	PE12	Private Sector Housing Standards & Improvements	OI9	Level 1 Income	Introduce fees on 'Decent Homes' etc Grants - charge to cover administrative costs in line with best practice	(106,000)	0	Achievable		
Cllr Crake	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	12201	HS12	Housing Advice	OI11	Level 1 Income	Grant income from NCC for the provision of Gateway Services - Agreed for 2 years	(70,000)	0	Achievable		
Cllr Beardsworth	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	11901	HS05	Targeted Dwellings	OI12	Level 1 Income	Introduction of a management fee on all rent bond / guarantee schemes. £50 per month charge to landlords who house NBC customers.	(60,000)	0	Achievable		
Cllr Beardsworth	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	32302	PE12	Private Sector Housing Standards & Improvements	OI200	Level 1 Income	Service fee income for Disabled Facilities Grants and Renovation Grants - charge to cover administrative costs in line with best practice	(50,000)	0	Achievable		
Cllr Beardsworth	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	32301	PE12	Private Sector Housing Standards & Improvements	MTPS117J	Level 1 MTP	Delete staff incentive budgets	(180)	0	Achievable		
Cllr Glynane	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	11100	CS02	Call Care	MTPS83	Level 1 MTP	Reduction in cleaner hours at Exeter Place, Window cleaning bi monthly and fortnightly trade waste collection	(2,310)	0	This change took effect on 20.4.09		
Cllr Glynane	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	11100	CS02	Call Care	MTPS82	Level 1 MTP	Change of shift pattern resulting in a 1fte saving in Call care	(31,457)	0	Shift pattern review is in its 3rd draft. However, increased business (and resulting income) may demand that this action is reviewed and requested to be omitted.	Business development paper to Head of Housing Needs and Support.	
Cllr Beardsworth	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	11800	HS05	Targeted Dwellings	MTPS95	Level 1 MTP	Removal of furniture storage facility to homeless customers	(6,900)	0	Achievable		
Cllr Crake	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	12201	HS12	Housing Advice	MTPS525	Level 1 MTP	Income from NCC to support lodging services	(35,000)	0	Achievable		
Cllr Crake	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	12201	HS12	Housing Advice	MTPS526	Level 1 MTP	Outsourcing of medical assessment and appeals. This is the saving net of the cost of outsourcing.	(19,236)	0	Achievable		
Cllr Glynane	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	11100	CS02	Call Care	MTPS79	Level 2 MTP	10% increase in installation, rental of lifelines and HRA contribution to monitoring charges less capital costs over 2 years. An additional £35k has already been offered as efficiency savings.	(29,621)	0	These charges have been implemented in full. Budget outturn information is not yet available to indicate new income position.	No further action other than monitoring.	
Cllr Crake	L Wearing	HSG	Director of Housing	HNEED	Head of Housing Needs and Support	12201	HS12	Housing Advice	MTPS602	Level 2 MTP	Removal of 2 Vacant Private Sector Accommodation Officers posts.	(63,820)	0	Achievable		
Cllr Beardsworth	L Wearing	HSG	Director of Housing	HSTIP	Head of Strategy, Investment and Performance	35901	RG03	Housing Strategy	EGR150	Budget Realign	Housing Strategy salaries o/time non contracted & supplies & services savings	(6,309)	0	Achievable		
Cllr Beardsworth	L Wearing	HSG	Director of Housing	HSTIP	Head of Strategy, Investment and Performance	35901	RG03	Housing Strategy	MTPS117K	Level 1 MTP	Delete staff incentive budgets	(30)	0	Achievable		
Cllr Beardsworth	L Wearing	HSG	Director of Housing	HSTIP	Head of Strategy, Investment and Performance	35901	RG03	Housing Strategy	MTPS19	Level 1 MTP	Change of post in Housing Strategy section	(19,500)	0	Achievable		

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Cllr Woods	C Boden	LEG	Borough Solicitor	GDEMS	Borough Solicitor	88010	LD08	Meeting Services	EGR307	Budget Realign	Removal of Hardware Maintenance budget	(4,500)	0	Achieved		
Cllr Hoare	D Kennedy	LEG	Borough Solicitor	GDEMS	Borough Solicitor	K4000	LD04	Legal	OI13	Level 1 Income	Income budget for recovered court costs in Legal dept	(25,000)	0	Request made to Finance & Support to create an income code under cost centre K4000 for this item	Ensure income code created and income correctly coded and monitored	
Cllr Church	D Kennedy	LEG	Borough Solicitor	GDEMS	Borough Solicitor	19300	LD03	Land Charges	MTP5518	Level 1 Income	Sale of land charge data to personal search companies.	(72,000)	0	Level of charges submitted for approval under Leaders Scheme of Delegations	Implement new fees from 6th April 09 and review fees quarterly.	Income target may be affected by changes in housing market.
