



CABINET AGENDA

Wednesday, 4 November 2009

The Jeffery Room

6:00 pm

Members of the Cabinet:

Councillor: Brian Hoare (Leader of the Council)
Councillor: Paul Varnsvery (Deputy Leader)
Councillors: Sally Beardsworth, Richard Church,
Trini Crane, Brian Markham, David Perkins

Chief Executive David Kennedy

If you have any enquiries about this agenda please contact Annie May 837355 or Jo Darby 837089

PORTFOLIOS OF CABINET MEMBERS

CABINET MEMBER	PORTFOLIO TITLE
Councillor B. Hoare	Leader Partnership and Improvement
Councillor P.D. Varnserry	Deputy Leader Community Engagement
Councillor S. Beardsworth	Housing
Councillor R. Church	Planning and Regeneration
Councillor T. Crake	Environment
Councillor B Markham	Performance and Support
Councillor D. Perkins	Finance

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:

- 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 Jeffery Room
on Wednesday, 4 November 2009 at 6:00 pm.

D Kennedy
Chief Executive

AGENDA

1. APOLOGIES
2. MINUTES
3. DEPUTATIONS/PUBLIC ADDRESSES
4. DECLARATIONS OF INTEREST
5. ISSUES ARISING FROM OVERVIEW AND SCRUTINY COMMITTEES
6. APPROVAL OF WNJSPC MINUTES 04.08.09
7. MARKET SQUARE LED LIGHTING PROJECT
Report of the Director of Planning and Regeneration
8. LEGAL FRAMEWORK AGREEMENT: WEST NORTHAMPTONSHIRE JOINT STRATEGIC PLANNING COMMITTEE
Report of the Director of Planning and Regeneration
9. CENTRAL AREA ACTION PLAN - EMERGING STRATEGY CONSULTATION FEEDBACK AND NEXT STEPS
🔑 Report of the Director of Planning and Regeneration
10. COMMUNITY FORUMS REPORT
Report of the Assistant Chief Executive
11. PERFORMANCE
 - (A) PERFORMANCE MONTHLY REPORT - SEPTEMBER 2009
Report of the Assistant Chief Executive
 - (B) CAPITAL PROGRAMME MONITORING 2009-10 PERIOD 5: PROJECT APPRAISALS AND VARIATIONS
🔑 Report of the Director of Finance
 - (C) GENERAL FUND REVENUE BUDGET MONITORING 2009/10 - PERIOD 5
Report of the Director of Finance

(D) HOUSING REVENUE ACCOUNT (HRA) MONITORING
2009-10 PERIOD 5

Report of the Director of Finance

12. 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:-**

Agenda Item 6

WEST NORTHAMPTONSHIRE JOINT STRATEGIC PLANNING COMMITTEE

Tuesday, 4 August 2009

PRESENT: Councillor Tony Woods (Chair), Councillors Brian Markham, Chris Over (substitute), Ken Melling, Richard Church, Dennis Meredith (substitute), Chris Long (substitute), Wendy Amos, Keith Davies, Robin Brown, Roy Pulling, Stephen Clarke, Andre Gonzales de Savage, Mr David Dickinson

1. APOLOGIES FOR ABSENCE

Apologies had been received from Councillors Barnes, Bass, Garlick (substituted by Cllr Meredith), Millar and Townsend.

2. MINUTES OF THE MEETING HELD ON 6 JULY 2009

These were agreed as a true record and signed by the Chair subject to the following amendments:

- Page 1, Item 1, paragraph following the resolution, line 6/7: to read
“... as the delivery vehicle that would be making some of the development control decisions...”
- Page 2, Item 5: add to Declarations of Interest:
 - Councillor Brown, personal, non-prejudicial interest as member of EMRA
 - Councillor Church, personal, non-prejudicial interest as member of WNDC Board
- Page 3, Item 7, paragraph 2, line 7: to read
“... happen with out commuting and increased traffic.”

3. DECLARATIONS OF INTEREST

1. Councillor Chris Over declared a personal, non-prejudicial interest as a member of the ICON Board.
2. Councillor Meredith declared a personal, non-prejudicial interest as a member of NBC Planning Committee and substitute member of the WNDC Northampton Area Planning Committee.
3. Councillor Andre Gonzales de Savage declared a personal, non-prejudicial interest as Chair of Wootton and East Hunsbury Parish Council.
4. Councillor Wendy Amos declared a personal, non-prejudicial interest as a member of WNDC Planning Committee for Daventry.
5. Councillor Robin Brown declared a personal, non-prejudicial interest as a member of EMRA.
6. Mr David Dickinson declared a personal, non-prejudicial interest as a member of WNDC Board, a director of Amicus Horizon Housing Association and a former director of the Guinness Trust.
7. Councillor Brian Markham declared a personal, non-prejudicial interest as Chair of NBC Planning Committee.
8. Councillor Richard Church declared a personal, non-prejudicial interest as a member of WNDC Board and the WNDC Planning Committee for Daventry.
9. Councillor Stephen Clarke declared a personal, non-prejudicial interest as a member of

EMRA.

10. Councillor Tony Woods declared a personal, non-prejudicial interest as a member of WNDC Board, member of WNDC Planning Committees for Daventry and Towcester and a member of EMRA.

4. MATTERS OF URGENCY

There were none.

5. CONSULTATION ON REGULATION 25

The Interim Head of the West Northamptonshire Joint Planning Unit presented the report to the Committee, outlining the responses received to Regulation 25 Consultation for the Joint Core Strategy carried out between Thursday 8 January and Thursday 5 March 2009. She drew attention to paragraph 4.2 of the report, which set out a summary of the number of responses received by theme. It was noted that there had been no surprises in the content of the responses, The Interim Head pointed out that of the 53 responses, 30% had related to the Allocations and the Promotion of Land, with substantial comment on the themes of Employment & Economy, Environmental Infrastructure & Biodiversity, Infrastructure and Transport. All responses had been logged and a full list was available on request.

The Interim Head commented that under Regulation 25, there was an ongoing requirement for consultation throughout the plan-making process. As part of the wider remit of Regulation 25, the JPU was engaging in another period of consultation on the Emergent Core Strategy. The responses to the Emergent Joint Core Strategy would be reported back to the Committee in due course.

Councillor Amos, backed by Councillor Woods, commented that infrastructure was a concern to all.

RESOLVED

That the responses received be noted.

6. CONSULTATION ON AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT

The Interim Head of the West Northamptonshire Joint Planning Unit presented the report to the Committee explaining that the purpose of the Supplementary Planning Document (SPD) was to provide interim supplementary guidance for the Daventry District, Northampton Borough and South Northamptonshire Councils. The Committee was asked to note the responses received as set out in paragraphs 4.1 to 4.11 and to support the next steps as outlined in paragraphs 5.1 to 5.3 of the report.

The Interim Head commented that consultation had taken place between 9 April and 26 May 2009 and had been publicised in the press, with details also on the website and over 2000 notification letters and e-mails had been sent out. In summarising the responses, the Interim Head drew particular attention to concern about the threshold for affordable homes in rural areas and this had highlighted a need for flexibility about the viability of affordable homes, especially given the current market conditions.

Councillor Church commented that there appeared to be a contradiction in paragraph 4.6 of the report where it stated that affordable housing be kept to a minimum in rural areas and yet affordable housing was seen as beneficial for local populations. Councillor Stephen Clarke expressed the importance of meeting local needs in this respect.

Councillor Ken Melling questioned the term 'tenure blind design' in paragraph 4.9 and it was pointed out that this was when developments were designed in such a way that affordable

housing was not easily distinguishable within a development.

Councillor Wendy Amos expressed concern at the delay on progressing the SPD but was reassured that the SPD was an interim document pending the adoption of the Affordable Housing and Developer Contributions DPD and that delaying until the end of August would ensure that up to date evidence was included. No penalty would be incurred for the delay.

Mr David Dickinson confirmed that tenure blind design did not imply that all developments would look the same, but that affordable housing would not be identifiable within a development. In response to a query from Councillor Robin Brown, Mr Dickinson commented that both tenure blind design and pepper potting were needed. Mr Dickinson commented that, with the first annual review in December 2009 of the Tenants Services Authority, which had been set up in December 2008, he felt that there were good practical reasons for the delay in completing the SPD so that changes could be made as a result of the consultation.

Councillor Chris Over expressed concern about the sustainability of affordable homes, given residents' right to buy and potential transformation of affordable homes to unaffordable properties. It was pointed out that there was little that could be done about this unless properties were reserved for older people. The same issue would arise at the completion of purchase of homes that were currently shared ownership. Councillor Andre Gonzales de Savage stressed the importance of building in a percentage of affordable and other homes for older people. It was pointed out that there was currently liaison with the County Council on this issue, although it was felt that a large proportion of the elderly wanted to remain in their own homes. However, a good mix of property types was important, as was consideration of the needs of local population.

RESOLVED

That the responses received be noted and the 'Next Steps' outlined in the report be supported.

7. UPDATE ON RECRUITMENT

The Interim Head of the West Northamptonshire Joint Planning Unit reported on the progress of recruitment to the Unit. Claire Berry had been appointed as the Team Leader, with David Hemmett appointed as Information and Programme Manager; Principal Officers were John Deakin and Val Coleby, supported by Senior Officers, Troy Hayes and Josie Batemen. Jon Goodall had been appointed as Monitoring Officer. There were also two seconded Planning Officers, Ellie Gingell and Wendy Cooper. Advertisements were in progress for two administrative assistants, a technician and for a third Principal Officer. The post of permanent Head of the JPU had still not been filled and Karen Moore had agreed to remain as Interim Head until December, with support from a temporary assistant.

RESOLVED

That the report be noted.

8. UPDATE ON CONSULTATION FOR THE EMERGENT JOINT CORE STRATEGY

The Interim Head of the Joint Planning Unit gave an update on the consultation for the Emergent Joint Core Strategy. She informed the Committee that there were extra copies of the Emergent Joint Core Strategy document and questionnaires available for members to take away at the meeting.

The Interim Head explained that over 2000 letters and e-mails had been sent to everyone on the JPU consultation database including to all County, Borough and District Councillors in West Northamptonshire, MPs and MEPs, libraries (including mobile libraries), adjoining

libraries, community centres, Council receptions, Local Strategic Partnerships, all Town and Parishes Councils in West Northamptonshire and adjoining, residents associations, community groups, business interests, landowners, developers, government agencies, statutory bodies, service providers, local government and private individuals. Over 800 Emergent Joint Core Strategy documents and questionnaires had been posted out. The Interim Head commented that the information provided had triggered a steady flow of telephone queries. A specific call line had been established to record calls enabling these to be analysed as part of the consultation.

It was also explained that all the information was also available via the Councils' websites with links provided to the JPU website.

A series of public exhibitions had been arranged over 36 days at 18 different venues. A leaflet had been prepared to provide information about the exhibitions and the local media would be continuously advertising the events. Seminars would be held to discuss the technical aspects of the Emergent Joint Core Strategy with the housing industry, the commercial sector and service providers.

Councillor Dennis Meredith commented that it was good that the consultation information had been sent to so many stakeholders. He was concerned that he had tried to leave a response on the website and had found it confusing. He suggested that it was made easier to leave a response on the website.

The Committee debated holding more exhibitions. The Interim Head of the JPU explained that it was more efficient to concentrate exhibitions on the main towns, in accessible and highly populated areas with one or two locations in each area highlighted for possible development as there were not enough resources for every area to be covered. It was agreed that the JPU would consider requests for the exhibition display boards to be made available to local communities on an unstaffed basis.

Councillor Brian Markham enquired about colleges and universities being consulted. The Interim Head of the JPU explained that education establishments were already included in the consultation.

Councillor Andre Gonzales de Savage suggested that consultation events be offered in supermarkets to allow the process to be more widely accessible. He offered his services in supporting any additional exhibitions and the Interim Head of the JPU welcomed this and potential offers of future help from other members.

High profile exhibitions were currently planned for Northampton Market Square (in conjunction with the Central Area Action Plan team) as well as in Daventry, Brackley and Towcester and in Weston Favell Shopping Centre.

Councillor Stephen Clarke requested that a clearer version of the emerging strategy be produced and suggested that a further briefing note be produced. He was concerned about the slippage caused by the delay in starting the consultation period and the impact on the LDS. He was concerned that the timetable and scheduled meetings were not going to meet the needs of the proposed deadlines. The Interim Head of the JPU informed Members that she was going to consider the timetable/programme and that there was no longer a penalty for missing deadlines. Councillor Clarke felt that there was a need for Members of the Committee to be fully engaged with the strategy as well as being fully briefed on the outcome and impact of the consultation. He also felt that it was essential to understand all of the options that may arise from the consultation. The document had to be fit for purpose with any checklist making clear that the Joint Core Strategy was emergent. He called for Members of the Committee to be fully briefed on the JCS and requested a timescale for this.

He also felt that the infrastructure for growth needed to be understood and that evidence was needed to support proposals.

The Interim Head of the JPU assured the Committee that the matters raised by Councillor Clarke had or were being dealt with as part of the process. It was suggested that Councillor Clarke and the Interim Head of JPU meet to discuss the matters raised.

RESOLVED

That the report be noted.

The meeting concluded at 19:01

Appendices

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NORTHAMPTON
BOROUGH COUNCIL

Item No.

7

CABINET REPORT

Report Title	Market Square LED Lighting Project
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AGENDA STATUS:

PUBLIC

Cabinet Meeting Date:	4 November 2009
Key Decision:	No
Listed on Forward Plan:	No
Within Policy:	Yes
Policy Document:	NO
Directorate:	Regeneration and Development
Accountable Cabinet Member:	Cllr Church, Cllr Crake, Cllr Varnserry
Ward(s)	Castle Ward

1. Purpose

- 1.1 To complete a lighting scheme in the Market Square to showcase its architecture and to create a safer and more attractive heritage area for people to visit in the evening.
- 1.2 To incorporate both technical highway lighting and impressive artistic lighting to ensure that the Market Square is well lit and an impressive place to visit.
- 1.3 To boost and diversify the evening economy in Northampton by encouraging people into a space that is perceived by some to be uninviting and unsafe at night. Ensuring the Market Square is a place where people will want to visit and spend more time.
- 1.4 To create a flexible LED lighting scheme that will allow for changes throughout the year and encourage people to return to see new interesting and existing lighting display effects within the Square.

2. Recommendations

- 2.1 Agree to support proposals, in principle, for a LED lighting scheme in the Market Square.
- 2.2 Agree to submit a full application to WNDC for the £250,000 funding necessary for this project at its Board meeting on 1st December 2009, and to receive a further report should funding be approved.
- 2.3 To note that the Director of Planning and Regeneration and Director of Finance and Support in consultation with the relevant portfolio holders have authorised £30,000 of expenditure from LABGI funds to progress project design thus ensuring WNDC funding, if approved, can be spent this financial year.
- 2.4 Agree that the final design of the LED lighting scheme should be delegated to the Director of Planning and Regeneration in consultation with the Portfolio Holders in Planning and Regeneration and Environment and Culture.

3. Issues and Choices

3.1 Report Background

- 3.1.1 The Market Square has been significantly improved in the last year with the new stall layout, new canopies, seating areas and the creation of an events space. This regeneration project is proving to be successful and has attracted many more people into the square on event days and is encouraging people to use the rest of the town, with the potential to boost the economy.
- 3.1.2 The Market Square is currently dark and uninviting in the evening. The recent creation of the events space in the Market Square has helped to increase activity during the day, however, the Market Square is still lacking enough lighting to ensure people feel safe and welcomed within the square at night.
- 3.1.3 The concept of lighting the heritage façades around the Market Square is a natural extension of the wider Market Square project. The wider project aims to establish a sense of place and increased footfall into the town creating flexible events space and gateway with a 7-jet fountain, new paving and seating. The lighting will extend the time that the whole square can be used and enjoyed.
- 3.1.4 The lighting scheme also brings an opportunity to make the square into a stunning advert for promoting the character and history of this part of Northampton and boost the diversity of the evening economy by adding a sympathetic lighting scheme.

3.2 Issues

- 3.2.1 Officers from Regeneration and Development team are proposing to submit a full funding application for £250,000 to WNDC to deliver the lighting scheme. In discussion with WNDC we understand that they need to spend the money this financial year and that this will be a condition of grant should the project be approved.
- 3.2.2 To achieve this objective in the limited time available the design work and lengthy process of applying to the owners of buildings for easements, planning approvals etc has to start now.
- 3.2.3 Agreement has therefore been sought from the relevant Portfolio Holders to spend £30,000 of LABGI funding to progress the project design in advance of any forward funding approval. It is recognised that this expenditure in design work is at some risk, but the risk has been minimised by close preliminary working with our partners WNDC and the design work would still be viable to support a future bid for funding. Spend from LABGI will not commence until cabinet agree the principle.
- 3.2.4 Agree that the final design of the LED lighting scheme should be delegated to the Director of Planning and Regeneration in consultation with the portfolio holders in Planning and Regeneration and Environment and Culture.
- 3.2.5 A capital project appraisal will be brought to a future Cabinet should funding be confirmed by WNDC to request approval to include the project in the Council's capital programme

4. Implications (including financial implications)

4.1 Policy

- 4.1.1 A LED Lighting Scheme for the Market Square will help to deliver the Corporate Plan's priority for economic development and partnership working to deliver better outcomes. It will achieve this by working with partners to tackle crime by making the Square a safer place in the evening, which is a high corporate priority. Ref number 1.3 – Reduce crime in the town. It will help create an exciting contribution to the programme of Regeneration projects.
- 4.1.2 The scheme will contribute to the Councils priority for town centre regeneration and heritage recognition.

4.2 Resources, Risk and Finance

- 4.2.1 The initial contribution of £30,000 LABGI funding will allow the Regeneration and Development team to begin work on the project design to ensure the tight deadlines can be met if funding is approved.

- 4.2.2 The risk with this initial financial contribution is that we may not secure the full funding from WNDC. A final decision will be made at the WNDC's 1st December Board meeting.
- 4.2.3 The new LED technology ensures each light will have a greatly reduced energy need however, the existing lighting is very poor and the number of lights need to be increased to make the square inviting and attractive. Designs have not yet been fully explored or indeed finalised however an objective will be that the new lighting scheme uses less energy than the current lights so as to reduce the overall carbon footprint.

4.3 Legal

- 4.3.1 Legal Services will advise on the project as and when needed but approvals will be required from the owners of adjacent buildings.

4.4 Equality

- 4.4.1 At present some people find the Market Square at night unwelcoming and unsafe. This project will encourage people of all ages and backgrounds into the square and the town in the evening providing a safer and more interesting town centre and promoting its use by all.

4.5 Consultees (Internal and External)

- 4.5.1 The Regeneration and Development team are working closely with the Planning and Conservation Team to ensure that the designs are sympathetic to the Conservation Area and heritage buildings.
- 4.5.2 English Heritage and other council service areas will be involved in the project to ensure its quality and success. The Market Square Project board will monitor its progress and delivery.
- 4.5.3 The project will be developed and delivered in partnership with the County Council and WNDC.

4.6 How the Proposals deliver Priority Outcomes

- 4.6.1 The project will help to encourage Economic Development in the town and help to boost the evening economy in Northampton. This will help to encourage inward investment and more productivity in the area.
- 4.6.2 This project will also ensure that the Market Square is a safer more welcoming place to be in the evening, reducing opportunities crime and encouraging more people to visit and enjoy the town.

4.7 Other Implications

None identified

5. Background Papers

5.1 None (Photos from the Philips lighting demonstration on 16 September 2009 will be displayed at the meeting.)

Mick Lorkins – Regeneration and Development
Katie Nial – Regeneration and Development
Stuart Docker - Regeneration and Development
Mike Kitchen - Regeneration and Development

Appendices

2



NORTHAMPTON
BOROUGH COUNCIL

Item No.

9

CABINET REPORT

Report Title	Central Area Action Plan – Emerging Strategy Consultation Feedback and Next Steps
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	4 th November 2009
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	NO
Policy Document:	YES
Directorate:	Planning and Regeneration
Accountable Cabinet Member:	Councillor Richard Church
Ward(s)	Castle, Far Cotton, St Crispin

1. Purpose

- 1.1 To give an overview of the response to consultation on the Central Area Action Plan Emerging Strategy, and any associated implications for the content of the Pre-Submission Draft of the Action Plan.
- 1.2 To provide an update on progress for key parts of the 'evidence base' to support the Central Area Action Plan and the Core Strategy and apprise Cabinet of reasons for the delay in the production of the Pre-Submission Document.
- 1.3 To consider the timetable for progressing the Central Area Action Plan to enable a request to be made to the West Northamptonshire Joint Strategic Planning Committee in revising the Local Development Scheme.

2. Recommendations

- 2.1 That Cabinet note the responses to the consultation outlined on the Central Area Action Plan Emerging Strategy.
- 2.2 That Cabinet approve a delay in the timing of issuing the Central Area Action Plan Pre-Submission Draft document for consultation from that identified in the current Local Development Scheme.
- 2.3 To work with West Northamptonshire Joint Planning Unit and Government Office for the East Midlands to agree a realistic timetable for the production of the Central Area Action Plan and for this to be incorporated into a revised Local Development Scheme for West Northamptonshire.

3. Issues and Choices

3.1 Report Background

- 3.1.1 The Council is committed to produce the Central Area Action Plan for Northampton in accordance with the timetable set out within the adopted Local Development Scheme (November 2008). In association with the East Midlands Regional Plan and the West Northamptonshire Joint Core Strategy, this Area Action Plan will form the Development Plan that sets out the strategy and policies that will be used to inform decisions on planning applications within central Northampton.
- 3.1.2 Consultation took place on a Central Area Action Plan Issues and Options document in October and November 2007. This consultation, in association with additional work particularly with partners, resulted in some significant changes to the Central Area Action Plan, not least substantial amendments to the boundary of the area it covered.
- 3.1.3 In 2008 there were changes to national legislation regarding Development Plan Documents through the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008. This removed the need to undertake a Preferred Options stage of consultation on Development Plan Documents. However, due to the substantial changes proposed for the Action Plan, together with the time that had elapsed since the previous consultation, the Council considered it appropriate to issue an Emerging Strategy for consultation. Cabinet approved this document on 15th July 2009. The consultation period was from 7th August until 18th September 2009.
- 3.1.4 The next stage in the production of the Area Action Plan is the Pre-Submission Document; this is a statutory requirement of the 2008 Regulations. At this stage, the expectation is that the Area Action Plan should be 'almost there' in terms of its content. The emphasis within national guidance is that there should have been a significant amount of 'front loading' of consultation and testing of the Area Action Plan before it reaches this statutory stage. Although there might be the potential for some change between Pre-Submission and the next stage of Submission to the Secretary of State, it should not be substantial.

3.2 Consultation process

- 3.2.1 Press releases and work by the Communications Team ensured that there was extensive coverage of the Emerging Strategy document within the local media. There were large positive features within the Chronicle and Echo and the Herald and Post, together with items on local radio. The Planning Policy Team has a Local Development Framework database (around 700), which includes among others: individuals who have expressed an interest to be kept informed about the progress of the Central Area Action Plan; statutory consultees and agencies, residents associations and parish councils, local businesses, community centres and local libraries. Entries on the database were informed about the start of the consultation and were sent either links to the consultation documents or provided with copies of leaflets, CD's or the detailed consultation document. The document was available via the Local Development Framework Teams consultation portal where responses could be made electronically or the documents downloaded, filled in and sent by post or electronically.
- 3.2.2 The full suite of consultation documents, including the detailed consultation document and questionnaire, Summary Leaflet (containing a questionnaire), CD's containing all the documents were available in libraries within and adjoining the Borough, the One Stop Shop and Cliftonville House. A permanent exhibition was available in the Planning Reception at Cliftonville House and at the Guildhall.
- 3.2.3 Within the boundary proposed of the Emerging Strategy for the Central Area Action Plan there is a large residential population in Spring Boroughs. Local residents in this area received a copy of the Summary Leaflet via the post.
- 3.2.4 Staffed public exhibitions were held at the Market Square (3 days), Weston Favell Shopping Centre (2 days) and Kingsthorpe Library (2 days). Posters, advertising the exhibitions, were provided at key consultee access points, namely community centres, libraries and residents associations and parish councils within the Borough. Visitors to the exhibitions could talk to staff from Planning and Regeneration about the many emerging plans for Northampton. Respondents were able to either fill in a detailed paper or on-line questionnaire, a shorter paper questionnaire or prepare their own response.

3.3 Consultation Responses

- 3.3.1 In total there were 230 people or organisations that responded to the consultation. However many people visited the exhibitions which were held, particularly in the Market Square.
- 3.3.2 The response to the Issues and Options consultation was a little disappointing given the numbers of people attending the exhibitions and the number of Summary Leaflets that were distributed – approximately 5,000. Several of the Area Action Plan exhibitions were held in association with those done by the Joint Planning Unit for the West Northamptonshire Emergent Joint Core Strategy. There may be a large number of responses made to the Joint Core Strategy consultation that raises issues related to the Central Area; this will become more apparent as consultation responses are processed by the West Northamptonshire Joint Planning Unit. Depending on the amount of time it takes the Joint Planning Unit to complete the processing of their responses, there may be the opportunity for responses related to the Central Area to be used by the Council to inform the Area Action Plan.

- 3.3.3 The majority of responses to the Area Action Plan were made on the short questionnaire contained within the Summary Leaflet; other responses came in via the long printed questionnaire which accompanies the detailed consultation document, letters, e-mails and via the consultation portal. Although the number of responses was limited, there have been some quite detailed ones submitted. At the point of producing this Cabinet Paper the responses have not yet been fully processed and therefore the results do not reflect all of the responses received.
- 3.3.4 However, the Summary Leaflet responses have been processed and the output from the quantitative element of the Summary Leaflet is referred to in the following sections with more detail being provided in Appendix 1 for reference. A short high-level summary has been made of responses received from Statutory consultees in Appendix 2. This is not a comprehensive summary but rather looks to identify key points for consideration in terms of support or omissions for the content of the Action Plan.
- 3.3.5 Overall, the response to the Emerging Strategy has been favourable. Certainly the general impression gained from feedback at the exhibitions is that there is very much a need for the Area Action Plan and that it is moving in the right direction. The following statistics are from an analysis of the Summary Leaflet feedback only. Analysis must still be carried out on the remainder of the responses. A fuller report on the consultation process, the comments made and how the Council has sought to address them in taking forward the Plan will be made in due course. This report will then be submitted to the Secretary of State as part of the evidence base for the Area Action Plan when it is complete.

The Vision and Strategic Objectives

- 3.3.6 Overall 78% strongly agreed or agreed with the overall emerging plan. There was support for the vision (81% agree or strongly agree) and the strategic objectives (77% agree or strongly agree).

Retailing

- 3.3.7 In terms of the locations identified for additional retailing 72% supported the areas shown. In terms of priorities for improving shopping the majority thought that more specialist shops were required and that they would use them if they were there (56%). When asked about priorities for shopping respondents felt that improved restaurants, cafes and sandwich bars and the Market Square as a restaurant quarter and better lifestyle shops were priorities.

Movement

- 3.3.8 There was a high level of support for there to be more pedestrian priority around the centre (73%). The proposal for a new public transport link to the south of the centre also had a high level of support (70 %). However, the idea of having buses running along Abington Street for either part or the whole of its length was not supported by 54% of respondents with the remainder either 'yes' or 'maybe'.

Waterside

- 3.3.9 Opening up and making use of the Waterside was a key theme that people who attended the exhibitions were very supportive of and regarded as an area

which could be very beneficial for the town as a whole. Nearly 80% of respondents supported the development of the waterside for leisure uses.

Employment

- 3.3.10 There was support for the locations that have been identified for additional employment uses 78% of respondents supported the locations identified for creating workplaces.

3.4 Comments from Statutory consultees that might identify potential areas of concern

- 3.4.1 Ideally the Plan will go to the submission stage with the full support of the Statutory consultees and others. Objections from Statutory consultees, although not necessarily terminal to progress of a Plan, certainly can make it difficult to get through the examination process and be regarded as sound.
- 3.4.2 Comments from most of the Statutory consultees have been positive. However, the Highways Agency has identified what it considers to be an absence of capacity assessments of the highway network and a transport evidence base to underpin the Plan.
- 3.4.3 The Environment Agency has stated that the supporting evidence base requires substantial improvement to address primary soundness concerns on certain aspects. The Agency are likely to object to allocation of development in Flood Zones 2 and 3 (up to a 1 in 100 year probability) unless fully informed and supported by an exception approach to site selection informed by Strategic Flood Risk Assessment and Water Cycle Strategy.
- 3.4.4 These issues will be satisfactorily resolved through the provision of the requisite level of evidence and continued dialogue with these agencies on these matters. Further detail on the work ongoing on the evidence base for these two areas is discussed below.

