



NORTHAMPTON
BOROUGH COUNCIL

CABINET AGENDA

Monday, 5 November 2007

Jeffery Room, Guildhall

6:00 pm

Members of the Cabinet:

Councillor: Tony Woods (Leader of the Council)

Councillors: Brendan Glynane, Sally Beardsworth, Richard Church,
Trini Crane, Brian Hoare, Malcolm Mildren

Interim Chief Executive John Edwards

If you have any enquiries about this agenda please contact Annie May on 01604 837355 or
e mail amay@northampton.gov.uk

PORTFOLIOS OF CABINET MEMBERS

CABINET MEMBER	PORTFOLIO TITLE
Councillor A. Woods	Leader Partnership and Improvement
Councillor B. Glynane	Deputy Leader Community Engagement & Safety
Councillor S. Beardsworth	Housing
Councillor R. Church	Regeneration
Councillor T. Crake	Environment
Councillor B. Hoare	Performance
Councillor M. Mildren	Finance

NORTHAMPTON BOROUGH COUNCIL

CABINET

Your attendance is requested at a meeting to be held at the Jeffery Room, Guildhall on Monday, 5 November 2007 at 6:00 pm.

J. Edwards
Interim Chief Executive

AGENDA

1. APOLOGIES
2. MINUTES
3. DEPUTATIONS/PUBLIC ADDRESSES
4. DECLARATIONS OF INTEREST

Members of the public wishing to address the Cabinet must register their interest by 12noon on the day of the meeting by contacting Annie May on 01604 837355 or e mail amay@northampton.gov.uk

5. ISSUES ARISING FROM OVERVIEW AND SCRUTINY COMMITTEES
6. NOTICE OF MOTION REFERRED FROM COUNCIL MEETING 27 SEPTEMBER 2007 FOR CONSIDERATION BY CABINET

Northampton Borough Council recognises the success of the Northampton Sea Cadet Unit as one of the leading Sea Cadet Units in the United Kingdom. This Council also recognises the benefit the Unit affords young people throughout the area.

This Council confirms its commitment to supporting organisations that provide opportunities for young people throughout our Borough and beyond. In particular this Council confirms its commitment to supporting the continued success and development of the Northampton Sea Cadet Unit.

In order to secure the continued success of the Northampton Sea Cadet Unit this Council requests Cabinet to resolve the issue as soon as practicable to enable the sea cadets to seek funding and continue their activities in Northampton.

7. GRANT OF LEASE OF MAGISTRATES COURT PREMISES AT CAMPBELL SQUARE TO HER MAJESTY'S COURTS SERVICE
Report of director of Finance (copy herewith)
8. ALL SAINTS CONSERVATION AREA REAPPRAISAL AND MANAGEMENT PLAN

- Report of Director People Planning and regeneration (copy herewith)
9. TRANSFER OF VOID HRA PROPERTIES TO NOTTINGHAM COMMUNITY HOUSING ASSOCIATION
Report of Director of People Planning and Regeneration (copy herewith)
 10. RISK MANAGEMENT POLICY AND STRATEGY
Report of the Director of Finance (copy herewith)
 11. INTEGRATED PLANNING SERVICES AND ALLOCATION OF PLANNING DELIVERY GRANT(PDG)
Report of Director People Planning and Regeneration (copy herewith)
 12. CAPITAL PROGRAMME 2007-08 ADDITIONS AND AMENDMENTS
Report of Director of Finance (copy herewith)
 - (A) CASPAR PLUS PROJECTS
Report of Interim Chief Executive (copy to follow)
 13. CAPITAL OUTTURN 2006/2007
Report of Director of Finance (copy herewith)
 14. PERFORMANCE
 - (A) BUDGET MONITORING 2007/08 PERIOD 6
Report of Director of Finance (copy herewith)
 - (B) PERFORMANCE MONITORING
Report of Interim Chief Executive (copy herewith)
 15. EXCLUSION OF PUBLIC AND PRESS
THE CHAIR TO MOVE:
"THAT THE PUBLIC AND PRESS BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT THERE IS LIKELY TO BE DISCLOSURE TO THEM OF SUCH CATEGORIES OF EXEMPT INFORMATION AS DEFINED BY SECTION 100(1) OF THE LOCAL GOVERNMENT ACT 1972 AS LISTED AGAINST SUCH ITEMS OF BUSINESS BY REFERENCE TO THE APPROPRIATE PARAGRAPH OF SCHEDULE 12A TO SUCH ACT."

SUPPLEMENTARY AGENDA

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

16. EQUAL PAY REVIEW/ AUDIT PAY AND GRADING (3)
Report of Interim Chief Executive (copy herewith)

Appendices



NORTHAMPTON
BOROUGH COUNCIL

Item No.

7

CABINET REPORT

Report Title	Grant of lease of Magistrates Court Premises at Campbell Square to Her Majesty's Courts Service
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AGENDA STATUS: **Public**

Cabinet Meeting Date:	5 November 2007
Key Decision:	Yes
Listed on Forward Plan:	Yes
Within Policy:	Yes
Policy Document:	No
Directorate:	Governance & Resources
Accountable Cabinet Member:	Cllr Malcolm Mildren
Ward(s)	Castle

1. Purpose

1.1 To seek authority of Cabinet to the principle of granting a long lease of the Magistrates Court premises at Campbell Square to Her Majesty's Courts Service and to entering into ancillary related documentation with relevant public agencies.

2. Recommendations

2.1 That Cabinet gives authority in principle for the Council to grant a long lease to Her Majesty's Courts Service of those parts of the premises forming the Campbell Square Police and Court complex that are presently occupied by the Magistrates Court.

2.2 That Cabinet should delegate authority to the Director of Finance to approve the terms of a lease (and any necessary ancillary documents) with the Portfolio Holder for Finance.

3. Issues and Choices

Report background

- 3.1 The freehold interest in the Police Station and Court Complex at Campbell Square, Northampton belongs to Northampton Borough Council. Under the terms of an agreement granted in 1972 by the then County Borough of Northampton, Northamptonshire Police Authority (NPA) occupy parts of the premises rent free. The agreement permits them to occupy in perpetuity until they cease to use specified parts of the property for Police purposes – whereupon they must give those premises back to this Council. The Magistrates Court occupies the first and second floors of the building and staff and magistrates use certain car parking spaces. There is no formal agreement that governs their existing use and occupation of this property.
- 3.2 In 2003 the Courts Act was passed with the intent that Magistrates Courts should be owned and controlled by Central Government. A Property Transfer Scheme was devised by Her Majesty's Courts Service (HMCS), to give legal effect to this intention. This included the grant of long leases of Magistrates Courts – to fuse the ownership and administration of court buildings. That Property Transfer Scheme was challenged by a local authority in the High Court. It was held that the Lord Chancellor had no power under the Act to force the grant of new leases of Magistrates Courts by responsible authorities in the manner proposed.
- 3.3 Following a long period of reflection after this judgement, HMCS have now approached this Council and others seeking consensual agreements to the transfer/lease of Court accommodation in various locations. In the event that agreement cannot be reached, they have made clear that a new Property Transfer Scheme would be devised to achieve the same ends by compulsory means.
- 3.4 Discussions and negotiations have recently been conducted between officers of this Council, HMCS and NPA concerning the existing arrangements that exist between the Council and the Police and those between the NPA and HMCS regarding the property at Campbell Square. At present, the NPA look after almost all aspects of the running of the building and recover certain cost contributions from HMCS. This Council presently have no existing liabilities in relation to the property.
- 3.5 HMCS want this Council to agree to grant to them a 999 years lease at a peppercorn rental of those parts of the property utilised by them. The objectives of Council officers in these discussions have been to protect the reversionary value of the Council's interest in the land whilst at the same time limiting as far as possible any exposure to landlord's liabilities under any proposed lease.

Issues

- 3.6 There is the threat of legal compulsion under a new suggested Property Transfer Scheme to either force this Council to grant a lease to HMCS or alternatively face the possible compulsory transfer of the freehold to HMCS of part only of the building (so called 'flying freehold'). In light of this, the principal concern is to

agree a methodology by consent that will limit the Council's exposure to costs risk. At the same time the Council would wish to retain all of the freehold interest in the property and thus the inherent value that might ultimately be realisable from that ownership.

3.7 A proposal has been provisionally agreed that would entail this Council granting a 999 years lease to HMCS of all that property utilised by them. Under that lease this Council would accept repairing and other liabilities in respect of those parts of the building that were not let to HMCS. However, simultaneously this Council would enter into a tripartite agreement with HMCS and NPA. All parties would mutually agree that whilst the NPA retain an interest in the property under the terms of the 1972 Agreement, they would perform the obligations of the Council as landlord under the lease made between this Council and HMCS. HMCS would bind itself to pay contributions otherwise due under the lease to the NPA whilst NPA continue to perform the landlord's role upon behalf of the Council.

Choices (Options)

3.8 The Council could choose not to co-operate with HMCS and await the outcome of any new Property Transfer Scheme that might be devised pursuant to the Courts Act 2003. This is only likely to delay an inevitable compulsory means of HMCS acquiring a very long term interest in the premises. It is possible that this stance could result in a Scheme that forced the Council to compulsorily transfer part of its freehold interest in the building to HMCS. This would be undesirable from a number of practical and valuation perspectives.

3.9 The Council could co-operate with HMCS and agree the grant of a 999 years lease, upon the basis that the ancillary agreement in 3.7 above is completed. This is judged to be the favoured course of action, since it would limit exposure to future landlord's liabilities whilst retaining the freehold ownership of a strategically placed asset.

3.10 The Council could transfer the freehold interest in the entire property to the Courts Service, subject to the existing 1972 Agreement with the NPA. This would relieve the Council of any risk of future liabilities arising (as compared with a lease). However, it would mean the transfer for no value of the Council's freehold interest in a large and potentially valuable town centre land holding. HMCS would not in any event be prepared to consider this option unless they were offered the freehold interest without any restrictions on future use. The Council in turn could not contemplate such a transfer unless a clawback arrangement were simultaneously entered into, securing a specific financial return to the Council in the event of the future redevelopment/sale of this asset. This option in practical terms cannot therefore be pursued.

4. Implications (including financial implications)

Policy

4.1 There are none specifically.

Resources & Risk

- 4.2 The proposed grant of a lease and tripartite agreement as proposed will involve continuing legal and asset management staff resources.
- 4.3 The grant of the proposed lease could expose the Council to potentially substantial liabilities in the future, should the NPA choose not to continue to occupy those parts of the premises that they presently utilise. In those circumstances, the responsibility for maintenance of the exterior of the building and common parts/ services would fall upon the Council, with limited cost recovery from HMCS. There would also be business rates to pay upon the vacant part of the building. On the other hand, in those circumstances the Council would have the right to let those vacant parts and generate income - that might be in excess of the costs referred to.
- 4.4 The risk of not co-operating with HMCS is that the grant of a long lease may be compulsorily ordered, in which event HMCS and NPA would not be under any compulsion to enter into agreements to effectively negate the immediate liabilities of the Council under the lease.

Legal

- 4.5 The legal implications are set out in this report and the provisions of the Courts Act 2003 in particular have been fully considered in the context of this matter.

Equality

- 4.6 None specifically.

Consultees (Internal and External)

- 4.7 Her Majesty's Courts Service, Northamptonshire Police Authority

How the Proposals deliver Priority Outcomes

- 4.8 Not applicable.

Other Implications

- 4.9 There are none.

5. Background Papers

Asset Management File.

Simon Dougall, Asset Manager, ext. 8177

CABINET REPORT

SIGNATORIES

Report Title	Grant of lease of Magistrates Court Premises at Campbell Square to Her Majesty's Courts Service
Date Of Call-Over	17/10/07

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			

Appendix 3

All Saints Conservation Area – Questionnaire Feedback

Q1. Did you know that the All Saints Area was a Conservation Area?

YES - 54.5% NO – 45.5%

Our comments: responses were evenly divided to the awareness of the Conservation Area.

Q2. Do you agree that the change in the boundary (as described in the leaflet) is appropriate for the conservation area?

Very appropriate	27.3%
Appropriate	45.5%
No opinion	9.1%
Inappropriate	9.1%
Very inappropriate	9.1%

Our comments: the overall consensus seemed to be in support of an extension. Those who replied generally supported an extension, but thought that the one proposed was not large enough.

Q3. Do you have any other comments about the boundary of the Conservation Area?

Responses:

- does this mean the night club on College Street will have to adhere to noise regulations?
- not sufficient info to provide the whole picture
- extension should include the 19thC leather works on Kingswell St/Foundry St as it contributes to the area.
- It should include the area bounded by Guildhall Rd/Angel St/Fetter St.
- The current boundary excludes the burgage plots between Gold St and St Katherine's St. It is skewed thinking to include the backs of plots along Drapery and Bridge St and not Gold St.
- It should include Abington Street to Abington Square.
- St Katherine's Churchyard should be included, along with the Baptist Church and the College St Mews.
- The length of Abington St should be included within the boundary.
- The King William IV public house and factory next door at the south of Kingswell St. should be included.

- The Victorian Terrace along Marefair should be included.
- The whole island at the south of Bridge St. should be included as if it was redeveloped, it should be done so sensitively.

Our comments: The leather works was considered but it was decided not to include it as although it is important to Northampton's history, the test for its inclusion is its contribution to the character of the Conservation Area. The building in question is an industrial building and incorporating it would be a move away from the character of the All Saints Conservation Area. The same issue applies to the public house.

The plots to the rear of Gold Street were originally burgage plots, but historic and more recent backland development along the south side of Gold St and along St Katherine's St has significantly eroded this medieval pattern of development. The plots along College St and Kingswell St are virtually in-tact and have not suffered the same degree of backland development. It is recommended that the rear of No.51 Gold St be included within the Conservation Area as the former burgage plot is clearly recognisable.

Abington Street is an important thoroughfare which contains many examples of 1930-40s architecture. Incorporating the whole of this street would significantly increase the overall size of the Conservation Area and add an area which is also different in character to the rest of the Conservation Area. This is especially so if the extension was carried up to include Abington Square. Abington St is worthy of protection but because of its different character to All Saints Conservation Area, it would benefit from being considered as a Conservation Area in its own right.

The inclusion of a terrace along Marefair would mean that the Conservation Area boundary crosses Horsemarket, which is a major road route through the town and therefore forms a natural boundary for the Conservation Area to the west.

The island to the south of Bridge St contains St. John's Hospital, which is protected through its Grade I Listed status. Any redevelopment of the site, or those adjacent to it, would have to take into account the Listed Building and the Conservation Area.

Q4. Do you have any other comments on the All Saints Re-Appraisal document?

Responses:

- I would like to know the actual number of replies rather than percentages.
- It covered the issues very comprehensively.
- I would like Northampton's good points to be maximised.

- I trust that much more stringency will be applied in maintaining the area as it is, removing unnecessary signage and things out of keeping.
- The boundary on the south side of Gold St should also be regularised by including the gap made by the arcade.
- The All Saints School site should also be included.
- St Giles' St up to Fish St should also be included.
- The boundary should extend south of County Hall.
- St John's Hospital should also be included.
- Anything that protects the historic buildings is a good thing. They make the town unique.
- It's a shame the shop fronts are not covered by the rules as they are not always in keeping with the buildings above.

Our comments: The report tried to highlight the good points, but also identified areas which would benefit from some enhancement. Highway signage is controlled by the County Council not the Borough Council.

The burgage plot pattern has been altered due to back land development.

The All Saints School is a Grade II Listed Building and therefore is protected due to its Listed status.

St. Giles' St is included in the Dergate and St Giles' Conservation Areas.

The area south of County Hall is within the Dergate Conservation Area.

St John's Hospital is a Grade I Listed Building and is therefore protected due to its Listed Status.

Changing shop fronts within the Conservation Area will require Planning Permission and the Borough Council has an adopted document *Northampton Shop Front Design Guide (1998)*.

Q5. Can you indicate whether or not you support the statements about managing the Conservation Area?

Q5a - Building Styles and Materials. Any work that is carried out on the buildings will be carried out sympathetically, including repairs, alternations and new build. Any work will be done using high quality materials.

Responses:

Very appropriate	63.6%
Appropriate	27.3%
No opinion	9.1%
Inappropriate	0%
Very inappropriate	0%

- Most businesses don't seem to adhere to this.
- Plastic and lots of lights seem the order of the day.

- It is a priority to maintain and improve the appearance of the area.
- Some 19thC façades conceal older frontages.
- Care needs to be taken when renovating.

Q5b - Alterations and Extensions. Any extension or alterations to shop fronts will have to be of a high standard of design and not compromise the overall character of the area. They should form an overall positive contribution to the site, building, street scene and area as a whole.

Responses:

Very appropriate	72.7%
Appropriate	18.2%
No opinion	9.1%
Inappropriate	0%
Very inappropriate	0%

- You have lost the battle already.
- It depends on whose opinion the standard of design is agreed by.
- The upper storeys are beautiful and interesting but spoilt by frontages at street level.
- Businesses need to minimise the impact of their own logos and identity.
- On Drapery and Gold St there is a mix of burgage and half burgage fronts. These will be destroyed if modern wide frontages are allowed.
- Should have been tighter controls in the past to control shop fronts.

Q5c - New Development. As space is limited in the town centre, to build something new will require something to be demolished. It will have to be proven that demolition is a necessary option. Any new development should make a positive contribution to the area and respect and harmonise with the existing buildings.

Responses:

Very appropriate	58.3%
Appropriate	25.0%
No opinion	8.3%
Inappropriate	8.3%
Very inappropriate	0%

- pity it doesn't include the bus station.
- There is too much demolition.
- There is not enough refurbish / rejuvenate.

- Provision should be made for archaeological investigation where demolition/new build is proposed.
- Careful consideration needs to be given when demolishing old buildings.
- Can old buildings be retained / incorporated into the new development?
- This should be done preferably in keeping with the burgage plot pattern.
- Replacing an old building with a new one should be the last option.

Our comments: Very little demolition is infact proposed within the All Saints Conservation Area.

Shop owners are encouraged to refurbish their buildings and some works may be eligible for an Historic Building Grant.

Provision is already in place for archaeological investigation to take place before developments are undertaken.

Demolition is considered to be the last resort and other options should be considered before demolition.

Q5d - Vacant Buildings. Vacant buildings are a concern for all town centres. Applications to reinstate the sympathetic reuse of vacant buildings will be looked upon favourably. Uses of buildings will contribute to the Conservation Area's character and apperance and proposed uses (planning applications) will look at the impact of the use on the area.

Responses:

Very appropriate	54.5%
Appropriate	45.5%
No opinion	0%
Inappropriate	0%
Very inappropriate	0%

- lots of floors are vacant in the town centre.
- Rents are too high.
- There should be a consortium of small businesses similar to the old arcades.
- Encourage a variety of new and viable businesses.
- Many interesting shops fail to thrive.
- There are too many estate agents, cheap shops and sandwich bars.
- Action needs to be taken to prevent the blight by intentionally induced deterioration.
- More buildings should be occupied and used.
- Need controls over use – more shops need to be encouraged rather than gaming arcades and offices.

Our comments: there is little that can be done to encourage shop owners to use their upper floors. The Council did used to run a 'Living Over the Shop' grant to housing associations to develop above shops. The Urban Capacity Study also identified properties that it considered has the potential to be used for residential purposes.

Rents are also out of our control.

The type of use is determined by a building's Use Class – these are national use classes which are extremely generic, and the Council cannot dictate the type of shop which goes into a retail unit.

The Council is not in a position to force an empty building into use, although it certainly encourages it and looks upon planning applications, which propose to reinstate the use of a vacant building, favourably.

Q5e – Demolition. Any proposals for demolition will be strictly controlled by Northampton Borough Council. It is vital that the replacement building will not be detrimental to the area's appearance and character.

Responses:

Very appropriate	63.6%
Appropriate	27.3%
No opinion	0%
Inappropriate	9.1%
Very inappropriate	0%

- there is too much demolition.
- Provision should be made for archaeological investigation.
- Careful consideration should be given before demolition is allowed.
- Once a building has gone you can't change your mind.
- As long as architecture is good it can be modern.
- Demolition will lose Northampton's mediievally derived character.

Q5f - Areas for Enhancement. Some areas of the town have been identified as a focus for enhancement in the future. It is important to note that Northampton Borough Council will only be able to take action on making changes in these areas when an opportunity becomes available in the future, for example this might be when a planning application is made.

Do you agree with the three areas identified in the Management Plan for future enhancement (as detailed overleaf)?

Gold Street

Responses:

Very appropriate	63.6%
Appropriate	18.2%
No opinion	9.1%
Inappropriate	9.1%
Very inappropriate	0%

- Gold St is a rat run for cars and buses.
- Traffic calming is required, as well as along St Katherine's St and College St.
- To agree gives a green light.
- Want to see proposals before give any agreement.
- This street is a disaster. Hideous cheap shops and vacant Grand Hotel.
- Reject applications for more low grade shops. These should be relocated.
- Should be pedestrianised.
- Any improvement should take into account the town's medieval style.
- Gold Street has lost its way and needs bringing back into the town centre.

Bridge St

Responses:

Very appropriate	54.5%
Appropriate	27.3%
No opinion	18.2%
Inappropriate	0%
Very inappropriate	0%

- To agree gives a green light.
- Want to see proposals before give any agreement.
- There is an imbalance of the usage of buildings.
- Consumer use of this road should be encouraged.
- Bridge St is a 13thC modification which cuts through burgages.
- Bridge St should be recognised as the entertainment district of the town. It encourages a lot of visitors here in the evenings and should be encouraged rather than seen as a problem.
- This area of the town has potential so lets not ignore that.

Market Square

Responses:

Very appropriate	54.4%
Appropriate	36.4%
No opinion	9.1%

Inappropriate 0%
Very inappropriate 0%

- As long as no more loud speakers are plastered around the square.
- I am cautious about proposals and would want to see them before commenting.
- I would like to see the Market 'Square' again as I hate the current design/layout.
- This could be a major focus area.
- The current Market layout should be changed to have stalls around the edge.
- There should be a focus in the middle – reinstate the fountain.
- The original square included the Drapery and All Saints to George Row.
- The units on the edge of the square are based upon 14thC wooden shop stalls.
- The square needs to be celebrated and recognised as it's an important part of the town.

Finally....are there any other areas (not specific buildings) that should be the focus for future improvement when opportunities arise, within the All Saints Conservation Area?

Responses:

- The Drapery – needs wider footpaths as people waiting for buses block the pavements.
- College St and Kingswell St.
- Issue of upper storeys needs to be addressed.
- Enforce any by-laws which make businesses maintain the outside of their premises.
- Install a good and significant sculpture in the Market Square.
- NBC should make strenuous efforts to use our wonderful Market Square.
- Gold St burgage backs and St Johns need to be included. St Johns is the town's oldest surviving building and its worrying that it isn't included.
- The Billing Road to include the cemetery gateway.
- The shops in Mercer's Row should be of a higher standard.
- The overall cleanliness of buildings and street scapes needs consideration, especially refuse storage.
- There is now a proliferation of ashtrays and 'No Smoking' signs on buildings and lots of applications for awnings – guidance should be produced on sensitive examples of how to achieve these.
- The Conservation Area should be reviewed every six months, not annually.

- Education and publicity should be included and leaflets produced for a trail around the Conservation Area.
- There should be signs highlighting that there is a Conservation Area and perhaps studs in the pavement.

And finally.....Are there any other comments you would like to make about All Saints Conservation Area Re-Appraisal and Management Plan?

Responses:

- I am suspicious of proposals such as this.
- I feel there is more destruction of good buildings than there should be.
- Please look at enhance, rejuvenate, refurbish first.
- I am confused as to what department and Council is responsible for what, as I have seen the NCC's plans for the Train Station to Gold St.
- Encourage people to value their own town by having a photographic display of buildings.
- The document is an effort deserving of praise.
- I have researched Northampton's heritage and I am afraid that I haven't been able to convince NBC of what is valuable.
- The Conservation Area may be getting too large but the inclusion of burgages is vitally important.
- There is too much signage which clutters the area.
- I would like to see more hanging baskets and window boxes, which would enhance the buildings.
- I would like the vision of the Conservation Area to bring Northampton back into the 21st Century without taking away the historic value of the town.
- Lack of imagination in the past has degraded Northampton town.
- Northampton needs to be on a competitive level with Milton Keynes else it will become a ghost town.
- Northampton has a lot to offer and I hope that the work on this Conservation Area will lift the spirits of businesses and the general public to put pride back into Northampton.
- The Wood Hill area could be improved and should be extended to include the Guildhall. The shop, bank and estate agents should be located somewhere else.
- It is important that the area is given attention it deserves.
- The town centre should be more than just an extension of the Grosvenor centre.

Appendices

3



NORTHAMPTON
BOROUGH COUNCIL

Item No.

8

CABINET REPORT

Report Title	All Saints Conservation Area Reappraisal and Management Plan
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5th November 2007
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	NO
Policy Document:	NO
Directorate:	People, Planning and Regeneration
Accountable Cabinet Member:	Cllr Richard Church
Ward(s)	Castle and St Crispin

1. Purpose

- 1.1 The report briefly describes the process which has been followed in carrying out a reappraisal of the All Saints Conservation Area, writing an accompanying management plan, considering a boundary amendment, and encouraging and incorporating public involvement in the reappraisal process.

2. Recommendations

- 2.1 That the responses to the consultation process for the All Saints Conservation Area reappraisal and officer responses are noted.
- 2.2 That the Conservation Area boundary be amended as shown on the plan attached to the reappraisal (Appendix 1).
- 2.3 That the reappraisal document and accompanying management plan be adopted (Appendix 2).
- 2.4 That the report be referred to the Planning Committee for information.

3. Issues and Choices

3.1 Report Background

- 3.1.1 The Council has a statutory duty to provide up-to-date appraisals and management plans for all of its conservation areas. The Planning Policy and Conservation team has a rolling programme to carry out these reappraisals and the All Saints Conservation Area was due for reappraisal this year. The number of up-to-date appraisals and management plans is a BVPI, which contributes towards the Council's performance targets. Should the appraisal and management plan not be approved, our BVPI target for the current year will not be met.
- 3.1.2 The All Saints Conservation Area was designated on 20 January 1976 and the boundary has remained unaltered from then. The appraisal identifies the character of the area and those elements which make an important historic contribution. The appraisal also identifies those areas which have a negative impact on the character of the area.
- 3.1.3 In reviewing the Conservation Area, an extensive public consultation programme was followed. A draft Conservation Area Appraisal and Management Plan was produced in July 2007. An information leaflet was published and distributed to all properties within the current and proposed Conservation Area boundaries. The leaflet informed them of the proposals, provided contact details and where to access further information.
- 3.1.4 Copies of the draft Conservation Area Appraisal and Management Plan July 2007 were made available to the public via the Council's website, the One Stop Shop and Central Library for the duration of the consultation period (30th July to 7th September). A display was also held in the Guildhall foyer between 20th August and 7th September 2007. Information was also sent out on request.
- 3.1.5 The proposed extended boundary of the Conservation Area will further enable the Council to ensure the historic core of the Town Centre is adequately considered through the planning process. It is considered that the additional proposed areas make a positive contribution to the character of the Conservation Area.
- 3.1.6 The general consensus of opinion was that there is support for an extension to the Conservation Area boundary and that the proposed extension is appropriate. Some respondents would have liked the boundary to be drawn wider, to include St Katherine's gardens and Abington St.

