



**NORTHAMPTON**  
**BOROUGH COUNCIL**

# **CABINET AGENDA**

**Monday, 3 December 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

Chief Executive David Kennedy

If you have any enquiries about this agenda please contact A.May on 01604 837355 or email [amay@northampton.gov.uk](mailto: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, 3 December 2007 at 6:00 pm.

**D.Kennedy**  
**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 12 noon on the day of the meeting by contacting Annie May on 01604 837355 or e mail [amay@northampton.gov.uk](mailto:amay@northampton.gov.uk)
5. ISSUES ARISING FROM OVERVIEW AND SCRUTINY COMMITTEES
6. DEVELOPING THE BALLOON FESTIVAL  
Report of Chief Executive (copy herewith)
7. PLANNING ENFORCEMENT POLICY GUIDE  
Report of Director People Planning and Regeneration (copy herewith)
8. PERFORMANCE
  - (A) REVENUE BUDGET MONITORING 2007/08 PERIOD 7  
Report of Director of Finance (copy to follow)
  - (B) CAPITAL BUDGET MONITORING 2007 - 08 PERIOD 7  
Report of Director of Finance (copy herewith)
  - (C) PERFORMANCE MONITORING  
Report of Chief Executive (copy herewith)
9. 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:-**

10. LEASING OF ECTON LANE TRAVELLERS SITE (3)  
Report of Director of Director People Planning and  
Regeneration (copy herewith)

Appendices  
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**NORTHAMPTON**  
BOROUGH COUNCIL

Item No.

## CABINET REPORT

Report Title

**DEVELOPING THE BALLOON FESTIVAL**

**AGENDA STATUS:**

**PUBLIC**

<b>Cabinet Meeting Date:</b>	3 December 2007
<b>Key Decision:</b>	YES
<b>Listed on Forward Plan:</b>	YES
<b>Within Policy:</b>	YES
<b>Policy Document:</b>	NO
<b>Directorate:</b>	Customers and Service Delivery
<b>Accountable Cabinet Member:</b>	Cllr Glynane
<b>Ward(s)</b>	All; Kingsley in particular

### **1 Purpose**

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- 1.1 To consider the way forward for the 2008 Balloon Festival and subsequent years' events, and to identify budgetary consequences for full Council.

### **2 Recommendations**

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Cabinet is recommended to:

- 2.1 authorise a Northampton Balloon Festival for August 2008;
- 2.2 recommend to Council a budget of £75,000 for the 2008 Festival;
- 2.3 agree to review the admission charge;
- 2.4 agree to establish a cross-party Working Group to advise Cabinet on the Balloon Festival;

- 2.5 agree that the Balloon Festival Working Group be asked to develop proposals which will enable the Festival to be as financially self-sustaining as possible over a five year period, in consultation with potential partners;
- 2.6 agree that management arrangements for the Balloon Festival should have the following features:
- Strong budget management
  - Strong and consistent project management
  - A robust and clear process
  - Clear and consistent objectives

### **3 Review of the Balloon Festival – the Report of an Officer Working Group**

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- 3.1 An officer Working Group was established to consider the future of the Balloon Festival and to review the current approach. Its initial conclusions cover two areas:
- The review of Festivals to date
  - The future direction of the Festival

#### **3.2 Review of Festivals to date**

- 3.2.1 The Balloon Festival is Northampton's biggest annual event with estimated attendance in some years in excess of 100,000 people. It offers a high profile for the town beyond its borders, and with key partners such as the police an opportunity to bring the local community together.
- 3.2.2 The Festival has consistently been a net cost to the Council. In 2007, despite the introduction of a modest entrance charge, the Festival cost the Council a net £120,000.
- 3.2.3 The Festival is over-reliant upon the weather. In the event of poor weather, the 'offer' can be perceived as poor.
- 3.2.4 Despite problems with the weather, it was clear that the charge did not act as a major disincentive to visitors. The present charge compared very favourably to similar visitor attractions within a 60-minute drive.
- 3.2.5 To date, the Balloon Festival has been agreed on a year-by-year basis. This has made the formation of longer term commercial relationships difficult.

#### **3.3 Future direction of the Festival:**

#### **3.4 Balloon Festival 2008**

- 3.4.1 The Balloon Festival presents an opportunity. It is Northampton's most high profile event, attracting thousands of visitors to the town with potential to bring in trade to the town's shops. Cancelling it would lose these benefits, and leave the town without a major festival. It would be very difficult to resurrect

the Balloon Festival if it were to lapse for a year. Cabinet is therefore recommended to authorise a Northampton Balloon Festival for August 2008.

- 3.4.2 A detailed budget would need to be agreed following a thorough review of this year's expenditure. For the Festival to break even (income equal to expenditure) would represent an additional net cost of £216,000 due to the removal of an unrealistic income target. Evidence from the past few years suggests that a realistic figure for the net cost of the Festival would be £75,000. Cabinet is therefore recommended to suggest to Council a budget of £75,000 for the 2008 Festival. The detailed budget will start from maintaining the current expenditure budget as a minimum, with a view to establishing a net cost as close as possible to zero over five years. A further report will set this matter out in detail.

### **3.5 Admission charge**

- 3.5.1 The charge needs to reflect market conditions, and this includes comparison with other events. Consultation on the appropriate level will help to establish the likely effect on demand. Clearly the ability to stabilise the Festival and reduce the financial burden on the Council will be a major consideration. Cabinet is therefore recommended to agree to review the admission charge to enable the Council to recover some of its costs incurred in hosting the Festival.

### **3.6 Developing the Festival**

- 3.6.1 The Festival needs to show what additional value visitors would be getting for their money, which implies both more effective marketing and improved content. Developing this content, both for 2008 and beyond, should be supported by appropriate consultation, advice and decision-making.
- 3.6.2 It is suggested that a group with representatives from different parties would help to advise on the content and direction of the Festival in the future. Such a group would concentrate on the strategic issues, with the existing officer group working out details. Cabinet is therefore recommended to agree to establish a cross-party Working Group to advise Cabinet on the Balloon Festival.

### **3.7 Develop a five year plan**

- 3.7.1 Successful events enjoy stability - there is an expectation amongst key publics that they will take place. A longer time frame for the Festival would give this, and allow the Council to secure better deals with suppliers. It would also allow planned development of the attractions on offer and promotion, and give some stability to staff. Hence Cabinet is recommended to ask the Balloon Festival Working Group to develop proposals which will enable the Festival to be as financially self-sustaining as possible over a five year period. As part of planning for the Balloon Festival for 2008 and in future years, the Council will consult with partners including any partners interested in having a role in the management or organisation of the Festival.

### **3.8 Management Arrangements**

3.8.1 Another essential for a successful event is strong and sound management arrangements. These need to cover the physical and financial planning of a complex project, with decisions taken clearly within a defined set of goals. To this end, Cabinet is recommended to agree the following features for future management of the Festival:

- Strong budget management
- Strong and consistent project management
- A robust and clear process
- Clear and consistent objectives

## **4 Implications (including financial implications)**

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### **4.1 Policy**

4.1.1 The recommendations if approved will allow a policy framework for the Balloon Festival to be set.

### **4.2 Resources and Risk**

4.2.1 For 2008, the recommendations imply an additional £291,000 per year to remove the income target and provide for £75,000 net expenditure. This would be carried forward into future years, subject to review.

4.2.2 Risks are chiefly financial and reputational. The proposal above rests on financial assumptions that are reasonable but not completely certain. The Balloon Festival is a very high profile event that has the potential to promote the reputation of the town and its Council, but perceived failures also damage those reputations. Hence the importance of good planning.

4.2.3 Staff will be affected by these proposals, depending on the options pursued. This is referred to at the appropriate points above.

### **4.3 Legal**

4.3.1 Contracts for future provision will safeguard the Council's position and allow it to achieve its objectives.

### **4.4 Equality**

4.4.1 It is vital that the Balloon Festival is relevant to all communities.

### **4.5 Consultees (Internal and External)**



- Public consultation through a workshop during Local Democracy Week (results attached as Appendix) and feedback from 2007 visitors – issues referred to above.
- Traders' responses to feedback forms – issues referred to above; dislike of charging admission.
- Staff, through involvement in the Working Group
- Management Board, portfolio holder, Leader of the Council
- Further extensive internal and external consultation will be needed.

#### **4.6 How the Proposals deliver Priority Outcomes**

4.6.1 The Balloon Festival has potential to support the economic health of Northampton and local people's pride in the town. In turn, these assist in making a safer and more cohesive community.

#### **4.7 Other Implications**

4.7.1 Crime and Disorder (Section 17 of Crime and Disorder Act) – the Festival has not been a particular focus of crime or anti-social behaviour, and in fact is an opportunity for the police to be highly visible in a positive atmosphere. Good community events have a role to play in increasing community pride and sense of place, which contribute to reduced social problems.

### **5 Background Papers**

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- 5.1 Results of public consultation – attached as Appendix
- 5.2 Feedback forms from visitors and traders
- 5.3 Notes from Working Group meetings

**Thomas Hall**  
**Corporate Manager, Community Safety, Leisure and Town Centre Operations**  
**Ext. 7593**



[this is the feedback that was sent to all who attended the session and left contact details]

## **NORTHAMPTON BALLOON FESTIVAL**

### **Local Democracy Week Workshop, Saturday 13 October 2007**

#### **Ideas for Improvement**

Listed below are all the ideas that were put on the flipchart, although I have grouped them into categories. As is to be expected, people had different views so these ideas are not all compatible. Not all will turn out to be practical either, but we will consider them all.

Thomas Hall, Corporate Manager

#### General

- Need to keep changing/renewing
- Longer-term planning
- Be the biggest!
- Showcase local businesses - preference in tendering

#### Theme

- Calling it a "Balloon" Festival makes it vulnerable to weather – but keep balloons as an element
- More events, including Town Centre
- Linked events elsewhere in Town
- historical, different age groups

#### Charge

- £5 would be an acceptable charge
- £4 too much!
- Maintain the admission charge as a principle
- Review the level (increase?)
- Charge from age 18 not 16
- Family ticket
- Family weekend ticket at concessionary rate, available with cut-off date 1 month before event, or gradually increase price as date approaches to encourage more advance bookings.
- Weekend ticket

#### Publicity

- Better, more positive marketing and earlier

#### Site/Facilities

- More entrances - better access (including disabled people) and better signage
- Creche
- Reduce price of drinks - local businesses

#### Content

- Incorporate ideas from Town Show eg. Plants, crafts etc.
- Local element: produce etc.

- Things to do when it's raining – eg plants, dogs
- Look at Timken Show - agricultural
- Retain Fair for children
- Concerts for young people
- Partnership with radio for music festival  
    "Summer Excess"
- Shaped Balloons – at other times of day
- Bigger, better ice rink
- Get Royal and Derngate involved:
  - Stage entertainment
  - Music and Arts service
  - Other arts/music organisations
- College/University involvement -
  - Fashion runway
  - Catering competitions
- Scouts etc
- WIs – teas and cakes
- Parade
- History of Ballooning
- Auction - Companies and well known places to supply goods etc.

Appendices



**NORTHAMPTON**  
BOROUGH COUNCIL

Item No.

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## CABINET REPORT

<b>Report Title</b>	<b>Planning enforcement policy guidance</b>
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**AGENDA STATUS: Public**

<b>Cabinet Meeting Date:</b>	03 December 2007
<b>Key Decision:</b>	No
<b>Listed on Forward Plan:</b>	Yes
<b>Within Policy:</b>	Yes
<b>Policy Document:</b>	Planning and Environmental Enforcement policy
<b>Directorate:</b>	People, Planning and Regeneration
<b>Accountable Cabinet Member:</b>	Cllr Richard Church
<b>Ward(s)</b>	All

### 1. Purpose

1.1 To agree priority areas for planning enforcement within the overarching policy agreed by cabinet on 6 March 2006,

### 2. Recommendations

2.1 That cabinet agree the following priorities for planning enforcement :-

#### Priority 1

- A serious threat to health and/or safety e.g. traffic hazard, storage of hazardous substances, development creating pollution problems.
- Permanent damage to the environment (e.g., loss of protected tree, unauthorised work affecting the character of a listed building and some works within a Conservation Area).

#### Priority 2

- Building work, that is unlikely to be given planning permission without substantial modification. (e.g. excessively large house extension)
- Unauthorised uses causing severe nuisance through noise, smells, congestion etc

### **Priority 3**

- A breach causing problems, which may be resolved by, limited modification (e.g. insertion of opaque glazing in an unauthorised window to overcome privacy problems; restrictions on hours of use etc.)
- Property whose condition adversely affects the amenity of the surrounding neighbourhood

### **Priority 4**

- Breaches of a minimal nature raising minimal planning concerns

## **3. Issues and Choices**

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### **3.1 Report Background**

3.1.1 In March 2006 Cabinet agreed a generic enforcement policy covering all the Council's enforcement functions. The report addressed the purpose and method of enforcement; the principles of enforcement; accountability ; investigation; prosecution and fixed penalty notices.

3.1.2 This report supplements that by giving greater policy detail on the priorities for planning enforcement action.

### **3.2 Issues**

3.2.1 Planning enforcement is discretionary. There are various enforcement methods available to local authorities and without prioritisation there is a risk that the service will not be effective in dealing with the most serious issues.

3.2.2 Although the West Northamptonshire Development Corporation is the Local Planning Authority for most major development in the town and for town centre applications, it has no enforcement powers. Enforcement remains the responsibility of the Council. There could be an increase in demand for enforcement as the town grows, also leading to a need for prioritisation.

### **3.3 Choices (Options)**

3.2.1 **Do nothing** – this would create unrealistic expectations in respect of enforcement action and inequity in service provision,

3.2.2 **Prioritise based on risk** – ensures that expectations are managed and resources are focused on areas where there would be a greater impact from inaction. This is the recommendation.

## **4. Implications (including financial implications)**

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### **4.1 Policy**

The report supplements the generic enforcement policy agreed by Cabinet on 6 March 2006. It creates a more detailed policy for prioritisation of planning enforcement matters, including some works in conservation areas e.g. cladding to the exterior of dwelling houses; alterations to the roof (i.e. dormer windows). Additionally, permitted development rights are less in conservation areas.

