



# CABINET AGENDA

**Wednesday, 9 July 2014**

The Jeffrey Room, St. Giles Square, Northampton,  
NN1 1DE.

6:00 pm

**Members of the Cabinet:**

**Councillor:** David Mackintosh (Leader of the Council)

**Councillor:** Mary Markham (Deputy Leader)

**Councillors:** Alan Bottwood, Tim Hadland, Mike Hallam, Brandon Eldred.

**Chief Executive** David Kennedy

If you have any enquiries about this agenda please contact  
[democraticservices@northampton.gov.uk](mailto:democraticservices@northampton.gov.uk) or 01604 837722

## PORFTOLIOS OF CABINET MEMBERS

CABINET MEMBER	TITLE
Councillor D Mackintosh	Leader
Councillor M Markham	Deputy Leader Housing
Councillor A Bottwood	Finance
Councillor T Hadland	Regeneration, Enterprise and Planning
Councillor M Hallam	Environment
Councillor B Eldred	Community Engagement

## SPEAKING AT CABINET MEETINGS

Persons (other than Members) wishing to address Cabinet must register their intention to do so by 12 noon on the day of the meeting and may speak on any item on that meeting's agenda.

Registration can be by:

Telephone: (01604) 837722  
(Fax 01604 838729)

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

By e-mail to [democraticservices@northampton.gov.uk](mailto:democraticservices@northampton.gov.uk)

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

Members who wish to address Cabinet shall notify the Chair prior to the commencement of the meeting and may speak on any item on that meeting's agenda. A maximum of thirty minutes in total will be allowed for addresses by Members unless the Chair exercises discretion to allow longer. The time these addresses take will not count towards the thirty minute period referred to above so as to prejudice any other persons who have registered their wish to speak.

## KEY DECISIONS

 denotes the issue is a 'Key' decision:

- Any decision in relation to the Executive function\* which results in the Council incurring expenditure which is, or the making of saving which are significant having regard to the Council's budget for the service or function to which the decision relates. For these purpose the minimum financial threshold will be £250,000;
- Where decisions are not likely to involve significant expenditure or savings but nevertheless are likely to be significant in terms of their effects on communities in two or more wards or electoral divisions; and
- For the purpose of interpretation a decision, which is ancillary or incidental to a Key decision, which had been previously taken by or on behalf of the Council shall not of itself be further deemed to be significant for the purpose of the definition.

**NORTHAMPTON BOROUGH COUNCIL  
CABINET**

Your attendance is requested at a meeting to be held:  
in The Jeffrey Room, St. Giles Square, Northampton, NN1 1DE.  
on Wednesday, 9 July 2014  
at 6:00 pm.

**D Kennedy  
Chief Executive**

**AGENDA**

- 1. APOLOGIES**
- 2. MINUTES**
- 3. INTENTION TO HOLD PART OF THE MEETING IN PRIVATE**
- 4. DEPUTATIONS/PUBLIC ADDRESSES**
- 5. DECLARATIONS OF INTEREST**
- 6. ISSUES ARISING FROM OVERVIEW AND SCRUTINY COMMITTEES**

None

- 7. DESIGNATION OF EASTGATE**

⌚ Report of Director of Regeneration, Enterprise and Planning (Copy herewith)

- 8. BATTLE OF NORTHAMPTON 1460 CONSERVATION MANAGEMENT PLAN**

⌚ Report of Director of Regeneration, Enterprise and Planning (Copy herewith)

- 9. SERVICES TO BE DELIVERED BY NORTHAMPTON PARTNERSHIP HOMES**

⌚ Report of Chief Executive (Copy herewith)

- 10. COMMUNITY WELLBEING SERVICES**

⌚ Report of Chief Executive (Copy herewith)

- 11. PRINT AND DESIGN SERVICES 2014 - 2016**

⌚ Report of Director of Customers and Communities (Copy herewith)

- 12. CORPORATE PERFORMANCE OUTTURN 2013-14**

Report of the Borough Secretary (Copy herewith)

- 13. FINANCIAL MONITORING OUTTURN REPORT 2013-14**

Report of the Chief Finance Officer (Copy herewith)

#### **14. EXCLUSION OF PUBLIC AND PRESS**

THE CHAIR TO MOVE:

"THAT THE PUBLIC AND PRESS BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT THERE IS LIKELY TO BE DISCLOSURE TO THEM OF SUCH CATEGORIES OF EXEMPT INFORMATION AS DEFINED BY SECTION 100(1) OF THE LOCAL GOVERNMENT ACT 1972 AS LISTED AGAINST SUCH ITEMS OF BUSINESS BY REFERENCE TO THE APPROPRIATE PARAGRAPH OF SCHEDULE 12A TO SUCH ACT."

#### **SUPPLEMENTARY AGENDA**

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



# Agenda Item 2

NORTHAMPTON BOROUGH COUNCIL

## CABINET

Wednesday, 11 June 2014

**PRESENT:** Councillor Mackintosh (Chair); Councillors Bottwood, Eldred, Hadland and Hallam

### APOLOGIES:

#### 1. APOLOGIES

Apologies were received from Councillor Markham.

#### 2. MINUTES

The minutes of the meeting held on the 9<sup>th</sup> April 2014 were agreed and signed by the Leader.

#### 3. INTENTION TO HOLD PART OF THE MEETING IN PRIVATE

There were no items to be held in private.

#### 4. DEPUTATIONS/PUBLIC ADDRESSES

There were none.

#### 5. DECLARATIONS OF INTEREST

There were none.

#### 6. CREATION OF A CREATIVE INDUSTRIES HUB

The Leader submitted a report which sought, in principle, an agreement to redevelop the former Vulcan works for the creation of a creative industries hub in the town's Cultural Quarter. He commented that this would enhance the cultural quarter within the Enterprise Zone and would see the creation of over 200 jobs in the regenerated area.

### RESOLVED:

1. That in principle the redevelopment of the former Vulcan Works for the creation of a creative industries hub provided funding is secured from external funding sources, including the European Regional Development Fund (ERDF) was agreed.
2. That a detailed business case be developed that demonstrates the viability and long term sustainability of the proposed creative industries hub was agreed.
3. That a funding package be developed to meet the £6.5m estimated cost of redeveloping the Vulcan Works was agreed.
4. That an application for funding, entailing the development of detailed plans and drawings, be made to the European Regional Development Fund (ERDF) and other external funding sources was agreed.
5. That authority be delegated to the Director of Customers and Communities, in consultation with the Leader of the Council to:

- i. Authorise the council's application to the ERDF to obtain funding for the redevelopment of the Vulcan Works, including approval of the business case upon which the ERDF funding application will be contingent.
- ii. Award tenders, in accordance with the Council's procurement policy, for consultancy, construction and other goods and services, required for the successful redevelopment of the Vulcan Works, as set out in this report.
- iii. Put in place governance arrangements for the effective operation and management of the redeveloped Vulcan Works.
- iv. Do all that is reasonably necessary to progress the redevelopment of the Vulcan Works through to completion, provided such actions are generally consistent with the proposal to redevelop the Vulcan Works set out in this report and are in accordance with council policies and procedures.

## **7. COMMUNITY INFRASTRUCTURE LEVY - DRAFT CHARGING SCHEDULE CONSULTATION**

Councillor Hadland submitted a report and commented that this was the next stage in the adoption of a Community Infrastructure Levy (CIL). He explained that they were now in a position for the Draft Charging Schedule to be issued for a 6 week consultation and a further report would be brought back in October (2014) outlining the results of consultation.

### **RESOLVED:**

1. That the content of the CIL Draft Charging Schedule as set out in the attached report and that the Draft Charging Schedule be published for 6 weeks public consultation be agreed.
2. That a further report be submitted to Cabinet in October outlining the results of the consultation and the next stages.

## **8. ASSET DISPOSAL PROGRAMME - 2014/15**

Councillor Marriot addressed Cabinet and commented that he gave full support to the recommendations contained within the report.

Councillor Mason echoed the support given by Councillor Marriot.

Councillor Hadland submitted a report and commented that the report looked to approve the disposal of land, some of which was now surplus to requirements. It was noted that the map attached at Appendix 3 was quite dated and clarified that it was a parcel of land behind the Hope Centre that was being disposed of.

### **RESOLVED:**

1. That approval be given to the disposal of the freehold interests in the properties being;
  - (a) Office and premises at 14 Fish Street.
  - (b) Offices at 37 Harborough Road and nearby closed public conveniences.
  - (c) Land at Ash Street

(identified edged red upon the plans at Appendices 1-3 of the report)

2. That it delegated to the Director of Regeneration Enterprise and Planning authority to approve the terms of the disposal, in each case, in consultation with the Cabinet Member for Regeneration Enterprise and Planning.

The meeting concluded at 6.06pm

## Appendices



## CABINET REPORT

Report Title	Designation of Eastgate
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AGENDA STATUS

PUBLIC

<b>Cabinet Meeting Date:</b>	9 July 2014
<b>Key Decision:</b>	NO
<b>Within Policy:</b>	NO
<b>Policy Document:</b>	NO
<b>Directorate:</b>	Regeneration, Enterprise and Planning
<b>Accountable Cabinet Member:</b>	Cllr Tim Hadland
<b>Ward(s)</b>	St Crispin Ward

### **1. Purpose**

- 1.1 This report seeks Cabinet authority to designate the east end of Abington Street as Eastgate, due to its historic associations with the location of East Gate in the former town wall.

### **2. Recommendations**

- 2.1 That Cabinet approve the formal designation of Eastgate as an area of historical significance subject to no substantial comments from the list of consultees
- 2.2 That powers are delegated to the Director of Regeneration, Enterprise and Planning in consultation with the Cabinet Member for Regeneration, Enterprise and Planning to consider and resolve any issues arising from the consultations above and subject to this to take whatever action necessary to implement the designation .

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

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#### **3.1 Report Background**

- 3.1.1 Promoting the heritage of Northampton's historic town centre is considered to be a key strand for the town's regeneration. The Heritage Gateway Project is currently focussing on the town's history around the former Castle site adjacent to the railway station and it is recognised that there is scope to extend this project to also focus on the town's historic wall and associated gates that defined the entrance points into Northampton.
- 3.1.2 Eastgate has been identified as the next area of focus as part of a widening remit of the Heritage Gateway Project. A key aim of the project will therefore be to provide physical interpretation features. It is proposed that the area of the town around the old East Gate be formally recognised and designated as Eastgate. Authorisation is required to carry out a consultation exercise to obtain opinion on such a designation. This report therefore seeks authorisation to undertake any consultation and for the Director and Cabinet Member to make any final designation subject to any comments received.
- 3.1.3 The significance of the area stems from the 1610 John Speed Map of Northampton. The walls of the town are clearly depicted with a number of 'Gateways' into the town centre. Northampton's defensive wall existed from medieval times until 1669 and NBC plan to mark its five gateways to celebrate the town's heritage. As well as Northgate and Derngate, Eastgate was one of these gateways into the town proving its importance in Northampton's history.
- 3.1.4 This report aims to create the designated area of Eastgate within the town centre. The scope of the area, to be formed as part of the consultation, will see signs being placed within the relevant area identifying the boundaries of Eastgate, residents and business owners having the opportunity, although not an obligation, to include Eastgate in their address (for example XX Abington Street, Eastgate, Northampton) and formal recognition of this newly designated area.
- 3.1.5 If the area is designated, the businesses / properties within Eastgate will have the opportunity to include Eastgate in their address if they so wish.

#### **3.2 Issues**

- 3.2.1 Legal advice has been sought about how an area of the town can be designated as Eastgate (outline map of proposed area attached to this paper). There is no formal legal process identified as locality areas are either created at the point of construction (in the case of new housing estates/developments) or through custom/historical ties. However it is important that the views and opinions of the public are taken into account and that there is public acceptance of the new name. Therefore advice has been provided that the Borough Council should undertake consultation to the businesses within the suggested locality and any related relevant groups in making such a designation and to define an appropriate boundary of an area that can be

designated as Eastgate. The businesses within the locality and any relevant related organisations / groups will be formally written to as part of the consultation.

- 3.2.2 Formal Consultation would be necessary with a number of organisations including Northamptonshire County Council, Royal Mail, the emergency services, neighbouring business and residents associations (as identified) and with the general public at large. It is proposed that such a process will take place over a 6 week time period with consultations commencing in July 2014.
- 3.2.3 The proposal does not intend to replace any existing street names or building names or numbers. It simply seeks to provide a historically relevant identity to this area related to the original siting of an “East Gate” in the former castle wall. As such the proposed change will not place an obligation on occupants to update property addresses. It provides them with the option to use Eastgate in their address and for this area to be formally recognised by local residents and the local authorities. .

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

- 3.3.1 Do nothing – this option would mean that whilst the Heritage Gateway Project would identify the towns’ historic wall and relevant gates such identification would go unnoticed by visitors to the town and would fail to formally recognise our towns interesting history.
- 3.3.2 Create a street called Eastgate – consideration has been given to identifying the location of the “East Gate” through the establishment of a street in this area. This has not proved possible as the area around the “East Gate” is well established with historic roads and established buildings. To change the name of any of the roads in the “East Gate” area would be costly to both the Borough Council and to local residents (as it will be necessary for them to change their addresses as well as new street signs being created and maps of the town being changed. In addition, it is not clear from historical records the exact location of the “East Gate” although records do indicate an area.

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

### **4.1 Policy**

- 4.1.1 This designation supports the Borough Council’s objectives to promote heritage and is an activity that is aimed to promote and regenerate the town centre alongside other programme streams.
- 4.1.2 Eastgate is one of the 44 Northampton Alive projects which show development and regeneration in the town as well as promoting Northampton as a place to invest.

## **4.2 Resources and Risk**

- 4.2.1 Implications are limited to staff resources required to carry out the consultation process. This should be good value given the benefits. Identification of a designated area will support physical proposals to provide interpretation features as part of an enlarged Heritage Gateway Initiative.
- 4.2.2 There is a risk that this proposal will generate some negative publicity due to the town centre being an established area within the town with much public interest. This can be mitigated through the inclusion of the public in the consultation process and the identification of the importance of this with the Heritage Gateway Initiative. The costs to be incurred in such process will be minimal with officer time being the main expense.
- 4.2.3 There will be some funding needed to bring forward signage and interpretation boards in the area.

## **4.3 Legal**

- 4.3.1 The legal implications in respect to carrying out such a consultation have been carefully considered as have all options available to identify the “East Gate” area. Further legal advice will be provided following the outcome of the public consultation

## **4.4 Equality and Health**

None.

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

- 4.5.1 NBC have been speaking with some of the building owners and retailers in the area who support the scheme
- 4.5.2 Legal have been consulted on the content of this Cabinet paper
- 4.5.3 The consultation on the designation will be undertaken following approval from Cabinet

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

- 4.6.1 As mentioned above this project is part of the Northampton Alive initiative which are key projects to help to regenerate the town and encourage investment
- 4.6.2 There is currently a major focus on promoting the rich heritage of Northampton. Projects such as North Gate Bus Station has included artwork which helps to bring the past to life with bespoke installations. There are also long-term proposals to develop the area around Marefair as a historic gateway to Northampton town centre. Its aim is to inform those living in and visiting Northampton of the town’s rich medieval heritage. Eastgate will make up part

of this heritage promotion and interpretation boards will help people to learn about its history.

#### **4.7 Other Implications**

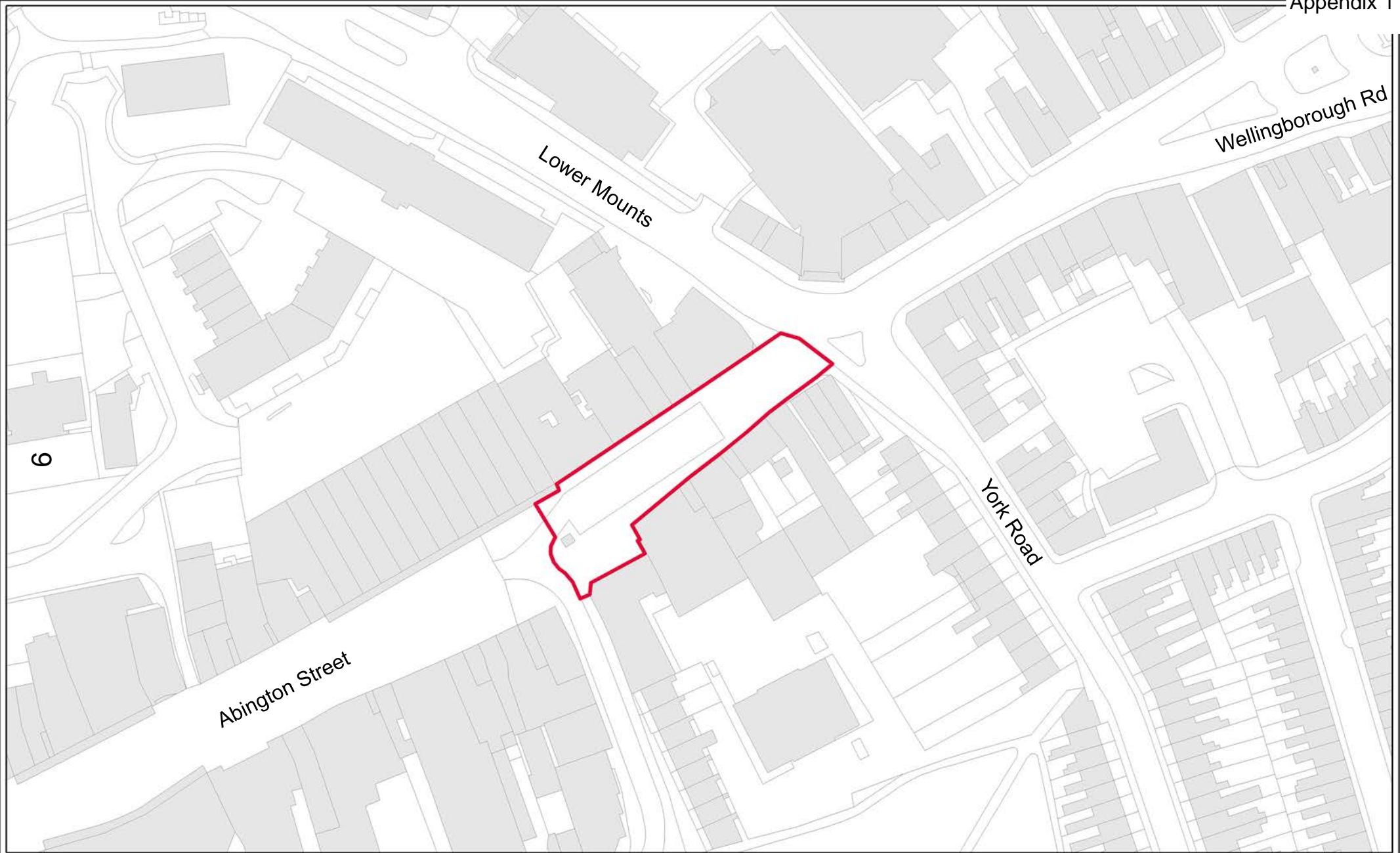
4.7.1 None

### **5. Background Papers**

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5.1 Map of proposed Eastgate area attached.