3.2 Issues

- 3.2.1 The boundary of the Conservation Area as designated in 1976, in some places, does not include either the whole of a building or plot, which remains in historic form. Regularising the boundary to include these areas will address part of this discrepancy.

3.2.2 By amending the boundary of the Conservation Area, the impact of change within and adjacent to the boundary on the character of the historical central area of the town, can be more positively managed for the benefit of all users of the town centre.

3.3 Choices (Options)

3.3.1 The options were to leave the boundary as it is, amend it slightly to take into account the whole of a building or plot, which remains in historic form, or extend the boundary to include new buildings and spaces.

3.3.2 The recommended option is to amend the existing boundary due to the proposed areas making a positive contribution to the character of the Conservation Area.

4. Implications (including financial implications)

4.1 Policy

The Local Development Framework sets out the policies that outline how the Council and West Northamptonshire Development Corporation will assess planning applications in Conservation Areas. The Conservation Area Appraisal and Management Plan provides a greater level of detail on the key characteristics of the Conservation Areas that need to be enhanced or conserved in assessing development proposals. It will be a material consideration in the determination of planning applications.

4.2 Resources and Risk

Financial

- Officer's time to conduct visual surveys, met within existing resources.
- Approximately six properties and the rears of four buildings will be eligible for funding (Historic Buildings Grants).
- A small number of applications for Conservation Area Consent are expected to be generated by the boundary amendment (a total of seven applications were received in 2006).
- These applications can be dealt with more efficiently with the Conservation Area Appraisal guidance being up-to-date.
- Printing/production of the document, met within existing resources.

4.3 Legal

Should the boundary be amended, Legal Services will undertake all the necessary legal duties the Council would be obliged to fulfil for the notifications and advertisement of the boundary amendment.

4.4 Equality

This report is solely about the Conservation Area and the buildings within it. All properties, their owners and occupiers have been treated equally during the initial survey work and consultation process. The offer was made to provide the information in other formats (large print, Braille, audiotape or another language) on request.

4.5 Consultees (Internal and External)

Internal

Regeneration & Growth, Development Control, Estate and Asset Management, Town Centre Management.

No objections were received.

External

English Heritage, WNDC, Town Centre Conservation Area Advisory Committee (TCCAAC), Local Residents Associations, all properties within the existing boundary and proposed boundary, the general public.

Responses were received from TCCAAC and 11 members of the general public.

Appendix 3 gives a breakdown of the responses received.

4.6 How the Proposals deliver Priority Outcomes

Up-to-date Conservation Area Appraisals and Management are a best value performance indicator (BVPI).

4.7 Other Implications

None.

5. Background Papers

5.1 All Saints Conservation Area – 348/1

Pippa Card, Planning Officer, 7635

CABINET REPORT

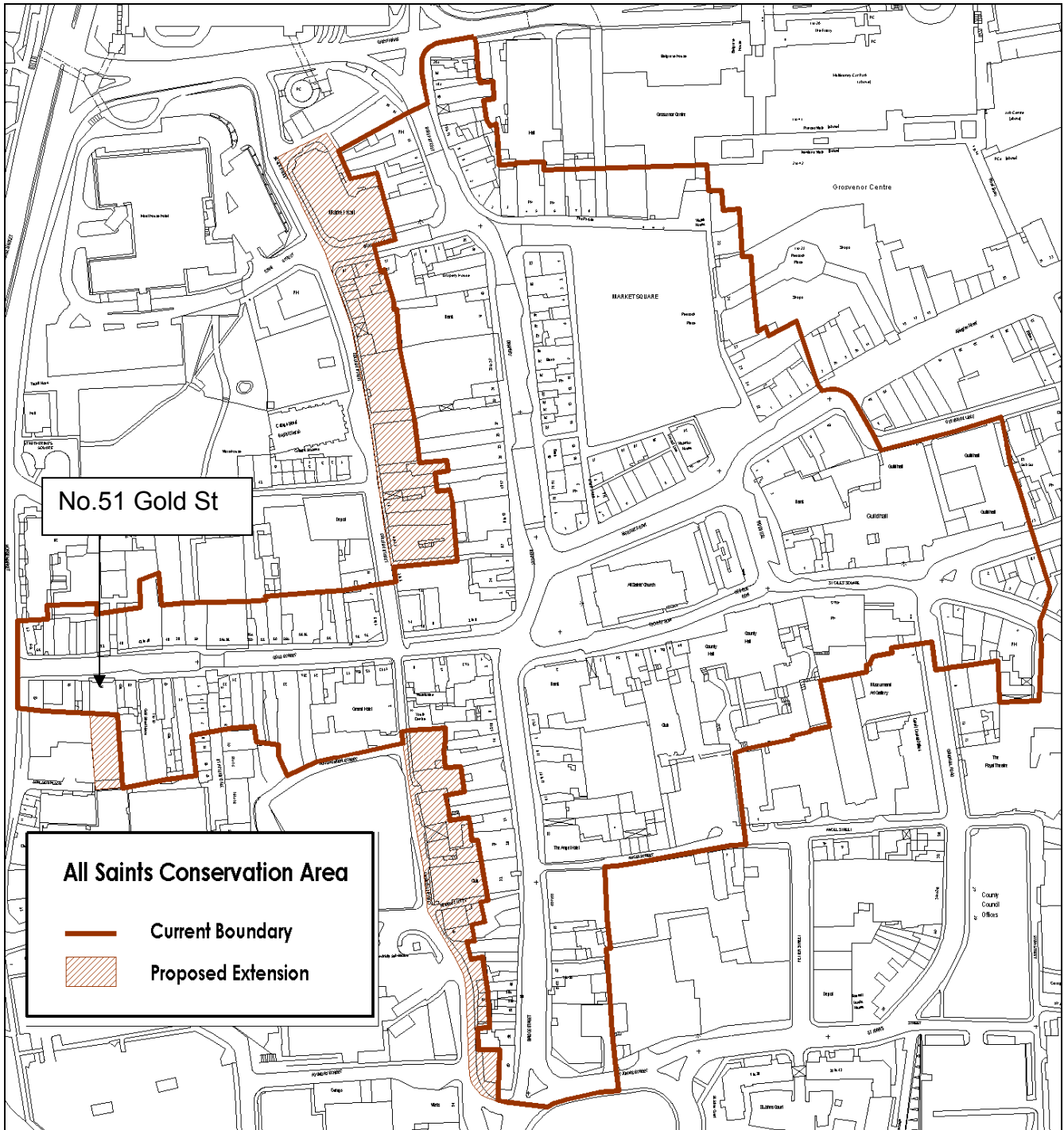
SIGNATORIES

Report Title	All Saints Conservation Area Reappraisal and Management Plan.
Date Of Call-Over	16/10/2007

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			

Appendix 1



ALL SAINTS CONSERVATION AREA



Telephone Box and Lutyens War Memorial, Wood Hill.

DRAFT CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN

Planning Policy & Conservation Section
Northampton Borough Council
July 2007

Introduction

Conservation Areas were first introduced by the Civic Amenities Act in 1967. Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 places a duty on Local Authorities to designate as Conservation Areas “*areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance*”. Local Authorities also have a duty to review the Conservation Areas from time to time.

Section 71 places a duty on Local Authorities to formulate and publish proposals for the preservation and enhancement of their Conservation Areas.

The primary objectives of Conservation Area designation are: -

- ◆ to preserve worthy buildings and prevent their demolition unless this is shown to be the only suitable action;
- ◆ to ensure that redevelopment, renovation or the extension of existing buildings will harmonise with other buildings in the area;
- ◆ to preserve or enhance the setting of the area;
- ◆ to encourage positive schemes for the restoration of buildings within the area.

The purpose of this reappraisal is to provide guidance for owners and occupiers on how the preservation and enhancement of the character and appearance of the area can be achieved. It will also provide a sound basis for the assessment of planning applications and will help identify proposals for preserving and enhancing the character and appearance of the area.

The Conservation Area

The Conservation Area was designated on 20th January 1976, and since then, the boundary has not been altered.

All Saints' church marks the centre of the town and the Conservation Area. The Conservation Area covers a wide area, and from the church, the area extends down Bridge Street to the south, Gold Street to the West, the Drapery and Sheep Street to the

north and along George Row and St. Giles' Square to the east, where it adjoins the Derngate Conservation Area. The area also includes the Market Square and part of Mercer's Row to the northeast and the Guildhall along St. Giles' Square. A map of the current boundary can be found in Annex C.

Archaeology

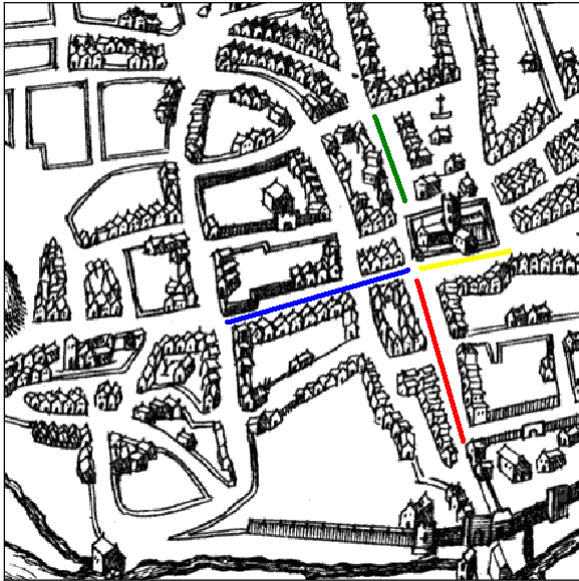
All Saints Conservation Area lies within the medieval walled area of Northampton's historic core. Past pre-development archaeological excavations within the town centre, although not extensive, have revealed the survival of buried archaeological remains associated with the development of the town from the 12th Century onwards.

History and Development

The All Saints Conservation Area lies in the heart of the town centre, forming the main part of the town's retail core.

The Saxon part of Northampton was concentrated around Marefair and its surrounding area, but Norman and Medieval development eastwards saw All Saints and the Market Square becoming the central focus of the town by the time of the Civil War. The development of burgage plots helped influence the layout of the medieval town, although after the 1675 fire, it is only the road pattern, which largely survives intact today.

This part of the town has been the heart of commercial activity, although the focus of this activity has shifted from Gold Street to shops along the Drapery, around the Market Square, and Mercer's Row. Mercer's Row then runs into Abington Street, most of which is outside of the Conservation Area.



Section of Speed's 1610 map of Northampton town centre, showing the road layout before the 1675 fire. The road pattern within the Conservation Area has not changed.

Red = Bridge St., Blue = Gold St., Yellow = George Row, Green = Drapery. All Saints (then All Hallows) and the Market Square can also be clearly seen.

Architectural and Townscape Character

The town centre is the place that sees the majority of change within any town, and Northampton is no exception. There is not one style of architecture that dominates or unifies the town or streetscape. This provides visual diversity to the area. The character of the area is defined by the uses within it and how people use and move within this space. The All Saints Conservation Area is a vibrant part of the town, which is actively used by both pedestrians and vehicles. Although many of the buildings have been adapted to accommodate modern shopping trends, there are many fine examples of traditional shop fronts. This enhances the townscape, and although many examples are not on listed buildings, their retention is key in maintaining the character. Insensitive shop fronts can be found, and these have a detrimental effect on the character and appearance of the Conservation Area.

Building Ages and Primary Uses

Much of the architectural heart of the town centre was destroyed by the Great Fire on 20th September 1675. This fire took with it all but three of the churches (St. Peter's, St.

Giles' and the Holy Sepulchre) and most of All Saints, along with over 600 dwelling houses. Only two dwelling houses survived the 1675 fire, one of which, The Welsh House, is situated within the Conservation Area. The other is Hazelrigg House, which is just outside of the Conservation Area on Marefair. Due to this, there are a variety of building ages, with buildings dating from the 17th century up to the 20th century. The majority of the buildings, however, date from the 19th century, although to accommodate the modern, the town centre has lost some lovely examples of 19th century architecture, such as the Emporium Arcade.



The north side of the Market Square c. 1970, where the Emporium Arcade, along with other fine façades, once stood. The Emporium Arcade was demolished in 1972.

As expected of a town centre, the buildings have a variety of uses, although the majority of uses are divided between shops, financial and other professional services and food related businesses.

Street Descriptions

The area's identity and character can be identified through street descriptions, which build up an overall picture of the conservation area.

Bridge Street

Bridge Street forms an important thoroughfare into the town centre, particularly as it is a main traffic route into the town. In the 17th century there was a gated entrance through the town wall, and on its far side was a bridge that crossed the river, from which the street gets its name. The buildings along Bridge Street are in a variety of uses, from bars and restaurants to

offices and estate agents, and most of the buildings are in current use.



1958 photograph of Bridge Street looking towards Gold Street and Drapery.

Even though this is the case, the south end of the street does not give a good first impression of the town centre. Several of the premises are used as take-a-ways or bars which do not open until later in the day. Although these buildings are in use, they give the impression that they are not in active use. This gives the feel that there are more vacant premises in the area than there actually are.

However, Bridge Street does have many fine examples of traditionally styled shop fronts. A lot of the buildings along this street are Grade II Listed, which has enabled many of these fine shop fronts to be preserved. As well as the listed buildings (which are listed in Annex A), Nos. 25, 38 and 40 Bridge Street are all architecturally important buildings which are on the Local List (see Annex B).

Many of the buildings date from the late 18th to mid 19th century, and have 19th century shop fronts. No. 21/23, the former Angel Hotel, was originally a coaching inn.

Since 2001, Bridge Street has benefited from the Historic Economic Regeneration Scheme (HERS), which was a partnership scheme between English Heritage and Northampton Borough Council, providing grant aid to promote conservation led regeneration within Bridge Street and Gold Street. It aimed to invest in the reuse of empty or rundown buildings and to encourage the reinstatement or repair of traditional architectural features and to encourage the reuse of empty upper floors.

Many of the shop fronts are fine examples and well kept, which is testament to the success of this scheme.



No.7 Bridge Street, Grade II Listed, has a fine example of a 19th century shop front.

George Row

George Row forms an important stretch of streetscape within the Conservation Area, as there are several of the town's important Listed Buildings along the row, and others, which are on the Local List (see below). Only two of the buildings (Nos. 4 and 5) are not deemed to be of great national or local importance. All of the buildings are on the south side of the row, facing the grand and architecturally impressive All Saints' Church.

The most important building is Session's House, which is Grade I, and currently forms part of Northamptonshire County Council's offices, although a new use for it is currently under discussion. Dating from 1676-8, it is attributed to Henry Bell of Kings Lynn and Sir Roger Norwich and it was one of the first buildings to be built after the 1675 town fire. Originally built as the town's courthouse, the Sessions House was in continuous use as a courthouse for over 300 years. The ceilings within are also of particular note, as they are fine plasterwork dating from 1684-8 by Edward Goudge, a plasterer associated with Sir Christopher Wren.



Sessions House, George Row.

George Row contains several other important and locally significant buildings. The Judge's Lodgings, a flat-fronted Georgian house on the east side of Sessions House, was, as its name suggests, used to house travelling judges during court sessions. The County Hall, on the west side of Sessions House, houses part of the County Council Offices. It was built in the 18th Century, although its Palladian style dates from 1846 when it was rebuilt by James Milne. The building was then remodelled internally by Edmund Law in 1890 and again c.1900 by Aston Webb.

Nos. 8-9 George Row, dating from the 18th Century, with its rusticated porch and central pediment, maintains the architectural standard of the street. The neighbouring No. 6/7 George Row is a prominent building, dating from the early 19th century, and although it is not listed, it is of locally significance architecturally. No. 3 George Row is late 19th century, and despite its modern shop front, its upper floors have quite understated Classical features. Finally, No. 2 George Row is a prominent 20th century building built in a Classical style in 1924 by the architect F W Dorman.

All Saints' Church

This church is one of the two main focal points of the Conservation Area, the other being the Market Square, and is the second Grade I Listed building within the Conservation Area.

The medieval church that once stood on this site, burnt down in the 1675 fire, although part of the West tower and the crypt survived. The church was rebuilt in 1676-80, most probably by Henry Bell of Kings Lynn, and some features, such as the

ionic-columned portico, were added at the turn of the 18th Century.

The church forms an important public space within the Conservation Area, as the space in front of the church offers respite by the provision of benches, and acts as a thoroughfare for pedestrians. Although it is, in a sense, an island surrounded by roads serving the town centre, the church, along with the Lutyens-designed war memorial, cannot be undermined as local landmarks.



The Lutyens-designed war memorial, 1926.

Market Square

The Market Square is believed to be one of the largest in England, and although it is still an active market place, the number of stalls has decreased over the years. There are commercial units along all four sides of the square, which maintains the area's commercial activity, enabling the market square to be an active thoroughfare.

The buildings, which surround the Market Square, primarily date from the 18th and early to mid 19th century. There is also 20th century development, particularly seen in the Grosvenor Centre and Peacock Place. Victoria House (No. 1 Market Square, Grade II Listed, c.1840) is particularly notable, partly due to its prominent corner location and white-stuccoed façade over four storeys.



Market Square, west side. (No.14 is to the left).

The rest of this western side to the square consists of varying 18th, 19th and 20th century buildings, none of which compete with its neighbour in height or grandeur. Traditional shop fronts help maintain the area's character and positive appearance. Nos. 5, 7, 8, 12 and 13 are all Grade II Listed and are important buildings, forming part of a group with Victoria House. Nos. 4, 6, 14 and 15, although not listed, are of important local value. They vary in style, but manage to harmonise the streetscape.



Victoria House (No.1 Market Square) is a prominent c.1840 building, helped by its white façade and grand pilasters.

The south side of the Market Square is a shorter range of shops, with the Drury Chambers (No.17, Grade II), a stately early Georgian building that has seen later development, particularly on the ground floor. This is a common occurrence with many of the buildings, to accommodate 20th and 21st century shopping. The other end is somewhat spoilt by the 1960s replacement of Waterloo House (which was

c.1830s). Built in 1962-5 by A.W. Walker & Partners, this Five-storey modern building does not sit comfortably here, and adds nothing to the streetscape.

The east side of the square is dominated by Peacock Place, a modern façade (1990), spanning the width of approximately four shop units, it offers the entrance to a shopping precinct. It replaced a shopping arcade built by Leslie Cook in 1960-1, which itself had controversially replaced the Peacock Hotel (dating from 1676, although Georgian in appearance), – a coaching inn with stabling for 30 horses.



Drury chambers (No.17 Market Square)

To the right of Peacock Place, is a charming 1930's two-storey building, Art Deco in style, which is somewhat squeezed in and hidden behind its modern shop fascia.

To the left of Peacock Place is a grand Georgian building (No. 32 & 32a, Grade II*), now offices, built of the local ironstone. Next to it is one of Northampton's oldest buildings, the Welsh House (Grade II). Although the façade dates from 1595, this is a rebuilt frontage to an older building, and its name is derived from the Welsh motto above the door "*Heb Dyw Heb Dym Dwya Digon*" (Without God, without everything; with God, enough). The entrance to the Grosvenor Centre now dwarfs it.



The Welsh House, Grade II Listed, is one of the buildings which the survived the fire.

The north side of the square was mostly rebuilt when the development of the Grosvenor Centre took place in the 1970s. These modern buildings dominate this northern range and the only building that survived the demolition is situated just off the Market Square on the Parade.

The Parade

The Parade links the north end of the Market Square with the north end of the Drapery, so it is popular with pedestrians. It also offers vehicular access onto the Market Square. Nos. 4 and 5 The Parade is one building (Grade II Listed), and is the only building to have survived the demolition for the Grosvenor Centre on the north side of the Market Square. Built in 1850 by Alexander and Hull, it was originally the Corn Exchange before it became the Odeon cinema although it is currently vacant. Classically styled, it sits uncomfortably next to its 1970s neighbour.

Also of particular note for their local importance are Nos. 1-2 (2-8 Sheep Street), a large range of c.1900 buildings which sweep around the Parade/Sheep Street corner, and No. 3, a mid-19th century stone building, Elizabethan in style which, with its ogee shaped gable, resembles a Tudor galleon.



No.4-5 The Parade sits rather uncomfortably next to its 1970 neighbour.

Mercer's Row

Mercer's Row faces onto the north side of All Saints church and has buildings of various heights and ages, dating from the 17th to 20th century. No. 1 (No. 8 The Drapery) takes up the corner plot with the Drapery and is a fine c.1930 Classically-styled building over four storeys with a copper-covered dome on top. Next door, No. 2 is in total contrast to No. 1, although of a similar age, c.1930, it is typical of the inter-war period. Nos. 3 to 6 (inclusive) are all Listed at Grade II, and although they all differ in age, they form an important group on the streetscape. No. 3 is 18th century, Nos. 4 and 6 are late 17th century and have modern shop fronts. No. 5 dates from 1901, is German Renaissance style and also has a modern shop front. No. 10/11 is the original façade of Waterloo House, c.1830, most of which was demolished to build the 1960s office block behind it (see Market Square).



No. 5 Mercer's Row, 1901, is an imposing building along the street scene.

Gold Street

Having taken its name from the precious metals that were once traded here by the town's Jewish population, Gold Street lies to the west of the Conservation Area. The street has seen better times, although it has also recently benefited from the HERS scheme (See **Bridge Street**).

Nos. 4-6 was the former office block for Phipps's Brewery, built in 1881 by S J Newman, its styling is influenced by 17th century Dutch and French architecture. On the other side of the road is No. 5-9 Gold Street, 1877, a symmetrical redbrick Victorian building with a mixture of Classical and Gothic influences. The Grand Hotel, 1889-92 by Charles Dorman, is currently mostly vacant. Some of the upper floors have been converted to flats and it currently looks a shadow of its former self by insensitive signage and its lack of active use.

Along with the listed buildings and those that are already mentioned, Nos. 16-20, 24-28, 38/40 and 47, 49&49a are also all deemed as being of local importance.

Drapery

The Drapery is one of the main shopping streets in Northampton, which runs north of the west end of All Saints' Church. It is one of the main shopping streets in the town, mostly due to the presence of banks and a large department store.

Along the west side of Drapery, there are a number of notable buildings, dating from the 18th and early 19th century. As with other streets within the Conservation Area, there is more modern development, but some prime examples of buildings still survive.

No. 1 (also No. 2 Gold Street), c.1900, the former County Chambers, dominates the corner plot between The Drapery and Gold Street. Its four storeys and ornately styled mansard roof, add to its grandeur, which is enhanced by its corner position. No. 2 next door is a narrow building, which is sandwiched between others of a similar height. It has an ornate recessed balcony on the top floor. No. 6/7 is c.18th century. Grade II Listed, built with roughly cut Ashlar blocks it has 20th century alterations, mainly in the form of its modern shop front. No. 15/17 is also of note, as it is Classically styled on its upper floors. It is quite ornately decorated, particularly the pilasters and capitals, which belong to no particular classical order.

No. 19, a Victorian brick building with stone Classical detailing, is again tall and narrow. No. 21/23 is an ironstone building, seemingly built as one building but as two different halves, rather than one half being altered. The shop spans the ground floor of both buildings. No. 27 is a grand brick-built Victorian building over four storeys. Quoins and Classical details are highlighted white. No.29/31 is another building seemingly built as two halves, but it is rather sandwiched in-between No. 27 and Nos. 31-39 next door. No. 31-39 is a purpose-built department store and was the first modern store of this kind built in Northampton. It dates from 1958-62 by Deacon & Laing.

No. 41 is a grand Neo-classical building, Grade II Listed, and was built in 1841 by E.F. Law, and is the only building to be set slightly back from the street. No. 43-49 (odds)

building of an unknown date but extended in 1894 by Charles Dorman.



No.41 Drapery – a fine Neo-Classical building which is set back slightly from the street.

No. 51 Drapery is the last building of note along this side of the Drapery, as after this, the road turns into Sheep Street. Built in 1901, it forms the corner of the Drapery and Bradshaw Street. Brick built, it is mock Tudor in style although it has a Classically-styled doorway on the Bradshaw Street elevation.

Returning down the east side of the Drapery, there are several modern buildings interspersed with the older examples. Many of the buildings on this side also have an elevation on the Market Square, as the two rows of shops back onto each other. Two of these buildings to note are No. 50, 1968-9 by Sir John Brown, Henson & Partners, and No. 48, 1965-6 by John & Michael Chaplin.

No. 42/44 is a Grade II Listed 18th century three storey building with an unsympathetic modern shop front. No. 32 is one of the buildings that also has a Market Square frontage (No. 12 Market Square). It is Grade II Listed, fairly tall and narrow and its current use also includes No. 34, which is a modern building.

No. 22 shares the corner plot with No. 14 Market Square. It is a late 19th century ashlar building, Classically styled. No. 20 is c.1940s with brick upper storeys to a stone dressed ground floor.

Finally, No. 12 is probably one of the oldest buildings along the Drapery, dating from the early 19th century and later. A narrow building, dwarfed by its more modern neighbours (No. 14 is a three-storey c.1960s building and No. 8 is c.1930 and referred to under Mercer's Row), has a 19th century shop front and bay window on the first floor.

Sheep Street

Only the southern end of Sheep Street lies within the Conservation Area. Nos. 18, 18a, 18b, 20 and 20a are Grade II Listed, and previously contained no. 22 and 24 (both now demolished). They were all part of an inn during the late 17th century, which later became the town house of the Earls of Halifax, before becoming Dr Doddridge's Academy for Dissenting Ministers after 1740. No. 11 is a c.1900 Mock-Tudor building over three storeys with a symmetrical façade; it is fairly typical of an early 20th century Public House. No. 16 is a mid-19th century commercial building, with offset coach entrance. One of the entrances to the Market Hall is also along Sheep Street. It is a good example of a c.1940s Art Deco- styled market hall.



The Sheep Street entrance to the Market Hall.

St. Giles' Square

In the eastern part of the Conservation Area, lies St. Giles Square. It is dominated by The Guildhall, the Borough Council's main offices within the town centre. It is Grade II* Listed and was built in 1861-4 by E W Godwin, a Bristol-born architect known for his Gothic style, and influence on the Arts and Crafts Movement. The offices were extended to the east by Matthew Holding and A. W. Jeffery in 1889-92.

The Guildhall was Godwin's first notable public commission. It is Victorian Gothic in

style, having been built with Ruskinian ideals. This can be seen in the highly carved stonework which adorns the building inside and out, reflecting high-quality craftsmanship.