3.5 Evidence Base

- 3.5.1 In taking forward the Central Area Action Plan a substantial amount of work has been undertaken in ensuring that the approach is sound. Key to this is that it is informed by an appropriate level of evidence. This has involved research such as: technical reports, e.g. retail capacity studies and the town centre health check; master planning and development frameworks prepared by consultants; and detailed discussions with site owners / developers, e.g. Legal and General; work with delivery partners such as Northamptonshire County Council, West Northamptonshire Development Corporation and Northamptonshire Enterprise Limited; and the results of consultation feedback. Some of this technical work has been commissioned jointly with partners, or undertaken by other agencies with a view to feeding into the Plan's production.
- 3.5.2 A fundamental part of the planning process is that evidence should be gathered early in the process and used to help make informed choices on the strategy and policies within the Area Action Plan, rather than these choices being made and evidence gathered to justify them. Clearly it's unlikely that at any one time all the appropriate evidence will be gathered prior to substantial progress in the development of the Plan occurring. There has to be some pragmatism and flexibility around the timing of evidence and advice has been taken from Counsel on this matter.

- 3.5.3 In seeking to move towards the Pre-submission document there will be a need for more dialogue with all manner of stakeholders to clarify points and seek support for what is being proposed. There could also be some focussed consultation with stakeholders on certain issues, for example the extent of the primary and secondary retail frontages.

Transportation

- 3.5.4 With regards to lack of evidence there is one area where despite best endeavours there is still a deficiency of technical evidence, which is likely to have substantial consequences on the 'soundness' of the Area Action Plan. This is work on transportation. In particular transport modelling has not been of a sufficiently robust standard to take into account the significant challenges of accommodating the amount of development identified in association with the growth agenda. Therefore, at a strategic level there is no clear understanding of the transportation impact from the amounts of development proposed in West Northamptonshire, at the lower level of the Central Area as a whole, or for individual development areas within the Central Area. This also has substantial implications for the infrastructure schedule in terms of items required, their likely cost and the timing of delivery.
- 3.5.5 Work has progressed on modelling; however it is not yet at a standard where it can be used to make reasonably informed decisions of the type that need to be taken for the Central Area Action Plan to progress to the Pre-Submission Draft stage. It is anticipated that preliminary modelling work of sufficient standard will be ready towards the end of December 2009. The full model is likely to be available for more detailed analysis and site specific work towards mid 2010. Whilst the model may be ready for preliminary work in December, there will be a lag time between it being available, consideration of its outputs and any consequent changes made to the Area Action Plan.
- 3.5.6 In addition, following on from comments made by the Highways Agency, there will be a need to revisit the Car Parking Strategy for the Central Area. Consultants have undertaken a review of car parks and made recommendations on a car parking strategy for the town centre. However, the report needs more work to make it more robust.
- 3.5.7 Further related to transportation is a Rail Freight Study which has been commissioned by WNDC and Network Rail as a consequence of the redevelopment of Ransome Road sidings. The work on this has also slipped, but it should be ready by the end of November 2009. This has important consequences for the Central Area, in particular the potential future of the stretch of the former Northampton to Bedford railway which still has a safeguarded corridor from the Castle Station to Brackmills. Whilst a decision on the future of this stretch of railway is not imminent, this study will go some way to deciding whether it is appropriate for that safeguarded line to be retained. The decision on this has substantial implications for the potential public transport link identified in the Emerging Strategy, the form and capacity of development at the Avon / Nunn Mills and Ransome Road sites and associated infrastructure requirements.

Flood Risk

- 3.5.8 An additional piece of work that is important which has also been delayed beyond its anticipated production timescale is the Strategic Flood Risk Assessment Level 2 for Northampton. This has been affected by delays in the

availability of an updated breach model developed by Halcrow for the Environment Agency. It will be finished by the end of November 2009. When it has been completed further detailed work can start on assessing the appropriateness of areas that have been identified within the Emerging Strategy for development and the uses that may be appropriate. Given the Environment Agency's position as highlighted above, this work will have to be done before the document can proceed to Pre-Submission consultation stage.

3.6 Relationship with the West Northamptonshire Core Strategy and impact on the timing of consultation on the Pre-Submission Central Area Action Plan

- 3.6.1 The timing of the production of the Central Area Action Plan has sought to be complementary to that of the West Northamptonshire Joint Core Strategy. This has been on the basis of advice from Government Office who has sought to ensure that there is conformity between the various levels of planning policy from national Planning Policy Statements, through Regional Spatial Strategies, Core Strategies and then lower level Development Plan Documents.
- 3.6.2 The West Northamptonshire Core Strategy needs to be confident that the type of centre required making West Northamptonshire a successful place will be delivered within the Central Area Action Plan. For the Area Action Plan there needs to be the confidence that the Joint Core Strategy is sufficiently robust to ensure that the Central Area set out in the Action Plan vision can be delivered. There also needs to be a clear understanding of the policy relationship between the two documents, with the Action Plan not including policies that it would be more suitable to be addressed at a higher level, e.g. sustainability targets.
- 3.6.3 In taking forward the Area Action Plan there now has to be a fundamental question about whether it is appropriate to follow on from the Joint Core Strategy at least in the short term. It has become evident over the last month that the prospect of the Joint Core Strategy being produced to a schedule close to that set out in the Local Development Scheme is unlikely. Government Office has written to the Joint Planning Unit indicating that it is aware of the need to amend the timetable for production of the Joint Core Strategy Pre-Submission Document and inviting the Joint Strategic Planning Committee to do so. Government Office has identified that there is clearly a significant amount of work to do on the evidence base to move it forward to the next stage. The Joint Strategic Planning Committee will need to make decisions on the timing of the stages of the Joint Core Strategy through to adoption in due course.
- 3.6.4 Given the limited production of Development Plans related to Northampton over the last 12 years there is a planning policy vacuum on many issues. It is essential that there is a sufficiently robust planning framework in place for the future prospects of delivering the vision for central Northampton. The Central Area Action Plan will be a fundamental part of that. As a result of anticipated delays in the production of the Joint Core Strategy discussions with Government Office have taken place. These discussions have indicated that there may be flexibility over the timing of the Central Area Action Plan in relation to that of the Joint Core Strategy. It may be that the East Midlands Plan in Policy MKSM SRS Northamptonshire 3 provides a sufficient 'hook' on which to hang the Central Area Action Plan in moving to at least a Pre-

Submission Document and, depending on timing of the Joint Core Strategy, possibly beyond towards adoption.

- 3.6.5 However, Counsel has advised caution in this respect. Although not ruling out going to Pre-Submission stage in advance of the Joint Core Strategy, Counsel is of the opinion that there needs to be a thorough consideration of whether there is a sufficient strategic basis to enable this to occur. Further discussion with Government Office, the Planning Inspectorate and Counsel needs to take place before any recommendation is made by officers on whether it is appropriate to proceed with the Pre-Submission Area Action Plan in advance of the Pre-Submission version of the Joint Core Strategy.

3.7 Choices (Options)

Changes to the timetable for consultation on the Pre-Submission Central Area Action Plan and potentially later stages towards adoption

- 3.7.1 There are a number of choices available to the Council. It could either:

- Not amend the timetable;
- Amend the timetable for the Pre-Submission Document, but not to amend the timetable for later stages
- Amend the timetable for the Pre-Submission Document, and consider the possibility of the need to amend the timetable for later stages taking into account advice from Government Office, the Planning Inspectorate and Counsel.

- 3.7.2 As outlined in the report, to not amend the timetable for consultation is not considered an option. On the basis of the consultation responses and the gaps identified in the evidence base it would now not be possible to go out to consultation in November 2009. There would be objections from statutory consultees and the gaps in the evidence base are likely to make the Area Action Plan be regarded as unsound by the Secretary of State at Examination. At this stage, it is considered that reviewing the timetable for the Joint Core Strategy and the Central Area Action Plan, as set out in the current Local Development Scheme, is necessary up to the adoption of the two Development Plan Documents. Whilst it is the ambition of the Council to have a robust planning policy for the Central Area in place as soon as possible, there needs to be a clear understanding of the legal position and the risk of taking the Area Action Plan through the Statutory process in advance of those for the Joint Core Strategy.

- 3.7.3 Given the delay in the Pre-Submission timetable for the Area Action Plan it is considered that it's unlikely that a Submission date of June 2010 as set out in the current Local Development Scheme can be achieved. Taking into account the need to fully grasp all of the relevant issues it is considered that Option 3 is pursued with the aim of bringing a Pre-Submission document as soon as is reasonably practicable before Cabinet to seek approval for consultation. The Portfolio Holder will be kept informed of anticipated timetabling vis-à-vis that of the Joint Core Strategy, however it is not envisaged that a Pre-Submission document will be placed before Cabinet prior to February 2010.

4. Implications (including financial implications)

4.1 Policy

The Central Area Action Plan, along with the Regional Plan and Joint Core Strategy will be the Development Plan containing policies against which proposals for development will primarily be assessed in their determination.

4.2 Resources and Risk

Taking the Central Area Action Plan through to adoption is a resource intensive and expensive process which has been subject to Medium Term Planning for budgets. Resources to progress the work needed to get to Pre-Submission stage have been identified and are currently available. The risk of legal challenge or the Area Action Plan being found unsound is real if suitable precautions are not in place. The Council uses the Planning Advisory Service and Planning Inspectorate pro-forma to identify that appropriate mechanisms are in place to reduce the risks of the Plan being found unsound. It also has a retained 'critical friend' and Counsel to provide appropriate advice. Advice will be sought on the appropriateness of the timing of pursuing the next stages in the adoption of the Area Action Plan in advance of the Joint Core Strategy.

4.3 Legal

See above related to Policy and Resources and Risk.

4.4 Equality

The Pre-Submission Action Plan will be subject to a full Equality Impact Assessment to address issues that have already been highlighted in a screening and scoping report.

4.5 Consultees (Internal and External)

A list of external consultees that were invited to comment on the Emerging Strategy is set out in the report and there has been an input from all elements of the Council in the Emerging Strategy and progression towards the Pre-Submission Document.

4.6 How the Proposals deliver Priority Outcomes

The Central Area Action Plan will out the strategic town planning policy for the Central Area. It is consistent with and will assist in delivering all of the Council's corporate priorities.

4.7 Other Implications

None

5. Background Papers

5.1 CAAP Issues and Options Consultation Document October 2007

5.2 CAAP Emerging Strategy August 2009

5.3 Cabinet Paper 15th July 2009 CAAP Emerging Strategy

Paul Lewin, Planning Policy and Heritage Manager

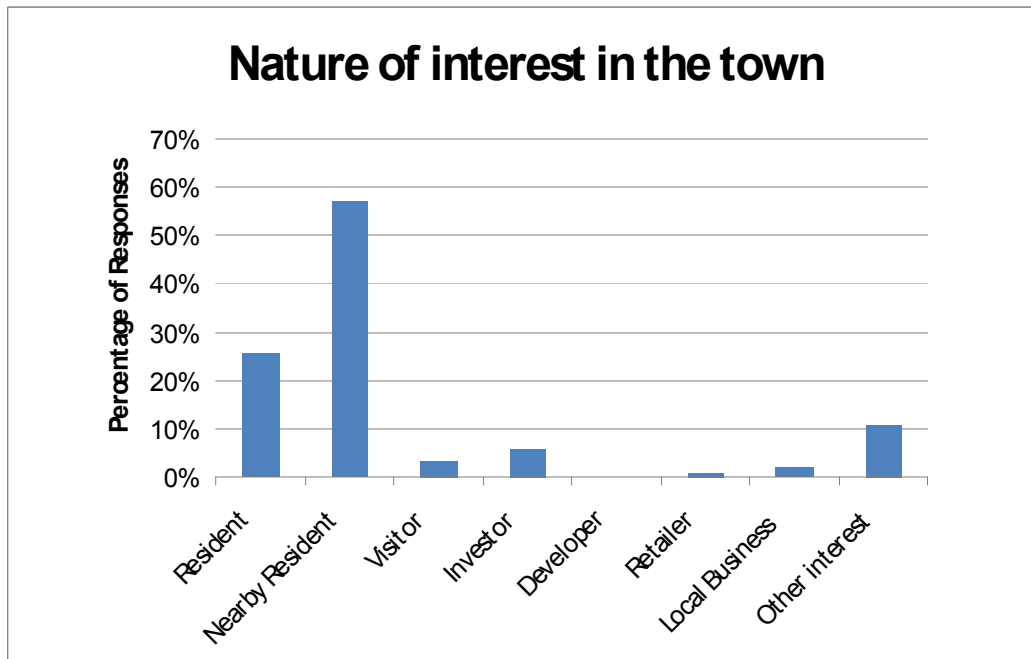
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4th November 2009 Cabinet Report Appendix 1

Responses to the short questionnaire received as part of the consultation on the Emerging Strategy for the Central Area Action Plan. Consultation Period 7 August – 18 September 2009

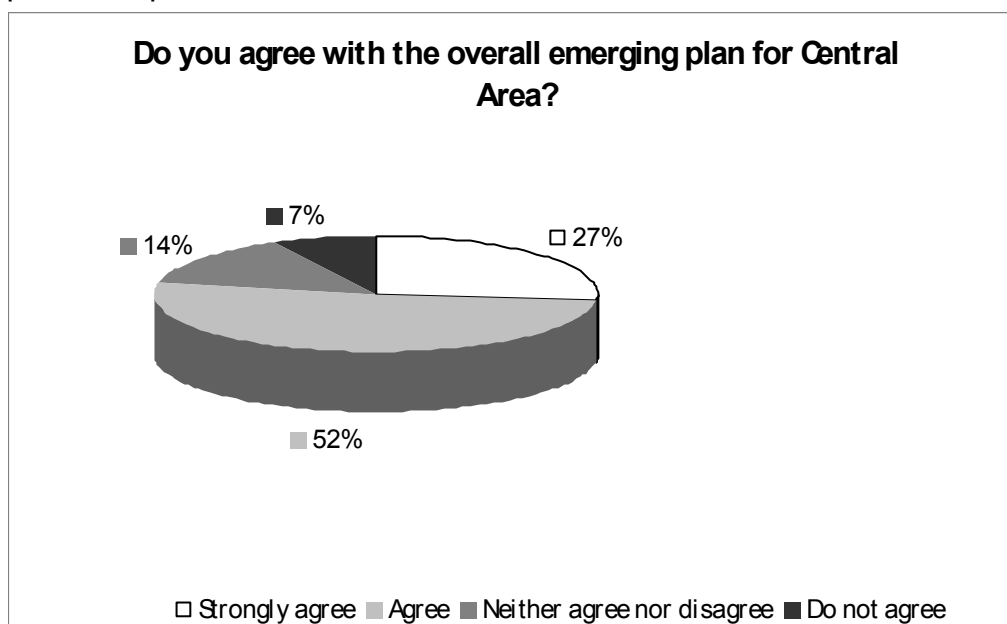
1 Profile of Questionnaire Respondent

1.1 Response to question 1:

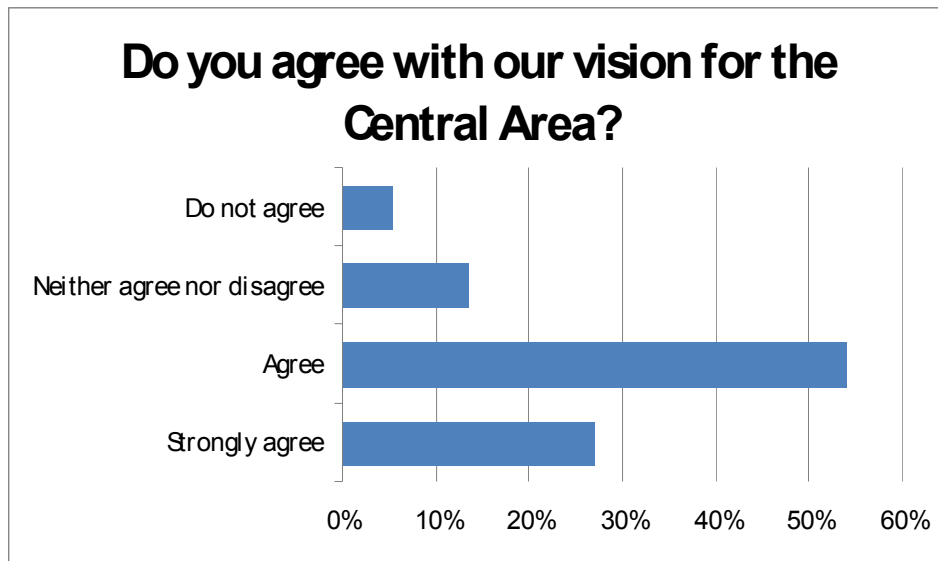


2 Vision and Objectives

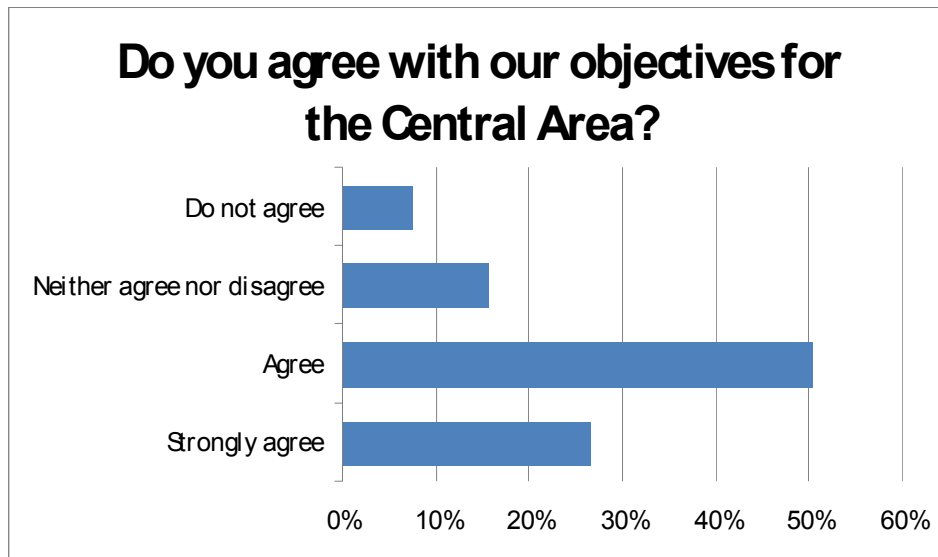
2.1 Response to question 2:



2.2 Response to question 3:

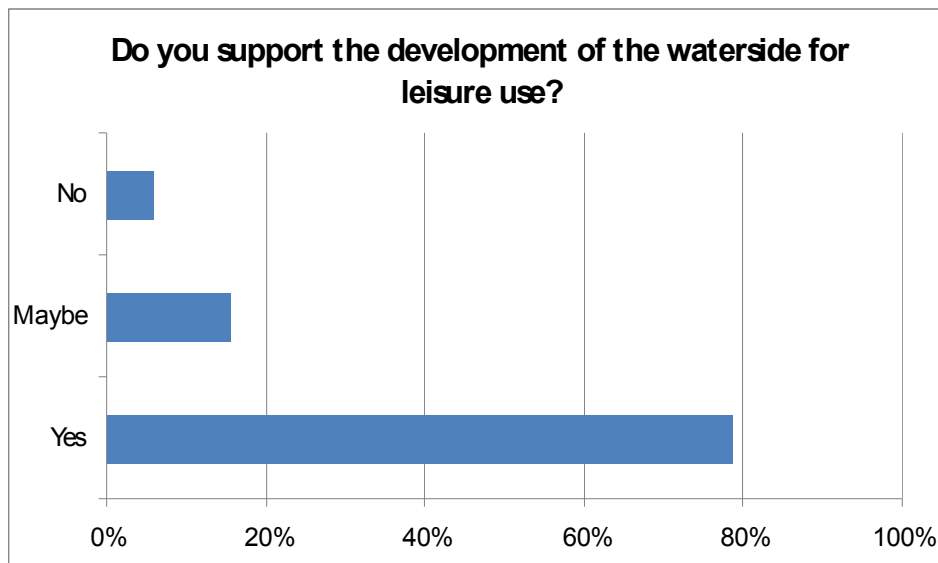


3 Response to question 4:



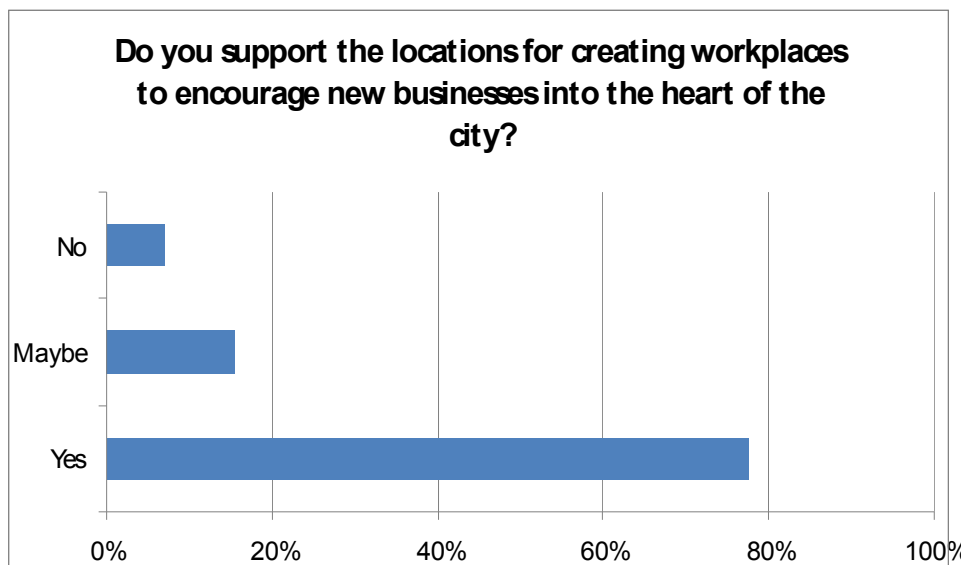
4 Culture, Leisure and Heritage

4.1 Response to question 5:



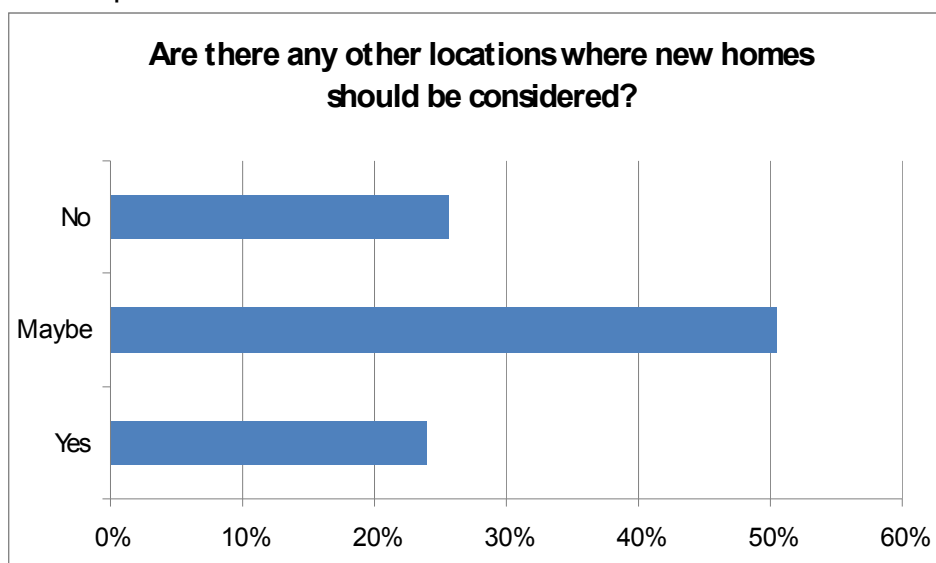
5 Providing Jobs

5.1 Response to question 6:



6 Housing and Community Facilities

6.1 Response to question 7:



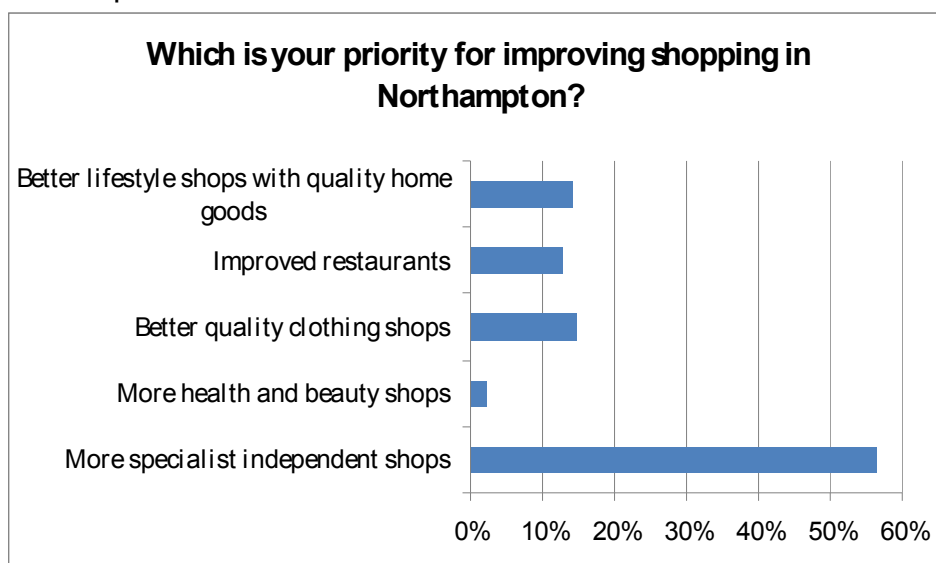
6.2 Other suggestions for locations for new homes:

Specific Locations	<ul style="list-style-type: none"> • Duston, Kingsthorpe, Dallington, Kings Heath, Hardingstone • To the North of Northampton • Semilong • The Wellingborough Area • London Road & Bridge Street • Hanraghans Café /wine bar St Peters Way • Freeschool St and St Peters Way • Whitehill, Eastfield, Poole St (old military and school site) • Wootton Fields • The length of St Andrews Road • Re-develop eastern district around sustainable shopping at Weston Favell • Further development on land around Upton • The Castle Station site is so big, it could support a substantial residential scheme alongside the transport and employment elements
Wider Area	<ul style="list-style-type: none"> • At least 25 miles away • Other side of M1 junction 15 and 15a • Satellite residential zones • South Northants • Yes villages. We are losing our villages, no post offices, no shops, help them. Lovely villages (scenery) • No more factory conversions, new homes outside immediate town centre • Additional homes to villages that surround Northampton to boost rural communities • East Northampton along the A428 between the A45 - Bedford Rd and Houghton area
Brownfield Sites	<ul style="list-style-type: none"> • Grafton industrial estate - not suitable in location, creating area for crime. Residential more suitable maybe?