Cllr Woods	C Boden	LEG	Borough Solicitor	GDEMS	Borough Solicitor	88010	LD08	Meeting Services	MTP5117F	Level 1 MTP	Delete staff incentive budgets	(20)	0	Deletion agreed by Cabinet and Council	No further action required	
Cllr Woods	C Boden	LEG	Borough Solicitor	GDEMS	Borough Solicitor	88100	LD08	Meeting Services	MTP598	Level 1 MTP	Reduction in printing & stationery budget in Democratic Representation	(24,410)	0	Reduction of hours already actioned	No further action required	
Cllr Hoare	D Kennedy	LEG	Borough Solicitor	GDEMS	Borough Solicitor	K4000	LD04	Legal	MTP5117F	Level 1 MTP	Delete staff incentive budgets	(360)	0	Deletion agreed by Cabinet and Council	No further action required	
Cllr Woods	D Kennedy	LEG	Borough Solicitor	GDEMS	Borough Solicitor	100	LD02	Electoral Services	MTP596	Level 1 MTP	Reduction in Register of Electors fees and supplies and services budgets	(31,450)	0	Deletion agreed by Cabinet and Council	No further action required	
Cllr Church	D Kennedy	LEG	Borough Solicitor	GDEMS	Borough Solicitor	19312	LD03	Land Charges	MTP597	Level 1 MTP	Reduction in working hours in Land Charges to match downturn in activity	(12,937)	0	Reduction of hours already actioned	No further action required	
Cllr Hoare	D Kennedy	LEG	Borough Solicitor	GDEMS	Borough Solicitor	K4000	LD04	Legal	MTP5727	Level 2 MTP	Restructuring of Borough Solicitors	(50,000)	0	Consultation undertaken and final structure published.	New structure active from 1st April 2009	
Cllr Hoare	D Kennedy	LEG	Borough Solicitor	GDEMS	Borough Solicitor	K4000	LD04	Legal	MTP574	Level 2 MTP	Deletion of one post within Legal Services and reduction in supplies and services budgets	(35,770)	0	Deletion of post linked to Restructuring being implemented on 1st April 2009	New structure active from 1st April 2009	
Cllr Hoare	D Kennedy	LEG	Borough Solicitor	GDEMS	Borough Solicitor	28301	HS03	Revenues	MTP5516	Level 2 MTP	Outsourcing of Council Tax Legal work and internal re-prioritisation. This will have potential staff severance cost implications	(41,694)	0	This is a saving proposed by Legal and not a part of revenues and benefits.		
Cllr Hoare	I Procter	LIV	Director of Finance and Support	EPSUP	Head of Human Resources	M3000	HR01	Corporate Manager (Human Resources)	MTP5209	Level 1 MTP	Reduction in Leisure Supplies and Services	(5,060)	0	Achieved		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	C0100	CE28	Leisure	ESN139	Efficiency	Increase in leisure income as a result of business growth	(76,350)	0	Direct debit sales already above previous year's figure.	To be reviewed after 3 months and then monthly thereafter.	
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	12820	CE27	Arts and Other Activities	ESN140	Efficiency	Efficiency saving in Arts supplies and services as a result of more effective management of this area.	(5,650)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	C0300	CE28	Leisure	ESN48	Efficiency	Estimated one off NNDR saving identified as part of Value For Money initiative by Asset Management based on successful appeal against existing rateable value	(7,680)	0	Awaiting result by Asset Management.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	C0100	CE28	Leisure	ESN509	Efficiency	VAT savings until Dec 09.	(38,500)	0	Level of income being maintained hence savings should be achieved.	Reviewed on a monthly basis. Need to investigate whether 15% VAT will continue after Dec 2009.	