**Steve Boyes**  
**Director of Regeneration, Enterprise and Planning**  
**0300 330 7000**



## Proposed Eastgate Area Designation

not to scale  
19 June 2014



NORTHAMPTON  
BOROUGH COUNCIL

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Appendices: 1



## CABINET REPORT

Report Title	Battle of Northampton 1460 – Conservation Management Plan
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AGENDA STATUS: PUBLIC

<b>Cabinet Meeting Date:</b>	9 July 2014
<b>Key Decision:</b>	No
<b>Within Policy:</b>	No
<b>Policy Document:</b>	No
<b>Directorate:</b>	Regeneration, Enterprise & Planning
<b>Accountable Cabinet Member:</b>	Cllr Tim Hadland
<b>Ward(s)</b>	Delapre

### 1. Purpose

- 1.1 To report to Cabinet details of the response to the final round of consultation on the battle of Northampton Conservation management Plan, officer responses and recommended changes. To seek Cabinet approval for the adoption of the Battle of Northampton Conservation Management Plan (CMP) as a Supplementary Planning Document (SPD)

### 2. Recommendations

- 2.1 That Cabinet considers the responses received to the consultation and the recommended amendments to the draft Battle of Northampton Conservation Management Plan.
- 2.2 Cabinet approves the adoption of the Battle of Northampton 1460 – Conservation Management Plan as a Supplementary Planning Document.
- 2.3 Cabinet approves the Battle of Northampton 1460 – Conservation Management Plan to inform the activities of the Council and its tenants in the wider management of its assets which are not subject to regulation through the statutory planning process.

- 2.4 Cabinet approves the submission of a funding bid, working in association with interested parties and the community, to enable further survey work to be undertaken in accordance with a brief, agreed with the County Archaeologist and English Heritage, to try to establish the location of the Lancastrian encampment and further understand the wider battlefield.
- 2.5 Cabinet agrees to the development of a Battlefield Visitor Centre to showcase the Registered Battlefield, the results of any further survey work and any associated archaeology and local history in association with interested parties and the community.

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

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#### **3.1 Report Background**

- 3.1.1 The purpose of the Battle of Northampton Conservation Management Plan is to provide a long-term framework for the conservation and management of the battlefield site. At the 15 January 2014 Cabinet meeting, it was agreed to issue the draft document for the purposes of public consultation. Consultation with key stakeholders and the public took place for a period of six weeks, in accordance with the Statement of Community Involvement, commencing on 13 February 2014. The consultation closed on 27 March 2014.
- 3.1.2 Consultation took the form of a questionnaire; one for stakeholders and one for general response. Each questionnaire highlighted the seven overriding policies, each being specific to an element relating to the Battlefield, and sought the level of support for each policy.
- 3.1.3 The questionnaire was made available electronically through Survey Monkey, on the Council's web site and paper copies were available at key locations, including at Delapre Abbey. The questionnaire was publicised in the local press and through the Council's social media channels.
- 3.1.4 Approximately 500 responses were received and an overview of responses is included at appendix 1 together with recommended amendments to the Conservation Management Plan and the background paper showing the results of the Survey Monkey submissions.
- 3.1.5 A number of textual amendments are proposed as a result of the consultation and the final version of the CMP is available at the following link

#### Battlefield Conservation Action Plan - Final

(<http://www.northampton.gov.uk/download/downloads/id/7430/cabinet-9th-july-2014--battlefield>)

#### **3.2 Issues**

- 3.2.1 The CMP will assist in supporting the Delapre Abbey Conservation Plan, options appraisal and the Heritage Lottery Fund project which is due to

commence on site this Autumn. It will further enhance our understanding of the historic significance of the site, its sensitivity and the Council's commitment to its heritage.

- 3.2.2 The CMP will provide a robust framework to assess proposals against ensuring the heritage sensitivity of the landscape is appropriately considered, enabling the community to continue to enjoy the abbey and its parkland setting.
- 3.2.3 The management policies and action will enable the Council as Local Planning Authority, to evaluate proposals within the landscape in accordance with its legal duties and in accordance with national and local policy. In addition, because much of the Council's activities within the Registered Battlefield are either permitted development, or relate to issues such as landscape maintenance which are not development, it is important that the content of the CMP and its implications for these areas of the Council's and it's tenants' activities is understood and informs on-going management of assets.
- 3.2.4 The Council is also developing the potential of a Battlefield Visitor Centre located at Delapre Abbey with a view to raising the profile of the Registered Battlefield, highlighting the results of proposed further survey work and any subsequent archaeological finds. A resource centre would offer a further attraction to this historic site, adding to the existing visitor offer and that proposed through the existing HLF project which should be ready by summer 2016. This will be developed in close liaison with the local community including the Friends of Delapre Abbey and the Delapre Abbey Preservation Trust.

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

- 3.3.1 Option 1 – The Council could choose to support and adopt the document, as amended, as SPD and also to inform its activities in relation to its assets and those of its tenants in day to day operational activities within the area. This would offer a robust framework for the use and management of the landscape and ensure development and other works within the landscape are appropriately evaluated and carried out, therefore safeguarding its integrity as a nationally registered heritage asset. Cabinet are recommended to take this option forward.
- 3.3.2 Option 2 – The Council could choose to support and adopt the document, as amended, not as SPD but only to inform its activities in relation to its assets and those of its tenants in day to day operational activities within the area. This would offer a robust framework for the use and management of the landscape. The weight attached to the document in the determination of planning applications would be less clear. Whilst this will ensure some weight in relation to the document in its role assessing development and other works within the landscape being appropriately evaluated and carried out, therefore safeguarding its integrity as a nationally registered heritage asset - it would be less strong than that attached to option 1. Cabinet are not recommended to take this option forward.

- 3.3.3 Option 3 – The Council could choose not to adopt the CMP either as SPD, or to inform its management of its assets and the activities of its tenants within the area covered by the CMP. This would limit the status of the document and could adversely impact on the decision making process when considering works or other proposals within the registered battlefield area as the status of the document and the weight attached to it as a material planning consideration would be uncertain. This could result in works taking place without sufficient regard to the historic environment, including archaeology, which could result in damage to the historic landscape and undermine the site's significance as a heritage asset. It may also result in external partners raising concerns regarding the Council's commitment to the site. Cabinet are not recommended to take this option forward.

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

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### **4.1 Policy**

- 4.1.1 In recognition of its status as one of the highest ranking national designations for heritage asset, the Registered Battlefield is afforded protection through statute, national policy and policies within the development plan relating to Northampton and heritage assets. The recently adopted Nene Meadows SPD is also relevant.

### **4.2 Resources and Risk**

- 4.2.1 The action plan identifies how the management actions can be delivered and anticipated resources, including officer time. This may include consultants such as Battlefield archaeologists. For work streams funded from revenue accounts; the cost will be met from existing budget allocations but will have an impact on timing of delivery of actions. Where capital costs are identified these will be brought forward as specific projects for approval at the appropriate time and the Council will investigate the opportunities for grant aid to assist in delivery of these elements.
- 4.2.2 If the HLF bid is successful, further survey work would commit the Council to match funding this project. Any shortfall in funding that cannot be met from existing budgets will be sought from the Regeneration earmarked reserve. Should the HLF bid be unsuccessful, the Council will need to investigate alternative funding options
- 4.2.3 Funding options for a Battlefield Visitor Centre would need to be investigated and a capital appraisal completed for consideration and approval by the Capital Programme Board. Funding options that will be considered include external funding, re-prioritising the capital programme, reserves and borrowing. Revenue funding would also need to be fully considered and appropriate funding sources identified.

## **4.3 Legal**

- 4.3.1 None specifically related to this report.

## **4.4 Equality and Health**

- 4.4.1 The consultation process was tailored to encourage wide community engagement by using a broad range of consultation mechanisms, including social media

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

- 4.5.1 The consultation was made available to stakeholders and public using a range of consultation options, including social media. The responses received have been considered and where appropriate textual amendments are proposed top the CMP.
- 4.5.2 Two questionnaires were developed, one for stakeholders and one for the public. The stakeholder questionnaire was tailored to seek input into whether the policy was appropriate and if the actions would assist in their delivery and the general use questionnaire sought input into whether the principle of a CMP for the Battlefield being adopted was supported and whether the actions would assist in delivering the policies. The public questionnaire was less detailed and concentrated on the appropriateness and effectiveness of the supporting actions associated with each policy.

It is clear from the survey results that there is very strong public support for the policy actions within the draft Battlefield Conservation Management Plan.

87% of public respondents supporting the adoption of a Battlefield Conservation Management Plan in principle, it is obvious that this plan is wanted and that people consider that the proposed policies within it are likely to achieve what the policies set out to do.

- 4.5.3 Approximately 500 responses were received to the consultation mostly through survey monkey and the results form a background paper (see link at end of report). Two individual responses were received and these are detailed along with officer responses at appendix 1.

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

- 4.6.1 Priority 3 – celebrating our heritage and culture. Delapre Abbey is the Council's heritage priority and the Battlefield CMP further demonstrates this and broadens our understanding of the sensitivity of the wider landscape around the Abbey.

## **4.7 Other Implications**

4.7.1 None specifically related to this report

## **5. Background Papers**

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The Site of the Battle of Northampton 1460 – Conservation Management Plan  
[Battlefield Conservation Action Plan - Final](#)

Results of the Public Consultation

[Survey monkey results](#)

(<http://www.northampton.gov.uk/downloads/file/7429/cabinet---9th-july-2014---survey-monkey-results>)

**Steve Boyes**  
**Director of Regeneration, Enterprise and Planning**  
**0300 330 7000**

## Draft Battlefield Conservation Management Plan Consultation

### a) Introduction

The following is a summary of the responses received regarding the CMP and whether those responding consider the policies are appropriate and if the actions will assist in delivering the identified policies.

The stakeholder questionnaire was tailored to seek input into whether the policy was appropriate and if the actions would assist in their delivery and the general use questionnaire sought input into whether the principle of a CMP for the Battlefield being adopted was supported and whether the actions would assist in delivering the policies.

The public questionnaire was less detailed and concentrated on the appropriateness and effectiveness of the supporting actions associated with each policy.

**b) Responses**

**Independently Emailed Detailed Responses**

Organisation	Date	Respondent comments	Officer response
The Wildlife Trust	28 March 2014	1) Specific, Page-referenced, comments to particular parts of the Final Draft CMP document :	
The Wildlife Trust		Page 2; the "Contents" list : first two Figures in this listing as Nos. 2.1 and 2.2 does not agree with what is elsewhere in the body of the document itself.	Reviewed and amended as appropriate
The Wildlife Trust		Page 4; Paragraph 1.1 the references made at the end of this paragraph to Figure 1.1 and Figure 1.2 are also incorrect.	Reviewed and amended as appropriate
The Wildlife Trust		Page 5; Paragraph 2.1 : For the 3rd bullet- might it be more accurate / more appropriate to say that the former course of the River Nene lies within a larger Local Nature Reserve site area.	The text has been amended to reflect this
The Wildlife Trust		Page 5; Paragraph 2.1 : nowhere in the whole of this document is there any mention of either the Nene Valley Nature Improvement Area ( NIA ) zone, which covers the majority of the Battlefield site, or the nearby Upper Nene Valley Gravel Pits Special Protection Area ( SPA ).	The NIA has been added to the list of designations and the SPA has been highlighted

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
The Wildlife Trust		<p>Page 5; Section dealing with the National Planning Policy Context : this particular Section of the document should be including some appropriate references to Biodiversity, and also other natural environment matters, and Green Infrastructure ( GI ) issues, etc., as relevant, in association with the NPPF.</p>	<p>The purpose of the CMP is to provide a long-term framework for the conservation and management of the registered Battlefield and its biodiversity is recognised an important element of the site. There is no objection to making reference to the natural environment section of the NPPF. The following has been added to the CMP:</p> <p>Conserving and enhancing the natural environment</p> <p>Para 109: this paragraph states that the planning system should contribute to and enhance the natural and local environment by doing a range of things including:</p> <ul style="list-style-type: none"> <li>• Protecting and enhancing valued landscapes, geological conservation interests and soils, and</li> <li>• Minimising impacts on biodiversity and providing net gains in biodiversity where possible, contributing to the Government's commitment to halt the overall decline in biodiversity, including establishing coherent ecological networks that are more resilient to current and future changes.</li> </ul> <p>After para 2.14 add:</p> <p>The examination to the Plan completed in March 2014, following a series of Proposed Modifications. The Planning Inspector's report is expected to be published in July 2014.</p>

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
The Wildlife Trust		Page 9; Paragraph 2.22 : the “Nene Meadows SPD” has now been officially adopted itself - this particular paragraph will require to be re-written / updated.	The text has been amended to reflect the recent adoption of the SPD
The Wildlife Trust		Page 11; Paragraph 2.31 : it might be more accurate / more appropriate to say here that the section of the River Nene that occurs in the Battlefield site lies within a larger, overall, Local Nature Reserve site area. In addition, in terms of the complexity of the various categories of designated site information that occurs, and overlaps, here, inside the selected red-line boundary area for the Battlefield site itself, we recommend that you re-visit your basic source information. For example, there is a Wildlife Trust Nature Reserve designation that extends further south, beyond the boundary of the Barnes Meadow LNR site area itself, which includes nature conservation inputs to an area of land lying to the south of the River Nene that is referred to as Beck’s Meadow. Also, there is a separate Barnes Meadow Local Wildlife Site ( LWS ) designated areas here as well.	Para 2.31 offers a summary of the statutory designations relevant to the site. Para 2.32 goes on to give an overview of relevant planning policy; to highlight the overlap of nature conservation issues. The recently adopted meadows SPD has been included which will assist in clarifying other designations relating to the site.
The Wildlife Trust		Page 13; Paragraph 3.3 : the vast majority of, the Barnes Meadow LNR site is actually owned by Northamptonshire County Council. Perhaps you could better refer to either the Nene Meadows SPD itself, and / or contact Ms Jane Pearman, The Wildlife Trust’s Reserves Manager in Northamptonshire, for further advice and guidance.	For clarity, ownership details have been included in the text.
The Wildlife Trust		Page 16; Paragraph 3.23 : the reference to the management of Barnes Meadow is not quite right	This paragraph has been reviewed to ensure accuracy

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
The Wildlife Trust		Page 16; Paragraph 3.23 : Please note that the ( Wildlife Trust's ) Barnes Meadow Nature Reserve site area has just recently been entered into an Agri-Environment Stewardship Scheme called Higher Level Stewardship ( HLS ). Therefore, please be aware that it is these HLS-funded Management Options that will actually be governing just how this particular site area will be managed for the next 9.5 years now.	A note has been included regarding the Stewardship Scheme
The Wildlife Trust		Pages 16 and 17 : Please note that the Delapre Lake site area is designated as a Local Wildlife Site; but this does not appear to be mentioned here in this section of the document.	Noted. Delapre Lake is referenced as a Local Wildlife site in Chapter 6 Natural Environment and Chapter 7 – Character Areas.
The Wildlife Trust		Page 20 : the numbering of this particular Figure is incorrect. Please see other inaccuracies in the numbering of this series of Figures here, from 3.1 to 3.4, inclusive, and also how they ( fail to ) tally-up with the listings given in the "Contents" section.	Numbering has been checked and amended as appropriate
The Wildlife Trust		Page 49; Paragraph 6.4 : the NBRC is correctly referred to as the Northamptonshire Biodiversity Records Centre.	This has been corrected
The Wildlife Trust		Page 49; Paragraph 6.8 : the suitability of the actual date upon which it was undertaken, is not at all ideal.	Noted. The CPM identifies the limitations of carrying out habitat surveys in February.
The Wildlife Trust		Page 50; Paragraph 6.13 : every reference within this document to this category of non-statutorily designated site area should be quoted as a Local Wildlife Site ( a LWS ).	This is noted. However, it is considered unnecessary to repeat this throughout the document
The Wildlife Trust		Page 50; Paragraph 6.13 : For this description of the various relevant non-statutorily designated sites here, you may wish to also consider the benefit of distinguishing between,	A definition of each has been included.

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
		explaining just what, a Local Wildlife Site ( LWS ) and a Potential Wildlife Site ( PWS ) area is.	
The Wildlife Trust		Pages 51 and 52; for Paragraphs 6.15 and 6.16 : there is an error here whereby the running-list of the order of the numbers of these Paragraphs in this particular section will need to be altered.	This is a numbering error which has been rectified throughout the chapter.
The Wildlife Trust		Page 53; part of Paragraph 6.25 : We strongly recommend the complete eradication, from any site where it is present here, of the highly-invasive and non-native shrub species called Snowberry. A similar approach should also be taken to all other similar aggressive, invasive and non-native plant species where an objective of better nett local biodiversity outcomes is being sought.	This para is descriptive of the current position, including species present. Decisions regarding the eradication of an identified species needs to be considered cohesively as part of a woodland management plan. The Battlefield CMP is not the most appropriate vehicle to consider this issue.
The Wildlife Trust		Page 53; Paragraph 6.32 : We disagree with the accuracy of this overall statement here. Firstly, why the use of the past tense "was" ? Secondly, it needs to be made clear that this is in fact a Disused Railway Line linear feature that is present in the current landscape. And, next, in any event, please note that, in our opinion, this Disused Railway Line feature actually runs along the edge of the southern boundary of the Barnes Meadow LNR site area here.	This para has been reviewed and amended to reflect this.
The Wildlife Trust		Page 54; Paragraph 6.37: needs to state Local {rather than County } Wildlife Site.	An appropriate amendment has been made
The Wildlife Trust		Page 70; Paragraph 8.23 : the LNR designated site is in fact larger than the 20 ha stated here. And / or, perhaps you would want to make clear just how much area of the overall Barnes Meadow LNR site actually lies inside the selected	The area has been amended to accord with the Nene Meadows SPD

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
		red-line boundary area for the Battlefield site itself.	
The Wildlife Trust		Pages 73 to 78, inclusive; for Chapter 9 on “Issues and Opportunities” : Please note that, even at least from the point-of-view of Protected Species Matters legislation, there will need to be appropriate actions proscribed for the requirement to undertake suitable surveys for Bats and Dormouse, for example, before any tree work is started in the wooded areas. The opening-up of any given areas of these woods may well prove to be the wrong management prescription to take for the benefit Dormouse, for instance.	Noted. This principle would apply to all relevant legislative requirements.
The Wildlife Trust		Pages 73 to 78, inclusive; for Chapter 9 on “Issues and Opportunities” : Please note the following observations	
The Wildlife Trust		Whilst we do agree with the opportunities identified for both the Delapre Wood and the Barnes Meadow site areas, we do also think, however, that the latter case could be expanded upon, with more extensive and detailed proposals being recommended, and also, please note that it is a bit confusing they are both listed in Table A here, and are not in Tables G and H, respectively, instead.	The CMP is an organic document which can be expanded upon as specific projects are identified. Table A is intended as generic issues/opportunities across the site, which are supported by ‘character area’ specific issues/options. Details associated with enhancement and mitigation issues are/will be dealt with in strategic and local plans, and will also be considered further as part of the development management process. Clarifications have been added.