	<ul style="list-style-type: none"> • The former power station. Land behind B&Q DIY Shop • Brownfield sites close to / in Central Area x7 - Suggestions being: Kingsthorpe Hollow, old factories, Martins Yard, the councillors are ignoring [these sites] all the time, the old shoe factory in the town centre • In derelict industrial property in St Michael's Road x2 • St Edmunds hospital site x3 • Expense of living centrally - is the big no no! • Abington Vale, Middle School old site and other middle schools • The garage site on the Wellingborough Road near Weston Favell village etc. • Possibly on edge of central area boundary in old Victorian residential zones e.g. converted shoe factories to preserve integrity of these important industrial heritage buildings - notably Hawkins (Overstone Road area)
No more housing	<ul style="list-style-type: none"> • Not needed too many empty properties already
Flooding	<ul style="list-style-type: none"> • I am concerned about the amount of proposed housing in the flood plain

7 Shopping

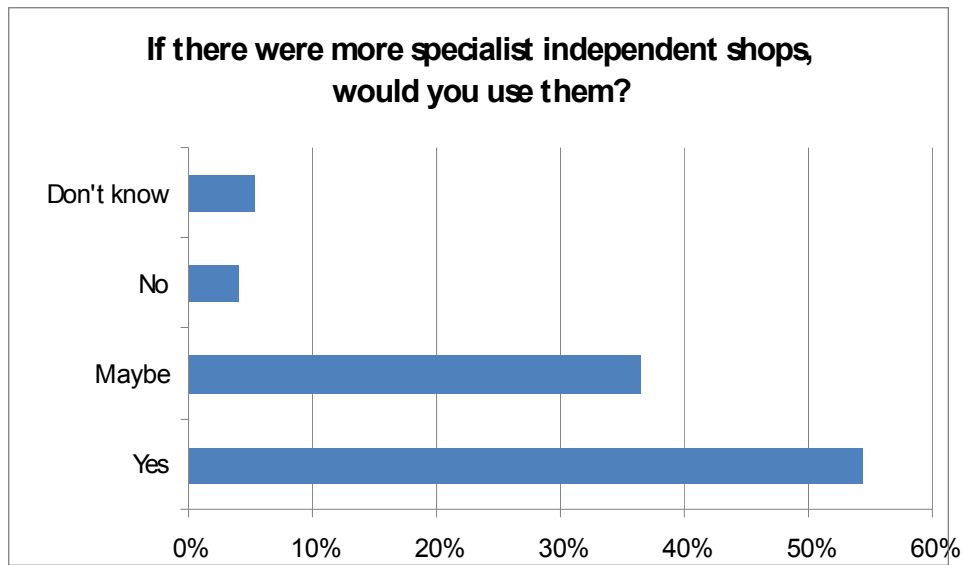
7.1 Response to question 8:



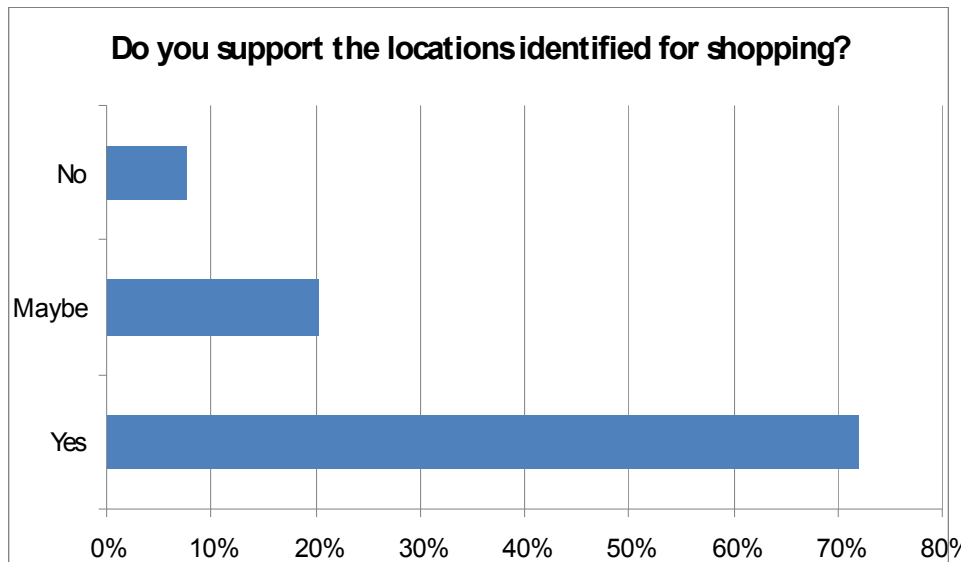
7.2 Please note that respondents were asked to tick one priority option, 40 ticked either one more or a combination of options, therefore this needs to be borne in mind when interpreting the feedback. Other comments included:

- To be able to walk to shops for weekly food and household shop.
- Affordable rents
- Lower rents on town centre offices and shops to attract businesses into the centre instead of forcing them away.

7.3 Response to question 9:

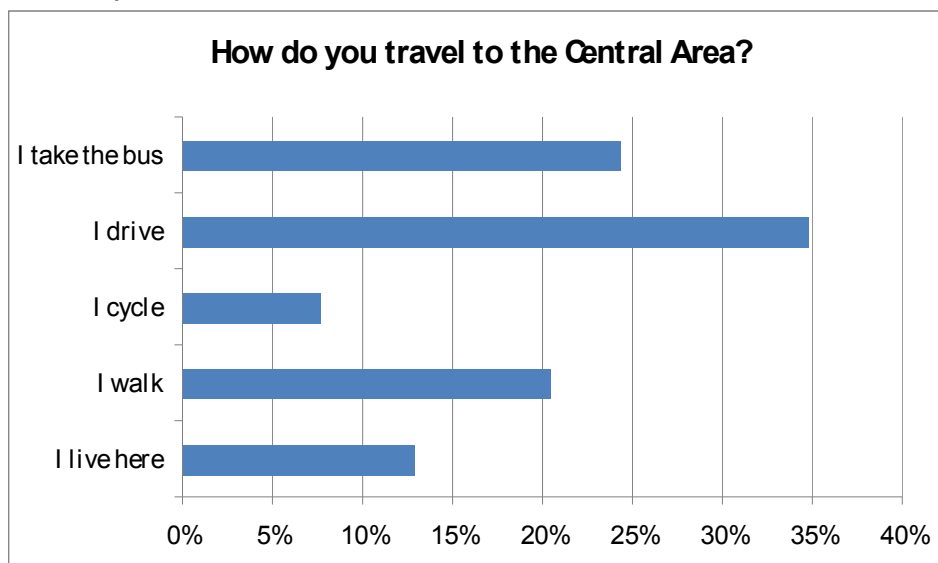


7.4 Response to question 10:

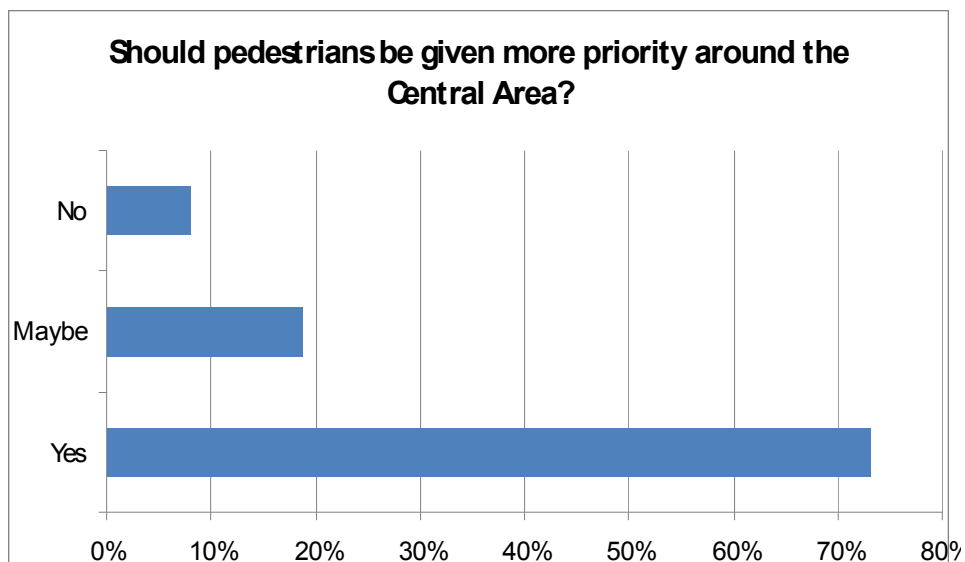


8 Transport and Movement

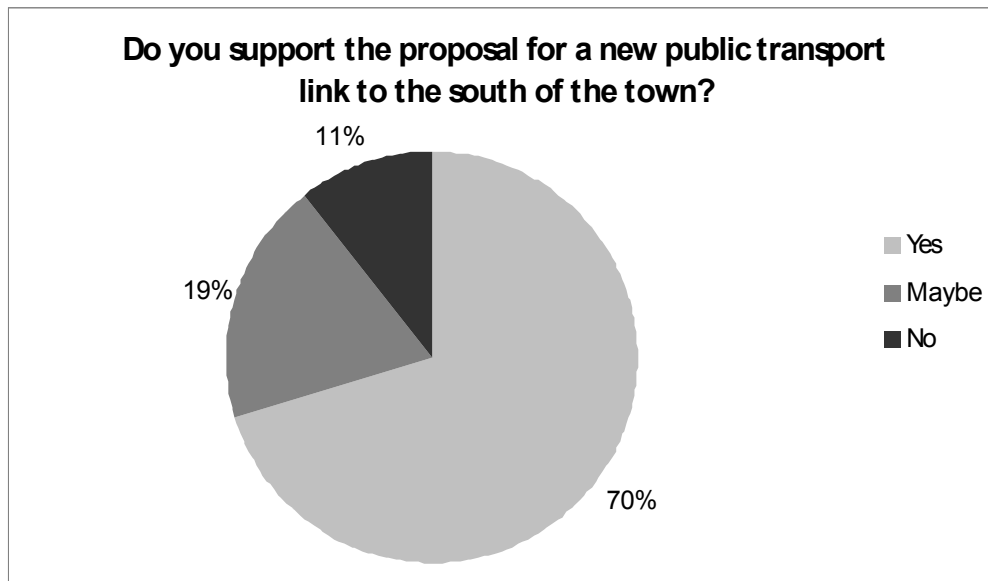
8.1 Response to question 11:



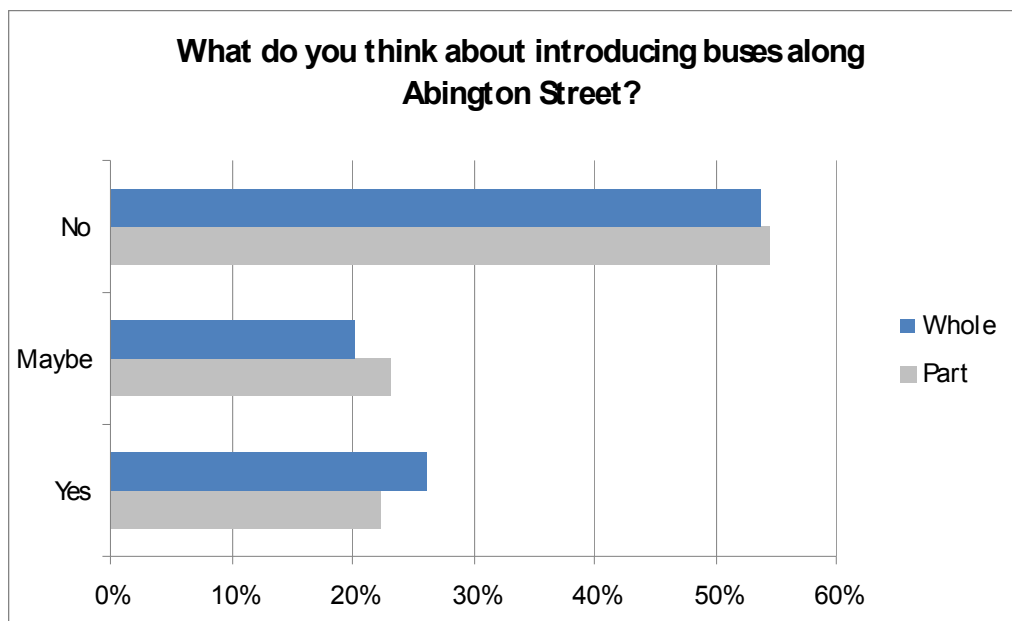
8.2 Response to question 12:



8.3 Response to question14:



8.4 Response to question 15:



9 City Status

9.1 Response to question 16: Question 16 asked respondents 'what else does Northampton Central Area need to reflect its future City status? The following table details the 'issue' areas that the majority of comments fell into. It does not include all the comments made to this question.

Greenspaces	<ul style="list-style-type: none"> Lots of trees and plants or grass areas. X 4, - trees in central shopping areas. Improved access and marketing of Becketts Park as green space to compliment retail development.
Design	<ul style="list-style-type: none"> Excellence in Clean, green, safe themes x2 - ecologically responsible Imaginative modern architecture I think if these proposals are delivered to an excellent standard,

	<p>Northampton will fulfil the vision.</p> <ul style="list-style-type: none"> • Landmark, architecturally significant buildings (new builds) • Twenty first century quality architecture • Less ugly block brick paving!
Maintaining history	<ul style="list-style-type: none"> • Maintain and make better use of historic buildings and natural assets x4 - do not demolish, remember market town roots and keep a lot of its original stuff, the Market, Fish Market, River Nene and parks), preservation and reconstruction • Respect for its historic buildings and spaces – need to consider views into town – All Saints views marred by modern buildings – car parks etc.
Public Realm	<ul style="list-style-type: none"> • Good quality street furniture x2 – i.e. including recycling bins and plants hanging or otherwise. • More street art/sculptures by local artists x2 - a 'Diana' monument. • Public seating x2 - with some rain/dry protection. • Public conveniences that are open! • Improved public realm, which can be maintained.
Attracting Visitors	<ul style="list-style-type: none"> • It should be able to attract people from outside Northampton with something other nearby towns and cities do not have. • Tourists encouraged to visit. • Large tourist office, more guided tours, printed town guide • Better advertising / signage x4 re: What's on in Northampton, good quality signs
Cleanliness and Monitoring	<ul style="list-style-type: none"> • Cleanliness x6 - it is it disgrace to visitors there is litter everywhere, someone to remove the litter, fly tipping etc • Plenty of street wardens to keep it looking presentable
General contributions to what makes a city distinctive	<ul style="list-style-type: none"> • A cathedral x3 • Improved national status - examples are recognised national institutes of excellence or sports institutions. • It needs to be distinctive • I thought it would take an act from Queen to make us a City because of Civil War. Didn't we imprison the Charles 1st here?
Reducing pubs	<ul style="list-style-type: none"> • A reduction in pubs and clubs x3
Cultural offer	<ul style="list-style-type: none"> • Types of facilities: a vibrant Art Gallery x3, museum complex and more museums and tourist attractions, a new library, sculptures, photography etc, theatre tickets at a more reasonable price. • Add culture x2 - to balance the binge drinking perception • A more up-market feel
Market	<ul style="list-style-type: none"> • Assist the market traders with lower rents to bring the market square back to life • Options for the Market - a farmers market on Saturday when working people go shopping, fish and meat market for independent stalls • Vibrant market area x3 - no political interest in what the electorate really wants, proper market square • It was ideal in my youth! Centred around market with small specialist shops in arcade.
Type of shops	<ul style="list-style-type: none"> • A starbucks Please!!!! Maybe two starbucks....

	<ul style="list-style-type: none"> • No empty shops • Remove / stop - 'Pound' shops, future pubs, bingo halls, amusements arcades • More shops x3 - diverse retail offered, clothes shops (higher quality/independent), quality • Shops to promote the sale of local produce, perhaps for those who can't afford own premises • Food stores - catering for elderly people. • Not to be a 'city' – but to retail it's identity as a County Market Town. • Lots of restaurants
Leisure Offer	<ul style="list-style-type: none"> • A more balanced leisure offer and major national attraction - footwear industry museum (over and above central museum) - old Hawkins factory perhaps. • Things to do or visit informally. Better facilities for mums and kids. • Customer focused information café to meet people and have a general chat.
Car Parking	<ul style="list-style-type: none"> • Adequate and cheap car parks x5 - to encourage people like me from out of town to come into central Northampton, located around perimeter of the Central Area • Free car parks • More disabled parking along Abington Street around Marks & Spencer • A multi storey car park close to station • Better parking enforcement like a good city • Good road access and free parking
Public Transport and Cycling	<ul style="list-style-type: none"> • Effective park and ride x2 • More pedestrians and cycle routes x2 • Better transport x4 - reliable!, reflect a better image of town, no [buses] after 8pm in most areas. • A new bus station x2 - needed centrally, not at the railway station • Maintain the bus station as is x3 - refurbish it, spend money on it as promised • Cheaper public transport to get people out of cars
Pedestrianisation	<ul style="list-style-type: none"> • Greater use of public parks - please see Milton Keynes • Pedestrianisation of town centre x3, whole of town, no cars in bridge street and around All Saints Church, where possible, shopping areas (like Gold Street)
Leisure Offer	<ul style="list-style-type: none"> • More leisure facilities x2 - to promote a leisure economy, boosting football and improvement of leisure facilities • Another decent sized flat open area (other than Market Square) - in summer for new workforce to use, winter ice skating etc. • A new state of the art sports centre/leisure centre – a new swimming pool x2 - with chutes/river runs/waves (now Danes Camp is far too busy)
Disagree with City Status	<ul style="list-style-type: none"> • Strongly disagree with "City" description x3 - Northampton must develop a unique identity to differentiate itself from Milton Keynes, more of the same wont work, no benefit to us if it

	<p>becomes a city! Only increased taxes</p> <ul style="list-style-type: none"> • I like Northampton Town • What city status?
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10 General Feedback

10.1 Response to question 17: Respondents were also asked 'is there anything you would like to tell us to support your answers', this question elicited quite a lot of qualitative feedback which will be included in the consultation report.

4th November Cabinet Report Appendix 2

CAAP Statutory Consultees Responses

West Northamptonshire Development
Corporation (**WNDC**) Response
Summary (considered by Board on 15-
09-09)
English Heritage (**EH**)
Network Rail – no comments
Government Office for the East Midlands
(**GOEM**)
Northamptonshire County Council –
Policy (**NCC**)
Northamptonshire Enterprise Limited
(**NEL**)

Northamptonshire Police (**NP**)
Homes and Communities Agency (**HCA**)
Sport England (**SE**)
Disabled Persons Transport Advisory
Committee (**DPTAC**)
Highways Agency (**HA**)
East Midlands Regional Assembly
(**EMDA**)
Environment Agency (**EA**)
Hardingstone Parish Council
Little Houghton Parish Council

This paper provides an overview of highlights from statutory consultee's responses to the consultation on the Emerging Strategy to the Central Area Action Plan. It does not provide a comprehensive view of the details contained within the responses but looks to provide a summary of pertinent points in going forward with producing the Action Plan.

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1 General

WNDC	Need to provide a programme to them identifying the key stages in reaching Submission for their own work programme.
WNDC	Concerns about the development of a Transport Strategy – time short, NCC need to recognise importance and allocate adequate resources.
GOEM	Timing – generally difficult to examine other development plan documents ahead of a core strategy; can do it if housing need or urgently required regeneration package. Need to be set out in a revised LDS to link chain of conformity to RSS rather than JCS.
NCC-Policy	Links between CAAP and JCS. Emphasise the relationship with the WN County and Sub-Region. Be clear about infrastructure needed to raise the status of the town centre, and deliver the development envisaged and the extent to which current deficits will also be addressed. Provide clear guidance on how existing built up areas can profit from an urban renaissance of the Central Area. Don't include details about evidences base and genesis of CAAP. All sites identified should have been subject to robust assessments as to the likelihood of delivery and successful implementation (because of likelihood to incur blight) All sites subject to archaeological assessment
Police	Broad principles of Police for any planning policy document – detailed in response. Have done a town centre audit on behalf of Town Centre Violence Group (Debbie Ferguson has a copy) – needs to be integral to improving the offer
DPTAC	4 principles: accessibility for disabled people is a condition of investment; accessibility for disabled people must be a mainstream activity; users should be involved in determining accessibility; Achieving accessibility or disabled people is the responsibility of the provider.
HA	Safeguard Strategic Road Network – particularly M1 and A45 There are new goals for transport (CAAP contains old ones) contained within Delivering a Sustainable Transport System, Department for Transport, Nov 08. Primarily to support economic growth and combat climate change. Absence of reference to capacity assessments of highway network and a transport evidence base to underpin the CAAP. Statement to accommodate car drivers is inappropriate and doesn't take account of existing travel conditions. The plan should promote a more sustainable approach to addressing commuter trips. By placing emphasis on public transport improvements later in plan it doesn't demonstrate that the development to be delivered will be served by sustainable forms of travel in the short term.
Sport England	Disappointed that benefits of sport having regard to community cohesion and regeneration of the City Centre do not form a more substantial part of CAAP (also raised in Nov 2007).

	<p>Strong emphasis on designing quality places and the promotion of walking and cycling is supported.</p> <p>National Sports Strategy, 'Game Plan' has been replaced by Sport England's Strategy 2008-2011.</p> <p>Change 4 Sport, the East Midlands Sports Strategy has been replaced by the new national strategy but will not be updated.</p>
EMRA	<p>Clearly and succinctly sets out the emerging strategy proposed to enable the regeneration of Northampton.</p> <p>Comments form context of regional principles and not appropriate to comment on individual sites.</p> <p>Bring forward retail, office, residential and leisure opportunities and any other town centre functions as set out in PPS 6 based on identified need.</p> <p>Plans to encourage re-use of vacant land and buildings within urban areas accords with Policy 17 and Policy 3 which sets out sequential approach to development focussed on urban concentration that forms overarching framework for location of future development activity.</p>
Environment Agency	<p>Supporting evidence base and policy require substantial improvement to address primary soundness concerns on certain aspects. Object on grounds of soundness to progression to submission unless fully supported and informed by Strategic Flood Risk Assessment, Water Cycle Strategies.</p> <p>Object to allocation of development within Flood Zones 2 and 3.</p> <p>Anglian Water Services Ltd should be consulted and requested to demonstrate that sewerage and sewage disposal systems serving the CAAP will have sufficient capacity to accommodate the additional flows generated as a result of development, without causing pollution or flooding.</p> <p>New development to Flood Zone 1 (sequential test).</p>
Environment Agency	<p>Willing to be involved in assessment against sustainability criteria of site specific proposals received during the consultation.</p> <p>No mention of how developments are likely to impact on species inhabiting the area as a result of increased activity / disturbance, e.g. bats.</p> <p>References to Bats and Lighting in the UK.</p>
Environment Agency	<p>Needs to be more engagement with the Environment Agency. Meet at earliest opportunity.</p>
Little Houghton Parish Council	<p>We do not agree with the overall Emerging Plan for the Central Area but would like to see the inner area of Northampton regenerated.</p> <p>Technology and scientific research will have moved on dramatically by 2026 - how can we predict that people will still want or need the same things as today?</p>

2 Vision

WNDC	Ensure aligned with JCS – particularly strategic issues such as transport, employment provision, retail and residential.
English Heritage	Broadly support. Plan needs to be underpinned by an understanding of the historic environment, archaeology, morphology and buildings.
GOEM	Support
NCC-Policy	Set out spatial priorities but not go into too much detail about individual proposals Define distinction between central area and town centre Comprise a structure that places strategic and topic based policy matters first, with detailed proposals for sites set out afterwards. Schools sites required for Nunn Mills and Ransome Road, other new housing will create pressures on already pressured system.
NEL	Support. Align with JCS. Consider regional centre for leisure, retail and other employment uses. Note that delivery of successful Central Area will play key role in delivering job growth.
Police	Lack of consideration of 'safe and secure' in vision and needs to be rolled out throughout the document with details of how it will be delivered.
HCA	No mention of sustainability, energy efficiency, high quality design and public realm – doing so would strengthen the vision.
HA	Support general direction.
EMRA	Strong accord with RSS and 11 Core Regional objectives in Policy 1
EA	Include key messages in the vision to highlight commitment to adapting and mitigating against climate change. Promote the use of SUDS

3 Strategic Objectives

English Heritage	Don't support PPS1, 3, 15 – full assessment of individual sites should underpin further policy and development control decisions. Welcome clear definition of tall buildings – agree accords with CABE/EH guidance.
NCC-Policy	Objectives must link to and cascade from JCS
Police	Support. Encourage engagement with the force through the Crime Prevention Design Advisors to ensure that issues of providing safe environments are included.
HCA	Support
HA	Support general direction
Sport England	Should include ability to maximise the opportunities for and the benefits of sport in the community and to integrate future developments with the existing community – Shaping Places through Sport emphasise this opportunity.
EMRA	Strong accord with RSS and 11 Core Regional objectives in Policy 1
Little Houghton Parish Council	Need to enhance the central shopping area of Northampton by encouraging individual shops. Due to its central position in the County, its historic ties and wonderful countryside tourism should be encouraged to provide employment.

3.1 Objective 2

English Heritage	No reference to maintaining architectural heritage. Need a specific objective or reword Objective 2: To ensure new design is of the highest standard that reflects the rich architectural heritage and adds to the sense of place and to ensure that the heritage assets of the area are protected and enhanced and continue to contribute to its distinctive character.
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3.2 Objective 5

WNDC	Broaden to ensure Transport section includes all forms of transport. Needs to cover the impact of car, in addition to public transport, walking.
Little Houghton Parish Council	We support Central area Action Plan on objective 5

3.3 Objective 6

Little Houghton Parish Council	We support Central area Action Plan on objective 6
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4 Retail - General

WNDC	Relate convenience and comparison to wider town and JCS, particularly convenience provision and balance between Central Area and outside of it. Need more evidence for selection of sites (and why above other options) and information on deliverability. Food retail – must be clearly evidenced and shown to be deliverable within
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	the timescale of the plan – e.g. do the proposed sites meet the needs of potential occupiers. Extent of it will be important in assessing future retail proposals.
NCC-Policy	Highlight primary and secondary retail frontages on basis of future role
NEL	Support proactive engagement in retail market to attract a high quality offer. SNEAP identifies potential activities that should be undertaken within Northamptonshire to further support town centre regeneration and development.
Police	Short term lease of empty shops to community groups – follows best practice guidance in DCLG 'Looking after our town centres'.
HCA	Additional retailing development required in the centre.
HA	Appropriate to retain retail spend. Support long term aim of restricting new retail development at retail parks on edge of urban area. Support encouraging mixed use development (other than retail) as retail parks located in less accessible areas than town centre.
EMRA	Northampton has potential to become one of the Regions highest performing retail attractions.
Little Houghton Parish Council	To maintain that Northampton City in 2026 will be an area of shopping excellence is unrealistic. We should be looking at ways to compliment the shopping experience offered by Milton Keynes. Embrace Northampton as a market town and build on this.

4.1 Nene Valley / St James

English Heritage	Nene Valley / St James mixed use – agree
Police	Any alterations must build on existing crime prevention in this area (was high crime 10 years ago). Support more mixed use.
HCA	Needs to be supported by additional local community facilities.

4.2 North Abington Street / Horse Market / College Street

English Heritage	North of Abington Street – upgrade frontage, not suitable for supermarket. Could develop more sensitive mixed use. College Street and Horse Market – carefully integrate Grade II church
Police	Strongly agree with issues retail strategy identified. Support two locations identified for retail.
EA	Both lie in secondary aquifers so potential for land contamination from existing site use and design of foul and surface water drainage is Environment Agency priority. Early liaison with Northampton Borough Council, Environment Agency and developers when dealing with land that may give rise or already be affected by contamination.

4.3 Retail through Intervention

English Heritage	Support. Need to address shop fronts and public realm. Seek mechanisms for reuse of historic buildings, e.g. uses for upper floors. Support shop front work. Did attempt to advise officers. Still willing to advise as very feasible if Council wishes to pursue.
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Police	Shop fronts of high quality, lighting, management and maintenance of the town all contribute to ensuring decline is halted.
Police	Engage the Force's Crime Prevention Design Advisors. A policy that outlines the guidelines that need to be adhered to for any shop front.
HCA	Selective letting with improved contract terms - could encourage smaller independent traders. Specific retail uses could be targeted. Willing to provide further input in relation to retail and lettings strategy which is being formulated.

4.4 High Quality Retailing

English Heritage	Support. Potential St George's Row, Mercers Row, Market Square and Bridge Street for smaller independent retailers. Abington Street and Drapery have potential for larger commercial units.
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4.5 Primary and Secondary Frontages

Police	Appropriate – need further detail on the levels of different uses that are acceptable along each frontage.
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5 Town Centre Boundary

WNDC	Boundary in relation to retail – re-examine, not clear why extends around Castle Station or why encompasses the mainly residential areas at the end of Derngate.
NEL	Boundary appropriate including station. Consider role of St James and Nene Retail parks within centre, may be possible to better align with centre.
Police	Appropriate. Possibility Force may relocate from Campbell Square should include in the boundary. For the site to become vacant the Courts would need to be relocated.
HCA	Support, but boundary needs to accord with Ransome Road masterplan.
Sport England	Boundary should include Nene Whitewater site to strengthen activity along river back to Becket's Park.

6 Office Developments

WNDC	Support locations Emphasis need for further information re quantum of employment floor space and how links to JCS. Need to demonstrate that the sites put forward are deliverable and provide an indication of the expected levels of employment supply.
English Heritage	Important office developments don't have adverse effect on the attractive characteristics of the town. Sorting office identified as suitable for tall buildings in Appendix B but Paragraph 3.79 indicates any building over 4 storeys is considered tall. Need design brief for site.

7 Creative Industries

English	The Mounts needs a strategy for conservation and promotion of the
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Heritage	remaining built boot and shoe heritage. St Michaels Road has potential for creative industries – close to town centre and adjacent to educational establishments.
Little Houghton Parish Council	Graduates will not see Northampton as an easy option. Northampton will have to compete with London, Birmingham, Oxford and Cambridge. There is no mention of upgrading Northampton's rail links in the Central Area plan 2009.

8 Avon / Nunn Mills / Ransome Road

NEL	Avon / Nunn Mills / Waterside / Castle Station are strongly supported. Royal Mail could be released for alternative uses. Cliftonville, Billing Road and York Road retained for B use employment and not released for other uses.
EA	Should be informed by Level 2 SFRA once complete and sequential and exception tests.

