



NORTHAMPTON
BOROUGH COUNCIL

CABINET AGENDA

Wednesday, 11 November 2015

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

6:00 pm

Members of the Cabinet:

Councillor: Mary Markham (Leader of the Council)

Councillor: Mike Hallam (Deputy Leader)

Councillors: Alan Bottwood, Tim Hadland, Stephen Hibbert, Brandon Eldred and Anna King.

Chief Executive David Kennedy

If you have any enquiries about this agenda please contact
democraticservices@northampton.gov.uk or 01604 837722

PORTFOLIOS OF CABINET MEMBERS

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

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

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, 11 November 2015
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. NORTHAMPTON TOWN FOOTBALL CLUB & SIXFIELDS**
 Report of the Chief Executive (Copy herewith)
- 8. WASTE TO ENERGY PLANT AT WESTBRIDGE DEPOT**
 Report of Director of Regeneration, Enterprise and Planning (Copy herewith)
- 9. ST GILES STREET - PUBLIC REALM IMPROVEMENTS**
 Report of Director of Regeneration, Enterprise and Planning (Copy herewith)
- 10. GREYFRIARS DEVELOPMENT**
 Report of the Director of Regeneration, Enterprise and Planning (Copy herewith)
- 11. NORTHAMPTON ARMED FORCES COMMUNITY COVENANT - ANNUAL PROGRESS REPORT**
Report of Director of Customers and Communities (Copy herewith)
- 12. FINANCE AND PERFORMANCE REPORT TO 30TH SEPTEMBER 2015**
 Report of the Chief Executive (Copy herewith)
- 13. 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:-**

NORTHAMPTON BOROUGH COUNCIL

CABINET

Wednesday, 21 October 2015

PRESENT: Councillor Markham (Chair); Councillor (Deputy Chair); Councillors Bottwood, Eldred, Hadland, Hallam, Hibbert and King

1. APOLOGIES

There were none.

2. MINUTES

The minutes of the meeting held on the 9th September 2015 were agreed and signed by the Leader.

3. INTENTION TO HOLD PART OF THE MEETING IN PRIVATE

There were no items to be heard in private.

4. DEPUTATIONS/PUBLIC ADDRESSES

Mr Rodney Giddens addressed Cabinet in respect of Item 13 – Northamptonshire County Cricket Club, and stated that he welcomed the proposal to invest more money as it would allow the club to attract and welcome more members of the public. He asked for officers to meet with Trustees to discuss incentives for repaying the loan.

County Councillor Brendan Glynane addressed Cabinet in respect of Item 12 – Delapre Abbey Restoration Project and urged the administration to consult with the residents of Far Cotton and Delapre with regards to the enhancement of the car park. He also asked for reassurance that when installing superfast broadband trees would not be dug up. He also asked that a full consultation be undertaken to ensure conservation and heritage of the site be fully considered.

5. DECLARATIONS OF INTEREST

Councillor Hadland declared a personal, non-pecuniary interest in Item 12 – Delapre Abbey Restoration Project as a member of Delapre Abbey Preservation Trust.

Councillor King declared a personal, non-pecuniary interest in Item 12 – Delapre Abbey Restoration Project as an observer of the Friends of Delapre Abbey.

6. ISSUES ARISING FROM OVERVIEW AND SCRUTINY COMMITTEES

None

7. CABINET RESPONSE TO SCRUTINY PANEL - POVERTY IN THE TOWN

Councillor Duffy addressed Cabinet and questioned whether the increase use in foodbanks was indicative of poverty.

Councillor Stone commented that she welcomed the work carried out by the Scrutiny Panel and stated that there had been a huge increase in the number of people living in poverty and highlighted the significant impact that this had on children, in particular, and asked the administration to consider developing an anti-poverty strategy.

In response to questions asked, Councillor Stone commented that the figures she referred to was from a number of action groups and that whilst they were estimates, she considered them to be reliable.

Councillor Beardsworth commented that one child living in poverty was one too many and welcomed the report. She expressed concern that there had been an influx of people moving to Northampton as a result of the benefit cap in London as people needed affordable homes and urged the administration to ensure that homelessness does not increase and that the number be closely monitored.

The Leader commented that they had been monitoring people's movement and that the rise in the number of people moving from London had not been as significant as first thought.

Councillor Meredith commented that there were people living in poverty which had impacted his ward as it was an area affected by deprivation. He stated that there was a need to assist people affected by poverty and to question how and why they had ended up in poverty.

Councillor Bottwood as the relevant Cabinet Member submitted his report and commented that they were aware of the problems relating to poverty and that they would continue to work with all the relevant agencies to offer help and assistance where possible.

RESOLVED:

That the recommendations included in the Overview and Scrutiny report – 'Poverty in Northampton' be accepted.

- It was noted that the recommendation in the report was incorrect and should have been as above.

8. CABINET RESPONSE TO SCRUTINY PANEL - IMPACT OF THE WELFARE REFORM ACT

Councillor Bottwood as the relevant Cabinet Member submitted a report and elaborated thereon.