### **4.2 Resources and Risk**

There are no resource implications. The decision enables the resources in place to be used effectively to deliver priorities. Prioritising based on risk mitigates the potential for serious harm through breaches of planning policy and legislation.

### **4.3 Legal**

Legal services already work with planning enforcement to issue notices. There is no impact on this from this decision

### **4.4 Equality**

Prioritising action on reducing the potential for harm means that all citizens are treated equally when enforcement action is being considered or when they make a complaint.

The priorities and full guidance will be published on the web-site and leaflets will be made available in the one-stop shop and Cliftonville House reception.

### **4.5 Consultees (Internal and External)**

Planning committee has been consulted and resolved - That the report and the priorities contained therein be commended to Cabinet for final approval and adoption so that the accompanying Policy document becomes the basis for a public information leaflet to also be available on the Council's website.

WNDC was consulted on the draft policy, no comments were received.

### **4.6 How the Proposals deliver Priority Outcomes**

The planning inspection report of Sep 2006 and subsequent improvement plan refer to provision of a clear policy on enforcement priorities. This will deliver that. Additionally, there will be clarity for our partners at WNDC on how we prioritise enforcement action.

#### **4.7 Other Implications**

None

#### **5. Background Papers**

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5.1 Planning inspection report 2006; Planning service improvement plan; Planning committee 26 September 2007; Planning enforcement policy guidance document

**Christine Stevenson, Corporate Manager 7360**





Appendices



**NORTHAMPTON**  
BOROUGH COUNCIL

Item No.

## CABINET REPORT

<b>Report Title</b>	<b>REVENUE BUDGET MONITORING 2007/08 – POSITION AS AT THE END OF OCTOBER 2007</b>
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**AGENDA STATUS: PUBLIC**

<b>Cabinet Meeting Date:</b>	3 December 2007
<b>Key Decision:</b>	YES
<b>Listed on Forward Plan:</b>	YES
<b>Within Policy:</b>	YES
<b>Policy Document:</b>	NO
<b>Directorate:</b>	Governance and Improvement
<b>Accountable Cabinet Member:</b>	Malcolm Mildren
<b>Ward(s)</b>	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 a virement of the saving on the pay award from salaries budgets to Community Safety, Leisure, and Town Centre Management
- 2.3 Cabinet approve a virement of £250k from reserves to Housing General Fund for the Kendrick Ash contract.
- 2.4 Cabinet approve a virement of £250k from reserves to Community Safety, Leisure, and Town Centre Management for car parking.

### **3. Issues and Choices**

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#### **3.1 Report Background**

- 3.1.1 The Council approved the General Fund Revenue Budget on 21<sup>st</sup> 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. This has been added to the corporate initiatives earmarked reserve in accordance with the Cabinet decision of 5 November 2007.
- 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 £413k, compared to £379k as forecast at the end of September 2007. This will reduce down to £111k should an application to capitalise severance costs to the DCLG be agreed.

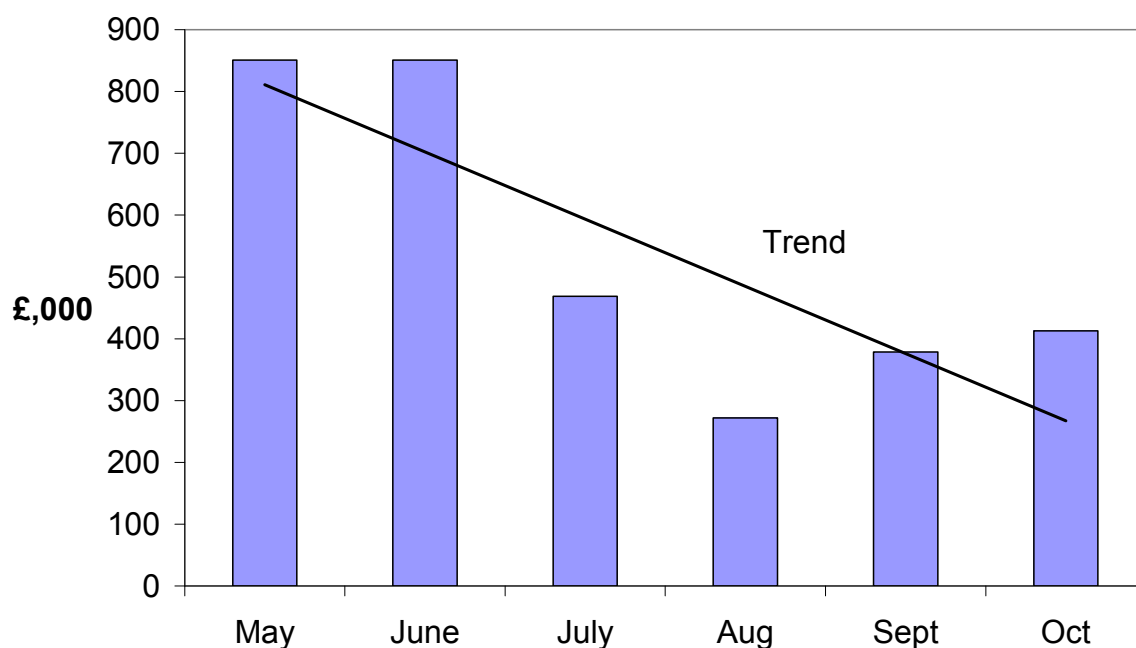
### 3.2.2 Table 1: General Fund Provisional Outturn Summary (£,000)

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	88	14,688	14,652	(36)
R	Customers and Service Delivery	15,239	268	15,507	15,916	409
G	People, Planning, and Regeneration	7,296	721	8,017	8,056	39
	<b>Total</b>	<b>37,135</b>	<b>1,077</b>	<b>38,212</b>	<b>38,624</b>	<b>412</b>

*Differences relate to 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 £729k 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 £331k overspend before action and funding virements relates to newly emerging issues identified by Budget Managers.
- 3.2.7 It is anticipated that the pay award will generate approximately £147k saving towards the total overspend, reducing it to £913k. (See below).
- 3.2.8 In addition it is proposed that the £250k budgeted contribution to reserves against possible overspends on the Kendrick Ash contract be allocated to Housing to reduce that element of their forecast overspend. Also that £250k budgeted contribution to reserves against car parking be allocated to Community Safety, Leisure, and Town Centre Operations for that portion of their overspend. This would reduce the overall forecast to £413k.

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



**Forecast as at Month End**

3.2.10 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. Changes since the last monitoring report are shown in Table 2 below.

**3.2.11 Table 2: Latest General Fund Budget Movement between end of September 2007 and the end of October 2007**

Directorate	2007/08 Revised Budget to End September 2007 £,000	Changes during the Month £,000	2007/08 Revised Budget to End October 2007 £,000	Reasons for Changes During the Month
Governance & Improvement	14,687	1	14,688	Roundings
Customers and Service Delivery	15,380	127	15,507	£30k Christmas Lights £47k Sunday Parking £50k Sheep Street Toilets
People, Planning, and Regeneration	7,754	263	8,017	£173k Feasibility Studies £90k HR Capacity Fund bid
<b>Total</b>	<b>37,821</b>	<b>391</b>	<b>38,212</b>	

### 3.2.12 Governance and Improvement

3.2.13 The RAG status for Governance and Improvement is Green as the Directorate is forecasting an underspend. The reasons for the variance are explained below.

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

3.2.15

<b>Service Area</b>	<b>Forecast Variance before Action</b>	<b>Forecast Variance after Action</b>	<b>Narrative</b>
	<b>£,000</b>	<b>£,000</b>	
Governance & Communications	19	19	Restructure of admin posts unachievable plus interim cover and redundancy costs partially offset by employee savings and EMIP funding
Performance and Improvement	(5)	(5)	Savings on vacant posts offset by pension strain costs of £163k.
Finance and Asset Management	(45)	(45)	See below
Other minor variations (below £50k)	(5)	(5)	£13k relating to excess costs of interim Chief Executive over and above available funding. Plus net saving on employee costs in Legal and Democratic Services and a grant for £18k for the costs of postal votes.
<b>Total</b>	<b>(36)</b>	<b>(36)</b>	

### 3.2.16 Finance and Assets

3.2.17 Employee savings of £452k are offset by the items detailed below.

3.2.18 Overspends on NNDR for office accommodation of £78k. This is being addressed for the 2008/09 budgets through unavoidable growth.

3.2.19 Costs of consultants for Value for Money (VFM) planning £75k are also partially covered by the corresponding grant (£40k).

3.2.20 Consultancy costs of £183k. This is due to service pressures prior to and during the restructure and recruitment process.

3.2.21 Income shortfall due to cessation of contracts to provide procurement services for other local authorities £59k.

3.2.22 Other minor variations (below £50k) totalling £52k.

### 3.2.23 Customers and Service Delivery

3.2.24 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.

3.2.25

Service Area	Forecast Variance before Action	Forecast Variance after Action	Narrative
	£,000	£,000	
Community Safety, Leisure, and Town Centre Operations	780	383	See details below
Customer Services	(77)	(77)	See details below
Streetscene & Property Maintenance	98	98	See details below
Housing Services	256	6	Net overspends on temporary staff for additional posts £295k and the Kendrick Ash contract £300k are offset by £212k revised council tax benefit and subsidy forecasts minor (below £50k) variations including savings on temporary accommodation. Proposed use of an earmarked reserve in relation to the costs for the Kendrick Ash contract is reflected in management action.
<b>Total</b>	<b>1,057</b>	<b>410</b>	

### 3.2.26 Community Safety, Leisure, and Town Centre Operations

3.2.27 Leisure services is reporting a net overspend of £74k including employees £183k and £79k on utilities. This is partly offset by increased income of £197k. Work is ongoing in this area.

3.2.28 The latest forecast of the balloon festival outturn is an overspend against budget of £351k. It is believed that the main contributory factors are poor

attendance due to poor weather and additional infrastructure costs, partly offset by lower costs for electrical works. A small number of items have still to be finalised in relation to this forecast. It is proposed that the forecast corporate saving on the pay award is vired to offset this overspend, estimated at £147k.

- 3.2.29 Policy and Efficiency saving PS04 is duplicated in PS24, resulting in a £50k unachievable saving.
- 3.2.30 In the Museums service is reporting a net saving of £73k mainly due to grant income offset by related costs and vacancy savings.
- 3.2.31 A downturn in parking activity has resulted in a forecast shortfall in parking income of £174k as a result of the closure of the Greyfriars carpark due to an acid leak and the closure of the Newlands carpark to cash customers to accommodate the contract parkers displaced from Greyfriars. Overspends on premises costs of £100k have arisen. Work is ongoing in this area.
- 3.2.32 Employee savings on parking have been identified of £50k relating to 6 pay on foot posts, which are expected to be filled in December.
- 3.2.33 Community Safety is reporting an overspend on CCTV budgets of £90k due to an unachievable income target. Work has taken place within the service but has found no scope to achieve the shortfall in income.
- 3.2.34 Following management action and investigation savings within Community Safety have been identified to offset these overspends totalling £96k.

### **3.2.35 Customer Services**

- 3.2.36 The previously reported unachievable Efficiency Saving of £50k in the Print Unit was reported previously due to a duplication of budgets offered up.
- 3.2.37 The overspend relating to the print room having to outsource work due to breakdowns and inadequate equipment reported last month has increased by £58k to a forecast overspend of £98k now that investigations are complete. For future years an MTP option has been proposed to address this.
- 3.2.38 A total of £78k relating to minor variations (below £50k) has also been identified. This includes a £28k overspend on postage 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 most of this.
- 3.2.39 These overspends are offset by net savings (incorporating an overspend of £104k on temporary staff) of £37k and additional income of £267k.

### **3.2.40 Streetscene (General Fund)**

- 3.2.41 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.
- 3.2.42 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.
- 3.2.43 Construction services are reporting insufficient income to achieve its targeted break even position resulting in a forecast overspend of £182k, subject to



work that is planned for 2007/08 being completed by the end of March. Further work is taking place to confirm these estimates.

- 3.2.44 Contract hire costs for waste vehicles that were not built into the budget £75k, offset by savings on vehicle fuels of £71k.
- 3.2.45 Initial indications of the work undertaken on income levels show a cost of £173k against the additional £200k MRF income leaving a surplus of £27k.
- 3.2.46 The co-mingled recycle service no longer exists resulting in unachievable income of £78k.
- 3.2.47 Other minor variations (less than £50k) give a net cost of £72k. These are offset by vacancy savings of £289k and savings on furniture and equipment of £123k.
- 3.2.48 In accordance with the Cabinet decision of 5 November agreeing the relevant virements, the budgets in Streetscene have been re-aligned.

### 3.2.49 People, Planning & Regeneration

- 3.2.50 The RAG status for People, Planning, and Regeneration is Green as the Directorate is reporting a forecast overspend below than £50k. The reasons for the variance are explained in the table below.

Service Area	Forecast Variance before Action*	Forecast Variance after Action*	Narrative
	£,000	£,000	
Human Resources	170	170	£43k employee costs, £35k overspend on temporary staff covering vacancies, maternity and long term sick, £21k staff survey costs, plus Interim Corporate Manager cover £66k.
Regeneration and Growth	(130)	(130)	£375k employee savings offset by £245k cover for vacant posts.
Development: Building Control & Environmental Health	(1)	(1)	Net employee saving of £134k and savings on Transport costs offset overspends on consultancy £39k, rubbish removal at Ecton Lane £42k (net of DCLG grant), and shortfall in income due to activity downturn on Building Control £60k
<b>Total</b>	<b>39</b>	<b>39</b>	

### **3.2.51 Other Areas for Information**

- 3.2.52 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.
- 3.2.53 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.
- 3.2.54 Emerging issues of net £331k have been identified by Budget Managers. The most significant variations are in Community Safety, Leisure, and Town Centre Management. Managers are currently working to identify how this can be addressed.
- 3.2.55 The cessation of the Highways service is now reflected within this report at paragraph 3.2.43. Further work is taking place to confirm the estimates that have been included.
- 3.2.56 Work is ongoing in relation to the debt financing budget. Once this work has been carried out, there may be savings to declare in this area.
- 3.2.57 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.
- 3.2.58 The 2007/08 pay award has now 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. It is currently anticipated that a saving of approximately £147k may be achieved, and it is recommended that this be vired to alleviate the outcome of the balloon festival.