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
The Wildlife Trust		In Table F, for the Delapre Lake LWS area, we recommend including further detailed opportunities for enhancing the habitat areas here; that is, to open-up the bankside areas, to pollard the willows, to re-profile the banks, and to generally keep the western end of the site undisturbed from recreation encroachment / pressures.	The primary purpose of the Battlefield CMP is to highlight the significance of the Registered Battlefield and its environs, rather than a biodiversity action plan.
The Wildlife Trust		Please note that for the area(s) of Semi-Improved grassland habitat that are located to the SW of the lake, there is an ideal opportunity to restore this land to a biodiverse / wildflower-rich meadow area instead.	A further opportunity has been added at F6
The Wildlife Trust		For any Ponds, the opportunity should be taken to restore them to a condition where they are much more wildlife-friendly and biodiverse.	A further opportunity has been added at D7
The Wildlife Trust		Page 80; for Overriding policy 4 : We recommend that you would need to both consider carefully and also consult appropriately in greater depth, as to the question of whether or not improving the footpath links from the Barnes Meadow LNR to Delapre Abbey would be likely to have any adverse impact on the management of the Barnes Meadow LNR site area itself ?	The concerns of the Wildlife Trust are noted. However, strengthening links with Delapre Abbey is included in Policy 30 of the adopted Central Area Action Plan which has been deemed sound and approved by a planning Inspector.

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
The Wildlife Trust		Page 89; Table C on “Nature Conservation” : The actions shown in this particular section seem rather limited - we feel that there could be much more relevant references made here to the management of the LWSs / PWSs / LNRs in and around the local area, and to other habitat areas along the river corridor too. Also, this CMP could be making much more effort to improve biodiversity in areas of, current, low value.	The purpose of the Battlefield CMP is to provide a long-term framework for the conservation and management of the Northampton Battlefield as a designated heritage asset.
The Wildlife Trust		Page 93; for Entry No. 2 in this Table for Overriding policy 7 : please note that our organisation should be correctly referred to as, at least, the Northamptonshire Wildlife Trust; and, in fact, even more accurately as The Wildlife Trust for Bedfordshire, Cambridgeshire and Northamptonshire.	Noted – the text has been amended accordingly
The Wildlife Trust		In Appendix No. 4 : About halfway down the page here there is an erroneous and misleading reference made to the Kent Biodiversity Action Plan. This error must be corrected to reflect the accurate local situation.	The text has been amended accordingly.
The Wildlife Trust		In Appendix No. 6 : What Map / Plan, or other reference source, is this tabulated list of Target Note statements intended to be related to here ? Please note that, as far as we can tell, this same list of a total of 17 separate Target Notes does not appear to be annotated / represented at all on Figure 6.1, the “Phase 1 Habitat Survey” map, included at Page 57 of this same document.	This has been amended

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
The Wildlife Trust		In Appendix No. 6; for the "Description" statement entry for Target Note No. 12 : Please note that there is an erroneous and misleading reference made here to the River Kennet. Not only must this specific error be corrected, or removed, as necessary, but we would also request that the accuracy and relevance of the whole content of this particular Appendix be verified as to its accuracy.	This has been corrected
		<b>2) General comments in respect of the overall content of the Final Draft CMP document :</b>	
The Wildlife Trust		Please note that, in some particular areas of the overall site, water-logging could actually be seen as a positive result – since its effects could be used to create more habitat features.	Noted
The Wildlife Trust		The CMP report needs to include a much better and more detailed appreciation of the issues facing the Barnes Meadow LNR site area, and the costs of managing this area as a component part of the overall Battlefield site.	The purpose of the Battlefield CMP is to provide a long-term framework for the conservation and management of the battlefield which will enable the battlefields significance to be sustained and enhanced
		In general, this report does not seem to understand the role and function of the organisation called the River Nene Regional Park ( RNP ).	The role of the RNP is very strategic, seeking to create a green infrastructure network extending from Daventry to Peterborough. The RNP were invited to participate in the drafting of the CMP.

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
		The overall Battlefield Site would greatly benefit from the preparation of either a combined / over-arching / whole-site Ecological Management Plan ( an EMP ), or else a suite of complimentary, contributing, EMPs that served to cover all of the different parts of the whole Battlefield Site, which would be focussing on the key habitat areas; that is, Barnes Meadow, Delapre Lake, the 'Woods', the Semi-Improved grassland areas, and which could also set out general principles for the, currently, lower value areas.	There are benefits to this approach and the battlefield CMP could form part of a suite of documents to this effect. It is not the purpose of the Battlefield CMP to deliver this as a strategy. Details associated with enhancement and mitigation issues are/will be dealt with in strategic and local plans, and will also be considered further as part of the development management process.
English Heritage	14 January 2014	The production of a CMP for the Battlefield is a very welcome step. The Council's role in identifying appropriate management and enhancement opportunities for this nationally significant Registered Battlefield is to be applauded. The CMP follows a logical structure and appropriate expertise has been brought to bear on the subject matter.	Support for the document is noted.

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
English Heritage		<p>Chapter 4 summarises the detailed report written by Glenn Foard and Tracy Partida - 'Northampton Battlefield 1460: An Assessment'. This Assessment was a very thorough piece of research and adds much to the basic English Heritage statement of significance for the battlefield. It provides the detailed discussion and evidence that underpins and justifies statements made in the CMP. The Assessment should be added, as an appendix to the CMP and will complement Appendix 3, the Parklands Consortium landscape analysis, and Chapter 5 very well. These provide a very good characterisation of the post-battle history of the area. The inclusion of the Assessment, as an Appendix, will help convey that the significance of the battle, and the importance of understanding its place in the landscape, is at the forefront of the custodianship of the battlefield area.</p>	<p>The detailed report forms an important element of the research which informs the draft CMP and therefore there is no objection to its inclusion as an appendix. Whilst the report was commissioned to inform the CMP it would be prudent to seek the consent of the authors prior to publishing it as part of the CMP. Need electronic copy from LUC</p>
English Heritage		<p>It is also important also to recognise the known presence, and potential presence, of buried prehistoric, Roman and medieval archaeological remains within the Registered battlefield area, and within the area to the north.</p>	<p>This Draft plan was written to include the area of the nationally Registered Battlefield site. However, the brief for the CMP acknowledges that the location and boundary of the registered Battlefield is a point of discussion but made clear that it was not the remit of the CMP to review the Registered boundary. The draft CMP also acknowledges that the area between Delapre Abbey and the river has been suggested as a focus for the battle.</p>

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
English Heritage		<p>Throughout the CMP there are statements that suggest that the location of the battle is unknown. It is clear that the precise location of the Lancastrian defended camp, and therefore the core of the action, has not yet been proven. However, it is also abundantly clear that according to the best available evidence, the Registered battlefield area captures much, if not all of the battlefield area, except for the rout and the possibility that the Lancastrian camp was located closer to the Nene, north of the Registered area. Certain statements in the CMP (examples below) could be misinterpreted, and I think it is very important to be absolutely clear when the CMP is referring to the battlefield as a whole and when it is referring to the Lancastrian camp.</p>	<p>For clarity and to reduce the potential for misinterpretation the draft CMP has been reviewed throughout to make clear when each is being referred to. As stated in the plan, further survey work will be required try to establish the location of the defended camp and further understand the wider battlefield area</p>

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
English Heritage		<p>Although the policy and legislation that applies to the Registered Battlefield and associated heritage assets is well represented, and particularly known to those used to dealing with the planning process, I am not sure that the sensitivity of the battlefield has always been fully appreciated with those who deal with other aspects of land management. It is unfortunate that considerable damage can be done to the battlefield by well intentioned, but only partially informed, conservation initiatives such as tree planting, drainage works, levelling and repairing land damaged by vehicle movements, etc. that fall outside the planning process. A concerted effort should be made to ensure all those involved with the management of the land within the Registered Battlefield area have access to the CMP and understand the sensitivities of the site so that they can consult before undertaking potentially harmful works.</p>	<p>The Cabinet Report is proposing that the Conservation Management Plan be supported and adopted as SPD and also to inform its activities in relation to its assets and those of its tenants in day to day operational activities within the area offering a robust framework for the use and management of the landscape and ensure development and other works within the landscape.</p>
English Heritage		<p>Interpretation and access are clearly very important to the appreciation and use of the battlefield as a public amenity for Northampton, and educational and research resource. I wonder whether the Access and Interpretation initiatives presented in the CMP are quite ambitious enough to inspire and encourage support from partner and funding organisations. The opportunities provided by the Delapre Abbey HLF project and the momentum that the success of that project will generate could perhaps be exploited to create a framework within which considerable enhancements in the understanding and presentation of the battlefield might be achieved.</p>	<p>The interpretation and activity plans which support the HLF project includes provision for understanding and presentation of the Battlefield</p>

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
English Heritage		I have made some detailed comments below, referencing relevant paragraph and table numbers. Some sources are missing proper references (e.g. '...detailed report written by Dr Glenn Foard...', 'Halcrow Report').	This can be checked and amended as appropriate. May need LUC input
English Heritage		Para 2.3 refers to scheduled monuments, though not battlefields - actually the NPPF provides policy for dealing with all heritage assets.	An appropriate change has been made to ensure all heritage assets are referred to.
English Heritage		Para 3.22. Do we assume Home Farm is also leased from NBC?	Yes – a change has been made clarifying this.
English Heritage		Para. 4.30. Some good interpretation is surely warranted in the battlefield area, though the detail and extent of this is perhaps a matter of discussion given the nature of the evidence. Interpretation that embraces the alternative, most probable, courses of the battle could easily be achieved.	The significance of the battlefield and the opportunities it offers as a wider visitor destination is acknowledged. There is a clear aspiration to provide interpretation for the Battlefield which needs to be appropriately targeted based on known information and co-ordinated with the interpretation plan for the HLF project at the Abbey
English Heritage		Para. 4.34. I don't think the location of the battle is in much doubt. The battle would have ranged over wide area and the registered area captures some of that. What is in some doubt is the exact location of the Lancastrian defences and the deployment of forces. This paragraph should be refined to reflect the headline findings of the Foard and Partida Assessment.	This has been updated throughout
English Heritage		Para. 4.37. Should clarify that 'systematic, archaeologically controlled metal detecting should form part of any archaeological programme of evaluation and recording...'	The text has been amended to reflect this
English Heritage		Figure 5.4. This is an excellent image to convey the presence	If this information is available and has the potential to

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
		of ridge and furrow, but LIDAR image interpretation is a dynamic process and really requires a moving light source (notional sun) to highlight shadows and therefore slight earthworks. It would help to reproduce 4 LIDAR images with the light source in four different locations to highlight different facets of the earthwork landscape.	add to the report this can be included in the final document. Check with LUC if this is available
English Heritage		Paragraph 7.14. Its worth reiterating here that the exceptional survival of ridge and furrow contributes greatly to the historic illustrative value, in that nowhere else in Britain can one gain an impression of the difficult undulating agricultural terrain over which armies of this period mustered and fought. The ridge and furrow also contributes something to the aesthetic value of the landscape.	The surviving ridge and furrow is highlighted in the sections on 'evidential value' and 'aesthetic value'. This should not be seen as implying it has no Historical value.
English Heritage		Paragraph 7.17. The Eleanor Cross has a considerable aesthetic value and communal value in its own right as an important historic landmark visible and accessible to thousands. It is largely its aesthetic value that is undermined by the modern intrusions within its setting, which is covered in para. 7.21 under 'medieval landscape'.	The value of the Eleanor Cross is highlighted under historical and aesthetic value. This should not be seen as implying it has no or limited communal value.
English Heritage		Paragraph 7.24 and 7.25 could cover individual features - the Delapre Abbey house complex, the Eleanor Cross, etc. in their own right.	The purpose of the CMP is to focus on the wider historic landscape and will form part of a suite of documents including the Delapre Abbey Conservation Plan, Delapre Abbey Options Appraisal and Landscape Options Appraisal which also highlight the value and significance of these heritage assets, and are considered to be mutually supportive.

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
English Heritage		Overall I think this section of the CMP and summary table 7.1 should seek to give each identified feature/element of the battlefield landscape a ranking in each of the 'values' categories. The Eleanor Cross, for example, is currently only assessed under 'evidential' and 'historical'. The grade II* abbey is not assessed under communal value. The headline themes or groupings (for example, 'medieval landscape') could be ranked as well, their level of significance effectively deriving from the combination of features, their relationships with each other, and other distinctive properties of the landscape.	Whilst there is merit in ranking elements within each 'value' area, there is a risk that this can be misleading/misinterpreted, giving the impression that some elements are more important than others. The value of the individual heritage assets and the cumulative whole are of equal importance.
English Heritage		Para. 8.13. It might be more accurate to say that The Great Lawn is considered to be the most likely location for the Lancastrian earthwork defences and the core of the battlefield.	The report identified three potential locations for the earthwork defences. However, the text has been amended to reflect the potential core of the battle.
English Heritage		Para. 8.17. There is in fact quite a lot of access to view the Paddocks area - an access road running right along one side and a footpath along another.	This has been clarified
English Heritage		Para. 8.22. It might not be stretching it too far to state that the lake and low-lying watery areas do at least give a sense of the presence of the river floodplain and the mire into which the course of the battle descended. This is also true of Barnes Meadow (character area 7).	The river flood plain can be appreciated from a number of locations within the Battlefield although it may not be possible to view the river
English Heritage		Para 9.4. (A1) The gaps in knowledge pertain to the location of the Lancastrian earthwork defences and core of the battle, not the battlefield as a whole.	The text has been amended to reflect this.
English Heritage		A2 - the 'opportunity' for Delapre Abbey and its associated	The HLF project will help deliver the first phase of the

<b>Organisation</b>	<b>Date</b>	<b>Respondent comments</b>	<b>Officer response</b>
		structures are largely being realised through the HLF project.	wider project for Delapre Abbey and its parkland setting.
English Heritage		Para. 9.5 the wording of A8 is different in para. 9.4.	This has been amended
English Heritage		Para. 10.1. The overall strategy implies there is doubt about the location of the battle, but the doubt is largely confined to the precise location of the defences and the core of the battle.	This para offers an overview of the strategy, which incorporates policies and actions for the future management of the Registered Battlefield site as a whole and does not aim to identify the precise location of the defences. The text has been amended to address any potential for misinterpretation.
English Heritage		Para. 10.6. Potential adverse effects/harm are not limited to physical intrusion that must be assessed by an archaeologist, but also comprise effects on setting and appearance, which might require other specialists.	The potential need for a range of specialist advice is acknowledged. The text has been reviewed and amended to reflect this.
English Heritage		Table 11.1 - there is now new draft historic environment practice to support the NPPF and replace the PPS5 Practice Guide.	The text has been amended to reflect the recently published guidance
English Heritage		Page 83. It is important to reiterate that metal detecting should be prevented anywhere on the registered battlefield, unless part of an authorised programme of archaeological research under suitably qualified leadership.	This is supported by the Council and methods of prevention are being investigated. The text had been amended to reflect the need for works to the input of appropriate specialists

## Appendices



## CABINET REPORT

<b>Report Title</b>	<b>Services to Be Delivered by Northampton Partnership Homes</b>
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**AGENDA STATUS:** PUBLIC

<b>Cabinet Meeting Date:</b>	July 09 2014
<b>Key Decision:</b>	YES
<b>Within Policy:</b>	NO
<b>Policy Document:</b>	YES
<b>Directorate:</b>	Housing
<b>Accountable Cabinet Member:</b>	Cllr Mary Markham
<b>Ward(s)</b>	All

### 1. Purpose

- 1.1 This report sets out which of the services currently provided by the Housing Directorate should be delivered by Northampton Partnership Homes (NPH), from January 2015, and which should remain with the Council's in-house service delivery teams.
- 1.2 It is necessary to make a decision on which services will transfer, in order to allow for detailed service planning for NPH; formal consultation with staff affected by TUPE, and service planning and restructuring of Council services.

### 2. Recommendations

- 2.1 To approve the principles that have been applied in consulting on services to transfer, namely:
  - 1) Services to Council tenants should be managed by the ALMO. This is the core purpose of the ALMO to manage Council homes, and provide services to tenants.

- 2) Housing Services to people who are not Council tenants should remain with the Council. The council has a legal responsibility to provide many of these services.
- 2.2 To approve that the following services should be delivered by Northampton Partnership Homes from its inception date (planned to be January 2015):
  - 1) Looking after Council Homes – repairs, maintenance, Decent Homes, adaptations to Council homes
  - 2) Tenancy management including letting properties, managing tenancies, rent and income management
  - 3) Managing the Choice Based Lettings Scheme and Allocations to Council Housing (in accordance with Council policy), as well as nominations to other social landlords.
  - 4) Supporting tenants who need it, because they are elderly or vulnerable in another way. This includes services currently provided by Independent Living and those Gateway Services that support people who have become Council tenants. It also includes help and advice to tenants who need to move, or need support in keeping up with their rent (basic debt advice).
  - 5) Tenant Involvement
  - 6) Managing the Ecton Lane Traveller site
- 2.3 To approve that the following services should continue to be delivered by Northampton Borough Council's own in-house teams:
  - 1) Housing advice, homelessness prevention,
  - 2) Private sector housing advice, enforcement and licensing
  - 3) Enabling new affordable housing
  - 4) Disabled facilities grants
  - 5) Working with partners to promote housing, health and wellbeing.
- 2.4 To delegate to the Chief Executive, the Leader of the Council and the Cabinet Member for Housing, the responsibility for the necessary consultations with affected staff, and any decisions arising from this.

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

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#### **3.1 Report Background**

- 3.1.1 NBC has decided to form an ALMO, now registered as Northampton Partnership Homes, to deliver its core housing management functions from January 2015. This decision was based on a full consultation exercise with

tenants, and that consultation continued into planning the details of which services should be delivered by NPH.

- 3.1.2 In March, tenant- and employee-focus groups were asked to consider which services should be delivered by the ALMO, and which by the Council –but were not steered with advice on what is statutory, or the implications of any decisions. In many areas, the groups reached the same decisions, but there were key differences around Independent Living, Gateway, CBL, and building new Council Homes.
- 3.1.3 Following this, senior officers developed a consultation paper which took account of best practice elsewhere, and set out the key principles outlined in 2.1. This paper was shared with all housing staff by email on May 8<sup>th</sup>, the start of a month long consultation exercise on which services should transfer (as opposed to which *individual staff members*).
- 3.1.4 On May 15<sup>th</sup>, all housing staff attended one of two employee briefing sessions, at which the proposals were outlined, and discussion in groups facilitated. Over 120 comments, questions and concerns were registered, which meant not all could be answered on the day, but responses were then published on the intranet.
- 3.1.5 Managers from other Council services were briefed on the proposals and invited to comment.
- 3.1.6 Seven written responses to the consultation were lodged before the consultation end date of June 6<sup>th</sup>, six of which were from Housing and Wellbeing, and one from outside of the Housing service. No written responses were received from Landlord Services.
- 3.1.7 In considering the responses to consultation, it is necessary to balance: detailed written feedback; numerous comments raised at events, from a wide range of perspectives and expressing widely differing views; the need to ensure that NPH is set up with the best possible chance of succeeding in its core purpose; and the need for the Council to ensure that it can deliver on its key statutory functions.
- 3.1.8 The Council is currently proposing to transfer key services to NPH for a period of fifteen years. If NPH performs well, the Council may choose to ask it to take on more Council services during that period, or to develop new services on behalf of (or in partnership with) NBC.