Councillor Markham thanked officers for their hard work during that ensured a smooth transition resulting from the introduction of the Welfare Reform Act.

RESOLVED:

1. That the recommendations included in the Overview and Scrutiny report "Impact of the Welfare Reform Act" be accepted.
2. That the Scrutiny Panel be thanked for their commitment to evaluating and mitigating the impact of the Welfare Reform Act on the public and council employees, their commitment to improving the customer experience and the high quality and comprehensive report produced and thanked for the time and effort given to produce it.

9. SITES IN THE ENTERPRISE ZONE

Councillor McCutcheon addressed Cabinet and commented that he hoped that this was not going to be a repeat of before, whereby too much office space had been built and had become surplus to requirements.

Councillor Hadland as the relevant Cabinet Member submitted a report and noted the progress that had been made to date, including the creation of 1,118 jobs in the Enterprise Zone and the creation of 25,000 sq m new floor space. He explained that the increase in high quality commercial and industrial floor space would attract businesses and it was necessary for there to be 'stock' ready for them to move into.

Councillor Markham thanked the Director of Regeneration, Enterprise and Planning and his team for ensuring that though EZ, SEMLEP agreed the use of the Business Rates Uplift (BRU).

RESOLVED:

1. That the progress made to date be noted.
2. That it be approved that the Council take a lease of up to 30,000 sq ft of space at Four Waterside on terms to be agreed by the Director of Regeneration in consultation with the Chief Finance Officer and the Cabinet Member for Regeneration, Enterprise and Planning and Cabinet Member for Finance.
3. That authority be delegated for the delivery of Four Waterside to the Director of Regeneration and Chief Finance Officer in consultation with the Cabinet Member for Regeneration, Enterprise and Planning and Cabinet Member for Finance.
4. That the funding source for the lease, if required, would be Business Rates Uplift from the Waterside Enterprise Zone.
5. That that New Home Bonus monies, if required, could be used to forward fund the development in advance of receiving the Business Rates Uplift through the Waterside Enterprise Zone be agreed.

10. PUBLIC SPACES PROTECTION ORDERS FOR THE BOROUGH OF NORTHAMPTON

Councillor Russell addressed Cabinet and asked what the timescale of the Public Spaces Protection Order (PSPO) would be, how it would be adopted and who had been consulted.

Councillor Birch commented that she welcomed the intention to start the consultation process on PSPO and noted that enforcement would be crucial to the success of the scheme if approved.

Councillor King submitted a report as the relevant Cabinet Member and commented that she was pleased that Labour had given their support. It was noted that the consultation would run from the 2nd November 2015 to the 21st December and would include members of the public, the Police, Forums and members of the public.

RESOLVED:

1. That the undertaking of consultation on the introduction of Public Spaces Protection Orders under the Anti-Social Behaviour, Crime and Policing Act 2014, as detailed in Appendix 1 of the report be authorised.
2. That authority be delegated to the Chief Executive and the Director of Customers and Communities to take all actions necessary to undertake the consultation.

11. ESTABLISHMENT OF A SOCIAL LETTING AGENCY

Councillor Ashraf addressed Cabinet and stated that Social Letting Agencies (SLA) could reduce the number of rogue landlords and also suggested that there were landlords who were turning their premises into Houses of Multiple Occupation as a means of maximising their profits.

Councillor Beardsworth commented that there were other councils who had established SLAs and lesson could be learned from them. She said that it was a good way of routing out bad landlords and stated that the Liberal Democrats were in favour.

Councillor Hibbert as the relevant Cabinet Member submitted a report and commented that he was pleased to have cross party support and noted that it was envisaged that the SLA would improve communities and confidence in accessing affordable private rented housing.

Councillor Markham thanked the landlords who had attended the landlord forums .

RESOLVED:

1. That the principle of establishing a social lettings agency be approved.
2. That authority be delegated to the Chief Executive in consultation with the Cabinet Member for Housing, to establish a social lettings agency that would operate as part of the Housing and Wellbeing Service, subject to due diligence and the production of a detailed business case that would be signed-off by the Section 151 Officer.

12. DELAPRE ABBEY RESTORATION PROJECT

Councillor Hadland, as the relevant Cabinet Member submitted a report and elaborated thereon. It was noted that additional monies were required to ensure that the project would be delivered successfully and noted that a thorough and inclusive consultation would be completed with local residents and wider stakeholders.

RESOLVED:

1. That approval for the Council to increase the capital contribution towards the restoration of Delapre Abbey be given, and approve the funding sources as identified in table 1 of the report. The existing capital contribution during the restoration was £5,650,000. Additional monies of £525,000 would be required to ensure that the project be delivered successfully.
2. That approval be given for the provision of capped revenue funding to the sum of £150,000 in the form of a grant required by DAPT prior to their operational phase. This would firstly to be funded from any regeneration underspends in the current 15/16 budget, then from the Regeneration Directorate revenue reserves if required.
3. That approval be given for the provision of revenue funding to the sum of £100,000 in the form of a capped loan facility required by DAPT to ensure that in-year deficits within their Business Plan are cash-flowed in the initial stages of their operation. This would be funded from existing NBC resources, which would be replenished by the repayments received from DAPT.
4. That to cash flow the £812,000 fundraising requirements which form part of the overall Phase 1 works be approved, in the short-medium term which would be the responsibility of DAPT to fundraise prior to opening. The monies would have to be

repaid by DAPT from future operational surpluses.