### 3.2.59 Improvement Fund

		£,000
	<b>Improvement Fund Balance as at 01.04.2007</b>	<b>500</b>
<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)
	<b>Total estimated Improvement Fund balance at 31.03.2008</b>	<b>187</b>

### 3.2.60 Corporate Initiatives (LABGI) Earmarked Reserve

		£,000
	<b>LABGI Balance as at 01.04.2007</b>	<b>860</b>
<i>Plus</i>	Additional LABGI allocation	147
<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 Scrutiny Post	(28)
<i>Less:</i>	Funding for Christmas Lights	(30)
<i>Less:</i>	Funding for Northamptonshire Rape Crisis Centre	(10)
<i>Less:</i>	Funding for Feasibility Studies in Regeneration	(173)
	<b>Total estimated LABGI balance at 31.03.2008</b>	<b>517</b>
<i>Less:</i>	Conditional Funding for Feasibility Studies in Regeneration	(85)
	<b>Total estimated LABGI balance at 31.03.2008</b>	<b>432</b>

- A further £2,750 will be required in 2008/09 for Delapre Abbey
- Of the conditional £215k allocated to Regeneration, Growth, and Community Development originally agreed for feasibility studies in the event of not securing match funding, £130k is no longer required as the match funding has been offered by NEL.

### 3.2.61 General Fund Balances\*

		£,000
	<b>General Fund Balance as at 01.04.2007</b>	<b>2,893</b>
<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>	Funding for Kendrick Ash contract	(250)
<i>Less:</i>	Funding for car parking	(250)
<i>Less:</i>	2007/08 forecast deficit attributable to General Fund as outlined in Table 1	(413)
	<b>Total estimated General Fund balance at 31.03.2008</b>	<b>2,278</b>

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

- 3.2.62 The £1,250k is actually budgeted to go into earmarked reserves, however it includes contributions against overspends on Kendrick Ash and concessionary fares (of which £312k has already been drawn down for concessionary fares). It is proposed that the £250k that was included in the contribution to reserves for the Kendrick Ash contract be vired to alleviate the corresponding overspend that is being forecast. It is also proposed that the £250k included in the contribution to reserves against car parking be vired to mitigate against the overspend that is currently being forecast in that area.
- 3.2.63 “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).

### **3.2.64 Housing Revenue Account (HRA)**

- 3.2.65 The latest projection for Housing HRA is a net underspend of £4k.
- 3.2.66 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.
- 3.2.67 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)**

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### **4.1 Policy**

- 4.1.1 The table at 3.2.2 shows that the budget will be overspent by £413k if the overspends identified are not addressed. This will impact on the level of reserves as shown above.

### **4.2 Resources and Risk**

- 4.2.1 This report informs the Cabinet of the provisional revenue budget outturn as at the end of October 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 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**

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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  
5 November 2007 Budget Monitoring 2007/08 – Position  
as at the end of September 2007

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



Analysis of Policy, Efficiency and Base Budget Savings 2007/08

Colour Key

Achievable Savings
Unachievable Savings

Portfolio Holder	Director	Division	Service Description	Ref	Detail	Offset Saving	Emp Related	Employee Savings Target £000's	2007/08 Target Saving £000's	2008/09 Target Saving £000's	2009/10 Target Saving £000's	2007/08 Savings Shortfall / (Excess) £000's	Progress to Date	Agreed Future Management Action	Risks Identified
Cllr Church	C Thomas	Building Control and Environmental Health	Building Control	BD1	Increased income			0	-2	-2	-2	2	A Budget and actual comparison for Period 7 reveals that the Income is still below budget; the Period 7 forecast for Building Control income is for an under achievement of £58k. This indicates that this saving may not be achieved	'Regularisation' Income increased in the second half of 2006/07; This income, together with Domestic & Housing incomes, will be monitored during the year	Downturn in activity
Cllr Church	C Thomas	Building Control and Environmental Health	Environmental Protection	PS2	Environmental Health - cease non-mandatory activities, e.g. safe cycle routes, healthy eating		✓	-10	-10	-15	-15	0	Saving achieved - (0.4 fte) post deleted from Environmental Protection (redeployed to a budgeted post in Regeneration, Growth & Community Development)		
Cllr Crane	C Thomas	Building Control and Environmental Health	Private Sector Housing	BD2	HIMO Licensing Income			0	-29	-23	-16	0	£19k Income achieved as at period 7 in 2007/08; anticipated that target saving will be achieved	Ongoing budget monitoring	
Cllr Crane	C Thomas	Building Control and Environmental Health	Private Sector Housing	EF01	Private Sector Housing - deletion of vacant posts plus possible redundancy		✓	-175	-175	-175	-175	0	Deletion of three vacant posts have produced savings of (£115k). The originally proposed Recharge of £46k to capital re Disabled Facility Grants(DFG) is now agreed. . The transactions will be undertaken on a monthly basis so that a total saving of £161k	Supplies & Services expenditure for Housing Standards-HIMO (costc 32303) to be reduced and additional income received. Plans are in place to achieve the remaining £14k for this proposal, and the £10k for proposal PS01, to be realised together	
Cllr Crane	C Thomas	Building Control and Environmental Health	Private Sector Housing	PS01	Private Sector Housing - cease non-mandatory aspects of energy efficiency		✓	-10	-10	-15	-15	0	See above	See above	
Cllr Glynnane	D Taylor	Community Safety, Leisure and Town Centre Operations	Arts Development	PS24	Arts Development External income. This is offset by an additional expenditure budget that was created	✓		0	-50	-50	-50	50	This saving is a duplication of assumed savings within PS04.	Corporate attention required as to how this can be achieved	Lack of corporate support to identify alternative saving source
Cllr Glynnane	D Taylor	Community Safety, Leisure and Town Centre Operations	CCTV	BH4	CCTV Savings			0	-130	-130	-130	0	Savings of £30k have been achieved from reducing management costs. Remaining £100k to be achieved from re-examining CCTV contract arrangements.	Negotiations regarding partner contributions to be held.	Risk that partner contributions cannot be negotiated to enable the full saving to be materialised in 2007/8.
Cllr Glynnane	D Taylor	Community Safety, Leisure and Town Centre Operations	Christmas Lights	PS09	Xmas Lights - cease provision by NBC (NB this item was discussed with Carl Grimmer but should be on Thomas Hall list)			0	-76	-76	-76	0		£30k of the possible saving relates to internal costs of providing the electrical service. This therefore becomes a possible targeted overtime reduction for the Electrical service.	Political will to reinstate the Christmas lights. Electrical service do not reduce overtime costs to reflect the saving required.
Cllr Glynnane	D Taylor	Community Safety, Leisure and Town Centre Operations	Community Safety	BD3	Delete Community safety Post			0	-58	-70	-70	0	Vacant post has been deleted within the service. Savings of £25k previously reported as unachievable as they represent a duplication of the saving identified in PS25 is now achievable through vacant posts identified in the service.		
Cllr Glynnane	D Taylor	Community Safety, Leisure and Town Centre Operations	Community Safety	PS25	External income from partner organisations for Anti Social Behaviour unit. This is offset by an additional expenditure budget that was created in Director budget	✓		0	-25	-25	-25	0			

Portfolio Holder	Director	Division	Service Description	Ref	Detail	Offset Saving	Emp Related	Employee Savings Target £000's	2007/08 Target Saving £000's	2008/09 Target Saving £000's	2009/10 Target Saving £000's	2007/08 Savings Shortfall / (Excess) £000's	Progress to Date	Agreed Future Management Action	Risks Identified
Cllr Glynnane	D Taylor	Community Safety, Leisure and Town Centre Operations	Cross Cutting	DC3				0	-50	-50	-50	0	Proposed as achievable additional income in December, before budget options PS05/PS06 had been proposed. Therefore the savings options PS05/PS06 should have been reduced by £50k. In period 6 this savings was reported as not achievable however the service		Lack of corporate support to identify alternative saving source
Cllr Glynnane	C Thomas	Community Safety, Leisure and Town Centre Operations	Events and Arts	PS04	Arts Development & Events - additional income through charges and staffing reorganisation		✓	-106	-380	-380	-380	336	The balloon festival outturn has not been finalised due to disputes from certain traders. The service was given an additional income target of £239k over and above the budget which has not been realised. In addition to this the service has a shortfall in	Corporate proposals for next year need to be raised for consideration by management.	Poor weather at the Balloon Festival resulting in poor throughput and underachievement of entry charge income.
Cllr Glynnane	C Thomas	Community Safety, Leisure and Town Centre Operations	Events, Arts, Museums	DC5	Events, Arts, Museums - S&S - Does this require specific action to achieve?			0	-53	-53	-53	0	Museums - charging for school visits has been introduced generating (£15k income). £39k saving on supplies & services budgets based on previous years trends and the removal of contingency budgets.	Maintain close monitoring of income and activity levels.	Customer resistance to fee increases resulting in decrease in activity. No contingency for unexpected events within the budget.
Cllr Glynnane	D Taylor	Community Safety, Leisure and Town Centre Operations	Health Wellbeing and Access	PS03	Health Wellbeing & Access - discontinue service		✓	-40	-40	-54	-56	17	Post to be deleted. Currently in discussion with postholder/unions.		Any extension to the estimated employment end date will reduce the savings to be achieved. Some risk of challenge from service users (e.g. re disables access).
Cllr Glynnane	C Thomas	Community Safety, Leisure and Town Centre Operations	Leisure Centres	BD4	Leisure Service			0	-20	-20	-20	0	Steps have been taken to increase fees within the Leisure Centres to generate additional income. New initiatives are being created all the time e.g. corporate membership to generate additional income and targeted marketing.	Close monitoring of income and activity levels is required to assess the markets response to the fee increases.	Customer resistance to fee increases resulting in decrease in activity. Resistance has been identified by schools.
Cllr Glynnane	C Thomas	Community Safety, Leisure and Town Centre Operations	Leisure Centres	PS05	Leisure Centre Charges			0	-150	-150	-150	0	Steps have been taken to increase fees within the Leisure Centres to generate additional income. New initiatives are being created all the time e.g. corporate membership to generate additional income and targeted marketing.	Close monitoring of income and activity levels is required to assess the markets response to the fee increases.	Customer resistance to fee increases resulting in decrease in activity. Resistance has been identified by schools.
Cllr Glynnane	C Thomas	Community Safety, Leisure and Town Centre Operations	Leisure Centres	PS06	Leisure Centre Energy Costs - increased costs to be funded from further increase in charges			0	-100	-100	-100	0	Steps have been taken to increase fees within the Leisure Centres to generate additional income. New initiatives are being created all the time e.g. corporate membership to generate additional income and targeted marketing.	Close monitoring of income and activity levels is required to assess the markets response to the fee increases.	Customer resistance to fee increases resulting in decrease in activity. Resistance has been identified by schools.
Cllr Glynnane	D Taylor	Community Safety, Leisure and Town Centre Operations	Tourist Information	PS07	Tourism - withdraw funding from Explore Northants.			0	-205	-275	-268	0	Additional transition costs were incurred in 2007/08 of £70k but it will be possible to contain the expenditure within the existing budget. As a result the status of this saving has been changed from unachievable to achievable and the forecast overspend		
Cllr Glynnane	D Taylor	Community Safety, Leisure and Town Centre Operations	Town Centre Management	EF02	Town Centre Mngmt/Community Safety efficiencies/income			0	-45	-45	-45	0	Town Ctr Mgmt have achieved savings of £30k via budget reconfiguration. £15k will be achieved through various reductions in Community Safety budgets	Ongoing budget monitoring	
Cllr Glynnane	D Taylor	Customer Services	Administrative Services	EF06	Admin Services non-staffing			0	-50	-50	-50	0	Reduction in postage budget agreed. However due to increase in postage costs corporately there is a forecasted overspend on postage however Savings have been identified elsewhere in customer services to make this savings	Postages allocation/ usage being analysed.	