Abington Street

This street is a very busy, pedestrianised, shopping street, most of which is outside the Conservation Area. A small section of the street, the eastern end, is within the Conservation Area, as No.1 (No.22/23 Market Square) forms a corner of the Market Square; dating from 1677, although with a modern shop front.

Wood Hill

This short range of shops faces onto the War Memorial at the east end of All Saints church. The main building is the HSBC Bank (Nos. 3-4 Wood Hill), dating from 1963-7, having been designed by Whinney, Son & Austen Hall.

On the church side of the road stand three Grade II Listed K6 telephone kiosks. Sir Giles Gilbert Scott's K6 was the first kiosk design to be produced on a large scale outside London. Initially they were provided to every town or village that had a post office. Two more K6 kiosks can be found outside the old Police Station on St Giles' Square.



Three Grade II Listed K6 Telephone Kiosks on Wood Hill.

Shop Fronts

The majority of buildings within the Conservation Area are used as shops and therefore have shop frontages. These vary in design throughout the Conservation Area, which gives the building its own identity, adding to the area's character and appearance. A badly designed shop front will have a detrimental effect on the character and appearance of the building, streetscape and area as a whole. This is true whatever the age of the building, and a traditionally-styled shop front can be quickly spoilt by an unsympathetic fascia and signage.

Since 2001, Bridge Street has benefited from the Historic Economic Regeneration Scheme (HERS), which was a partnership scheme between English Heritage and Northampton Borough Council. The scheme provided grant aid to promote conservation led regeneration within Bridge Street and Gold Street. It aimed to invest in the reuse of empty or rundown buildings and to encourage the reinstatement or repair of traditional architectural features and to encourage the reuse of empty upper floors. Many of the shop fronts, particularly those in Bridge Street, are fine examples and well kept, which is testament to the success of this scheme.

Northampton Borough Council has produced a *Shop Front Design Guide* (1998), which offers advice on acceptable shop fronts and advertisements for traditional frontages and general guidelines that apply to all.

Areas for enhancement

Gold Street is an area that could benefit from enhancement, and proposals for this are currently being discussed. The street scene is quite cluttered from some insensitive signage, which has a detrimental effect on the character and appearance of the Conservation Area.

Bridge Street – the south end of the street does not provide a positive first impression to those entering the town. This is due to many of the businesses not operating during normal daytime opening hours.

Market Square – this is an important space within the Conservation Area. It could be utilised more than it is currently. This would add to the vibrancy of the area and hopefully draw more people into this historic space.

Extension of Boundary

The Conservation Area boundary has not been extended since its designation in 1976. It is currently proposed to extend the boundary along the west of the Drapery and Bridge Street. This is to regularise the boundary along these two streets, as currently, the boundary dissects many buildings. The rear of No.51 Gold St is also proposed for inclusion, as this building was originally a lecture hall, remains of which are still evident. It seems sensible to include the whole of a building, as opposed to half of it, within the Conservation Area.

Government Advice

The primary Government advice relating to Conservation Areas is contained in PPG 15: *Planning and the Historic Environment*. This document offers clear advice on the designation of Conservation Areas and the importance of appropriately assessing the area's special interest.

English Heritage offers advice on undertaking Conservation Area appraisals and this statement has been prepared in accordance with this advice.

Local Plan Policy

The Northampton Local Plan was adopted in June 1997. The plan sets out the Council's aspirations for protecting and enhancing the Borough's historic assets. It states how applications affecting Conservation Areas will be assessed. These policies will be strengthened by this character appraisal, which will offer greater detail regarding those elements that give the area its distinctiveness.

Demolition in Conservation Areas

Conservation Area Consent is required for certain demolition work within a Conservation Area. This includes:

- ◆ The demolition of a building with a cubic content of more than 115 cubic meters.
- ◆ The demolition of walls, fences or gates above 1 metre in height and abutting the highway (2 metres elsewhere)
- ◆ Buildings subject to a statutory order or notice.

In the case of a Listed Building a separate Listed Building Consent is also required.

Listed Buildings

Certain buildings are considered to be of National importance – the older and more rare a building type is, the more likely it is to be listed. These privileged buildings, once Listed, are given the benefit of added legal protection from demolition and insensitive alteration and extension. There are currently three different grades of listing, namely Grade I, II* and II. The majority (over 92%) of buildings nationally, are Grade II Listed.¹ Grade I and II* listings apply to those which are of outstanding architectural and/or historical importance or rarer examples of a building type.

Within the All Saints' Conservation Area, there are 76 Listed entries, 2 of which are Grade I and 8 are Grade II*. Annex A at the back of this document lists all of the Listed Buildings within the Conservation Area, along with their relevant grades.

Listed Building Consent

Listed Building Consent is required for the demolition of, or any works of alteration or extension, which would affect the character or appearance of a Listed Building. The regulations apply to both external and internal alterations. For the purposes of Listed Building control any object or structure which is fixed to the building or has formed part of the land since before 1st July 1948 are also treated as part of the Listed Building.

Repair works do not normally require listed building consent. However, it is always advisable to consult the Council's Conservation Officers before commencing work on a Listed Building.

¹ English Heritage statistic.

The Council has published a list of buildings considered to be of local importance (Local List) and will endeavour to secure the long-term future of these buildings.

Locally Listed Buildings

In addition to those that are statutory listed, there are many buildings which are of local architectural and/or historic importance. The Council has produced a separate Local List of those buildings that are deemed locally significant.

In the All Saints Conservation Area, 38 buildings are included on the Local List. It is important to carefully monitor any proposed changes as they contribute to the overall area. These are listed in Annex B at the back of this document.

These buildings will not enjoy the full range of protection of those that are statutory listed, but they will be given due thought and concern when applications are submitted.

Design Guidance

In Conservation Areas detailed examination of the design, siting and layout of development proposals of all types is necessary to achieve a high standard of development and to preserve the character of the area.

The Council will be issuing design guidance relating to listed buildings and conservation areas.

ANNEX A – Listed Buildings (see Map 1 Annex C)

Address	Grade
Church of All Saints, All Saints Square	I
Sessions House, George Row	I
County Hall, George Row	II*
Judge's Lodgings, George Row	II*
8,8A George Row	II*
9,9A George Row	II*
18 Market Square	II*
32/32A Market Square	II*
The Guildhall, St Giles' Square	II*
War Memorial, Wood Hill	II*
1 Abington Street (22/23 Market Square)	II
6 Bridge Street	II
7 Bridge Street	II
9/11 Bridge Street	II
16 Bridge Street	II
17 Bridge Street	II
18 Bridge Street (The Bell Inn)	II
19 Bridge Street	II
20 Bridge Street	II
21/23 Bridge Street (The Fat Cat)	II
22 Bridge Street	II
24 Bridge Street	II
26-30 Bridge Street (The Saddlers Arms)	II
32, 32A, & 32B Bridge Street	II

36 Bridge Street	II
42 Bridge Street	II
44 Bridge Street	II
46 Bridge Street	II
48 Bridge Street	II
56 Bridge Street	II
58 Bridge Street	II
60a & 60b Bridge Street (The Corporation Charity School)	II
60 Bridge Street (School House)	II
6 Dergate	II
6/7 Drapery	II
12 Drapery	II
32 Drapery	II
41 Drapery	II
42/44 Drapery	II
43 Drapery	II
45/47 Drapery	II
49 Drapery	II
3 Drum Lane	II
County Council Offices, George Row	II
4/ 6 Gold Street	II
8/10 Gold Street	II
37/39 Gold Street	II
41 Gold Street	II
43 Gold Street	II

Northern K6 Telephone Kiosk, Guildhall Road	II
Southern K6 Telephone Kiosk, Guildhall Road	II
Becket and Sargeant's School, 3 Kingswell Street	II
1 Market Square (Victoria House)	II
5 Market Square	II
7 Market Square	II
8 Market Square	II
12 Market Square	II
13 Market Square	II
17 Market Square (Drury Chambers)	II
19 Market Square	II
3 Mercer's Row	II
4 Mercer's Row	II
5 Mercer's Row	II
6 Mercer's Row	II
2 Newland (Welsh House)	II
2 St Giles' Square	II
(Former) Visitor Centre, St Giles' Square	II
18 Sheep Street	II
18A Sheep Street	II
18B Sheep Street	II
20 Sheep Street	II
20A Sheep Street	II
4/ 5 The Parade	II
Northern K6 Telephone Kiosk, Wood Hill	II

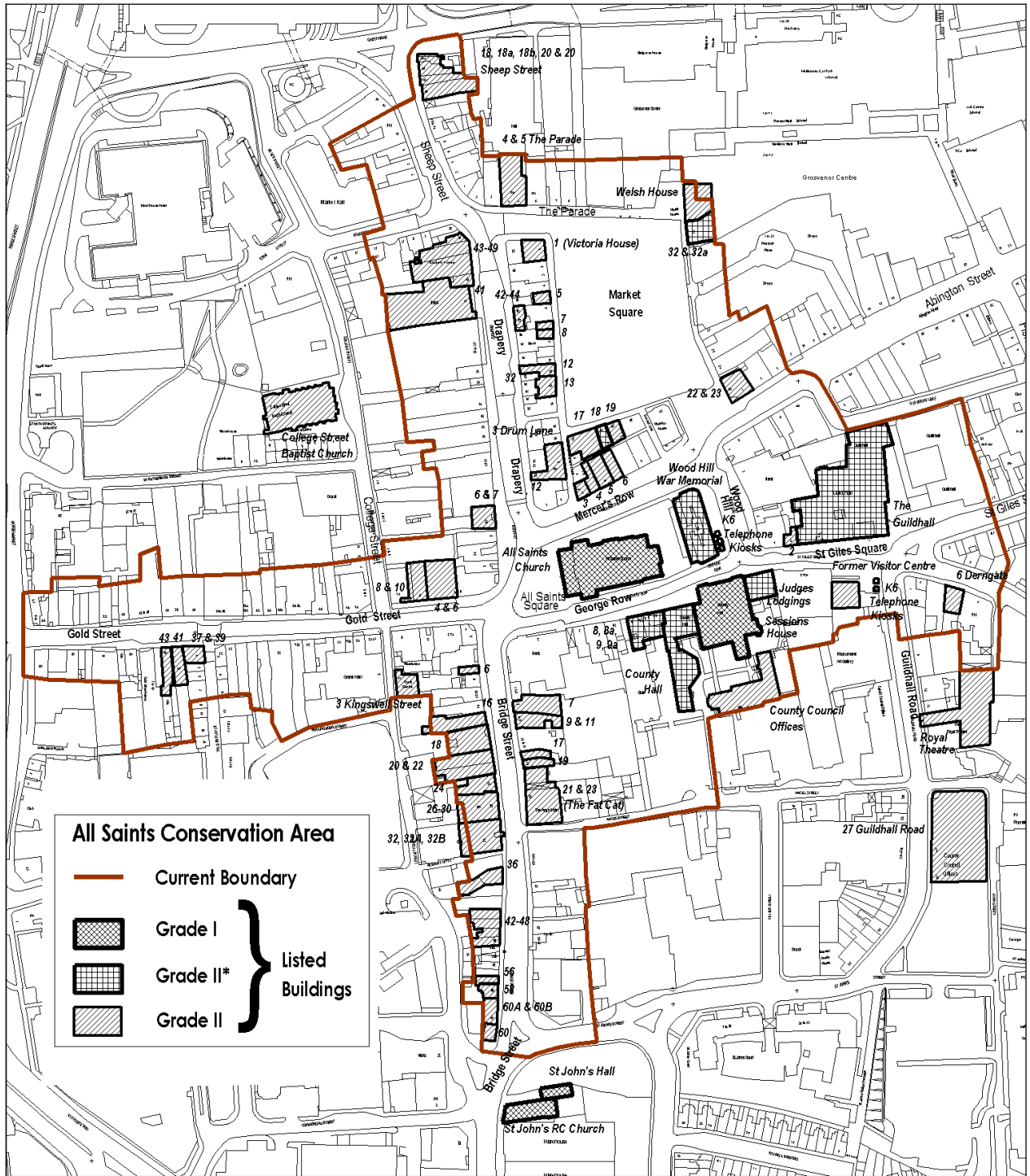
Central K6 Telephone Kiosk, Wood Hill	II
Southern K6 Telephone Kiosk, Wood Hill	II

ANNEX B – Locally Listed Buildings (see Map 2 Annex C)

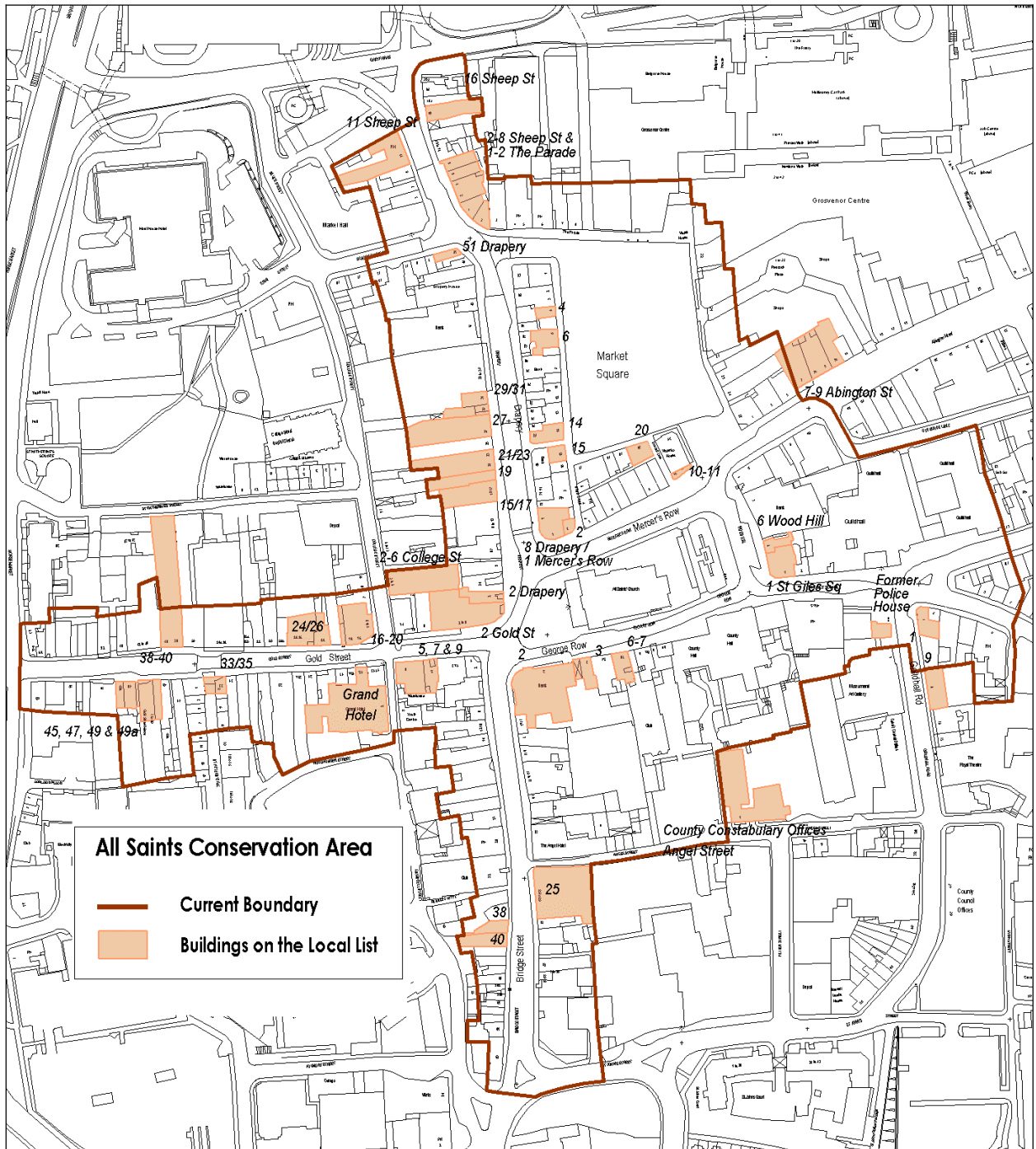
Building Address
25 Bridge Street
38 Bridge Street
40 Bridge Street
2-6 College Street (rear of "Circus")
2 Drapery
8 Drapery / 1 Mercer's Row
19 Drapery
21/23 Drapery
27 Drapery
29/31 Drapery
51 Drapery
15/17 Drapery
6/7 George Row
3 George Row
2 George Row (Lloyds TSB Bank)
Grand Hotel, Gold Street
2 Gold Street
5, 7 & 9 Gold Street
16-20 Gold Street
24/26 (28) Gold Street
33/35 Gold Street
38/40 Gold Street (former Woolworths)
47, 49, 49a Gold Street

1 Guildhall Road
4 Market Square
6 Market Square
14 Market Square (22 Drapery)
15 Market Square
20 Market Square
2 Mercer's Row
10/11 Mercer's Row 10 Mercer's Row
11 Sheep Street
16 Sheep Street
Former Police House, St Giles Square
1 St Giles Square
1-2 The Parade, 2-8 (evens) Sheep Street
3 The Parade
6 Wood Hill

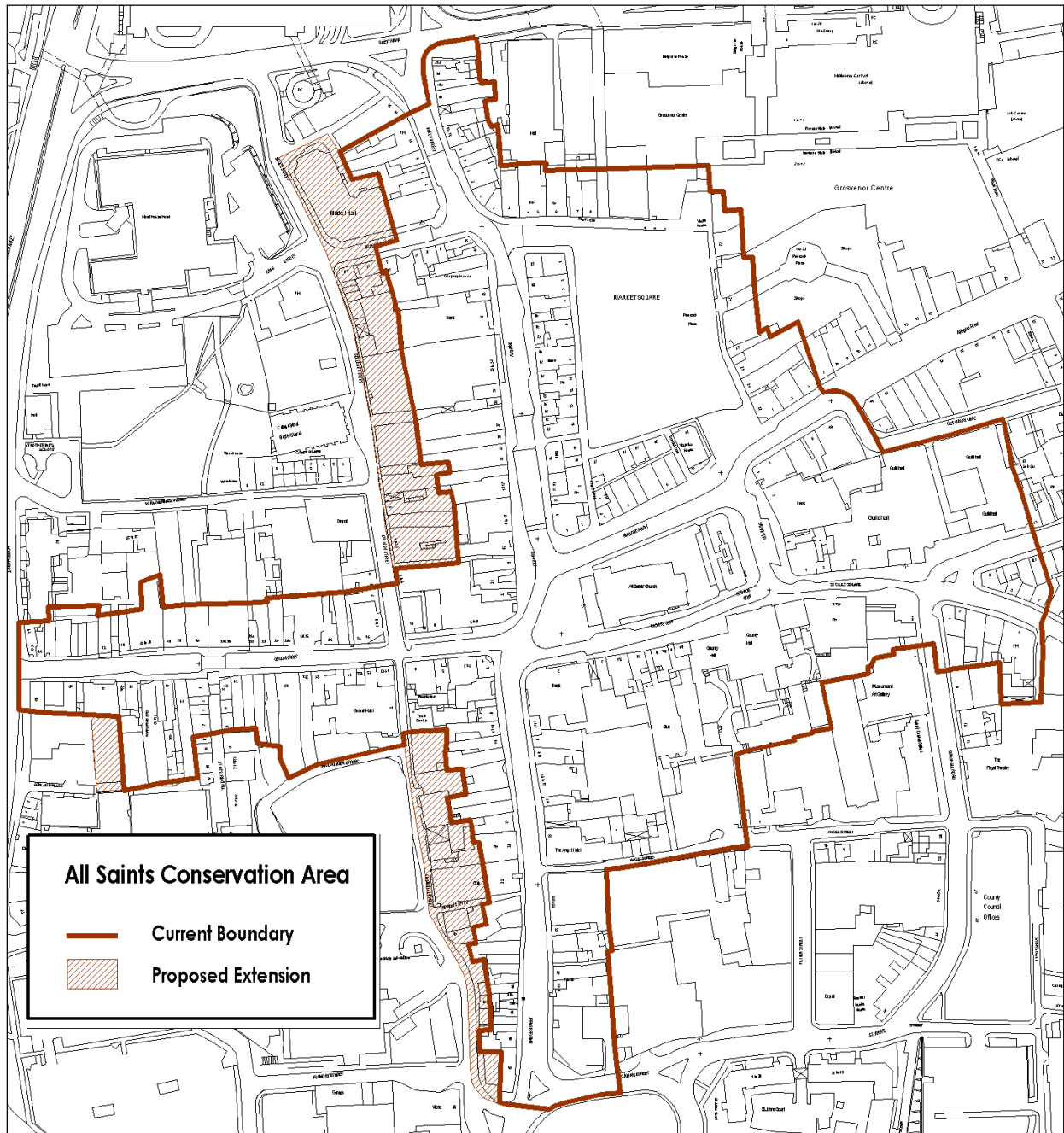
ANNEX C – Maps



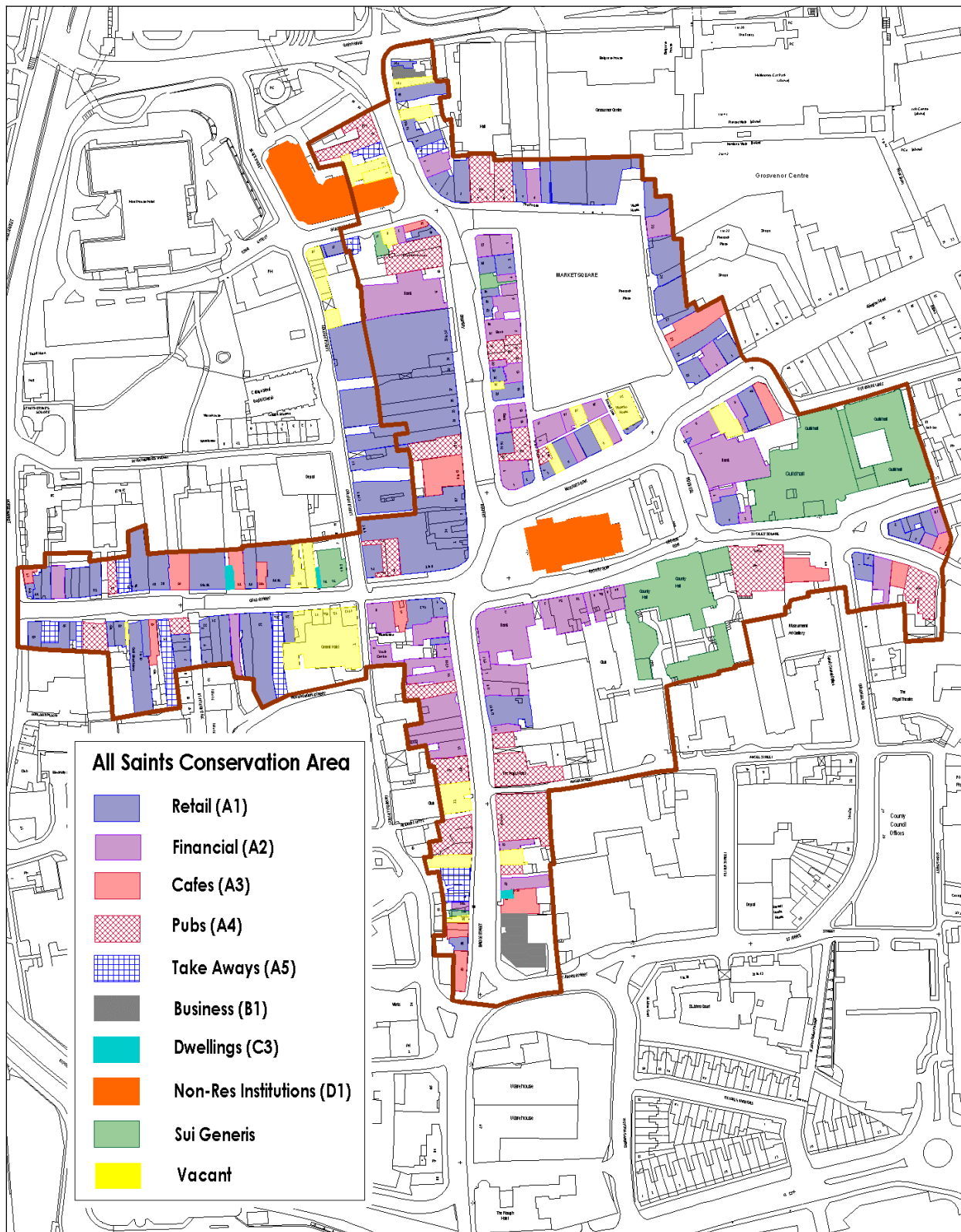
Map 1 - Listed Buildings within the All Saints Conservation Area.



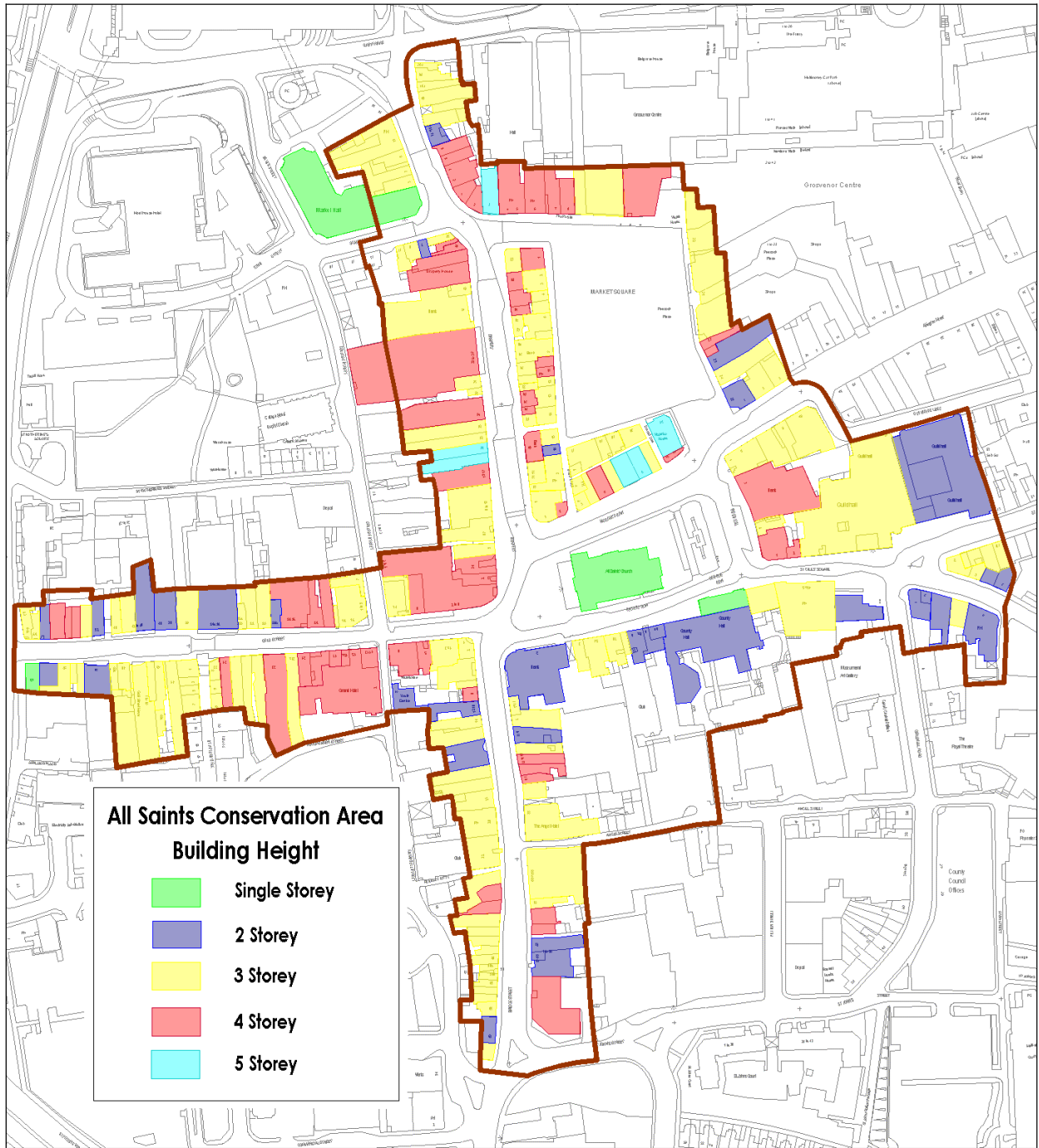
Map 2 - Locally Listed Buildings within the All Saints Conservation Area.