5. That authority be delegated to the Director of Regeneration, Enterprise and Planning and Chief Finance Officer to agree final terms and conditions regarding monies to be given to DAPT for the pre-opening cash flow requirements and operational support monies (within the capped amounts), and to agree the conditions regarding the cash flowing of £812,000 fundraising requirements, as outlined within the report.

13. NORTHAMPTONSHIRE COUNTY CRICKET CLUB

Councillor Stone commented that she had no problem with the Council loaning money but expressed a need to be extremely cautious, especially in light of the recent problems with NTFC.

Councillor Beardsworth echoed some of the concerns expressed by Councillor Stone and stated that she wondered whether the loan was viable and did not want to see another club unable to pay back their loan.

Councillor Markham as Leader submitted her report and elaborated further by noting that there were 3 significant sports facilities in the Town of which she was proud and that work had been undertaken to get a sustainable business plan in place.

RESOLVED:

1. That the principle of providing a secured loan to NCCC be approved.
2. That authority be delegated to the Chief Executive, in consultation with the Chief Finance Officer and the Leader of the Council, to approve the amounts, up to a maximum of £250,000, and terms of any loan finance arrangements on a basis that takes into full account the matters set out at 3.2 of this report.

The meeting concluded at 6.47pm

Appendices



CABINET REPORT

Report Title	NORTHAMPTON TOWN FOOTBALL CLUB
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	11 th November 2015
Key Decision:	NO
Within Policy:	YES
Policy Document:	NO
Directorate:	Chief Executive
Accountable Cabinet Member:	Councillor Markham
Ward(s)	St James

1. Purpose

- 1.1 The purpose of this report is to update the Cabinet on progress towards resolving the position with regards to loans outstanding to Northampton Town Football Club.

2. Recommendations

- 2.1 Cabinet is recommended to:
- 2.2 note the position outlined in this report, and
- 2.3 note that a Special Meeting of Cabinet will be required to consider recommendations required as a consequence of work currently underway between the Council, Northampton Town Football Club and other interested parties.

3. Issues and Choices

3.1 Report Background

- 3.1.1 As has been well documented, the Council has advanced £10.25m to Northampton Town Football Club (NTFC) to carry out works to improve stadium facilities at Sixfields (£9m) and to develop a hotel at Sixfields (£1.25m). The Council has not agreed to advance further instalments or to transfer land assets under the conditional land transfer agreement held by County Developments Northampton Limited.
- 3.1.2 The loans were to be repaid through the provision of a first return to the Council on the development of land adjacent to Sixfields combined with some land previously leased to NTFC, and then through enhanced revenue streams available to NTFC through the hotel and stadium development.
- 3.1.3 Arrangements were made between NTFC and 1st Land Limited, a company established specifically for this purpose, which have resulted in a position whereby the work for which the Council advanced the funds is only partially complete. The funds which were advanced to NTFC by NBC as provided for by the Facility agreements. NTFC passed these funds to 1st Land Limited. This latter company was placed in Administration after failing to pay its contractor, Buckingham Group Contracting Limited. Despite questioning various parties, including the administrator of 1st Land, the Council has been unable to determine where these funds now are.
- 3.1.4 Following the Administration of 1st Land Limited, a settlement was arrived at between various parties involved (which did not include the Council) such that the completion of the Stadium works would be undertaken by Buckingham under contract to County Developments (Northampton) Limited (CDNL). Work on the Stadium recommenced but later stopped when CDNL failed to pay Buckingham.
- 3.1.5 Since May, officers have been working with NTFC and CDNL seeking to find a way forward by which NTFC could meet its obligations to the Council. The Council has made proposals to NTFC to seek to resolve the matter but received no firm proposals from NTFC or any other party to do so over the summer.
- 3.1.6 In September, NTFC failed to pay due payments on the loans and indicated that it was uncertain when it would be able to pay. Discussions between NTFC and potential purchasers of a controlling interest in NTFC did not progress with any urgency. An examination of NTFC finances at the time indicated that the club was unlikely to be able to meet its outgoings in the near future. In addition it became known that Buckingham had petitioned for liquidation of CDNL.