Portfolio Holder	Director	Division	Service Description	Ref	Detail	Offset Saving	Emp Related	Employee Savings Target £000's	2007/08 Target Saving £000's	2008/09 Target Saving £000's	2009/10 Target Saving £000's	2007/08 Savings Shortfall / (Excess) £000's	Progress to Date	Agreed Future Management Action	Risks Identified
Cllr Glyneane	D Taylor	Customer Services	Cross Cutting Administration Services	DC1	Cross-cutting savings as a result of OSS (i.e.. in other service areas)		✓	-48	-48	-48	-48	0	Due to vacant posts this savings can be met in 07/08 only. These posts are still required and will be filled later on in the year.		
Cllr Glyneane	D Taylor	Customer Services	Customer Access	EF05	Customer Access non-staffing			0	-37	-37	-37	0	Action plan agreed identifying how savings are to be achieved with allocated responsibility for this.	Ongoing budget monitoring	
Cllr Glyneane	D Taylor	Customer Services	Customer Services	EF04	Customer Services posts		✓	-164	-164	-164	-164	0	Savings achieved from deletion of vacant posts.		
Cllr Glyneane	D Taylor	Customer Services	Post Room	EF07	Postages - increased e-mail (some overlap/duplication with above) Additionally there is a further £18k "shaving" of postage budget agreed between Ian Thompson and Clive Thomas. Total of £78k represents nearly			0	-10	-10	-10	0	Savings identified from within the Division	Requires corporate support to reduce postage costs across the Council. Close monitoring across all service areas is required.	
Cllr Glyneane	D Taylor	Customer Services	Post Room	OT2	Post Room		✓	-10	-10	-18	-18	0	Management have identified savings from within the Division.		
Cllr Glyneane	D Taylor	Customer Services	Print Unit	BH1	Print Unit, incl partnership wkg		✓	-50	-50	-50	-50	50	Original offer from TSO proved to be uncompetitive and more costly than the current arrangement. It is impossible to make these savings on employees within the print unit however this saving have been made in 2007/08 from other areas within this division	Further investigation required into outsourcing option or investment on the internal service to enable more work to be carried out in house.	No viable option found. Not possible to make savings from the existing internal service without reducing employee levels hence reducing throughput.
Cllr Glyneane	D Taylor	Customer Services	Print Unit	EF03	Print Unit (links to above)			0	-10	-10	-10	10	This saving could not be met within the Print unit. However the savings has been realised from vacant post within customer services.		
Cllr Mildren	I Proctor	Finance and Asset Management	Asset Management	EF10	Finance & Asset Management vacancy freeze		✓	-45	-45	-45	-45	0	Posts currently being held vacant.	Review and restructure of Asset Management Team. Management have agreed to make these savings and are looking at possible alternative areas from employees to meet these savings.	There are additional pressures on employee expenditure in Asset Management due to Maternity Leave and a secondment being funded from this area for which there is no budget provision. Also much employee time is capitalised and therefore limits the employe
Cllr Mildren	I Proctor	Finance and Asset Management	Asset Management	EF11	Window cleaning reduced freq.			0	-8	-8	-8	0	Certain contracts have ceased to result in savings to date. Progress needs to be made with all contracts to achieve all budgeted savings	IP to confirm contract has been adjusted	Inability to reduced existing contracts
Cllr Mildren	I Proctor	Finance and Asset Management	Audit	OT3	Audit Fees/Internal Audit - only £38k re Internal Audit included in budget			0	-38	-38	-38	0	Agreed KPMG audit fee of £297k, achieving saving of £38k		
Cllr Mildren	I Proctor	Finance and Asset Management	Cross Cutting	EF08	Cease insurance cover on low risk areas.			0	-71	-75	-75	0	Achieved - cover has ceased from 1/4/07		

Portfolio Holder	Director	Division	Service Description	Ref	Detail	Offset Saving	Emp Related	Employee Savings Target £000's	2007/08 Target Saving £000's	2008/09 Target Saving £000's	2009/10 Target Saving £000's	2007/08 Savings Shortfall / (Excess) £000's	Progress to Date	Agreed Future Management Action	Risks Identified
Clr Mildren	I Proctor	Finance and Asset Management	Finance	BD7	Increase in Commission re Insurance on Sold Flats			0	-7	-7	-7	0			The commission level is dependent on the premium levels levied by the Insurance Company and the number of increased flat sales. Introducing All Risks into premiums would increase premium levels and therefore NBC commission but it is not necessarily what a
Clr Mildren	I Proctor	Finance and Asset Management	Other Land and Buildings	BD5	Increase of rent for small industrial units not increased for some years			0	-29	-29	-29	0	There is a back log of lease reviews, when fully processed, will result in increased rents and back rent. Reviews on target for 2007/09	Rent reviews to be completed within this financial year.	Non completion of the rent reviews
Clr Mildren	I Proctor	Finance and Asset Management	Other Land and Buildings	BD6	Minor increase on main portfolio where reviews and lease renewals due			0	-30	-30	-30	0	There is a back log of lease reviews, when fully processed, will result in increased rents and back rent. Reviews on target for 2007/10	Rent reviews to be completed within this financial year.	Non completion of the rent reviews
Clr Mildren	I Proctor	Finance and Asset Management	Other Land and Buildings	BD8	Increase in Service charges for industrial units especially gas/electricity			0	-10	-10	-10	0	Achievable	Service Charges are levied to recover costs and will be in line with any increase in utility costs. Increased Income therefore will be in line with increased expenditure and must be monitored closely.	
Clr Mildren	I Proctor	Finance and Asset Management	Procurement	EF09	Procurement efficiencies and joint working with other Councils			0	-20	-40	-40	0	Progress dependant upon the appointment of the Joint Procurement Manager.	Recruitment of Joint Procurement Manager	Unable to recruit manager with appropriate skills and expertise within appropriate timescale.
Clr Hoare	J Edwards	Governance, Resources and Communications	Clr & Managerial Support, Meeting Services and Communications Unit	EF12	Restructure Admin Support and delete vacant posts		✓	-256	-256	-372	-386	23	Vacant Exec Assistants (3 fte) deleted (£114k). Meeting Services post deleted (£36k). Further £64k (£6k increase on target saving) to be achieved through reduction of 4 secretaries. Out to consultation (part of corporate process).	Secretarial staff TL £16k target saving not achieved and £32k target saving for CXs Exec Asst, now retained. Manager currently looking at actions to enable them to manage efficiencies within current budget.	Delay to redeployment process will reduce savings achieved. Further delays regarding redeployment, limited information provided. No further management information provided regarding £42k.
Clr Hoare	J Edwards	Governance, Resources and Communications	Cross Cutting	EF13	Hospitality (excluding Mayorality and residual corporate provision)			0	-15	-15	-15	0	Achieved - reductions to budgets across all service areas.	Ongoing budget monitoring. Board attention required to attribute responsibility for the achievement of this saving.	Lack of corporate support
Brian Hoare	J Edwards	Legal & Democratic	Licensing	BD9	Increased Licensing Income - Based on 2006/07 experience.			0	-72	-73	-73	0	Monitoring indicates that this is achievable	Ongoing budget monitoring	
Clr Woods	J Edwards	Governance, Resources and Communications	Publicity	EF14	Reduce Advertising Budget			0	-20	-20	-20	0	Control process in place to ensure all advertising expenditure is approved via the Communications Team.	Ongoing budget monitoring	Lack of corporate adherence to the protocol for incurring advertising expenditure.
Clr Woods	J Edwards	Governance, Resources and Communications	Publicity	OT4	Deletion of Communications Post		✓	-32	-32	-32	-32	0	Achieved - deletion of vacant post		
Clr Woods	J Edwards	Governance, Resources and Communications	Publicity	PS10	Civic Newspaper - cease production			0	-23	-31	-31	0	Achieved - production ceased. Small cost in 2007/08 re buy-out of contracts.		
Clr Beardsworth	D Taylor	Housing Services	Homelessness	BH5					-100	-100	-100	0	Achieved		

Portfolio Holder	Director	Division	Service Description	Ref	Detail	Offset Saving	Emp Related	Employee Savings Target £000's	2007/08 Target Saving £000's	2008/09 Target Saving £000's	2009/10 Target Saving £000's	2007/08 Savings Shortfall / (Excess) £000's	Progress to Date	Agreed Future Management Action	Risks Identified
Cllr Beardsworth	D Taylor	Housing Services	Homelessness	DC2	Cease use of B&B for Homeless			0	-60	-60	-60	0	The manager of NBC temp. accom. Has committed to savings of £60k during 07/08. There is a diminishing need to provide emerg. Accom. Of any type due to the strengthening of the homeless prevention agenda. Clients requiring temp.accom. Will be placed on a	Spend to save budgets will be targeted at vulnerable client groups where risk of homelessness is high. This will further reduce the need for clients to enter accommodation on an emergency basis. Monitoring of the spending on Emerg. Accom. And longer temp.	
Cllr Beardsworth	D Taylor	Housing Services	Housing Money and Advice	PS11	Housing & Money Advice Merger - reconfigure service/integrate with OSS - reduction of 4 fte (vacant posts)		✓	-100	-100	-130	-130	0	This consists of 3 full time posts which have been vacant for all of 2007/08. This area is also in the midst of a restructure which could result in additional savings.	Restructuring - increased focus on prevention - consultation with staff will take place Apr - June, Fish St Offices to close asap after 1 April and move to OSS. Implementation of Queue Mngmt system, improve use of space in OSS (FR working with Kay A)	Delay in restructure and office closure.
Cllr Hoare	C Thomas	Human Resources	Human Resources	EF16	HR Division Restructure - 6 posts to go, replaced by 4 new posts (generally lower graded)		✓	-66	-66	-151	-151	0	Transfer of the Programme Delivery Manager to a vacant post in Regen. & Growth has saved £40k due to the post in HR being deleted. Two members of staff have left and one person has been redeployed. Of the remaining two redundant posts one is being retained		Extension to employment of staff to be made redundant will reduce the level of savings to be achieved. It is anticipated that one member of staff will be retained to undertake specific project work. This will be funded via the Improvement Fund.
Cllr Hoare	C Thomas	Human Resources	Training	EF15	Reduce Training Provision			0	-100	-100	-100	0	Available budget to be rationed based on business cases from each Corporate Manager linked to corporate priorities.	The response to requests for training will be distributed according to the Budget available.	
Cllr Mildren	I Proctor	Finance and Asset Management	Council Tax	PS12	Council Tax			0	-260	-260	-260	0	Achieved		
Cllr Mildren	I Proctor	Finance and Asset Management	Debt Management	MS1	Debt rescheduling			0	-35	-35	-35	0	Arrangements have been put in place to reschedule specific debts	Ongoing budget monitoring	
Cllr Hoare	J Edwards	Performance and Improvement	ICT	EF17	HR/Payroll replacement system			0	-20	-20	-20	0	This has been achieved the System is implemented resulting in reduced licence/maintenance fees		
Cllr Hoare	J Edwards	Performance and Improvement	ICT	EF18	IT System efficiencies			0	0	0	0	0	Future years saving	Exploring options for improved system procurement & governance. Potential to not replace vacant post.	
Cllr Hoare	J Edwards	Performance and Improvement	ICT	EF19	Electoral System implementation			0	-7	0	0	0	Achieved. The System is implemented	The first years licence fee is included in the cost of the software, future years licence will be met by the Electoral Section.	
Cllr Hoare	J Edwards	Performance and Improvement	ICT	EF20	Freeze vacancies - Performance Officer plus Analyst/Programmer		✓	-63	-63	-63	-63	0	Achieved. Posts frozen for 12 months	Need to review future service needs before future year's saving can be assumed	

Portfolio Holder	Director	Division	Service Description	Ref	Detail	Offset Saving	Emp Related	Employee Savings Target £000's	2007/08 Target Saving £000's	2008/09 Target Saving £000's	2009/10 Target Saving £000's	2007/08 Savings Shortfall / (Excess) £000's	Progress to Date	Agreed Future Management Action	Risks Identified
Cllr Hoare	J Edwards	Performance and Improvement	ICT	OT6	Telephones			0	-25	-25	-25	0	Achieved the deletion of vacant post		
Cllr Hoare	J Edwards	Performance and Improvement	ICT	PS13	Mobile Telephones			0	-15	-15	-15	0	New contract procured - £4k saving	The aim is to continue to reduce number of handsets. The approval to have a mobile phone forms are being actively chased, this has reduced the number of phones. There is to be continued pressure on Corporate Managers to reduce the phones in their area.	Lack of corporate support
Cllr Hoare	J Edwards	Performance and Improvement	Performance Management	OT5	Vacant posts		✓	-32	-32	-32	-32	0	Achieved the deletion of vacant post		
Brendan Glynane	J Edwards	Governance, Resources and Communications	Community Centres	PS27	Community Centres. This is offset by an additional expenditure budget that was created.	✓		0	-50	-50	-50	0	Income and expenditure budget of £50k set. Community Centres working party has been established.	Look into the community centres purpose against the councils priorities, assess their working arrangements and investigate the possibility of them becoming more self sufficient. All management contracts will be reviewed.	
Brendan Glynane	J Edwards	Governance, Resources and Communications	Community Grants	PS08	Royal & Derngate Grant - phased reduction in grant			0	-200	-200	-200	0	Grant reduced, replaced by NCC funding.		
Brendan Glynane	J Edwards	Governance, Resources and Communications	Community Grants	PS14	Community Grants			0	-50	-50	-50	0	Grants budget reduced	Ongoing budget monitoring	To achieve this saving will result in the absence of a community grants program.
Brendan Glynane	J Edwards	Governance, Resources and Communications	Community Grants	PS26	Next Grants allocation process will work with reduced budget. This is offset by an additional expenditure budget that was created.	✓		0	-14	-14	-14	0	Grants budget reduced. Budget moved to Community centres and will be fully utilised.		
Cllr Church	C Thomas	Regeneration, Growth and Community Development	Regeneration	BH2	Regeneration & Growth - MTFP assumed £100k growth, removed in budget setting - equivalent to c2.5fte		✓	-100	-100	-100	-100	0	Savings being managed within the Regeneration Section.	Vacant post being held vacant. Corporate Manager is looking into possibility of deleting Admin and other posts to achieve savings	
Brendan Glynane	J Edwards	Governance, Resources and Communications	Community Development	EF21	Planning (delete vacant posts, rationalise grants admin and community development)		✓	-120	-120	-164	-170	11	5 posts deleted. 1 post made redundant.	Shortfall re redundancy costs. Community Development now under Governance and Communications, manager looking to cover shortfall from within the current budget due to 1 vacancy.	
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Domestic Refuse Collection	EF22	Managed vacancy factor - Streetscene		✓	-45	-45	-45	-45	0	Allocated to waste services. To be achieved through reduced use of agency staff.	Ongoing budget monitoring	
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Graffiti Removal	PS18	Graffiti Removal - reduce number of teams/vehicles from 4 to 2.		✓	-60	-60	-120	-120	0	Achieved through removal of 6 agency staff.	Further progress is required to confirm saving. There are concerns that the actuals coming through for this service are high. Possibly some expenditure should be charged to Street Cleansing.	