9 Broadening the Appeal of the Market Square

English Heritage	Not formally consulted on the emerging proposals for the Market Square. Historical research and character analysis should underpin any decisions on its future.
NEL	Primary and secondary frontages should be highlighted on the basis of their future role.
Hardingstone Parish Council	Public houses with outdoor seating for eating. Remove the betting shops/employment agencies.

10 Areas for Residential Development

WNDC	Support locations Need to identify capacity for these sites in relation to quantum's identified in JCS
Police	Appropriate. All new houses built to secured by Design standards. Welcome SPD for Spring Boroughs.
HCA	Welcome further references to community engagement throughout the CAAP.
Sport England	Sport can lead regeneration by engaging communities in the improvement of their area, creating employment and training opportunities – may be particularly relevant in Spring Boroughs. In developing 2,000 dwellings use Open Space, Sport and Recreation Report findings. Provision of sports facilities could help to integrate the proposed residential population with the existing. Household survey in OSSR report identified a short fall in Synthetic Sports Pitches, Multi Use Games Areas and Tennis Courts. Access to outdoor facilities by public transport is a concern. Shortfall across the Borough of 20 Sports Halls; and a single 4 lane, 25m, pool. Provision of fitness suites is about right.
EA	Spring Boroughs - Suitability informed by both Water Cycle Study and Level 2 Strategic Flood Risk Assessment and Sequential and exception tests as defined in PPS25.

11 Leisure and Recreation

Sport England	Green edge to river side to allow for quality walking, cycling and informal recreation, and wildlife corridor. Direct link between town centre, Waterside and Becket's Park and Delapre Park and Lake. Opportunity to include significantly more Delapre Lake frontage within development area. Lake has good potential to meet future sport and active recreation needs – and other leisure developments related to lake. Sport can benefit evening economy and provide facilities to enhance the city living, e.g. use of upper floors or retail premises.
WNDC	Support locations and note consistent with master planning work. Waterside and Avon Nunn Mills sites – fully integral to expanded City and therefore suitable for a full range of leisure and cultural facilities. Area south of Southbridge – potential for facility of regional or national importance marking the gateway.
English Heritage	Support
HCA	Strongly supported
NEL	Support linkages between Becket's Park and Midsummer Meadow. High quality developments are essential for the area and supported.
NEL	Mix of B1, B1c or housing alongside leisure facilities – through wider master planning activities.
EA	Suitability informed by both Water Cycle Study and Level 2 Strategic Flood Risk Assessment and Sequential and exception tests as defined in PPS25. Note: drinking establishments are a higher vulnerability classification than restaurants. Any developments in Flood Zone 3 need careful consideration of the detail of the uses proposed. EA is highly likely to object in principle to applications for highly vulnerable developments within Flood Zone 3.

12 Transport - General

WNDC	Stress the critical importance of transport proposals and the need for a robust transport strategy identifying how people will access the area - align with JCS. Any proposals need to be fully tested and modelled. Disused rail line – needs to be fully evidenced. Routes in and out of the centre for public transport will be required and locations for interchanges. Conformity with LTP / future spending priorities of NCC.
NCC-Policy	Ensure bus use is provided after bus station demolished. Balance the need to reduce the inner ring road against that of providing effective road capacity.
HCA	Welcome public transport as opposed to car. Introduction of a Green Travel Plan would help promote alternatives.
Sport England	Any new road proposals or improvements must not provide a barrier between Delapre Park and Lake. Must be suitable bridges and tunnels, not just road crossings.
HA	Expect plan to be supported by an appropriate transport evidence base (current problems, preferred land use and transport proposals) CAAP needs to demonstrate how the transport measures necessary to

	<p>support growth will be delivered – who, how funded and developer contributions where appropriate.</p> <p>Safeguard the Strategic Road Network.</p> <p>Concerned about lack of emphasis placed on prioritising sustainable access to the town centre as opposed to car borne visitors.</p> <p>CAAP doesn't fully recognise the importance of sustainable accessibility.</p> <p>Disparity between emphasis on sustainable accessibility within the objectives and the actual approach the authority will undertake through the spatial development strategy of the Plan.</p> <p>Disparity between view to accommodating the needs of those that wish to travel by car 'as long as it does not cause significant congestion' appears at odd with an earlier reference in the plan about Transport Strategy for Growth.</p> <p>Car parking – assume plan will seek to prioritise the provision to meet the needs of short stay shoppers and visitors = increased turnover of spaces. This isn't apparent in document. Need to clarify position on provision and charging for long stay.</p> <p>Welcome restriction of long stay spaces and seeking charging for them to be equal or above that of public transport.</p>
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12.1 Changing Character of Inner Ring Road

English Heritage	Need a detailed design exercise to establish how modern traffic requirements can be accommodated with objective of re-establishing townscape coherence. Need assessment of character and full understanding of all modes of transport, including pedestrian movement.
NEL	Priority to ease movement between key locations. NEL working with NCC on Unlocking Northampton's Growth Potential Project. Will consider transportation solutions to key developments – essential that as solutions emerge they are considered within the CAAP.
Police	Must consider emergency services access, particularly fire and rescue.
HCA	Support. Improvements to natural surveillance and visibility for pedestrian, with more well lit accessible routes and better public realm would create additional life on the street.

12.2 Pedestrian Movement

English Heritage	<p>Principles of shared space need to be look at further as a way of safely integrating traffic with walkers.</p> <p>Public transport through Becketts Park – loss of trees and larger junction would affect setting of listed buildings and conservation area.</p>
Police	Secured by design standards. Consider emergency vehicles in doing any pedestrianisation.
EMRA	Can't find any specific reference to making provision for and encouraging cycling access.

12.3 Castle Station

Sport England	<p>Better opportunity could be included to strengthen direct links from station to Victoria Park and the open spaces on both sides of Westbridge.</p> <p>High quality walking and cycling direct links to the disused railway line.</p>
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12.4 Abington Street

English Heritage	Support re-examination of pedestrianisation and look at shared space.
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12.5 Sheep Street

English Heritage	Welcome proposals to look at broken section and removal of subways. Need to look at linkages in this area especially if traffic re-routed. Pedestrians need access to the Mounts.
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12.6 Plough Junction

English Heritage	Welcome early discussions.
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13 Climate Change

WNDC	Remove unless specific guidance relating to Central Area is provided – covered in Central Government and RSS8.
English Heritage	Support. Opportunity to cover historic buildings but needs to reflect special character. English Heritage has produced a range of documents.
GOEM	Support policies relating to reducing green house gases and increasing sustainability in built environment in new and existing developments.
Police	Guidance document appropriate.
HCA	Use of more sustainable forms of energy is strongly supported – suggest a guidance document for developers. In relation to specific reference to CHP in 4.16 it should be the most appropriate technical solution should be sought at the time of development.
EMRA	Keen to promote a holistic approach to more sustainable development
EA	Include reference to reducing or adapting for flood risk in relation to climate change. Support guidance document. Consider East Midlands Strategy (2002) key objectives with regards to promoting good environmental quality for development. Further consider flood risk in context of climate change and how the River Nene Corridor could be optimised through basing the plan on robust evidence base and a positive strategy.

14 Flood Risk

EA	Support inclusion of Flood Risk sections (Para 3.73-3.75)
EA	Water Resources Act 1991 and Land Drainage Byelaws 1981 mean formal EA consent is required irrespective of T&C Planning Act approvals / permissions for any works or structures, in, under, over or within 9.0 metres of the top bank of the Slade Brook designated a 'main river'.

15 Regents Square

English Heritage	Support
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16 Abington Square

English Heritage	Not pedestrian friendly. Some buildings poor but 2 listed buildings in middle of the traffic.
Police	Use of empty units by community groups. Ongoing management and maintenance – street cleaning.

17 St John's / Angel Street / Bridge Street

Police	Lack of active frontages. Need to improve lighting. Evening economy is good but need to consider appropriate uses are located together. Engagement with the Force is crucial.
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18 Built and Natural Environment

WNDC	Design Guidance – continue to support. Gateways on Bedford Road and Bridge Street are relocated away from inner ring road to reflect future expansion.
GOEM	Emphasise good design though specific policy on how design will contribute to the successful implementation of the Plan.

19 Heritage

English Heritage	Opportunity to set down clear strategy for management of historic environment. Proposals to extend boundaries of conservation areas, Conservation Management Plans, commitment to shop frontages / control advertising and Article 4. Measures to maintain / restore / reuse buildings. Major interventions to junctions should benefit the historic environment.
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20 Site Specific Policies and Masterplans

WNDC	Support approach and agree with developing detailed masterplans once CAAP adopted.
English Heritage	Support masterplans but not in isolation.
GOEM	Masterplans don't need to go in LDS but should contain no matter that ought to be subject to examination.
Police	Sensible. Clear policy on bin storage – presence of bins adds to sense of uncared for and can lead to anti social behaviour.
HA	Need to embed opportunities to maximise sustainable travel in individual development sites.
HCA	Supported. Should be adopted by NBC. In prime sites the introduction of Design Codes. Difficult to generalise. Some instances Supplementary Planning Documents others will warrant Design Codes or Enquiry by Design.

21 Waterside

English	Retain gas offices.
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Heritage	Gas holder adjacent to roundabout – imaginative gateway? Support leisure. Includes registered battlefield - opportunities for interpretation.
Police	Needs active frontages – failing of much of recent developments in waterside. Care in introducing an evening economy so that safety issues are addressed. Lighting areas of park where use occurs is encouraged but where no use then no lighting.
Sport England	Landmark building welcomed but recommended that also include sport in line with opportunities researched as background to the Waterside Masterplanning exercise. Welcome improved pedestrian and cycle access along watercourses including the missing link around the southern most gas holder. Also include entry and exit points for canoes and adventurous outdoor sport. Para 4.21 The Waterside proposals and Becket's Park are supported in principle as recreational and sports facilities in or close to town centres can provide additional attractions that can support the viability of centres.
HCA	Welcomed but need sustainable transport solutions.
Environment Agency	Suitability informed by both Water Cycle Study and Level 2 Strategic Flood Risk Assessment and Sequential and exception tests as defined in PPS25.
Environment Agency	Support proposals to open up riverside area to appropriate land uses. Welcome opportunity to identify areas where land could be opened up to 'make space for water' and potentially reduce flood risk, as well as providing biodiversity and recreational benefits.
Environment Agency	Need clear commitment to assessment and strategy for compensation of lost habitat and intensification of human activities. Piecemeal provision of green spaces / infrastructure should be avoided and should be planned for strategically.

22 Becket's Park

Sport England	Canoe launching area needed to support and link to Whitewater Centre downstream. Should be on north back of the river, immediately downstream of the wider, and directly accessible (including for minibuses and canoe trailers)
Environment Agency	Suitability informed by both Water Cycle Study and Level 2 Strategic Flood Risk Assessment and Sequential and exception tests as defined in PPS25.
Environment Agency	Welcome promotion of enhancements to rivers and canals for canoeing and other recreational and improved access.

23 Green Infrastructure

WNDC	Needs more prominent role to build upon existing natural assets, particularly River Nene Corridor. Need to reference work of River Nene Regional Park.
NEL	Linkages to Waterside welcomed. Further work in Midsummer Meadow – lighting provision, signage, interpretation and physical improvements to security and visibility.
NEL	Extend links to Nene River Centre, the Lakes and Rushmere Road.
HCA	Sufficient linkages to green space.

Sport England	<p>Welcomed.</p> <p>Once Becket's Park area is established then additional leisure including chandlery and water sports equipment retail at the Lake as well as limited waterside cafes / restaurants / pubs would strengthen area as destination.</p> <p>A cafe / restaurant would strengthen the site as a destination and activity along the river.</p> <p>Opportunities to offer a return route on the south bank of the river should be considered.</p>
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24 Regeneration Development Principles

WNDC	WNDC continue to provide specific guidance.
English Heritage	<p>Support approach to development sites.</p> <p>Needs to be clearer idea of purpose of landmark buildings</p>
Police	<p>May need to look again at phasing of Spring Boroughs – high priority.</p> <p>Would not want to see regeneration of Spring Boroughs completed until after the redevelopment of Castle Station as any delays in regeneration of the estate will lead to the station continuing to be divorced from the rest of the town centre by an area of high deprivation.</p>
EMRA	Policy 2 of RSS and Policy 25 reference point in matters to take into account when considering design of new development proposals.

25 Grosvenor Centre

English Heritage	<p>Opportunity to recreate streets.</p> <p>Support priorities for pedestrian connectivity.</p> <p>Concerned Council seeking to agree floor space without knowing the design.</p> <p>Not being involved in pre-app discussions.</p>
Police	<p>Must ensure transmission system under which all emergency services communicate is maintained within the expanded centre.</p> <p>Support active frontages and removal of subways.</p>

26 Monitoring

English Heritage	Framework should establish measure of success of delivery plan with regard to historic environment, e.g. number of shop fronts improved.
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27 Delivery

GOEM	More detail required on what, where, when, who, how will be needed, particularly in the first phase.
Hardingstone Parish Council	Where is the money to pay for all the development? Will other areas suffer?

28 Relationship to Saved Local Plan Policies

GOEM	Where a DPD contains a policy which is intended to supersede another policy, it must state that fact and identify the superseded policy.
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29 Water Efficiency

EA	Welcome references to Code for Sustainable Homes. Minimum code level 3 or 4 mandatory.
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	Every opportunity should be taken to build water efficiency into new developments and innovative approaches should be encouraged.
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30 Other matters

Police	No mention of management or maintenance once regenerated. Consider public toilets and their management. Encourage developers, architects and local planning authorities to install sprinklers.
HCA	Page 54, Para 4.18 line 3 – should be ‘it is’ not ‘are’.
Hardingstone Parish Council	Nothing has been mentioned about medical improvements or schools. With increased population should come more doctors, dentist and another hospital. More schools will be needed.

Appendices

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NORTHAMPTON
BOROUGH COUNCIL

Item No.

10

CABINET REPORT

Report Title	Community Forums Report: Achievements March 2009 to October 2009
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AGENDA STATUS

PUBLIC

Cabinet Meeting Date:	4 November 2009
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Chief Executive's Office
Accountable Cabinet Member:	Cllr Paul Varnserry
Ward(s)	All

1. Purpose

- 1.1 Through the attached Community Report, this report updates Cabinet on the work and achievements of the Community Forums in the first part of 2009-10 and makes some recommendations.
- 1.2 The purpose is to raise awareness of the value of the forums in supporting the Council to meet its equality and diversity obligations, develop good customer service and work successfully with its diverse communities, statutory and third sector organisations.

2. Recommendations

Cabinet is recommended to:

- 2.1 Recognise and welcome the work and achievements of the Forums and the Council's engagement with them;
- 2.2 Encourage NBC services to look to provide more opportunities for volunteers from the Forum networks (and otherwise) to liaise with them, work on projects

etc. day to day to help work up design for services, policy etc. through involving service users.

2.3 Encourage NBC services to allow members of Forums networks the chance to be involved in training staff in customer service, mystery shopping etc, being able to give feedback on how they've been dealt with as service users and enabling staff to understand more about their needs.

2.4 Support the long-term development of the Disabled Go access guide.

3. Issues and Choices

3.1 Report Background

3.1.1 The Forums have played a key role in the ongoing development of the Council's work for a new Single Equalities Scheme and in the Peer Review Challenge on Equality and Diversity. Their work was highlighted in the assessor's feedback as showing many instances of strong practice in relation to equalities and diversity, practice that contributed to the Council's achievement of Level 3 of the Equality Standard.

3.1.2 Some key examples from this period's activity include

- the 'Money 4 Youth' scheme has seen over 3,000 young people actively involved in the first part of 2009-10, a rise on previous years.
- NBC Housing and Neighbourhood Management Services have now achieved the Charter Mark for Youth Involvement and in so doing have increased youth involvement in service planning and delivery.
- the Forums achieved a high level of compliments in the period from January 2009, particularly in relation to two projects in which they took the lead, being the Anne Frank Festival of Northampton and the Heritage Days at the Guildhall (for which in 2009 they planned and delivered the Guildhall activities and related publicity, working with NBC services).
- the Jewish Heritage Trail leaflet which Northampton Youth Forum worked with Jtrails (national Jewish heritage organisation) to create to be youth and family-friendly has been well received. The first trail associated with it, achieved record numbers of attendance for any such walk in the UK, including young people which Jtrails considered to be significant. The leaflet is due to be used to support Northampton Inter Faith Week and Holocaust Memorial Day activities and can be used to link to school curriculum and community activities.
- Pensioners Forum's held an initial meeting to seek interest from NBC services in involving older people more routinely day to day to inform and support services to ensure they work in ways accessible to older people. There is now interest from e.g. Revenues and Benefits service in pursuing this further.

3.2 Issues: Forums and the Council

It would be helpful to see the Council formally recognise and promote closer links between its equalities and diversity work corporately and the Forums.

3.2.2 There is potential for Forums to work more closely with NBC services day to day, to help develop cultural, age and disability awareness and support the Council in further increasing its achievements in relation to equality and diversity.

3.2.3 There is some potential for such development to enhance the use of volunteers within the organisation, to help support people such as young people, people with disabilities, women returners etc to gain quality work experience that can help them in progressing to paid or new directions in work in the longer term, while also helping to bring their voices and ideas into the workforce to better reflect and involve the communities it serves.

3.3 Choices (Options)

3.3.1 Cabinet can accept the recommendations, as argued above and in the community report, or not.

4. Implications (including financial implications)

4.1 Policy

No significant implications

4.2 Resources and Risk

4.2.1 No significant resource implications at this stage.

4.3 Legal

No obvious implications

4.4 Equality

The various forums offer a wealth of understanding of equalities issues faced by our diverse communities, and if used effectively will contribute very positively to improvement both in the services we offer and in the perception of the Council as committed to ensuring equalities.

4.5 Consultees (Internal and External)

4.5.1 For the community report attached – as detailed within it.

4.6 How the Forums' work relates to current Priority Outcomes

4.6.1 Policy 2009 - 10 Service Plan.

4.6.2 NBC Corporate Plan priorities

5 Background Papers

5.1 Community Report

Lindsey Ambrose, Area Partnerships and Forums Co-Ordinator, x7566

Community Report

Northampton Community Forums: March 2009 – October 2009

1. Introduction

This report updates and guides the council on the work of the Community Forums in the period March 2009 to early October 2009.

The Forums have been involved with various Northampton Borough Council services to help ensure that their services, ethos and operations are shaped by understanding the diverse nature and needs of people in Northampton.

The Forums have helped Council services to develop systems and means for providing access to services, have helped to develop policy and design services, showing genuine concern for equalities, helping services work in accordance with best practice and the law.

The Forums have worked to achieve effective engagement with people of a wide range of ages and abilities and from a wide range of cultural backgrounds.

2. Recommendations

- 1) more opportunities for volunteers to liaise with them, work on projects etc day to day to help work up design for services, policy etc through involving service users.
- 2) The chance to be involved in training staff in customer service, mystery shopping etc, being able to give feedback on how they've been dealt with as service users and enabling staff to understand more about their needs
- 3) support for the long-term development of the Disabled Go access guide
- 4) The Council have regard to the results in due course of the survey currently being undertaken by the LGB Community

3. Action on Recommendations of last report:

4. Forums Methods of Working

Forums work continues to happen in several ways e.g. initiated through Forums; initiated through NBC; in partnership with NBC services; in partnership with external services; Agenda-style meetings; events; projects; email information-sharing; web pages; during normal office hours, in the evenings and on weekends.

Forums continue to take part in NBC and other consultations through a mix of meetings, focus groups or mailings).

Some Forums work supports specific Local Area Agreement, Safer Stronger Northampton Partnership, and Children and Young People's Partnership priorities and objectives.

5. Supporting development of corporate equalities and diversity work at Northampton Borough Council

- (i) **supporting Single Equality Scheme development through community involvement and engagement**

The Northampton Youth Forum worked with the Forums Co-Ordinator to develop a simple survey derived from key points in the new Equality Framework (a standard for local authorities). The Forums Co-Ordinator acted as an officer contact within the corporate project

group for the development of the council's equality policy and planning.

With attendance co-ordinated by the Forums Co-Ordinator, the Northampton Youth Forum took the survey out to community events where they, members of the Pensioners Forum, local councillors and other volunteers encouraged members of the public from small children through to pensioners to complete the survey and share their perceptions of council services. They gave out free cinema tickets for youth to use to see summer holiday time films to young people, parents and grandparents who completed surveys. The young people themselves were able to count the time spent in this activity towards volunteering awards with Northants Voluntary Youth Action which should help them progress in education and employment. The survey was also put on line.

Sinead, one of the young volunteers offered this feedback:

"I helped out a bit in the Fishmarket and then on the Market Square. I enjoyed being able to talk to people about what we do on the youth forum and learnt about people and what they thought about the council and services etc."

Key themes emerged from the surveys which have particular relevance for Forums in considering perceptions of how the council's services are supporting people. These included:

- i. a lot of people felt more should be done for youth.
- ii. disabled people and older people were often cited as groups that need more.
- iii. gender needs did not emerge as a particular issue
- iv Forums were seen as one of the good things that the Council provides.
- v. people involved in Forums tended to say they were aware of more services than people who did not identify as belonging to any Forum or other community group.
- vi.. Quite a few people would like to receive a newsletter from the council.

The survey is to be taken into account along with other evidence to inform the Council's continuing commitment to improve services and in particular its Single Equality Scheme development.

The Youth Forum held a focus group involving parents, guardians and young people at the annual Parents Briefing meeting which takes place straight after the Youth Forum elections, before most of the young people present have become actively involved as members of the Forum.

Through the Forum networks, Focus groups were also arranged and held with young mums at the YWCA and with members of Pensioners Voice. The focus groups considered what people feel the Council does well, what it needs to improve and priorities for improvement. As with the surveys mentioned above, the findings will be taken into account along with other evidence to support in particular the development of a new Single Equality Scheme for the Council.

Issues needing specific immediate actions by council services were referred to appropriate officers for follow up.

(ii) Developing and delivering equalities training

The Northampton Youth Forum worked with the Forums Co-Ordinator to develop their own training materials on equality and diversity, challenging stereotyping and prejudice etc for their residential training weekend. These were mostly based around the Hear By Right best practice principles. One exercise was based on equalities and diversity training given by the Forums Co-Ordinator working with the Anne Frank Trust UK for council managers and other staff groups as part of the Anne Frank Festival.

Young people on the Youth Forum delivered the training to new members at the residential weekend, with the support of officers with expertise in equalities, diversity, youth work and education. At their meeting in September, the Youth Forum decided that this approach, in contrast to the traditional pattern of using standard materials delivered by adults, had led to the most effective weekend they've had and they want to continue to use this approach in future years. The Youth Forum shared these materials with the assessors for the Equality and Diversity Peer Challenge.

(iii) Involvement in the Equality and Diversity Peer Review in September 2009 and confirmation that the Council has achieved Level 3 of the Equality Standard

Several members of Forums took part in Focus Groups with assessors. Written evidence and the Disabled Go online guide were also considered. This contributed, along with evidence and focus groups in relation to other council services, in the findings by the Peer Reviewers that Northampton Borough Council has achieved Level 3 of the Equality Standard.

In giving feedback to the Council, the Reviewers particularly noted the importance of the Forums, the role of the Councillor Co-Chairs as 'champions' for particular service users and communities, the Disabled Go guide and the "fantastic" and "very special" work of the Northampton Youth Forum.

6. Supporting Improvement of Council Performance through Achievement of Charter Mark for Youth Involvement

This is done on a service by service basis, enabling services to really look at how they can and might involve young people in ensuring they provide accessible, inclusive, effective services. Within the period of this report, two more service areas have achieved the Charter Mark at the Bronze Level, with support and advice from the Forums Co-Ordinator, drawing on the work done by the Youth Forum to help them in formulating ideas for how to best address their own service and user needs to better meet their responsibilities regarding equalities, diversity and the duty to involve and engage people in the community:

- (i) Neighbourhood Management achieved this in May 2009
- (ii) Housing Services achieved this in relation to improving services to deal with youth homelessness in October 2009

This work has also contributed to support the Council's commitment to active youth participation and service involvement in the work of the countywide Children and Young People's Partnership Board. The Housing work led by Phil Holmes and the Northampton Youth Homelessness Forum created through this, is due to receive a special award at a Children and Young People's Partnership Celebration Event on 27 November 2009.

7. Achievement of the Every Child Matters Outcomes: Money 4 Youth

- (i) Since March 2009, some significant capital projects have been completed:
 - i. The full impact of the wheelchair accessible path and floodlighting installed at multi-use games areas in Eastfield and Spencer will only really be seen from this autumn onwards as these will make most impact in the autumn and winter months.
 - ii. The pond-dipping platform installed in Eastfield has been used by local children.

- iii. The climbing equipment chosen by young people in Kingsthorpe area has been installed.
- (ii) Monitoring of participation for the first period of 2009 took place at the end of September. In the period since end of March 2009 over 3,000 young people were involved in Money 4 Youth funded activities. This is an increase on previous years. Several projects indicated that they were being cautious in giving figures so that these figures do not include groups outside of the monitored age range (being children and people over 25yrs of age), participation using playground equipment day to day which is not counted and those who may have gone along to enjoy events in which young people were participating in Money 4 Youth funded activities.
- (iii) Money 4 Youth has continued to receive many more ideas than can be turned into funded projects. The Forums Co-Ordinator receives many additional enquiries seeking funding and infrastructure development information for youth and other activities and signposts to help available via statutory, voluntary and community sector organisations.
- (iv) Projects taking place in this period thanks to Money 4 Youth have included:
 - i. **Disabled Teenage Women's Football** – leading to a college course for one participant and a team being formed which is starting to play in regional tournaments from October 2009
 - ii. **Help for Young Mums** – YWCA provided sessions to help skill up young mums and address teenage pregnancies
 - iii. **Graffiti activities in Eastfield** – making links to wider community activity
 - iv. **Project to address knife crime issues** – led by Royal & Derngate working with youth with first-hand experience and other youngsters
 - v. **Mixed ability performance and sports projects** to help break down barriers, challenge stereotypes and build confidence through disabled and non-disabled young people working together
 - vi. **Sport 4 Youth physical activities and consultation to help get more young people involved in physical activity**
 - vii. **Support for young people to take part in Northampton Carnival**
 - viii. **Support for a range of heritage activities**
 - ix. **Film and Web projects with Inspiration FM multicultural radio**
 - x. **Arts and crafts activities in various locations, bringing together young people from different faith and cultural backgrounds**

8. Achievement of the Every Child Matters Outcomes: Activity Grants 4 Youth

- (i) this one-off small grants scheme was provided in partnership with Northants County Council. It responded to GOEM wishes to see more support for youth activities being organised during school holiday periods and on weekends. The Forum networks were among those used to publicise the scheme. The Northampton Youth Forum supported Northants County Council in decision-making about which projects should be considered further by Northants County Council with a view to being turned into real projects. NCC then met organisations, drew up contracts and instructed which payments should be made.
- (ii) Projects funded included:
 - i. **free summer holiday schemes open to all** including run by Northampton Bangladeshi Association, the Sikh Community Youth Club and Duston Parish Council. These recognised some specific

- needs for women and girls and provided separate gender sessions accordingly.
- ii. **a project led by the Somali Women and Girls Association**
 - iii. **youth volunteering involvement in the Umbrella Festival**
 - iv. **a range of workshop activities at the Fishmarket** (e.g. carnival arts, bike customisation, stand up comedy, music)
 - v. **summer sports activities and street football.**

One of the projects was run by Sports Development at NBC. They used this opportunity to encourage non-participating youth to try out new activities and worked to an exit strategy that hopes to see most participants choosing to continue to be involved in some form of physical activity and positive engagement in the community. They engaged about 200 young people. Steve Johnson from Sports Development Team provided the following feedback on two particularly popular types of activity:

" Laser Quest: (90 people signed up with 78 people turning up) - more on the waiting list
Places were limited to 30 per session. Take up of the activities was really good with all 3 sessions being fully booked. Attendances at the sessions were really good with a near 100% attendance at all three sessions.

Kayaking: (48 people signed up with 46 people turning up) with approx 30 on waiting list
Places were limited to 24 per session. Again take up of the activities was really good with both session being fully booked. Attendances were really good with a near 100% attendance at these sessions."

Already since the summer Sports Development team have received 26 feedback forms with nearly 100% of people returning forms rating the activities either 4 or 5 out of 5. All who returned forms would like to take part in more or similar activities. The team also had contact from parents thanking ourselves and some good verbal comments from young people along the lines of enjoying activities, trying new things and filling their spare time with worthwhile activities.

Steve adds: "Especially with the kayaking it was good to see young people engaging with others who they hadn't met previously and the team work and cohesion that took place through the session Several young people expressed an interest with instructors at the Nene Water Centre to continue and do more kayaking sessions. . . which is a real positive outcome!!"