- 3.1.7 In order to protect the public purse, the Council exercised its rights under the loan agreements to give notice that it may, after the notice period, require the repayment of the loans. Despite assurances that the proposed sale of NTFC would probably meet this requirement, this was not delivered and the planned purchasers withdrew.
- 3.1.8 Following difficulties in being paid, Her Majesty's Revenue and Customs (HMRC) issued a petition for liquidation against NTFC on the 15th October.
- 3.1.9 On the 21st October, the Council cancelled its conditional land transfer agreement with CDNL due to CDNL's impending liquidation. On the 22nd October the petition was granted and CDNL placed in liquidation. Whilst the Council has not as yet hear direct from the Liquidator, Buckingham have advised NBC that Mazars have been appointed as liquidator..
- 3.1.10 Since mid-October, officers have been in discussion with possible purchasers of the controlling interest in NTFC introduced by the current Chairman including the proposal, led by Mr. Kelvin Thomas. The Council has also engaged experienced professional advisors, including financial and legal insolvency experts, to guide officers through this very complicated situation.
- 3.1.11 On the 2nd November the Council met and passed a resolution that:

“This Council notes that Northampton Town Football Club owes this local authority £10.25 million and as yet has not repaid the debt. The club has missed three repayment deadlines and has been asked for the full amount to be repaid. This has not been forthcoming.

This Council further notes that HMRC has issued a winding up petition against Northampton Town Football Club for unpaid taxes. This case will be heard in the High Court in London on November 16th 2015.

This Council resolves to,

- 1. Do whatever we can to help Northampton Town Football Club and the Supporters' Trust.*
- 2. Retrieve the £10.25 million of public money.*
- 3. Ask Audit committee to review our policies and procedures and make recommendations necessary for implementation in business arrangements of this nature. The Audit Committee would then present any recommendations to Full Council.”*

- 3.1.12 Audit Committee briefly discussed the process to implement point 3 above at its meeting on the 9th November, and this falls outside Cabinet's responsibility.
- 3.1.13 This report is to update Cabinet as to progress in relation to points 1 and 2 above.

3.2 Issues

HMRC Winding-Up (Liquidation) Petition Hearing, 16th November

- 3.2.1 The most immediate critical issue facing NTFC is the winding-up (liquidation) petition that has been issued by HMRC. This petition is due to be heard in Court on Monday.
- 3.2.2 The Council has, through experienced professional advisors, approached HMRC to see if there is a possibility of agreeing to adjourn this hearing in order to allow negotiations for a better outcome for NTFC. However this has not been agreed by HMRC, who wish to proceed with the hearing on Monday.
- 3.2.3 Advice to the Council has been that, whilst the Council can – as was asked at the Full Council meeting – be represented in court and seek to apply to the court for an adjournment of the Winding Up application, this may not be successful. Advice has been that the Council should make its own petition for Administration in relation to NTFC.
- 3.2.4 Administration is a process aimed at saving a company, whereas “winding up” or liquidation terminates the company. Advice is that the court will give precedence to a petition for Administration over a petition for winding up of NTFC. This gives better protection to creditors including the Council.
- 3.2.5 Officers have issued a petition for the Administration of NTFC today. The issuing of such a petition does not incur League penalties. The Football League has been made aware of this action through our advisors and has not raised concerns. The Leader of the Council was consulted.

Ownership of NTFC

- 3.2.6 The current owners of the controlling interest in NTFC are seeking to agree a transfer of shares to a new owner. Advanced discussions are taking place between the current owners and new owners publicly led by Kelvin Thomas the former Chairman of Oxford City FC. It is understood that the transfer would be to Northampton Town Ventures Limited (NTVL) a company set up specifically for this purpose.
- 3.2.7 In order to complete the acquisition of these shares, an agreement will be needed between NTVL and the Council with regard to seeking to recover the Council’s debt through development of the land adjacent to the Stadium and through pursuing the location of the funds that were borrowed by NTFC. Discussions are also taking place with Buckingham, the contractors on the incomplete works.
- 3.2.8 The Council has met several times with representatives of the Supporters Trust and have discussed progress on the proposed acquisition by NTVL. The Council and the Trust have also discussed what action may be required if it is not possible for the shares to be acquired by NTVL or from the current owner.
- 3.2.9 Should this proposal fall, then the Council will work with the Trust and any other interested parties to seek to avoid Administration.

3.3 Choices (Options)

- 3.3.1 Members may wish to comment on the position and guide officers as to their actions.

4. Implications (including financial implications)

4.1 Policy

- 4.1.1 Officers are working within existing policies, including those to support the major sports clubs in the Borough and under the policy agreed by the Council on the 2nd November. The priority for officers is to protect the public purse and help ensure a sustainable NTFC.

4.2 Resources and Risk

- 4.2.1 The current situation has financial implications which need to be assessed once the way forward has been agreed. These will be covered in a report to a Special Cabinet Meeting to be held as soon as the way forward is determined.
- 4.2.2 There are significant risks to the Council which officers are currently working to manage and mitigate ahead of the Special Cabinet meeting.
- 4.2.3 As part of any proposal on the way forward the Council will need to demonstrate that it represents value for money and optimises the protection of the public purse.