Portfolio Holder	Director	Division	Service Description	Ref	Detail	Offset Saving	Emp Related	Employee Savings Target £000's	2007/08 Target Saving £000's	2008/09 Target Saving £000's	2009/10 Target Saving £000's	2007/08 Savings Shortfall / (Excess) £000's	Progress to Date	Agreed Future Management Action	Risks Identified
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Park Ranger	PS19	Park Rangers - removal of entire service (8 fte)		✓	-150	-150	-240	-240	0	Currently down to 5 fte in post. 2 staff to be retained under instruction from David Taylor. The shortfall previously reported has been funded by monies from the LABGI fund		Possibility new administration wishes to keep service. The LABGI funding is for one year only there is still an issue as there is no funding in 2008/09.
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Parks & Grounds Maintenance	PS17	Grounds Maintenance - reduced frequency of grass cutting/maintenance of parks - loss of 9 fte staff Parks Savings - duplication - Ongoing impact of 2006/07 budget decision, i.e. £100k in 06/07 rising to £250k in 07/08.		✓	-150	-150	-250	-250	0	Achieved through not recruiting to vacant positions		
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Parks & Grounds Maintenance	PS23	To be achieved from other SS services			0	-150	-150	-150	0	This saving was allocated to the service but identified as being unachievable from this service. It was proposed that this would be achieved by evaluating the 2006/07 outturn position once known to identify potential savings sources corporately.	Options currently being worked on for consideration by Portfolio Holder.	Potential further reduction in front line service delivery.
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Public Conveniences	PS20	Public Conveniences Other - closure of all public conveniences other than parks		✓	-122	-100	-130	-130	0	All closed from 1/4/07. Achieved full year saving immediately due to removal of agency staff.		
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Public Conveniences	PS21	Public Conveniences Sheep Street - closure		✓	0	-50	-100	-100	0	Sheep Street Public Conveniences remain open This will further funded from the LABGI fund of £50k	Sheep Street Public Conveniences are still open. New administration may wish to retain this service.	The LABGI funding is for one year only there is still an issue as there is no funding in 2008/09.
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Recycling	DC4	Material Recycling Facility			0	-100	-100	-100	0	Proposal was to close MRF and dispose through other facilities. Business case for this is unsound, but saving can be achieved through increased income levels (evident in 2006/07)	Ongoing monitoring of income from sale of recyclates.	Variation in recylate prices and throughput
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Street Cleaning	PS15	Street Cleaning - 10% reduction in service levels.		✓	-150	-150	-150	-150	0	Achieved through removal of agency staff. Savings from Enviro Crime used to fund any unachievable savings	Further progress is required to confirm saving.	Employee reductions insufficient unless reductions made in the use of temporary staff.
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Street Cleaning	PS16	Weed Spraying - reduce frequency from 4 sprays to 2 sprays pa.			0	-30	-30	-30	30	This service is funded by NCC as this is weed spraying to the public highway therefore no cost to NBC.	This saving will be achieved from with the Parks and Open Spaces budget. In doing so the service will exceed the target savings allocated the service.	No alternative source of saving being identified to date
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Trade Refuse Collection	BH3	Sale of Trade Refuse Operation			0	-150	-30	-30	150	Sale being progressed. Disposal receipt will be a capital receipt not revenue receipt.		No buyer identified. Impact of capital receipts not revenue.
Cllr Crake	D Taylor	Streetscene and Property Maintenance	Westbridge Depot	PS22	Westbridge Depot Security		✓	-50	-50	-50	-50	50	Currently progressing	Asset Management have been requested to identify alternative security solutions to enable this saving to be achieved.	No alternative source of saving being identified to date
<b>TOTAL</b>									<b>-5265</b>	<b>-5884</b>	<b>-5892</b>	<b>729</b>			

### 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
  - Where the forecast directorate overspend is over £100,000.
  - An action plan needs to be created and agreed.
- Amber
  - 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
  - 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.

**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	
<b>HRA</b>									
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	
<b>Total Housing Revenue Account Controllable Revenue Budget</b>	<b>(16,434)</b>	<b>0</b>	<b>0</b>	<b>(16,434)</b>	<b>(4)</b>	<b>(4)</b>	<b>0</b>	<b>0</b>	

**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  
5



**NORTHAMPTON**  
BOROUGH COUNCIL

Item No.  
1

## CABINET REPORT

<b>Report Title</b>	<b>CAPITAL PROGRAMME 2007-08 – POSITION AS AT END OF OCTOBER 2007</b>
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**AGENDA STATUS: PUBLIC**

<b>Cabinet Meeting Date:</b>	3 December 2007
<b>Key Decision:</b>	YES
<b>Listed on Forward Plan:</b>	YES
<b>Within Policy:</b>	YES
<b>Policy Document:</b>	NO
<b>Directorate:</b>	Governance and Improvement
<b>Accountable Cabinet Member:</b>	Malcolm Mildren
<b>Ward(s)</b>	Not Applicable

### 1. Purpose

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1.1 The purpose of the report is to:

- Request approval for capital schemes in, or to be added to, the Council's capital programme for 2007-08
- Advise Cabinet of the slippage of unfinished schemes from 2006-07 into the 2007-08 capital programme
- Advise Cabinet of the latest proposed capital programme for 2007-08
- Advise Cabinet as to how the 2007-08 capital programme will be funded
- Advise Cabinet on the latest capital programme monitoring position and future reporting arrangements for the capital programme



## 2. Recommendations

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2.1 That Cabinet approve the inclusion of the following schemes into the capital programme for 2007-08

a) Schemes already identified in the draft capital programme for 2007-08

GF / HRA	Directorate	Scheme Reference & Description	2007-08 £000	Future Years £000	Funding Source
Housing Revenue Account	Customers & Service Delivery	2007-08/CS0018 Decent Homes Re-wiring	500	-	Major Repairs Allowance £59k; HRA Revenue Contribution £441k

b) Schemes to be added to the capital programme for 2007-08

GF / HRA	Directorate	Scheme Description	2007-08 £000	Future Years £000	Funding Source
General Fund	Customers & Service Delivery	Recycling Improvements to access normally hard to reach areas (Waste Performance & Efficiency Grant - WPEG)	88	-	Waste Performance and Efficiency Grant

2.2 That Cabinet note:

- a) The slippage of unfinished schemes from 2006-07 into the 2007-08 capital programme as set out at Annex B
- b) The latest proposed capital programme for 2007-08 as set out at Annex C
- c) The funding arrangements for the 2007-08 capital programme as set out at Annex D
- d) The capital programme monitoring position as at end of October 2007 as set out at Annex E
- e) The future reporting arrangements for the capital programme throughout the year

## 3. Issues and Choices

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### 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 throughout the year to date:

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

## 3.2 Issues

### Approval of Capital Projects

- 3.2.1 All proposals put forward for approval with this report 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. Copies of the capital project appraisals are available on request
- 3.2.2 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.
- 3.2.3 The majority of the HRA capital schemes for 2007-08 were approved at 1 October Cabinet. However approval is still outstanding for three schemes, of which one - **Decent Homes Re-wiring** - is brought to this Cabinet for approval. Approval is requested for a budget of £500k compared with £631k in the draft programme.
- 3.2.4 The remaining HRA schemes will be brought to Cabinet at a future date.
- 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. The remaining General Fund schemes will be brought to Cabinet at a future date.
- 3.2.6 In addition, a new General Fund capital scheme has been put forward for Cabinet approval for inclusion in the 2007-08 capital programme, as follows:
- **Recycling - Improvements to access normally hard to reach areas (Waste Performance & Efficiency Grant - WPEG)**
- 3.2.7 Further details of each of the schemes above are given at Annex A. All the schemes are fully funded, either by internal resources or from external funding arrangements.

### Slippage from 2006-07

3.2.8 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“

3.2.9 A report was submitted to Cabinet on 5 November 2007 outlining the capital outturn position for 2006-07, in which Cabinet were advised that a report on capital programme slippage would be brought to Cabinet on 3 December. This report fulfils that requirement.

3.2.10 Annex B shows the amount of slippage to be brought forward from 2006-07 into the 2007-08 capital programme on a scheme by scheme basis.

### **Approved Capital Programme**

3.2.11 The latest proposed capital programme is set out on a scheme-by-scheme basis at Annex C. This incorporates the original draft programme for 2007-08, slippage from 2006-07, other agreed changes, and the further amendments and additions proposed in this report.

### **Capital Programme Funding**

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

3.2.13 The financing of the programme is set out at Annex D.

3.2.14 Internal financing includes the use of capital receipts. The figures in the financing table are based on forecasts for the current year. As such there is an inevitable level of uncertainty and a degree of risk attached to the projections. Actual receipts will be closely monitored and this figure will be firmed up as the year progresses.

3.2.15 As the 2006-07 agreed capital programme was to be part funded by prudential borrowing that was not actually drawn upon, this is now shown as a funding source to help meet the costs of slippage. As the use of prudential borrowing has a revenue budget impact, in the form of repayment of principal and interest, it will be used as the funding source of last resort when the capital programme is financed at year end.

### **Capital Programme Monitoring**

3.2.16 In line with best practice and with CPA requirements, capital programme monitoring information is to be brought to Cabinet on a monthly basis.

3.2.17 Annex E shows the position as at the end of October.

3.2.18 For the purposes of this report the outturn position is shown as being in line with budget and the forecast slippage is shown as nil. However it is usual with capital programmes for the in-year budget to underspend. This is due to delays caused by a number of factors, for example procurement time lines, inclement weather etc. In these instances expenditure against agreed schemes, and the associated financing, will slip into the following year. Future reports to Cabinet will include forecast outturn and slippage information, which will be pulled together from information supplied by budget managers.

### **3.3 Choices (Options)**

3.3.1 Cabinet are asked to approve the inclusion of the capital schemes set out at Annex A into the Council's capital programme

## **4. Implications (including financial implications)**

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### **4.1 Policy**

4.1.1 All schemes within the capital programme are within existing policy

### **4.2 Resources and Risk**

4.2.1 All schemes included in the capital programme, or put forward for approval, are fully funded, either through borrowing, internal resources or external funding arrangements. The financing of the programme is set out at Annex D.

4.2.2 Any revenue budget implications related to the capital projects are set out in the capital project appraisals, and fed into revenue budget planning as appropriate (ie through revenue budget monitoring, budget build or medium term financial planning).

4.2.3 Financial and non-financial risks related to the capital projects are addressed in the capital project appraisals.

### **4.3 Legal**

4.3.1 Legal implications related to the capital projects are addressed in the capital project appraisals.

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

### **4.4 Equality**

4.4.1 Equalities implications related to the capital projects are addressed in the capital project appraisals. Many of the schemes in the programme are specifically targeted at addressing equalities issues.

## **4.5 Consultees (Internal and External)**

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

- The Budget Manager
- The Finance Manager (Capital & Treasury)
- The Corporate Director (or the Chief Executive)
- The Member with Portfolio,
- The Section 151 Officer

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

## **4.6 How the Proposals deliver Priority Outcomes**

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

4.6.2 The use of capital project appraisals to determine and agree capital schemes in accordance with the objectives and priorities of the authority, and the effective monitoring and reporting of capital programme activity both contribute to improving the CPA Use of Resources score. This supports the Council's 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**

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### **5.1 Cabinet Reports**

- 4 December 2006 – General Fund Capital Programme 2006-07 and onwards
- 29 January 2007 – General Fund Capital Programme 2006-07 and onwards
- 29 January 2007 – Housing Revenue Account Capital Programme 2006-07 Onwards
- 1 October 2007 – General Fund Capital Programme 2007-08 – Additions and Amendments

- 1 October 2007 – Housing Revenue Account Capital Programme 2007-08 - Approval of Schemes
- 5 November 2007 – Capital Programme 2006-07 - Outturn Position
- 5 November 2007 – Capital Programme 2007-08 Additions & Amendments
- 5 November 2007 – CASPAR Plus Projects

#### 5.2 Capital Project Appraisals:

- 2007-08/CS0018 - Decent Homes Re-wiring
- 2007-08/CS0019 - Recycling - Improvements to access normally hard to reach areas (Waste Performance & Efficiency Grant - WPEG)

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

## A1 Decent Homes Re-wiring

1	<b>Project Title</b>	Decent Homes rewiring
2	<b>Appraisal Reference Number</b>	2007-08/CS0018
3	<b>Directorate</b>	Customer & Service Delivery
4	<b>Service Block</b>	Housing Revenue Account
5	<b>Outline description (including specific works)</b>	
	<p>This project originally began late in 2006-7 and was to rewire properties failing Decent Homes for that element on four estates, costing 1.79m. 3 Contractors were appointed and commenced work in November 2006 and it was acknowledged the contracts would run beyond the end of the financial year. By the end of financial year 2006-7 500,000 worth of works was still outstanding from an original budget of 1.79m. This sum has been allocated in the 2007-8 budget to complete the works. The estates are Standens Barn, Southfields, Thorplands and a specific part of Lakeview.</p>	

**Consequences of not undertaking the project and impact on the community or employees**

If works are not undertaken the Council will not be able to achieve decency. It may leave some residents with substandard wiring, which may involve safety elements, such as earthing, consumer boards and circuit breakers. In addition many homes still have insufficient sockets and electrical amenity to support accepted levels of domestic appliances

<b>Project budget</b>	<b>2007/08 £000</b>	<b>2008/09 £000</b>	<b>2009/10 £000</b>	<b>2010/11 £000</b>	<b>2011/12 £000</b>	<b>Total £000</b>
Capital costs	500	0	0	0	0	500
Revenue consequences	0	0	0	0	0	

<b>Source of capital funding</b>	<b>SCE (R ) Single Capital Pot £000</b>	<b>SCE (R ) Separate Programme Element £000</b>	<b>Prudential Borrowing £000</b>	<b>Major Repairs Reserve £000</b>	<b>Other £000</b>	<b>Total £000</b>
	0	0	0	59	441	500

Part funded by MRA; part funded by HRA revenue contribution

## A2 Recycling (Waste Performance and Efficiency Grant)

1	<b>Project Title</b>	Recycling - Improvements to access normally hard to reach areas. (Waste Performance & Efficiency Grant - WPEG)
2	<b>Appraisal Reference Number</b>	2007-08/CS0019
3	<b>Directorate</b>	Customer & Service Delivery
4	<b>Service Block</b>	Environmental, Protective and Cultural Services
5	<b>Outline description (including specific works)</b>	
	<p>Capital has been awarded from WPEG (DEFRA) to enable NBC to be able to collect more recycle from hard to reach areas resulting in a reduction of waste going to landfill. This will assist NBC to meet the requirements of the National Waste Strategy 2007 and the Northamptonshire Joint Municipal Waste Management Strategy 2007. It will assist with the financial burden of LATS on our partners NCC. It is also to ensure that all our customers have access to our recycling services and does not leave any one disadvantaged. The grant will be spent on recycling containers of all shapes and sizes and bin storage area modifications, etc.</p>	

**Consequences of not undertaking the project and impact on the community or employees**

It will disadvantage a large number of our customers by not giving them access to our recycling service. It will also have an impact on recycling tonnages and our expected recycling targets. It will impose additional financial pressures on our partners NCC as they will not be able to divert enough residual waste from landfill that will burden them with additional LATS costs, that will ultimately be passed on to our customers (NBC residents).