Map 3 - The proposed extension to the All Saints Conservation Area.



Map 4 - Building use within All Saints Conservation Area.



Map 5 – Building Height within All Saints Conservation Area

Management Plan

The management plan complements the Conservation Area Appraisal, which highlights the area's architectural and historical importance, aspects of which define the character of the area, making it worthy of designation. The management plan is essential to protect and actively manage the area, and should therefore be viewed alongside this appraisal.

Conservation Area Boundary.

The All Saints Conservation Area was designated in January 1976, and is one of the conservation areas focusing on the Town Centre.

It is proposed to extend the current boundary to the northwest, to include the whole of the Market Hall and College Street.

Preservation of Existing Character.

Under Section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990, Local Authorities have a duty to formulate and publish proposals for the preservation and enhancement of the appearance or character of Conservation Areas.

Building Styles and Materials

The Conservation Area forms the core part of the town's centre and is bustling with varying commercial activity. It is predominantly made up of shops, many with offices or flats on the upper floors, as is the pattern of use for the majority of town centres.

The All Saints Conservation Area really marks the main retail part of the town's centre. Therefore it has a strong commercial feel and appearance to it, which in turn generates a flow of pedestrians. Although building ages vary, the 'old building stock', which gives the area its character, is either 18th or early-mid 19th century. There is also 20th century development, which is to be expected in an area of this size. Most of the buildings have been modernised, and it is the ground floors that have seen the most development. The development and changes on the ground floor have an obvious impact on the area. This is because the public uses and moves around the space at this level.

The varying architectural styles within the Conservation Area contribute to a wide range of use of materials. However not one building type or style is dominant enough to produce a unifying effect in the area. Despite the wide use of different materials, the handling of them will always have an impact on the overall aesthetic appeal of the building. It is therefore vital that any work carried out is done sympathetically to the building, including repairs, alterations and new build, and that any work is carried out with high quality materials and to a high standard.

Alterations and Extensions.

Any extensions or alterations to shop fronts will have to be of a high standard of design, not compromising the overall character of the area. They should form an overall positive contribution not solely to the site and building to which they belong, but also to that of the street scene and area as a whole. Even badly designed modern shop fronts can have a detrimental visual effect on a later 20th century building.

It is important to note that commercial premises, offices and flats do not benefit from permitted development rights, and any changes need to be done through the application of the necessary planning permission.

New Development

Space within the town centre is at a premium; therefore, to construct new buildings, something else will have to be demolished. As this is a Conservation Area, permission to demolish must be applied for and granted from the Local Authority. Conservation Area Consent will not be granted until the proposed plans have been approved. Any new development should make a positive contribution to the area, which respects and harmonises with the existing buildings. It will have to be proven that demolition is a necessary option. Emphasis will be on design and materials of high quality, being sympathetic in their design and detailing.

New development will be managed by planning applications and conservation area consents, as and when submitted.

Vacant Buildings

There are a number of vacant buildings within the Conservation Area, the concentration of which is around Gold Street and Bridge Street. The best short- and long-term future for any building is for it to remain in use. Vacant buildings are a concern in all Town Centres and applications which propose the reinstatement of a building's use will be looked upon favourably. Uses of a building will contribute to the Conservation Area's character and appearance, and proposed uses will be considered by their impact on the area.

There is also the issue of unused upper storeys within buildings, and this is particularly so when there is a shop on the ground floor. In some instances flats on the upper floors are possible, but usually these areas are either used as storage or remain empty. This is a prevalent problem in all town centres, where potential residents now seek other areas to live rather than live with the constraints of a town centre. Neglected upper storeys can lead to the deterioration of a building, so any proposals which offer the use of the whole building, or offer an alternative for the upper storeys, will be given due consideration.

Demolition

Due to the high-density nature of the area, any demolition will seriously affect the appearance of the conservation area and streetscape. Therefore any proposals for demolition will be strictly monitored, as it is vital that the replacement building will not be detrimental to the area's appearance and character.

New development will be considered as previously stated and before any demolition is granted.

Areas for Enhancement

Three areas of enhancement have been identified in the All Saints Conservation Area Appraisal. These are deemed as having a negative impact on the Conservation Area. Future plans for Gold Street will hopefully benefit this area of town. However, the other two areas are more difficult to turnaround.

The decline of the Market Square is due to modern shopping trends, and out-of-town supermarkets taking a lot of business away from traditional markets in town centres, as people enjoy the convenience of out-of-town shopping. This is an important space within the Conservation Area, and could be utilised more than it is currently. This would add to the vibrancy of the area and hopefully draw more people into this historic space.

The current use of buildings at the south end of Bridge Street has had an impact on the character and appearance of the Conservation Area during the day. Only proposals for change of use will turn this area of town around to a more vibrant place during the day.

Streetscape

The streetscape is an important part of an area, as it gives the area its overall character and impressions are formed from the quality, condition and appearance of it. It can be affected by many factors, in either positive or negative ways, from general appearance and tidiness to shop signs, advertisements, trees and road signage.

Carefully designed and well-managed streets are essential if the public realm is to be a successful interactive space between pedestrians and cyclists, along with the safe management of traffic. The retention and enhancement of local qualities such as streets, public spaces and their related cultural signals, will help to sustain an area's prosperity and quality of life.

As the All Saints Conservation Area has a high concentration of pedestrian and vehicular use, the streetscape is an essential means of easy navigation for all users. Its character and readability combine to provide a safe and user-friendly environment. The local Highway Authority will be approached to establish an agreement as to how sensitive sites will be dealt with, to include the treatment of items such as highways signs and street surfaces.

Control of Advertisements

The All Saints Conservation Area forms one of the conservation areas that cover the

Town Centre. As the area comprises of a wide range of shops and businesses, advertisements are inevitable.

Although outdoor advertisements are generally permitted, they do affect the character and appearance of a conservation area, possibly having a significant impact on it. Advertisements can quickly alter an area's character and appearance both positively and negatively. As PPG 15:4.31 highlights, it is desired that any advertisements will either preserve or enhance the character or appearance of a conservation area, and this will be taken into account when considering granting consent for proposed advertisements in such an area.

Listed Buildings

Although the majority of the buildings within the Conservation Area are not Listed, there are currently 76 listed entries within the All Saints Conservation Area. Their appearance and preservation is controlled through the application for Listed Building Consent when proposals are submitted for their alteration (inside and out) or extension.

Any Listed building within the Conservation Area will need to apply for Listed Building Consent for any work to be undertaken, including demolition. Listed Buildings will need Conservation Area Consent as well as Listed Building Consent.

Locally Listed Buildings

In addition to those, which are statutory listed, there are many buildings that are of local architectural and/or historic importance. The Council has produced a separate Local List of those buildings deemed locally significant.

In the All Saints Conservation Area, 38 buildings are included on the Local List. As they contribute to the overall area, it is important to carefully monitor any proposed changes.

These buildings will not enjoy the full range of protection as those which are statutory listed, but they will be given due thought and concern when applications are submitted.

Monitoring Change

Any changes will initially be managed through any planning applications, including Listed Building and Conservation Area consents.

Visual surveys of the area at regular intervals will also provide a mechanism for monitoring change within the area. A photographic record of the area will be made and kept up to date, along with the Character Appraisal. A photographic database will log images of areas of specific interest, concern or uncertain future, which will then be reviewed and updated at regular intervals.

A logbook recording any significant changes permitted through planning applications will provide an overview of accepted changes within the area. This will provide a quick reference tool for queries about future proposals within the area.

A survey of window survival will be undertaken to record the percentage of window survival within the Conservation Area. The replacement of windows, particularly fine original windows, can have a detrimental visual impact on the building and street scene as a whole.

An annual inspection will take place to monitor the Conservation Area, and in the first instance, this will take the form of a visual survey.

Protection of Trees

Despite the urban nature of the conservation area, there are a number of trees within it, which contribute positively to the area. The appearance and character of the area is enhanced by the presence of these trees, and it is therefore important that any work, which is necessary for their maintenance, is carried out in a positive manner.

Many trees within the Conservation Area are protected by Tree Preservation Orders (hereafter TPO). Trees, which are not protected by a TPO, are still protected by the Planning (Listed Buildings and Conservation Area) Act 1990. Although there are some exceptions, including small

trees and ones which are dead, dying or dangerous, anyone proposing work to a tree in the Conservation Area is required to give six weeks notice to the Local Authority before any works are carried out.

Enforcement

National and local policy will be enforced, and in cases where this is necessary, it will be carried out in a fair, clear and consistent manner. Information and advice will be available before any formal enforcement is taken, to discuss the circumstances of the case, to provide an opportunity to resolve any problems before any formal action is taken.

Where immediate action is deemed necessary, an explanation to why action is to be taken will be given and confirmed in writing.

Any enforcement action does not remove any rights to appeal.

Appendices



NORTHAMPTON
BOROUGH COUNCIL

Item No.

9

CABINET REPORT

Report Title	TRANSFER OF VOID HRA PROPERTIES TO NOTTINGHAM COMMUNITY HOUSING ASSOCIATION
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 th November 2007
Key Decision:	YES
Listed on Forward Plan:	YES
Within Policy:	NO
Policy Document:	NO
Directorate:	People, Performance & Regeneration
Accountable Cabinet Member:	Councillor Richard Church/Councillor Sally Beardsworth
Ward(s)	New Duston, Spencer, Weston, Kingsley

1. Purpose

- 1.1 Nottingham Community Housing Association (NCHA) has been allocated Housing Corporation National Affordable Housing Programme (NAHP) funding for the purpose of refurbishing six properties in the Borough. This allocation, which was supported by NBC officers, was granted on the basis that the properties would be transferred to NCHA by the Council at less than market value in return for nomination rights. Five void properties have been identified that require substantial works to bring them up to lettable standards. The reduction in the number of properties results in a reduction in the number of bed spaces from 30 to 26, the Housing Corporation are aware of this and the allocation of NAHP funding will be reduced accordingly. It is proposed that these properties are transferred to NCHA at less than market value in return for nomination rights. The Council will receive 100% nominations on the first lets and 75% thereafter for homeless families and others on the Housing Register.

2. Recommendations

- 2.1 That approval is given to transfer the five properties to NCHA for a total of £75,000 in return for nomination rights of 100% for the first lettings and 75% thereafter for homeless families and those on the Council's Housing Register.

3. Issues and Choices

Report Background

3.1 NCHA supported by NBC received an allocation from the Housing Corporation for 2006/08 to refurbish six properties on the basis that these would be transferred to them at less than market value in return for nomination rights. The following five Housing Revenue Account (HRA) properties have been identified as being suitable for transfer. These are long term voids as they require substantial works to bring them up to lettable standards: -

- 4, Eastfield Road
- 40, Merthyr Road
- 144, Kingsley Road
- 15, St Peter's Gardens
- 16, St Peter's Gardens

3.2 Estimates prepared during 2006 by the Council for the refurbishment of these properties was £155,000 (approx). The works proposed in these estimates would bring the properties up to lettable standard, but not up to Decent Homes Standard in all cases. It had been previously agreed at an internal meeting that it would not be an effective use of funds to spend this amount of Council resources to refurbish just five properties, when it would be possible to bring many more properties up to Decent Homes standard with the same amount of funding. NCHA would invest more than this to bring the properties up to Housing Corporation Scheme Development Standards. The NCHA total estimated cost of the refurbishment is £304,900.

3.3 The original proposal supported by NBC was for the properties to be transferred at nil value to the Housing Association. Through negotiation with the NCHA a transfer sum of £75,000 has been agreed. Due to the high cost of refurbishment NCHA cannot pay more than £75,000 in total for the properties, as this would make the scheme unviable.

3.4 If NCHA does not commence the refurbishment works by December 2007 they will lose the Housing Corporation funding of approximately £220,000.

Issues

3.5 The sale of these properties at market value would result in a 75% of the net receipt being pooled to the Government. The Council will receive 25% of the capital receipt (i.e. 25% of £515k = £128.75k).

3.6 Capital resources to refurbish the properties could be accessed through unsupported (prudential) borrowing. The cost of borrowing £155,000 would be approximately £9,000 per annum in interest. (There is no requirement to repay principal in the form of MRP (Minimum Revenue Provision) on HRA borrowing

although it is recommended that provision be made). Prudential borrowing on £220k would cost the revenue account approximately £13,200 per annum.

- 3.7 Rental income from the properties would bring in approx £18,700 per annum assuming full occupancy, some of which would offset the costs of borrowing.
- 3.8 It had previously been agreed that it would not be cost effective to refurbish these particular properties due to the amount of funding required to bring them up to decent home standard. This money could be more effectively spent on other properties requiring less work.
- 3.9 NBC would retain nomination rights to the properties, providing much needed housing for vulnerable people and others on the Council's Housing Register.
- 3.10 NCHA has an allocation of £220,000 (approx) Housing Corporation grant to refurbish these properties. However this will be lost unless the refurbishment works have commenced by December 2007.
- 3.11 The Council is committed to working with Housing Association partners to achieve affordable housing. The Council has recently entered into a protocol agreement with the Housing Corporation one of the objectives of which is to optimise the contribution of Borough land/assets for affordable housing. The Housing Corporation are therefore keen to see this project progressed.

Choices (Options)

3.12 The available options are as follows: -

- Option 1: Retain ownership of the properties and do not invest capital works on them. This would result in them remaining empty, with a consequent failure to maximise the use of the assets to the benefit of local residents. Furthermore there would be the loss of Housing Corporation grant investment towards void properties in the Borough. There would be a cost in that the properties would continue to require inspections and repairs to ensure that Health and Safety standards are maintained. There would be a risk of further decline and loss of value. The estimated annual current cost to the HRA of Option 1 is £4,200.
- Option 2: To transfer the properties to NCHA for the sum of £75k which would in addition lever in Housing Corporation grant investment to bring the properties up to a standard above Decent Homes. The Council would retain nomination rights of 100% for the first lettings and 75% thereafter for homeless families and those on the Council's Housing Register. Financially the Council would receive a one off useable capital receipt of £75,000 but would lose the potential net annual income of £5,000 that retention and investment would bring.
- Option 3: Retain ownership of the properties and invest. Undertake unsupported (prudential) borrowing to finance the refurbishment of the properties up to decent homes standard, approximately £155k. This option would generate an estimated annual income of £5,000 assuming 98%

occupancy. This option takes into account the costs of maintaining the dwellings at their invested condition but takes no account of future major repairs of failed components. There is also a risk if this option is pursued that the properties could be sold under Right to Buy legislation.

- 1.13 Although financially the difference between the options appears marginal, due to programming issues Option 2 would provide the quickest outcome for bringing the properties back into use. This would result in five properties being brought up to Decent Homes Standard and used to house homeless families or applicants on the Housing Register.

4. Implications (including financial implications)

- 4.1 Policy
None

- 4.2 Resources and Risk
The work involved in transferring the properties would be carried out by existing staff and within existing budgets.

- 4.3 Legal
The proposed transfer will fall under the relevant General Consent issued by the Secretary of State under section 25 of the Local Government Act 1988.

- 4.4 Equality
Transferring the properties to NCHA does not have any direct equality or diversity implications.

- 4.5 Consultees (Internal and External)
Housing Services – in agreement with Option 2

Asset Management – the Criteria for exceptional disposal of NBC property for non commercial use at less than market value is that the discount should be at least matched by the funds being injected externally. However ultimate discretion remains with Members.

- 4.6 How the Proposals deliver Priority Outcomes
Will help deliver Corporate Policy 2 – to deliver an excellent housing service and provide affordable housing for those in need

Links to Housing Improvement Plan Objective 11 – We will work effectively with our stakeholders and partners to maximise service outcomes for customers

- 4.7 Other Implications
NBC has recently (July 07) entered into a protocol arrangement with the Housing Corporation one of the objectives of which is to optimise the contribution of Borough land/assets for affordable housing. The transfer of these properties to NCHA would support this objective and the Council's strategic enabling role.

5. Background Papers

5.1 Housing Corporation protocol

Yvonne Faulkner, Principal Housing Strategy and Enabling Officer, extn: 8802

CABINET REPORT

SIGNATORIES

Report Title	NAME OF REPORT AS IT IS TO APPEAR ON THE AGENDA
Date Of Call-Over	DD / MM / YYYY

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			

Appendices

2



NORTHAMPTON
BOROUGH COUNCIL

Item No.

10

CABINET REPORT

Report Title	Risk Management Policy and Strategy
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 November 2007
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	YES
Directorate:	Finance
Accountable Cabinet Member:	Cllr M Mildren
Ward(s)	N/A

1. Purpose

- 1.1 To advise Cabinet of improvements in the Council's risk management processes.
- 1.2 To present the risk management policy and revised strategy for acceptance and approval.

2. Recommendations

- 2.1 That Cabinet note the report and approve the council's Risk Management Policy and revised Strategy.

3. Issues and Choices

Report Background

- 3.1 A risk management review is carried out annually. This year's review, carried out in conjunction with the Chief Executive, Directors and Corporate Managers, identified a number of enhancements. These have been incorporated into the risk management strategy and are being implemented.
- 3.2 The Risk Management Strategy (Appendix 1) has been revised to reflect the enhancements along with other changes made since the Strategy was last approved in October 2005.
- 3.3 The Risk Management Policy (Appendix 2) is still considered fit for purpose.
- 3.4 Cabinet is asked to reaffirm its commitment to risk management by approving both the policy and strategy.

Issues

- 3.5 The main changes to the Strategy are:
- Management Board is given responsibility for reviewing and updating the Strategic Risk Register
 - The introduction of Risk Registers at Chief Officer level
 - Chief Officers are given specific responsibility for reviewing their own and their subordinate's registers. This will help forge links between the three tiers of risk register – Strategic, Chief Officer and Corporate Manager.
 - The nomination of specific Managers/Team Leaders to act as Risk Management Coordinators for their respective departments. (Risk Management Coordinators have been in place for several months.)

Choices (Options)

3.6 N/A

4. Implications (including financial implications)

Policy

- 4.1 The changes outlined in this report, when implemented, will improve the Council's effectiveness.

Resources and Risk

- 4.2 The revised strategy does not require any additional financing. It will involve additional input at a senior level but this should be rewarded with increase in efficiency. Failure to implement and enforce an efficient risk management system would leave the Council exposed to financial pressure from potential liability claims, and staff and the community exposed to unnecessary risk.

Legal

4.3 The Council has a responsibility to manage risk effectively. Apart from the issues identified in 4.2 above failure to do so could, in the extreme, expose individual Members, managers and staff to personal prosecution.

Equality

4.4 Where equality and diversity issues represent a risk to objectives these will be identified and appropriate action taken.

Consultees (Internal and External)

4.5 The Policy and Strategy have been considered and approved by Management Board.

How the Proposals deliver Priority Outcomes

4.6 The management of risk is an essential element towards the achievement of the Council's objectives in an effective and efficient manner.

Other Implications

4.7 Any external assessment includes the effectiveness of our Risk management procedures.

5. Background Papers

5.1 Appendix 1 – Risk Management Strategy

Appendix 2 – Risk management policy

Martin Cumbleton, Programme Coordinator, Regeneration

CABINET REPORT

SIGNATORIES

Report Title	Risk Management Policy and Strategy
Date Of Call-Over	16/10/2007

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			

Northampton Borough Council
Risk Management Policy Statement

Whilst an element of risk is an integral part of everyday life, the level of exposure to risk is controllable. Northampton Borough Council will take all reasonable steps to remove or reduce sources of significant risk to its employees, assets and stakeholders.

Risk management is a positive tool that is incorporated into the management process to help achieve corporate and directorate objectives. The Council is committed to adopting a corporate, systematic and structured approach to the control of risk.

It is the responsibility of each individual employee to review their methods and conditions of work to ensure that significant sources of risk are removed, or controlled at an acceptable level. To assist in this, the Risk Manager will perform a facilitating role, providing information, support and expertise.

Wherever possible the Council will support any initiatives that significantly reduce the level of risk.

To give effect to this Policy Statement the Council will issue a Risk Management Strategy document to set out inter alia:

- Levels of responsibility for identifying and managing key risks
- The format in which risk registers will be established and maintained
- Respective roles and responsibilities of officers and elected members
- Reporting procedures
- Arrangements for training and support
- Relationship of risk management to decision making

Chief Executive

Leader of the Council

Date:

Date:

Northampton Borough Council

Risk Management Strategy

1. Introduction

The Council's Risk Management Policy states that "Risk management is a positive tool that is incorporated into the management process to help achieve corporate and directorate objectives. The Council is committed to adopting a corporate, systematic and structured approach to the control of risk".

The OGC document "Guidelines on Managing Risk" defines risk as:

"...uncertainty of outcome (whether positive opportunity or negative threat). The task of risk management is to ensure the organisation makes cost-effective use of a risk process that has a series of well-defined steps to support better decision making through good understanding of risks and their likely impact..."

The key elements that need to be in place if risk management is to be effective, and innovation encouraged, include:

- *Senior management who support, own and lead on risk management*
- *Risk management policies and the benefits of effective management are clearly communicated to all staff*
- *Risk management framework, approved at senior level, within which risk is to be Identified and managed*
- *An organisational culture which supports well thought through risk taking and innovation*
- *Management of risk is fully embedded in management processes and consistently applied*
- *Management of risk is closely linked to achievement of objectives*
- *Risks associated with working with other organisations are assessed and managed*
- *Risks are actively monitored and regularly reviewed."*

This strategy defines the processes and procedures Northampton Borough Council will follow to achieve these elements and embed effective risk management throughout the authority. This is also shown graphically at Appendix A.

2. Objectives

The key objectives of this strategy are:

- To facilitate the achievement of Council objectives whilst taking proper account of the risks involved.
- To produce commitment to risk management throughout the Council.
- To ensure that all significant risks facing the Council are properly managed on a corporate basis.
- To reduce cost and disruption to the Council.
- To ensure best use of the Council's limited resources.
- To provide evidence of a first class risk management process within the Council.

3. The Risk Management Structure

The Council will maintain Risk Registers to:

- Identify significant risks including their likely consequences
- Allocate responsibility for managing each risk to a specific individual
- Assess the likelihood and impact of each risk to provide a ranking to be used as a method of prioritisation
- Identify existing measures relied upon to control the risks, together with an assessment of their effectiveness
- Instigate any additional mitigating actions to be taken and allocate individual responsibility for these actions.
- Monitor progress in reducing the level of risk

Risk Registers will be maintained at the following levels:

- **Strategic** – to include strategic risks that would have a significant impact on the Council as a whole, or on a particular area of operation considered critical to the Council.
- **Chief Officers** – the Chief Executive and Directors will each maintain their own registers to manage high level risks appropriate to their areas of responsibility
- **Corporate Managers** – registers will be maintained at departmental level, to include strategic and operational risks, which may have a significant impact on services, or on a particular area of operation considered critical to services.
- **Project Level** – the inception and approval procedure for projects will include a formal assessment of the risks involved. Risk registers will be maintained for all major projects to take account of risks that may have a significant impact on the project outcomes.

All risks will be considered in relation to their possible effect on the achievement of objectives. The Strategic Register in particular will link risks to the Council's Corporate objectives as set out in the Corporate Plan.

All risk registers will be maintained on the corporate risk management software.

Each Corporate Manager will nominate a Manager or Team Leader to act as Risk Management Coordinator whose main duties are to act as liaison point for all risk management issues and ensure that their risk register is reviewed and updated by the management team on a monthly basis.

4. Management Responsibilities

4a Audit Committee

The Audit Committee has specific responsibility for ensuring that the Council operates effective risk management systems.

Risk Management will be a standing item on the agenda to enable the Director of Finance to report to members general progress in embedding risk management together with any specific issue(s) considered relevant.

The Chair of the Audit Committee, together with the Director of Finance, will be Risk Management Champions, and take overall responsibility for embedding risk management throughout the Council.

The Audit Committee will report to full Council at least annually on the effectiveness of the Council's risk management systems.

4b. Management Board

Management Board is responsible for:

- Reviewing and updating the Strategic Risk Register and ensuring that mitigating actions are instigated and completed.
- The effective application of risk management processes and principles to the Council's business systems

4c. Chief Executive and Directors

The Chief Executive and Directors are responsible for:

- Reviewing their own risk registers and those of their subordinates to ensure they are maintained in a timely manner and properly address all relevant significant risks (as far as foreseeable).
- Reporting to Management Board those risks which may merit inclusion on the Strategic Risk Register identified from reviews of existing registers and consideration of future developments
- Instigating and managing actions to mitigate risks

- The effective application of the risk management processes and principles to their areas of responsibility

4d. Corporate Managers

Corporate Managers responsibilities include:

- Reviewing their own risk registers with their management team to ensure they are maintained in a timely manner and properly address all relevant significant risks (as far as foreseeable).
- Instigating and managing actions to mitigate risks
- The effective application of risk management processes and principles to their areas of responsibility

4e. Project Managers

It is the responsibility of each Project Manager to ensure that:

- risk registers are properly reviewed and maintained at project team meetings
- progress in controlling risk is reported to the relevant Project Board and sponsors.

4f. Risk Management Group

The Risk Management Group will:

- Report to Management Board on a quarterly basis, on the effectiveness of risk management systems
- Establish sub groups to address specific risks
- Arrange risk management training for managers and Members.
- Promote risk management throughout the council

The Group will be chaired by the Head of Finance and consist of:

- Risk Manager
- A cross section of representatives from key service areas, approved by Corporate Managers

5. Monitoring and Reporting Risk

It is each manager's responsibility to manage the risk(s) that have been allocated to them, and to update the relevant risk register(s).