## 3.2 Issues

- 3.2.1 During the consultation, some areas raised a considerable number of questions. These included areas not strictly subject to consultation including concerns about the ALMO budget, management arrangements and staffing structure, where staff will be based, the impact on individual staff including TUPE and pensions, terms and conditions, permanent contracts, the relationship of NPH to repairs contractors, back officer support services and to the call centre, and similar matters.

### 3.2.2 Service areas which caused debate and questions included:

- i. Adaptations to Council Homes – some concern that this lead to an inequitable service. There is indeed a risk that Council tenants could be denied adaptations by NPH, but managing adaptations with the improvement programme would allow NPH to be more creative in adapting homes proactively, and also in implementing a more flexible approach to supporting tenants. Either way, the two services will need to continue to work closely together, not least as part of a county-wide partnership approach to transforming service delivery.
- ii. Allocating Council Housing – large numbers of concerns were raised at events about the risk of NPH “cherry picking” tenants, and not supporting the wider aims of NBC in the long-run, but contrary comments were submitted suggesting that allocating Council Homes should be integrated with housing management. The advantages of integration with NPH are around services to those people who become tenants, and the counter arguments focus on the fact that the majority of applicants do not become NBC tenants, and need to receive integrated housing advice on their realistic options, including private sector options, at the outset. In response to the consultation, the Council is now recommended to transfer this service to NPH, but to ensure that customers can access front-line housing advice about their chances of a successful move alongside other housing advice at the Guildhall, and also to ensure that the specification for services and ongoing monitoring check that allocations deliver the policy intentions of the authority.
- iii. Money advice – the proposal suggested NPH should provide advice to tenants, but this does not mean that the MA service for the wider population will transfer to NPH, so this is an area where perhaps the consultation was not as clear as it should have been. The Money Advice team provide important help to private sector occupiers at risk of homelessness and there is no proposal top transfers this to NPH.
- iv. Independent Living – respondents were overwhelmingly supportive of a transfer to NPH, but with questions about future funding, due to uncertainty around external grant funding, with the ending of Prevention Grant and significant cut in budgets at NCC. Within NPH, there is the scope to provide support to tenants through the HRA, which does further increase the inequity for those who are not tenants – something that needs to be addressed through work on community wellbeing.
- v. Gateway services, with concerns primarily about whether there will be ongoing funding for services which are supporting non-tenants. These are the same concerns as described for independent living, but the argument here is that preventing people from losing tenancies should be a key part of an enhanced housing management function at NPH.

- 3.2.3** As a result of the consultation, many points have been clarified to staff. The proposal for transfer of services has been amended to reflect staff concerns about the allocations process.
- 3.2.4 In considering staff responses, officers carefully considered the issues raised, and the key principles outlined.

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

- 3.3.1 **Option 1:** modify the proposals in the light of consultation, to transfer the management of the Choice Based Lettings process to NPH, whilst leaving the housing advice function, including advice about housing applications with the Council. Thus NPH will manage allocation of Council housing, but the Council will offer all enquirers a holistic housing advice service that considers an application to the register alongside other alternative options.
- 3.3.2 **Option 2:** implement the proposals as outlined at the start of the consultation. This option sought to balance the statutory requirements of the Council, the need to establish an effective ALMO, and the concerns of staff and tenants, whilst allowing for the development of an integrated housing advice service.
- 3.3.3 **Option 3:** modify the proposals in the light of consultation, to transfer the management of the entire housing applications, CBL and allocations process to NPH
- 3.3.4 **Call Care** has already transferred from housing to the Customer services Team, and it is proposed that it should continue to be managed by the Council, through this team. There are some Emergency Response Coordinator posts in the Independent Living Team who deal only with Call care responses, and these posts will now transfer to call care. Call care services could transfer to NPH, but this has not been proposed as part of this consultation.
- 3.3.5 **Building New Council Homes** – the employee consultation asked about the role of NPH in building and managing new Council Homes and there were mixed views, with some strong responses against the proposal, in the interests of taking a holistic view of developments in local communities. As this is not yet a function delivered by the Council, there is no need to decide at this stage whether the Council wants NPH to perform it on its behalf, and a more detailed assessment of options is required, considering in detail issues such as sources of finance (including the split between Housing Revenue Account (HRA) and General Fund), skills available, the need for effective planning and for quality management of the homes once completed.

### **3.4 Impact on Services**

- 3.4.1 Summary of services which will change as a result of this proposal are:

- *Adaptations to Council Homes* – currently managed by the Disabled Facilities Grants Team, to transfer to NPH
- *Support to Council tenants* – Independent Living Team (excluding emergency Response co-coordinators) to transfer to landlord Services,

ready for inclusion in NPH; some Gateway support to applicants and tenants to transfer to NPH (Gateway services to rough sleepers and single homeless to remain with the Council).

- *Housing Allocations and CBL* – to transfer to NPH
- *Emergency Response Coordinators* to transfer to Call care

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

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### **4.1 Policy**

4.1.1 The Report sets expectations of NPH which will need to be worked through in detailed specifications and agreements, to be drafted by the Council's legal advisors over the coming weeks. These agreements will specify clearly what outcomes NBC expects, and how it will monitor delivery by NPH.

### **4.2 Resources and Risk**

- 4.2.1 The will be financial implications of the transfer of services to from NBC to NPH. These include the determination of the level of the management fee paid to NPH, the split of funding between the HRA and General Fund and any impact on the residual services remaining with the Council. As part of the work being undertaken to implement this change there is a detailed review of the Business Plan and the financial impact of this on both the Council and NPH.
- 4.2.2 It should be noted some services will remain with the Council which currently receive an element of HRA funding, for example call care. The detail of ongoing HRA contributions will be worked out in the financial agreement, and in budgeting for all services.
- 4.2.3 Services which remain in the Housing and Wellbeing team will be restructured, to improve service delivery and identify efficiencies, as well as to take account of new responsibilities around health and wellbeing. There will be an ongoing requirement for the Council to fund key strategic housing work, after the formation of NPH.

### **4.3 Legal**

4.3.1 The drafting of detailed specifications and agreements will be undertaken shortly, as explained in 4.1.1.

### **4.3 Equality and Health**

4.4 The principles applied here will protect the interests of tenants, many of whom are vulnerable or in poor health. We have considered the impact of transferring services to NPH on protected groups, and following this, we do not believe there will be a negative impact on any groups.

4.5 Specifically, we believe that

- the transfer of allocations to NPH will allow a more holistic service to vulnerable tenants, including those who are elderly or disabled;

- delivery of adaptations by NPH will improve the service to disabled tenants, by integration of works with decent homes, and through an early consideration of options, including moving home;
  - developing a clearer housing advice role at the Council will protect the interests of those who are vulnerable due to homelessness.
  -
- 4.6 Services will continue to work to the council's existing policies for services, such as the Allocation policy or Financial inclusion strategy, which have been subject to scrutiny for equalities and health implications.
- 4.7 Continuing planning for the transfer of services will include further work on equalities and health impact issues, both for services transferring to NPH and for the reconfiguration of Council services.
- 4.8 There is however an ongoing need to ensure that the Housing and Wellbeing service is adequately resourced to address the needs of the wider community.
- 5 Following this cabinet report, there will be a formal process of consultation with affected staff, about their rights. We have no identified any specific equalities considerations concerning which staff are proposed to transfer to NPH and which are not.

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

- 4.5.1 ALMO Tenant and Employee Focus Groups, all Housing Staff, all Council managers.

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

- 4.6.1 The proposals support the Corporate plan in several key areas, especially in terms of "Better Homes for the future" and "Creating empowered communities" through supporting the development of an Arm's Length Management organisation that is really responsive to the needs of tenants and leaseholders.

Focussing key services in the Council on developing an excellent housing and wellbeing service, will also support the key objective of "promoting health and wellbeing", whilst improving front-line housing advice to not only deliver better services to customers ("responding to your needs") but also to deliver services within constrained resources ("making every £ go further").

**David Kennedy  
Chief Executive  
0300 330 7000**

## Appendices



## CABINET REPORT

Report Title	Community Wellbeing Partnership
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AGENDA STATUS: PUBLIC

<b>Cabinet Meeting Date:</b>	July 9 <sup>th</sup> , 2014
<b>Key Decision:</b>	No
<b>Within Policy:</b>	Yes
<b>Policy Document:</b>	No
<b>Directorate:</b>	Housing and Wellbeing
<b>Accountable Cabinet Member:</b>	David Mackintosh
<b>Ward(s)</b>	All

### 1. Purpose

- 1.1 This report proposes that Northampton Borough Council (the Council) should engage with partners to promote community wellbeing in Northampton. Furthermore, that in order to do so, it should act as the lead partner in bidding for funding to deliver services which will support community wellbeing.
- 1.2 For the purpose of this report, wellbeing includes physical, emotional and social aspects of life, recognising the inter-related impacts of healthy lifestyle, mental wellbeing, social connections, and economic engagement. Community wellbeing implies active, engaged and vibrant communities where individuals can achieve their potential.

### 2. Recommendations

- 2.1 That Cabinet should delegate to the Chief Executive, in consultation with the Leader:
  - 2.1.1 the power to bid for resources on behalf of a Northampton Community Wellbeing partnership
  - 2.1.2 the power to enter into contracts for the delivery of such services,

- 2.1.3 To take any actions required, direct or ancillary for the procurement and delivery of Community Wellbeing services in Northampton.
- 2.2 That partnership development costs should be met from underspends in existing budgets in the Housing and Wellbeing Service during 2014/15, if possible, but that if necessary monies should be drawn down from the Service Improvement Reserve. A Partnerships Officer will be employed to work with agencies, including in bid preparation, and costs of this work up to 31.12.14 could total up to £45,000. Support to the officer will be provided from within existing contracts for legal, financial and procurement advice through LGSS.

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

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#### **3.1 Report Background**

- 3.1.1 The Council has a history of working with other agencies and community groups to promote wellbeing of individuals and communities. This has included services provided directly by the Council, such as Independent Living, those delivered by other agencies, such as the Leisure Trust, and support to smaller organisations to deliver through advice and grant aid.
- 3.1.2 The Council has extensive powers to act to promote community wellbeing through its General Powers of Competence.
- 3.1.3 Some services which support community wellbeing were previously funded by the Northamptonshire County Council (NCC) “Prevention and demand Management Grant”, or other sources. NCC intends to tender these services jointly with Nene and Corby Clinical Commissioning Groups, in July 2014. In order to be part of delivery, the Council therefore needs to respond to this invitation, and seek alternative sources of funding, during summer 2014.

#### **3.2 Issues**

- 3.2.1 In developing a partnership, it will only be able to effectively deliver services if it is successful in bidding for funding to do so.
- 3.2.2 If the partnership is successful, there will be a need to work with local providers to establish a new method of delivery to meet the needs and aspirations of local communities, as well as of funding bodies.

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

- 3.3.1 The proposed option is for the Council to form a partnership and to bid for resources. Leading a partnership would enable local providers, who deliver excellent services in local communities, developing social capital and promoting community cohesion, as well as supporting individuals, to continue to work locally in partnership with The Council. The Council would have an active role, working in partnership with others, in shaping the services – both funded and voluntary – that support the health and wellbeing of local communities. If the bid succeeds, the partnership will also be able to attract

other resources, and to steer the delivery of effective services at a local level, working with a wide range of community and third sector groups.

- 3.3.2 The alternative option is for the Council not to bid but to leave it to NCC to procure these services for the Borough. This may be a successful approach and if the Council bids and does not succeed, it will still need to work in partnership with the local Health and Wellbeing Board to try to ensure effective delivery of the services required. However, local providers have expressed concern about the risk that services will be awarded to a provider with little understanding of/empathy with local issues, and have asked the Council to take an active lead.
- 3.3.3 There is a risk, associated with not bidding, that the contract may be awarded to a provider who does not support local concerns, and a risk that local providers may have to stop working with the community.

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

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##### **4.1 Policy**

- 4.1.1 The report does not set policy but shows how the Council can deliver on existing objectives. However, if the partnership is successful, there will need to be a clearer strategy for Community wellbeing established to shape the way in which services are delivered in future

##### **4.2 Resources and Risk**

- 4.2.1 The financial implications of partnership development work are set out in the recommendations. If the partnership is successful in bidding for funds, there will be a need to commit further resources during the period October 2014-March 2015, but these costs should be covered by income and thus there should be no direct impact on the Council's budgets. LGSS Finance officers are engaged in the Wellbeing Project team to evaluate the financial risks at all stages of the process.
- 4.2.2 The Council will carry an additional risk associated with its role as the Lead Partner. There are options for mitigating this risk over the longer term. One of the financial risks associated with bidding is that the funding from the County Council is unlikely to be guaranteed. As such, if the Council is successful with its bid, it faces the risk that funding may reduce, or potentially even cease, over the medium term. To manage this risk the Council will undertake as part of the development of the bid to fully assess the financial exposure and identify ways to mitigate it and any associated risks with minimal impact
- 4.2.3 There are reputational risks associated with the alternative option of not engaging in supporting local communities, but there will also be reputational risks of working with providers to change the shape of local services, which will need to be managed sensitively.
- 4.2.4 Whether or not the Council forms a partnership, the new climate of funding support means that there are financial risks to the Council and to NPH in terms of diminishing resources available to support services.

### **4.3 Legal**

- 4.3.1 Legal advice is required in forming the partnership, in issues relating to procuring services as a lead partner and in terms of implications for staff currently working for the Council on services related to community wellbeing. Legal and financial advice has been sought from LGSS.

### **4.4 Equality and Health**

- 4.4.1 Community wellbeing services are essential to ensuring that people with a range of vulnerabilities and with protected characteristics are supported to access services, and support, as they need it. The proposed partnership draws in a very wide range of agencies to work in collaboration together to serve the local community.
- 4.4.2 Agencies are currently working together on bid documentation, and if the bid is successful, the wider partnership will work closely together on service redesign, including the plans for implementation, to ensure that
- Current service users are protected during the change process
  - Vulnerable groups are considered, their needs identified, and services take account of their special characteristics
  - Staff in all partner agencies have the necessary skills and training to deliver the proposed service effectively
- 4.4.3 The proposed partnership will deliver services that address physical and mental wellbeing issues, as well as broader support, to consider health issues alongside the wider determinants of health, and meet the needs of those at risk.

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

- 4.5.1 Legal and Finance staff (LGSS) are engaged in the project delivery group. Housing and Customer Contact Management Staff are also involved in developing plans. Externally, a wide range of partners are engaged.

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

- 4.6.1 Community wellbeing is important in helping the Council to achieve its corporate priorities, as set out in the Corporate Plan 2012-15. The plan focusses on “Your Town” – jobs growth needs local people who are ready to take up employment – and on “You” – recognising the challenges that local people face, and the important role the Council plays in supporting them through:

- 4.6 Promoting health and wellbeing
- 4.7 Creating empowered communities
- 4.8 Responding to your needs

- 4.6.2 Delivering services in partnership further supports the corporate plan, by seeking to “make every £ go further”, including not only NBC’s own resources, but best use of public funds in a wider sense.

## **5. Background Papers**

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**5.1 Prior Information Notice issued by NCC**

<http://www.sourcenorthamptonshire.co.uk/contracts/show/id/10633>

**David Kennedy  
Chief Executive  
0300 330 7000**

Appendices: 0



## CABINET REPORT

Report Title	Print and Design Services 2014 - 2016
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AGENDA STATUS: PUBLIC

<b>Cabinet Meeting Date:</b>	9 <sup>th</sup> July 2014
<b>Key Decision:</b>	NO
<b>Within Policy:</b>	YES
<b>Policy Document:</b>	NO
<b>Directorate:</b>	Customers and Communities
<b>Accountable Cabinet Member:</b>	Cllr Brandon Eldred
<b>Ward(s)</b>	All

### 1. Purpose

- 1.1 To seek authority to jointly tender through the Government Procurement Service's framework of providers with Northamptonshire County Council for the provision of print and design services for a period of three years, with an option to extend for a further year.

### 2. Recommendations

- 2.1 That Cabinet agrees that the Council, in partnership with Northamptonshire County Council, enters into a framework agreement, for a period of three years, for the provision of print and design services.

### 3. Issues and Choices

#### 3.1 Report Background

- 3.1.1 The Print and Design Unit (PDU) is operated by an in-house team of eight staff.

- 3.1.2 The Council's support services delivered through LGSS since June 2013 have been required to utilise print services from the Print and Design Unit but from September 2014 will be able to consider alternative print and design providers. LGSS have given notice that they intend to utilise the services of the Print management contract due to commence in September 2014 through Northampton County Council (NCC) and no longer engage the Council's Print and Design Unit. (PDU)
- 3.1.3 A major external user of PDU services, Enterprise Managed Services Ltd, which provides environmental services to the Council, has recently found an alternative provider.
- 3.1.4 The Council's Housing Services are one of the largest users of the PDU. The transfer of the housing stock to Northampton Partnership Homes in January 2015 may mean further large volume of work being lost.
- 3.1.5 Usage of the Print Service Unit and therefore income into the unit for 12/13 was made up as follows:-  

Housing	25%
LGSS	15%
Other Services	40% (Democratic Services, Communications, Planning etc)
External Income	20% (Leisure Trust, Charities etc)
- 3.1.6 The Council's printing equipment is limited in capability and capacity and would needs investment if it is to be effective in the future. Currently, significant volumes of work are outsourced to larger external printers due to the PDU's limitations.
- 3.1.7 The council is clearly publishing more and more information, papers and forms on-line as part of its on-going channel shift work although there remains an ongoing requirement for high volume print work in the Council whether that be through the need for the printing of statutory documents, the provision of public information or business stationary.
- 3.1.8 There is also a requirement for further digital design and e-publishing capacity to enable the Council to continue with its channel shift work and reduce its spend in these areas even further.
- 3.1.9 In summary, there is a need to drive down the cost of print services across the Council by reducing print volumes and rationalising the delivery to reflect usage trends and the likely changes in customers and demand.

## **3.2 Issues**

- 3.2.1 The PDU has been operating at a net cost for several years. Total expenditure on Print and Design during 13/14 was £476K. £390K was spent

directly with the PDU and £ 86K of work was completed externally. The total net cost of the PDU is £292K.

- 3.2.2 The printing equipment is limited in capability and needs investment if it is to be effective in future.
- 3.2.3 Currently, significant volumes of work are outsourced to external printers due to the limitation of the current equipment.
- 3.2.4 Due to the reasons mentioned in the background above, it is not deemed cost effective to invest in new machinery and equipment at this time.

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

#### **3.3.1 Option 1 Do nothing**

This option would ensure that current staff levels will be maintained, safeguarding the jobs of employees in the PDU (as of June 2014). The Council would also maintain control of day-to-day activities in the PDU and have the flexibility to make service changes to meet changing needs and priorities. However, this option delivers no savings to the Council, whilst the Council retains the operating and trading risks of the PDU. The current level of deficit may in fact increase due to the known loss of LGSS income and the potential loss of Housing services income.

#### **3.3.2 Option 2 Expand size, scope and efficiency of the PDU by updating equipment and technology**

The principal benefits are:

- a) Financial – Additional margin could be made on bringing work in-house from external suppliers and on new work from external customers.
- b) Speed – the additional income may be able to be realised within months by purchasing new equipment and technology and securing new external sales, whilst still maintaining the existing hours of operation.