<b>Project budget</b>	<b>2007/08 £000</b>	<b>2008/09 £000</b>	<b>2009/10 £000</b>	<b>2010/11 £000</b>	<b>2011/12 £000</b>	<b>Total £000</b>
Capital costs	88	0	0	0	0	88
Revenue consequences	0	0	0	0	0	

<b>Source of capital funding</b>	<b>SCE (R ) Single Capital Pot £000</b>	<b>SCE (R ) Separate Programme Element £000</b>	<b>Prudential Borrowing £000</b>	<b>Major Repairs Reserve £000</b>	<b>Other £000</b>	<b>Total £000</b>
	0	0	0	0	88	88

DEFRA - WPEG

## Capital Programme 2007-08 - Slippage from 2006-07

Cost Centre	Scheme Description	Slippage to 2007-08 £
<b><u>GF - Governance &amp; Improvement</u></b>		
<b>Performance,IT &amp; Improvement</b>		
BA737	Network Upgrade	39,804
BA743	Electronic Record Management	65,456
BA764	One Stop Shop, CRM	340,280
BA773	Geographic Information System- Development	55,692
BA777	PC Replace Programme	126,068
BA779	Performance Management Software	35,000
<b>Governance &amp; Communications</b>		
BA341	Camp Hill Community Centre	13,286
<b>Finance &amp; Asset Management</b>		
BA322	Changing Room Improvements	535,203
BA360	Far Cotton Resource Centre	282,912
BA7BA	BA7BA-Corporate Buildings	53,655
BA788	NJI - CCTV Installation	37,524
BA792	Air Conditioning replacement programme	13,737
BA817	Blueberry Hill Diner & Studio 1 Purchase	77,356
BK042	Ecton Lane Improvements	102,971
<b><u>GF - Customers &amp; Service Delivery</u></b>		
<b>Community Safety,Leisure &amp; Town Centre Operations</b>		
BA359	Abington Museum Upgrade	20,250
BA436	CASPAR 5 - Thorplands	55,000
BA510	Pay on Foot St Johns Car Park	477,088
BA755	Leisure Facilities Dis Acc	12,822
<b>Customer Services</b>		
BA830	Customer Contact Centre	27,980
<b>Street Scene &amp; Property Maintenance</b>		
BA443	Recycling Flats	159,973
BA445	Upgrade Recycling Facilities	68,895
<b>Housing Services</b>		
BA778	R&B Service Improvements	35,024
BA783	Replace Business Rates System	4,000
<b><u>GF - People, Planning &amp; Regeneration</u></b>		
<b>Development- Building Control &amp; Environment Health</b>		
BK012	Renovation/Housing Repair Grants	40,432
BK015	DFG's Owner Occupiers	47,615
BK024	Southbridge East Phase 1 & 2	115,800
BK041	Supported Housing Scheme	145,372
BK044	GOEM Decent Hhomes Assistance	104,100
BK045	GOEM Solid Wall Insulation	175,000
BK046	GOEM Roofing and Electrical	75,000
BK047	GOEM Warm Front Top Up	30,000
BK048	GOEM falls on Level	30,000
<b>Regeneration ,Growth &amp; Community Development</b>		
BA627	Francis Crick Memorial	13,702
BA628	Urban Enhancement 2005-2006	55,224
<b><u>HRA - Customers &amp; Service Delivery</u></b>		
<b>Housing Services</b>		
BA742	Housing Systems Replacement (FISH)	49,750
<b><u>HRA - People, Planning &amp; Regeneration</u></b>		
<b>Development- Building Control &amp; Environment Health</b>		
BH140	Disabled Facilities Grants (Council Stock)	23,255
<b>Total Slippage</b>		<b>3,545,226</b>



## Capital Programme 2007-08

As at 31 October 2007

Appraisal Ref	Ledger Code	Scheme Title	Approved Budgets			Proposed Budgets		
			Original Approved Budget	Slippage	Approved Changes	Latest Approved Budget	Proposed Changes	Latest Proposed Budget
			£	£	£	£	£	£
<b>GF - Governance &amp; Improvement</b>								
<b>Chief Executives</b>								
2007-08/GI0003	BA832	Spring Borough Café Disabled Access	0		30,000	30,000		30,000
<b>Total</b>			<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>30,000</b>
<b>Performance,IT &amp; Improvement</b>								
	BA730	Core Financials inc 5.5 & AR	200,000			200,000		200,000
	BA737	Network Upgrade	0	39,804		39,804		39,804
	BA738	Mainframe Replacement	175,000			175,000		175,000
	BA743	Electronic Record Management	0	65,456		65,456		65,456
	BA764	One Stop Shop, CRM	150,000	340,280		490,280		490,280
	BA773	Geographic Information System- Development	0	55,692		55,692		55,692
	BA777	PC Replacement Programme	200,000	126,068		326,068		326,068
	BA779	Performance Management Software	0	35,000		35,000		35,000
	BA784	Voice Over Internet Protocol	100,000			100,000		100,000
	BA785	BT FutureNet VIP	80,000			80,000		80,000
	BA786	Data Network Improvements	120,000			120,000		120,000
	BA787	E-payments, Chip & Pin, Payment Kiosks	120,000			120,000		120,000
2007-08/GI0001	BA901	Mainframe Archive Software	85,000		47,000	132,000		132,000
<b>Total</b>			<b>1,230,000</b>	<b>662,300</b>	<b>47,000</b>	<b>1,939,300</b>	<b>0</b>	<b>1,939,300</b>
<b>Governance &amp; Communications</b>								
	BA341	Camp Hill Community Centre	0	13,286		13,286		13,286
<b>Total</b>			<b>0</b>	<b>13,286</b>	<b>0</b>	<b>13,286</b>	<b>0</b>	<b>13,286</b>
<b>Legal &amp; Democratic</b>								
2007-08/GI0002	BA833	Legal Case Management System	0		25,500	25,500		25,500
<b>Total</b>			<b>0</b>	<b>0</b>	<b>25,500</b>	<b>25,500</b>	<b>0</b>	<b>25,500</b>

## Capital Programme 2007-08

As at 31 October 2007

Appraisal Ref	Ledger Code	Scheme Title	Approved Budgets			Proposed Budgets		
			Original Approved Budget	Slippage	Approved Changes	Latest Approved Budget	Proposed Changes	Latest Proposed Budget
			£	£	£	£	£	£
<b>GF - Governance &amp; Improvement - continued</b>								
<b>Finance &amp; Asset Management</b>								
	BA322	Changing Room Improvements	0	535,203		535,203		535,203
	BA360	Far Cotton Resource Centre	0	282,912		282,912		282,912
	BA7BA	Corporate Buildings	1,200,000	53,655	(1,200,000)	53,655		53,655
	BA788	NJI - CCTV Installation	0	37,524		37,524		37,524
	BA792	Air Conditioning Replacement Programme	0	13,737		13,737		13,737
	BA794	BA7BA-Imp works to meet Decent Home standards	0		770,000	770,000		770,000
2007-08/GI0004	BA795	Improvements to Corporate Buildings - Roads & Footpaths	0		97,000	97,000		97,000
	BA817	Blueberry Hill Diner & Studio 1 Purchase	0	77,356		77,356		77,356
	BA830	Customer Contact Centre	0		68,000	68,000		68,000
2007-08/GI0004	BA834	Improvements to Corporate Buildings - Walls & Security Fencing	0		265,000	265,000		265,000
2007-08/GI0004	BA835	Improvements to Corporate Buildings - Electrical Upgrade Works	0	102,971		102,971		102,971
	BK042	Ecton Lane Improvements						
<b>Total</b>			<b>1,200,000</b>	<b>1,103,358</b>	<b>0</b>	<b>2,303,358</b>	<b>0</b>	<b>2,303,358</b>
<b>GF - Governance &amp; Improvement Total</b>			<b>2,430,000</b>	<b>1,778,944</b>	<b>102,500</b>	<b>4,311,444</b>	<b>0</b>	<b>4,311,444</b>

## Capital Programme 2007-08

As at 31 October 2007

Appraisal Ref	Ledger Code	Scheme Title	Approved Budgets			Proposed Budgets		
			Original Approved Budget	Slippage	Approved Changes	Latest Approved Budget	Proposed Changes	Latest Proposed Budget
			£	£	£	£	£	£
<b>GF - Customers &amp; Service Delivery</b>								
<b>Community Safety, Leisure &amp; Town Centre Operations</b>								
	BA359	Abington Museum Upgrade	100,000	20,250		120,250		120,250
	BA436	CASPAR 5 Thorplands	200,000	55,000		255,000		255,000
	BA510	Pay on Foot St Johns Car Park		477,088		477,088		477,088
	BA755	Leisure Facilities - Disabled Access	50,000	12,822	(30,000)	32,822		32,822
<b>Total</b>			<b>350,000</b>	<b>565,160</b>	<b>(30,000)</b>	<b>885,160</b>	<b>0</b>	<b>885,160</b>
<b>Customer Services</b>								
	BA830	Customer Contact Centre	0	27,980		27,980		27,980
<b>Total</b>			<b>0</b>	<b>27,980</b>	<b>0</b>	<b>27,980</b>	<b>0</b>	<b>27,980</b>
<b>Street Scene &amp; Property Maintenance</b>								
	BA327	Play Area Safety Bases	20,000			20,000		20,000
	BA345	Allotments Toilets	33,000			33,000		33,000
	BA443	Recycling Flats		159,973		159,973		159,973
	BA445	Upgrade Recycling Facilities		68,895		68,895		68,895
2007-08/CS0019		Recycling - Improvements to access normally hard to reach areas (Waste Performance & Efficiency Grant - WPEG)				0	87,858	87,858
<b>Total</b>			<b>53,000</b>	<b>228,868</b>	<b>0</b>	<b>281,868</b>	<b>87,858</b>	<b>369,726</b>
<b>Housing Services</b>								
	BA778	R&B Service Improvements		35,024		35,024		35,024
	BA783	Replace Business Rates System		4,000		4,000		4,000
<b>Total</b>			<b>0</b>	<b>39,024</b>	<b>0</b>	<b>39,024</b>	<b>0</b>	<b>39,024</b>
<b>GF - Customers &amp; Service Delivery Total</b>			<b>403,000</b>	<b>861,032</b>	<b>(30,000)</b>	<b>1,234,032</b>	<b>87,858</b>	<b>1,321,890</b>

## Capital Programme 2007-08

As at 31 October 2007

Appraisal Ref	Ledger Code	Scheme Title	Approved Budgets				Proposed Budgets	
			Original Approved Budget	Slippage	Approved Changes	Latest Approved Budget	Proposed Changes	Latest Proposed Budget
			£	£	£	£	£	£
<b>GF - People, Planning &amp; Regeneration</b>								
<b>Development- Building Control &amp; Environment Health</b>								
	BK012	Renovation Grants	500,000	40,432		540,432		540,432
	BK015	Disabled Facilities Grants (Private Sector)	540,000	47,615		587,615		587,615
	BK029	Hot Property 3	10,000			10,000		10,000
	BK030	Heatstreets	25,000			25,000		25,000
	BK040	Empty Homes Strategy	80,000			80,000		80,000
	BK044	GOEM Decent Homes Assistance	0	104,100		104,100		104,100
	BK045	GOEM Solid Wall Insulation	0	175,000		175,000		175,000
	BK046	GOEM Roofing and Electrical	0	75,000		75,000		75,000
	BK047	GOEM Warm Front Top Up	0	30,000		30,000		30,000
	BK048	GOEM falls on Level	0	30,000		30,000		30,000
	BK024	Southbridge East Phase 1 & 2	0	115,800		115,800		115,800
	BK041	Supported Housing Scheme	0	145,372		145,372		145,372
<b>Total</b>			<b>1,155,000</b>	<b>763,319</b>	<b>0</b>	<b>1,918,319</b>	<b>0</b>	<b>1,918,319</b>
<b>Regeneration ,Growth &amp; Community Development</b>								
	BA627	Francis Crick Memorial	0	13,702		13,702		13,702
	BA628	Urban Enhancement 2005-2006	0	55,224		55,224		55,224
2007-08/PR0001	BA633	Midsummer Meadow and Becketts Park Waterside Enhancement	0		377,000	377,000		377,000
2007-08/PR0002		Designing Out Crime - Door Entry Improvements	0		175,000	175,000		175,000
2007-08/PR0002		Designing Out Crime - CCTV in Lifts	0		20,000	20,000		20,000
2007-08/PR0002		Designing Out Crime - CCTV in Urban Areas	0		60,000	60,000		60,000
2007-08/PR0002		Designing Out Crime - Fitzroy Place & Moat Place Improvements	0		42,342	42,342		42,342
2007-08/PR0002		Designing Out Crime - St Mary's Court Improvements	0		46,630	46,630		46,630
2007-08/PR0002		Designing Out Crime - Althorp Street & Simons Walk Fencing	0		36,668	36,668		36,668
2007-08/PR0002		Designing Out Crime - Berkeley House Improvements	0		85,000	85,000		85,000
2007-08/PR0002		Designing Out Crime - Improved Car Parking Provision at Flats	0		100,000	100,000		100,000