The content of risk registers will be reviewed shared and discussed with relevant team members, to encourage ownership.

All registers will be monitored, reviewed and updated to consider:

- (1) Any new risks to be added or expired risks to be removed.
- (2) Reassessment of current risk rankings.
- (3) Review of actions completed and outstanding
- (4) Any additional mitigating actions required

6. Risk Management Training and Support

The Risk Management Group will be responsible for ensuring all staff and Members receive risk management training as appropriate.

Risk management workshops will be held to produce and review each Risk Register. These will build on previous training and give staff sufficient expertise to produce and maintain their own registers. Support will be available from the Risk Manager, and externally, as necessary.

Risk Management involves a number of different disciplines including business continuity, property security, health and safety, crime prevention and fire prevention. Many of these services are available from internal resources such as Corporate Health and Safety.

This strategy seeks to complement and utilise existing resources not to replace them. Regular consultation, advice and support is available from appropriate central resources.

Where considered beneficial and cost effective, possible assistance from external organisations such as brokers and insurers will be investigated.

All members will receive Risk Management training as part of the Member Development Programme.

7. Embedding Risk Management Within the Council's Management Processes

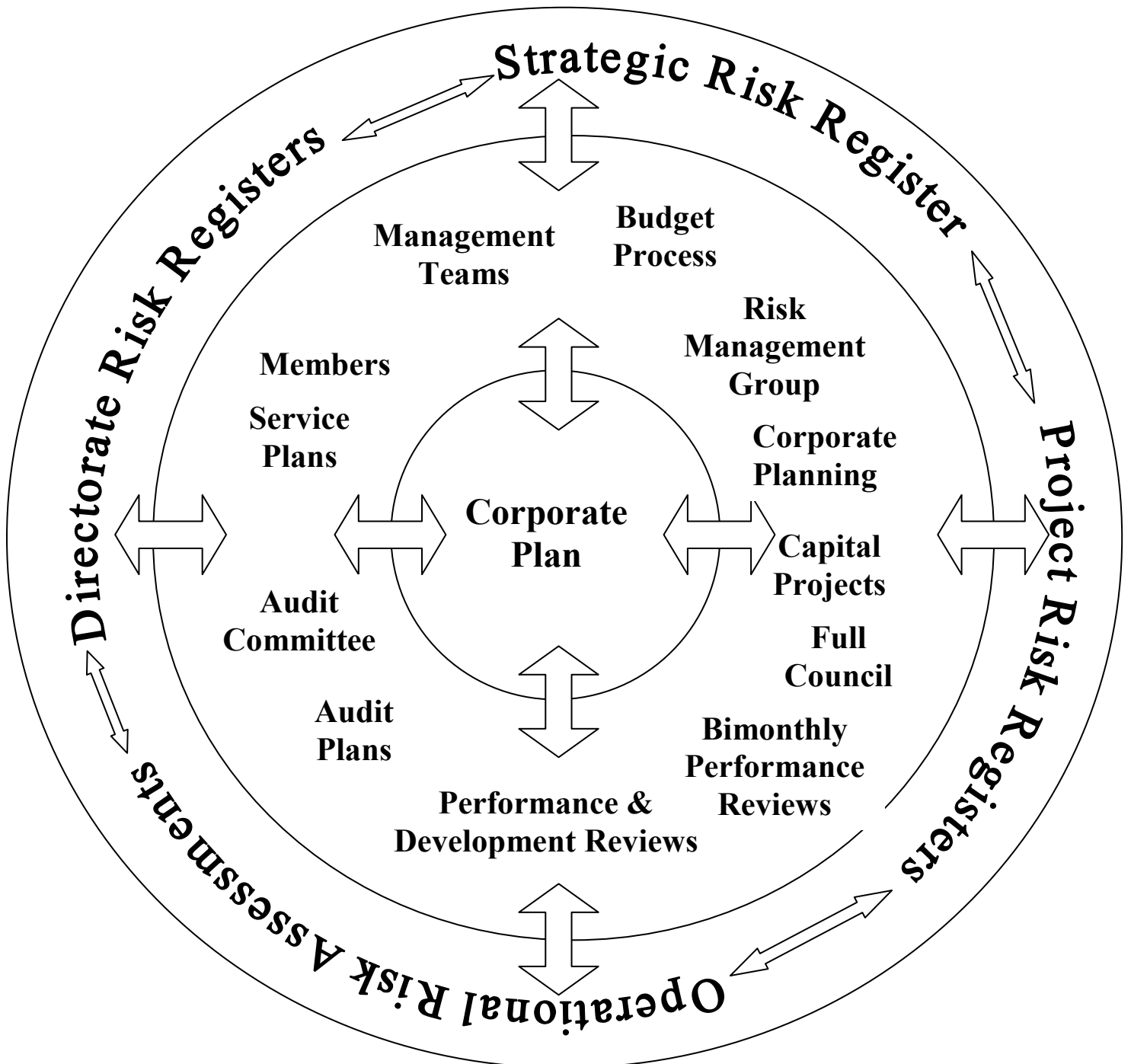
The maintenance of risk registers is not an end in itself.

The Council's intention is to follow risk management principles whilst carrying out all aspects of its business.

Members, managers and staff will use risk registers to help take decisions to improve the level of service provided. This will be effected in a number of areas:

- Reports to Members concerning strategic policy decisions will include a risk assessment.
- All project initiation documents will include an assessment of potential significant risks involved.
- The Council's Performance Management Reviews will include the management of risk
- All Service Plans will take account of relevant risks.
- Risk registers will be used to help prioritise spending as part of the budget allocation process
- Risk Registers will be one of the factors used to help determine the Audit Programme.

Risk Management
Embedded into the Council's Management Processes



Appendices

3



NORTHAMPTON
BOROUGH COUNCIL

Item No.

11

CABINET REPORT

Report Title	Establishing an Integrated Planning Service and use of Planning Delivery Grant 2007/2008
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 th November 2007
Key Decision:	Yes
Listed on Forward Plan:	Yes
Within Policy:	Yes
Policy Document:	No
Directorate:	People, Planning and Regeneration
Accountable Cabinet Member:	Councillor Richard Church
Ward(s)	All

1. Purpose

- 1.1 To advise Cabinet on the results of the staff consultation regarding the Indicative Structure presented to Cabinet on 30th July 2007.
- 1.2 To present amendments proposed to the Indicative Structure as a result of the consultation.
- 1.3 To propose the allocation of Planning Delivery Grant for 2007/2008.

2. Recommendations

- 2.1 That Cabinet notes the result of the formal staff consultations set out in Appendix 1 and the amended structure set out in Appendix 3.
- 2.2 That Cabinet notes the progress and key dates in the appointment process for Head of Planning, Development Control Manager and Building Control Manager.

- 2.3 That Cabinet agrees to allocate £224,620 of the 2007/2008 Planning Delivery Grant to support the implementation of the Indicative Structure in 2008/2009.
- 2.4 That Cabinet notes the proposed allocation of the balance of Planning Delivery Grant for 2007/2008 of £220,000 and £148,000 as set out in Appendix 2.
- 2.5 That Cabinet delegates the authorisation of specific allocations against the £220,000 and £148,000 Capital to the Corporate Director (People, Planning and Regeneration) in consultation with the Director of Finance and Portfolio Holder for Planning Services.
- 2.6 That Cabinet agrees the appointment to Head of Planning, Development Control Manager and Building Control Manager posts within existing budgets and Planning Delivery Grant.
- 2.7 That Cabinet considers the financial implications of the Indicative Integrated Planning Structure as part of the budget process for 2008/2009 and beyond.

3. Issues and Choices

Report Background

- 3.1 Cabinet agreed the proposed Indicative Integrated Planning Service Structure, as a basis for formal staff consultations at its meeting on 30th July 2007.
- 3.2 Since then, formal consultations have taken place with all potentially affected staff. The last of these consultations was completed on 9th October 2007.
- 3.3 The summary of responses is set out in Appendix 1. The results are generally supportive of the integrated structure, led by a professionally qualified Planner. The Appendix sets out against each key issue, the proposed action. Some are agreed and reflected in the amended structure set out in Appendix 3, others are noted, but await the views of the Head of Planning, when appointed. There are a few responses which, if agreed, would lead to an increase in the number of posts and, in turn, cost of service. These are not agreed at this stage as the proposed increase in cost of Planning Service is considered to be in line with working towards an Excellent Service at below average cost. This will need continual review as part of Service Planning and Value for Money consideration.
- 3.4 Retention packages have been agreed with five Development Control Planners, whose posts have met agreed criteria. This has stabilised the service, while the new structure is filled.
- 3.5 All vacant posts in Planning Policy have staff in place and appointments have been made to the Assistant Development Control Manager's post, Development Control Principal Planner and two Assistant Development Control Planner posts. It is believed the vision for the Integrated Planning Service, career paths offered and the experience offered are all key factors in successfully recruiting to these posts.

3.6 Recruitment consultants have been appointed to recruit to the Head of Planning, Development Control Manager and Building Control Manager. Due to the acute national shortages of such key professionals, the first and most important stage is through “search and selection”. This is believed to give the best likelihood of making successful appointments.

3.7 The key dates are:-

	<u>Target Dates</u>
Search Phase outcome	Mid-November 2007
Short List	December 2007
Interviews & Appointment	Early January 2008
Commence employment	April 2008

Issues

3.8 The fundamental issue is agreeing a structure that can build on the improvements made to-date in Planning Services and deliver excellent services to support growth and improve the quality of environment and life in Northampton.

3.9 The estimated additional cost of the enhanced and Integrated Structure is considered to be in the order of £455,000 additional per year. This estimate will be refined through the medium term financial planning process.

3.10 The above estimate includes an additional estimated revenue cost of £100,000 for contributions to the running of the Joint Planning Unit for West Northamptonshire. The detailed resource plan for the Joint Planning Unit (JPU) was not available at the time of writing this report. Northampton Borough Council’s proportion of the JPU costs (net of in-kind contributions) will be factored into the budget and medium term financial planning process, when available.

Choices (Options)

3.11 The Cabinet could decide not to fund the additional cost of the proposed structure. This would affect the sustainability of service improvements and the ability to establish a “fit for purpose” Planning Service.

3.12 The Cabinet could decide to phase the appointment to new posts, this would affect the Council’s ability to respond to the Growth Agenda on a timely basis

4. Implications (including financial implications)

Policy

4.1 This report does not, in itself, set policy. It does however affect the Council’s ability to improve its Planning Services, respond to and support the

Government's Growth Agenda and drive forward the Council's Regeneration priorities.

Resources and Risk

- 4.2 The estimated additional cost of the proposed structure, when fully implemented is £455,000 per annum.
- 4.3 If the proposed allocation of Planning Delivery Grant (PDG) for 2007/2008 (£592,620) is agreed, the use of £224,620 to support the new structure in 2008/2009 would lead to a net budget pressure of £231,000 for 2008/2009 to establish the structure.
- 4.4 The costs of the new Joint Planning Unit are not yet known. The additional estimated cost of £455,000 includes a sum of £100,000 towards the cost. In addition, the proposed allocation of £100,000 from 2007/2008 PDG also adds to this contribution. The Council also contributes, in kind, by secondment of two staff, use of accommodation, computers and general facilities. All of these will be evaluated and used as contributions to the Council's share of the JPU's costs.
- 4.5 There are financial risks that the Council's share of the JPU's costs will be more than the total of our identified resources. This is dependent upon the total resource requirement to meet the Local Development Scheme timetable and the outcome of proposals to establish a Joint Planning committee.
- 4.6 There are risks that failing to implement the new structure will lead to loss of staff confidence. This, in turn, could lead to staff losses and failure to sustain service improvements.

Legal

- 4.7 There are no legal implications as a direct result of this report.

Equality

- 4.8 The proposed Indicative Structure will allow, as part of its improved customer focus, better engagement with service users, which will allow services to become better tailored to service users needs.

Consultees (Internal and External)

- 4.9 All staff directly affected have been consulted formally, together with Trade Unions.

How the Proposals deliver Priority Outcomes

- 4.10 Planning Service is a Corporate Priority for Improvement. The Planning Service is crucial to delivering the Government's Growth Agenda, Local Strategic Partnership and Local Area Agreement priorities. It is also a key enabler in assisting the regeneration of Northampton.

Other Implications

- 4.11 The Government consider the timely production of both the Local Development Scheme and determination of Planning Applications, together with enabling of new Housing provision, to be important national priorities. Achievement against these are likely to be key performance targets for the Council.

Successful achievement is likely to attract additional financial support in future years. The proposed Indicative Structure and additional costs will enable the Council to sustain higher performance against these targets.

5. Background Papers

- 5.1 Cabinet Report – 30th July 2007 (Agenda Item 8).

**Report Author: Clive Thomas, Corporate Director
– People, Planning and Regeneration - Ext. 7287**

CABINET REPORT

SIGNATORIES

Report Title	Establishing an Integrated Planning Service and use of Planning Delivery Grant 2007/2008
Date of Call-Over	16 th October 2007

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			

Appendix 1.

	<u>Issue</u>	<u>Proposed Action</u>
1.	There was general support for the integration of Planning Services under a Professional Qualified Planner.	None.
2.	Housing Strategy Team would prefer to be within the Integrated Planning Structure. Second preference being Regeneration, third preference Housing.	None; await outcome of Chief Executive's proposed organisational structure.
3.	The specialist advisor posts (Transport, Sustainability, Urban Designer) should be located within the Planning Policy part of the structure and not Development Control.	None at this stage; await views of Head of Planning.
4.	Change the titles of "Planning Technicians" to "Assistant Planning Officer".	Agreed. Reinforces career ladder and more attractive to applicants.
5.	Change the titles of "Trainee Building Control Officers" to "Assistant Building Control Officers".	Agreed. Reinforces career ladder and more attractive to applicants.
6.	Support for three specialist advisers, but would like to see additional specialist adviser for Biodiversity.	None. In a situation where resources were not finite, this could be supported. In the context of some resources, the proposed posts are considered a higher priority. Specific issues can be picked up through specialist commissions.
7.	The Council should wait until the appointment of Head of Planning before agreeing a structure.	None. The lead-time for securing a Head of Planning in post is likely to be five months. The service can not wait that long, however the Head of Planning will be able to influence the new structure as the service moves forward. The structure is noted as indicative for this reason.
8.	The budget for the Integrated Planning Service should be brought up to the national average.	The approximate costings of the new structure will increase the revenue cost by some £455,000.

		The target should be to provide Excellent service at below average cost. The service costs should be kept under review through Service Planning cycles.
9.	An additional post of Team Leader should be established, covering the Northampton LDF and Conservation functions.	<p>None at this stage.</p> <p>The numbers in each section are considered to be within normal spans (8 and 3).</p> <p>To be reviewed by Head of Planning Services within financial parameters agreed.</p>
10.	The removal of responsibilities from two Corporate Managers when new Head of Planning in post could lead to a diminution in role if not replaced by other responsibilities.	None. Await Chief Executive's proposals for new organisational structure.
11.	Duty Officer (undertaken on a rotating basis) support to Planning Reception should be co-located at Reception to improve efficiency.	Agreed. To be actioned as part of improvements to Reception.
12.	The role of monitoring the satisfactory discharge of planning conditions be specifically allocated to a role.	Agreed. This role to be built into the post dealing with Appeals, Best Value and Customer Liaison.
13.	Career paths in and across service supported generally. Need identified to develop three year training plan for service to properly structure training and experience.	Agreed. Include in Training Bid for 2008/2009.
14.	The establishment of role of Building Control Manager strongly supported.	None, reflected in proposed structure.
15.	Dedicated support in Building Control supported.	None, reflected in proposed structure.
16.	Multi-skilling of Planning Support accepted in principle, but concern over reduced numbers in Development Control.	<p>None at this stage.</p> <p>The current working practices are out-dated, inefficient and inflexible.</p> <p>A thorough review of ICT systems, working procedures and activity analysis is taking place to ensure</p>

		<p>support and professional staff have use of up to date methods. The reduced numbers will not involve staff losses, as these are covered by temporary posts.</p> <p>Capital investment in ICT and software, coupled with staff training and development will optimise performance and efficiency. PDG is proposed to support this activity.</p> <p>The outcome of the above will determine the numbers of posts.</p>
17.	Have all existing staff got roles in the Indicative Structure?	<p>The Indicative Structure is not intended to lead to loss of posts. There may be some changes to roles, but this should represent development and job enlargement opportunities.</p> <p>Any changes to roles will be evaluated through the Council's new Pay and Grading arrangements.</p>

PROPOSED ALLOCATION OF PLANNING DELIVERY GRANT 2007/2008

Amount of Grant £592,620

Less

a) Required use of Capital (25%) - £148,000

b) Contribution to cost of new structure 2008/2009 - £224,620

£220,000 for Allocation 2007/2008

Proposed Allocation 2007/2008

1. Recruitment costs (3 senior posts) £30,000

2. Service Improvement Manager £66,000

3. Interim DC Professional support £24,000

4. Additional contribution to JPU £100,000

£220,000

Proposed Capital Allocation

1. Planning Committee Audio Visual Improvements £28,000

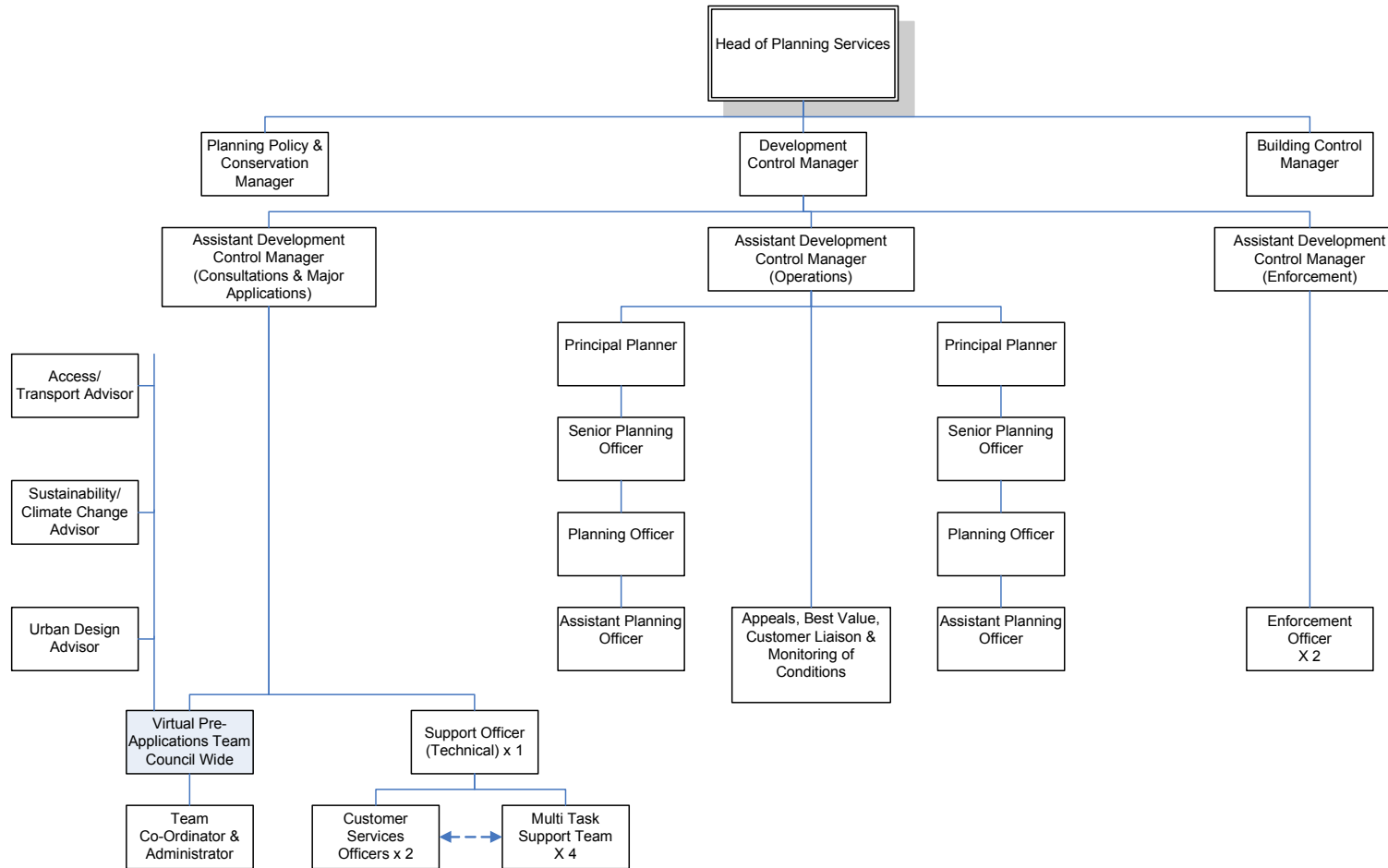
2. Improvements to Reception (leaflet displays, vision panel, photocopier) £10,000

3. Improvements to Planning ICT software, hardware and system integration £107,000

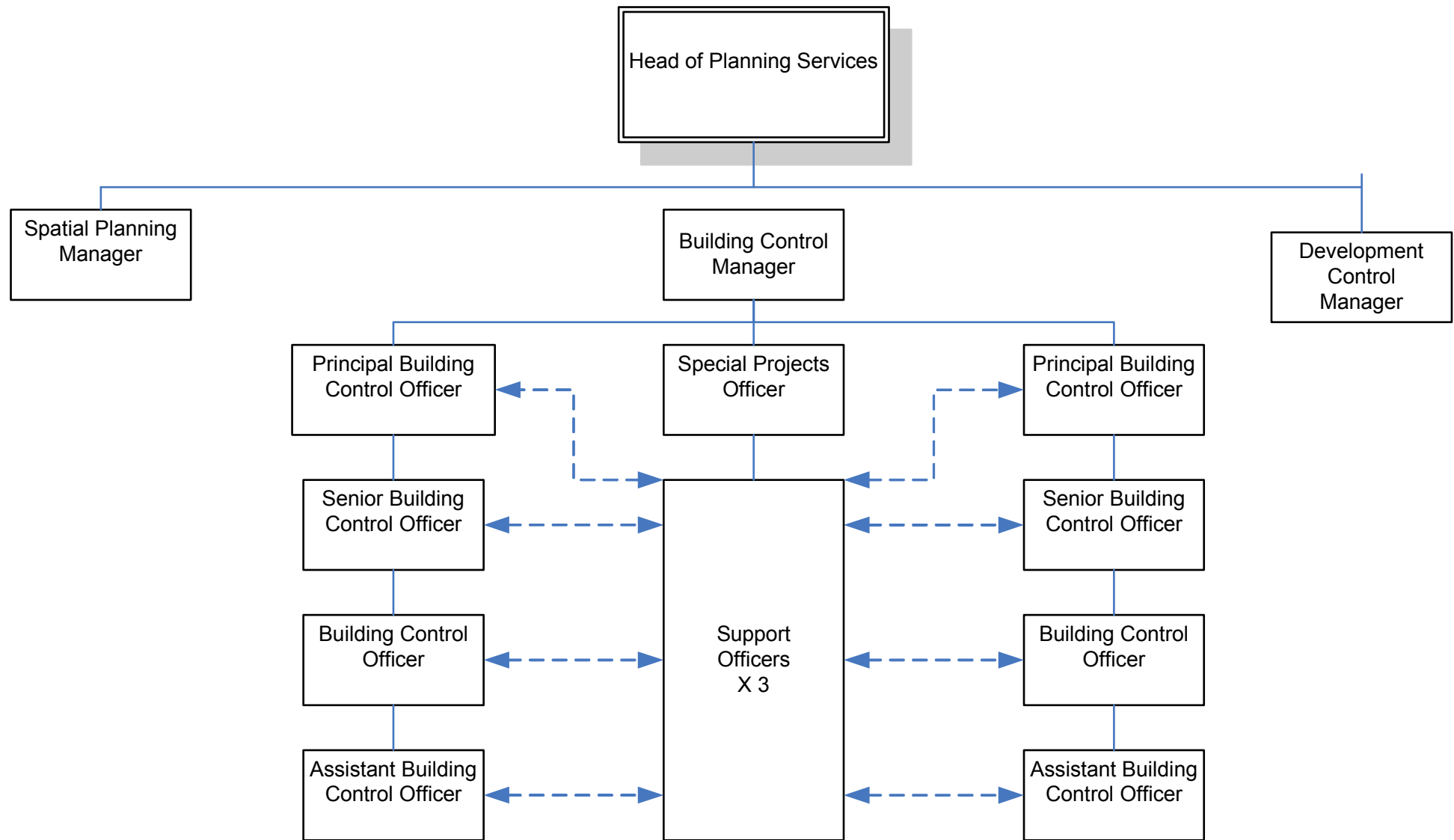
4. Mobile exhibition boards for Reception (Guildhall & Cliftonville) £3,000

£148,000

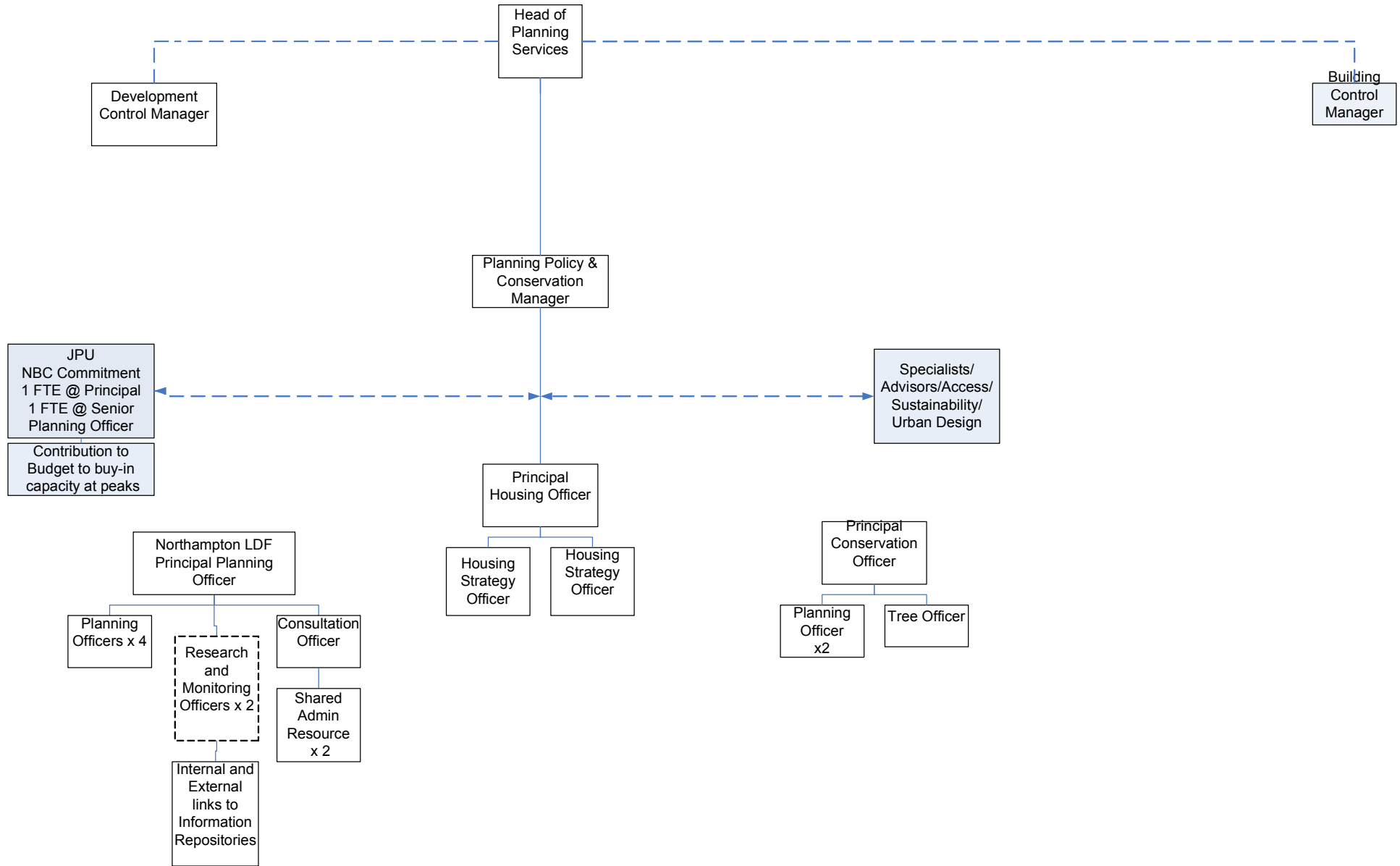
ESTABLISHING AN INTEGRATED PLANNING SERVICE – CABINET REPORT 5TH NOVEMBER 2007



ESTABLISHING AN INTEGRATED PLANNING SERVICE – CABINET REPORT 5TH NOVEMBER 2007



ESTABLISHING AN INTEGRATED PLANNING SERVICE – CABINET REPORT 5TH NOVEMBER 2007



Appendices



Item No.