The principal dis-benefits relate to:

- a) Trading risks - the retention of trading risks which would be significant, trying to secure additional external sales and trying to retain all existing external customers, in the current economic environment of austerity and specifically trends towards increasing electronic media and reducing paper consumption.
- b) Value for money (VFM) - this approach does not provide any external VFM challenge, or bring in a radically different approach to management and sourcing as would be achieved through an appropriate outsource such as the framework agreement with NCC
- c) Cost of Investment. A new four colour litho printer is required which would cost between £50K to £100K used or between £150K to £250K new. A new printer would be expected to last up to 30 years so depreciation would be £3K to £8K per annum.

- d) Trading restrictions are currently placed on Councils which limit the work which they can undertake to that of charities and other local or not for profit organisations.

**Option 3 Externalisation of print & design services and closure of PDU through entering into a framework agreement for Print and Design requirements**

The principal benefit of outsourcing the PDU's current operations would be;

- a) Financial – savings in the region of £150K per annum. These savings are made up of staff and equipment savings and a reduction in print volumes.
- b) Risk Transfer – there is a degree of risk transfer in that the appointed service provider would be liable for any significant market issues and charges, for example a rise in the cost of consumables, supplier variances etc. that would have previously been picked up by the Council.
- c) Economies of scale – arising from the flexible use of labour resources and from purchasing power due to scale (equipment and supplies etc.). The outsourced service provider would have better supervision and performance management as they are very likely to be serving other similar businesses.

- 3.3.3 NCC are currently re-tendering their Design and Print Service through the Government Procurement Service's framework of suppliers with an expected commencement date of September 2014. The Council have an option to join this contract at any time after that date. The transfer could be at minimal or no cost to The Council.
- 3.3.4 Option 3 is the preferred option due to the above benefits. There is flexibility in relation to the commencement of the framework agreement which can commence at any time from September 2014. It is currently envisaged that the option could be implemented with a commencement date of 1<sup>st</sup> April 2015.

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

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##### **4.1 Policy**

There are no policy implications

##### **4.2 Resources and Risk**

- 4.2.1 The HR process (including any potential TUPE implications) will be undertaken in full accordance with the Council's HR Policies and procedures.
- 4.2.2 The cost of any redundancies would apply in the first year of the contract, with up to 8 staff affected. These one-off costs will be about £40k. This cost could be funded from the restructuring and redundancy earmarked reserve.
- 4.2.3 The cost of undertaking the externalisation of the print and design service would be met from the anticipated savings.

4.2.4 Through the medium term financial planning process a budget saving for 14/15 has been proposed of £150K and for 15/16 £250K. The target for 15/16 will be extremely challenging and it is therefore likely that the outcome of the review and impact on the savings target will need to be revisited later in the year when reviewing the medium term financial savings.

4.2.5 The current overheads charged to the PDU would only reduce if the space currently utilised by the PDU can be reused and there is a reduction in the cost of other support services currently recharged.

#### **4.2.6 Assets & Floor Space**

4.2.7 The machines in the PDU are either ex-lease or owned by the Council. The value of the machinery is not expected to be in excess of £15,000. This therefore provides an opportunity to review or terminate the ex-leased printer agreements with no penalties.

4.2.8 The current area occupied by the PDU is part of the basement of the Guildhall with space for 7 machines, print storage and circa 8 desks. Closing the PDU would not significantly affect the overheads paid by the Council unless the space vacated can be used to generate a saving, or there is sufficient reduction in the demand on support services as a result to enable those costs to be reduced.

4.2.8 As well as realising employee savings and potential floor space savings there may be additional savings in utilities.

#### **4.3 Legal**

The procurement process and any resulting employment decisions and outcomes will be undertaken in accordance with the Council's policies and procedures.

#### **4.4 Equality and Health**

4.4.1 The procurement process will be undertaken in full accordance with relevant equalities legislation and the council's equalities policy.

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

4.5.1 Employees, Councillors and customers of the PDU have been consulted. Further consultation will be held with all stakeholders. Wide ranging consultation will be required to understand fully the needs of all internal customers including Housing, Democratic Services and the Communications team and the impact of the changes to the delivery of Print and Design.

4.5.2 Discussions have been held with NCC to understand their print and design requirement and the potential to increase volume and hence value for money through partnering in the tender.

- 4.5.3 Officers from NCC have met with the potential suppliers which are part of the Government Procurement Framework for Print and Design to ensure they are able to fulfil the Council's.

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

- 4.6.1 The implementation of the preferred option will deliver against Priority 4 – Making every £ go further.

#### **4.7 Other Implications**

Other implications may arise in relation to the implementation of the proposed option and these will be managed as appropriate.

### **5. Background Papers**

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<http://ccs.cabinetoffice.gov.uk/contracts/rm1687>

**Julie Seddon**  
**Director of Customers and Communities**  
**0300 330 7000**

## Appendices 1



## CABINET REPORT

Report Title	Corporate Performance Outturn 2013-14
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**AGENDA STATUS:** Public

<b>Cabinet Meeting Date:</b>	9 July 2014
<b>Key Decision:</b>	No
<b>Within Policy:</b>	Yes
<b>Policy Document:</b>	No
<b>Directorate:</b>	Borough Secretary
<b>Accountable Cabinet Member:</b>	Cllr Alan Bottwood
<b>Ward(s)</b>	n/a

### **1. Purpose**

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- 1.1 To inform Cabinet of the Council's outturn performance for 2013-14 monthly and quarterly performance indicators (1 April 2013 to 31 March 2014).

### **2. Recommendations**

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- 2.1 That Cabinet review the contents of the performance report (appendix 1) and recommend actions to be taken, if any, to address the issues arising.

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

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#### **3.1 Report Background**

- 3.1.1 Performance data is collected across a range of locally developed indicators which are collected on a monthly, quarterly or annual basis and they form the basis of our performance monitoring process. Cabinet members receive detailed information on all the measures monitoring the Corporate Plan within their portfolios on a regular basis.

3.1.2. This report summarises the outturn performance data for 2013-14 (1 April 2013 to 31 March 2014). The appended report details:

- Part 1** - A performance dashboard overview for each of the corporate themes  
**Part 2** – Detailed KPI results with supporting commentary

### **3.2 Issues**

#### **3.2.1 Progress against Corporate Plan priorities**

Overall, both Corporate Plan priorities met their targets (blue, green, or amber status). 75% of measures (where data is available) have met target, this translates to an overall rating of “Green”.

#### **3.2.2 Overall indicator performance against targets**

- 60% of indicators have ‘blue’ or ‘green’ status
- 15% of indicators have ‘amber’ status
- 25% of indicators have ‘red’ status

#### **3.2.3 Data Quality**

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

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

3.3.1 Cabinet are recommended to review the appended performance report and recommend actions to be taken, if any, to address the issues arising.

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

### **4.1 Policy**

4.1.1 A number of corporate measures are monitored on a monthly basis to track progress towards delivering our priorities, as detailed in the Council’s Corporate Plan. Service areas annually develop objectives, measures and targets to ensure the delivery of the Corporate Plan through the service planning process. The monitoring of progress is through the Performance Management Framework.

## **4.2 Resources and Risk**

- 4.2.1 The service areas Service Plans underpin the delivery of the Corporate Plan priorities. All objectives, measures and actions within the Service Plans are risked assessed and challenged before final approval. The challenge process includes the agreement of performance targets and the capacity / ability to deliver the plans with appropriate resource set aside to do so.

## **4.3 Legal**

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

## **4.4 Equality and Health**

- 4.4.1 There are no specific health or equalities implications arising from this report as it is for information only.

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

- 4.5.1 A Performance & Finance report is monitored by Cabinet on a quarterly basis
- 4.5.2 A Full performance report is submitted to the Overview & Scrutiny, and Audit Committees for review and action
- 4.5.3 Heads of Service and Management Board are consulted as part of the performance monitoring process on a monthly basis.
- 4.5.4 Performance data (financial and non-financial) is published on the NBC website.

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

- 4.6.1 Performance monitoring (financial and non-financial) by exception and using it to improve performance is good practice in terms of efficient and effective management. It focuses on the key areas and therefore contributes directly to the 2012-15 priority of “Making every £ go further”

## **4.7 Other Implications**

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

## **5. Background Papers**

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- 5.1 2013-2014 Outturn Report.

**Francis Fernandes,  
Borough Secretary  
0300 330 7000**

# 2013 - 2014 Outturn Report



**NORTHAMPTON  
BOROUGH COUNCIL**

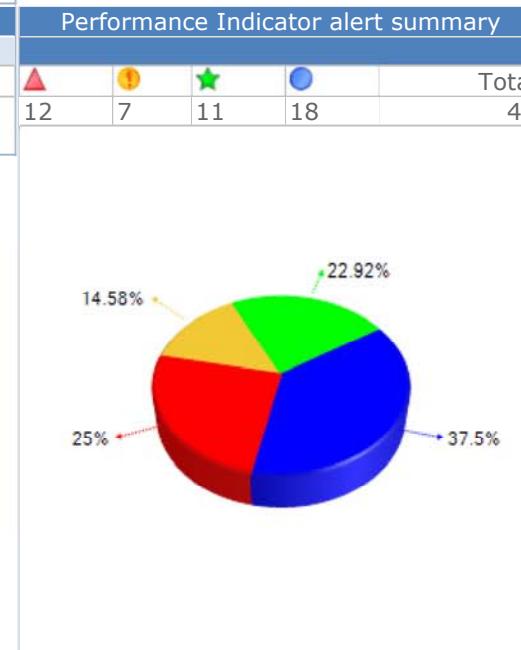
# Are we achieving our priorities?

## Part 1: Overview

Overall, 75% of performance measures reached their targets in 2013/14. "Your Town" performed well with 81% of indicators on target, however "You" was lower at 63%.

- Exceptional or over performance
- ★ On or exceeding target
- Within target tolerance
- ▲ Outside agreed target tolerance

NBC Corporate Plan	
	Score YTD
Northampton alive with innovation, enterprise and opportunity	75 % <span style="color: green;">★</span>
Theme	YTD
Your Town - A town to be proud of	<span style="color: blue;">●</span>
You - How your Council will support and empower you and your community	<span style="color: orange;">○</span>



## Part 2: The measures that tell us how we have performed under each priority

The following pages detail the performance of the measures that support the Corporate Priorities.

2013-14 performance is compared to 2012-13 and 2013/14.

Where population or household figures are required, the following values have been used:

Population: 212,100

Number of households: 92,860

### Key

- Exceptional or over performance
- ★ On or exceeding target
- Within agreed tolerances
- ▲ Outside agreed target tolerance
- ▼ Good to be low: Better
- ✖ Good to be low: Worse
- ✓ Good to be High: Better
- ✗ Good to be High: Worse
- No change
- ?! No data or target available
- ? No data available
- ! No target available

57



# YOUR TOWN



Northampton - on track

Invest in safer, cleaner neighbourhoods

Celebrating our heritage and culture

Making every £ go further

	Measure ID & Name	2011-12 Outturn	2012-13 Outturn	2013-14 Outturn	2013-14 Target	Direction of Travel (12/13 to 13/14)	Notes:
Bigger is Better	AST05a External rental income demanded against budgeted income (M)	112.74 % <span style="color: blue;">●</span>	97.18 % <span style="color: orange;">●</span>	94.24 % <span style="color: orange;">●</span>	100.00 % <span style="color: red;">✖</span>		
We are currently below the agreed target due to vacant properties but these are being actively marketed and are generating interests. Also a number of rent free periods expire at the end of March which will help to boost the rental income.							
Smaller is Better <span style="color: orange;">✖</span>	AST05b % commercial rent demanded within the last 12 months (more than 2 months in arrears) (M)	3.38 % <span style="color: green;">★</span>	4.75 % <span style="color: green;">★</span>	3.53 % <span style="color: green;">★</span>	3.75 % <span style="color: green;">✓</span>		
The amount of rent in arrears for 2013/14 is currently 3.53% of the total due. This represents a good performance for the year, and is on target.							
Bigger is Better	AST12 % achieved where return on (sub group) investment properties meets agreed target rate (M)	92.50 % <span style="color: blue;">●</span>	91.25 % <span style="color: blue;">●</span>	91.25 % <span style="color: green;">★</span>	90.00 % <span style="color: black;">➡</span>		
Currently, the vacancy rates for NBC's investment property are very low due to a proactive approach to property management. This approach has resulted in a higher turnover of tenants for some assets in some locations. Property reviews are on-going and underperforming assets are reviewed and may be considered for reinvestment or disposal.							
Smaller is Better	BV012_12r Ave. no. of days/shifts lost to sickness for rolling 12 month period (M)	11.88 <span style="color: red;">▲</span>	10.68 <span style="color: orange;">●</span>	10.24 <span style="color: orange;">●</span>	9.50 <span style="color: green;">✓</span>		
March 2014 figure at 10.24 days lost per FTE shows a slight improvement on last year's performance, March 2013 of 10.68 FTE, with best performance to date October 2013 at 10.11 FTE.							
Bigger is Better	CH10 No. of unique visits to Museum Pages (M)	<span style="color: black;">»</span>	<span style="color: black;">»</span>	49,608 <span style="color: blue;">●</span>	43,000 <span style="color: black;">»</span>	New measure introduced in 2013/14	
Performance at end of year was 13% above target.							
Smaller is Better	ESC01 No. of missed Bins/Boxes as a % of those collected (M)	0.0663 % <span style="color: red;">▲</span>	0.0293 % <span style="color: red;">▲</span>	0.0219 % <span style="color: orange;">●</span>	0.0200 % <span style="color: green;">✓</span>		
The number of justified missed bins for the year was 2927 which is above the maximum target of 2880. Work is underway to improve on this which includes replacing the type of container used for collections in a number of areas. Other measures are also in place to improve general performance in this area							
Bigger is Better	ESC02 % missed bins corrected within 24hrs of notification (M)	84.92 % <span style="color: red;">▲</span>	82.57 % <span style="color: red;">▲</span>	36.45 % <span style="color: red;">▲</span>	100.00 % <span style="color: red;">✖</span>		
The performance in this area is well below target with only 22.9% of missed bins corrected. Many areas that are currently collected by bags are being provided with Wheelie bins this year and flats on bag collections are being provided with large Euro bin containers. Both these changes will improve rates and speed of collections. Other measures are also in place to improve general performance in this area							
Bigger is Better	ESC04 % household waste recycled and composted (NI192) (M)	42.37 % <span style="color: red;">▲</span>	43.68 % <span style="color: red;">▲</span>	41.55 % <span style="color: red;">▲</span>	47.00 % <span style="color: red;">✖</span>		

	Measure ID & Name	2011-12 Outturn	2012-13 Outturn	2013-14 Outturn	2013-14 Target	Direction of Travel (12/13 to 13/14)	Notes:
The YTD recycling performance has decreased by 0.48% in comparison to last year. The council is working with its contractor and other agencies to promote recycling. The amount of composting material available for collection is also affected by the annual weather patterns.							
Smaller is Better	ESC05 % of Land and Highways assessed falling below an acceptable level - Litter (NI195a) (4M)	4.33 %		2.33 %		1.33 %	
Performance for the year was above target							

	Measure ID & Name	2011-12 Outturn	2012-13 Outturn	2013-14 Outturn	2013-14 Target	Direction of Travel (12/13 to 13/14)	Notes:
Smaller is Better	ESC06 % of Land and Highways assessed falling below acceptable level - Detritus (NI195b) (4M)	6.44 % <span style="color: blue;">●</span>	4.56 % <span style="color: blue;">●</span>	1.83 % <span style="color: blue;">●</span>	6.00 %	<span style="color: green;">✓</span>	
	Performance for the year was above target						
Smaller is Better	ESC07 % of Land and Highways assessed falling below acceptable level - Graffiti (NI195c) (4M)	2.28 % <span style="color: orange;">●</span>	1.83 % <span style="color: red;">▲</span>	0.39 % <span style="color: orange;">●</span>	0.33 %	<span style="color: green;">✓</span>	
	This has seen considerable improvements in the last year and is now well within target						
Smaller is Better	ESC08 % of Land and Highways assessed falling below acceptable level - FlyPosting (NI195d) (4M)	0.61 % <span style="color: orange;">●</span>	0.17 % <span style="color: green;">★</span>	0.00 % <span style="color: green;">★</span>	0.33 %	<span style="color: green;">✓</span>	
	Performance for the year was above target						
Bigger is Better	ESC09 % of Fly Tipping incidents removed within 2 working days of notification (SO2) (M)	99.35 % <span style="color: green;">★</span>	100.00 % <span style="color: green;">★</span>	99.92 % <span style="color: green;">★</span>	100.00 %	<span style="color: red;">✖</span>	
	9913 reports of flytipping were received in 2013/14, 99.9% (9905) was collected within 24 hours.						
Smaller is Better	ESC10 Level of quality against an agreed standard - Open Spaces & Parks - Litter (%) (Q)	1.39 % <span style="color: blue;">●</span>	0.41 % <span style="color: blue;">●</span>	0.00 % <span style="color: blue;">●</span>	4.00 %	<span style="color: green;">✓</span>	
	Performance for the year was above target						
Smaller is Better	ESC11 Level of quality against an agreed standard - Open Spaces & Parks - Detritus (%) (Q)	4.51 % <span style="color: green;">★</span>	2.87 % <span style="color: blue;">●</span>	2.92 % <span style="color: blue;">●</span>	6.00 %	<span style="color: red;">✖</span>	
	Although performance slightly declined it is still within the target						
Smaller is Better	ESC12 Level of quality against an agreed std - Open Spaces & Parks - Graffiti & Fly Posting (%) (Q)	6.25 % <span style="color: red;">▲</span>	0.82 % <span style="color: green;">★</span>	0.00 % <span style="color: green;">★</span>	3.33 %	<span style="color: green;">✓</span>	
	This has seen considerable improvements in the last two years and is now well within target						
Smaller is Better	HI 01 Average time taken to re-let local authority homes (days) (M)	21.32 <span style="color: green;">★</span>	15.84 <span style="color: blue;">●</span>	28.84 <span style="color: red;">▲</span>	16.00	<span style="color: red;">✖</span>	
	There has been a degree of success towards the end of the year in identifying suitable applicants for low demand properties There has also been a change in personnel within the in house voids team which has started to show an increase in performance delivery of the longer term major works voids. An improving trend is expected going forward into next year						
Bigger is Better	HI 12 Rent collected as a proportion of rent owed on HRA dwellings % exc.arrears brought forward (M)	99.87 % <span style="color: orange;">●</span>	99.70 % <span style="color: orange;">●</span>	99.90 % <span style="color: blue;">●</span>	98.32 %	<span style="color: green;">✓</span>	
	The annual collection rate of 99.9% is well above the target set for the year and represents a very positive result.						