## Capital Programme 2007-08

As at 31 October 2007

Appraisal Ref	Ledger Code	Scheme Title	Original Approved Budget	Approved Budgets		Latest Approved Budget	Proposed Budgets	
				Slippage	Approved Changes		Proposed Changes	Latest Proposed Budget
			£	£	£	£	£	£
<b><u>GF - People, Planning &amp; Regeneration - continued</u></b>								
<b><u>Regeneration ,Growth &amp; Community Development continued</u></b>								
2007-08/PR0002		Designing Out Crime - Greenspace Lighting Improvements	0		198,000	198,000		198,000
2007-08/PR0003	BA447	Environmental & Recreational Improvements - Breathing Spaces Central Area	0		265,000	265,000		265,000
2007-08/PR0003		Environmental & Recreational Improvements - Spring Borough Café Refurbishment	0		10,000	10,000		10,000
2007-08/PR0003		Environmental & Recreational Improvements - Cloisters Pocket Park	0		52,652	52,652		52,652
2007-08/PR0003		Environmental & Recreational Improvements - Tree Work (Urban Area)	0		28,525	28,525		28,525
2007-08/PR0003		Environmental & Recreational Improvements - Spring Lane Victorian School Annex	0		125,000	125,000		125,000
2007-08/PR0003		Environmental & Recreational Improvements - Recycling Nodes in Spring Boroughs	0		20,000	20,000		20,000
2007-08/PR0003		Environmental & Recreational Improvements - Pedestrianisation Upper Bath Street & Crispin Street	0		210,000	210,000		210,000
2007-08/PR0003		Environmental & Recreational Improvements - New Recreation Facilities	0		155,000	155,000		155,000
<b>Total</b>			<b>0</b>	<b>68,926</b>	<b>2,006,817</b>	<b>2,075,743</b>	<b>0</b>	<b>2,075,743</b>
<b>GF - People, Planning &amp; Regeneration Total</b>			<b>1,155,000</b>	<b>832,245</b>	<b>2,006,817</b>	<b>3,994,062</b>	<b>0</b>	<b>3,994,062</b>

## Capital Programme 2007-08

As at 31 October 2007

Appraisal Ref	Ledger Code	Scheme Title	Approved Budgets			Proposed Budgets		
			Original Approved Budget	Slippage	Approved Changes	Latest Approved Budget	Proposed Changes	Latest Proposed Budget
			£	£	£	£	£	£
<b>HRA - Customers &amp; Service Delivery</b>								
<b>Street Scene &amp; Property Maintenance</b>								
		Unallocated budget	4,600,000		(4,600,000)	0		0
2007-08/CS0015	BH200	Residuals			30,000	30,000		30,000
2007-08/CS0014	BH204	Re-roofing	500,000		500,000	1,000,000		1,000,000
2007-08/CS0005	BH301	Capital Voids	2,000,000		(500,000)	1,500,000		1,500,000
2007-08/CS0007	BH302	Disabled Alterations - Capital Schemes	50,000		50,000	100,000		100,000
2007-08/CS0016	BH305	Structural Repairs (Including Barn Roofs)			180,000	180,000		180,000
2007-08/CS0008	BH321	Door & Ad Hoc Window Replacement			522,000	522,000		522,000
2007-08/CS0002	BH324	Ad Hoc Heating Replacement			740,000	740,000		740,000
2007-08/CS0010	BH325	HHSRS Heating Replacement	771,000		(71,000)	700,000		700,000
2007-08/CS0003	BH329	Asbestos Survey and Removal			150,000	150,000		150,000
2007-08/CS0001	BH336	Cooper Street Heating Replacement			1,000,000	1,000,000		1,000,000
2007-08/CS0012	BH345	Kitchen Replacement Backlog			500,000	500,000		500,000
2007-08/CS0018	BH346	Decent Homes Re-wiring	631,000			631,000	(131,000)	500,000
2007-08/CS0006	BH349	Damp Proof and Infestation Programme			50,000	50,000		50,000
2007-08/CS0009	BH351	Door Entry Replacement			100,000	100,000		100,000
2007-08/CS0013	BH354	Lift Refurbishment	100,000		230,000	330,000		330,000
2007-08/CS0004	BH362	Capital Responsive Repairs and Replacements			500,000	500,000		500,000
2007-08/CS0011	BH363	Insulation			150,000	150,000		150,000
<b>Total</b>			<b>8,652,000</b>	<b>0</b>	<b>(469,000)</b>	<b>8,183,000</b>	<b>(131,000)</b>	<b>8,052,000</b>
<b>Housing Services</b>								
	BA742	Housing Management System (IBS Open Housing)	550,000	49,750		599,750		599,750
<b>Total</b>			<b>550,000</b>	<b>49,750</b>	<b>0</b>	<b>599,750</b>	<b>0</b>	<b>599,750</b>
<b>HRA - Customers &amp; Service Delivery Total</b>			<b>9,202,000</b>	<b>49,750</b>	<b>(469,000)</b>	<b>8,782,750</b>	<b>(131,000)</b>	<b>8,651,750</b>

Capital Programme 2007-08

As at 31 October 2007

Appraisal Ref	Ledger Code	Scheme Title	Original Approved Budget	Approved Budgets		Latest Approved Budget	Proposed Budgets	
				Slippage	Approved Changes		Proposed Changes	Latest Proposed Budget
			£	£	£	£	£	£
<b><u>HRA - People, Planning &amp; Regeneration</u></b>								
<b><u>Development- Building Control &amp; Environment Health</u></b>								
	BH140	Disabled Facilities Grants (Council Stock)	400,000	23,255		423,255		423,255
<b>Total</b>			<b>400,000</b>	<b>23,255</b>	<b>0</b>	<b>423,255</b>	<b>0</b>	<b>423,255</b>
<b>HRA - People, Planning &amp; Regeneration Total</b>			<b>400,000</b>	<b>23,255</b>	<b>0</b>	<b>423,255</b>	<b>0</b>	<b>423,255</b>

## Capital Programme Financing 2007-08

As at 31 Oct 2007

	GF Governance & Improvement £	GF Customers & Service Delivery £	GF People Planning & Regeneration £	HRA Customers & Service Delivery £	HRA People Planning & Regeneration £	Unallocated £	TOTAL
<b>Programme</b>							
Latest Approved Budget (including slippage)	4,311,444	1,234,032	3,994,062	8,782,750	423,255	0	18,745,543
Proposed Budget Changes	0	87,858	0	(131,000)	0	0	(43,142)
<b>Latest Proposed Budget</b>	<b>4,311,444</b>	<b>1,321,890</b>	<b>3,994,062</b>	<b>8,651,750</b>	<b>423,255</b>	<b>0</b>	<b>18,702,401</b>
<b>Funding</b>							
Prudential Borrowing	821,991	833,052	370,530				2,025,573
Supported Borrowing				500,000			500,000
Capital Receipts	2,995,953	400,980	957,067				4,354,000
MRA				7,611,464			7,611,464
Grants	173,064	87,858	2,621,496				2,882,418
Third Party Financing	320,436		45,000				365,436
Revenue Financing				4,576,745	423,255		5,000,000
<b>Total Funding</b>	<b>4,311,444</b>	<b>1,321,890</b>	<b>3,994,093</b>	<b>12,688,209</b>	<b>423,255</b>	<b>0</b>	<b>22,738,891</b>
<b>Unallocated ring fenced funding</b>	<b>0</b>	<b>0</b>	<b>31</b>	<b>4,036,459</b>	<b>0</b>	<b>0</b>	<b>4,036,489</b>
<b>Total Funding Excess (Shortfall)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Note: Capital receipts figures are based on forecast receipts for the current year



Capital Programme Monitoring 2007-08  
Summary

As at 31 October 2007

Division/Service	Approved Budgets				Proposed Budgets		Actuals			Forecasts			Slippage
	Original Approved Budget	Slippage	Approved Changes	Latest Approved Budget	Proposed Changes	Latest Proposed Budget	Exp to End of Previous Month	Exp Current Month	Exp to end of Current Month	Forecast Exp to End of Year	Total Forecast for Year	Forecast (Unspent Budget)/ Budget Overspends	Forecast Slippage
	(HRA Indicative Budget)						Months 1 to 6	Month 7	Months 1 to 7	Months 8 to 12	Months 1 to 12		
	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>General Fund</b>													
<b>Governance &amp; Improvement</b>													
Chief Executives	0	0	30,000	30,000	0	30,000	0	0	0	30,000	30,000	0	0
Performance, IT & Improvement	1,230,000	662,300	47,000	1,939,300	0	1,939,300	243,482	102,117	345,599	1,593,701	1,939,300	0	0
Governance & Communications	0	13,286	0	13,286	0	13,286	350	15,818	16,168	(2,882)	13,286	0	0
Legal & Democratic	0	0	25,500	25,500	0	25,500	0	0	0	25,500	25,500	0	0
Finance & Asset Management	1,200,000	1,103,358	0	2,303,358	0	2,303,358	711,045	505,786	1,216,831	1,086,527	2,303,358	0	0
<b>Total Governance &amp; Improvement</b>	<b>2,430,000</b>	<b>1,778,944</b>	<b>102,500</b>	<b>4,311,444</b>	<b>0</b>	<b>4,311,444</b>	<b>954,877</b>	<b>623,720</b>	<b>1,578,597</b>	<b>2,732,847</b>	<b>4,311,444</b>	<b>0</b>	<b>0</b>
<b>Customers &amp; Service Delivery</b>													
Community Safety, Leisure & Town Centre Operations	350,000	565,160	(30,000)	885,160	0	885,160	124,914	2,837	127,751	757,409	885,160	0	0
Customer Services	0	27,980	0	27,980	0	27,980	978	0	978	27,002	27,980	0	0
Streetscene & Property Maintenance	53,000	228,868	0	281,868	87,858	369,726	176,147	55,997	232,144	137,582	369,726	0	0
Housing Services	0	39,024	0	39,024	0	39,024	39,601	0	39,601	(577)	39,024	0	0
<b>Total Customers &amp; Service Delivery</b>	<b>403,000</b>	<b>861,032</b>	<b>(30,000)</b>	<b>1,234,032</b>	<b>87,858</b>	<b>1,321,890</b>	<b>341,640</b>	<b>58,834</b>	<b>400,474</b>	<b>921,416</b>	<b>1,321,890</b>	<b>0</b>	<b>0</b>
<b>People, Planning &amp; Regeneration</b>													
Human Resources	0	0	0	0	0	0	0	0	0	0	0	0	0
Development - Building Control & Environmental Health	1,155,000	763,319	0	1,918,319	0	1,918,319	58,670	56,432	115,102	1,803,217	1,918,319	0	0
Regeneration, Growth & Community Development	0	68,926	2,006,817	2,075,743	0	2,075,743	59,732	25,237	84,968	1,990,775	2,075,743	0	0
<b>Total People, Planning &amp; Regeneration</b>	<b>1,155,000</b>	<b>832,245</b>	<b>2,006,817</b>	<b>3,994,062</b>	<b>0</b>	<b>3,994,062</b>	<b>118,402</b>	<b>81,669</b>	<b>200,070</b>	<b>3,793,992</b>	<b>3,994,062</b>	<b>0</b>	<b>0</b>
<b>Total General Fund</b>	<b>3,988,000</b>	<b>3,472,221</b>	<b>2,079,317</b>	<b>9,539,538</b>	<b>87,858</b>	<b>9,627,396</b>	<b>1,414,919</b>	<b>764,223</b>	<b>2,179,142</b>	<b>7,448,254</b>	<b>9,627,396</b>	<b>0</b>	<b>0</b>
<b>HRA</b>													
<b>Customers &amp; Service Delivery</b>													
Streetscene & Property Maintenance (HRA)	8,652,000	0	(469,000)	8,183,000	(131,000)	8,052,000	1,154,900	208,127	1,363,027	6,688,973	8,052,000	0	0
Housing Services (HRA)	550,000	49,750	0	599,750	0	599,750	180,042	3,726	183,768	415,982	599,750	0	0
<b>Total Customers &amp; Service Delivery (HRA)</b>	<b>9,202,000</b>	<b>49,750</b>	<b>(469,000)</b>	<b>8,782,750</b>	<b>(131,000)</b>	<b>8,651,750</b>	<b>1,334,942</b>	<b>211,853</b>	<b>1,546,795</b>	<b>7,104,955</b>	<b>8,651,750</b>	<b>0</b>	<b>0</b>
<b>People, Planning &amp; Regeneration</b>													
Development - Building Control & Environmental Health	400,000	23,255	0	423,255	0	423,255	19,860	2,734	22,593	400,662	423,255	0	0
<b>Total People, Planning &amp; Regeneration (HRA)</b>	<b>400,000</b>	<b>23,255</b>	<b>0</b>	<b>423,255</b>	<b>0</b>	<b>423,255</b>	<b>19,860</b>	<b>2,734</b>	<b>22,593</b>	<b>400,662</b>	<b>423,255</b>	<b>0</b>	<b>0</b>
<b>Total HRA</b>	<b>9,602,000</b>	<b>73,005</b>	<b>(469,000)</b>	<b>9,206,005</b>	<b>(131,000)</b>	<b>9,075,005</b>	<b>1,354,802</b>	<b>214,587</b>	<b>1,569,388</b>	<b>7,505,617</b>	<b>9,075,005</b>	<b>0</b>	<b>0</b>
<b>Total Capital Programme</b>	<b>13,590,000</b>	<b>3,545,226</b>	<b>1,610,317</b>	<b>18,745,543</b>	<b>(43,142)</b>	<b>18,702,401</b>	<b>2,769,721</b>	<b>978,809</b>	<b>3,748,530</b>	<b>14,953,871</b>	<b>18,702,401</b>	<b>0</b>	<b>0</b>

Appendices



**NORTHAMPTON**  
BOROUGH COUNCIL

Item No.

## CABINET REPORT

<b>Report Title</b>	<b>Performance Monitoring Report</b>
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**AGENDA STATUS: PUBLIC**

<b>Cabinet Meeting Date:</b>	3 December 2007
<b>Key Decision:</b>	NO
<b>Listed on Forward Plan:</b>	YES
<b>Within Policy:</b>	YES
<b>Policy Document:</b>	NO
<b>Directorate:</b>	Citizens, Finance and Governance
<b>Accountable Cabinet Member:</b>	Councillor Brian Hoare
<b>Ward(s)</b>	N/A

### 1. Purpose

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1.1 To inform Cabinet of the Council's performance for October 2007 against monthly performance indicators.

### 2. Recommendations

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2.1 That Cabinet note the contents of the report.

### 3. Issues and Choices

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#### 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. Performance data for each month is available by the 20<sup>th</sup> of the following month; this allows for data to be transferred onto our database and quality assured to ensure data quality standards are met.