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	C0100	CE28	Leisure	ESP6	FYE of Prior Decision	Prior Year Decision Adjustments - Selective Price Increases at Leisure Centres & Realignment of CCTV Income Budgets.	(2,790)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	C0100	CE28	Leisure	OI1	Level 1 Income	Increased income based business growth, Corporate DD's, On-line DDs and Swimming DDs.	(308,000)	0	On target	Will be reviewed after 3 months, and then monthly thereafter.	
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	C0300	CE28	Leisure	MTP5722	Level 1 Income	Increased income from swimming lessons(£4.50/lesson)	(10,355)	0	£4.50 implemented.	Attendances to be reviewed at each enrolment period.	
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	33808	CE03	Events	OI605	Level 1 Income	Leisure income for charging for events	(20,000)	0	Event charges have been increased.	Will be monitored on a monthly basis.	
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	12601	CE06	Museums	MTP5501	Level 1 MTP	Reduction in supplies and services budget in Museums for two years. Not sustainable longer term as it will be achieved by delaying replacement of small items.	(4,286)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	12605	CE06	Museums	MTP5510	Level 1 MTP	Removal of p/t museum post - Abington	(11,000)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	33907	CE03	Events	MTP5503	Level 1 MTP	Cease the balloon festival and explore alternative events in parallel with the Market Square development	(75,000)	0	Achieved.	Other events providers have been contacted to identify potential future provision.	
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	33808	CE03	Events	MTP58	Level 2 MTP	Deferred appointment of vacant Events Post. No impact in 2009/10, but there may be a demand in future years as a result of increasing cultural event activity.	(38,660)	0	Achieved.	Will be reviewed after 6 months.	
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	12605	CE06	Museums	MTP5729/201	Level 2 MTP	Closure of Abington Museum in winter months, November to March	(17,000)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	12606	CE06	Museums	MTP5205	Level 2 MTP	Closure of Northampton Museum 1 or 2 days per week (Mon only or Mon and Tues).	(13,994)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	12605	CE06	Museums	MTP5204	Level 2 MTP	Savings as a result of restructure within Leisure Services. Removal of Business Development post.	(51,871)	0	Achieved.	Will be reviewed after 6 months.	
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	C0100	CE28	Leisure	MTP5204C	Level 2 MTP	Improved management control of expenditure on waged staff in Leisure	(100,000)	0	On target	Will be reviewed after 3 months, and then monthly thereafter.	
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	13802	CE28	Leisure	MTP51	Level 2 MTP	Reduction in multi-sports activities in Parks during summer 2009. This is not now a reduction due to Money 4 Youth funding	(6,500)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	C0271	CE28	Leisure	MTP5512	Level 2 MTP	Closure of bar due to declining trade/demand at Lings bar. However party and trade function will remain	(5,000)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	12605	CE06	Museums	MTP5709	Level 2 MTP	Reduction of cleaning resources at Abington Museum (20 hours)	(11,300)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	12600	CE06	Museums	MTP5710	Level 2 MTP	Reduce Administration Resource at the Central Museum	(13,000)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	12606	CE06	Museums	MTP5711	Level 2 MTP	Reduce caretakers/key holders post at Guildhall Museum	(30,000)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	33808	CE03	Events	MTP5712	Level 2 MTP	Removal of Events Admin post 0.7 (p/t)	(21,500)	0	Achieved.		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	GCOME	Head of Leisure and Culture	C0103	CE28	Leisure	MTP5517	Level 2 MTP	Half year saving achieved by holding potential Business Development post vacant arising from restructure.	(17,000)	0	Achieved.		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	14300	SS04	Cemeteries	ESN1	Efficiency	Reduction in spot hire costs due to vehicle contract hire running more efficiently.	(88,810)	0	Budget reduction achieved	Monthly monitoring to ensure budgets are not overspent	None at present.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	4606	SS16	Westbridge Depot	ESN12	Efficiency	Printing efficiencies to be made at Westbridge Depot	(5,000)	0	Budget reduction achieved	Monthly monitoring to ensure budgets are not overspent	None at present.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	6900	SS17	Recycling	ESN2	Efficiency	Improvements in recycling contracts resulting in there being no disposal, landfill or lats costs on plastics collected	(19,180)	0	Improvements have been made to the plastic recycling process but there is still a small amount of plastic that is being sent to landfill. Increases in recycle collected will also result in increases in waste.	