4.3 Legal

- 4.3.1 The 3 Facility Agreements granting the loans to NTFC have been formally cancelled and consequently all sums loaned under the agreements are due, together with interest.
- 4.3.2 The Conditional Land Contract for the development land adjoining the stadium has also been formally cancelled. The Council is the Freeholder of the land subject to 2 very restricted leases currently held by CDNL (in liquidation).
- 4.3.3 The issuing of the Administration petition is not of itself an “insolvency event” and does not result in NTFC going into administration. However once a petition is issued, a hearing will be fixed by the Court to consider whether administration is appropriate.
- 4.3.4 Any deal structure between NBC and other parties to resolve the current situation will require a suite of legal documentation designed to protect all the parties interests

4.4 Equality and Health

- 4.4.1 No particular implications have been identified.

4.5 Consultees (Internal and External)

4.5.1 The Leader of the Council is being consulted at all stages of this work. The Chief Executive, Chief Finance Officer, Borough Secretary, and Director of Regeneration Enterprise and Planning, plus support staff are engaged fully in this programme.

4.5.2 Regular discussion is taking place with the Supporters Trust and NTFC.

4.6 How the Proposals deliver Priority Outcomes

4.6.1 The intention of this work is to protect the public purse and achieve a sustainable NTFC going forward as directed, working within the Council's policy to support the major sporting clubs locally.

4.7 Other Implications

4.7.1 NTFC is important to the Town's economy and to youth and community services and facilities. The loss of the Club would be a major detriment to the Borough and therefore this programme of work is aimed at ensuring that this does not occur, whilst protecting the public interest.

5. Background Papers

5.1 None specifically

David Kennedy, Chief Executive, x7726



CABINET REPORT

Report Title	Disposal of Land at Westbridge Depot – Waste to Energy plant
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AGENDA STATUS: PUBLIC

Expected Date of Decision:	11 th November 2015
Within Policy:	Yes
Policy Document:	No
Directorate:	Regeneration, Enterprise & Planning
Cabinet Member:	Cllr Tim Hadland, Member for Regeneration, Enterprise and Planning
Ward(s)	St James

1. Purpose

- 1.1 The purpose of this report is to present the risks, costs and benefits and other associated issues in relation to a planned Waste to Energy Centre (W2E) using waste products located at Westbridge Depot, which would be on land owned by the Borough Council and to agree that a conditional option to lease land be agreed.

2. Recommendations

- 2.1 That approval in principle is given to grant a 2 year option for the lease of approximately 5 acres of land within the area identified edged red upon the plan at Appendix 1, subject to the issues outlined below being satisfied during that period:
- 2.1 (a) That the approved Option is conditional upon the Council being satisfied that the Waste to Energy plant land requirement does not result in the remaining Westbridge plot being too small to deliver the safe and efficient operational requirements of the Council's existing waste facility at Westbridge and to cater for further growth of that facility as Northampton grows in size for the duration of the lease.

- 2.1 (b) That the approved Option is subject to the necessary statutory consents being obtained including planning permission within the 2 year period.
- 2.1 (c) That the Waste to Energy facility will provide an avenue for the disposal of all non-recycled domestic waste collected by the Council or its contractors in Northampton.
- 2.1 (d) That the business case for the Waste to Energy plant is robust and helps to bring significant bottom-line financial benefits to the Council's General Fund Budget for waste operations through the disposal of domestic waste within the Council's future Waste Strategy.
- 2.1 (e) The Option Agreement is subject to 6 monthly reports back to the Council to assess progress against the Option conditions.
- 2.1 (f) That the Option Agreement is subject to the Developer undertaking a full consultation with the local community and a full report to the Council on this consultation detailing how it is planned to respond to it at each stage.
- 2.1 (g) That any relocation costs involved in exercising the preferred Option will be met by the developer. Should the development require the Council to re-position or alter waste or environmental services on the Westbridge site the JV will meet those costs.

3. Issues and Choices

3.1 Report Background

- 3.1.1 This Council owns the freehold shown edged red on the plan at Appendix 1, situated at Westbridge Depot. The whole site is made up of a mixture of occupiers including Northampton Partnership Homes to the North of the site, Amey manage the Waste facility to the West and there are a couple of small occupiers to the south. A number of existing buildings are old and becoming functionally obsolescent.
- 3.1.2 Westbridge Depot is located within the Enterprise Zone (EZ) and offers opportunities to support a range of initiatives consistent with promoting investment and innovation. The Waste to Energy plant could help to provide power for a wide range of uses both domestic and commercial.
- 3.1.3 The Council was approached early in 2014 to allow a commercial Joint Venture (JV) to investigate the viability of a power plant supplied by waste materials.
- 3.1.4 To date the JV have conducted initial ground investigations, some consultation with the resident associations and provided documentation showing current progress, technical and financial information.

- 3.1.5 The intention for the JV is to complete an option to purchase or lease the c. 5 acre plot within the Westbridge Depot as identified on Appendix 1. The JV would then conduct more comprehensive site investigation surveys at their cost and ultimately submit a planning application by the New Year of 2016 as well as a window for contracting with the National Grid.