9. Helping to Develop increased Access to Council and other Local Services: Disabled Go Access Guide

(i) **the online access guide** with Disabled Go was launched on 31 March 2009. Leaflets went out to organisations across the town and county. The Tourist Information has found the information leaflets to be helpful and welcomed by visitors, so has taken a steady supply for their use. Council services have been encouraged to promote the website and a link to it has been placed on the Northampton Borough Council homepage. The Council's Communications Unit has been asked to encourage regular use of the Disabled Go logo and website details in poster and leaflet designs to help encourage participation and involvement in activities and remove barriers to doing so.

(ii) **paper-based access guide:** Funding has been secured for the second part of 2009-10 financial year and a plan put in place to have people with disabilities, older people and youth work to produce a short paper version of the access guide, which should hopefully be ready by April 2010. During the summer volunteers began to collect ideas on what to include.

10. Encouraging and Supporting Access for All to Participate in Culture and Heritage

(i) **Jewish Heritage Trail leaflet:** young people worked with local archaeologist John Small and academic Marcus Roberts from the national organisation Jtrails, to respond to interest in the local Jewish heritage noted during the Anne Frank Festival. They helped put together a new leaflet and Jewish Heritage Trail, with the information presented in ways intended to be accessible to young people and families as well as to people with more academic interests. Young people's quotes were included, for example Callum Green wrote:

““Taking the tour my eyes were opened to the wealth of history in Northampton, that I never could have seen was possible before”

The leaflet was launched at the Heritage Open Days at the Guildhall. It proved to be very popular. The first guided walk of the trail with Jtrails drew in record numbers (over 100 people) for any such walk in the UK and unusually did include some young people.

Marcus Roberts of Jtrails who led the walk feedback:

“Jon Small counted 115-120 participants on the first ever Jewish walking tour of Northampton. To put this into context this is the most successful ever Jewish walking tour I have conducted in 20 years. At my launch of the Lincoln Trail last year we had 60 participants which we thought exceptional. I believe that the production of a very professionally produced map-leaflet designed to have a wide appeal, with the input of the Youth Forum, and all the other efforts of NBC, helped create this success and that the money invested in this effort has been very well spent which lays foundations for further tours and Jewish tourism in Northampton.

The group also included a family and some younger people, which is unusual as most tour groups are normally comprised of the over 50 age group and one young couple we very enthusiastic and stated that they were very pleased with the such a tour as it gave them an opportunity to get to know the heritage of Northampton as they wanted to appreciate the place they lived in.”

The leaflet and trail can be used to support school curriculum and community activities.

- (i) Around 500 copies of the leaflet have been provided to Northampton Synagogue to support a special event there for young people and others in the first national Inter Faith Week in November 2009.
- (ii) Copies of the leaflet are due to be at the National Holocaust Memorial Day conference activities for students, school children and the wider community at University of Northampton in January 2010.
- (iii) Copies of the leaflet have also been distributed to Jewish networks around the country

It is hoped that the new Tourist Office as well as local museums will hold copies of the leaflet.

(ii) Youth and Older People volunteering and taking a lead for Heritage Weekend

Northampton has been taking part in the national programme of Heritage Open Days for around 15 years. This year, young people inspired by those who first had a go at tour guiding last year, worked with other people involved in Forums, introduced youth-friendly publicity, supported the Council's services to provide more disability-friendly publicity and AA signs, sponsored vintage bus tours, undertook filming feedback activities and provided a range of exhibitions and activities at the Guildhall. Some feedback from the young volunteers:

Daisy wrote:

"Along with having a go at Morris dancing, my main contribution at the heritage weekend was collecting the feedback from the visitors (either getting them to fill out questionnaires or chatting to other young people on a heritage bus). The heritage buses were immense! After questioning a small boy on what he had enjoyed about the day and how he thought it could be improved, getting the reply "The buses are good but rockets are best" the remainder of the trip was spent singing the "wheels on the bus" with the slightly smaller youths. But the most intriguing part of the day had to be actually finding out the background of the guildhall itself, and seeing that people from all over the country (and some even further) had come in to appreciate it; it gave me real sense of belonging and made me feel proud and appreciative of a part of Northampton I never knew much about.

Sinead wrote:

"I did a few tours and helped get feedback from people through questionnaires. I also had a go at Morris dancing. I liked the opportunity to learn all the stuff about the history and also taking people round the building."

Catherine said:

"I had a great time. It was tiring but very enjoyable. I think more young people should do this too."

There were around 31 venues participating in Heritage Open Days activities this year in Northampton. The Guildhall was just one of these and had about 1200 visitors over Saturday (10am – 5pm) and Sunday (1pm – 5pm) from Northampton, elsewhere in the UK and some from overseas e.g. Marburg in Germany. John Wynne in Conservation is still collating the overall picture of feedback for the town. Already it is clear though that the Guildhall itself received a very large number of compliments, several of which specifically highlighted appreciation of the volunteers' contributions.

Examples of feedback:

"Very good. We are blessed to have so much heritage in our town - it would be good to hold this event more often... ALL School children in this town should be encouraged to attend. Well Done."

"the two girls did excellently! :-)"

"I am in a wheelchair - I found it easy to get around the short tour although I was unable to go down to the dungeons. The 2 Youth Forum volunteers did very well!"

"I would like to commend Daisy for being so attentive and helpful to us"

"Thoroughly enjoyable visit, learning a great deal about the town I live in"

"learnt a great deal about the history of Northampton for FREE and long may these days continue!"

The Chief Executive formally gave his appreciation for the work of the volunteers and supporting council services in making an "Achievement Award" for the Heritage Open Days at the Guildhall in National Customer Service Week.

Receiving the award, young volunteer, Hayley Hall said that taking part in leading guided tours at the Guildhall and being confident in sharing her knowledge of the history of the town had made her feel proud of Northampton and being part of its community.

(iii) Money 4 Youth support for Shoe Town Festival

The Northampton Youth Forum responded to young people's wishes to be able to take part in carnival style procession activities, building on their enjoyment of taking part in the Venezia activities last year. This was done by linking to and funding activities as part of Northampton's Shoe Town and Carbon Footprint Festival activities, helping to promote children and youth involvement.

During the school summer holidays, children from as young as about 2 years old through to teens, parents and other adults through to elderly shoppers stopped and took part in painting and customising shoes for a participatory art sculpture the "Shoe of Shoes" over a several week period. Around 100 young people, including many from Wootton and East Hunsbury area, took part in free workshops making costumes and themed sculptures, then processed through the town centre during the school holidays.

The Shoe of Shoes sculpture even made an appearance at the World Leathercraft Conference!

(iv) Supporting Diwali Activities including Youth Forum deciding to fund intercultural workshops making lanterns for the Diwali procession on 10th October via Money 4 Youth. The event on 10th October in the Market Square saw what the organisers and some visitors said were the largest crowds so far. Over 100 young people, from different cultural backgrounds, took part in making and parading lanterns in the procession. People from all ages and again from a range of cultural backgrounds crowded to watch and join in the procession through the town centre.

Feedback from young people and others in the procession included:

"this is the biggest and best yet"

"this just gets better every year"

"this is wonderful"

"I feel proud of Northampton for doing this each year"

The dhol drums and minibus purchased in previous years via Money 4 Youth were in the procession. The minibus on this occasion enabled older people with disabilities who could not have walked in the procession to be involved too.

(v) Supporting Northampton Carnival and the Anne Frank Awards Scheme

The Youth Forum once again ran their local awards scheme in partnership with the Anne Frank Trust UK and the Northampton Carnival. They identified people in Northampton's community who demonstrate values of social justice, determination, courage etc and with the help of representatives from the Anne Frank Trust UK and a local councillor, presented the awards on the stage at the Carnival in front of a crowd of thousands of people.

Winners of the awards included:

- i. **Noor Homayoun** – for his work in getting the council and forums to subscribe to Disabled Go and develop the online access guide for Northampton
- ii. **Bill Allen** – for his courage not only in the war but for sharing about his experience with young people
- iii. **Boys Brigade members from Duston** – for their work to help elderly people and others in the local community
- iv. **Lucy Lisowiec** – for her work to help young people in the Castle and Spring Boroughs area of Northampton
- v. **Brian Elgar (posthumous award)** – for his work to help young people and others in the Upton area of Northampton
- vi. **Jo Dowson and Kate Bellamy** – for their inspiring work with vulnerable and homeless people in Northampton
- vii. **Wendy Gross** – for her work to help people with disabilities across Northampton and county
- viii. **Young Inspired People** – for their work to help get youth positively involved in radio and other activities in Northampton

Some members of the Northampton Youth Forum joined the Carnival judges and one young volunteer stepped in to dress up in carnival costume and help a troupe that was short of people so that it could take part in the event.

The Carnival event also demonstrated that some investments made into Northampton for the benefit of the community via Money 4 Youth, continue to be used for that purpose, for example:

- i. the mobile skate park bought for the YMCA along with skateboards, skates and bikes, was at Delapre Abbey Park site; and
- ii. the steel pans bought for the junior wing of the carnival were played in the procession.

The local level awards scheme has been recognised as a valuable way of promoting community cohesion and challenging perceptions of youth in local areas by the Anne Frank Trust UK. They have now begun helping other local authorities to develop similar schemes and consulted with the Youth Forum about ideas to help develop this further.

The Anne Frank Trust UK also recognised the work of the Northampton Youth Forum, making a VIP invitation which enabled a member of the Youth Forum to go to a special ceremony and awards event at the Houses of Parliament.

11. Supporting the Council in its Customer Service Improvement Journey

(i) Helping to Improve Customer Service through effective engagement and involvement with Council services

Two of the three staff winners at the 2009 Northampton Borough Council awards for customer

service referred to support from the Forums Co-Ordinator as helping them to deliver the effective changes and activities in service provision which led to their awards.

In one case this referred to engaging with Forums – in particular the Disabled People's Forum, Pensioners Forum and Diverse Communities Forum - to take ideas, make contacts and develop accessible information to help spread the word about changes to payments to the council. Also, the support provided via the Forums for the NBC officers involved to do radio interviews including on the Inspirations Show which particularly aims to reach Afro-Caribbean communities via BBC Radio Northampton.

(ii) Contributing community contacts to new homeless information booklet for single people and families in Northampton being produced by Housing services.

The Forums networks were invited to provide contacts for groups especially faith, diverse community and lesbian gay and bisexual support groups for this forthcoming new publication. Several organisations responded to this invitation.

(iii) Video Kiosk Use and the Council's Community Engagement Strategy

A few years ago the Youth Forum bought a video kiosk via Money 4 Youth and asked the Council to use it to help engage with and get views from young people, children and other people who'd prefer not to put comments in writing. They felt that this would help to ensure these views are heard and taken into account when the council tries to meet service user needs.

The Council responded and included encouraging use of the video kiosk in its Community Engagement Strategy planning. The video kiosk has been used in relation some museum exhibitions and activities. More recently staff in other areas have been learning how to use it in other service areas. This summer it has been out at Lings Forum Leisure Centre. There are now plans to use it in other places too.

12. Work with Overview and Scrutiny:

(i) Identifying and Helping to Address Gaps in Youth Provision

This autumn sees the culmination of work with the Overview and Scrutiny function of the Council with Northampton Youth Forum on a project to look at youth provision, helping to identify and address gaps in provision of services.

The project has involved working with County Council and community sector organisations as well as council services, to build a picture of existing provision and to determine recommendations to improve both provision and young people's access to provision.

Councillors have met with Youth Forum members at various stages of the project to keep young people actively involved and influential to the work being done.

The final report is due to be presented to the Council soon.

(ii) helping to identify gaps in provision for carers, disabled people and pensioners: taking part in the appreciative enquiry into concessionary bus fares

Pensioners and Disabled People's Forums had previously raised concerns about the lack of provision for carers and travel for both disabled people and pensioners prior to 9.30am under

the concessionary fares scheme. The issues were taken up by Overview and Scrutiny. In autumn 2008 Pensioners and Disabled People's Forums took part in consultation which sought to look at whether the concessionary bus fares scheme is operating fairly in Northampton and whether any changes should be made.

In autumn 2009 these two Forums have had meetings which received an update on the draft equality impact assessment and findings.

They welcomed a recommendation to issue passes which allow for companion travel.

The Forums have been invited to give further feedback and views to inform the work.

There remains some concern about the impacts on disabled people who need to get to work before 9.30am and the difficulties for local organisations to hold meetings and activities for older people on account of the 9.30am time meaning some people can't get into town using their bus passes until some time after 10am. The Disabled People's Forum has noted that there is a recommendation option that the Council gives further consideration to making at least some concessionary fares travel available before 9.30am.

13. Working with Services to help older people access and be involved in services

(i) International Day for Older People Event

An event took place in September. This included several external and some NBC services. It was a drop-in style format attended by around 200 older people. It had been hoped to make links to an activity on the Market Square to help raise awareness on the day but the event there was cancelled at the last minute. Outcomes of the event included:

- graffiti consultation sheets taken away for use by Police and Fire Services; and for presenting to relevant officers and councillor(s) at the next Pensioners Forum meeting discussions on waste and recycling
- Karen Hayes from Northampton Citizens Advice Bureau said that the event had been very helpful to her as it enabled her to get enough interest to be able to use some grant funding to organise a free training day in Northampton. The purpose of the day will be to skill up people from groups and services so that they can recognise and help older people they work with to access appropriate help with tax and other financial issues.
- the Historical Association said they got a very good response and are keen to take part again next year

(ii) Meeting with NBC Services in National Customer Service Week

Older people involved with Forums projects and particularly the Pensioners Forum have expressed interest in working more closely with council services day to day, volunteering their time, life experience and knowledge of older people, to help the council services become more effective in how they serve older people and meet their needs. There has been some interest on building on the successes seen when young people have done this in relation to youth involvement e.g. with the Charter Mark for Youth Involvement.

The Forum has considered external accreditation such as the DWP toolkit for local authorities. However, they formed the view that this toolkit was too high level, generalised and complex. They are interested in helping to answer day to day issues, give feedback on officers' ideas,

and help with projects in specific services. They would like to be able to do this proactively, not just when problems arise.

As a start, the Forum set up a meeting with council services in National Customer Service Week to have coffee, cake and a chat and see what would happen. Participating NBC services included: Revenues and Benefits, Customer Services, Planning and Regeneration, Leisure Centres, Public Protection, Finance Department (Exchequer). By the end of the meeting some simple ideas had been identified which could help to manage and improve customer perceptions and experience of service. Some ideas and proposals by officers had been confirmed as positive moves.

Pensioners left the meeting saying that they felt the council is improving. Some services have, as hoped, said that they would like to have further informal meetings for their service area with older people to work on ideas and improvements together as they found it a useful experience.

14. Work with the Northampton Borough Council Mayoralty

The Punjabi Community's Vaisakhi event was the first to welcome a young person as 'Youth Mayor for a Day' as a VIP guest along with the Mayor of Northampton.

Philip Ridley, from Northampton School for Boys, said he really enjoyed the event, the food and good music.

The day was a chance for him to enjoy a special occasion and learn more about both the role of the Mayor and the Punjabi community. Phil's VIP day out included travelling with the Mayor in the special chauffeur-driven car.

It is hoped that other young people may take up this kind of opportunity in the future too.

15. Helping Young People to Develop Skills and Confidence

As a Local Performance Indicator measure, supporting the need to demonstrate effective involvement and engagement, the Forums Co-Ordinator has introduced a self-perception questionnaire for Youth Forum members to complete which helps to give an idea over a period of time of their levels of confidence for activities such as giving views to other young people or adults, making decisions and Chairing meetings. The survey also looks to find out whether the young people feel able and willing to use their experience on Youth Forum to make changes in their lives e.g. to get involved in other community activities and leadership, to encourage other young people to participate positively in the community.

The first round of surveys has been done. It will take about a year before results for the current Youth Forum cohort can be seen across a full Youth Forum cycle. So far the results indicate that young people's confidence levels to perform skilled activities for participating in and leading some activities in local democracy are moved to strong levels (from either over-confidence or lacking confidence) as a result of taking part in the Youth Forum residential training weekend and other activities during the summer holidays at the start of the Forum cycle.

The Youth Forum is the only Forum with a closed, elected membership and therefore is the only Forum for which this type of survey can be reasonably undertaken.

16. Identifying and Helping to Address Gaps in Provision for the Lesbian Gay and Bisexual Community

(i) Helping Lesbian Line

It was confirmed during the period covered by this report that the Lesbian Line had been offered a room space for meetings as a result of publicising their needs in the LGB Forum newsletter. Later during the period of this report, the group advised that they had succeeded in obtaining some funding via some of the help suggested when they attended Forum meetings. They have advised their current room space is better than what they had before – including kitchen facilities and in a good location, leading to new members joining and more attendance at their meetings.

(ii) International Day Against Homophobia

A small ceremony was held in the Guildhall courtyard. Due to the date for this falling within elections purdah it was not possible to have the usual input from local councillors that otherwise would have happened. However, local organisations did participate, including the Hate Crimes Unit and newspaper coverage including an interview quote from a member of the Northampton Youth Forum raised awareness of the day and the issues it sought to highlight.

(iii) Raising awareness of local infrastructure organisation and support

The LGB People's Forum has continued to try to respond to approaches from both services and LGB community about gaps in provision. It has tried to do this through raising awareness of existing funding and infrastructure support available to any existing groups. Feedback has been that groups have had some success in accessing funds and community space as a result.

(iv) Raising concern about lack of LGB youth provision with Overview and Scrutiny

The gap in LGB youth provision in Northampton has been raised and incorporated in the work being done by Overview and Scrutiny on gaps in youth provision.

(v) Seeking further community views about gaps and priorities

The Forum has recently decided to undertake a survey in the community to try to get a better understanding of perceptions of priorities, gaps and barriers faced by LGB people beyond those attending the meetings. The results of the survey are due to be shared on a no names basis via the Forum.

17. Topics and Issues Covered at Forum meetings in the period March to early October 2009 included:

(i) Disabled People's Forum

Accessibility of Choice-Based Lettings and the Gateway System for Housing
Concessionary bus fares
Ensuring improved accessibility of disabled toilet ground floor of Guildhall
Updating on increased investment and progress re Disabled Facility Grants
Highlighting Carers Week activities
Raising awareness of home visits and other options available to help access services further to payment and housing office changes
Following progress in relation to relocation of Shopmobility

(ii) Diverse Communities Forum

Introducing the role of BME Primary Mental Health Practitioner at CAMHS
Hate Crimes Updates
Updating on community activities involving diverse community groups
Promoting Activity Grants 4 Youth Scheme
Northampton Inter Faith Forum Countywide Directory of Faith Contacts
Concerns about Northants County Council Equalities and Diversity impacts in education
Promoting the new Jewish Heritage Trail Leaflet for Northampton
Promoting Website for Engagement Works in Northampton "NEW"
World AIDS Day Planning

(iii) Lesbian Gay and Bisexual People's Forum

Seeking to dispel LGB fears: Northants County Council re NLGBA
Concerns about Northants County Council Equality Scheme
Concerns about Northants County Council Funding and LGB support
Noting help for Lesbian Line as result of Forum newsletter coverage and funding suggestions
Hate Crimes updates
Raising awareness of how to stay safe online and local help available
Raising awareness of sources of help for voluntary sector support
World AIDS Day Planning
Help sought by local health services for instant HIV testing opportunities
Help sought by Hate Crimes Unit to encourage reporting of incidents

(iv) Pensioners Forum

Concessionary bus fares
Volunteer car driver and befriending schemes
Help in case of emergencies at home: Care and Repair and Fire Safety
Raising awareness of the Choice Based Lettings scheme
Promoting intergenerational volunteering opportunities re Heritage Weekend
Considering ways of developing closer working with NBC services
Updating on Changes to Northampton's Market Square
Promoting Disabled Go Access Guide and opportunity to be involved in future intergenerational development of paper-based version during 2009-10
Promoting Third Sector Services and Activities for Older People
Promoting community activities e.g. Bands in the Park, Duston Show
Remembering John Gardner and asking NBC for a permanent memorial

(v) Youth Forum

Review of summer activities
Work with Overview and Scrutiny to identify and address gaps in youth provision including agreeing to share Youth Forum research results
Drawing up Youth Forum role descriptions (using good practice in job description and person specification as a guide)
Agreeing internal recruitment/selection process for Peer Mentor role
Free swimming for under 16s in Northampton
Sport 4 Youth updates (sub-group of Youth Forum with open membership which seeks to increase participation in physical activity by non-participating and low-participating groups)
Youth Forum annual elections planning
Working with Forums Co-Ordinator to design equalities and diversity training and other training for Youth Forum residential weekend
Youth Mayor for a Day Scheme

(v) Youth Forum contd

Helping the Anne Frank Trust UK with their business development plans

International Day Against Homophobia

Activity Grants 4 Youth Scheme

What Youth Forum members feel they got out of being on Youth Forum

How getting involved in Holocaust Memorial Day activities helped some other young people

18. People consulted in the preparation of this report

Forum Co-Chairs were consulted about the content of this report. In addition, the following specifically gave views and comments for this report.

Sinead Loftus – Northampton Youth Forum

Hayley Hall – Northampton Youth Forum

Catherine Walmsley- Northampton Youth Forum

Marcus Roberts – Jtrails (Jewish Heritage Organisation)

Morcea Walker – Northampton Youth Forum

Roger Rumsey – Pensioners Forum

Cllr Pam Varnserry – Disabled People's Forum

19. Conclusion

The Forums have contributed significantly to equalities and diversity and customer service policy and practice development which should help benefit the wider community served by Northampton Borough Council.



CABINET REPORT

Report Title

Performance Monitoring Report

Cabinet Meeting Date:	4 November 2009
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Portfolio:	Engagement
Accountable Cabinet Member:	Councillor Brian Markham
Ward(s)	N/A

1. Purpose

- 1.1 To inform Cabinet of the Council's performance for the monthly performance indicators for September 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 locally developed indicators and National Indicators (NIs). Most indicators are collected monthly, with others collected either quarterly or annually. The reporting of NIs, 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 September 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

- 50% of indicators have 'green' status and have achieved target, no change when compared to last month
- 18.8% of indicators have 'amber' status and have performed just below target, compared to 12.5% last month
- 28.1% of indicators have 'red' status and have not achieved target compared to 31.3% last month
- 34.4% of all monthly indicators show improved performance against the same time last month, compared to 53.1% last month
- 31.3% of all monthly indicators show improved performance against the same time last year, no change when compared to last month

3.2.2 Quarterly Indicators

Four measures have been included this month, which were not reported last quarter, as they are four-monthly measures (NI195a-d).

- 63% of indicators have 'green' status and have achieved target this quarter, compared to 75% last quarter
- 7.4% of indicators have 'amber' status and have performed just below target but within the agreed tolerance this quarter, compared to a nil balance last quarter
- 22.2% of indicators have 'red' status, have not achieved target and are outside the agreed tolerance this quarter, compared to 20% last quarter
- 7.4% of indicators have no status this quarter as no data was available, compared to 5% last quarter
- 22.2% of all quarterly indicators show improved performance against same time last quarter, compared to 30% last quarter
- 22.2% of all quarterly indicators show improved performance against the same time last year, compared to 30% last quarter

Notable performance trends across all monthly and quarterly performance data for September 2009 and July – September 2009 include:

3.2.3 Performance Improvement

Revenues and Benefits

- 69% (9 of 13) of all indicators are within their targets (NI 180, NI 181, BV 10, BV 76d, BV 78a, BV 79a, BV 79bi, BV 79bii, LI364)
- The percentage of cases from complete to determined within 14 days has achieved the highest percentage this year and sustained improvement over the last 6 months (LI 364)
- Housing benefit overpayments recovered during the period as a percentage of the total amount of overpayment debt outstanding increased by 1.84% when compared to the previous quarter. The profiled target has been exceeded and performance has improved greatly when compared to the same time last year (BV 79bii)

Public Protection

- 50% (5 of 10) of indicators are within their targets (BV 127b, BV 128, NI 16, NI 182 and NI 184)
- Violent crimes per year, per 1,000 population decreased this month and was the lowest rate since the beginning of the year. However, performance did not meet the profiled target (BV127a)

Planning

- 78% (7 of 9) of indicators are within their targets (NI 157a SM, NI 157b, NI 157c, LI 541, BV 106, BV 200b, BV 204)
- Percentage of minor and other planning applications determined within 8 weeks have both increased this month when compared to last month (NI 157b and NI 157c)
- Percentage of new homes built on previously developed land has improved by almost 30%points since last quarter and performed well against the annual target. Performance has significantly improved in comparison to the same time last year (BV 106)

Housing Needs & Support

- 75% (3 of 4) of indicators are within their targets (NI 156, HI 6 and HI 15)
- The average time taken to re-let local authority homes reduced by 2 days compared to last month. The overall performance to date has met the profiled target and performance has improved compared to the same time last year (HI 6)

3.2.4 Performance Deterioration

Finance & Assets

- 67% (2 of 3) of indicators has not met the target (BV 8, NI 179)
- The percentage of invoices paid by the authority within 30 days has deteriorated again this month and has not met the target. Although an improvement against the same time last year, this month is the lowest performance for the year. The expected profile shifted due to the summer holiday period extending into September this year (BV 8)

Revenues & Benefits

- 31% (4 of 13) indicators are currently not achieving their target (BV 9, BV 76c, BV 78b and BV 79biii)
- The percentage of council tax received in the year increased compared to last month, but is lower when compared to the same time last year. Performance is below the profiled target. Performance has dropped back into red by 0.52%points representing the highest percentage since April, this in line with previous year's trends (BV 9)
- Average time for processing notifications of change of circumstances has deteriorated when compared to last month and has deteriorated when compared to the same time last year. Performance is also below the annual target. Training on a new version of the Northgate processing system across benefits and customer services has affected performance. The affects of this training will reduce from the middle of October 2009 (BV 78b)
- Housing benefit overpayments written off as a percentage of the total amount of debt outstanding has deteriorated in comparison to the same time last year and has not met the profiled target. However, the restructuring of the overpayments recovery teams is beginning to show effect as performance improved when compared to the last quarter (BV 79biii)

Neighbourhood Environmental Services

- 36% (4 of 11) indicators have not achieved their targets but are within tolerance levels (NI 191, NI 192, NI 195c and NI 195d)
- The number of kilograms of residual household waste (waste that is sent to landfill) collected per household has deteriorated since last month and just missed meeting the profiled target. This is due to the increase in the amount of household waste collected (312 tonnes more than last month) (NI 191)
- The percentage of household waste sent for reuse, recycling and composting has deteriorated for the last three months and by 2.85% points against the same time last year. The actual amount of recycling has increased over last month, however because of the increase in the amount of household waste collected over last month there has still been a fall in the percentage of waste recycled/composted (NI 192)
- The number of missed refuse collections per 734,350 collections has deteriorated since last month. Reasons for this include, the introduction of a further 15,000 glass collections and an increase in the number of breakdowns this month compared to last, meaning that on occasion not all vehicles could be deployed. Performance is within the profiled and annual target (LI 784)

Public Protection

- 30% (3 of 10) indicators have not achieved their target (BV 126, BV 127a and NI 20)
- The number of assault with injury crimes has increased since the last quarter and is not meeting the annual target. Further actions being taken include continuing Domestic Abuse reassurance visits by the Police and the experimental closure of Bridge Street. Consultation with local businesses and residents has commenced and meetings with taxi representatives has been undertaken (NI 20)

Landlord Services

- 100% (2 of 2) indicators have not achieved their targets (HI1 and HI3)
- Rent collection deteriorated compared to last month. However overall performance to date is better than the same time last year. Rent arrears performance clinics have been held to improve monitoring and drive up collection rates. In addition, a poster campaign will take place in the run up to Christmas accompanied by targeted letter drops (HI 1)

Housing Needs and Support

- 25% (1 of 4) indicators has not achieved the target (HI 18)
The number of households who consider themselves homeless, who approached the local authority housing advice service and solved their problem, has deteriorated since the last quarter and the profiled target has not been achieved. The target was missed due to a number of outstanding complex cases and an increase of 61% in casework, using a year on year comparison (HI 18)

Housing Strategy, Investment and Performance

- 100% (1 of 1) indicator has not achieved the target (NI 155)
- The number of affordable homes delivered (gross) was less than the last quarter and has not met the profiled target. The handover of 71 units completed by a Housing Association contractor has been delayed this quarter. Once resolved, next quarters figures will show an improvement (NI 155)

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.