Estimated tonnage to be provided for forecasting purposes. Promotional schemes to include information about reducing the amount of contamination.	None at present.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	84931	SS07	Domestic Refuse	ESN3	Efficiency	Efficiencies to be made on cleaning material costs used when cleaning vehicles	(6,500)	0	Budget reduction achieved	Monthly monitoring to ensure budgets are not overspent	None at present.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	18400	SS13	Street Cleaning	ESN5	Efficiency	Removal of 2 Enviro-Crime vacant posts as work can be carried out by Neighbourhood Wardens	(64,029)	0	Vacant posts removed. Saving has been achieved.		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	7005	SS13	Street Cleaning	ESN7	Efficiency	Reduction in equipment hire, better use of tools and rubbish disposal efficiencies in street cleaning and parks	(27,500)	0	Budget reduction achieved.	Monthly monitoring to ensure budgets are not overspent	None at present.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	14170	SS11	Parks and Open Spaces	ESP5	FYE of Prior Decision	Prior Year Decision Adjustments - Recasting the Streetscene team to enable efficiencies to be made	(26,000)	0	Budget removed. Saving has been achieved.		

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Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	6605	SS07	Domestic Refuse	OI4	Level 1 Income	Increase the bulky waste collection fee from £10 for 3 items to £25 for 3 items to cover the costs of delivering the service. This is in line with other councils.	(90,000)	90,000	Prices have been increased however Bulky Waste collection is reducing in comparison to the previous year. Many stores that sell white goods are now offering a service to take the old appliance away when the new one is delivered therefore impacting on the amount of NBC collections. The current economic climate may also be impacting on the purchase of new appliances to replace old ones. The increase in fees may also be a factor.	Monitoring of income and volumes collected against the predicted income stream. Other savings options are being looked into by the Head of Service. These include: restructure of the service and further income from recycling.	Reduced income to the authority.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	6902	SS17	Recycling	OI5	Level 1 Income	Change to the current domestic/recycling rounds to include glass recycling at no extra cost to the authority. Additional income will be generated. This is a spend to save option due to the capital cost of the new glass recycling boxes. The cost of the new	(58,065)	0	Implementation plan in place.	Implementation being monitored on a weekly basis by Head of Service and Director.	Reduced income to the authority. Dissatisfied customers.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	14101	SS11	Parks and Open Spaces	OI6	Level 1 Income	Increase sport facilities fees within parks and open spaces	(9,230)	0	Prices have been increased.	Monitoring of income and volumes collected against the predicted income stream.	Reduced income to the authority. Dissatisfied customers.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	14303	SS04	Cemeteries	OI603	Level 1 Income	Cemeteries, Parks Sports facilities and Allotments fees increases.	(68,380)	0	Prices have been increased.	Monitoring of income and volumes collected against the predicted income stream.	Reduced income to the authority. Dissatisfied customers.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	M8000	SS09	Corporate Manager (Streetscene & Property Mainten)	MTPS117N	Level 1 MTP	Delete staff incentive budgets	(1,800)	0	Budget removed. Saving has been achieved.		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	14100	SS11	Parks and Open Spaces	MTPS117N	Level 1 MTP	Delete staff incentive budgets	(10)	0	Budget removed. Saving has been achieved.		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	7000	SS13	Street Cleaning	MTPS33	Level 1 MTP	Reduction in use of agency budget to cover vacant posts in grounds maintenance	(130,000)	0	Budget has been reduced and saving achieved.	Monthly monitoring to ensure budgets are not overspent. Managers working towards running the service with reduced agency budgets. Restructure of service to take place based on customer requirement to mitigate risk.	Impact on the quality of the service if the staffing levels reduce to an unmanageable level. This may happen because we are currently unable to equate service level against staff required.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	7000	SS13	Street Cleaning	MTPS35	Level 1 MTP	Saving offered in relation to an additional street cleaner included during a previous budget setting round.	(12,530)	0	Budget removed. Saving has been achieved.		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	14405	SS11	Parks and Open Spaces	MTPS36	Level 1 MTP	Removal of vacant allotments officer post with no service impact	(35,430)	0	Vacant posts removed. Saving has been achieved.	Change duties of horticultural post to include allotment officers duties.	