3.2 Issues

3.2.1 There are a number of Issues which the Council would need to be satisfied with before the Option could be exercised:

Technical Issues:

- Flood risk
- Oil storage proximity
- Ground contamination
- Planning
- Traffic impact

There are also a number of wider Issues:

- Impact on the current Waste Operations
- Impact on the local Community
- Potential Financial benefits to the Council

Flood Risk - The proposed development has been forwarded to the Environment Agency by the JV for comment with regard to flood protection and awaiting a response. This will be picked up in any formal planning application.

Oil Storage Proximity - The proposed development has been referred to the HSE. They have responded with demarked blast zones and the latest scheme layout abides by the HSE recommendations.

Ground contamination - Further ground investigations will be undertaken by the JV after any option has been granted. Initial investigations have proven satisfactory to the JV and the satisfaction of future investigations will be bespoke to this particular development. Any further statutory and regulatory consultations must be undertaken by the JV and satisfied at their cost.

Planning. A planning application has not been made for the development but the JV have declared a need to submit an application before the end of 2015/early 2016. An Planning Application will be considered by the County Council.

Traffic Impact. The site is in a densely populated area on an arterial route and this issue will no doubt be addressed in the planning process. It is a concern that should waste be transferred from further afield this will add to the pressures on infrastructure within the Borough.

Wider Issues:

Operation requirements. A detailed study is underway to ensure that the Council's operational interests on site are not compromised by this proposal. This study will be worked through to the satisfaction of all stakeholders. It is important that the proposed development is at no detriment to our existing operation.

Community. The local community have been consulted initially about this proposal and once an Option is granted, the developer has confirmed they will conduct a full consultation with the community and respond as directed by condition 2.1 (f) above.

Council. The Council's existing local depot is adjacent to the proposed site and there are potential synergies in co-locating, subject to the Council being satisfied that required waste operations will not be compromised by the W2E plant footprint. For the Council it is clearly determining what financial benefits would be gained through co-location for our existing and future waste strategies. This includes certainty that the Council's Domestic Waste will be suitable for this plant, as per 2.1 (d).

Financial viability. A detailed cash flow and IRR forecast has been submitted to Officers from the JV. This shows a c £165m investment consisting of a £113m loan and £48.6m equity.

The cash flow returns are healthy and based upon a certainty of income from several different contracts.

The investment is forecast as being in operation from 2020. The scheme is backed by a blue-chip financial institution. As such Officers have concluded that the proposed facility is institutionally backed and financially sound.

3.3 Choices (Options)

3.3.1 The Council had recommended to await proof of concept of the Energy Plant from this JV under a Cabinet Decision dated 12th November 2014. The JV has forwarded such a report, which outlines the preferred options – a Japanese Gasification plant - and likely operational issues the venture will face and how they will be addressed. Prior to any option to purchase being granted, a detailed site plan would need to be agreed showing how both the JV and NBC could co-locate on site, a valuation report of the land would need to take account of very specific assumptions and feed into the commercial negotiations still to be finalised with the proposal. The proposal would also offer the opportunity to help reduce the Council's revenue costs associated with the waste contract.

3.3.2 The Cabinet could choose to agree to offer pre-emption rights for the purchase of the land with an agreed price based upon a formal valuation, but at no less than £3,000,000 with the proviso of an overage or clawback agreement should the valuation of the freehold be worth more to specialised investors in the future. This option would not realise as much value for the Council as 3.3.3.

3.3.3 The Cabinet could chose to agree to an option for a long term lease of up to 125 years at a minimum starting rental of £400,000 per annum with rent review uplifts, securing revenue which could be sold as a valuable investment in the future. Officers wish to pursue a valuation opinion from a specialist in this market, but nonetheless recommend granting a lease option for a small fee (to cover costs) as the best commercial arrangement for the Council. **This is the recommended option.**

3.3.4 The Cabinet could refuse to offer pre-emption rights to the JV outright and invite interest from other parties.

4. Implications (including financial implications)

4.1 Policy

4.1.1 There are none specifically, but development here would be consistent with the West Northamptonshire Joint Core Strategy and earlier cabinet decisions.

4.2 Resources and Risk

4.2.1 If the Cabinet supports the recommendation made, the Council would guarantee a revenue receipt with potential for a significant capital receipt in the future.

4.2.2 While the Council expects to benefit from savings to its Waste disposal contract with this resource, as it stands the county council will benefit, as they are the disposal authority and therefore meet all of the disposal costs. NBC itself would not benefit from reduced disposal costs.

4.2.3 The proximity of oil storage tanks to the West of the site required HSE consultation in relation to the proposed use, which recommended the main buildings to be located on the Nene tributary side of the site away from the oil depot blast zone.

4.2.4 There may be further opportunity to synergise NBC's waste collection and disposal operations with the proposed facility.

4.2.5 Current tenants would need to be relocated to suitable premises – which the JV has offered to fund reasonable costs.

4.2.6 The Council needs to be satisfied that the Waste to Energy site proposed does not require so much land that the Council is unable to deliver its own waste facility at the Westbridge depot due to insufficient remaining space.

4.3 Legal

4.3.1 There are none specifically identified.

4.4 Equality

4.4.1 There are none specifically identified.

4.5 Consultees (Internal and External)

None.