	Measure ID & Name	2011-12 Outturn	2012-13 Outturn	2013-14 Outturn	2013-14 Target	Direction of Travel (12/13 to 13/14)	Notes:
Smaller is Better	HI 13 Rent arrears as a percentage of the annual debit (M)	2.97 %	2.83 %	2.61 %	3.64 %		
		The arrears as a percentage of the debit ended the year at 2.61%. This is well within the target set and a significant reduction on last years figure of 2.83%. In total rent arrears have reduced by just over £40,000 from last years year end total. This is a very positive result especially in light of welfare reforms which commenced in April 2013, such as the removal of spare room subsidy and benefit cap.					
Bigger is Better	NI154 Net additional homes provided (A)	423.00	516.00	834.00	939.00		
		New targets have been set following the revocation of the East Midlands Plan - the target is more reflective of likely delivery rates.					
Bigger is Better	NI157a % Major Planning applications determined within 13 weeks (M)			70.59 %	60.00 %		New measure introduced in 2013/14
		During 2013/14, 70.6% of Major planning applications were determined within 13 weeks. This is a particularly good result given the low number of applications which causes large variations in performance					
Bigger is Better	NI157b Percentage of 'minor' planning apps determined within 8 weeks (M)	85.14 %	85.54 %	87.10 %	86.00 %		
		During 2013/14, 87% of all minor planning applications were determined within 8 weeks. This is on target, and in line with expectations.					
Bigger is Better	NI157c Percentage of 'other' planning apps determined within 8 weeks (M)	90.16 %	92.96 %	92.74 %	90.00 %		
		During 2013/14, 92.7% of all "Other" planning applications were determined within 8 weeks. This equates to 626 out of 675 applications.					
Bigger is Better	NI159 Supply of ready to develop housing sites (A)	46.45 %	48.72 %	100.49 %	100.00 %		
		The West Northamptonshire Joint Core Strategy Submission - Proposed Modifications identifies the 5 year housing supply target. It supersedes Regional Planning targets, which although no longer part of the development plan, were the last housing targets set for the town. Against the target set the housing trajectory identifies how delivery will occur. Delivery is stronger due to the increase in confidence in the housing market.					
Smaller is Better	NI170 Previously developed land that has been vacant or derelict for more than 5 years (A)	0.49 %	0.72 %	1.46 %	0.78 %		
		Performance is poorer than the target set - this has largely been down to lack of progress on the development of some older industrial land. The encouraging signs in the economy should see active development proposals come forward for these sites ensuring most are removed over the next 3-4 years.					
Smaller is Better	PP06 % change in serious acquisitive crime from the baseline (M)	5.60 %	16.94 %	-27.72 %	-10.00 %		
		SAC has reduced by 27.7% (-1131 crimes) in 2013-14. This is primarily due to low levels of vehicle crime and undercutting the high volume of burglary dwelling last winter. All sectors had a strong reduction, particularly the South West sector (-39%). Improvements were made in comparative performance, the CSP moved up 2 ranking places.					
Bigger is Better	PP07 % change in anti social behaviour victimisation (A)	8.50 %	11.32 %	1.49 %	10.00 %		
		ASB incidents reported to the police have increased marginally this year (+1.5%, 198 incidents). There has been an increase across all sectors of Northampton.					



Regeneration Project Progress		Current Progress
EZ - Progress the NORTHAMPTON WATERSIDE ENTERPRISE ZONE with partners as a key investment and employment opportunity for Northamptonshire		
Delivery of our 2015 EZ Committed projects and the commencement of some key priorities for 2015-2020, for example: completion of the St John's Student accommodation, progress on Phase 1 of Castle Station, Innovation Centre, Cosworth and Church's Shoes expansions, Sixfields and commencement by UoN of site clearance at Avon Nunn Mills. Following a successful audit of all EZ companies, we reported a total of 322 new jobs in the EZ in 2013/14, a cumulative total of 485, which is well on the way to our 2015 target of 908.		
Grosvenor/Greyfriars Project - Continuing to work closely with Legal & General		
A key milestone was met during 2013/14 with the closure and agreement to demolish Greyfriars bus station.  We continue to work with L&G to improve the Grosvenor Centre retail offer.		
Bus Interchange - Delivery of a new Bus Interchange at the Fish Market site which will help facilitate Stagecoach relocation and delivery of a new mixed use retail centre at Grosvenor/Greyfriars		
Construction completed and Station was operational within the planned timescales.		
St Johns - Delivery of the development with key partners, including the University of Northampton, to provide residential accommodation.		
Student accommodation open and now operational. Hotel construction about to be started on site		

**YOU**



Better homes for the future

Creating empowered communities

## Promoting health and wellbeing

## Responding to your needs

	Measure ID & Name	2011-12 Outturn	2012-13 Outturn	2013-14 Outturn	2013-14 Target	Direction of Travel (12/13 to 13/14)	Notes:
Bigger is Better	BV008 Percentage of invoices for commercial goods & serv. paid within 30 days (M)	98.06 % <span style="color: green;">★</span>	98.68 % <span style="color: green;">★</span>	96.21 % <span style="color: red;">▲</span>	98.53 %	<span style="color: red;">*</span> <span style="color: red;">x</span>	
	A below target result for the year, largely caused by several process failures. Monthly results have recovered following the implementation of improvement measures, which are expected to deliver sustained results going forward.						
Smaller is Better	CEX01 Total number of Local Goverment Ombudsman First Enquiries (cases completed) (Q)	15 <span style="color: blue;">●</span>	14 <span style="color: blue;">●</span>	25 <span style="color: red;">▲</span>	12	<span style="color: red;">*</span> <span style="color: red;">x</span>	
	Due to the way that the LGO now reports decisions, in many cases the Council's stage 1 and 2 responses have been adequate enough for them to make a decision without investigating.						
Smaller is Better	CEX02 Av no. of days taken to deal with LG Ombudsman First Enquiries (cases completed) (Q)	20.67 <span style="color: blue;">●</span>	19.64 <span style="color: blue;">●</span>	7.80 <span style="color: blue;">●</span>	19.50	<span style="color: green;">✓</span>	
	Due to the way that the LGO now reports decisions, in many cases the Council's stage 1 and 2 responses have been adequate enough for them to make a decision without investigating which is distorting the performance figure.						
	This measure is being removed for the 2014/15 reporting year, and will be replaced with an equivalent which takes into account the revised LGO processes.						
Smaller is Better	CR03 Total no. of people sleeping rough on the streets (A)	15 <span style="color: red;">▲</span>	5 <span style="color: green;">★</span>	9 <span style="color: red;">▲</span>	5	<span style="color: red;">*</span> <span style="color: red;">x</span>	
	Figure returned to DCLG and Homeless Link this year is 9.						
	NBC completed an estimate of a typical night on 7th November, in partnership with other agencies.						
Bigger is Better	CS05 Percentage satisfied with the overall service provided by the Customer Service Officer (M)	91.16 % <span style="color: green;">★</span>	93.11 % <span style="color: green;">★</span>	91.54 % <span style="color: green;">★</span>	90.00 %	<span style="color: red;">*</span> <span style="color: red;">x</span>	
	Over the whole year, 91.5% of customers surveyed were satisfied with the service provided.						
Bigger is Better	CS13a % of calls for NBC managed services into contact centre answered (M)	88.51 % <span style="color: orange;">!</span>	88.76 % <span style="color: orange;">!</span>	87.12 % <span style="color: orange;">!</span>	90.00 %	<span style="color: red;">*</span> <span style="color: red;">x</span>	
	The NBC Contact centre achieved target and answered an average over the year of 87% of calls. The average wait time was 1 minute 49 seconds						
	NBC and LGSS contact centre have been working together to support each other through busy periods. During March 2014 13,000 rent increase letters and 90,000 revenue bills were posted resulting in increased call volumes.						



## Appendices

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## CABINET REPORT

Report Title	FINANCE AND MONITORING REPORT 2013/2014
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AGENDA STATUS: PUBLIC

<b>Cabinet Meeting Date:</b>	9 July 2014
<b>Key Decision:</b>	No
<b>Within Policy:</b>	Yes
<b>Policy Document:</b>	No
<b>Directorate:</b>	Management Board
<b>Accountable Cabinet Member:</b>	Cllr A Bottwood
<b>Ward(s)</b>	N/A

### 1. Purpose

- 1.1 This report sets out the monitoring outturn position for the Council's General Fund, Housing Revenue Account (HRA), and Capital Programme for the financial year 2013/14.

### 2. Recommendations

- 2.1 That Cabinet note the draft outturn for the General Fund and Housing Revenue Account for the financial year 2013/14 as set out at **Appendix 1** and **Appendix 4**.
- 2.2 That Cabinet note the contributions to General Fund Revenue Earmarked Reserves as shown in **Appendix 3**.
- 2.3 That Cabinet note the net movement in Housing Revenue Account Reserves and working balances as set out at **Appendix 6**.
- 2.4 That Cabinet note the draft outturn for the Council's Capital Programme for 2013/14 and how the expenditure was financed as set out at **Appendix 7**.
- 2.5 That Cabinet approve the carry forward of unfinished capital schemes from 2013/14 into the 2014/15 Capital Programme as set out at **Appendix 7**.

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

3.1 The Council's budget is divided across two accounts, the General Fund and the Housing Revenue Account (HRA). These two accounts, together with their respective sources of funding, are kept entirely separate from each other as required by statute. HRA expenditure and income relate solely to the Council's role as a housing landlord, whilst the General Fund encompasses all other services.

#### **3.2 General Fund**

3.2.1 The General Fund draft outturn for controllable service budgets shows an underspend of £2,797k. This is listed in **Table 1** below and detailed in **Appendix 1**. Please note that the accounts for the year will include a number of technical accounting adjustments that will be taken in the draft Statement of Accounts to Audit Committee in July.

<b>Table 1 - Controllable Service Budget Outturn</b>	<b>Revised Budget £000</b>	<b>Outturn £000</b>	<b>Variance £000</b>
Director of Regeneration, Enterprise and Planning	3,292	2,705	-587
Director of Housing	1,704	1,599	-105
Borough Secretary	14,354	13,349	-1,005
Director of Customers and Communities	14,446	13,346	-1,100
<b>Total Controllable Spending</b>	<b>33,796</b>	<b>30,999</b>	<b>-2,797</b>
Debt Financing	2,046	2,103	57
<b>Outturn before technical adjustments</b>	<b>35,842</b>	<b>33,102</b>	<b>-2,740</b>

3.2.2 Major variations between the revised budget and outturn, which are set out in more detail in **Appendix 2**. The main variations are:

##### **3.2.2.1 Regeneration, Enterprise and Planning**

- Significant increase in Development control income over and above what was budgeted reflecting the impact of the local economic upturn and the promotion of regeneration around the Borough.

##### **3.2.2.2 Borough Secretary**

- The realisation of savings post transfer of back office support to LGSS.
- Reflection of a more equitable share of Corporate and Democratic Core charge to the Housing Revenue Account
- Realisation of better recovery of Housing Benefit subsidy over what was budgeted.

##### **3.2.2.3 Customers and Communities**

- The recognition of Pay Mechanism deductions to the Environmental Services contract for 13/14 due to the rigorous monitoring of the contract performance by the Partnership Unit team.

3.2.3 The above variations are mainly due to the improvements made to the economy since the budget was originally worked up in December 2012. All outturn variations will be reviewed as part of a robust review of the current 14/15 budget and Medium Term Financial Plan going forward.

3.2.4 It has been agreed that the underspend is prudently used to set up the following reserves to protect against known future business risks:

- Business Rates Retention
  - Regeneration Contingencies
  - Environmental Services
  - Council Improvement
- 3.2.5 Further details regarding recommended budget revisions and management actions required to ensure that the budget remains in balance will be included in the next budget monitoring report to Cabinet. This will provide a robust basis for the Medium Term Financial Strategy and service delivery planning.

### **General Fund Balances**

- 3.2.6 The Chief Finance Officer has undertaken a risk-based assessment of working balances. This assessment suggests that, taking all known risks into account along with the Council's gross expenditure requirement, the minimum level of balances should be in the order of £3.2m. The unaudited outturn shows that this can be achieved as at 31 March 2014.
- 3.2.7 The Council also holds General Fund earmarked reserves (excluding technical reserves) of £17.44m to mitigate specific risks to which the Council may be exposed, including the need for service improvement. These are detailed in **Appendix 3**.
- 3.2.8 After technical adjustments and contributions to earmarked reserves there was a surplus of £526k which will increase general balances, leaving a working balance carried forward to underpin the 2014/15 budget of £3.654m, as shown in **Table 2** below.

<b>Table 2 - General Fund Balances</b>	<b>£000</b>
Balance as at 1 April 2013	3,128
Surplus/(Deficit) for the year	526
<b>Balance as at 31 March 2014</b>	<b>3,654</b>

- 3.2.9 As part of the budget setting for 2014/15 the reserves of the Council were subject to a robust review which resulted in a shift in reserves from Earmarked reserves to General Fund balances. The 2014/15 budget shows an increase in levels of working balances which reflects this review.

### **3.3 Housing Revenue Account**

- 3.3.1 The draft HRA outturn position shows an underspend on controllable spending of £1.077m. After technical accounting adjustments this position moves to an overspend of £0.633m., This allows for a contribution to reserves of £3.745m, while the HRA working balance remains unchanged at £5m.
- 3.3.2 **Appendix 4** provides a summary of the HRA. Major variations in HRA income and expenditure against revised budget are detailed in the analysis and notes contained in **Appendix 5**.

## Major Variances

3.3.3 **Table 3** below summarises the main variances detailed in **Appendix 4**. All outturn variations are already being reviewed to identify ongoing issues which need to be reflected within the current forecast and future year budgets.

<b>Table 3 – HRA Service Budget Outturn</b>	<b>Revised Budget £000</b>	<b>Outturn £000</b>	<b>Variance £000</b>
Rent Income - Dwellings	-49,464	-49,154	310
Service Charge income	-2,748	-2,321	427
Repairs and Maintenance	15,263	14,404	-859
General Management	6,133	5,316	-817
Special Services	3,571	3,710	139
Rents Rates Taxes and Other Charges	81	289	208
Increase in Bad Debt Provision	750	359	-391
Capital Charges	11,823	12,711	888
Net Support Service Recharges	5,246	6,041	795
Other Minor Variations	4,967	4,900	-67
<b>HRA Net Expenditure 2013/2014</b>	<b>-4,378</b>	<b>-3,745</b>	<b>633</b>
Net Contribution to/(from) Reserves	4,378	3,745	287
<b>Housing Revenue Account Deficit/(Surplus)</b>	<b>0</b>	<b>0</b>	<b>0</b>

The major variations between the revised budget and outturn, which are set out in more detail in **Appendix 5**, are as follows:-

### 3.3.4 General Management:-

- Savings of £543k as a result of Stock Options works funded by the earmarked reserve prudently set up last year end, and
- Increase in Rents Rates Taxes and other charges £208k reflecting the changes to Council Tax payable on void dwellings higher than forecast.

### 3.3.5 Repairs and Maintenance

- Additional identification of void expenditure on Decent Homes work resulted in lower revenue spend on capitalisation.
- Lower levels of interim staff used than forecast and increase in service vacancies over the year.

### 3.3.6 Rents and Service Charges

- Income Due lower due to the higher level of Right To Buys completed than budgeted ( 85 completions against 25 budgeted). In addition to this there was a reduction in external funding for Supporting People reflecting in a lower Service Charge outturn.

### 3.3.7 Other Major Savings:-

- Lower contribution to the Bad Debt provision that budgeted reflecting the good performance managing arrears and also the delayed implementation of the wider Welfare reforms offset by:-
- £888k increase in Capital Charges and £796k net Support Service Recharges as a partly as a result of reflecting a true Corporate and

Democratic Core charge and partly through a technical adjustment post LGSS transfer.

- 3.3.8 Further details regarding recommended budget revisions and management actions required to ensure that the budget remains in balance will be included in the next budget monitoring report to Cabinet. This will provide a robust basis for the Medium Term Financial Strategy and service delivery planning ahead of moving to ALMO status.

### **Contribution to HRA Working Balances and Reserves.**

- 3.3.9 The total balance on all HRA reserves and balances at 31 March 2014 is £21.294m. **Appendix 6** details the movement to and from HRA reserves, excluding working balances. It should be noted that the Capital programme reserve is to be utilised as part of the planned delivery of the Decent Homes programme in 2015/16. Contributions to and from working balances and earmarked reserves are summarised in **Table 4** below.

- 3.3.10 Cabinet are asked to note the contributions to reserve levels.

<b>Table 4 – HRA Working Balances and Reserves</b>	<b>Balance 1 April 2013 £000</b>	<b>Movement in Year £000</b>	<b>Balance 31 March 2014 £000</b>
Working Balance	5,000	0	5,000
Capital Programme Reserve	8,794	4,205	12,999
Leaseholders Reserve	168	0	168
Service Improvement and Project Reserve	1,395	0	1,395
Stock Options Appraisal	1,333	-460	873
Supporting People Reserve	558	0	558
Insurance reserve	300	0	300
<b>Total HRA Balances</b>	<b>17,549</b>	<b>3,745</b>	<b>21,294</b>

### **3.4 Capital**

- 3.4.1 The Council's final approved budget for capital expenditure in 2013/14 was £58.26m, a net increase of £28.14m from the original budget of £30.12m. The budget initially increased due to carry forwards from 2012/13 of £11.51m, During 2013/14 Cabinet agreed loans to Northampton saints and Northampton Town Football Club totalling £10m, remediation works to land within the Enterprise Zone of £0.685m, an increase in funding for Disabled Facilities Grants of £0.975m and an initial £0.5m to commence demolition works to Greyfriars Bus Station.
- 3.4.2 The HRA capital programme increased by £1.6m in relation to the Community Energy Savings Programme (CESP). Other changes largely relate to increases in external financing from grants and contributions and self-funded schemes..
- 3.4.3 The overall Capital Programme includes revenue expenditure funded from capital under statute (REFCUS). This is expenditure, such as grants to homeowners for disabled facilities, which can be funded from capital resources under statute and regulations.
- 3.4.4 Capital expenditure for 2013-14 totalled £48.49m against the final approved budget of £58.26m, a net underspend of £9.77m (17%). This includes

£2.37m in relation to schemes with specific earmarked funding, e.g. specific government grants, section 106 contributions, earmarked reserves or self-funded borrowing, meaning that any underspend does not create a saving to Northampton Borough Council.

- 3.4.5 The position by Directorate is summarised in **Table 5** below, with further details set out in **Appendix 7**.

<b>Table 5 Capital Expenditure by Directorate 2013-14</b>	<b>Final Approved Budget</b>	<b>Outturn</b>	<b>Variance</b>
<b>GF</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
Customers & Communities	1.455	0.841	-0.614
Regeneration, Enterprise & Planning	13.196	10.484	-2.712
Resources	0.255	0.240	-0.015
Housing General Fund	4.011	2.549	-1.462
Loans	10.000	10.000	0
<b>GF Total</b>	<b>28.917</b>	<b>24.114</b>	<b>-4.803</b>
<b>HRA</b>			
Housing	29.342	24.371	-4.971
<b>Total</b>	<b>58.259</b>	<b>48.485</b>	<b>-9.774</b>

3.4.6 **Table 6** below shows how the Capital Programme for 2013/14 has been funded. In line with the approved Capital Strategy and the Treasury Management Strategy, capital receipts have been utilised to fund expenditure on short-life assets, whilst prudential borrowing has been used where assets have a longer life.