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	6913	SS17	Recycling	MTPS39	Level 1 MTP	Removal of vacant recycling support posts (2) with no impact on services. Posts are vacant but being filled by agency staff, proposal is once removed not to fill them at all.	(62,659)	0	Vacant posts removed. Saving has been achieved.		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	4600	SS16	Westbridge Depot	MTPS43	Level 1 MTP	Deletion of an historic budget to cover sickness absence, this is not used as sickness costs are covered by salary provision	(42,924)	0	Budget removed. Saving has been achieved.		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	6907	SS17	Recycling	MTPS16	Level 1 MTP	Kitchen Waste recycling project has been postponed by NCC until 2011/12 at the earliest, therefore budget removed for first two years of MTFP	(260,000)	0	Budget removed. Saving has been achieved.	Potential budget impact in 2011/12.	Northamptonshire Waste Partnership unable to meet it's target to reduce residual waste.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	7100	SS10	Public Conveniences	MTPS31/31b	Level 2 MTP	Reprovision of toilet facilities utilising the Richmond scheme of using local businesses in the town.	(51,730)	0	Richmond type scheme to be incorporated into the Northampton Town Centre Neighbourhood working project.	The project will be closely monitored in it's development and implementation. The Richmond type scheme to be in place before existing toilets close.	Current budget allocation allows for the toilets to be open for six months, the project will need to be in place before this. Other risks include customer dissatisfaction.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	G2111	SS08	Construction Services	MTPS17	Level 2 MTP	Saving reflects the option either to cease Construction Services in house provision provide or to retain and generate more income from internal trading. This excludes potential severance costs	(537,757)	0	Budget removed. Saving has been achieved.		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	6607	SS07	Domestic Refuse	MTPS211	Level 2 MTP	Replacing permanent staff with temp staff as and when they leave	(385,254)	200,000	£185k has been achieved to date. The remaining £200k should be met through the replacement of vacant posts with agency staff however given the current economic climate staff turnover is low and it is unlikely the full saving can be met.	Monitoring the implementation by modelling the replacement of staff. Contingency plan to be put together in case the required level of leavers is not achieved. The Head of Service is currently looking into ways of achieving this efficiency saving. These include: restructure of the service and further income from recycling.	The longer it takes to achieve the more staff we will need to replace.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	14100	SS11	Parks and Open Spaces	MTPS32	Level 2 MTP	Reduce level of service for grounds maintenance i.e. grass cutting, less flowers, hanging baskets etc Proposed reduction of 7 vacant posts.	(332,533)	158,000	£175k has been achieved. £39k which is currently unachieved is due to overtime worked in parks during the weekend. This MTP was to reduce staffing levels in the parks and grounds maintenance however the overtime is now increasing the staffing levels back up and therefore effects this MTP option. £119k relates to a reduction in management that has not happened. The Head of Service looking into ways of achieving this efficiency saving. These include: restructure of the service, increased income from the renegotiation of SLA's with Housing for their grounds maintenance and further income from recycling.	The Head of Service is currently looking into ways of achieving this efficiency saving. These include: restructure of the service and further income from recycling.	Potential redundancy costs.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	14200	SS11	Parks and Open Spaces	MTPS34	Level 2 MTP	Integration of the Park Ranger service in Neighbourhood Environmental Services. Deletion of a post in 2008/09 with remaining post being considered for 2009/10	(45,629)	0	Budget removed. Saving has been achieved.		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	14100	SS11	Parks and Open Spaces	MTPS715	Level 2 MTP	Introduction on wild flower areas as opposed to mowing regime	(23,000)	23,000	Currently unachieved.	The Head of Service is currently looking into ways of achieving this efficiency saving. These include: restructure of the service, increased income from the renegotiation of SLA's with Housing for their grounds maintenance and further income from recycling.	Potential redundancy costs to be found from within the service reducing the savings achieved.