### 3.2 Issues

October performance against the 10\* monthly priority indicators where comparison is available shows slight improvement. The table below illustrates the movement from September to October on the ten comparable indicators (September's results shown in brackets)

Colour	Number	Indicators
Green	5 (4)	Planning processing times (minor and other) applications, Collection of council tax, Benefit processing times for both new claims and change of circumstance claims
Amber	0 (1)	
Red	3 (4)	Council property re-let times, the payment of invoices and employee absence

(\*Data not yet available for 2 indicators owing to implementation of new Housing System. This data is expected to be available for reporting at Cabinet in December.)

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

- 44% of indicators are currently 'green' and on track to achieve their end of year target.
- 15% of indicators are 'amber', performing just below target but within the agreed tolerance.
- 29% of indicators are 'red' and are not on target to achieve the end of year target and are outside of the agreed tolerance.
- Data for four Housing indicators (12%) is not available for this month.

Areas of improvement:

- The total tonnage of household waste recycled (BV82a) increased with paper and card kerbside collections making the greatest contribution. Performance remains just outside of projected target due to factoring in the introduction of a new kerbside glass-recycling stream. This has not yet commenced.
- The average time for processing new housing benefit claims (BV78a) has improved as a result of further performance management improvements and review of team working arrangements
- The percentage of invoices paid by the Council on time (BV8) has improved achieving the second highest performance of the year to date. The improvement is a result of a continued focus on payment tracking and performance management.

Performance deterioration:

- The figure reported for the average time taken to re-let local authority homes (BV212) has yet to be validated owing to technical issues resulting from the implementation of the new housing system. The average time, as currently reported, shows an increase of 12 days. The service reports that performance has been impacted by a combination of two main factors - in part due to staff sickness absence and reduced productivity resulting from the implementation of the housing system. Validated figures will be reported as soon as available and performance reports amended accordingly

- The average numbers of days lost in October due to sickness absence (BV12), shows the highest levels of absence this year. Although a review is underway to examine trends and causes, the figure has yet to be validated. This is due to the transition of data from the previous standalone database to a system integrated with payroll. Validated figures will be reported as soon as available and performance reports amended accordingly
- The speed of processing notifications in change of circumstances in housing benefit claims (BV 78b) has deteriorated by 1.3 days in October, the lowest monthly performance of the year to date, although performance overall remains on track to achieve the end of year target set. The decline in performance was anticipated by management and was caused by deliberately targeting older cases. The impact on performance is considered to be short-term.

### **3.3 Choices (Options)**

None.

## **4. Implications (including financial implications)**

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### **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**

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5.1 Performance Report for October 2007 – Dale Robertson ext 7110

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

# PERFORMANCE REPORT : Monthly - October 2007 - Environment Portfolio - Cllr Trini Crane

KEY TO STATUS COLOURING  
KEY TO QUARTILE COLOURING

KEYS

<b>CURRENT STATUS</b>															<b>GREEN:</b>			2		(Within NBC 05/06 Outturn & quartile position) LOCAL INDICATOR [quartile data unavailable]	
= 6 [47%]       = 5 [38%]       = 2 [15%]															Overall performance on or exceeding target Top or Upper Median Quartile						
<b>MONTH ON MONTH TREND</b>															<b>AMBER:</b>					BVPI ID column denotes Corporate Priority Indicator	
= 2 [15%]       = 2 [15%]       = 9 [70%]															Overall performance within range stated in "Target Tolerances" column* Lower Median Quartile			~		Interim figures, still to be validated	
<b>YEAR ON YEAR TREND</b>															<b>RED:</b>					Annual Targeted quartile colouring based against unaudited 06/07 performance data tables	
= 10 [77%]       = 0 [%]       = 3 [23%]															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	

**\*\*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
<b>Streetscene and Property Maintenance [Carl Grimmer]</b>															= 6       = 5       = 2						
↑ 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	20.30						19.95%	21%		5%		18.89%	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	1,433.45						9,798.97 Tonnes	17,028 Tonnes		5%		9,255.86 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	16.48						21.09%	16%		5%		20.26%	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	1,163.62						10,358.20 Tonnes	12,974 Tonnes	10,750.53 Tonnes	5%		9,926.32 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	35.3						245.4kg	410kg		+ - 10kg		251.5kg	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	+0.57						-2.73%	+ 3%		5%		+1.22%	+1.69% Lower Median	+ 5.96% Bottom
↓ BV212	Average time taken to re-let local authority homes	30	33	32	35	33	32	44 ~						34 ~	28 Days		5%		72 Days	72 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	97.59						97.18%	95%		1% point		71.20%	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	79.06						80%	85%		5%		81.34%	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	99.14						82.12%	70%		5%		99.46%	99.60%	2
↓ ELPI6	Number of refuse collections missed per month	209	77	32	184	89	80	103						774	12,000		5%		5,187	11,302	2
↑ ELPI10	Percentage of missed collections put right within 24 hours	91.39	100	100	100	100	100	100						97.67%	95%		2% points		96.92%	92.99%	2
↑ HLP19	Night time repairs completed on target	100	95	96.24	100	100	100	100						98.41%	99%		1% point		99%	99%	2

**PERFORMANCE REPORT : Monthly - October 2007 - Finance Portfolio - Cllr Malcolm Mildren**

KEY TO STATUS COLOURING  
KEY TO QUARTILE COLOURING

KEYS

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

**G** = 0 [0%]      **A** = 0 [0%]      **R** = 1 [100%]

↑ = 1 [100%]      ↔ = 0 [0%]      ↓ = 0 [0%]

↑ = 1 [100%]      ↔ = 0 [0%]      ↓ = 0 [0%]

Overall performance on or exceeding target  
Top or Upper Median Quartile

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

Overall performance outside the stated "Target Tolerances"  
Bottom Quartile

**\*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
Finance and Asset Management Gavin Chambers]							<b>G</b> = 0	<b>A</b> = 0	<b>R</b> = 1												
↑ 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	93.94						91.82%	94%		2% points	↑	↑ 88.74%	89.45% Bottom	86.89% Bottom

# PERFORMANCE REPORT : Monthly - October 2007 - Housing Portfolio - Cllr Sally Beardsworth

KEY TO STATUS COLOURING  
KEY TO QUARTILE COLOURING

KEYS

CURRENT STATUS				
<b>G</b> = 6 [43%]	<b>A</b> = 1 [7%]	<b>R</b> = 3 [21%]	<b>NO DATA</b> = 4 [29%]	
MONTH ON MONTH TREND				
<b>↑</b> = 5 [35%]	<b>↔</b> = 1 [7%]	<b>↓</b> = 4 [29%]	<b>NO DATA</b> = 4 [29%]	
YEAR ON YEAR TREND				
<b>↑</b> = 5 [35%]	<b>↔</b> = 0 [0%]	<b>↓</b> = 4 [29%]	<b>NO DATA</b> = 5 [35%]	

<b>GREEN:</b>	Overall performance on or exceeding target Top or Upper Median Quartile
<b>AMBER:</b>	Overall performance within range stated in "Target Tolerances" column* Lower Median Quartile
<b>RED:</b>	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
~	Interim figures, still to be validated
^	Annual Targeted quartile colouring based against unaudited 06/07 performance data tables
	Indicators are included in both the Housing and Environment portfolio report as they are cross-cutting

**\*'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.**

**Note: "No Data" within the Housing Services section relates to the technical unavailability of data, following the implementation of the IBS software**

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
<b>Housing Services [Fran Rodgers]</b>		<b>G</b> = 6						<b>A</b> = 1		<b>R</b> = 3		<b>NO DATA</b> = 4									
↑ BV9	Percentage of council tax received in the year	11.81	9.18	8.97	9.13	9.47	9.24	9.29						67.12%	98%	67%	0.5% points	↑	↑ 65.69%	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	No data						No data	97.80%		1% point	No data	Previously collected quarterly	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	No data	No data						No data	8.25%		5%	No data	Previously collected quarterly	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	24.4						29.4 Days	30 Days	32	1 Day	↑	↑ 40.44 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	14						11.9 Days	11 Days	12 Days	0.5 Days	↓	↑ 18.5 Days	16.4 Days Bottom	24.4 Days Bottom
↓ BV212	Average time taken to re-let local authority homes	30	33	32	35	33	32	44 ~						34 ~	28 Days		5%	↓	↑ 72 Days	72 Days Bottom	72 Days Bottom
↑ HLP19	Night time repairs completed on target	100	95	96.24	100	100	100	100						98.41%	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	9.99						72.40%	99.30%	68.80%	2% points	↑	↑ 71.30%	99.72% Top	99.2% 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	No data						No data	25%		5%	No data	Previously collected quarterly	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	No data						No data	0.30%		5%	No data	Previously collected quarterly	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	4.33						33.88	65	31.60	5%	↓	↓ 41.19	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	0.36						1.87	4.30	2.20	5%	↓	↓ 2.52	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	83.13						80.46%	86%	88%	2% points	↑	↓ 85%	85.51%	2
↔ CFLI 1	Housing Benefit Security: the number of housing benefit claimants visited	225	253	352	193	413	334	403						2,278	3,500	2,042	5%	↑	Local PI Replaces BV76a	Local PI Replaces BV76a	New indicator



**PERFORMANCE REPORT : October 2007 - Performance Portfolio, Cllr Brian Hoare**

KEY TO STATUS COLOURING  
KEY TO QUARTILE COLOURING

KEYS

<b>CURRENT STATUS</b>					<b>GREEN:</b>					2 (Within NBC 05/06 Outturn & quartile position) LOCAL INDICATOR [quartile data unavailable]				
G = 0 [0%]      A = 0 [0%]      R = 1 [100%]					Overall performance on or exceeding target Top or Upper Median Quartile									
<b>MONTH ON MONTH TREND</b>					<b>AMBER:</b>					BVPI ID column denotes Corporate Priority Indicator				
↑ = 0 [0%]      ↔ = 0 [0%]      ↓ = 1 [100%]					Overall performance within range stated in "Target Tolerances" column* Lower Median Quartile									
<b>YEAR ON YEAR TREND</b>					<b>RED:</b>					^ Annual Targeted quartile colouring based against unaudited 06/07 performance data tables				
↑ = 1 [100%]      ↔ = 0 [0%]      ↓ = 0 [0%]					Overall performance outside the stated "Target Tolerances" Bottom Quartile					~ Interim figures, still to be validated				

**\*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 = 0      A = 0      R = 1														
↓ BV12	The number of working days/shifts lost due to sickness absence	0.78	0.86	0.85	0.96	0.99	0.89 ~	1.29 ~						6.62 ~ Days	9.5 Days		5%	↓	↑ 6.64 Days	11.38 Days Bottom	16.12 Days Bottom

**PERFORMANCE REPORT : - October 2007 - Regeneration Portfolio, Cllr Richard Church**

KEY TO STATUS COLOURING  
KEY TO QUARTILE COLOURING

KEYS

<b>CURRENT STATUS</b>	<b>GREEN:</b>	2	(Within NBC 05/06 Outturn & quartile position) LOCAL INDICATOR [quartile data unavailable]
<b>G</b> = 2 [67%] <b>A</b> = 0 [0%] <b>R</b> = 1 [33%]	Overall performance on or exceeding target Top or Upper Median Quartile		
<b>MONTH ON MONTH TREND</b>	<b>AMBER:</b>		BVPI ID column denotes Corporate Priority Indicator
<b>↑</b> = 0 [0%] <b>↔</b> = 0 [0%] <b>↓</b> = 3 [100%]	Overall performance within range stated in "Target Tolerances" column* Lower Median Quartile		
<b>YEAR ON YEAR TREND</b>	<b>RED:</b>	^	Annual Targeted quartile colouring based against unaudited 06/07 performance data tables
<b>↑</b> = 3 [100%] <b>↔</b> = 0 [0%] <b>↓</b> = 0 [0%]	Overall performance outside the stated "Target Tolerances" Bottom Quartile		

**\*'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
<b>Development, Building Control &amp; Environmental Health [Christine Stevenson]</b>		<b>G</b> = 2		<b>A</b> = 0		<b>R</b> = 1															
↑ BV109b	Percentage of planning applications determined in line with the government's new development control targets to determine: 65% of minor applications in 8 weeks	84.62	95.24	76.47	85.71	89.47	85.00	84.62						85.50%	81%		2% points	↓	↑ 54.95%	63.23% Bottom	74.55% Upper Median
↑ BV109c	Percentage of planning applications determined: 80% of other applications in 8 weeks	92.41	96.39	89.42	92.50	93.33	98.59	96.77						94.04%	92%		2% points	↓	↑ 67.88%	75.5% 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	94.31						92.99%	95%		2% points	↓	↑ 92.80%	92.30%	2

# PERFORMANCE REPORT: October 2007-Comm. Engagement & Safety Portfolio, Cllr Glynnane

KEY TO STATUS COLOURING  
KEY TO QUARTILE COLOURING

KEYS

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

**G** = 1 [25%]      **A** = 0 [0%]      **R** = 3 [75%]

**↑** = 1 [25%]      **↔** = 1 [25%]      **↓** = 2 [50%]

**↑** = 3 [75%]      **↔** = 0 [0%]      **↓** = 1 [25%]

Overall performance on or exceeding target  
Top or Upper Median Quartile

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

Overall performance outside the stated "Target Tolerances"  
Bottom Quartile

**\*'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
<b>Monthly Partnership Priority Indicators</b>							<b>G</b> = 1	<b>A</b> = 0	<b>R</b> = 3												
↓ BV126	Domestic burglaries per year per 1,000 households in local authority area	1.6	1.8	1.9	1.7	1.9	1	1.8 ~						11.7 ~	14		5%	↓	↑ 12.9	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	2.3						16.6	24.66		5%	↑	↓ 15.8	26 Bottom	27 Bottom
↓ BV127b	Robberies per year, 1000 population	0.3	0.3	0.3	0.3	0.2	0.2	0.2						1.8	2.83		5%	↔	↑ 2.2	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	1.3						9	15.41		5%	↓	↑ 11.2	19.8 Bottom	21.6 Bottom

# Agenda Item 10

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