<b>Table 6 Financing of Capital Programme 2013-14</b>	<b>General Fund</b>	<b>HRA</b>	<b>Total</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>
Prudential Borrowing	16.083	-	16.083
Capital Receipts	3.002	3.065	6.067
Major Repairs Allowance	-	4.286	4.286
Government Grants	4.245	17.020	21.265
Third Party Contributions	0.652	-	0.652
Revenue Contributions	0.132	-	0.132
<b>Total</b>	<b>24.114</b>	<b>24.371</b>	<b>48.485</b>

### **Capital Carry Forward 2013/14**

3.4.7 **Table 7** below shows the amount of carry forward from 2013/14 into the 2014/15 Capital Programme. Details are shown on a scheme by scheme basis at **Appendix 7**.

<b>Table 7 Capital Carry forward 2013-14 by Directorate</b>	<b>£m</b>
<b>General Fund</b>	
Customers & Communities	0.530
Regeneration, Enterprise & Planning	2.544
Housing General Fund	0.475
<b>HRA</b>	
Housing	2.156
<b>Total</b>	<b>5.705</b>

- 3.4.8 The proposed carry forwards on General Fund Capital Schemes are required to complete schemes and realise the outcomes set out in the original appraisals.. After taking account of these carry-forwards, the net saving in funding by corporate borrowing and capital receipts is £0.211m. The funding released from the schemes not carried forward will be made available for future years.
- 3.4.9 The proposed HRA carry forwards, as detailed in Appendix 9 are limited to a few specific schemes. Given staff turnover and absences this may not be the full picture. However, given the ring-fencing of HRA resources, the context of transition to ALMO and revisions required to the 30-year business plan, these can be revisited at a later date.
- 3.4.10 The carry forward schemes will be incorporated into the 2014/15 agreed capital programme and monthly monitoring processes.

### **3.5 Choices (Options)**

- 3.5.1 Cabinet is invited to note the report and the explanations of the actual outturn on controllable income and expenditure for the General Fund, Housing Revenue Account and Capital Programme.
- 3.5.2 Cabinet is asked to note the movements in the General Fund and HRA reserves.
- 3.5.3 Cabinet is asked to agree the capital budgets to be carried forward to 2014/15.

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

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### **4.1 Policy**

- 4.1.1 Actual outturn impacts upon the level of reserves.

### **4.2 Resources and Risk**

- 4.2.1 This report informs Cabinet of the outturn for the General Fund, Housing Revenue Account and Capital Programme for 2013/14. The impact of individual outturn variances needs to be assessed against current and future years' budgets.

### **4.3 Legal**

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

### **4.4 Equality**

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

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

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

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

- 4.6.1 Annual outturn reporting contributes to the priority of delivering value for money to protect local services by sustaining effective and prudent financial management.

### **4.7 Other Implications**

4.7.1 Not applicable

## **5. Background Papers**

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- 5.1 Cabinet Reports – Budget Setting and Budget Monitoring throughout 2013/14

**Glenn Hammons  
Section 151 Officer  
0300 330 7000**

## General Fund Summary Outturn 2013/14

## Appendix 1

### Key

"-" figure denotes a budget under spend or an income budget  
"+" figure denotes a budget overspend or an expenditure budget

	Revised Budget £000	Actual Outturn £000	(Under) / Over Spend £000
Director of Regeneration, Enterprise and Planning	3,292	2,705	-587
Director of Housing	1,704	1,599	-105
Borough Secretary	14,354	13,349	-1,005
Director of Customers and Communities	14,446	13,346	-1,100
<b>Total Controllable</b>	<b>33,796</b>	<b>30,999</b>	<b>-2,797</b>
Interest and Financing	2,046	2,103	57
<b>Total Corporate Budgets</b>	<b>2,046</b>	<b>2,103</b>	<b>57</b>
<b>General Fund (under)/over spend before Technical Adjs</b>	<b>35,842</b>	<b>33,102</b>	<b>-2,740</b>
Net Contribution to/(from) Reserves before Technical Adjs	-1,455	-2,220	-765
Year end Draft Technical Adjustments	-34,387	-31,408	2,979
<b>General Fund Deficit (Surplus)</b>	<b>0</b>	<b>-526</b>	<b>-526</b>
Balance b/fwd		-3,128	
<b>Balance c/fwd</b>		<b>-3,654</b>	

**General Fund Revenue Budget  
Service Budget Outturn Position 2013/14**

**Key**

"-" figure denotes a budget under spend or an income budget or improvement in outturn  
"+" figure denotes a budget overspend or an expenditure budget or deterioration in outturn

	2013/2014 Revised Budget	Outturn	Outturn Variance	Explanation
	£000	£000	£000	
FA01 Asset Management	1,456	1,368	-89	(£64k) overachievement of income in relation to challenges of the rateable value of Car Parks. Income received for sale of land (£28k) and vacant post not filled causing underspend of (£35k). This is offset by an overspend on Office Moves of £29k due to moves from Westbridge Depot and Exeter Place to the Guildhall and costs of advertising for vacant properties and North Gate Bus Interchange £11k.
FA06 Other Buildings & Land	-1,481	-1,425	55	Variance due to reduction in External Rent due to vacant properties on St Giles Street and Mounts Business Centre.
<b>Division Total - Asset Management</b>	<b>-25</b>	<b>-58</b>	<b>-33</b>	
DR02 Director of Regeneration, Enterprise and Planning	234	237	4	
<b>76 Division Total - Director of Regeneration, Enterprise &amp; Planning</b>	<b>234</b>	<b>237</b>	<b>4</b>	
RG01 Head of Major Projects and Enterprise	139	217	78	Employee costs £77k higher than budget due to the vacant Head of Service post being filled by agency on an interim basis.
RG02 Major Projects and Enterprise	1,655	1,740	84	£85k Employee costs for the post of Principal Regen Officer.
<b>69 Division Total - Major Projects and Enterprise</b>	<b>1,794</b>	<b>1,956</b>	<b>162</b>	
PE02 Building Control	-34	-12	22	
PE03 Development Control	10	-638	-648	Overachievement of income due to very high levels of planning applications in the year. Some of these applications were due to the Enterprise Zone and also a number were for major developments where the planning fees were high due to the nature of the application.
PE06 Head of Planning	115	108	-7	
PE15 Joint Planning Unit	258	246	-11	
PE17 Planning & Regn Project Support	106	97	-8	
PE18 Town Centre Team	187	146	-41	Delay in implementation of restructure has resulted in employee saving.
RG04 Planning Policy & Heritage	600	575	-25	
RG09 Bus Service Contribution	48	48	0	
<b>Division Total - Head of Planning</b>	<b>1,289</b>	<b>570</b>	<b>-718</b>	
<b>Directorate Total - Director of Regeneration, Enterprise &amp; Planning</b>	<b>3,292</b>	<b>2,706</b>	<b>-586</b>	

**General Fund Revenue Budget  
Service Budget Outturn Position 2013/14**

**Key**

"- " figure denotes a budget under spend or an income budget or improvement in outturn

"+ " figure denotes a budget overspend or an expenditure budget or deterioration in outturn

	2013/2014 Revised Budget	Outturn	Outturn Variance	Explanation
	£000	£000	£000	
DR05 Director of Housing	263	167	-96	Staff savings as a result of vacant posts for part of the year.
<b>Division Total - Director of Housing</b>	<b>263</b>	<b>167</b>	<b>-96</b>	
CS02 Call Care	-65	25	90	Overspend mainly due to reduced income from external contracts offset by staff reductions.
HS05 Home Choice & Resettlement	563	452	-111	Underspend of (£59k) due to Staff vacancies across the service area. The remaining (£52k) relates mainly to additional income for Choice Based Lettings adverts.
HS12 Housing Options	605	565	-39	Underspend mainly due to Staff vacancies across the service area.
HS13 Head of Housing Needs	187	137	-50	Underspend mainly due to a Staff vacancy in the service area for part of the year.
PE09 Travellers Sites	30	83	52	Overspend due to additional agency costs, water and electricity charges.
PE12 Private Sector Housing Solutions	16	76	60	Overspend is due to several reasons. There was an additional £49k of HMO enforcement costs offset by additional income of £21k in the year. There were additional Professional fees amounting to £25k. There was a £45k deficit in DFG fees resulting from income relating to 2013/14 being taken against last year. Variance includes £47k carry forward relating to Empty Homes recycled income.
RG03 Housing Strategy	105	93	-12	
<b>Division Total - Head of Strategic Housing</b>	<b>1,441</b>	<b>1,432</b>	<b>-9</b>	
<b>Directorate Total - Housing</b>	<b>1,704</b>	<b>1,598</b>	<b>-105</b>	
DR03 Director of Resources	72	65	-7	
FA02 Financial Services	184	189	5	
FA03 Audit	215	205	-10	
FA04 Non Distributed Costs	4,654	4,572	-82	Mainly due to additional charges to the HRA.
FA05 Investments	9	1	-9	
FA19 Exchequer Services	85	67	-18	
HS01 Benefits	-1,605	-1,951	-346	This saving is offset by a contribution to the Bad Debt Provision of £371k that is shown below the line in non-controllable service costs.
HS02 Head of Finance & Resources	15	15	0	
HS03 Revenues	-614	-536	78	£138k of expenditure incurred that is funded by grant income in Ksa HS01. Due to increase in the number of summons issued for Council Tax Collection there has been an increase in the amount of recovered court costs (59k).
PR01 Procurement	24	18	-5	
<b>Division Total - Corporate</b>	<b>3,038</b>	<b>2,644</b>	<b>-394</b>	
GC08 Communications	260	255	-5	
GC15 Emergency Planning	52	53	1	
HR01 Human Resources	148	147	-1	

**General Fund Revenue Budget  
Service Budget Outturn Position 2013/14**

**Key**

"-" figure denotes a budget under spend or an income budget or improvement in outturn  
"+" figure denotes a budget overspend or an expenditure budget or deterioration in outturn

	2013/2014 Revised Budget	Outturn	Outturn Variance	Explanation
	£000	£000	£000	
HR02 Single Status	50	50	0	
HR14 Business Improvement	246	178	-68	This underspend is partially offset by the overspend in Performance & Change.
PI20 Performance and change	-13	89	102	This overspend is partially offset by the underspend in Business Improvement. Net variance overall £34k
<b>Division Total - Business Change</b>	<b>744</b>	<b>772</b>	<b>28</b>	
CX01 Chief Executive	299	296	-3	
GC02 Civic and Mayoral Expenses	116	128	13	
GC05 Overview & Scrutiny	44	45	1	
GC06 Councillor & Managerial Support	536	564	28	
LD02 Electoral Services	187	102	-85	£59K income received which relates to previous years elections and other income received in advance for 2014-15
LD03 Land Charges	15	4	-10	
LD04 Legal	281	52	-229	Additional income received from LGSS. Savings also attributed to staff vacancies.
LD05 Democratic Services	300	277	-23	
<b>Division Total - Borough Secretary</b>	<b>1,778</b>	<b>1,468</b>	<b>-310</b>	
LGSS Local Government Shared Service	8,794	8,464	-331	Mainly due to ICT savings on the LGSS contract.
<b>Division Total - LGSSX</b>	<b>8,794</b>	<b>8,464</b>	<b>-331</b>	
<b>Directorate Total - Borough Secretary</b>	<b>14,354</b>	<b>13,348</b>	<b>-1,006</b>	
DR01 Director of Customers & Communities	282	255	-28	
<b>Division Total - Director of Customers &amp; Communities</b>	<b>282</b>	<b>255</b>	<b>-28</b>	

**General Fund Revenue Budget  
Service Budget Outturn Position 2013/14**

**Key**

"-" figure denotes a budget under spend or an income budget or improvement in outturn

"+" figure denotes a budget overspend or an expenditure budget or deterioration in outturn

		2013/2014 Revised Budget	Outturn	Outturn Variance	Explanation
		£000	£000	£000	
CE30	Leisure - NBC	0	0	0	
	<b>Division Total - Leisure &amp; Culture Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	
CE03	Events	237	282	45	
CE06	Museums and Arts	670	713	43	Increase in employee costs of £26k due to an Interim Manager filling a vacant post. Utilities for Abington Museum generated savings of (£6k). Donations and sponsorship were unachieved by £33k. The Public Programming was £9k overspent but offset against savings of (£11k) in Art Development.
CE23	Town Centre Management	-1	-1	0	
CE24	Car Parking	-1,458	-1,469	-11	
CE26	Bus Station	262	250	-12	
CS03	Head of Customer & Cultural Services	105	109	5	
CS04	Customer Services	1,307	1,221	-87	Various vacant posts within the One Stop Shop and the Contact Centre (£60k). (£12k) savings on hardware in the Contact Centre.
CS05	Print Unit	181	249	68	Overspend due to increased costs and underachievement of income.
FA08	Office Accommodation	1,495	1,406	-89	Underspend due to improved income and a reduction in NNDR.
FA09	Markets	75	88	13	
PI02	Information Technology	341	283	-58	This service has transferred to LGSS based on the apportionment of the budget remaining with NBC for two months there is an underspend of (£46k) on hardware maintenance and software licences. There is also a savings of (£12k) due to vacant posts not being filled.
PI14	Telephones	36	65	29	
	<b>Division Total - Head of Customer &amp; Cultural Services</b>	<b>3,251</b>	<b>3,196</b>	<b>-55</b>	

**General Fund Revenue Budget  
Service Budget Outturn Position 2013/14**

**Key**

"-" figure denotes a budget under spend or an income budget or improvement in outturn  
"+" figure denotes a budget overspend or an expenditure budget or deterioration in outturn

	2013/2014 Revised Budget	Outturn	Outturn Variance	Explanation
	£000	£000	£000	
CE02 Community Safety	476	526	50	CCTV income reduction due to a change in external service provision.
CE04 Leisure Contract	763	759	-3	
GC04 Policy	12	20	8	
GC09 Community and Other Grants	1,280	1,229	-51	Underspend due to rollover to 2014-15 of Councillor Community Fund and carry forward for larger grant funded projects.
GC10 Community Developments	95	110	16	
GC11 Community Centres	420	367	-53	(£15k) savings on employee costs. Tapering grants for Blackthorn (£18k) and Lodge Farm (£6k) were overstated in the budget. (£12k) for transitional grants for Community Centres not required.
LD05 Licensing	-242	-283	-41	
LS01 Head of Partnership Support	11	4	-6	
PE07 Pest Control	42	6	-36	
PE10 Commercial Services	337	344	7	
PE10 Environmental Protection	1,184	938	-246	Underspend due to delay in filling vacant posts and a number of other areas where expenditure was less than budget.
PE16 Head of Public Protection	75	80	5	
SS01 Neighbourhood Management	26	17	-8	
SS09 Environmental Services Contract	6,460	5,857	-603	Underspend due to changes in indexation rates, charges against payment mechanisms and contractual adjustments.
SS20 Environmental Services	-24	-78	-54	£63k within the PES Client team due to a prior year correction. (£33k) Additional Rental, and Service, Charges at Westbridge Depot. (£56k) Additional Income from various sources.
<b>Division Total - Head of Communities and Environment</b>	<b>10,913</b>	<b>9,895</b>	<b>-1,018</b>	
<b>Directorate Total - Director of Customers &amp; Communities</b>	<b>14,446</b>	<b>13,346</b>	<b>-1,100</b>	
<b>Total</b>	<b>33,796</b>	<b>30,998</b>	<b>-2,797</b>	

## Extract of General Fund Earmarked Reserves Movements 2013/14

Reserve	Audited Balance 1 April 2013	Reallocation of Reserves	Earmarked in 2013/14	Unearmarked in 2013/14	Use of Reserves 2013/14	Net Movement in Reserves	Unaudited Balance 31 March 2014
	£,000	£,000	£,000	£,000	£,000	£,000	£,000
Supporting Business/Economic Growth	225	-13	0	0	-82	-95	130
Service Improvements/Performance and Change	702	0	331	0	-150	181	883
General Projects	1,541	0	410	-225	-143	42	1,583
General Fund Budget Carry Forwards	1,996	-101	700	-41	-1,099	-541	1,455
S.106	247	0	267	0	-89	178	425
New Homes Bonus	809	0	294	-6	-35	253	1,062
Housing & Planning Delivery Grant	1,647	0	2,326	0	-763	1,563	3,210
Other Specific Grants	1,628	13	0	0	-141	-128	1,500
Budget Maintenance	1,363	0	200	-45	-307	-152	1,211
Subsidy Equalisation	233	0	0	0	-3	-3	230
Debt Financing	562	0	50	-344	0	-294	268
Rent Deposit Scheme	486	0	0	0	-200	-200	286
Leasing	100	60	0	0	0	60	160
Carbon Management & Salix	7	0	0	-7	0	-7	0
Insurance Reserve	95	0	57	0	-28	29	124
Core Business Systems	2,443	0	196	0	-155	41	2,484
Arts	234	0	0	0	-29	-29	205
Delapre	19	0	0	0	0	0	19
Council Tax Benefit	883	0	75	0	-63	12	895
Regeneration	0	0	235	0	0	235	235
<b>Total</b>	<b>15,220</b>	<b>-41</b>	<b>6,216</b>	<b>-668</b>	<b>-3,287</b>	<b>2,220</b>	<b>17,440</b>

**Summary of Housing Revenue Account Outturn Position 2013/14****Key**

"-" figure denotes a budget under spend or an income b  
"+" figure denotes a budget overspend or an expenditure

	<b>2013/14 Revised Budget</b> <b>£000</b>	<b>2013/14 Outturn</b> <b>£000</b>	<b>(Under) / Over Spend</b> <b>£000</b>
Rents - Dwellings Only	-49,464	-49,154	310
Rents - Non Dwellings Only	-1,091	-1,136	-44
Service Charges	-2,748	-2,321	427
Other Income	-85	-37	48
Repairs and Maintenance	15,263	14,404	-859
General Management	6,133	5,316	-817
Special Services	3,571	3,710	139
Rents, Rates, Taxes & Other Charges	81	289	208
Increase in Bad Debt Provision	750	359	-391
Rent Rebate Subsidy Deductions	96	0	-96
<b>Total within Budget Managers Control</b>	<b>-27,493</b>	<b>-28,570</b>	<b>-1,077</b>
Capital Charges	11,823	12,711	888
Interest and Financing	6,047	6,073	26
Net Support Service Recharges	5,246	6,041	796
<b>Technical Accounting Adjustments</b>	<b>23,115</b>	<b>24,825</b>	<b>1,710</b>
<b>HRA Net Expenditure 2013/2014</b>	<b>-4,378</b>	<b>-3,745</b>	<b>633</b>
Net Contribution to/(from) Reserves	4,378	3,745	-633
<b>Housing Revenue Account Deficit (Surplus)</b>	<b>0</b>	<b>0</b>	<b>0</b>
Balance b/fwd		5,000	
<b>Balance c/fwd</b>		<b>5,000</b>	

Housing Revenue Account Budget  
Service Budget Outturn Position 2013/14

**Key**

"-" figure denotes a budget under spend or an income budget or improvement in outturn  
"+" figure denotes a budget overspend or an expenditure budget or deterioration in outturn