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Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	14100	SS11	Parks and Open Spaces	MTPS716	Level 2 MTP	Reduce frequency of mowing of grass on NCC land - i.e. verges-throughout the Borough, reducing the subsidy to NCC.	(192,000)	192,000	Currently unachieved.	The Head of Service is currently looking into ways of achieving this efficiency saving. These include: restructure of the service and further income from recycling.	Potential redundancy costs to be found from within the service reducing the savings achieved.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	7009	SS13	Street Cleaning	MTPS717	Level 2 MTP	Reduce management costs in Street Care Service	(49,000)	0	Budget removed. Saving has been achieved.		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	6607	SS07	Domestic Refuse	MTPS718	Level 2 MTP	Reduce number of frontline employees by one	(30,000)	0	Vacant posts removed. Saving has been achieved.		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	LLENV	Head of Neighbourhood Environmental Services	6607	SS07	Domestic Refuse	MTPS719	Level 2 MTP	Review of agency staff budget in waste	(30,000)	0	Budget has been reduced and saving achieved.	Monthly monitoring to ensure budget not overspent.	None at present.
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	29002	CE02	Community Safety	ESN136	Efficiency	Working in partnership with the PCT to perform health related duties within community safety	(9,941)	0	Recharge to PCT made each quarter		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	29100	CE02	Community Safety	ESN141	Efficiency	Saving on contract for security services through improved contracting	(15,240)	0	Completed		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	29203	CE02	Community Safety	ESN45	Efficiency	Saving achieved by making a contracted post permanent at a lower cost with no adverse impact on current activities within Crime and Disorder Support Services	(4,862)	4,862	This will not be achieved as superseded by removal of CASPAR Officer post		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	29100	CE02	Community Safety	ESN85	Efficiency	Saving achieved due to good state of repair to Control room and equipment is serviced on a regular basis.	(5,160)	0	Completed		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	29100	CE02	Community Safety	ESN86	Efficiency	Saving achieved due to ongoing maintenance to keep equipment in good condition and a good stock of spare parts has been kept.	(6,000)	0	Completed		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	29100	CE02	Community Safety	ESN87	Efficiency	Savings due to an upgraded CCTV system to digital	(5,960)	0	Completed		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	29100	CE02	Community Safety	ESP23	FYE of Prior Decision	Prior Year Decision Adjustments - Realignment of CCTV Income Budgets,	(8,010)	0	Completed		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	8223	LD05	Licensing	OI14	Level 1 Income	Increase in fees for driver, vehicle, operator and gambling licences	(29,580)	0	Report on change in fees has been approved by Cabinet and Council	New fees advertised as required. Subject to objections new fees to be collected from 1st May 2009	
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	8259	LD05	Licensing	OI607	Level 1 Income	Licensing Income	(4,400)	0	Achievable		Economic recession. Reduced number of private taxis will result in a reduction in licensing income.
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	7805	PE11	Environmental Protection	OI2	Level 1 Income	Introduce flat rate charge for Drain Clearing Service Option. The free drain clearing service will either stop or be provided for a charge.	(12,000)	0	Completed		Increase in enforcement activity with Regulatory services. Drains not cleared, may result in public health issues
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	29100	CE02	Community Safety	OI10	Level 1 Income	Project bid led by Police with WNCED for GAF3 funding on CCTV Monitoring for Business area of Brackmills	(55,000)	4,808	Project start delayed until May 09 will bring 11/12 of anticipated income Savings will be confirmed when process complete	Will seek to find elsewhere	
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	29002	CE02	Community Safety	MTPS117P	Level 1 MTP	Delete staff incentive budgets	(120)	0	Completed		
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	29100	CE02	Community Safety	MTPS117P	Level 1 MTP	Delete staff incentive budgets	(10)	0	Completed		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	17605	PE10	Commercial Services	MTPS117P	Level 1 MTP	Delete staff incentive budgets	(150)	0	Completed		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	17305	PE11	Environmental Protection	MTPS117P	Level 1 MTP	Delete staff incentive budgets	(240)	0	Completed		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	0820A	LD05	Licensing	MTPS707	Level 2 MTP	Reduce car parking budget for Licensing staff	(4,000)	0	Reduction in budget agreed by Cabinet and Council	No further action required	