12

NORTHAMPTON
BOROUGH COUNCIL

CABINET REPORT

Report Title	CAPITAL PROGRAMME 2007-08 – ADDITIONS AND AMENDMENTS
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 November 2007
Key Decision:	YES
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Governance and Improvement
Accountable Cabinet Member:	Malcolm Mildren
Ward(s)	Not Applicable

1. Purpose

- 1.1 The purpose of the report is to request approval for additions and amendments to the Council's Capital Programme for 2007-08.

2. Recommendations

- 2.1 That the Cabinet approve:
- The proposed additions to the Council's General Fund capital programme for 2007-08, listed at paragraph 3.2.6 & 3.2.7
 - The funding sources for the proposed additions to the Council's General Fund capital programme for 2007-08 listed at paragraph 3.2.6 and 3.2.7

3. Issues and Choices

3.1 Report Background

3.1.1 The Council's capital programme for 2007-08, and associated amendments, has been approved by Cabinet at meetings on the following dates:

- 9 December 2006
- 29 January 2007
- 30 July 2007
- 1 Oct 2007

3.1.2 The approved capital programme for 2007-08 is fully funded.

3.2 Issues

3.2.1 All proposals put forward for approval have been submitted on capital project appraisal forms, which have been signed off by, amongst others, the relevant Corporate Director, the Section 151 Officer and the appropriate Member with Portfolio.

3.2.2 Copies of the capital project appraisals are available on request

Housing Revenue Account Capital Programme

3.2.3 Approval of the draft HRA capital programme for 2007-08 on 29 January 2007 was subject to the proposed schemes for 2007-08 being assessed in accordance with the normal capital scheme appraisals mechanism, and brought back to a future meeting of the Cabinet for consideration prior to any expenditure commitments being made.

3.2.4 The majority of the HRA capital schemes for 2007-08 were approved at 1 October Cabinet. However approval is still outstanding for three schemes. These will be brought to Cabinet at a future date.

General Fund Capital Programme

3.2.5 As it is best practice for all schemes in the capital programme to be backed up by capital appraisals, these are also to be submitted for all General Fund Schemes where they have not already been provided.

3.2.6 Appraisals for the following schemes in the agreed General Fund capital programme are hereby put forward for approval.

Improvements to Corporate Buildings. As part of the Councils Asset Management Plan, programmed condition surveys of corporate (non housing) properties are undertaken in order to identify and prioritise planned works. These works are prioritised on the basis of urgency, either to comply with legislative requirements, health and safety or to prevent deterioration of the building fabric, services or infrastructure.

The works comprise:

- Improvements to roads and footpaths
- Improvements to building fabric, structure & services
- Improvements to walls and security fencing
- Electrical upgrade works

All works forming part of this particular project have been identified as requiring to be addressed within 12 - 24 months of the survey (ie by end of 2008).

The total value of works is £1.2m. This amount has been set aside in the Council's draft capital programme for 2007-08.

The capital costs are to be funded from capital receipts. There are no revenue budget implications

3.2.7 In addition, a new capital scheme has been put forward for Cabinet approval for inclusion in the 2007-08 capital programme, as follows:

Legal Case Management System. The project is for the implementation of a legal case management system. This includes software for case management and time recording together with hardware to support the implementation. The scheme has already been agreed in principle due to the significant risk of loss of the Council's key records if it were not to go ahead. The £25.5k costs are to be funded from capital receipts.

Revenue costs of £4k per annum have been included in continuation budget submissions.

3.3 Choices (Options)

3.3.1 Cabinet are asked to approve the inclusions and amendments to the Council's capital programme for 2007-08.

4. Implications (including financial implications)

4.1 Policy

4.1.1 The proposed capital schemes are within existing policy.

4.2 Resources and Risk

4.2.1 All schemes put forward for approval are fully funded

4.2.2 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.

4.5 Consultees (Internal and External)

4.5.1 The capital project appraisals and project variations have been put together by the Project Manager, in consultation with:

- The Budget Manager
- The relevant Finance Manager
- The relevant Corporate Director (or the Chief Executive)
- The appropriate Member with Portfolio,
- The Section 151 Officer.

4.5.2 Specific consultations with stakeholders are described within the capital project appraisals

4.6 How the Proposals deliver Priority Outcomes

4.6.1 The extent to which the project meets the Council's objectives and priorities is described within the 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 contributes to improving the CPA Use of Resources score. This, in turn, 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 There are no other specific implications arising from this report.

5. Background Papers

- 5.1 Cabinet Report – 4 December 2006 – General Fund Capital Programme 2006-07 and onwards
- 5.2 Cabinet Report – 29 January 2007 – General Fund Capital Programme 2006-07 and onwards
- 5.3 Cabinet Report – 29 January 2007 – Housing Revenue Account Capital Programme 2006-07 Onwards
- 5.4 Cabinet Report – 1 October 2007 – General Fund Capital Programme 2007-08 – Additions and Amendments
- 5.5 Cabinet Report – 1 October 2007 – Housing Revenue Account Capital Programme 2007-08 – Approval of Schemes

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

CABINET REPORT

SIGNATORIES

Report Title	CAPITAL PROGRAMME 2007-08 – ADDITIONS AND AMENDMENTS
Date Of Call-Over	17 October 2007

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			

Appendices



Item No. 12a

NORTHAMPTON
BOROUGH COUNCIL

CABINET REPORT

Report Title	CAPITAL PROGRAMME 2007-08 – FURTHER ADDITIONS AND AMENDMENTS
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 November 2007
Key Decision:	YES
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Governance and Improvement
Accountable Cabinet Member:	Malcolm Mildren
Ward(s)	Not Applicable

1. Purpose

- 1.1 The purpose of the report is to request approval for further additions and amendments to the Council's Capital Programme for 2007-08.

2. Recommendations

- 2.1 That the Cabinet approve:
- a) The proposed additions to the Council's General Fund capital programme for 2007-08, listed at paragraph 3.2.6 & 3.2.7
 - b) The funding sources for the proposed additions to the Council's General Fund capital programme for 2007-08 listed at paragraph 3.2.6 and 3.2.7
 - c) That approval for the scheme for improved car parking provision in communal areas for flats, a sub project of the Designing out Crime project, be subject to a consultation exercise.

- d) That the Member with Portfolio for Housing be given delegated authority to give final approval to the scheme at (c) above.

3. Issues and Choices

3.1 Report Background

3.1.1 The Council's capital programme for 2007-08, and associated amendments, has been approved by Cabinet at meetings on the following dates:

- 9 December 2006
- 29 January 2007
- 30 July 2007
- 1 Oct 2007

3.1.2 The approved capital programme for 2007-08 is fully funded.

3.1.3 Further additions and amendments to the programme are requested in a separate report to this Cabinet (Item 12). However the additional schemes put forward in this report were not signed off in time to be included in the main report, and are being reported separately.

3.2 Issues

3.2.1 All proposals put forward for approval have been submitted on capital project appraisal forms, which have been signed off by, amongst others, the relevant Corporate Director, the Section 151 Officer and the appropriate Member with Portfolio.

3.2.2 Copies of the capital project appraisals are available on request

General Fund Capital Programme

3.2.5 It is best practice for all schemes in the capital programme to be backed up by capital appraisals, and these are to be submitted for all schemes where they have not already been provided.

3.2.6 An appraisal for the following scheme in the agreed General Fund capital programme is hereby put forward for approval.

Spring Borough Café Disabled Access. The community cafe has been refurbished as part of the CASPAR+NR CASTLE Programme. This neighbourhood renewal programme is delivered through a partnership between NBC, NCC, the police and central government. The community cafe is a focal point for community activities. The purpose of this element of the cafe's refurbishment is to ensure that it is compliant with the Disability Discrimination Act 1995, both internally and externally. This will comprise building an external ramp to replace existing steps for disabled access and converting the toilets to disabled access, including reconfiguration of toilet area and new fittings.

The £30k capital budget for the scheme will come from the Leisure Facilities Disabled Access budget of £50k, agreed as part of original 2007-08 capital programme. The funding will come from capital receipts

There are no revenue budget implications

- 3.2.7 In addition, a number of new capital schemes from the externally funded CASPAR programme have been put forward for Cabinet approval for inclusion in the 2007-08 capital programme. The proposed additions to the programme are as follows:

Designing Out Crime. There are nine individual sub-projects in the overall Designing Out Crime project and two reserve sub-projects. All of these contribute towards reduction in crime in Spring Boroughs and have been proposed by the community led partnership of CASPAR + NR (Castle Ward). The projects all contribute towards improving Neighbourhood Renewal (element) Cleaner Safer Greener key objectives. The projects range from CCTV in the urban area to improved Door Entry Systems.

The total value of the project is £763,640. This is to be funded from government grants received from River Nene Regional Park (RNRP) and from CASPAR funding - Cleaner Safer Greener element.

It is proposed that one of the sub projects, improved car parking provision in communal areas for flats, be subject to a consultation exercise, and that following this, the Member with Portfolio for Housing be given delegated authority to give final approval to this scheme.

One of the sub projects, Improvements in Greenspace Lighting, has a potential minor revenue budget implication. Should it be decided to extend the scope of the existing lighting there would be a small additional annual maintenance cost, and the Asset Management service will bid for the necessary additional revenue funds.

Environmental & Recreational Improvements. There are eight individual sub-projects in the overall Environmental and Recreational Improvement project. All of these contribute towards community facilities or improving the greenspace environment that have been proposed by the community led partnership of CASPAR + NR (Castle Ward). The projects all contribute towards improving Neighbourhood Renewal (element) Cleaner Safer Greener key objectives. Delivering the outcomes in line with the Local Area Agreement in the areas of Safer Stronger Communities, Children and Young People, Economic Development Enterprise & Growth, Healthier Communities & Older People. The projects range from Breathing Spaces Improvements (Victoria Park, Footmeadow and Millers Meadow) to improving a Community Cafe for community use.

The total value of the project is £866,180. This is to be funded from government grants received from River Nene Regional Park (RNRP) and from CASPAR funding - Cleaner Safer Greener element.

One of the sub projects, New Recreation Facilities (Installation of a multi use games area, outdoor gym equipment and climbing boulders in Victoria Park) will incur additional annual maintenance costs of around £2.5k per annum. These will be funded by means of a commuted sum for the first five years;

thereafter Parks and Trusts will bid for this funding as part of the budget build process at the appropriate time.

3.3 Choices (Options)

3.3.1 Cabinet are asked to approve the inclusions and amendments to the Council's capital programme for 2007-08.

4. Implications (including financial implications)

4.1 Policy

4.1.1 The proposed capital schemes are within existing policy.

4.2 Resources and Risk

4.2.1 All schemes put forward for approval are fully funded

4.2.2 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.

4.5 Consultees (Internal and External)

4.5.1 The capital project appraisals and project variations have been put together by the Project Manager, in consultation with:

- The Budget Manager
- The relevant Finance Manager
- The relevant Corporate Director (or the Chief Executive)
- The appropriate Member with Portfolio,
- The Section 151 Officer.

4.5.2 Specific consultations with stakeholders are described within the capital project appraisals

4.6 How the Proposals deliver Priority Outcomes

4.6.1 The extent to which the project meets the Council's objectives and priorities is described within the 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 contributes to improving the CPA Use of Resources score. This, in turn, 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 There are no other specific implications arising from this report.

5. Background Papers

5.1 Cabinet Report – 4 December 2006 – General Fund Capital Programme 2006-07 and onwards

5.2 Cabinet Report – 29 January 2007 – General Fund Capital Programme 2006-07 and onwards

5.3 Cabinet Report – 1 October 2007 – General Fund Capital Programme 2007-08 – Additions and Amendments

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

Agenda Item 13

Annex B

Capital Programme Outturn 2006-07

Capital Financing Summary

	General Fund £000	Housing Revenue Account £000	Total £000
Capital Programme Expenditure	7,324	8,434	15,758
Financing			
Unsupported Borrowing	875		875
Supported Borrowing	500		500
General Fund Capital Receipts	925	-198	727
Housing Capital Receipts	2,597		2,597
Government Grants	206		206
Major Repairs Allowance		7,488	7,488
Disabled Facilities Grant	289		289
Non-Government Grants	1,863		1,863
Third Party Contributions - Section 106	70		70
Revenue Contributions		1,144	1,144
Total	7,325	8,434	15,759

Appendices

2



NORTHAMPTON
BOROUGH COUNCIL

Item No.

13

CABINET REPORT

Report Title

CAPITAL PROGRAMME 2006-07 – OUTTURN POSITION

AGENDA STATUS:

PUBLIC

Cabinet Meeting Date:	5 November 2007
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Governance and Improvement
Accountable Cabinet Member:	Malcolm Mildren
Ward(s)	Not Applicable

1. Purpose

- 1.1 The purpose of the report is to inform Cabinet of the outturn expenditure and funding position for the Council's Capital Programme for 2006-07.

2. Recommendations

2.1 That Cabinet note:

- a) The outturn position for the Council's capital programme for 2006-07, and how this was funded.
- b) That a report on capital programme slippage will be brought to Cabinet on 3 December

3. Issues and Choices

3.1 Report Background

- 3.1.1 The Council's General Fund (GF) Revised Capital Programme for 2006-07 was submitted to the Cabinet meeting of 4 December 2006 and approved at the Cabinet meeting of 19 December 2006.
- 3.1.2 Further amendments to the GF Capital Programme for 2006-07 were subsequently agreed by Cabinet on 29th January 2007.
- 3.1.3 The Council's Revised Housing Revenue Account (HRA) Capital Programme for 2006-07 was agreed by Cabinet on 29th January 2007.

3.2 Issues

- 3.2.1 The outturn expenditure and funding position for the Council's capital programme for 2006-07 has now been determined. Annex A shows the outturn position on a scheme by scheme basis, with an indication of the value and percentage of the variance of actual expenditure compared with budget. The information is split by HRA/GF, and set out by Directorate and Service. The commentary indicates the reasons for any significant variances.
- 3.2.3 Annex B shows how the capital programme for 2006-07 has been funded.
- 3.2.4 There will be some slippage of expenditure from 2006-07 into the current financial year. On 29 January 2007 Cabinet approved the following:

“... the principle that slippage between years for capital schemes should be more automatic, subject to the approval of the Council's Chief Financial Officer (or nominated representative). A report would then be brought to Cabinet after the end of each financial year detailing the capital outturn and reporting the approved slippage it will be adopted for the 2006/07 financial year onwards and will be more explicitly detailed in the Council's Financial Management Framework which is currently under review“
- 3.2.5 The amount of slippage required to complete capital schemes started in 2006-07 or before, is still being determined by officers and this will be reported back to Cabinet at their next meeting on 3 December. The report will also indicate how the slippage is to be funded.

3.3 Choices (Options)

- 3.3.1 Cabinet are asked to:
 - Note the outturn position for the Council's capital programme for 2006-07, and how this was funded.

- Note that a report on capital programme slippage will be brought to Cabinet 3 December.

4. Implications (including financial implications)

4.1 Policy

4.1.1 The 2006-07 capital programme scheme is within existing policy.

4.2 Resources and Risk

4.2.1 All capital expenditure incurred in 2006-07 was fully funded.

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 Consultations with stakeholders were carried out as appropriate for the capital schemes within the agreed programme for 2006-07.

4.6 How the Proposals deliver Priority Outcomes

4.6.1 The reporting of capital programme outturn information to Members is best practice, and contributes to requirements under the CPA Use of Resources

4.7 Other Implications

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

5. Background Papers

- 5.1 Cabinet Report – 4 December 2006 – General Fund Capital Programme 2006-07 and onwards
- 5.2 Cabinet Report – 29 January 2007 – General Fund Capital Programme 2006-07 and onwards
- 5.3 Cabinet Report – 29 January 2007 – Housing Revenue Account Capital Programme 2006-07 and onwards

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

CABINET REPORT

SIGNATORIES

Report Title	CAPITAL PROGRAMME 2006-07 – OUTTURN POSITION
Date Of Call-Over	17 October 2007

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			

Capital Programme Outturn 2006-07
Capital Expenditure Summary

Division/Service	Final Approved Budget £000	Actuals		Explanation
		Expenditure for Year £000	(Unspent Budget)/ Budget Overspends £000 %	
General Fund				
Governance & Improvement				
Chief Executives	0	0	0	
Performance, IT & Improvement	531,000	253,469	(277,531)	(52) Underspends due to better prices acquired on Mainframe replacement & Server resiliance programme. Review of staffing arrangements for GIS Development, resulting in reduced cost of project. Review of IT infrasture delayed the implementation of the Network Upgrade.
Governance & Communications	34,000	20,714	(13,286)	(39) Residual cost of Camp Hill Community Centre, less than anticipated.
Legal & Democratic	0	0	0	
Finance & Asset Management	5,133,000	3,873,680	(1,259,320)	(25) Under spend due to large residual payments to be made, delays in works due to poor performing contractor, and incorrect profiling of schemes.
Total Governance & Improvement	5,698,000	4,147,863	(1,550,137)	(27)
Customers & Service Delivery				
Community Safety, Leisure & Town Centre Operations	746,000	162,596	(583,404)	(78) Delay on Pay on Foot scheme at St Johns due to awaiting funding from NCC. Slippage re Caspar 5 project and Abington Museum upgrade. Delayed disabled works at Leisure Facilities due to Vandalism.
Customer Services	750,000	381,740	(368,260)	(49) Delays due to ensuring integration issues of CRM are kept to a minimum.
Streetscene & Property Maintenance	433,270	194,653	(238,617)	(55) Delays in recycling facilities upgrade due to electricity supply problems. Delays in recycling flats scheme due to remedial works required. Reduced cost than anticapted for Kingsthorpe Cemetery extension.
Housing Services	1,432,000	860,358	(571,642)	(40) Underspend as a result of reduced spend on Housing repair grants, due to greater recoupments. Delays re DFG's due to contractor. Delays in payment of Local Authority Social Housing Grant.
Total Customers & Service Delivery	3,361,270	1,599,347	(1,761,923)	(52)

Division/Service	Final Approved Budget £000	Actuals		Explanation
		Expenditure for Year £000	(Unspent Budget)/ Budget Overspends £000 %	
People, Planning & Regeneration				
Human Resources	45,000	81,175	36,175	80 Review of Payroll replacement project undertaken, which resulted in a new project manager being appointed as the project was behind schedule.
Development - Building Control & Environmental Health	489,100	63,255	(425,845)	(87) Unable to implement schemes due to the delay in adopting grant funding into capital programme and the loss of operational staff to undertake duties.
Regeneration, Growth & Community Development	536,000	1,464,111	928,111	173 Breathing spaces scheme £133k and Safer Cleaner Greener £1,127k, both projects are funded externally, but were not budgeted for.
Total People, Planning & Regeneration	1,070,100	1,608,541	538,441	50
Total General Fund	10,129,370	7,355,751	(2,773,619)	(27)

<u>HRA</u>				
Customers & Service Delivery				
Streetscene & Property Maintenance (HRA)	8,851,230	7,720,539	(1,130,691)	(13) Variations to budget due to :- Site problems, adverse weather conditions, led to deferred re roofing. Delays due to contractors. More competitive prices led to improved project outturns.
Housing Services	732,000	682,251	(49,749)	(7) Phasing adjustment to FISH project required.
Total Customers & Service Delivery (HRA)	9,583,230	8,402,790	(1,180,440)	(12)
Total HRA	9,583,230	8,402,790	(1,180,440)	(12)

Total Capital Programme	19,712,600	15,758,541	(3,954,059)	(20)
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Appendices

5



NORTHAMPTON
BOROUGH COUNCIL

Item No.

14a

CABINET REPORT

Report Title	BUDGET MONITORING 2007/08 – POSITION AS AT THE END OF SEPTEMBER 2007
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 November 2007
Key Decision:	YES
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Governance and Improvement
Accountable Cabinet Member:	Malcolm Mildren
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 actions being taken to manage the forecast overspend.
- 2.2 Cabinet approve the virements as detailed in the attached annex to realign the Streetscene Budgets.
- 2.3 Cabinet approve a virement of £30k from the Corporate Initiatives (LABGI) Earmarked Reserve for the Christmas lights.
- 2.4 Cabinet approve the virement of £50k for the Sheep Street public conveniences.

- 2.5 Cabinet approve a virement of £10k from the Corporate Initiatives (LABGI) Earmarked Reserve for the Northamptonshire Rape Crisis Centre.
- 2.6 Cabinet approve that the additional LABGI funding allocation notified to the authority be added to the Corporate Initiatives earmarked reserve when it is received.

3. Issues and Choices

3.1 Report Background

- 3.1.1 The Council approved the General Fund Revenue Budget on 21st February 2007. The 2007/08 budget preparation process identified a substantial gap in funding. This was bridged by a combination of policy, efficiency and base budget savings of £5.2m. This included a requirement for the temporary use of reserves of £0.89m.
- 3.1.2 In addition to the funding included in the original budget that was set early in 2007, the Council has been awarded £592k Planning Delivery Grant (25% of which must be used for capital purposes), the highest for any district outside London, as well as £280k intervention grant from DCLG. These amounts are not yet reflected in the figures in this report, except for the £100k funding for the interim Chief Executive and the £40k for finance support included in the intervention grant.
- 3.1.3 During September the authority was notified that it had been awarded an additional sum of £147k LABGI funding. It is recommended that this is added to the corporate initiatives earmarked reserve.
- 3.1.4 It is important that the savings built into the budget are achieved to minimise the impact on both the Council's general reserves at the end of this financial year and the impact on future year budgets. It is intended that all policy, efficiency and base budget savings that were built into the approved budget will be monitored and reported separately this financial year together with the regular monitoring of the revenue budget. Should any of the savings be unachievable, management action will be taken to identify alternative savings or income.

3.2 Issues

- 3.2.1 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. Appendix 1 presents the identified variations from the approved budget that are giving rise to a forecast net overspend of £379k, compared to £272k as forecast at the end of August 2007. This will reduce down to £77k should an application to capitalise severance costs to the DCLG be agreed.

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

RAG	Directorate	2007/08 Original Budget	2007/08 Additional Budget	2007/08 Revised Budget*	End Sept 2007 Projected Outturn*	Variance Projected Outturn to Revised Budget*
		£,000	£,000	£,000	£,000	£,000
R	Governance & Improvement	14,600	87	14,687	14,836	149
R	Customers and Service Delivery	15,239	141	15,380	15,658	278
G	People, Planning, and Regeneration	7,296	458	7,754	7,705	(49)
	Total	37,135	687	37,821	38,199	378

Difference to Appendix 1 is roundings

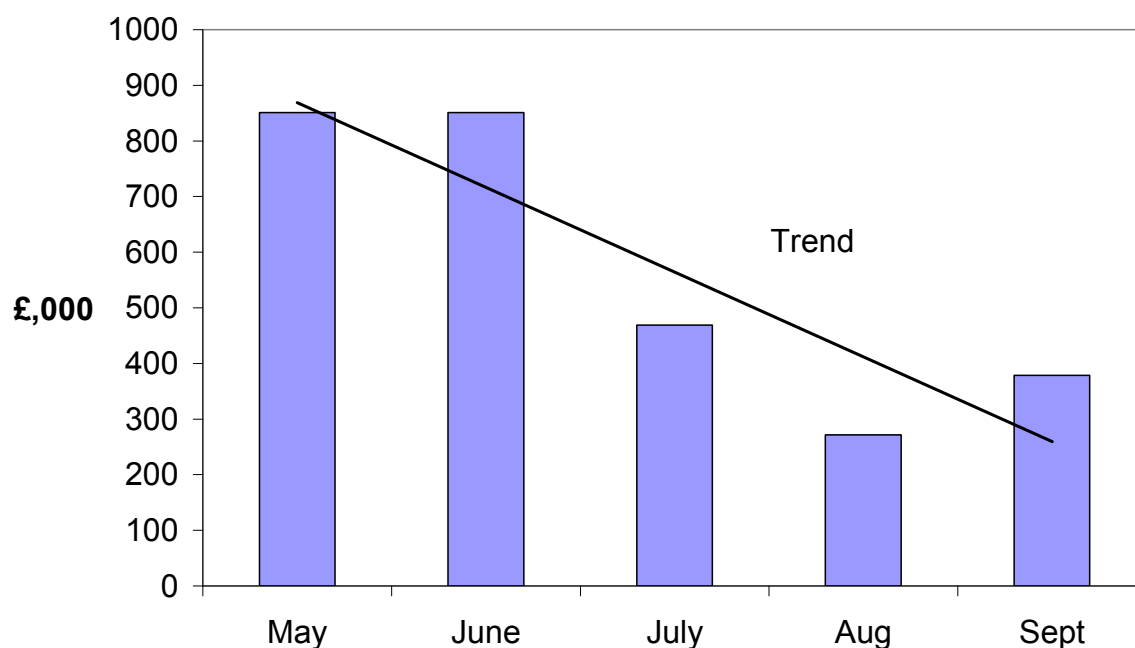
3.2.3 RAG (Red, Amber, Green) criteria were agreed by Management Board at their meeting on 16 August 2007. The criteria are detailed at Appendix 3

3.2.4 £326k of the net projected overspend relates to policy and efficiency savings that Budget Managers have indicated still required further work.