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	2013/2014 Revised Budget	Outturn	Outturn Variance	Explanation	
				£000	£000
HS05 Home Choice & Resettlement	150	142	-7	Compensation payments made from the Under Occupation Scheme (£7k) were slightly lower than anticipated.	
HS07 Independent Living	1,595	1,503	-92	Primarily reflects savings within the Sheltered Housing Team (£58k) as a result of vacant posts. In addition, there has been lower repair and maintenance expenditure required on Community Rooms across the Borough (£34k).	
HS15 Performance, Improvement and Systems	399	398	-1		
<b>Division Total - Head of Strategic Housing</b>	<b>2,143</b>	<b>2,043</b>	<b>-100</b>		
HS04 Housing Services	6,373	5,896	-477	Savings on the Stock Options Appraisal works (£543k) are offset by a reduction in the contribution from the earmarked reserve that funds this work, so that the funding is available in future years. This is offset by other variances including the project costs of the Business Improvement team £118k and savings on the SCATE project (£75k) as a result of a revised working plan.	
HS08 Housing Rents & Other Income	-52,542	-52,289	253	Dwelling rents income was lower than anticipated £309k, largely because Right to Buy completions in 2013-14 were greater than expected, (87 actual completions, 25 budgeted). There was also a reduction in NCC funding for Supporting People £292k and a saving on the required contribution to the Bad Debt Provision (£390k) as arrears were lower than budgeted following the delayed implementation of the Universal Credit benefit system.	
HS16 Housing Asset Strategy	4,428	4,814	386	Largely reflects major repairs and maintenance expenditure to leasehold properties that has been identified within the capital programme and allocated to revenue. Some of these costs may be recoverable through future year service charges.	
HS17 Head of Landlord Services	439	164	-274	Savings due to lower levels of interim support and professional service costs (£150k). In addition, a service improvement structure that was due to be implemented in 2013/14 has been delayed (£100k).	
HS18 Stock Condition Survey	30	0	-30	There was no requirement for any Stock Condition Survey work to be undertaken in 2013/14 resulting in a saving (£30k).	
HS19 Income & Rent Accounting	414	386	-27	Staff savings as a result of vacant posts for part of the year.	
HS20 Performance Improvement & Business Support	0	5	5	New KSA set up in 2013/14 for Business Development and Performance Management within Landlord Services £5k.	
SS18 Housing Property Maintenance	11,223	10,411	-812	This reflects a higher allocation of costs to the capital programme and in particular, to the Decent Homes capital scheme, rather than to revenue works. There was also a saving of £65k in relation to HRA shops and flats (NNDR cost and repair and maintenance expenditure).	
<b>Division Total - Head of Landlord Services</b>	<b>-29,637</b>	<b>-30,613</b>	<b>-976</b>		
<b>Directorate Total - Housing</b>	<b>-27,493</b>	<b>-28,570</b>	<b>-1,077</b>		
<b>Total</b>	<b>-27,493</b>	<b>-28,570</b>	<b>-1,077</b>		

**Appendix 6**

**Summary of HRA Earmarked Reserves 2013/14**

Earmarked Reserve	Audited Balance 01 April 2013 £000	Earmarked 2013/14 £000	Use of Reserves 2013/14 £000	Net Movement in Reserves £000	Unaudited Balance 31 March 2014 £000
Capital Programme Reserve	8,794	6,705	-2,500	4,205	12,999
Leaseholder Reserve	168	0	0	0	168
Service Improvement & Project Reserve	1,395	36	-36	0	1,395
HRA Reform Reserve	1,333	0	-460	-460	873
Supporting People Reserve	558	0	0	0	558
HRA Insurance Reserve	300	0	0	0	300
<b>Total (Excluding HRA Reserve)</b>	<b>12,549</b>	<b>6,741</b>	<b>-2,996</b>	<b>3,745</b>	<b>16,294</b>

# Capital Programme 2013/14 Outturn and Carry Forwards

# Appendix 7

		A Approved Budget £	B Actual Expenditure £	C = B-A Overspend/ (Underspend) £	D Proposed Carry Forward £	E=C+D (Saving)/ Overspend
CC	Scheme					
Customers and Communities						
Block Programme - ICT						
BA173	Multi-Function Devices (MFD's)	29,628.00	0.00	-29,628.00	29,628.00	0.00
BA207	IT Infrastructure - Servers and Network Storage	270,000.00	262,344.69	-7,655.31	7,655.00	-0.31
BA647	IT Infrastructure - PC Replacement with VDI	65,000.00	17,728.00	-47,272.00	47,272.00	
BA764	One Stop Shop, CRM	29,966.00	1,350.00	-28,616.00	28,616.00	0.00
BA786	Data Network Improvements	59,300.00	30,240.14	-29,059.86	29,060.00	0.14
BA808	IT Network Replacement Programme	11,698.00	268.88	-11,429.12	11,429.00	-0.12
BA893	Microsoft Office 2010 Upgrade	40,000.00	34,577.38	-5,422.62	5,422.00	-0.62
Block Programme - Parks/Allotments/Cemeteries						
BA138	Cemeteries Refurbishment Works	25,000.00	5,978.52	-19,021.48	19,021.00	-0.48
BA167	I Love My Parks	14,222.00	17,560.60	3,338.60		3,338.60

## Capital Programme 2013/14 Outturn and Carry Forwards

CC	Scheme	A	B	C = B-A	D	E=C+D
		Approved Budget £	Actual Expenditure £	Overspend/ (Underspend) £	Proposed Carry Forward £	(Saving)/ Overspend
BA186	Improvement to Parks Infrastructure	177,200.00	73,529.43	-103,670.57	103,670.00	-0.57
BA648	Allotments	58,000.00	4,940.00	-53,060.00	53,060.00	0.00
BA895	Allotment Provision	84,970.00	-2,950.09	-87,920.09	87,920.00	-0.09
<b>Specific Schemes</b>						
BA165	COM; Document Management	98,071.00	73,995.00	-24,076.00	24,076.00	0.00
BA211	Extension of Duston Cemetery	40,450.00	1,063.00	-39,387.00	39,387.00	0.00
BA384	Cultural Quarter Street & Building Signage	25,000.00	0.00	-25,000.00		-25,000.00
BA646	Re-furbishment of the Great Hall kitchen	67,895.00	64,239.85	-3,655.15	3,655.00	
BA659	Call Care Project - Relocation to Guildhall and Improvements to IT Systems	113,864.00	99,785.74	-14,078.26	14,078.00	-0.26

## Capital Programme 2013/14 Outturn and Carry Forwards

Appendix 7

		A Approved Budget £	B Actual Expenditure £	C = B-A Overspend/ (Underspend) £	D Proposed Carry Forward £	E=C+D (Saving)/ Overspend
CC	Scheme					
BA665	Grosvenor Car Park - Pay on Foot	200,000.00	138,106.09	-61,893.91	23,000.00	
BA677	Art from the Golden Age	6,000.00	3,000.00	-3,000.00	3,000.00	
BA892	Night Safe & Target Hardening - SSNP	13,825.00	12,987.04	-837.96	0.00	
BA896	Guildhall Loft Insulation Salix project	0.00	-658.00	-658.00	0.00	
BA897	Grosvenor Car Park T5 Lighting Upgrades	7,614.00	2,585.00	-5,029.00	0.00	
BA898	St Michaels Car Park Led Lighting	17,211.00	0.00	-17,211.00	0.00	
<b>Sub-Total - Customers and Communities</b>		<b>1,454,914.00</b>	<b>840,671.27</b>	<b>-614,242.73</b>	<b>529,949.00</b>	<b>-21,663.71</b>
<b>Regeneration, Enterprise and Planning</b>						
<b>Block Programme - Commercial Landlord Responsibilities</b>						
BA356	Community Centres Refurbishment	50,000.00	47,858.63	-2,141.37	2,141.00	-0.37
<b>Block Programme - Operational Buildings</b>						
BA136	Water Management Works	194,200.00	75,515.87	-118,684.13	15,764.00	-102,920.13
BA146	Water Hygiene - Monitoring Improvements	82,000.00	0.00	-82,000.00	46,788.00	-35,212.00
BA189	Corporate Asset Improvements	200,000.00	50,382.14	-149,617.86	112,288.00	-37,329.86

## Capital Programme 2013/14 Outturn and Carry Forwards

Appendix 7

		A Approved Budget £	B Actual Expenditure £	C = B-A Overspend/ (Underspend) £	D Proposed Carry Forward £	E=C+D (Saving)/ Overspend
CC	Scheme					
BA190	Investment Properties Enhancements	134,107.00	71,367.88	-62,739.12	0.00	-62,739.12
BA194	Guildhall Renewals	114,000.00	117,262.79	3,262.79	0.00	3,262.79
BA650	Lifts - Improvement Works	150,000.00	150,000.00	0.00	0.00	0.00
BA887	Grosvenor Greyfriars Car Park Improvement	2,689.00	0.00	-2,689.00	0.00	-2,689.00
BA889	Mayorhold Car Park - Drainage Works	76,725.00	0.00	-76,725.00	76,725.00	0.00
BA892	Urgent Lift Renewals	251,500.00	235,580.00	-15,920.00	0.00	-15,920.00
BA894	Mounts Baths Roof	4,375.00	225.00	-4,150.00	4,150.00	0.00
<b>Specific Schemes</b>						
BA122	Fire Safety Improvement Works	7,969.00	3,149.57	-4,819.43	4,819.00	
BA132	St Crispin Changing Rooms, Toilet, Car park	750,989.00	0.00	-750,989.00	750,989.00	
BA133	St Crispin Football Pitches and Play Provision	192,116.00	148,083.57	-44,032.43	15,000.00	
BA169	Northampton Skatepark	1,940.00	1,234.55	-705.45	0.00	-705.45

## Capital Programme 2013/14 Outturn and Carry Forwards

CC	Scheme	A	B	C = B-A	D	E=C+D
		Approved Budget £	Actual Expenditure £	Overspend/ (Underspend) £	Proposed Carry Forward £	(Saving)/ Overspend
BA180	Strategic Property Investment	1,673,342.00	1,673,342.40	0.40	0.00	0.40
BA188	Royal and Derngate Roof Replacement Works	297,000.00	221,261.21	-75,738.79	75,739.00	0.21
BA197	Delapre Abbey Restoration Minor Projects	348,972.00	84,689.47	-264,282.53	264,283.00	0.47
BA210	Jeffrey Room Audio and Visual Improvements	750.00	750.00	0.00	0.00	
BA368	Upton Park Pedestrian & Cycle Bridge	79,147.00	2,543.80	-76,603.20	76,603.00	
BA385	Town Centre Enhancements	77,230.00	68,681.31	-8,548.69	0.00	-8,548.69
BA645	S106 Contributions to Other Local Authorities	165,000.00	165,000.00	0.00	0.00	
BA649	Skate Park Toilet & Kiosk	150,000.00	147,943.19	-2,056.81	1,895.00	-161.81
BA651	Car Parking Signage	200,000.00	198,209.28	-1,790.72	0.00	-1,790.72
BA652	Visitor Signage in Town Centre	80,000.00	0.00	-80,000.00	80,000.00	0.00
BA653	Delapre Abbey Restoration	179,715.00	148,973.00	-30,742.00	30,742.00	
BA654	St Lukes Field - Improvement works	50,000.00	0.00	-50,000.00	50,000.00	
BA655	Sea Cadets Building - Refurbishment	13,475.00	13,475.00	0.00	0.00	
BA656	Victoria Street Bus Shelters	17,500.00	18,032.00	532.00		532.00
BA657	Billing Lane Park Public Art Project	48,600.00	27,540.00	-21,060.00	21,060.00	
BA658	West Hunsbury Park Public Art Project	21,600.00	21,600.00	0.00	0.00	

## Capital Programme 2013/14 Outturn and Carry Forwards

CC	Scheme	A	B	C = B-A	D	E=C+D
		Approved Budget £	Actual Expenditure £	Overspend/ (Underspend) £	Proposed Carry Forward £	(Saving)/ Overspend
BA663	Duston Wetlands Development & Implement	15,000.00	9,900.00	-5,100.00	5,100.00	
BA664	Hunsbury Hill Riverstone Way Play Improvem	42,000.00	41,353.34	-646.66	0.00	
BA666	Greyfriars Bus Station Demolition	500,000.00	159,395.02	-340,604.98	340,605.00	0.02
BA667	Eastfield Park - Cross Park Pathway	41,370.00	15,000.00	-26,370.00	26,370.00	
BA668	Abington Street - Opening Up to Traffic	150,000.00	110,976.20	-39,023.80	39,023.00	-0.80
BA678	Site 11 Land Remediation	685,000.00	345,756.00	-339,244.00	339,244.00	0.00
BA883	Planning IT Improvements (HPDG)	191,335.00	26,652.70	-164,682.30	164,682.00	
BA891	Bus Interchange	5,956,407.00	6,082,467.80	126,060.80		126,060.80
<b>Sub-Total - Regeneration, Enterprise and Planning</b>		<b>13,196,053.00</b>	<b>10,484,201.72</b>	<b>-2,711,851.28</b>	<b>2,544,010.00</b>	<b>-138,161.26</b>
<b>Resources</b>						
BA145	Cliftonville Move; New ways of working	14,767.00	0.00	-14,767.00		-14,767.00
BA383	Cinepod - Royal & Derngate Theatre	240,216.00	240,216.00	0.00	0.00	
<b>Sub-Total -Resources</b>		<b>254,983.00</b>	<b>240,216.00</b>	<b>-14,767.00</b>	<b>0.00</b>	<b>-14,767.00</b>
<b>Housing General Fund</b>						
BK010	Countrywide Climate Friendly Communities	46,617.00	46,041.77	-575.23		

## Capital Programme 2013/14 Outturn and Carry Forwards

Appendix 7

CC	Scheme	A	B	C = B-A	D	E=C+D
		Approved Budget £	Actual Expenditure £	Overspend/ (Underspend) £	Proposed Carry Forward £	(Saving)/ Overspend
BK013	Empty Homes Programme	1,048,135.00	27,550.63	-1,020,584.37	108,000.00	
BK015	DFG's Owner Occupiers	2,383,542.00	1,980,050.84	-403,491.16	366,751.00	-36,740.16
BK029	Hot Property 3	3,874.00	3,624.00	-250.00		-250.00
BK044	Decent Homes Assistance	38,809.00	36,036.25	-2,772.75		
BK050	Wrapped Up Scheme	24,053.00	31,649.25	7,596.25	0.00	
BK051	Fuel Poverty Fund County Wide	466,274.00	423,890.74	-42,383.26	0.00	
<b>Sub-Total - Housing General Fund</b>		<b>4,011,304.00</b>	<b>2,548,843.48</b>	<b>-1,462,460.52</b>	<b>474,751.00</b>	<b>-36,990.16</b>
<b>Loans</b>						
BA660	Northampton Town Fc Loan	4,500,000.00	4,500,000.00	0.00	0.00	
BA661	Northampton Saints Loan	5,500,000.00	5,500,000.00	0.00	0.00	
<b>Sub-Total - Loans</b>		<b>10,000,000.00</b>	<b>10,000,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total General Fund</b>		<b>28,917,254.00</b>	<b>24,113,932.47</b>	<b>-4,803,321.53</b>	<b>3,548,710.00</b>	<b>-211,582.13</b>

<b>HRA Capital</b>						
BH003	Garages Roofs & Doors Replacement	40,000.00	35,721.09	-4,278.91		-4,278.91
BH009	Fire Safety Works - communal areas	100,000.00	73,639.16	-26,360.84		-26,360.84
BH011	Capital Improvement Works	200,000.00	0.00	-200,000.00		-200,000.00
BH013	Digital Aerial Upgrade	0.00	954.40	954.40		954.40
BH014	Estate Regeneration	447,728.00	0.00	-447,728.00		-447,728.00
BH020	Periodical Electrical Works	125,000.00	128,418.81	3,418.81		3,418.81
BH021	New Communal Boilers	0.00	5,524.40	5,524.40		5,524.40

## Capital Programme 2013/14 Outturn and Carry Forwards

## Appendix 7

CC	Scheme	A	B	C = B-A	D	E=C+D
		Approved Budget £	Actual Expenditure £	Overspend/ (Underspend) £	Proposed Carry Forward £	(Saving)/ Overspend
BH022	Community Energy Savings Programme (CESP)	1,852,060.00	1,343,311.22	-508,748.78	508,748.00	-0.78
BH304	Complete Roofs	651,312.00	583,920.87	-67,391.13		-67,391.13
BH305	Structural Repairs	300,000.00	366,915.84	66,915.84		66,915.84
BH317	Decent Homes	17,752,900.00	18,110,076.49	357,176.49		357,176.49
BH321	Door & Window Replacement	30,000.00	25,741.42	-4,258.58		-4,258.58
BH324	Gas Appliance Replacement - Planned Ptnershi	500,000.00	356,288.55	-143,711.45		-143,711.45
BH325	Gas Appliance Replacement - Responsive	500,000.00	937,542.11	437,542.11		437,542.11
BH329	Asbestos Remedial Action	50,000.00	11,420.33	-38,579.67		-38,579.67
BH338	Capital Voids	0.00	255.00	255.00		255.00
BH345	Kitchen replacement	126,841.00	46,678.59	-80,162.41		-80,162.41
BH351	Door Entry Updates	125,940.00	110,405.45	-15,534.55		-15,534.55
BH354	Lift Refurbishment	0.00	4,449.76	4,449.76		4,449.76
BH364	Environmental enhancements to housing land	164,065.00	16,902.87	-147,162.13		-147,162.13
BH365	Walkways	200,000.00	0.00	-200,000.00		-200,000.00
BH366	Sheltered Housing Improvements	1,650,000.00	28,865.08	-1,621,134.92		-1,621,134.92
BH367	IT Capital	384,514.00	0.00	-384,514.00	384,514.00	0.00
BH368	Communal Area Upgrades	347,210.00	107,946.58	-239,263.42		-239,263.42
BH370	Repurchase of Former Council Houses	1,500,000.00	793,090.00	-706,910.00	706,910.00	0.00
BH371	Off Grid to Renewable Technologies	82,999.00	57,032.41	-25,966.59		-25,966.59
BH372	Green Deal Contribution & Energy Efficiency	50,000.00	0.00	-50,000.00		-50,000.00
BH373	Change of Use	100,000.00	2,095.00	-97,905.00		-97,905.00
BH374	CCTV	50,000.00	0.00	-50,000.00		-50,000.00
BH375	Lift Refurbishment St Katherines Court	100,000.00	0.00	-100,000.00		-100,000.00

## Capital Programme 2013/14 Outturn and Carry Forwards

Appendix 7

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		Approved Budget £	Actual Expenditure £	Overspend/ (Underspend) £	Proposed Carry Forward £	(Saving)/ Overspend
BH376	Little Cross Street Walkway Renewal	562,000.00	44,833.85	-517,166.15	517,166.15	0.00
BH140	Disabled Grant - Major Repairs	1,250,000.00	1,080,656.82	-169,343.18	38,462.00	-130,881.18
BH302	Minor Adaptations for People with Disabilities	100,000.00	98,651.73	-1,348.27		-1,348.27
<b>Total HRA</b>		<b>29,342,569.00</b>	<b>24,371,337.83</b>	<b>-4,971,231.17</b>	<b>2,155,800.15</b>	<b>-2,815,431.02</b>