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 September 2009

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

MONTHLY PERFORMANCE REPORT: SEPTEMBER 2009													KEY TO STATUS COLOURING KEY TO QUARTILE & TARGETED QUARTILE COLOURING				KEYS			
CURRENT STATUS													GREEN:				~	Interim figure, still to be validated		
	16	50.0%		6	18.8%		9	28.1%	NO DATA OR N/A			1	3.1%	Overall performance on or exceeding target Top or Upper Median Quartile						
MONTH ON MONTH TREND													AMBER:							
	11	34.4%		5	15.6%		14	43.8%	NO DATA OR N/A			2	6.3%					Overall performance within range stated in "Target Tolerances" column Lower Median Quartile		
YEAR ON YEAR TREND													RED:							
	10	31.3%		1	3.1%		11	34.4%	NO DATA OR N/A			10	31.3%	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 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]							<div><div></div>G</div>	3	<div><div></div>A</div>			2	<div><div></div>R</div>		0	No data or n/a		0					
↓	NI 191	Number of kilograms of residual household waste collected per household	46	41	40	41	41	45							254kg	495kg	253kg	+15kg	↓	New NI 2009/10 - No comparable data			
↑	NI 192	Percentage of household waste sent for reuse, recycling and composting	40.91	41.77	44.77	41.49	39.71	38.56							41.20%	40.00%	42.81%	5%	↓	↓ 44.05%	37.88%	38.74%	
↑	LI 105 (previously ELPI 5)	Percentage of fly-tips removed in 2 working days	99.86	100	100	100	100	99.80							99.94%	97.00%		5%	↓	↑ 99.78%	99.82%	99.83%	
↓	LI 784 (previously ELPI 6)	Number of missed refuse collections per 734,350 collections made	239	74	143	127	111	193							887	2,100	1,058	5%	↓	Change in calculation methodology - No comparable data			
↑	LI 785 (previously ELPI 10)	Percentage of missed collections put right within 24 hours	100	100	100	100	100	100							100%	100%		2% points	↔	↔ 100%	100%	98.92%	
Public Protection [Steve Eisey]							<div><div></div>G</div>	2	<div><div></div>A</div>			0	<div><div></div>R</div>		2	No data or n/a		0					
↓	BV 126	Domestic burglaries per year per 1,000 households in local authority area	1.7	1.8	1.2	1.5	1.1	1.2							8.6	15.0	7.5	5%	↓	↑ 9.1	20.7 Bottom	20.9 Bottom	
↓	BV 127a	Violent crime per year, per 1,000 population	2.1	2.1	2.1	2.3	2.5	2.0							13.1	22.9	11.5	5%	↑	↓ 11.9	23.6 Bottom	26.8 Bottom	
↓	BV 127b	Robberies per year, per 1,000 population	0.3	0.2	0.2	0.2	0.2	0.2							1.2	2.7	1.3	5%	↔	↓ 1.1	2.5 Bottom	2.7 Bottom	
↓	BV 128	The number of vehicle crimes per year, per 1,000 population in the local authority area	1.0	1.1	1.0	0.9	0.9	1.0							5.9	14.8	7.4	5%	↓	↑ 7.9	13.9 Bottom	16.2 Bottom	
Planning [Sue Bridge]							<div><div></div>G</div>	4	<div><div></div>A</div>			0	<div><div></div>R</div>		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	No applications	No applications							No applications	0%		5%	No comparable data	First full year of reporting - No comparable data	100%	No comparable data	
↑	NI 157a SM	Percentage of "small scale major" planning applications determined within 13 weeks	100	No applications	No applications	No applications	100	No applications							100%	60.00%		5%	No comparable data	First full year of reporting - No comparable data	54.55%	No comparable data	
↑	NI 157b (previously BV109b)	Percentage of "minor" planning applications determined within 8 weeks	100	100	94.74	88.89	86.67	100							94.57%	65.00%		2% points	↑	↓ 95.42%	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	89.04	94.00	98.46							94.94%	80.00%		2% points	↑	↓ 95.37%	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	97.80	100	97.47							98.44%	90.00%		2% points	↓	↑ 96.15%	96.07% Top	94.77% Top	

MONTHLY PERFORMANCE REPORT: SEPTEMBER 2009															KEY TO STATUS COLOURING KEY TO QUARTILE & TARGETED QUARTILE COLOURING					KEYS				
CURRENT STATUS															GREEN:					~	Interim figure, still to be validated			
	16	50.0%		6	18.8%		9	28.1%	NO DATA OR N/A			1	3.1%	Overall performance on or exceeding target Top or Upper Median Quartile										
MONTH ON MONTH TREND																			AMBER:					
	11	34.4%		5	15.6%		14	43.8%	NO DATA OR N/A			2	6.3%						Overall performance within range stated in "Target Tolerances" column Lower Median Quartile					
YEAR ON YEAR TREND																			RED:					
	10	31.3%		1	3.1%		11	34.4%	NO DATA OR N/A			10	31.3%						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	
Human Resources [Catherine Wilson]							<div><div></div><div>G</div></div>	0	<div><div></div><div>A</div></div>		0	<div><div></div><div>R</div></div>		2	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	1.15	0.92	0.96							5.85 Days	11.00 Days	5.50 Days	5%	↓	↑ 6.12 Days	12.86 Days Bottom	11.89 Days Bottom	
↓	BV 12r (Rolling 12 months)	The average number of working days/shifts lost due to sickness absence for rolling 12 month period	12.99	12.84	12.86	12.97	12.99	12.87							12.92 Days	11.00 Days		5%	↑	New measure with rolling cumulative figures - No comparable data			
Finance & Assets [Gavin Chambers]							<div><div></div><div>G</div></div>	0	<div><div></div><div>A</div></div>		1	<div><div></div><div>R</div></div>		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	97.00	93.88	94.69	96.08	94.17	92.96							94.06%	95.00%		2% points	↓	↑ 94.12%	94.38% Lower Median	91.51% Lower Median	
Revenues & Benefits [Robin Bates]							<div><div></div><div>G</div></div>	3	<div><div></div><div>A</div></div>		3	<div><div></div><div>R</div></div>		3	No data or n/a		0						
↑	NI 180	Changes to Housing Benefit/Council Tax Benefit entitlements within year	290.0	469.9	109.5	90.5	96.0	102.1							1,122.9	940.5	470.3	5%	↑	New NI 2009/10 - No comparable data			
↓	NI 181	Time taken to process Housing Benefit/Council Tax new claims/changes	15.9	15.3	14.4	15.6	11.5	12.0							14.2 Days	14.0 Days		2 Days	↓	New NI 2009/10 - No comparable data			
↑	BV 9	Percentage of council tax received in the year	11.25	9.01	9.24	9.23	8.99	9.25							57.18%	97.50%	57.70%	0.5% points	↑	↓ 58.76%	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	9.69	9.73	9.08							60.25%	99.50%	60.00%	0.5% points	↓	↓ 60.72%	99.12% Top	99.79% Top	
↑	BV 76c	Housing Benefit Security: the number of fraud investigations	76	52	71	57	96	99							451	950	495	5%	↑	↓ 511	949	847	
↑	BV 76d	Housing Benefit Security: the number of prosecutions and sanctions	10	7	10	7	8	8							50	87	44	5%	↔	↑ 43	91	74	
↓	BV 78a	Speed of Processing: Average time for processing new claims	23.5	21.8	18.9	19.4	15.9	16.7							19.5 Days	19 Days		2 Days	↓	↓ 16.0 Days	16.1 Days Top	23.8 Days Upper Median	
↓	BV 78b	Speed of Processing: Average time for processing notifications of change in circumstances	11.8	12.1	12.2	13.7	9.5	10.3							11.6 Days	8 Days		1 Day	↓	↓ 8.0 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	92.67	95.13	97.12							90.43%	92.00%		2% points	↑	↓ 97.87%	96.82%	86.74%	
Customer Services & ICT [Marion Goodman]							<div><div></div><div>G</div></div>	1	<div><div></div><div>A</div></div>		0	<div><div></div><div>R</div></div>		0	No data or n/a		0						
↓	NI 14	The percentage of customer contact that was 'Avoidable'	16.7	12.2	19.0	11.5	13.9	11.7							15.0 %	50.0%		10%	↑	New NI 2009/10 - No comparable data			

MONTHLY PERFORMANCE REPORT: SEPTEMBER 2009														KEY TO STATUS COLOURING KEY TO QUARTILE & TARGETED QUARTILE COLOURING				KEYS	
CURRENT STATUS														GREEN:				~	Interim figure, still to be validated
<div><div>G</div></div>	16	50.0%	<div><div>A</div></div>	6	18.8%	<div><div>R</div></div>	9	28.1%	NO DATA OR N/A	1	3.1%	Overall performance on or exceeding target Top or Upper Median Quartile							
MONTH ON MONTH TREND														AMBER:					
<div><div>↑</div></div>	11	34.4%	<div><div>↔</div></div>	5	15.6%	<div><div>↓</div></div>	14	43.8%	NO DATA OR N/A	2	6.3%	Overall performance within range stated in "Target Tolerances" column Lower Median Quartile							
YEAR ON YEAR TREND														RED:					
<div><div>↑</div></div>	10	31.3%	<div><div>↔</div></div>	1	3.1%	<div><div>↓</div></div>	11	34.4%	NO DATA OR N/A	10	31.3%	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
Landlord Services [Christine Ansell]							<div><div>G</div></div>	0		<div><div>A</div></div>	0		<div><div>R</div></div>	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	94.12	102.99	93.89							96.06%	97.50%		1% point	↓	↑ 95.44%	96.26% Bottom	96.76% Bottom
↓	HI 3 (previously BV 66d)	Number of tenants evicted as a result of rent arrears	0	8	6	1	3	3							21	36	18	1 per quarter	↔	↑ 32	55	26
Housing Needs & Support [Fran Rodgers]							<div><div>G</div></div>	3		<div><div>A</div></div>	0		<div><div>R</div></div>	0	No data or n/a		0					
↓	NI 156	Number of households living in Temporary Accomodation	25	22	17	12	6	5							5	25	40	5%	↑	New NI 2009/10 - No comparable data		
↓	HI 6 (previously BV 212)	Average time taken to re-let local authority homes	33	24	25	28	21	19							25 Days	25 Days	25 Days	5%	↑	↑ 28 Days	29 Days Upper Median	34 Days Lower Median
↓	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 (working days)	0	0	0	0	0	0							0 Days	5 Days	4.46 Days	20%	↔	Previously reported quarterly - No comparable data	1.68 weeks Upper Mediian	1 week Top

QUARTERLY PERFORMANCE REPORT 2009-10: JULY - SEPTEMBER 2009 (QUARTER 2)															KEY TO STATUS COLOURING KEY TO QUARTILE & TARGETED QUARTILE COLOURING				KEYS	
CURRENT STATUS															GREEN:				~	Interim figures, still to be validated
	17	63.0%			2	7.4%			6	22.2%		NO DATA or N/A		2	7.4%	Overall performance on or exceeding target Top or Upper Median Quartile				
QUARTER ON QUARTER TREND															AMBER:					
	6	22.2%			3	11.1%			4	14.8%		NO DATA or N/A		14	51.9%	Overall performance within range stated in "Target Tolerances" column Lower Median Quartile				
YEAR ON YEAR TREND															RED:					
	5	18.5%			2	7.4%			6	22.2%		NO DATA or N/A		14	51.9%	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 QUARTER	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC 08/09 OUTTURN & QUARTILE POSITION	NBC 07/08 OUTTURN & QUARTILE POSITION	
Neighbourhood Environmental Services [Simone Wade]							<div><div></div><div>G</div></div>	4		<div><div></div><div>A</div></div>	2		<div><div></div><div>R</div></div>	0	No data or N/A		0						
↑	BV 91a	Percentage of households resident in the authority's area served by kerbside collection of recyclables			100			100							100%	100%		2% points	↔	↔ 100%	100% Top	98.5% Lower Median	
↑	BV 91b	Percentage of households resident in the authority's area served by kerbside collection of at least two recyclables			100			100							100%	100%		2% points	↔	↔ 100%	100% Top	98.5% Lower Median	
4 MONTHLY																							
↓	NI 195 (a)	The percentage of relevant land and highways that is assessed as having deposits of litter that fall below an acceptable level				5									5%	10%		3% points	New NI 2009/10 - No comparable data				
↓	NI 195 (b)	The percentage of relevant land and highways that is assessed as having deposits of detritus that fall below an acceptable level.				13									13%	19%		3% points	New NI 2009/10 - No comparable data				
↓	NI 195 (c)	The percentage of relevant land and highways that is assessed as having deposits of graffiti that fall below an acceptable level.				8									8%	6%		2% points	New NI 2009/10 - No comparable data				
↓	NI 195 (d)	The percentage of relevant land and highways that is assessed as having deposits of flyposting that fall below an acceptable level.				2									2%	1%		1% point	New NI 2009/10 - No comparable data				
Culture & Leisure [Ian Redfern]							<div><div></div><div>G</div></div>	3		<div><div></div><div>A</div></div>	0		<div><div></div><div>R</div></div>	0	No data or N/A		0						
↑	BV 170a	The number of visits to/usage's of local authority funded or part funded museums per 1,000 population			209			232							441	692	406	5%	↑	↓ 457	804 Upper Median	886 Upper Median	
↑	BV 170b	The number of those visits to local authority funded or part funded museums that were in person per 1,000 population			183			203							385	662	385	5%	↑	↓ 404	714 Top	786 Top	
↑	BV 170c	The number of pupils visiting museums and galleries in organised school groups			1,737			830							2,567	8,500	2,550	5%	↓	↓ 3,013	7,876 Upper Median	6,929 Upper Median	
Public Protection [Steve Elsey]							<div><div></div><div>G</div></div>	3		<div><div></div><div>A</div></div>	0		<div><div></div><div>R</div></div>	1	No data or N/A		2						
↓	NI 16	Serious acquisitive crime (number of crimes)			1,192			1,046							2,238	15% reduction over 3 years from 2007/08 baseline 5,659 (baseline 12 month rolling total)	2,574	5%	New NI 2009/10 - no comparable data				
↓	NI 20	Assault with injury crime (number of crimes)			464			504							968	8% reduction over 2 years from 2008/09 baseline 1,654 (baseline 12 month rolling total)	812	5%	New NI 2009/10 - no comparable data				
↑	NI 182	Satisfaction of businesses with local authority regulation services			81			83							82%	80%		5%	New NI 2009/10 - no comparable data				
↑	NI184	Food Establishments that are compliant			88			88							88%	82%		5%	New NI 2009/10 - no comparable data				
↑	BV 218a	Percentage of new reports of abandoned vehicles investigated within 24hrs of notification			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	97%		5%	No data available	n/a 92.65%	95.95% Upper Median	78.80% Bottom	

QUARTERLY PERFORMANCE REPORT 2009-10: JULY - SEPTEMBER 2009 (QUARTER 2)													KEY TO STATUS COLOURING KEY TO QUARTILE & TARGETED QUARTILE COLOURING				KEYS	
CURRENT STATUS													GREEN:				~	Interim figures, still to be validated
	17	63.0%		2	7.4%		6	22.2%	NO DATA or N/A		2	7.4%	Overall performance on or exceeding target Top or Upper Median Quartile					
QUARTER ON QUARTER TREND													AMBER:					
	6	22.2%		3	11.1%		4	14.8%	NO DATA or N/A		14	51.9%	Overall performance within range stated in "Target Tolerances" column Lower Median Quartile					
YEAR ON YEAR TREND													RED:					
	5	18.5%		2	7.4%		6	22.2%	NO DATA or N/A		14	51.9%	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 OUTTURN & QUARTILE POSITION	NBC 07/08 OUTTURN & QUARTILE POSITION
Planning [Sue Bridge]							<div>G</div>	3	<div>A</div>	0	<div>R</div>	1	No data or N/A			0						
↑	BV 106	Percentage of new homes built on previously developed land			55.84			85.71							66.39%	40.00%		2% points	↑	↑ 40.00%	51.15% Bottom	54.85% Bottom
↔	BV 200b	Has the local Planning authority met the milestones which the current local Development scheme set out?			Yes			Yes							Yes	Yes		N/A	↔	↑ No	Yes	No
↓	BV 204	Percentage of appeals allowed against the authority's decision to refuse planning applications			30.0			33.3							30.8%	33.0%		5%	↓	↑ 50.0%	37.5% Lower Median	39.5% Bottom
↑	BV 205	Quality of Service checklist for Planning			66.7			72.2							72.2%	100%		2% points	↑	↓ 83.3%	66.7% Bottom	77.8% Bottom
Finance & Assets [Gavin Chambers]							<div>G</div>	1	<div>A</div>	0	<div>R</div>	1	No data or N/A			0						
↑	NI 179	Value for money (reported bi-annually)				Outturn 2008/9 5,352,521			Forecast 2009/10 £1,036,849						Forecast 2009/10 £1,036,849	£1,105,770		5%	New NI 2009/10 - no comparable data			
↑	BV 156	Buildings accessible to people with a disability (Excluding election buildings)						90.00							90.0%	90%	90%	2% points	New NI 2009/10 - no comparable data			
Revenues & Benefits [Robin Bates]							<div>G</div>	3	<div>A</div>	0	<div>R</div>	1	No data or N/A			0						
↑	BV 79a	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			100							99.20%	98.00%		2% points	↑	↑ 98.80%	97.80% Lower Median	97% Bottom
↑	BV 79b(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			74.51			65.01							69.01%	55.00%		2% points	↓	↓ 72.00%	67.54% Lower Median	70.44% Lower Median
↑	BV 79b(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			13.57			13.82							25.35%	40.00%	20.00%	5%	↑	↑ 16.84%	27.29% Lower Median	29.59% Lower Median
↔	BV 79b(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			2.16			0.77							0.77%	7.00%	4.00%	5%	↓	↓ 2.43%	4.43%	4.04%
Housing Needs & Support [Fran Rodgers]							<div>G</div>	0	<div>A</div>	0	<div>R</div>	1	No data or N/A			0						
↑	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			164							344	720	360	2%	New local indicator - no comparable data			
Housing, Strategy, Investment & Performance [Brian Queen]							<div>G</div>	0	<div>A</div>	0	<div>R</div>	1	No data or N/A			0						
↑	NI 155	Number of affordable homes delivered (gross)			66			48							114	300	150	10%	First full year of reporting - no comparable data		288	No comparable data

Appendices



NORTHAMPTON
BOROUGH COUNCIL

Item No.

11B

CABINET REPORT

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

Cabinet Meeting Date:	4 November 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 variations to capital schemes in the Council's capital programme for 2009-10
- 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 variations to schemes in the capital programme for 2009-10.

Scheme Reference, Description & Directorate	Narrative	2009-10 £	Future Years £	Funding Source
2007-08/PR0010 V01 Hot Property Housing GF	This project is funded by NBC, utility companies and private landlords. Contributions to the value of £5,351 have been received in 2009-10; therefore the budget for this project needs to be increased by this amount.	5,351	-	Third party contributions
2008-09/GF066 V01 Sport & Recreation in Becketts Park Planning & Regeneration	Phase one of this project was completed in 2008-09 which included installing children's play equipment that met DDA requirements, to improve access to play for children with disabilities, and a 5 a side football pitch. It was the intention that more works would take place improving the environment of Becketts Park, but it is now felt this would conflict with the strategic improvement of Becketts Park.	(13,121)	-	Section 106
2009-10/GF026 V02 GOEM Project Decent Homes Housing GF	The budget for this project was based on an estimate of the amount of external grant funding that would be received for works to decent homes in the private sector. The amount of funding received was £258,424 more than the estimate; therefore the budget needs to be increased by this amount.	258,424	-	GOEM Grant

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

2.2 That Cabinet note:

- a) The capital programme monitoring position as at end of August 2009, including forecast outturns and slippage into 2010-11, as set out at Annex B and C.
- b) The funding arrangements for the 2009-10 capital programme as set out at Annex E.

3. Issues and Choices

3.1 Report Background

- 3.1.1 The latest approved capital programme for 2009-10 was approved by Cabinet on 14 October 2009.

3.2 Issues

Approval of Project Variations

- 3.2.1 Approval is sought for variations to schemes that are already in the Councils capital programme for 2009-10, as set out at paragraph 2.1 above.
- 3.2.2 All proposals put forward for approval with this report have been submitted on capital 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 variation forms, which are listed as background papers, are available on request.
- 3.2.3 The funding implications of proposed programme changes are discussed in the capital programme funding section of this report at paragraphs 3.2.14 to 3.2.26 below.

Capital Programme position as at end of August 2009

- 3.2.4 In line with best practice and with 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 August 2009.
- 3.2.5 Annex B shows the position at summary level as at the end of August 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 August 2009
 - Planned expenditure to the end of the year
 - Forecast outturn for the year
 - Forecast slippage to 2010-11
- 3.2.6 Annex C provides a summarised narrative of project variances at service level.
- 3.2.7 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.

- 3.2.8 Actual capital programme expenditure to the end of August 2009 is £5.222m. This represents 20.2% of the latest approved budget of £25.888m, and 19.7% of the forecast outturn figure of £26.548m.
- 3.2.9 Included in the above figures are schemes that are now classed under accounting regulations as revenue expenditure funded by capital. The expenditure on these schemes to the end of August is £1.357m, the latest approved budget is £5.370m and the forecast outturn for these schemes is £5.634m. Further details of these schemes can be seen as Annex D of this report.
- 3.2.10 The above figure is likely to increase throughout the year, as there are a number of schemes that will have both capital expenditure and items of revenue expenditure funded by capital. These have not been included in the above figures.
- 3.2.11 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
- 3.2.12 The forecast provided by management to date for Housing Strategy, Investment & Performance HRA programme is a full spend on the programme. Finance have highlighted concerns with regard to this forecast and Management have indicated that there will be areas of slippage, which are yet to be quantified. Project variations will be brought to cabinet in the future to agree the slippage.
- 3.2.13 Of the total forecast overspend of £660k at year-end
- £250k will be covered through the approval of project variations brought to this Cabinet.
 - There is a forecast overspend of £368k on the Disabled Adaptations (Council Stock) project. All of the other capital projects in the Housing HRA directorate are currently being reviewed to identify any underspends that can be used to cover this. A project variation will be brought to Cabinet as soon as this information is available.
 - There is a forecast overspend of £46k on the Choice Based Lettings Sub-Regional scheme. DCLG have provided funding towards the cost of this project with the remaining being funded by Northampton Borough Council and Daventry District Council. A project variation will be brought to Cabinet once the scoping exercise is complete.

Capital Programme Funding

- 3.2.14 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.

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

3.2.16 Increases or reductions in overall financing requirements resulting from the variations brought to Cabinet with this report, are as follows:

Scheme	2009-10 Value	Future Years Value	Funding Impact
	£	£	
Hot Property	5,351	-	Third party contributions
Sport & Recreation in Becketts Park	(13,121)	-	Section 106
GOEM Projects – Decent Homes	258,424	-	GOEM Grant

3.2.17 Third party contributions of £5k have been received for the Hot Property project. This will be used for energy efficiency measures in rented dwellings.

3.2.18 There is a small amount of £13k section 106 funding that is not required for the Sport & Recreation in Becketts Park project. This money will be available for use in the future, ensuring that the terms and conditions of the agreement are met.

3.2.19 The additional £258k received from GOEM will be used for works to decent homes in the private sector as detailed in the terms and conditions of the funding.

3.2.20 The value of useable RTB capital receipts received to the end of September is £64k. These will be placed in a capital reserve and used in the future to support the HRA programme.

3.2.21 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 (14 October Cabinet)	25,888	34,325	8,437
Variations brought to this Cabinet	250	250	-
RTB Capital Receipts Received	-	64	64
Latest proposed programme	26,138	34,639	8,501

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

2009-10 Capital Financing Variance			
	GF	HRA	Total
	£000	£000	£000
Earmarked pending project appraisals 2009-10			
Budgeted Prudential borrowing	30		
Grants and Contributions	62		
Revenue Financing	64		
Earmarked carry forward to 2010-11			
Budgeted Prudential Borrowing	1,700		
Revenue Reserve		6,580	
RTB Capital Receipts		64	
Rounding	1		
Total	1,857	6,644	8,501

3.2.23 Changes to the carbon management projects have resulted in £125k of unallocated funding. This is the excess of the projects that have been

removed from the capital programme and those put forward for inclusion. This money is ring fenced for the carbon management scheme and will be required for future projects to meet the terms and conditions of the external funding. The £125k is made up from the following: £30k prudential borrowing, £31k Salix funding and £64k revenue contribution.

- 3.2.24 Grant funding of £31k for the Choice Based Lettings sub-regional scheme remains unallocated pending the completion of the scoping exercise, and subject to agreement from Daventry DC could be used to part off set the overspend previously discussed in this report.
- 3.2.25 The re-profiling of the Grosvenor Centre Car Park project, over two financial years, has resulted in £1.7m of prudential borrowing not being required until 2010-11.
- 3.2.26 The amount of £6.644m 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 variation to the agreed capital programme set out at paragraph 2.1.

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 D.
- 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 is 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% to 4.5% per annum (on current borrowing rates).
- 4.2.3 The revenue costs of all prudential borrowing in the approved capital programme 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 (i.e. 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 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.

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
- 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 – Capital Appraisal
- 20th May 2009 – Capital Appraisal
- 29th June 2009 – Capital Programme 2008-09 – Outturn Position.
- 5th August 2009 – Capital Programme 2009-10 Position as at end of May 2009.
- 5th August 2009 – Market Square Water Feature Project Appraisal.
- 23rd September 2009 – Capital Programme 2009-10 Position as at end of June 2009
- 14th October 2009 – Capital Programme 2009 – Position as at end of July 2009.

5.2 Capital Project Variations

- 2007-08/PR0010 V01 Hot Property
- 2008-09/GF066 V01 Sport & Recreation in Becketts Park
- 2009-10/GF026 V02 GOEM Projects Decent Homes

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

CABINET REPORT

SIGNATORIES

Report Title	CAPITAL PROGRAMME 2009-10 – POSITION AS AT END OF JULY 2009
Date Of Call-Over	15 th October 2009

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 Variations put forward for Cabinet Approval

A1

1	Project Title	Hot Property					
2	Original Appraisal Ref	2007-08/PR0010					
3	Variation Ref Number	2007-08/PR0010 V01					
4	Directorate	Housing GF					
5	Service Block	Housing General Fund					
6	Reason for variation						
	<p>This project is funded by NBC, utility companies and private landlords. Contributions to the value of £5,351 have been received in 2009-10, therefore the budget for this project needs to be increased by this amount.</p>						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
		5,351	0	0	0	0	5,351
II	Project funding	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
		5,351	0	0	0	0	5,351
III	Funding source						
	Third party contributions received.						