4.6 How the Proposals deliver Priority Outcomes

4.6.1 The sale of this land for the proposed use would deliver employment generation objectives of the EZ, as well as generate a significant revenue receipt.

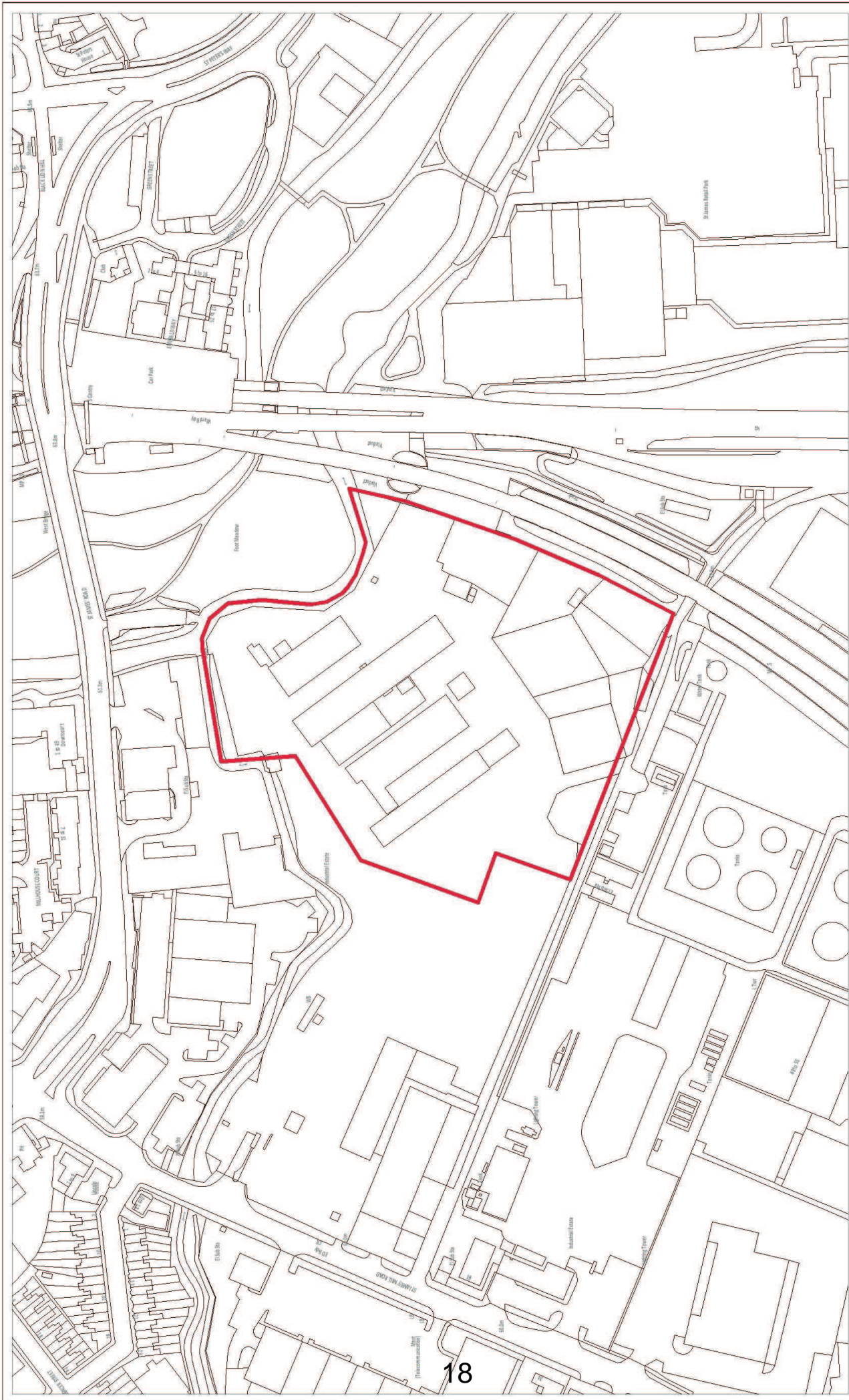
4.7 Other Implications

4.7.1 None

5. Background Papers

Cabinet Decision 12th November 2014

Andrew Meakin
Interim Corporate Asset Manager



Title

Westbridge Depot Proposed Site

Name: A Popowicz
 Date: 8th October 2015
 Scale: 1:2500
 Dept: Asset Management
 Project: EVS1100/B



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Appendices



NORTHAMPTON
BOROUGH COUNCIL

CABINET REPORT

Report Title	St Giles Street – Public Realm Improvement
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	11 th November 2015
Key Decision:	Yes
Within Policy:	Yes
Policy Document:	No
Directorate:	Regeneration, Enterprise and Planning
Accountable Cabinet Member:	Cllr Tim Hadland
Ward(s)	Castle

1. Purpose

- 1.1 To consider and approve a proposal to enhance the public realm of St Giles Street via the improvement to pavements and carriageway.