3.2.5 Where savings have not yet been made or an overspend is forecast management will prepare an action plan to ensure delivery. A proposed template for the action plans, based on the format of appendix 2, was discussed at Management Board on 6 September 2007. This is currently being trialled with Corporate Managers and will be reported to future Cabinets as an appendix.

3.2.6 The remaining £53k overspend relates to newly emerging issues identified by Budget Managers.

3.2.7 The budget monitoring is showing an overall improving trend as shown below:



Forecast as at Month End

3.2.8 Overview and Scrutiny 3 Task and Finish Group have asked that this report include a table showing the movement between the latest budget as reported at the previous period compared to the latest budget as at the current period. However, there have been no changes since the last monitoring report. The proposed layout for this is shown in table 2 below.

3.2.9 Table 2: Latest General Fund Budget Movement between end of August 2007 and end of September 2007

Directorate	2007/08 Revised Budget to End August 2007	Changes during the Month	2007/08 Revised Budget to End September 2007	Reasons for Changes During the Month
	£,000	£,000	£,000	
Governance & Improvement	14,687	0	14,687	No change
Customers and Service Delivery	15,380	0	15,380	No change
People, Planning, and Regeneration	7,754	0	7,754	No change
Total	37,821	0	37,821	

3.2.10 In order to help members see the changes that have been processed to date, a table showing the total budget changes to date is shown at table 3 below.

3.2.11 Table 3: General Fund Budget Movements to the end of September 2007

Original Budget 2007-08		37,135
Improvement Fund	Planning Service Improvements	175
Improvement Fund	Chief Executive	48
LABGI	Town Centre Enhancements	12
LABGI	Park Rangers	100
LABGI	Delapre Abbey	40
General Fund Reserves	Concessionary Fares	312
Total		37,822

Note the difference in the total is due to roundings

3.2.12 Governance and Improvement

3.2.13 The RAG status for Governance and Improvement is Red as the forecast overspend is over £100,000. The reasons for the variance are explained in the table below.

3.2.14 An application will be made to the Department for Communities and Local Government, to capitalise the cost of redundancy and pension strain costs. If approved, this would reduce the charge to the revenue account by an estimated £310k. This saving to the revenue account will be partially offset by the additional cost of borrowing to finance the capitalisation of £8k.

3.2.15

Service Area	Forecast Variance before Action	Forecast Variance after Action	Narrative
	£,000	£,000	
Governance & Communications	74	74	Restructure of admin posts unachievable plus interim cover and redundancy costs
Finance and Asset Management	91	91	Mainly due to overspends on NNDR for office accommodation and additional rubbish removal as a result of extra market events
Other minor variations (below £50k)	(16)	(16)	£13k on Chief Executive relating to excess costs of interim Chief Executive over and above available funding and grant receipts. Plus net saving on employee costs in Legal and Democratic Services and a grant for £20k for the costs of postal votes.
Total	149	149	

3.2.16 Customers and Service Delivery

3.2.17 The RAG status for Customers and Service Delivery is Red as the forecast overspend is over £100,000. The reasons for the variance are explained in the table below.

3.2.18

Service Area	Forecast Variance before Action	Forecast Variance after Action	Narrative
	£,000	£,000	
Community Safety	23	23	Overspends on employees and underachievement of income, including a total of £73k relating to St Peters Way, together with unachievable savings and duplication of savings targets are largely offset by additional income and a management action plan.
Customer Services	(153)	(153)	See details below
Streetscene & Property	125	125	See details below
Housing Services	282	282	Overspends on temporary staff for 4 additional posts and the Kendrick Ash contract are offset by minor (below £50k) variations including savings on temporary accommodation. An action plan is to be developed.
Total	277	277	

3.2.19 Customer Services

3.2.20 An unachievable Efficiency Saving of £50k in the Print Unit was reported previously due to a duplication of budgets offered up.

3.2.21 A £28k overspend on postage mainly due to changes in the billing processes for council tax was also identified previously. The overspend in the postage bill is shown within this service, but will filter out to other departments via the recharging process. A grant of £20k has been received by Legal and Democratic Services relating to postal voting, which will offset part of this.

3.2.22 New issues including a £40k overspend relating to the print room having to outsource work due to breakdowns and inadequate equipment, £28k unachievable saving relating to the CRM maintenance contract and £10k for the 24_Claim Guarantee forms have also been identified this month.

3.2.23 In addition a total of £17k relating to minor variations (below £10k) have also been identified.

3.2.24 These overspends are offset by net employee savings of £44k, a £15k saving on software licences, and additional unbudgeted income of £267k.

3.2.25 Streetscene (General Fund)

3.2.26 The Trade Waste service (saving ref BH3) will not achieve the revenue target saving for the sale of the service of £150k, as any disposal receipts will generate a capital not revenue receipt. A review will be carried out to see if any of the other costs in this area are eligible for capitalisation.

3.2.27 A saving of £150k (ref PS23) was attributed to Streetscene service was deemed unachievable early in the process. The additional MRF income identified below will relieve this budget pressure.

3.2.28 The Asset Management Group is currently assessing a £50k saving on security at the Westbridge Depot for its impact on the depot. It currently appears that the saving is unlikely to be achieved.

3.2.29 These are partly offset by vacancy savings of £25k and additional MRF recycling income of approximately £200k.

3.2.30 A new emerging issue has been raised relating to income levels. It is too early to tell what the impact of this will be. The issue is currently being investigated and the outcome will be reported to Cabinet with the monitoring report next month.

3.2.31 It has been recognised that the budgets in Streetscene need to be realigned. Work has been undertaken during the summer to identify where the budgets need to be and it is proposed that the virements required for the realignment (netting to £nil within the Streetscene division) are approved. The virements are summarised at appendix 4.

3.2.32 As part of the month 2 budget monitoring a virement of £150k was agreed for park rangers from the corporate initiatives (LABGI) earmarked reserves. In the event only £100k of this was required for this purpose and it has since been agreed that the remaining £50k of this money can instead be allocated to Sheep Street public toilets, and approval of a virement for this purpose is requested as part of this report.

3.2.33 People, Planning & Regeneration

3.2.34 The RAG status for Customers and Service Delivery is Green as there is a forecast underspend overall. The reasons for the variance are explained in the table below.

Service Area	Forecast Variance before Action*	Forecast Variance after Action*	Narrative
	£,000	£,000	
Human Resources	94	94	£32k employee costs, £21k staff survey costs, £15k for new employee sickness plus other minor variations. A management action plan is being developed.
Regeneration and Growth	(125)	(125)	£215k employee savings offset by £90k temporary and consultancy cover for vacant posts.
Other minor variations (below £50k)	(18)	(18)	Employee and transport savings offset by £30k cost of rubbish removal at Ecton Lane
Total	(49)	(49)	

3.2.35 Other Areas for Information

3.2.36 It was anticipated that £2.15m of savings contained within the budget would be achieved by way of reduction to Employee related budgets. It has been possible to achieve some of these savings by deleting vacant posts from the employee establishment or reducing the level of temporary staff and overtime used. Several savings will be achieved by redeploying staff to suitable alternative employment within the Council. This presents a small financial burden in relation to protected pay. A number of savings will be achieved by granting voluntary redundancy or early retirement to staff in the affected areas. The achievement of such savings requires the one off cost of severance payments, pension strain and added years benefits to be incurred. In some cases the level of severance costs being incurred are higher than the saving to be generated in one financial year and as a result do not start to generate savings until the financial years 2008/9 or 2009/10. Requests for voluntary redundancy and early retirement with a payback period of more than 3 years were refused as being unaffordable.

3.2.37 It was anticipated that £3.06m of savings contained within the budget would be achieved within non-employee related budgets. The most significant variations exist within the Streetscene division, and are outlined above.

- 3.2.38 Emerging issues of net £53k have been identified by Budget Managers. The most significant variations are in Housing General Fund and relates mainly to overspends on cover for 4 additional posts and the Kendrick Ash contract. A management action plan is being developed to address this issue.
- 3.2.39 The cessation of the Highways service is not reflected within the numerical appendices to this report due to insufficient information concerning the implications to the service being available. It is thought that work might be identified to cover the cost of the service but this is based on estimated costs via Asset Management and has yet to be properly costed. This relates to the cost of the retained in house team of 9 employees and costs to Property Maintenance over budget relating to salary protection. Once further information is available, Cabinet will be informed of the financial act on the projected outturn position of the General fund.
- 3.2.40 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.
- 3.2.41 The 2007/08 pay award has not yet been agreed. The employers had offered 2.475% on spinal column point 5 and above with SCP 4 rising to £6 per hour, all from 1st April 2007. The latest position is that each Trade Union is deciding its response. Should the final pay award be less than budgeted, there will be a budget saving that is likely to be transferred out of directorates budgets.

3.2.42 Improvement Fund

		£,000
	Improvement Fund Balance as at 01.04.2007	500
<i>Less:</i>	Funding for planning service improvements	(175)
<i>Less</i>	Funding for recruitment of new Chief Executive	(48)
<i>Less:</i>	Funding for Human Resources Capacity Fund Bid	(90)
	Total estimated Improvement Fund balance at 31.03.2008	187

- 3.2.43 The virement approved last month for the retention and extension of staff employment in HR is now being addressed through management actions. It is being replaced with the HR capacity fund bid approved by Board.

3.2.44 Corporate Initiatives (LABGI) Earmarked Reserve

		£,000
	LABGI Balance as at 01.04.2007	860
<i>Less:</i>	Funding for Town Centre Enhancements	(12)
<i>Less:</i>	Funding for Park Ranger service (amended)	(100)
<i>Less:</i>	Funding for Sheep Street Public Toilets	(50)
<i>Less:</i>	Funding for Delapre Abbey*	(40)
<i>Less:</i>	Funding for Sunday Parking changes to charging	(47)
<i>Less:</i>	Funding for Feasibility Studies in Regeneration	(173)
	Total estimated LABGI balance at 31.03.2008	438
<i>Less:</i>	Conditional Funding for Feasibility Studies in Regeneration	(215)
	Total estimated LABGI balance at 31.03.2008	223

- A further £2,750 will be required in 2008/09 for Delapre Abbey
- Note that an additional LABGI allocation of £147k has been announced for this authority. If this is added to the Corporate Initiatives earmarked reserve, the latest estimated balance at the year end will be £370k

3.2.45 General Fund Balances*

		£,000
	General Fund Balance as at 01.04.2007	2,893
<i>Plus</i>	Budgeted contribution to reserves	1,250
<i>Less:</i>	Budgeted Use of Reserves	(890)
<i>Less:</i>	Funding for concessionary fares	(312)
<i>Less:</i>	2007/08 forecast deficit attributable to General Fund as outlined in Table 1	(379)
	Total estimated General Fund balance at 31.03.2008	2,562

Note that this does not include any figures relating to the costs of the cessation of the Highways Service (see above).

3.2.46 "The Audit Commission has previously recommended that the level of the General Fund working balance should not fall below £2.3m" (Draft Statement of Accounts 2006/07).

3.2.47 Housing Revenue Account (HRA)

3.2.48 The latest projection for Housing HRA is a net underspend of £4k.

3.2.49 Within this, an overspend of £127k is being reported relating to the Kendrick Ash contract. This is being offset by underspends on void properties due to improved turnaround times and reduced court costs due to a more pro-active approach to debt recovery.

3.2.50 No variance has been reported at this stage on Streetscene HRA.

3.3 Choices (Options)

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

- 3.3.2 Consideration must be given as to if further management action can be taken to achieve those savings that have been identified by Budget Managers as unachievable.
- 3.3.3 Options for further constraining expenditure without detriment to front line service delivery must be considered corporately to address the projected net overspend.

4. Implications (including financial implications)

4.1 Policy

- 4.1.1 The table at 3.2.2 shows that the budget will be overspent by £379k if the overspends identified are not addressed.

4.2 Resources and Risk

- 4.2.1 This report informs the Cabinet of the provisional revenue budget outturn as at the end of September 2007.
- 4.2.2 There will be an ongoing impact on future year budgets of not achieving savings contained within the 2007/08 budget. The impact of a projected net overspend on reserve levels must be considered alongside the level of general reserves that will need to be retained to mitigate risk.

4.3 Legal

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

4.4 Equality

- 4.4.1 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 – 2 July 2007 Budget Monitoring 2007/08
3 September 2007 Month 4 Budget Monitoring 2007/08
1 October 2007 Month 5 Budget Monitoring 2007/08

Rebecca Smith, Assistant Head of Finance – Financial Management and Planning, ext 8046

CABINET REPORT

SIGNATORIES

Report Title	Budget Monitoring 2007/08 – Position as at the End of September 2007
Date Of Call-Over	16/10/2007

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			

Red, Amber, Green (RAG) Criteria for Revenue Budget Monitoring

The RAG status is based on the overall directorate position.

Ideally there should not be any movement from green to red; amber should be used through effective monitoring for initially flagging the budget pressure so that it can be addressed.

- | | |
|-------|---|
| Red | <ul style="list-style-type: none">- Where the forecast directorate overspend is over £100,000.- An action plan needs to be created and agreed. |
| Amber | <ul style="list-style-type: none">- Where the forecast directorate overspend is over £50,000 (but under £100,000)- An action plan is in place and is being monitored.- An unexpected shift took place at the previous year end (over £200,000). |
| Green | <ul style="list-style-type: none">- Estimated outturn on budget, nothing of concern. |

Notes

- i. Action Plans Where over £100k they will need portfolio member approval, and DMT where less than 100k.
- ii. Underspends unless there are adverse service implications or the underspend is significant and unplanned, underspends will be shown as Green.

REVISED BUDGET 2007-08

STREETSCENE (RAC)	Current Budget	Reversal of Savings Adjustment	Revised Budget 200-08 Proposed	Base Change
Recycling Operations	2,027,650		2,203,965	176,315
MRF	-660,780	205,684	-709,240	-48,460
Westbridge Depot	452,890	-50,000	455,760	2,870
Building Cleaning	239,530		230,247	-9,283
Graffiti	91,260		122,840	31,580
Town Centre Ranger	38,220		37,060	-1,160
Waste Partnership	190		0	-190
Domestic Refuse	2,345,380		2,166,970	-178,410
Trade Refuse	-122,440		-184,458	-62,018
Repackaging Centre	210,940		162,494	-48,446
Street Cleansing	1,938,470	-122,541	1,938,470	0
Public Conveniences	129,160	-33,143	129,160	-0
Abandoned Vehicles	55,800		43,002	-12,798
Enviro-Crime	61,230		61,230	0
Parks & Open spaces	3,432,710		3,582,710	150,000
	10,240,210	0	10,240,210	0

Basic proposal

Use additional income from recycling to achieve budget instead of reducing services and using proceeds from sale of trade waste operation.

General Fund Controllable Revenue Budget - Forecast Outturn Variance 2007/2008

	2007/2008 Original Budget	2007/2008 Use of Reserves	2007/2008 Virements	2007/2008 Current Budget	Savings / Efficiency Target Included within Budget	Savings / Efficiencies Target (Over) / Under Achieved	Other Emerging Issues	Forecast Outturn (Underspend) / Overspend before Management Action	Management Action - Virement from Reserves	Management Action Plans in Place	Forecast Outturn following action plans & budget transfers	Variance Explanations
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
Chief Executives												
Chief Executives	767	48	0	815	0	0	13	13	0	0	13	Cost of the interim Chief Executive offset by the saving on the vacant Chief Exec post and the DCLG intervention grant
Performance, IT & Improvement	2,961	0	-36	2,925	-162	0	0	0	0	0	0	
Governance & Communications	3,454	0	-5	3,449	-780	34	40	74	0	0	74	Unachievable element of savings on admin staff and various interim and redundancy costs, offset in part by employee savings.
Legal & Democratic	1,216	0	15	1,231	-72	0	-29	-29	0	0	-29	Employee savings offset in part by temporary staff costs and a grant for £20k for the costs of postal votes.
Finance & Asset Management	6,222	40	6	6,268	-553	0	91	91	0	0	91	Overspend on NNDR and additional rubbish removal on markets due to extra market events.
	14,620	88	-20	14,688	-1,567	34	115	149	0	0	149	
Customers & Service Delivery												
Community Safety, Leisure & Town Centre Operations	-468	0	4	-464	-1,382	142	-119	23	0	0	23	Overspends on employees and underachievement of income, including a total of £73k relating to St Peters Way, together with unachievable savings and duplication of savings targets are partly offset by additional income and a management action plan.
Customer Services	3,040	0	22	3,062	-379	0	-153	-153	0	0	-153	£50k unachievable print room savings together with a £28k overspend on postage mainly due to changes in the billing processes for council tax, a £40k overspend relating to print room having to outsource work due to breakdowns and inadequate equipment and £10k for the 24 Claim Guarantee forms and a total of £45k relating to other minor variations are offset by net employee savings of £44k, a £15k saving on software licences, and additional unbudgeted income of £267k.
Streetscene & Property Maintenance	10,875	112	27	11,013	-1,185	150	-25	125	0	0	125	Capital receipt rather than revenue on sale of trade waste service, saving on security unlikely to be achieved. Plus £150k unachievable saving. This is offset by £200k additional MRF income and £25k vacancy savings.
Housing Services - General Fund	1,767	0	2	1,769	-260	0	282	282	0	0	282	Temporary staff costs to cover an additional 4 new posts plus an overspend on the Kendrick Ash contract are included in the forecast.
	15,214	112	55	15,380	-3,206	292	-14	278	0	0	278	
People, Planning & Regeneration												
Human Resources	2,132	0	2	2,134	-166	0	94	94	0	0	94	£32k employee costs, £21k staff survey costs, £15k for new employee sickness plus other minor variations.
Development - Building Control & Environmental Health	2,241	175	-37	2,379	-226	0	-18	-18	0	0	-18	Vacancy and mileage savings offset by £30k additional refuse removal costs at Ecton Lane
Regeneration, Growth & Community Development	2,929	312	0	3,241	-100	0	-125	-125	0	0	-125	£215k employee savings offset by £90k temporary and consultancy cover for vacant posts.
	7,302	487	-35	7,754	-492	0	-48	-48	0	0	-48	
Total General Fund Controllable Revenue Budget	37,136	687	0	37,822	-5,265	326	53	379	0	0	379	

Notes

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

There are minor rounding variations in some of the totals.

Housing Revenue Account Controllable Revenue Budget - Forecast Outturn Variance 2007/2008

	2007/2008 Original Budget	2007/2008 Use of Reserves	2007/2008 Virements	2007/2008 Current Budget	Emerging Issues	Forecast Outturn (Underspend) / Overspend before Management Action	Management Action Plans in Place	Forecast Outturn following action plans & budget transfers	Variance Explanations
	£000	£000	£000	£000	£000	£000	£000	£000	
HRA									
Housing HRA	(25,160)	0	0	(25,160)	(4)	(4)	0	0	Within this, an overspend of £127k is being reported relating to the Kendrick Ash contract. This is being offset by underspends on void properties due to improved turnaround times and reduced court costs due to a more pro-active approach to debt recovery
Streetscene HRA	8,726	0	0	8,726	(0)	(0)	0	0	
Total Housing Revenue Account Controllable Revenue Budget	(16,434)	0	0	(16,434)	(4)	(4)	0	0	

Notes

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

Streetscene HRA is fully recharged at year end to Housing HRA

Appendices

1



NORTHAMPTON
BOROUGH COUNCIL

Item No.

14(B)

CABINET REPORT

Report Title	Performance Monitoring Report
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	5 th November 2007
Key Decision:	NO
Listed on Forward Plan:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Citizens, Finance and Governance
Accountable Cabinet Member:	Councillor Brian Hoare
Ward(s)	N/A

1. Purpose

1.1 To inform Cabinet of the Council's performance for September 2007 against monthly performance indicators and quarterly reported indicators for the period July to September 2007. .

2. Recommendations

2.1 That Cabinet note the contents of the report.

3. Issues and Choices

3.1 Report Background

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

3.1.2. Monthly performance data is available by the 20th of the following month; this allows for data to be transferred onto our database and quality assured too ensure that data quality standards are met. This report summarises performance data for September 2007 for monthly reported indicators and July to September 2007 for quarterly reported indicators.

3.1.3. This is the first report incorporating the increased number of indicators now reported quarterly in line with the 'Harder Test' agreed by Cabinet on 2nd July 2007.

3.2 Issues

Performance status across the 10* monthly priority indicators has remained static for September 2007.

Colour	Number	Indicators
Green	4	Planning processing times (minor and other) applications Benefit processing times for both new and change of circumstance claims
Amber	1	Collection of council tax
Red	4	Council property re-let times, the payment of invoices, the collection of rent arrears and employee absence

(*Data not yet available for 1 indicator due to implementation of new Housing System)

The Council has one quarterly indicator which is ranked as a priority - BVPI 79a (accuracy of processing benefit claims). Performance against this indicator has improved over the second quarter and is 9.5% higher than the same period last year.

Notable performance trends for the month of September 2007 across all finalised indicators includes:

Areas of improvement:

- Percentage of flytips removed within two working days - highest performance of the year to date;
- Performance improvement has been sustained against partnership crime indicators with improvements to three of the four (domestic burglaries, violent crime and vehicle crime) with no change against the other (robberies). Vehicle crime is now on target for the first time this year, the best performance in over two years.

Performance deterioration:

- The proportion of land and highways from which unacceptable levels of flyposting are visible has declined, with performance 50% worse than this time last year. Management action to address the decline includes, a change in working practices with street cleansing crews and the neighbourhood wardens supporting removal at the point of identification. The legal department are investigating new legislative opportunities to prosecute the printers of posted material.

- The number of visits to local authority museums and galleries by organised school groups has declined with performance 50% lower when compared to the same time last year. Management action taken has included a review of the causes of the decline. Causes identified are being mitigated by the recruitment to vacant facilitator posts and an increase in school outreach sessions to minimise the travelling costs for school groups.

3.3 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 Performance Report for September 2007 – Dale Robertson ext 7110

Dale Phillipson, Corporate Manager – Performance, I.T. & Improvement, Ext 8273

PERFORMANCE REPORT : September 2007 - Environment Portfolio - Cllr Trini Crake

KEY TO STATUS COLOURING
KEY TO QUARTILE COLOURING

KEYS

CURRENT STATUS

GREEN:

2 (Within NBC 05/06 Outturn & quartile position)
LOCAL INDICATOR [quartile data unavailable]

G = 11 [52.4%] **A** = 4 [19.0%] **R** = 6 [28.6%] **NO DATA** = 0 [0%]

Overall performance on or exceeding target
Top or Upper Median Quartile

MONTH ON MONTH TREND & QUARTER ON QUARTER TREND

AMBER:

BVPI ID column denotes Corporate Priority Indicator

↑ = 9 [42.9%] **↔** = 5 [23.8%] **↓** = 5 [23.8%] **NO DATA** = 2 [9.5%]

Overall performance within range stated in "Target Tolerances" column*
Lower Median Quartile

* Interim figures yet to be validated

YEAR ON YEAR TREND

RED:

Annual Targeted quartile colouring based against unaudited 06/07 performance data tables

↑ = 12 [57.1%] **↔** = 2 [9.5%] **↓** = 4 [19.1%] **NO DATA** = 3 [14.3%]

Overall performance outside the stated "Target Tolerances"
Bottom Quartile

Indicators are included in both the Housing and Environment portfolio report as they are cross-cutting

* New 'Harder Target' test applied - Please refer to "Target Tolerances" column for individual test applied.










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 & TARGETED QUARTILE	CURRENT PROFILED TARGET [if any]	* TARGET TOLERANCES	PERFORMANCE AGAINST LAST MONTH	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC OUTTURN & PROSPECTIVE QUARTILES BASED ON UNAUDITED 06/07 DATA TABLES	NBC 05/06 OUTTURN & QUARTILE POSITION	
Streetscene and Property Maintenance [Carl Grimmer]															G = 10	A = 4	R = 4					
Monthly Indicators																						
↑ BV82ai	Percentage tonnage of household waste arisings which have been sent by the authority for recycling	18.94	19.91	19.39	20.13	20.55	20.75							19.90%	21%		5%	↑	↑ 18.61%	20.24% Upper Median	19.82% Upper Median	
↑ BV82aii	Total of tonnage of household waste arisings which have been sent by the authority for recycling	1,316.26	1,466.26	1,385.65	1,444.67	1,479.20	1,253.08							8,365.52 Tonnes	17,028 Tonnes		5%	↓	↑ 7845.17 Tonnes	16,155.45 Tonnes Upper Median	15,509.95 Tonnes Top	
↑ BV82bi	Percentage of the total tonnage of household waste sent for composting or treatment by anaerobic digestion	20.20	19.25	22.96	23.60	23.99	19.26							21.87%	16%		5%	↓	↑ 20.56%	15.92% Upper Median	16.30% Top	
↑ BV82bii	Total tonnage of household waste sent for composting or treatment by anaerobic digestion	1,403.66	1,437.16	1,641.40	1,693.12	1,726.76	1,163.00							9194.58 Tonnes	12,974 Tonnes	9453.02 Tonnes	5%	↓	↑ 8666.60 Tonnes	12,680.30 Tonnes Top	12,752 Tonnes Top	
↓ BV84a	Number of kilograms of household waste collected per head	34.9	37.6	35.7	35.9	36.0	30.2							210.1kg	410kg		+ - 10kg	↑	↑ 216kg	408.4 kg Upper Median	401.7 kg Upper Median	
↓ BV84b	Percentage change from the previous financial year in the number of Kg of household waste collected per head of population	+5.44	-8.96	-9.39	+8.13	+1.70	-13.22							-3.27%	+ 3%		5%	↑	↑ +0.50%	+1.69% Lower Median	+ 5.96% Bottom	
↓ BV212	Average time taken to re-let local authority homes	30	33	32	35	33	32 *							33 Days *	28 Days		5%	↑	↑ 72 Days	71 Days Bottom	72 Days Bottom	
↑ BV218a	Percentage of new reports of abandoned vehicles investigated within 24hrs of notification	97.97	93.30	95.38	99.01	100	99.17							97.10%	95%		1% point	↓	↑ 66.76%	87.25% Lower Median	0% Bottom	
↑ BV218b	Percentage of abandoned vehicles removed within 24 hours from the point at which the Authority is legally entitled to remove the vehicle	73.08	61.90	87.88	93.10	78.13	85.19							78.84%	85%		5%	↑	↓ 81.08%	79.16% Lower Median	0% Bottom	
↑ ELPI5	Percentage of flytips removed within two working days	83.02	75.17	70.96	77.93	73.37	99.55							73.61%	70%		5%	↑	↓ 99.45%	99.60%	2	
↓ ELPI6	Number of refuse collections missed per month	209	77	32	184	89	80							671	12,000		5%	↑	↑ 4449	11,302	2	
↑ ELPI10	Percentage of missed collections put right within 24 hours	91.39	100	100	100	100	100							97.32%	95%		2% points	↔	↑ 96.63%	92.99%	2	
↑ HLP19	Night time repairs completed on target	100	95	96.24	100	100	100							98.14%	99%		1% point	↔	↓ 99%	99%	2	

PERFORMANCE REPORT : September 2007 - Environment Portfolio - Cllr Trini Crake















KEY TO STATUS COLOURING
KEY TO QUARTILE COLOURING

KEYS

CURRENT STATUS					GREEN:	2	(Within NBC 05/06 Outturn & quartile position) LOCAL INDICATOR [quartile data unavailable]
 = 11 [52.4%]	 = 4 [19.0%]	 = 6 [28.6%]	NO DATA	= 0 [0%]	Overall performance on or exceeding target Top or Upper Median Quartile		
MONTH ON MONTH TREND & QUARTER ON QUARTER TREND					AMBER:		BVPI ID column denotes Corporate Priority Indicator
 = 9 [42.9%]	 = 5 [23.8%]	 = 5 [23.8%]	NO DATA	= 2 [9.5%]	Overall performance within range stated in "Target Tolerances" column* Lower Median Quartile	*	Interim figures yet to be validated
YEAR ON YEAR TREND					RED:		Annual Targeted quartile colouring based against unaudited 06/07 performance data tables
 = 12 [57.1%]	 = 2 [9.5%]	 = 4 [19.1%]	NO DATA	= 3 [14.3%]	Overall performance outside the stated "Target Tolerances" Bottom Quartile	^	Indicators are included in both the Housing and Environment portfolio report as they are cross-cutting

* New 'Harder Target' test applied - Please refer to "Target Tolerances" column for individual test applied.