1	Project Title	Sport and Recreation in Becketts Park					
2	Original Appraisal Ref	2008-09/GF 066					
3	Variation Ref Number	2008-09/GF066 V01					
4	Directorate	Planning & Regeneration					
5	Service Block	Environmental, Protective and Cultural Services					
6	Reason for variation						
	<p>The project was implemented, installing childrens play equipment and has included new play facilities and equipment that meets DDA requirements for improving access to play for children with disabilities. Some landscaping works were undertaken to improve the environment of Becketts Park and a 5 a-side football pitch was installed on the former bowling green. This has been completed as per the original capital project appraisal. It was the intention that more works would take place improving the environment of Becketts Park, but it is now felt this would conflict with the strategic improvement (masterplan) of Becketts Park. There is £13,121 of the original £46,115 remaining. This money was sourced from S106 contributions, H104 - £31,115 and £15,000 from H175 allocations. H104 money has been spent, the remaining £13,121 should go back into the S106 account ref: H175.</p>						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10 £ (13,121)	2010/11 £ 0	2011/12 £ 0	2012/13 £ 0	2013/14 £ 0	Total £ (13,121)
II	Project funding	2009/10 £ (13,121)	2010/11 £ 0	2011/12 £ 0	2012/13 £ 0	2013/14 £ 0	Total £ (13,121)
III	Funding source						
	S106 ref H175						

Project Variations put forward for Cabinet Approval

A3

1	Project Title	Decent Homes (Private Sector)					
2	Original Appraisal Ref	2009-10/GF026					
3	Variation Ref Number	2009-10/GF026 V02					
4	Directorate	Housing GF					
5	Service Block	Housing General Fund					
6	Reason for variation						
	<p>The budget for this project was based on an estimate of the amount of external grant funding that would be received for works to decent homes in the private sector. The amount of funding received was £258,424 more than the estimate, therefore the budget needs to be increased by this amount.</p>						
7	Summary of Budget Increases/(Decreases)						
I	Project budget	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
		258,424	0	0	0	0	258,424
II	Project funding	2009/10 £	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Total £
		258,424	0	0	0	0	258,424
III	Funding source						
	GOEM						

Annex B

Capital Monitoring Programme 2009-10

As at end of August 2009

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 to 4 £	Mth 5 £	Mths 1 to 5 £	Mths 6 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	374,709	783,756	0	783,756	105,205	13,366	118,571	663,340	781,911	(1,845)	0
Revenue & Benefits	68,100	3,000	5,000	76,100	0	76,100	47,774	14,561	62,334	13,766	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	78,380	443,180	1,160,760	0	1,160,760	46,386	79,348	125,734	1,035,526	1,161,260	500	0
Total Finance & Support	834,100	363,627	822,889	2,020,616	0	2,020,616	199,365	107,274	306,639	1,712,632	2,019,271	(1,345)	0
Environment & Culture													
Public Protection	128,179	51,605	(55,757)	124,027	0	124,027	13,977	12,511	26,488	98,144	124,632	605	0
Neighbourhood & Environmental Services	100,000	47,750	147,297	295,047	0	295,047	37,686	49,450	87,136	207,911	295,047	0	0
Culture & Leisure	49,667	1,056,431	162,500	1,268,598	0	1,268,598	168	0	168	1,263,467	1,263,635	(4,963)	7,308
Town Centre Operations	0	0	30,000	30,000	0	30,000	0	0	0	30,000	30,000	0	0
Total Environment & Culture	277,846	1,155,786	284,040	1,717,672	0	1,717,672	51,831	61,961	113,792	1,599,522	1,713,314	(4,358)	7,308
Planning & Regeneration													
Planning	200,000	31,759	0	231,759	0	231,759	5,541	7,883	13,424	218,335	231,759	0	0
Regeneration & Development	977,915	2,006	143,052	1,122,973	(13,121)	1,109,852	21,717	49,295	71,012	1,038,839	1,109,852	(13,121)	0
Total Planning & Regeneration	1,177,915	33,765	143,052	1,354,732	(13,121)	1,341,610	27,258	57,178	84,436	1,257,175	1,341,610	(13,121)	0
Assistant Chief Executive													
Policy & Community Engagement	46,657	82,288	49,000	177,945	0	177,945	52,047	0	52,047	125,898	177,945	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	88,212	91,806	0	91,806	0	38,000	38,000	53,806	91,806	0	0
Total Assistant Chief Executive	49,757	82,782	137,212	269,751	0	269,751	52,047	38,000	90,047	179,704	269,751	0	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	873,155	873,155	0	873,155	0	0	0	873,155	873,155	0	0
Landlord Services	0	47,305	322,000	369,305	0	369,305	405	0	405	368,900	369,305	0	0
Needs & Support	1,494,317	2,165,491	698,325	4,358,133	263,775	4,621,908	1,111,614	247,830	1,359,444	3,308,872	4,668,316	310,183	0
Total Housing GF	1,494,317	2,212,796	1,893,480	5,600,593	263,775	5,864,368	1,112,019	247,830	1,359,849	4,550,927	5,910,776	310,183	0

Annex B

Capital Monitoring Programme 2009-10

As at end of August 2009

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 to 4 £	Mth 5 £	Mths 1 to 5 £	Mths 6 to 12 £	Mths 1 to 12 £	£	£
TOTAL General Fund	3,833,935	3,848,757	3,280,673	10,963,364	250,654	11,214,018	1,442,519	512,243	1,954,763	9,299,960	11,254,723	291,358	7,308
HRA													
Housing HRA													
Strategy, Investment & Performance	12,129,192	1,885,782	340,957	14,355,931	0	14,355,931	1,530,786	1,130,227	2,661,013	11,694,918	14,355,931	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	512,801	92,932	605,734	331,169	936,903	368,310	0
Total Housing HRA	12,429,192	2,154,375	340,957	14,924,524	0	14,924,524	2,043,587	1,223,159	3,266,747	12,026,087	15,292,834	368,310	0
TOTAL HRA	12,429,192	2,154,375	340,957	14,924,524	0	14,924,524	2,043,587	1,223,159	3,266,747	12,026,087	15,292,834	368,310	0
Total Capital Programme	16,263,127	6,003,132	3,621,630	25,887,888	250,654	26,138,542	3,486,107	1,735,403	5,221,510	21,326,047	26,547,556	659,668	7,308

Note :- Figures include revenue expenditure funded from capital

Division/Service	Latest Approved Budget £	Actuals to Period 5 £	Total Forecast for Year £	Forecast (Unspent) / Overspend £	Forecast Slippage £	Detail
General Fund						
Finance & Support						
Human Resources	0	0	0	0	0	There are no capital schemes in this division.
Finance & Assets	783,756	118,571	781,911	(1,845)	0	There is a forecast underspend of £1,845 on the Fire Door Improvements project, this is to cover the overspend on the Lings Forum Wetside Changing Rooms project (Environment & Culture division).
Revenue & Benefits	76,100	62,334	76,100	0	0	All projects in this division are forecast to be fully spent.
Northampton Area Procurement	0	0	0	0	0	There are no capital schemes in this division.
Consumer Services & ICT	1,160,760	125,734	1,161,260	500	0	The forecast overspend relates to the One Stop Shop CRM project. The costs provided are estimates, therefore it is possible that this overspend may not materialise. Included in the forecast figure are two ICT projects totalling £537k that require further approval before they can be committed, these forms have yet to be submitted to finance. The forecast for these will be reviewed once the projects have been through the further approval process.
Total Finance & Support	2,020,616	306,639	2,019,271	(1,345)	0	
Environment & Culture						
Public Protection	124,027	26,488	124,632	605	0	The forecast overspend on this division relates to a carbon management project. Costs on these projects can change until the point that they are commissioned, therefore a project variation will be submitted to Cabinet once the final cost is known. No additional funding will be required for this overspend.
Neighbourhood & Environmental Services	295,047	87,136	295,047	0	0	All projects in this division are forecast to be fully spent.
Culture & Leisure	1,268,598	168	1,263,635	(4,963)	7,308	There is a forecast underspend and forecast slippage of £7,320 for the projects that are funded by the Big Lottery. This is in line with the terms and conditions of the funding as the funding timescales are from September to August. There is a forecast overspend of £500 on the Playbuilder - Eastfield Park project, this is due to more funding being received from Northamptonshire County Council (NCC) than in the agreement. NCC have advised for this to be spent on the project rather than returned. The Lings Forum Wetside Changing Rooms will overspend by £1,845, this is due to additional unavoidable work being required which only became apparent once the work had started. The overspend will be covered by an underspend on the Fire Door Improvements project - see Finance & Assets division. Included in the forecast is £988k for the Abington Museum Upgrade project, this is currently going through the further approval process after which the forecast will be revised.
Town Centre Operations	30,000	0	30,000	0	0	All projects in this division are forecast to be fully spent.
Total Environment & Culture	1,717,672	113,792	1,713,314	(4,358)	7,308	
Planning & Regeneration						
Planning	231,759	13,424	231,759	0	0	All projects in this division are forecast to be fully spent.
Regeneration & Development	1,122,973	71,012	1,109,852	(13,121)	0	The forecast underspend in this division relates to the Sport & Recreation at Becketts Park project. Phase one of this project was completed in 2008-09 which included installing children's play equipment that met DDA requirements, to improve access to play for children with disabilities, and a 5 a side football pitch. It was the intention that more works would take place improving the environment of Becketts Park, but it is now felt this would conflict with the strategic improvement of Becketts Park. A project variation has been submitted with this report to remove the remaining budget from the capital programme. The forecast figure includes £718k for the Upton Country Park Pedestrian & Cycle Bridge project, however not all of this will be delivered this financial year. The budget holder has requested a revised cost review for this financial year from the consultant and the forecast will be amended accordingly once this has been received.
Total Planning & Regeneration	1,354,732	84,436	1,341,610	(13,121)	0	

Division/Service	Latest Approved Budget £	Actuals to Period 5 £	Total Forecast for Year £	Forecast (Unspent) / Overspend £	Forecast Slippage £	Detail	Annex C
<u>Assistant Chief Executive</u>							
Policy & Community Engagement	177,945	52,047	177,945	0	0	All projects in this division are forecast to be fully spent.	
Communications & Consultation	0	0	0	0	0	There are no capital projects in this division.	
Performance & Improvement	0	0	0	0	0	There are no capital projects in this division.	
Northampton Local Strategic Partnership	91,806	38,000	91,806	0	0	All projects in this division are forecast to be fully spent.	
Total Assistant Chief Executive	269,751	90,047	269,751	0	0		
<u>Borough Solicitor</u>	0	0	0	0	0	There are no capital projects in this directorate.	
Total Borough Solicitor	0	0	0	0	0		
<u>Housing GF</u>							
Strategy, Investment & Performance	873,155	0	873,155	0	0	All projects in this division are forecast to be fully spent.	
Landlord Services	369,305	405	369,305	0	0	All projects in this division are forecast to be fully spent.	
Needs & Support	4,358,133	1,359,444	4,668,316	310,183		£258k of this overspend relates to the GOEM Decent Homes Project. More GOEM grant funding has been received for this project than was originally estimated so the budget will be increased by this amount. Contributions of £5,351 have been received for the Hot Property project which will cover the small overspend on this project. Project variations have been submitted with this report for these. There is also a forecast overspend of £46k on the Choice Based Lettings Scheme. DCLG have provided funding towards the cost of this project with the remaining being funded by Northampton Borough Council and Daventry District Council. A project variation will be brought to Cabinet once the scoping exercise is complete. Included in this division are the Disabled Facilities Grants and Provision of Decent Homes projects for the private sector. Both of these projects have budgets of £1.7m and are forecast to be fully spent. To the end of September over 75% of both of these budgets have been committed, however with these grants there can be a time lapse of up to 12 months from when the grants are approved to when they are physically paid.	
Total Housing GF	5,600,593	1,359,849	5,910,776	310,183	0		
Total General Fund	10,963,364	1,954,763	11,254,723	291,358	7,308		

Annex C

Division/Service	Latest Approved Budget	Actuals to Period 5	Total Forecast for Year	Forecast (Unspent) / Overspend	Forecast Slippage	Detail
	£	£	£	£	£	
HRA						
Housing HRA						
Strategy, Investment & Performance	14,355,931	2,661,013	14,355,931	0	0	Finance are waiting for figures regarding the forecast overspend on the IBS Housing system. A few projects in this division anticipate slippage due to leaseholders issues, but Housing are yet to confirm these figures to finance. The rest of the projects are forecast to be fully spent. Finance have major concerns with regard to this forecast, which are addressed in the main body of the report.
Landlord Services	0	0	0	0	0	There are no capital schemes in this division.
Needs & Support	568,593	605,734	936,903	368,310	0	The overspend on this division relates to the Disabled Adaptations (Council Stock) project. £37k is an actual overspend to date, the remaining £331k forecast overspend represents the outstanding commitments on the housing system, these being approved grants. All of the other capital projects in the Housing HRA directorate are currently being reviewed to identify any underspends that can be used to cover this.
Total Housing HRA	14,924,524	3,266,747	15,292,834	368,310	0	
Total HRA	14,924,524	3,266,747	15,292,834	368,310	0	
Total Capital Programme	25,887,888	5,221,510	26,547,556	659,668	7,308	

Revenue Expenditure Funded by Capital Under Statute (REFCUS)

As at the end of August 2009

Scheme Title	Budgets			Actuals Exp to End of August 2009	Forecasts			Slippage Forecast Slippage
	Latest Approved Budget	Proposed Changes	Latest Proposed Budget		Forecast Exp to End of Year	Total Forecast for Year	Forecast (Unspent Budget)/ Budget Overspends	
Midsummer Meadow Bridge	41,043		41,043	0	41,043	41,043	0	0
Capitalisation Directive October 2009	300,000		300,000	0	300,000	300,000	0	0
Upton Country Park Pedestrian & Cycle Bridge	740,000		740,000	21,870	718,130	740,000	0	0
Environmental & Recreational Impr - Spring Lane Victorian School Annex	3,100		3,100	0	3,100	3,100	0	0
Disabled Facilities Grant (Private Sector)	1,713,679		1,713,679	687,990	1,025,688	1,713,679	0	0
GOEM Projects (Decent Homes)	1,719,633	258,424	1,978,057	635,884	1,342,173	1,978,057	258,424	0
Renovation Grants	95,997		95,997	3,905	92,092	95,997	0	0
Hot Property	4,158	5,351	9,509	6,133	3,376	9,509	5,351	0
Heat Streets	2,350		2,350	1,926	424	2,350	0	0
GOEM Warm Front Top Up	0		0	(27)	27	0	0	0
GOEM Falls on Level	0		0	(665)	665	0	0	0
Countywide Climate Friendly Communities	750,000		750,000	0	750,000	750,000	0	0
Total	5,369,959	263,775	5,633,734	1,357,017	4,276,718	5,633,734	263,775	0

Note: These schemes are included in the figures for the capital programme.

Annex E

Capital Programme Financing 2009-10

As at the end of August 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	2,020,616	1,717,672	1,354,732	269,751		5,600,593	14,924,524		25,887,888
Proposed Budget Changes			(13,121)			263,775			250,654
Latest Proposed Budget	2,020,616	1,717,672	1,341,610	269,751	0	5,864,368	14,924,524	0	26,138,542
Funding									
Prudential Borrowing	3,369,056	274,001	5,000	3,100		1,729,689			5,380,845
Supported Borrowing							500,000		500,000
Capital Receipts	63,200	100,000				33,800	261,927		458,927
MRA							11,068,543		11,068,543
Grants		1,170,517	558,559	266,651		3,904,241	225,957		6,125,924
Third Party Financing	141,043	89,615	778,052			155,322			1,164,032
Revenue Financing	147,317	209,269				72,317	9,512,000		9,940,903
Total Funding	3,720,616	1,843,401	1,341,610	269,751		5,895,368	21,568,427		34,639,175
Unallocated Funding	1,700,000	125,730				31,000	6,643,903		8,500,633
Breakdown of unallocated funding									
General Fund									
<i>Earmarked funding pending project appraisals</i>									
Prudential borrowing		30,232							30,232
Grant		31,099				31,000			62,099
Revenue contribution		64,399							64,399
<i>Earmarked carryforward to 2010-11</i>									
Prudential borrowing	1,700,000								1,700,000
HRA									
<i>Earmarked carryforward to 2010-11</i>									
Earmarked Reserve							6,579,919		6,579,919
RTB Capital Receipts							63,985		63,985
Unallocated Funding	1,700,000	125,730	0	0	0	31,000	6,643,903	0	8,500,633

Appendices



NORTHAMPTON
BOROUGH COUNCIL

Item No.

11C

CABINET REPORT

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

Cabinet Meeting Date:	4 November 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 £415k net of management action.

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.
- 3.1.3 The Authority was notified of a revised provisional allocation of LABGI funding for 2009/10 of £124,425 on 29 July 2009. The grant determination for this was issued by CLG on 25 September. This allocation was based on the revised CLG methodology.

3.2 Issues

- 3.2.1 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.
- 3.2.2 Appendix 1 presents the identified variations from the approved budget that are giving rise to a forecast net over spend of £537k for services before management action and proposed use of reserves.

3.2.3 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 August 2009	Projected Outturn Variance to Revised Budget - End August 2009 pre actions	Proposed Application of Reserves & other Management Actions	Projected Outturn Variance to Revised Budget - End August 2009 post actions
		£,000	£,000	£,000	£,000	£,000	£,000	£,000
R	Environment and Culture	12,227	(12)	12,215	12,997	782	(122)	660
G	Finance and Support	17,133	(73)	17,060	16,552	(508)	0	(508)
A	Planning & Regeneration	2,831	10	2,841	2,898	57	0	57
R	Assistant Chief Executive*	4,043	106	4,149	4,271	122	0	122
G	Borough Solicitor	1,171	4	1,175	1,209	34	0	34
A	Housing (GF)	1,472	(26)	1,446	1,496	50	0	50
	Total	38,877	9	38,886	39,423	537	(122)	295

Note small variations are due to roundings.

3.2.4 £900k 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.

3.2.5 Included within the forecast is a projected under spend of £85k relating to employee budgets. This is the position net of the corporate vacancy target.

3.2.6 The remaining £278k under spend before action and funding virements relates to emerging issues identified by Budget Managers.

3.2.7 Overall these items give a forecast over spend of £537k before management action.

3.2.8 Management action to the value of £122k has been identified to partially mitigate the forecast over spend. These actions give rise to a net forecast over spend of £415k.

3.2.9 The over spend of £415k includes the monitoring of the vacancy saving target. The position in relation to the employee budget is shown in a specific column on annex 1 for clarity.

Environment and Culture Directorate

3.2.10 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	4	4	Various minor items below £50k
Head of Public Protection	91	91	Mainly forecast non-achievement of the corporate vacancy target.
Head of Neighbourhood Environmental Services	563	441	See below
Head of Leisure and Culture	133	133	See below
Town Centre Management	(9)	(9)	See below
Total	782	660	

Head of Neighbourhood Environmental Services

3.2.11 The service has indicated that it is unable to deliver savings to the value of £590k that were built in to the 2009/10 budget (see appendix 2).

3.2.12 In relation to recycling an over achievement of income £469k on green, plastic and metal waste has been partially offset by under achievement of income on paper and glass of £306k mainly due to price decreases in those markets.

3.2.13 The remainder of the variance is made up of minor variations totalling £136k.

3.2.14 In addition the Head of Service is working in a number of areas to manage costs to deliver the service on budget overall. There is a moratorium on spending without prior approval from the Head of Service, a review of overtime with VFM partners, and continued working with the VFM partner to identify further savings and efficiencies, and part year effect of the restructuring of NES to develop the neighbourhood model.

Head of Leisure and Culture

3.2.15 £167k overspend on staff costs in Leisure relating to non-achievement of vacancy factor of £80k within Leisure and Culture, £37k relating to a restructure, and £50k unmet agency staff savings.

- 3.2.16 £106k over spend on supplies and services including advertising & publicity, catering, printing and stationery, hardware purchase and water charges due to free swimming.
- 3.2.17 Review of budgets and forecasts enabled net additional savings of £140k to be identified

Town Centre Management

- 3.2.18 Overspends on employees totalling £54k.
- 3.2.19 Overspend on rents payable in respect of change of contract on St Peters Way Car Park of £53k.
- 3.2.20 Additional works on Bus Station water relating to a Health and Safety Executive report resulted in unbudgeted costs of £52k.
- 3.2.21 Additional daily ticket income at car parks of £107k.
- 3.2.22 Reduction in Market income £104k is offset by savings on stall dismantling costs for events and an NNDR refund on the Market Square of £111k.
- 3.2.23 Offset by net over spend of £46k on items below £50k.

Finance and Support Directorate

3.2.24 The RAG status for Finance and Support is Green as the Directorate is forecasting an under spend. 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	(40)	(40)	Employee savings net of the corporate vacancy target.
Head of Finance and Assets	(588)	(588)	See below.
Head of Revenues and Benefits	123	123	Various minor items below £50k
Head of Customer Services and ICT	22	22	Various minor items below £50k
Head of Human Resources	(31)	(31)	Employee savings net of the vacancy target £51k offset by various items below £50k
Head of Procurement	6	6	
Total	(508)	(508)	

Head of Finance and Assets

- 3.2.25 Employee savings net of vacancy target give a £106k forecast under spend.
- 3.2.26 Loss of external rent income £66k due to properties becoming vacant. This is offset by £40k additional income from rent reviews undertaken.
- 3.2.27 £345k saving on Concessionary Fares due to reimbursement rate being lower than budgeted for and a decrease in trip activity..
- 3.2.28 £77k saving from reduction in NNDR charges largely relating to a rebate on Thornton Park Depot.
- 3.2.29 Additional income of £83k mainly due to successful business rates challenge and income relating to an insurance claim.
- 3.2.30 In addition there are net savings of £3k on various items below £50k.

Head of Revenues and Benefits

- 3.2.31 The value of rent allowances paid out by the council has increased as direct result of the recession. The council does not recover the full value of all rent allowances and therefore the increased payment of rent allowances has produced a variance to the budget of £120k.

Planning & Regeneration Directorate

3.2.32 The RAG status for People, Planning, and Regeneration is Amber as the Directorate is reporting an over spend between £50-100k. 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	(2)	(2)	Various minor items below £50k
Head of Planning	107	107	See below.
Head of Regeneration and Development	(48)	(48)	£66k employee savings net of corporate vacancy target offset by net over spend £18k on items below £50k.
Total	57	57	

Head of Planning

3.2.33 Planning has a net saving on employee costs of £62k net of vacancy factor mainly relating to changes in retention payments.

3.2.34 The credit crunch continues to have an adverse impact on planning income, with a £95k under achievement of building control income and £47k on Development Control income.

3.2.35 In addition there is a net over spend of £27k on various items below £50k.

Borough Solicitor

3.2.28. The RAG status for the Borough Solicitor is Green as the Service is reporting an over spend of less than £50k. 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	34	34	Net overspend on employees after corporate vacancy target
Total	34	34	

Assistant Chief Executive

3.2.36 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	(62)	(62)	Various minor items below £50k.
Head of Policy and Community Engagement	189	189	The Community Centres saving of £190k will not be achieved in 2009/10. Negotiations are underway with savings to be achieved in future years.
Head of Performance and Improvement	(11)	(11)	Various minor items below £50k
Director of Local Strategic Partnership	1	1	Various minor items below £50k
Chief Executives	5	5	Various minor items below £50k
Total	122	122	

Housing Directorate (General Fund)

3.2.29. The RAG status for the Directorate of Housing is Amber as the Directorate is reporting an over spend of between £50-100k. 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 Housing	(3)	(3)	Various minor items below £50k
Head of Housing Strategy, Investment and Performance	11	11	Various minor items below £50k
Head of Landlord Services	0	0	N/A
Head of Housing Needs and Support	42	42	Various minor items below £50k
Total	50	50	

Other Areas for Information

3.2.30. 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.

3.2.31. Improvement Fund

3.2.32. There has been no change to the opening balance on the Improvement Fund Reserve for 2009/10 of £1m.

3.2.33. Corporate Initiatives (LABGI) Earmarked Reserve

3.2.34. The opening balance on the Corporate Initiatives Reserve for 2009/10 was £351k. The unearmarked element of this reserve has been ring fenced to Regeneration and Development by Council resolution of 26 February 2009.

	£,000
LABGI Balance as at 01.04.2009	351
Royal and Derngate Theatre Trust	-8
<i>Earmarked in 2008/09 B/fwd:</i>	
Fish Market	-26
Leisure Feasibility	-25
Leisure Feasibility – Conditional Element	-30
Car Parking Feasibility	-20
Market Square	-20
Links View Flood Investigation	-3
Total estimated LABGI balance at 31.03.2009	219

3.2.35. An amount of £8k has been drawn down from this Earmarked Reserve in line with the Council resolutions of 26 February 2009.

3.2.36. General Fund Balances

3.2.37. 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.

3.2.38. At the meeting on 14 October 2009 Cabinet agreed to appropriate the unclaimed increase in members' allowances 2008/09 from reserves to CEFAP for investment in communities. This would have been part of the 2008/09 movement in balances, so will impact on the General Fund balance.

3.2.39. Housing Revenue Account (HRA)

3.2.40. 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 whether 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.

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 £415k 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 August 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 equalities 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 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 Council Report 26th February 2009 (General Fund Revenue Budget 2009/10 – 2011/12),
- 5.2 Cabinet Report 29th June 2009 (General Fund Budget Outturn 2008/09)

- 5.3 Cabinet Reports 5 August 2009 Revenue Budget Monitoring Position as at
End of May 2009
- 23 September 2009 Revenue Budget Monitoring Position
as at End of June 2009
- 14 October 2009 Revenue Budget Monitoring Position as at
End of July 2009

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

CABINET REPORT

SIGNATORIES

Report Title	REVENUE BUDGET MONITORING 2008/09 – POSITION AS AT THE END OF AUGUST 2009
Date Of Call-Over	October 2009

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			

General Fund Controllable Service Revenue Budget - Forecast Outturn Variance 2009/20010

	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	83	290	0	0	1	3	4	0	0	4
Head of Public Protection	2,113	0	-2	2,111	-460	20	78	-7	91	0	0	91
Head of Neighbourhood Environmental Services	9,293	0	-109	9,184	-2,685	590	2	-29	563	0	-122	441
Head of Leisure and Culture	2,060	0	155	2,215	-890	50	167	-84	133	0	0	133
Town Centre Management	-1,446	0	-139	-1,585	-260	15	53	-77	-9	0	0	-9
	12,227	0	-12	12,215	-4,295	675	301	-194	782	0	-122	660
<u>Director of Finance and Support</u>												
Director of Finance and Support	291	0	127	418	0	0	-41	1	-40	0	0	-40
Head of Finance and Assets	8,075	0	55	8,130	-856	0	-106	-482	-588	0	0	-588
Head of Revenues and Benefits	-133	0	115	-18	-851	0	-2	125	243	0	0	243
Head of Customer Services and ICT	6,738	0	-121	6,617	-702	27	15	-20	22	0	0	22
Head of Human Resources	1,972	0	-258	1,714	-418	0	-51	20	-31	0	0	-31
Head of Procurement	190	0	9	199	-20	0	-52	58	6	0	0	6
	17,133	0	-73	17,060	-2,847	27	-237	-298	-388	0	0	-388
<u>Director of Planning and Regeneration</u>												
Director of Planning and Regeneration	201	0	44	245	0	0	-2	0	-2	0	0	-2
Head of Planning	1,869	0	-39	1,830	-462	5	-62	164	107	0	0	107
Head of Regeneration and Development	761	8	-3	766	-206	0	-66	18	-48	0	0	-48
	2,831	8	2	2,841	-668	5	-130	182	57	0	0	57
<u>Assistant Chief Executive</u>												
Assistant Chief Executive	505	0	8	513	-89	0	-35	-27	-62	0	0	-62
Head of Policy and Community Engagement	3,016	0	-59	2,957	-345	190	-4	3	189	0	0	189
Head of Performance and Improvement	378	0	2	380	-45	0	-11	0	-11	0	0	-11
Director of Northampton Local Strategic Partnership	40	0	4	44	0	0	1	0	1	0	0	1
Chief Executives	104	0	151	255	-195	0	-23	28	5	0	0	5
	4,043	0	106	4,149	-674	190	-72	4	122	0	0	122
<u>Borough Solicitor</u>	1,171	0	4	1,175	-298	0	33	1	34	0	0	34
<u>Director of Housing</u>												
Director of Housing	172	0	10	182	0	0	-4	1	-3	0	0	-3
Head of Strategy, Investment and Performance	227	0	-1	226	-26	0	6	5	11	0	0	11
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	-35	1,038	-617	3	18	21	42	0	0	42
	1,472	0	-26	1,446	-643	3	20	27	50	0	0	50
Total General Fund Controllable Revenue Budget	38,877	8	1	38,886	-9,425	900	-85	-278	657	0	-122	535

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

Portfolio Holder	Director	Directorate	Head of Service	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
ClIr Hoare	C Boden	Chief Executives	Chief Executives	Chief Executive	MTPS117A	Level 1 MTP	Delete staff incentive budgets	(100)	0	Will not be utilised.		
ClIr Hoare	C Boden	Chief Executives	Chief Executives	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.		
ClIr Hoare	C Boden	Assistant Chief Executive	Chief Executives	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		
ClIr Hoare	C Boden	Assistant Chief Executive	Chief Executives	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 is it 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.
ClIr Hoare	C Boden	Assistant Chief Executive	Assistant Chief Executives	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	
ClIr Hoare	C Boden	Assistant Chief Executive	Assistant Chief Executives	Communications	MTPS528	Level 1 Income	Increased income from advertising hoardings	(2,000)	0	Situation will be explored during the year		
ClIr Hoare	C Boden	Assistant Chief Executive	Assistant Chief Executives	Communications	MTPS117B	Level 1 MTP	Delete staff incentive budgets	(60)	0	Achieved		
ClIr Hoare	C Boden	Assistant Chief Executive	Assistant Chief Executives	Communications	MTPS527	Level 1 MTP	Reduce communications software budgets	(8,000)	0	TBC	Further information being sought on existing situation	
ClIr Hoare	C Boden	Assistant Chief Executive	Assistant Chief Executives	Communications	MTPS529	Level 1 MTP	Delete Vacant Head of Communications and Consultation post	(70,593)	0	Achieved		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Performance and Improvement	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.
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Performance and Improvement	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	(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.
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Performance and Improvement	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.		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Performance and Improvement	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		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	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		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	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.		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	Civic and Mayoral Expenses	ESN138	Efficiency	Economies in Civic & Mayoralty function	(7,000)	0	Will be managed within agreed budget for the year		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	Corporate Manager (Governance and Communications	MTPS117H	Level 1 MTP	Delete staff incentive budgets	(20)	0	Complete		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	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.		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	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.		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	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.		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	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.		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	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.		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	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 Q&S.		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	Overview & Scrutiny	MTPS73B	Level 2 MTP	Additional savings by reducing hours on vacant scrutiny post instead of replacing admin post	(3,000)	0	Achieved		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	Overview & Scrutiny	MTPS73C	Level 2 MTP	Additional savings by holding scrutiny post vacant for one year	(24,000)	0	Achieved		
ClIr Hoare	C Boden	Assistant Chief Executive	Head of Policy and Community Engagement	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.		
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Regeneration and Development	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.
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Regeneration and Development	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.
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Regeneration and Development	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.
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Regeneration and Development	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.
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Regeneration and Development	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.
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Planning	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.