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	29203	CE02	Community Safety	MTPS91	Level 2 MTP	Removal of CASPAR Officer post which has been vacant since August 2007. Service delivered in a different manner.	(27,110)	0	Completed		
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	17305	PE11	Environmental Protection	MTPS208	Level 2 MTP	Restructure public protection service to support the introduction of a geographic focus to service delivery at a neighbourhood level, in conjunction with Neighbourhood Environmental Services	(186,000)	2,700	Savings will be confirmed when process complete	Will seek to find elsewhere	Increase Public dissatisfaction /complaints about service to Council/Ombudsman etc
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	17311	PE11	Environmental Protection	MTPS56	Level 2 MTP	Reduce service to statutory 'Stray' collection only. All other Animal Welfare Officers Functions will stop	(41,000)	0	Stray dog service subject to tender. Savings will be confirmed when process complete		More strays in streets/longer to capture/RTA incidents
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	17305	PE11	Environmental Protection	MTPS706	Level 2 MTP	Cease Environmental Health call out service	(13,000)	(311)	Completed		Reduction in service to the public and increased dissatisfaction. May be additional complaints about the level of service. May have implications on other Out of hours services/systems-Police etc
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	17500	PE07	Pest Control	MTPS110A	Level 2 MTP	Introduce full Pest Control charges except for Rat treatment. Subsidised fees for those in receipt of benefits will stop for treatment of mice and insects	(10,000)	0	Will be achieved by option below		See below
Cllr Crake	J Seddon	LIV	Director of Environment and Culture	PPROT	Head of Public Protection	17500	PE07	Pest Control	MTPS110B	Level 2 MTP	Cease pest control provision by direct contract when current contract ends in 2009/10 - additional savings to above	(22,320)	0	Present contract ends May 09. Service will cease Savings will be confirmed when process complete		Increases in Public Health risks in society (mice, bed bugs, fleas, etc) Public perceived fear of disease outbreaks increases, actual probability low but possible. Complaints about service to council increases Rat infestation will not be treated and will become 'visible' in some areas.
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	TCOPS	Head of Town Centre Management		CE26	Bus Station	ESP22	FYE of Prior Decision	Prior Year Decision Adjustments - Bus Station Cleaning	(10,000)	0			None at present
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	TCOPS	Head of Town Centre Management	15116	CE24	Car Parking	ESN28	Efficiency	Estimated one off NNDR saving identified as part of Value For Money initiative by Asset Management based on successful appeal against existing rateable value	(16,681)	0	Awaiting update from Asset Management	On-going monitoring	None at present
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	TCOPS	Head of Town Centre Management		CE24	Car Parking	ESP22	FYE of Prior Decision	Professional services and bailiffs fees following changes to Penalty Charge Notices service	(270)	0			None at present
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	TCOPS	Head of Town Centre Management	6403	CE23	Town Centre Management	ESN49	Efficiency	Remove Town Centre Ranger vacant post as work can be carried out by the street cleansing staff	(37,267)	0	Post deleted. Savings will be achieved.	Budget code to be deleted. Monitoring to ensure no expenditure.	None at present
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	TCOPS	Head of Town Centre Management	7300	7300	Markets	MTPS117Q	Level 1 MTP	Delete staff incentive budgets	(30)	0	Budgets deleted. Saving achieved	Budget code to be deleted. Monitoring to ensure no expenditure.	None at present
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	TCOPS	Head of Town Centre Management	15180	CE24	Car Parking	MTPS117Q	Level 1 MTP	Delete staff incentive budgets	(300)	0	Budgets deleted. Saving achieved	Budget code to be deleted. Monitoring to ensure no expenditure.	None at present
Cllr Glynane	J Seddon	LIV	Director of Environment and Culture	TCOPS	Head of Town Centre Management	15100	CE24	Car Parking	MTPS740	Level 2 MTP	Adjustment to car parking income following review of most recent activity data. This option includes the loss of income on St Peters Way Car Park.	(195,000)	0	Target should be achieved	On-going monitoring	None at present
TOTAL												(9,424,462)	893,957			

Agenda Item 16

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Agenda Item 17

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