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ID	NAME	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	OVERALL PERFORMANCE TO DATE	^ ANNUAL TARGET & TARGETED QUARTILE	CURRENT PROFILED TARGET [if any]	* TARGET TOLERANCES	PERFORMANCE AGAINST LAST MONTH	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC OUTTURN & PROSPECTIVE QUARTILES BASED ON UNAUDITED 06/07 DATA TABLES	NBC 05/06 OUTTURN & QUARTILE POSITION
Quarterly Indicators																					
↑ BV91a	Percentage of households resident in the authority's area served by kerbside collection of recyclables			100			100							100%	100%		2%		 100%	100% Top	100% Top
↑ BV91b	Percentage of households resident in the authority's area served by kerbside collection of at least two recyclables			100			100							100%	100%		2%		 100%	100% Top	100% Top
4-Monthly Indicators																					
↓ BV199a	The proportion of relevant land and highways that is assessed as having combined deposits of litter and detritus that fall below an acceptable level				1									1%	8%		5%	 2%	 5%	4.3% Top	3% Top
↓ BV199b	The proportion of relevant land and highways from which unacceptable levels of graffiti are visible				8									8%	15%		5%	 12%	 13%	14% Bottom	10% Bottom
↓ BV199c	The proportion of relevant land and highways from which unacceptable levels of fly posting are visible				4									4%	1%		5%	 0%	 2%	1% Bottom	1% Upper Median
Development, Building Control & Environmental Health [Christine Stevenson]					 = 1	 = 0	 = 2														
Quarterly Indicators																					
↔ BV216a	Number of sites of potential concern within the local authority area with respect to land contamination			740			15							755	700		5%	No trend data	No data as this indicator was previously reported annually	966	975
↑ BV216b	Number of sites for which detailed information is available to decide whether remediation of the land is necessary, as a percentage of all "sites of potential concern"			2			2							4%	12%		2% points	No trend data	No data as this indicator was previously reported annually	8% Upper Median	6% Upper Median
↑ BV166a	Score against a checklist of enforcement best practice for environmental health			96.7			96.7							96.7%	100%		2%		No data as this indicator was previously reported annually	96.7% Upper Median	100% Top

PERFORMANCE REPORT : September 2007 - Finance Portfolio - Cllr Malcolm Mildren

KEY TO STATUS COLOURING
KEY TO QUARTILE COLOURING

KEYS

CURRENT STATUS					
G = 0 [0%]	A = 0 [0%]	R = 2 [100%]	NO DATA	= 0 [0%]	
MONTH ON MONTH TREND & QUARTER ON QUARTER TREND					
↑ = 0 [0%]	↔ = 1 [50%]	↓ = 1 [50%]	NO DATA	= 0 [0%]	
YEAR ON YEAR TREND					
↑ = 1 [50%]	↔ = 1 [50%]	↓ = 0 [0%]	NO DATA	= 0 [0%]	

GREEN:	Overall performance on or exceeding target Top or Upper Median Quartile
AMBER:	Overall performance within range stated in "Target Tolerances" column* Lower Median Quartile
RED:	Overall performance outside the stated "Target Tolerances" Bottom Quartile

2	(Within NBC 05/06 Outturn & quartile position) LOCAL INDICATOR [quartile data unavailable]
	BVPI ID column denotes Corporate Priority Indicator
^	Annual Targeted quartile colouring based against unaudited 06/07 performance data tables

* New 'Harder Target' test applied - Please refer to "Target Tolerances" column for individual test applied.

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ID	NAME	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	OVERALL PERFORMANCE TO DATE	^ ANNUAL TARGET & TARGETED QUARTILE	CURRENT PROFILED TARGET [if any]	* TARGET TOLERANCES	PERFORMANCE AGAINST LAST MONTH	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC OUTTURN & PROSPECTIVE QUARTILES BASED ON UNAUDITED 06/07 DATA TABLES	NBC 05/06 OUTTURN & QUARTILE POSITION
Finance and Asset Management Gavin Chambers]							G = 0	A = 0	R = 2												
Monthly Indicators																					
↑ BV8	The percentage of invoices for commercial goods and services paid by the authority within 30 days of being received	95.45	91.16	90.59	90.76	91.30	89.21							91.47%	94%		2% points	↓	↑ 88.36%	89.45% Bottom	86.89% Bottom
Quarterly Indicators																					
↑ BV156	The percentage of authority buildings open to the public in which all public areas are suitable for and accessible to disabled people.			92.54			92.54							92.54%	95%		2% points	↔	↔ 92.54%	92.54%	90.14%

PERFORMANCE REPORT : September 2007 - Housing Portfolio - Cllr Sally Beardsworth

KEY TO STATUS COLOURING
KEY TO QUARTILE COLOURING

KEYS

CURRENT STATUS	GREEN:	2	(Within NBC 05/06 Outturn & quartile position) LOCAL INDICATOR [quartile data unavailable]
G = 10 [47.6%] A = 3 [14.3%] R = 7 [33.3%] NO DATA = 1 [4.8%]	Overall performance on or exceeding target Top or Upper Median Quartile		
MONTH ON MONTH TREND & QUARTER ON QUARTER TREND	AMBER:		BVPI ID column denotes Corporate Priority Indicator
↑ = 7 [33.3%] ↔ = 3 [14.3%] ↓ = 9 [42.9%] NO DATA = 2 [9.5%]	Overall performance within range stated in "Target Tolerances" column Lower Median Quartile	*	Interim figures yet to be validated
YEAR ON YEAR TREND	RED:	^	Annual Targeted quartile colouring based against unaudited 06/07 performance data tables
↑ = 10 [47.6%] ↔ = 0 [0%] ↓ = 8 [38.1%] NO DATA = 3 [14.3%]	Overall performance outside the stated "Target Tolerances" Bottom Quartile		Indicators are included in both the Housing and Environment portfolio report as they are cross-cutting

* New 'Harder Target' test applied - Please refer to "Target Tolerances" column for individual test applied.

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 & TARGETED QUARTILE	CURRENT PROFILED TARGET [if any]	* TARGET TOLERANCES	PERFORMANCE AGAINST LAST MONTH	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC OUTTURN & PROSPECTIVE QUARTILES BASED ON UNAUDITED 06/07 DATA TABLES	NBC 05/06 OUTTURN & QUARTILE POSITION
Housing Services [Fran Rodgers]												G = 10	A = 3	R = 7							
Monthly Indicators																					
↑ BV9	Percentage of council tax received in the year	11.81	9.18	8.97	9.13	9.47	9.24							57.82%	98%	58%	0.5% points	↓	↑ 56.53%	96.63% Lower Median	95.45% Bottom
↑ BV66a	Rent collected by the local authority as a proportion of rents owed on HRA dwellings	63.66	67.06	65.34	65.61	66.04	66.90							91.04%	97.80%	93.76%	1% point	↑	↓ 93.23%	95.93% Bottom	96.03% Bottom
↓ BV66b	The number of local authority tenants with more than seven weeks of (gross) rent arrears as a percentage of the total number of council tenants	11.79	12.39	13.06	13.27	13.13	Data Unavailable							Data Unavailable	8.25%		5%	Data Unavailable	Data Unavailable	11.92% Bottom	12.43% Bottom
↓ BV78a	Speed of Processing: Average time for processing new claims	25.3	32.3	26.4	33.3	30.5	30.9 *							30.3 *	30 Days	32	1 Day	↓	↑ 42.1 Days	36.5 Days Bottom	57.6 Days Bottom
↓ BV78b	Speed of Processing: Average time for processing notifications of change in circumstances	11.1	13.1	10.4	11.5	11.1	12.7 *							11.6 *	11 Days	13	0.5 Days	↓	↑ 18.7 Days	16.4 Days Bottom	24.4 Days Bottom
↓ BV212	Average time taken to re-let local authority homes	30	34	32	35	33	32 *							33 Days *	28 Days		5%	↑	↑ 72 Days	71 Days Bottom	72 Days Bottom
↑ HLP19	Night time repairs completed on target	100	95	96.24	100	100	100							98.14%	99%		1% point	↔	↓ 99%	99%	2
↑ BV10	% of non domestic rates due for the year which were received by the authority	12.33	11.45	9.61	9.25	10.39	8.63							62.30%	99.30%	60%	2% points	↓	↑ 60.80%	99.72% Top	99.23% Upper Median
↓ BV66c	Percentage of local authority tenants who received Notices Seeking Possession	1.52	2.08	2.56	2.92	2.00	2.58							14.15%	25%	12.55%	5%	↓	↓ 13.84%	26.66% Lower Median	44.58% Bottom
↓ BV66d	Percentage of tenants evicted as a result of rent arrears	0.05	0	0.01	0	0.02	0.02							0.09%	0.30%	0.15%	5%	↔	↑ 0.18%	0.46% Lower Median	0.83% Bottom
↔ BV76c	Housing Benefit Security: the number of fraud investigations per 1,000 caseload	3.25	4.99	5.05	7.04	4.21	4.57 *							29.55 *	65	25	5%	↑	↓ 38.50	61.32	51.08
↔ BV76d	Housing Benefit Security: the number of prosecutions and sanctions per 1,000 caseload	0.24	0.18	0.12	0.36	0.18	0.48 *							1.50 *	4.30	1.80	5%	↑	↓ 2.10	3.91%	4.64
↑ BENLPI 1	Percentage of cases from complete to determined within 14 days	82.90	79.90	83.90	79.67	77.10	77.17 *							79.96% *	86%	84%	2% points	↑	↓ 84.69%	85.51%	2
↔ CFLI 1	Housing Benefit Security: the number of housing benefit claimants visited	225	253	352	193	413	334 *							1875 *	3,500	1,750	5%	↓	No data local PI Replaces BV76a	Local PI Replaces BV76a	New indicator
Quarterly Indicators																					
↔ BV76b	Housing Benefit Security: the number of fraud investigators employed per 1,000 caseload			0.18			0.30 *							0.30 *	0.30		5%	↓	↑ 0.24	0.24	0.28

PERFORMANCE REPORT : September 2007 - Housing Portfolio - Cllr Sally Beardsworth

KEY TO STATUS COLOURING
KEY TO QUARTILE COLOURING

KEYS

CURRENT STATUS

GREEN:

2 (Within NBC 05/06 Outturn & quartile position)
LOCAL INDICATOR [quartile data unavailable]

G = 10 [47.6%] **A** = 3 [14.3%] **R** = 7 [33.3%] **NO DATA** = 1 [4.8%]

Overall performance on or exceeding target
Top or Upper Median Quartile

MONTH ON MONTH TREND & QUARTER ON QUARTER TREND

AMBER:

BVPI ID column denotes Corporate Priority Indicator

↑ = 7 [33.3%] **↔** = 3 [14.3%] **↓** = 9 [42.9%] **NO DATA** = 2 [9.5%]

Overall performance within range stated in "Target Tolerances" column*
Lower Median Quartile

* Interim figures yet to be validated

YEAR ON YEAR TREND

RED:

Annual Targeted quartile colouring based against
unaudited 06/07 performance data tables

↑ = 10 [47.6%] **↔** = 0 [0%] **↓** = 8 [38.1%] **NO DATA** = 3 [14.3%]

Overall performance outside the stated "Target Tolerances"
Bottom Quartile

Indicators are included in both the Housing and
Environment portfolio report as they are cross-cutting

* New 'Harder Target' test applied - Please refer to "Target Tolerances" column for individual test applied.

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 & TARGETED QUARTILE	CURRENT PROFILED TARGET [if any]	* TARGET TOLERANCES	PERFORMANCE AGAINST LAST MONTH	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC OUTTURN & PROSPECTIVE QUARTILES BASED ON UNAUDITED 06/07 DATA TABLES	NBC 05/06 OUTTURN & QUARTILE POSITION
↑ BV79a	Accuracy of processing (a) percentage of cases for which the calculation of the amount of benefit due was correct on the basis of the information available for the decision for a sample of cases checked post-decision			95.2			97.60 *							96.40% *	97%		2% points	↑	↑ 86.90%	94.20% Bottom	78.60% Bottom
↑ BV79b(i)	The amount of housing benefit overpayments recovered during the period being reported on as a percentage of hb deemed recoverable overpayments during that period			65.06			68.73 *							68.73% *	70%	0.40%	2% points	↑	↑ 51.40%	58.35% Bottom	106.20% Top
↑ BV79b(ii)	Housing benefit overpayments recovered during the period as a percentage of the total amount of housing benefit overpayment debt outstanding at the start of the period plus amount of hb overpayments identified during the period			12.08			19.51*							19.51% *	50%	30%	5%	↓	↓ 20.99%	31.60% Lower Median	62.51% Top
↓ BV79b(iii)	Housing benefit overpayments written off during the period as a percentage of the total amount of hb overpayment debt outstanding at the start of the period plus amount of hb overpayments identified during the period			1.35			2.98 *							2.98% *	8%	4%	5%	↓	↓ 1.99%	4.35%	12.14%
↑ BV213	Number of household who considered themselves homeless who approached the local authority housing advice service and for whom advice casework intervention solved their situation			2			2							4	7		5%	↔	↑ 2.10	7 Top	5 Top
↓ LHPI 183a	The average length of stay in bed and breakfast accommodation of households that are unintentionally homeless and in priority need						1							1	1 week		0.5 weeks	No data as this indicator was previously reported annually	No data as this indicator was previously reported annually	2.25 weeks Upper Median	3.25 weeks Lower Median

PERFORMANCE REPORT : September 2007 - Performance Portfolio, Cllr Brian Hoare

KEY TO STATUS COLOURING
KEY TO QUARTILE COLOURING

KEYS

CURRENT STATUS	GREEN:	2	(Within NBC 05/06 Outturn & quartile position) LOCAL INDICATOR [quartile data unavailable]
MONTH ON MONTH TREND & QUARTER ON QUARTER TREND	AMBER:		BVPI ID column denotes Corporate Priority Indicator
YEAR ON YEAR TREND	RED:	^	Annual Targeted quartile colouring based against unaudited 06/07 performance data tables

=* New 'Harder Target' test applied - Please refer to "Target Tolerances" column for individual test applied.

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 & TARGETED QUARTILE	CURRENT PROFILED TARGET [if any]	* TARGET TOLERANCES	PERFORMANCE AGAINST LAST MONTH	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC OUTTURN & PROSPECTIVE QUARTILES BASED ON UNAUDITED 06/07 DATA TABLES	NBC 05/06 OUTTURN & QUARTILE POSITION
Human Resources [Howard Crabtree] G = 1 A = 0 R = 7																					
Monthly Indicators																					
↓ BV12	The number of working days/shifts lost due to sickness absence	0.78	0.86	0.85	0.96	0.99	0.82 *							5.26 Days *	9.50 Days		5%	↑	↑ 5.57 Days	11.38 Days Bottom	16.12 Days Bottom
Quarterly Indicators																					
↑ BV11a	The percentage of top 5% of earners that are women			32.97			35.87 *							35.87% *	34%		5%	↑	↑ 33.52%	32.43% Lower Median	32.83% Upper Median
↑ BV11b	The percentage of top 5% of earners who are from an ethnic minority			5.54			3.72 *							3.72% *	7%		5%	↓	↓ 8.14%	7.07% Top	8.89% Top
↑ BV11c	The percentage of top 5% of earners who have a disability			1.90			1.97 *							1.97% *	5.30%		5%	↑	↓ 3.80%	3.80% Upper Median	4.38% Upper Median
↓ BV14	The percentage of employees retiring early (excluding ill-health retirements) as a percentage of the total workforce			0.36			0.27 *							0.63% *	0.80%		5%	↑	↓ 0.18%	0.70% Lower Median	2.64% Bottom
↓ BV15	The percentage of employees retiring on grounds of ill health as a percentage of the total workforce			0.18			0.18 *							0.36% *	0.30%		5%	↔	↑ 0.43%	0.61% Bottom	0.41% Bottom
↑ BV16a	The percentage of local authority employees declaring that they meet the Disability Discrimination Act 1995 disability definition			4.96			4.76 *							4.76% *	5.50%		5%	↓	↓ 4.77%	4.97% Top	5.55% Top
↑ BV17a	The percentage of local authority employees from minority ethnic communities			5.1			5.1 *							5.1% *	5.5%		5%	↔	↑ 4.8%	5.6% Top	4.9% Top
Performance, IT and Improvement [Dale Phillipson] G = 0 A = 0 R = 1																					
Quarterly Indicators																					
↑ LPPI 157	The number of types of interactions that are embedded for electronic delivery as a percentage of the types of interactions that are legally permissible for electronic delivery			93.80			93.99							93.99%	97%		2% points	↑	↑ 93.80%	93.80% Bottom	90.06% Bottom

PERFORMANCE REPORT : - September 2007 - Regeneration Portfolio, Cllr Richard Church

KEY TO STATUS COLOURING
KEY TO QUARTILE COLOURING

KEYS

CURRENT STATUS					GREEN:	2	(Within NBC 05/06 Outturn & quartile position) LOCAL INDICATOR [quartile data unavailable]
G = 3 [37.5%]	A = 0 [0%]	R = 5 [62.5%]	NO DATA = 0 [0%]		Overall performance on or exceeding target Top or Upper Median Quartile		
MONTH ON MONTH TREND & QUARTER ON QUARTER TREND					AMBER:		BVPI ID column denotes Corporate Priority Indicator
↑ = 3 [37.5%]	↔ = 2 [25%]	↓ = 2 [25%]	NO DATA = 1 [12.5%]		Overall performance within range stated in "Target Tolerances" column* Lower Median Quartile		
YEAR ON YEAR TREND					RED:	^	Annual Targeted quartile colouring based against unaudited 06/07 performance data tables
↑ = 4 [50%]	↔ = 1 [12.5%]	↓ = 0 [0%]	NO DATA = 3 [37.5%]		Overall performance outside the stated "Target Tolerances" Bottom Quartile	*	Interim figures yet to be validated

* New 'Harder Target' test applied - Please refer to "Target Tolerances" column for individual test applied.

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 & TARGETED QUARTILE	CURRENT PROFILED TARGET [if any]	* TARGET TOLERANCES	PERFORMANCE AGAINST LAST MONTH	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC OUTTURN & PROSPECTIVE QUARTILES BASED ON UNAUDITED 06/07 DATA TABLES	NBC 05/06 OUTTURN & QUARTILE POSITION
Development, Building Control & Environmental Health [Christine Stevenson] G = 2 A = 0 R = 4																					
Monthly Indicators																					
↑ BV109b	Percentage of <u>minor</u> applications determined within 8 weeks	84.62	95.24	76.47	85.71	89.47	85.00							85.63%	81%		2% points	↓	↑ 53.79%	63.23% Bottom	74.55% Upper Median
↑ BV109c	Percentage of <u>other</u> applications determined within 8 weeks	92.41	96.39	89.42	92.50	93.33	98.59							93.52%	92%		2% points	↑	↑ 66.72%	75.50% Bottom	85.62% Lower Median
↑ PLI 188	The number of decisions delegated to officers as a percentage of all decisions	92.52	99.04	88.65	94.78	87.83	95.65							92.75%	95%		2% points	↑	↑ 92.68%	92.30%	2
Quarterly Indicators																					
↑ BV109a	Percentage of <u>major</u> applications determined within 8 weeks			40			66.67							50%	70%		2% points	↑	↑ 44.40%	66.67% Bottom	64.18% Lower Median
↓ BV204	Percentage of appeals allowed against the authority's decision to refuse planning applications			30			37.5							33.3%	25%		5%	↓	↔ 33.3%	21.1% Top	34.8% Lower Median
↑ BV205	Quality of Service checklist for Planning			77.8			77.8							77.8%	80%		2% points	↔	No data as this indicator was previously reported annually	77.8% Bottom	77.7% Bottom
Regeneration & Growth [Chris Cavanagh] G = 1 A = 0 R = 1																					
Quarterly Indicators																					
↔ BV200b	Has the local Planning authority met the milestones which the current local Development scheme set out?			Yes			Yes							Yes	Yes		N/A	↔	No data as this indicator was previously reported annually	Yes	No
↑ BV106	Percentage of new homes built on previously developed land						47.06							47.06%	65%		2% points	No data as this indicator was previously reported annually	No data as this indicator was previously reported annually	87.08% Upper Median	84% Upper Median

PERFORMANCE REPORT: Sept'07-Community Engagement & Safety Portfolio: Cllr Glynane

KEY TO STATUS COLOURING
KEY TO QUARTILE COLOURING

KEYS

CURRENT STATUS

G = 5 [38.5%] **A** = 3 [23.0%] **R** = 5 [38.5%] NO DATA = 0 [0%]

GREEN:

2 (Within NBC 05/06 Outturn & quartile position)
LOCAL INDICATOR [quartile data unavailable]

MONTH ON MONTH TREND & QUARTER ON QUARTER TREND

↑ = 7 [53.9%] **↔** = 2 [15.4%] **↓** = 3 [23.0%] NO DATA = 1 [7.7%]

AMBER:

BVPI ID column denotes Corporate Priority Indicator

YEAR ON YEAR TREND

↑ = 3 [23.0%] **↔** = 1 [7.7%] **↓** = 6 [46.3%] NO DATA = 3 [23.0%]

RED:

^ Annual Targeted quartile colouring based against unaudited 06/07 performance data tables

* Interim figures yet to be validated

* New 'Harder Target' test applied - Please refer to "Target Tolerances" column for individual test applied.

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 & TARGETED QUARTILE	CURRENT PROFILED TARGET [if any]	* TARGET TOLERANCES	PERFORMANCE AGAINST LAST MONTH	OVERALL PERFORMANCE AGAINST SAME TIME LAST YEAR	NBC OUTTURN & PROSPECTIVE QUARTILES BASED ON UNAUDITED 06/07 DATA TABLES	NBC 05/06 OUTTURN & QUARTILE POSITION
Monthly Partnership Priority Indicators							G = 1	A = 0	R = 3												
Monthly Indicators																					
↓ BV126	Domestic burglaries per year per 1,000 households in local authority area	1.7	1.8	1.2	1.6	1.5	0.9							8.7	14		5%	↑	↑ 11.2	21.4 Bottom	22.1 Bottom
↓ BV127a	Violent crime per year, 1000 population	2.4	2.3	2.3	2.7	2.6	2.4							14.4	24.7		5%	↑	↓ 13.6	26 Bottom	27 Bottom
↓ BV127b	Robberies per year, 1000 population	0.3	0.3	0.3	0.3	0.2	0.2							1.5	2.8		5%	↔	↑ 1.9	3.5 Bottom	3.4 Bottom
↓ BV128	The number of vehicle crimes per year, per 1,000 population in the local authority area	1.7	1.4	1.5	1.3	1.1	0.9							7.7	15.4		5%	↑	↑ 9.4	19.8 Bottom	21.6 Bottom
Governance & Communications [Nicci Marzec]							G = 3	A = 1	R = 0												
Quarterly Indicators																					
↔ BV174	The number of racial incidents recorded by the authority per 100,000 populations.			0.50			4							4.50	8.20		5%	↑	↓ 4.62	8.2	18.48
↑ BV175	The percentage of racial incidents that resulted in further action.			100			100							100%	100%		2% points	↔	↔ 100%	100% Top	100% Top
↑ BV2a	The level of the Equality Standard for local government to which the authority conforms in respect of gender, race and disability						Level 1							Level 1 (54% achieved towards level 2)	Level 2		N/A	No data as this indicator was previously reported annually	No data as this indicator was previously reported annually	Level 1	Level 1
↑ BV2b	The quality of an authority's Race Equality Scheme and the improvements resulting from it's application			16			84 *							84% *	48%		5%	↑	No data as this indicator was previously reported annually	16% Bottom	39% Bottom
Community Safety, Leisure and Town Centre Operations [Thomas Hall]							G = 1	A = 2	R = 2												
Quarterly Indicators																					
↑ BV170a	The number of visits to/usage's of local authority funded or part funded museums per 1,000 population			238			235							467	880	486	5%	↓	↓ 488	863 Upper Median	1,287 Top
↑ BV170b	The number of those visits to local authority funded or part funded museums that were in person per 1,000 population			234			229							457	850	472	5%	↓	↓ 481	845 Top	800 Top
↑ BV170c	The number of pupils visiting museums and galleries in organised school groups			1,387			756							2,143	10,500	3,110	5%	↓	↓ 4433	10,016 Top	14,067 Top
↑ BV225	Domestic violence checklist- The percentage of questions answered 'yes'			81.8			90.9							90.9%	100%		2% points	↑	No data as this indicator was previously reported annually	81.8%	63.6%
↑ ELPI7	Number of swims and other visits per 1000 population			1,115.96			1,151.47							2,238.99	4,430		5%	↑	↓ 2,266.64	4,427.62	4,821

Agenda Item 16

EXEMPT INFORMATION BY VIRTUE OF
PARAGRAPH(S)3 OF PART 1 OF SCHEDULE 12A
OF THE LOCAL GOVERNMENT ACT 1972.

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