Portfolio Holder	Director	Directorate	Head of Service	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
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Planning	Bus Shelters	ESP22	FYE of Prior Decision	Prior Year Decision Adjustments - Bus Shelters	(15,280)	0	This saving is not achievable as the bus shelters have to be maintained. However, we are in the process of identifying how we will achieve the savings elsewhere.		Lack of maintenance leads to increased risk of vandalism and disrepair to the disadvantage of vulnerable members of society.
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Planning	Development Control	OI16	Level 1 Income	Charging for pre-planning and other planning fees	(15,000)	5,000	Fees introduced 1st June as agreed at Cabinet.	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
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Planning	Building Control	MTPS117M	Level 1 MTP	Delete staff incentive budgets	(170)	0	On target	No required action	No risk as this budget has not been called upon in the past
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Planning	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.
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Planning	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 expend	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 NI197 is adversely affected.
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Planning	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.
ClIr Church	D Bailey	Director of Planning and Regeneration	Head of Planning	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.
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	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.		
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	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.		
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	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.		
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	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.		
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	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.		
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	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.		
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	Corporate Manager (Human Resources)	MTPS117D	Level 1 MTP	Delete staff incentive budgets	(490)	0	Saving removed from the budget. Will be achieved.		
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	Corporate Manager (Human Resources)	MTPS116B	Level 1 MTP	Delete relocation expenses	(17,480)	0	Saving removed from the budget. Will be achieved.		
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	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.		
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	Corporate Manager (Human Resources)	MTPS209	Level 1 MTP	Additional savings from managing Commensura 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	
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	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	
ClIr Woods	I Procter	Director of Finance and Support	Head of Human Resources	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.		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	Other Buildings & Land	EGR128	Budget Realign	Responsibility for utility charges now paid by tenant	(15,074)	0	Achievable		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	Other Buildings & Land	EGR129	Budget Realign	Reduction in cleaning costs at 13 Guildhall Road due to vacant property	(5,323)	0	Achievable		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	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	
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	Audit	ESN29	Efficiency	Reduction in number of Audit days due to more effective working practices	(14,460)	0	Achievable		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	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		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	Asset Management	MTPS117G	Level 1 MTP	Delete staff incentive budgets	(470)	0	Achievable		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	Financial Services	MTPS117G	Level 1 MTP	Delete staff incentive budgets	(380)	0	Achievable		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	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		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	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		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	Other Buildings & Land	MTPS105/513	Level 1 MTP	Savings arising from NNDR on empty properties.	(37,947)	0	Achievable		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	Asset Management	MTPS48/107/702	Level 2 MTP	Asset Management restructure	(178,920)	0	Achievable		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	Financial Services	MTPS111	Level 2 MTP	Restructure of the Finance Section.	(174,274)	0	Achievable		
ClIr Perkins	I Procter	Director of Finance and Support	Head of Finance and Assets	Financial Services	MTPS723	Level 2 MTP	Savings as a result of Insurance re tender	(75,000)	0	Achievable		
ClIr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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		

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Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	Administrative Services	ESN137	Efficiency	Further savings in postal costs due to recently introducing the clean mail contract following the VFM exercise.	(5,000)	5,000	Budget manager advised that the cleaner electronic mail system was currently not being used due to problems which are being dealt with. Currently if the savings are met this would be due to less volume in postage rather than cheaper costs.	Budget manager advised that the cleaner electronic mail system was currently not being used due to problems which are being dealt with. Currently if the savings are met this would be due to less volume in postage rather than cheaper costs.	
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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		
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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		
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	Information Technology	ESN47	Efficiency	Saving on use of Consultants and Hardware Maintenance due to having fewer servers.	(13,100)	0	Achieved		
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	Customer Access	MTPS117L	Level 1 MTP	Delete staff incentive budgets	(130)	0	Achieved		
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	Print Unit	MTPS117L	Level 1 MTP	Delete staff incentive budgets	(90)	0	Achieved		
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	Information Technology	MTPS117L	Level 1 MTP	Delete staff incentive budgets	(420)	0	Achieved	None	None
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	Administrative Services	MTPS117L	Level 1 MTP	Delete staff incentive budgets	(60)	0	Achieved		
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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		
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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.
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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.	
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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.	
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	Information Technology	MTPS522	Level 1 MTP	Savings on software licence for Goodlink, printing and external consultancy	(9,490)	0	Achieved.	None	None
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	Customer Access	MTPS27/50/ 51	Level 2 MTP	Closure of Weston Favell Housing Office	(53,312)	2,500	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.
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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.		
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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	
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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.
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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.
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	Office Accommodation	EGR303	Budget Realign	Correction of NNDR budgets to match spend	(21,291)	0	Awaiting complete NNDR data	Ongoing monitoring	
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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		
Clr Woods	I Procter	Director of Finance and Support	Head of Customer Services and ICT	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		
Clr Perkins	I Procter	Director of Finance and Support	Head of Procurement	Procurement	MTPS117S	Level 1 MTP	Delete staff incentive budgets	(290)	0	Achieved		
Clr Perkins	I Procter	Director of Finance and Support	Head of Procurement	Procurement	MTPS703	Level 2 MTP	Procurement Restructure	(20,000)	0	Achievable		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	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		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	Benefits	EGR309	Budget Realign	Reduce stationery	(4,000)	0	Stationary budget has been reduced		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	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		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	Benefits	ESN143	Efficiency	Early termination of Kendrick Ash dependant upon contract notice and appointment of Head of Revs and Bens.	(56,541)	0	Kendrick Ash contract terminated end of March. New HOS in post from 3rd March 2009		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	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.		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	Benefits	ESN34	Efficiency	Reduction in external storage archiving costs.	(8,743)	0	This has been completed.		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	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		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	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		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	Benefits	MTPS117R	Level 1 MTP	Delete staff incentive budgets	(1,180)	0	Budget deleted		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	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		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	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		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	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		
Clr Perkins	I Procter	Director of Finance and Support	Head of Revenues and Benefits	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.		

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Cllr Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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 Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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 Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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 Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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 Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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 Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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 Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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 Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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	Director of Housing	Head of Housing Needs and Support	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 Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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	Director of Housing	Head of Housing Needs and Support	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	Director of Housing	Head of Housing Needs and Support	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	Director of Housing	Head of Housing Needs and Support	Private Sector Housing Standards & Improvements	MTPS117J	Level 1 MTP	Delete staff incentive budgets	(180)	0	Achievable		
Cllr Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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 Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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	Director of Housing	Head of Housing Needs and Support	Targeted Dwellings	MTPS95	Level 1 MTP	Removal of furniture storage facility to homeless customers	(6,900)	0	Achievable		
Cllr Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	Housing Advice	MTPS525	Level 1 MTP	Income from NCC to support lodging services	(35,000)	0	Achievable		
Cllr Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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 Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	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 Beardsworth	L Wearing	Director of Housing	Head of Housing Needs and Support	Housing Advice	MTPS602	Level 2 MTP	Removal of 2 Vacant Private Sector Accommodation Officers posts.	(63,820)	0	Achievable		
Cllr Beardsworth	L Wearing	Director of Housing	Head of Strategy, Investment and Performance	Housing Strategy	EGR150	Budget Realign	Housing Strategy salaries o/time non contracted & supplies & services savings	(6,309)	0	Achievable		
Cllr Beardsworth	L Wearing	Director of Housing	Head of Strategy, Investment and Performance	Housing Strategy	MTPS117K	Level 1 MTP	Delete staff incentive budgets	(30)	0	Achievable		
Cllr Beardsworth	L Wearing	Director of Housing	Head of Strategy, Investment and Performance	Housing Strategy	MTPS19	Level 1 MTP	Change of post in Housing Strategy section	(19,500)	0	Achievable		
Cllr Hoare	C Boden	Borough Solicitor	Borough Solicitor	Meeting Services	EGR307	Budget Realign	Removal of Hardware Maintenance budget	(4,500)	0	Achieved		
Cllr Hoare	D Kennedy	Borough Solicitor	Borough Solicitor	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 Hoare	D Kennedy	Borough Solicitor	Borough Solicitor	Land Charges	MTPS518	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 Hoare	C Boden	Borough Solicitor	Borough Solicitor	Meeting Services	MTPS117F	Level 1 MTP	Delete staff incentive budgets	(20)	0	Deletion agreed by Cabinet and Council	No further action required	
Cllr Hoare	C Boden	Borough Solicitor	Borough Solicitor	Meeting Services	MTPS98	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	Borough Solicitor	Borough Solicitor	Legal	MTPS117F	Level 1 MTP	Delete staff incentive budgets	(360)	0	Deletion agreed by Cabinet and Council	No further action required	
Cllr Hoare	D Kennedy	Borough Solicitor	Borough Solicitor	Electoral Services	MTPS96	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 Hoare	D Kennedy	Borough Solicitor	Borough Solicitor	Land Charges	MTPS97	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	Borough Solicitor	Borough Solicitor	Legal	MTPS727	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	Borough Solicitor	Borough Solicitor	Legal	MTPS74	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	Borough Solicitor	Borough Solicitor	Revenues	MTPS516	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 Varnserry	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	Leisure	MTPS209	Level 1 MTP	Reduction in Leisure Supplies and Services	(5,060)	0	Achieved		

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Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	Museums	MTP5510	Level 1 MTP	Removal of p/t museum post - Abington	(11,000)	0	Achieved.		
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	Museums	MTP5729/201	Level 2 MTP	Closure of Abington Museum in winter months, November to March	(17,000)	0	Achieved.		
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	Leisure	MTP5204C	Level 2 MTP	Improved management control of expenditure on waged staff in Leisure	(100,000)	50,000	Due to timing issues of recruiting Leisure Centre Managers employed to reduce overall wage bill.	Will be reviewed after 3 months, and then monthly thereafter.	
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	Museums	MTP5709	Level 2 MTP	Reduction of cleaning resources at Abington Museum (20 hours)	(11,300)	0	Achieved.		
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	Museums	MTP5710	Level 2 MTP	Reduce Administration Resource at the Central Museum	(13,000)	0	Achieved.		
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	Museums	MTP5711	Level 2 MTP	Reduce caretakers/key holders post at Guildhall Museum	(30,000)	0	Achieved.		
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	Events	MTP5712	Level 2 MTP	Removal of Events Admin post 0.7 (p/t)	(21,500)	0	Achieved.		
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Leisure and Culture	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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.		
Cllr Crake	J Seddon	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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.	Reduced income to the authority.
Cllr Crake	J Seddon	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	Corporate Manager (Streetscene & Property Mainten)	MTP5117N	Level 1 MTP	Delete staff incentive budgets	(1,800)	0	Budget removed. Saving has been achieved.		

Portfolio Holder	Director	Directorate	Head of Service	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 Crake	J Seddon	Director of Environment and Culture	Head of Neighbourhood Environmental Services	Parks and Open Spaces	MTPS117N	Level 1 MTP	Delete staff incentive budgets	(10)	0	Budget removed. Saving has been achieved.		
Cllr Crake	J Seddon	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	Domestic Refuse	MTPS211	Level 2 MTP	Replacing permanent staff with temp staff as and when they leave	(385,254)	150,000	£185k has been achieved to date. The remaining £150k 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.	The longer it takes to achieve the more staff we will need to replace.
Cllr Crake	J Seddon	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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.	
Cllr Crake	J Seddon	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	Parks and Open Spaces	MTPS715	Level 2 MTP	Introduction of wild flower areas as opposed to mowing regime	(23,000)	0	Currently unachieved but plans in place to meet the saving.	The Head of Service is currently looking into ways of achieving this efficiency saving.	Any associated costs to be found from within the service reducing the savings achieved.
Cllr Crake	J Seddon	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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.	Any associated costs to be found from within the service reducing the savings achieved.
Cllr Crake	J Seddon	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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	Director of Environment and Culture	Head of Neighbourhood Environmental Services	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	Community Safety	ESN141	Efficiency	Saving on contract for security services through improved contracting	(15,240)	0	Completed		
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	Community Safety	ESN87	Efficiency	Savings due to an upgraded CCTV system to digital	(5,960)	0	Completed		
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	Community Safety	ESP23	FYE of Prior Decision	Prior Year Decision Adjustments - Realignment of CCTV Income Budgets,	(8,010)	0	Completed		
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	Licensing	OI14	Level 1 Income	Increase in fees for driver, vehicle, operator and gambling licences	(29,580)	8,580	Report on change in fees has been approved by Cabinet and Council on 10 June after objections.	New fees advertised as required. New fees now to be collected from 29 June 2009 which has decreased income due to delay	
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	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	Director of Environment and Culture	Head of Public Protection	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	Community Safety	OI10	Level 1 Income	Project bid led by Police with WNCD for GAF3 funding on CCTV Monitoring for Business area of Brackmills	(55,000)	4,800	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	Community Safety	MTPS117P	Level 1 MTP	Delete staff incentive budgets	(120)	0	Completed		

Portfolio Holder	Director	Directorate	Head of Service	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	Community Safety	MTPS117P	Level 1 MTP	Delete staff incentive budgets	(10)	0	Completed		
Cllr Crake	J Seddon	Director of Environment and Culture	Head of Public Protection	Commercial Services	MTPS117P	Level 1 MTP	Delete staff incentive budgets	(150)	0	Completed		
Cllr Crake	J Seddon	Director of Environment and Culture	Head of Public Protection	Environmental Protection	MTPS117P	Level 1 MTP	Delete staff incentive budgets	(240)	0	Completed		
Cllr Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	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 Varnsvery	J Seddon	Director of Environment and Culture	Head of Public Protection	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	Director of Environment and Culture	Head of Public Protection	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	Completed	Will seek to find elsewhere	Increase Public dissatisfaction /complaints about service to Council/Ombudsman etc
Cllr Crake	J Seddon	Director of Environment and Culture	Head of Public Protection	Environmental Protection	MTPS56	Level 2 MTP	Reduce service to statutory 'Stray' collection only. All other Animal Welfare Officers Functions will stop	(41,000)	0	Completed		More strays in streets/longer to capture/RTA incidents
Cllr Crake	J Seddon	Director of Environment and Culture	Head of Public Protection	Environmental Protection	MTPS706	Level 2 MTP	Cease Environmental Health call out service	(13,000)	(591)	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	Director of Environment and Culture	Head of Public Protection	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	Director of Environment and Culture	Head of Public Protection	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	Completed. Contract ended May 09 and service has now ceased.		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 Crake	J Seddon	Director of Environment and Culture	Town Centre Management	Bus Station	ESP22	FYE of Prior Decision	Prior Year Decision Adjustments - Bus Station Cleaning	(10,000)	15,000	Savings will not be achieved as a consequence of the HSE Action Plan works		
Cllr Crake	J Seddon	Director of Environment and Culture	Town Centre Management	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	£1314 savings have been achieved to date on Market Street car park. Further work is on-going on other car parks.	On-going monitoring	None at present
Cllr Crake	J Seddon	Director of Environment and Culture	Town Centre Management	Car Parking	ESP22	FYE of Prior Decision	Professional services and bailiffs fees following changes to Penalty Charge Notices service	(270)	0	Savings achieved		None at present
Cllr Crake	J Seddon	Director of Environment and Culture	Town Centre Management	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 Crake	J Seddon	Director of Environment and Culture	Town Centre Management	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 Crake	J Seddon	Director of Environment and Culture	Town Centre Management	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 Crake	J Seddon	Director of Environment and Culture	Town Centre Management	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)	899,637			

Appendices

2



NORTHAMPTON
BOROUGH COUNCIL

Item No.

11D

CABINET REPORT

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

PUBLIC

Cabinet Meeting Date:	4 November 2009
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Finance and Support
Accountable Cabinet Member:	Cllr D 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 £1,323k 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 £1,323k 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. There has been no overall net increase in the cost of services.
- 3.2.4 HRA Subsidy & Dwelling Rent Income – net forecast underspend of £203k. The forecast figures reflect the Council's decision to reduce the approved rent increase (5.65% average) and implement a lower increase (approx' 2.82% average) from May 2009 in light of the Governments announcements post budget setting. The impact is lower than budgeted rental debits due of £910k, offset by a reduction in the amount of HRA negative subsidy payable to CLG £1,113k. The net difference is also due to Right to Buy sales dropping off and lower void loss than budgeted. The Dwelling rent income and Void Loss count monitoring is attached at Appendix 2 in graphical format.
- 3.2.5 Repairs and Maintenance – forecast overspend of £1,450k. This forecast reflects the trend of the current level of expenditure on void properties and responsive repairs to housing stock. This forecast will be subject to further ongoing scrutiny to determine the level of capitalisation of costs and any other factors that can mitigate the projected overspend. In addition, Management are looking to address the potential overspend through virement from the Contribution to Earmarked Reserves. This will be brought as a recommendation to the Period 6 Cabinet once the level of the overspend has been determined taking into account a management action plan.
- 3.2.6 General Management – forecast overspend of £21k. Additional printing costs of £6k are anticipated by the Customer Engagement Team to meet the costs of the quarterly "My Homes" newsletter sent to residents. Also reflects prior year costs relating to the Path Trainee Scheme that have not been budgeted for in the current year. These have been partially offset by forecast lower disturbance allowance payments than budgeted of £25k.
- 3.2.7 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 Working Balances and Reserves

- 3.4.1 The HRA Working Balances and Reserves are summarised in Table 1 below.

Table 1 – HRA Working Balances and Reserves

HRA Balances on Account	Balance 31.3.09 £'000
HRA Working Balance	6,124
HRA Capital Programme Earmarked Reserve	7,000
HRA Leaseholders Earmarked Reserve	1,000
HRA PFI Reserve	175
TOTAL HRA BALANCES	14,299

- 3.4.2 **Capital Programme Reserve:** The opening balance for 2009/10 is £7m. 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. The Cabinet meeting of the 5th August 2009, (Report Item 13), approved a further £100k to be made available from the HRA Capital Programme Earmarked Reserve to support the next stage of the PFI process. See 3.4.4 below.
- 3.4.3 **Leaseholder Capital Works Reserve:** The opening balance for 2009/10 is £1m. 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.

- 3.4.4 **HRA PFI Reserve:** The opening balance for 2009/10 is £175k. The reserve was set-aside in 2008/09 to support the work towards the PFI bid to Government for PFI credits to enable transformational change to part of the HRA stock. This reserve has been increased to £275k, (see 3.4.2 above).
- 3.4.5 The opening HRA Balance for 2009/10 is -£6,124k. The forecast Outturn for the year is -£4,884k, showing a net decrease to the Working Balance of £1,240k. This represents a decrease of £1,323k from the budgeted increase of £83k (see Appendix 1). This is summarised in the table 2 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 2 HRA Working Balances

	Revised £000	Forecast £000	Variance £000
Opening Balance	(6,124)	(6,124)	
Net Trnfer (to) / from wrk balances	(83)	1,240	1,323
Working Balance C/Fwd	(6,207)	(4,884)	1,323

3.5 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 £1,323k.

4.2 Resources and Risk

- 4.2.1 This report informs the Cabinet of the provisional HRA budget outturn as at the end of August 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
- 05 Aug 2009 HRA Budget Monitoring 2009/10 – Position at 31st May 2009
- 23 Sep 2009 HRA Budget Monitoring 2009/10 – Position at 30th June 2009
- 14 Oct 2009 HRA Budget Monitoring 2009/10 – Position at 31st July 2009

Isabell Procter, Corporate Director, ext 8757



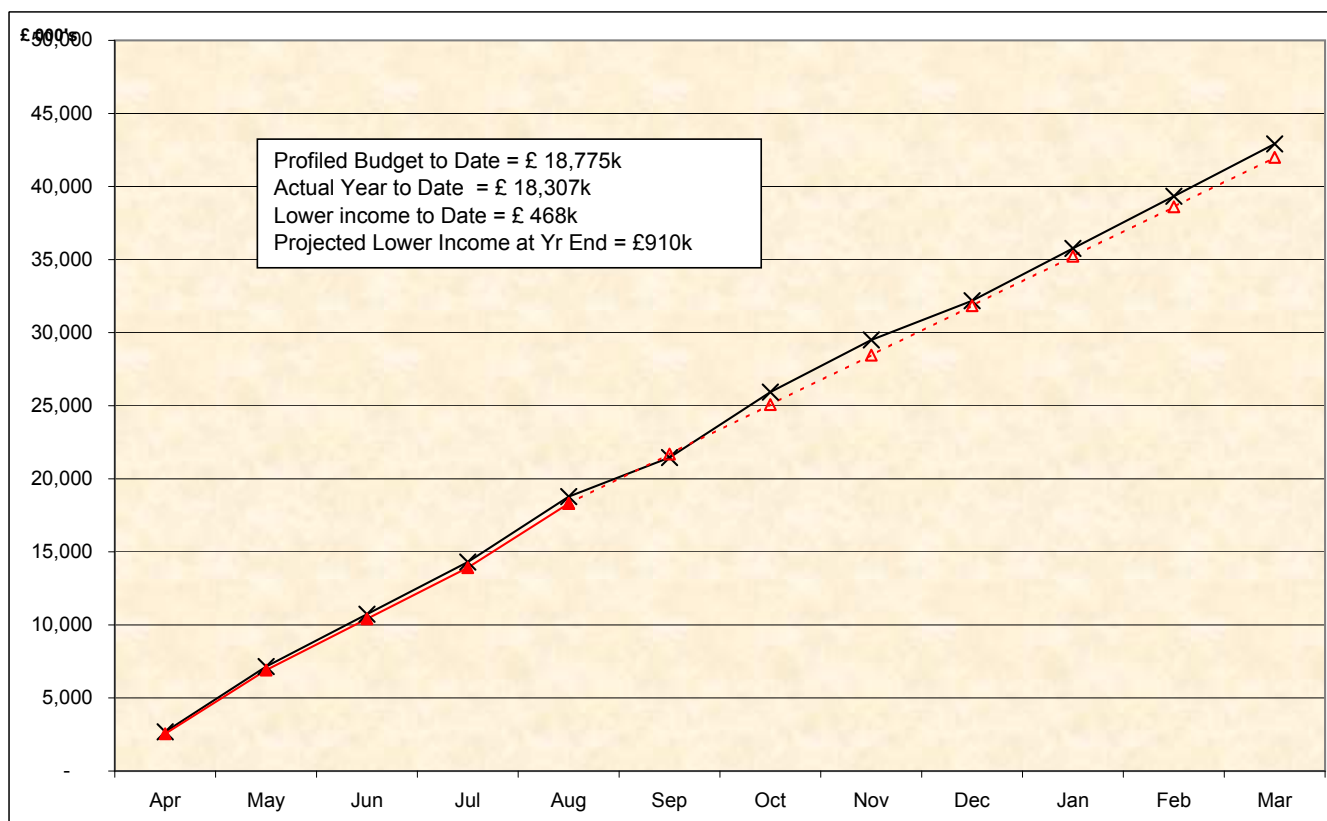
NORTHAMPTON
BOROUGH COUNCIL

HOUSING REVENUE ACCOUNT FINANCIAL YEAR 2009/2010

For Period Ending 31st August 2009

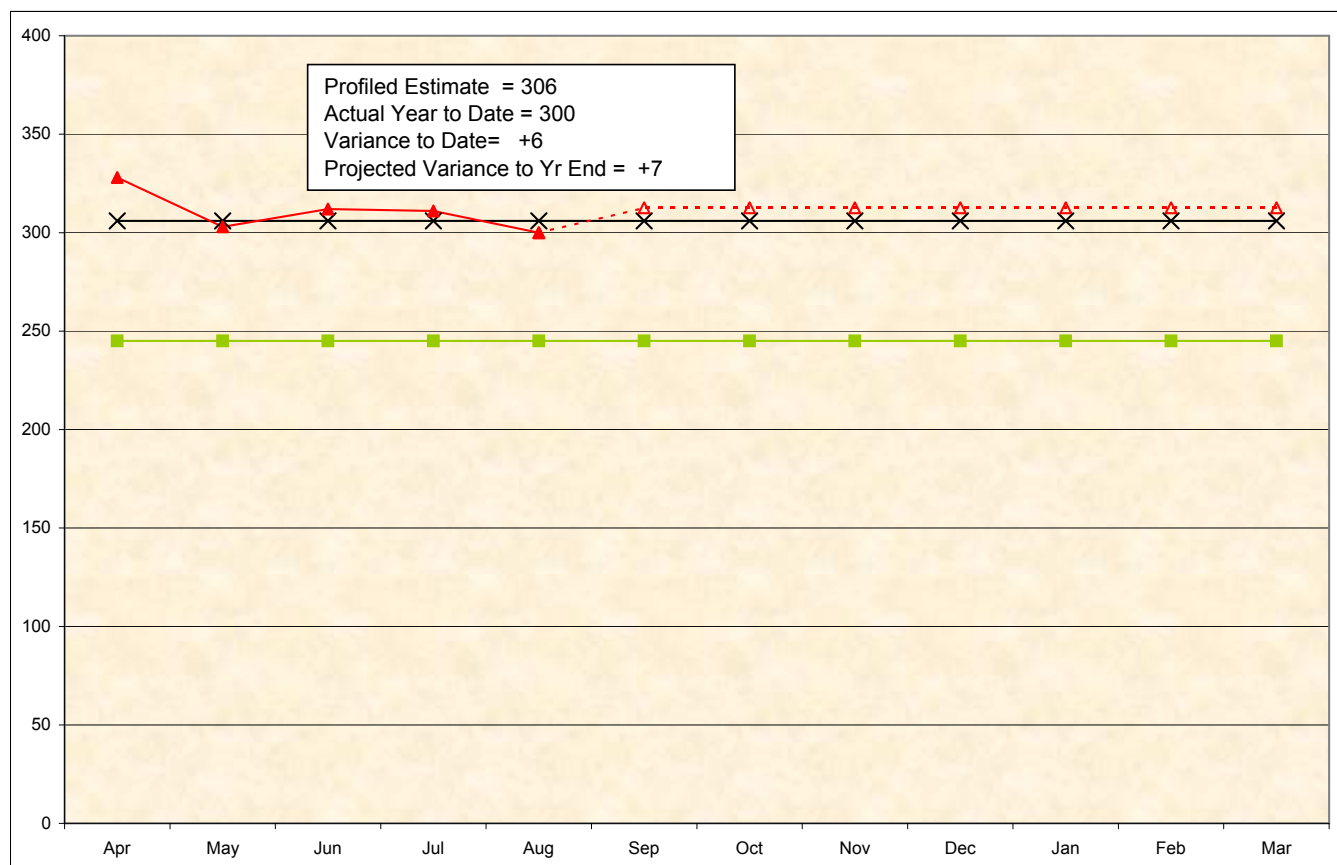
	2009/2010 £,000's Base Budget	2009/2010 £,000's Actuals	2009/2010 £,000's Forecast Outturn	Variance
INCOME				
Rents - Dwellings Only	-43,080	-18,247	-42,170	910
Rents - Non Dwellings Only	-1,157	-499	-1,157	0
Service Charges	-1,471	-691	-1,471	0
Other Income	-205	-70	-205	0
Total Income	-45,912	-19,508	-45,002	910
EXPENDITURE				
Repairs and Maintenance	9,501	5,000	10,951	1,450
General Management	4,589	1,179	4,609	21
Special Services	3,467	1,016	3,472	5
Rents, Rates, Taxes & Other Charges	45	53	95	50
Increase in Bad Debt Provision	400	0	400	0
Rent Rebate Subsidy Deductions	1,324	552	1,324	0
Housing Revenue Account Subsidy	10,683	3,988	9,570	-1,113
Total Expenditure	30,008	11,787	30,421	413
Net Cost of Services	-15,904	-7,721	-14,581	1,323
Net Recharges to the General Fund	5,392	2,247	5,392	0
Interest & Financing Costs	-28	-12	-28	0
Depreciation/MRA	7,957	3,315	7,957	0
Contribution to Earmarked Reserves	2,500	1,042	2,500	0
Net Transfer From / (To) Working Balance	-84	-1,129	1,240	1,323
Working Balance b/f	-5,964	-6,124	-6,124	-160
Working Balance Outturn	-6,048	-7,253	-4,884	1,163

HRA Rents - Dwellings Only



= Budget 09/10 = Actual 09/10

HRA Dwellings - Numbers of Voids



= Budget 09/10 = Actual 09/10 CLG Subsidy Allowance