2. Recommendations

- 2.1 To give approval for the Council to improve the first phase of the public realm improvements to St Giles Street by renewing the footpaths and carriageway surfaces.
- 2.2 To give approval for the Council to enter into a Funding Agreement with Northamptonshire County Council enabling the works to be completed by them as Highways Authority.
- 2.3 To give approval for currently identified capital monies within this year's Capital Programme for 'Town Centre Public Realm' to be allocated to this project.

3. Issues and Choices

3.1 Report Background

- 3.1.1 The Borough Council has already successfully completed public realm improvement works to both Abington Street and Guildhall Road which are helping to improve the offer of the Town Centre.
- 3.1.2 Both projects were completed in partnership with Northamptonshire County Council utilising their supply chain as Highways Authority.
- 3.1.3 The public realm improvements to St Giles Street will enhance the experience of visitors to the area by way of a unique appearance which is in fitting with the ambience and appearance that a high number of independent traders brings.
- 3.1.4 Guildhall Road offers visitors entering the town from St John's car park an enhanced public realm and the works to St Giles Street will further develop the 'Cultural Quarter' feel within the town.
- 3.1.5 Members will also be aware that St Giles Street has recently been nominated for 'High Street of the Year'.
- 3.1.6 Initial engagement with traders based on St Giles Street has already commenced with the completion of a recent Business Breakfast event. As the design of the scheme develops further dialogue will be completed with businesses on an individual basis.
- 3.1.7 These works form Phase 1 of wider regeneration works which include St Giles Square and Fish Street. It is planned that the works will start in the New Year, so as not to disrupt Christmas trade.

3.2 Issues

- 3.2.1 The key deliverables of the project will be the enhancement to the pavements and the carriageway. This work will result in disturbance to traders. Disturbance will be minimised by effective communication and dialogue.
- 3.2.2 Whilst St Giles Street will remain open to pedestrians throughout the works, there will be a need to close the road to vehicles to enable works to be completed. Effective traffic diversions will be put place and these will be communicated in advance of them coming into force.
- 3.2.3 Building on the Guildhall Road experience, include the necessity to retain double yellow lines, allowing loading/unloading and parking for disabled drivers within legal limits will be incorporated within the project. Double yellow lines have been retained in all areas other than opposite the St Giles Street/Castilian Street junction where they are being removed for safety reasons.

- 3.2.4 The carriageway and pavement areas are the asset of Northamptonshire County Council and their improvement will need to be completed in partnership with the County Council.
- 3.2.5 Initial discussions with traders have identified a need to complete the works in low trading periods. It is envisaged that works will commence in Jan/Feb 2016 to cater for this. As was highlighted above, further extensive consultation with businesses in St. Giles Street will be undertaken in advance of the works starting.

3.3 Choices (Options)

- 3.3.1 Cabinet can choose to approve the public realm improvement works to St Giles Street.
- 3.3.2 Cabinet can choose to enter into a Funding Agreement with Northamptonshire County Council to deliver these works.
- 3.3.3 Cabinet can choose to not complete the public realm improvement works to St Giles Street.

4. Implications (including financial implications)

4.1 Policy

- 4.1.1 The recommendations within this report do not set policy or have implications on existing policies.

4.2 Resources and Risk

Risks

- 4.2.1 The recommendations within this report does not require Cabinet to approve further capital monies over and above those already approved as part of this year's capital programme.
- 4.2.2 The works will require careful planning and consideration of implications for independent traders situated upon St Giles Street.

Resources

- 4.2.3 The monies being released for Phase 1 of the works to St Giles Street will be drawn down from monies already approved in the Public Realm block of the Council's approved Capital Programme for 2015/16. Funds available for the delivery of this project are £750,000 .The funds for future phases of works to St Giles Street will need to be prioritised and incorporated into future years capital programmes.

4.3 Legal

- 4.3.1 To enable the project to move forwards the Borough Council will need to enter into a Funding Agreement with Northamptonshire County Council.
- 4.3.2 A standard form of Funding Agreement has already been developed through the works completed to Guildhall Road and Abington Street.

4.4 Equality and Health

- 4.4.1 No specific health or equality matters have been raised by these proposals.

4.5 Consultees (Internal and External)

- 4.5.1 The Borough Council will complete engagement processes with traders of St Giles Street during the early stages of the project.
- 4.5.2 The Borough Council will develop a planned process to ongoing communication with traders during the works period.
- 4.5.3 Consultation with the emergency services has already been undertaken towards this project.
- 4.5.4 Consultation with Service Providers will be completed during the works period.

4.6 How the Proposals deliver Priority Outcomes

- 4.6.1 The proposed works will continue to deliver key improvements to the public realm within the Borough of Northampton.

4.7 Other Implications

- 4.7.1 The design whilst driven by Northampton Borough Council will be refined and approved by Northamptonshire County Council as Highways Authority to ensure that all works are within legislation.

5. Background Papers

- 5.1 No background papers are offered in support of this report.

Darowen Jones, Consultant Project Manager, 01604837719

Appendices



NORTHAMPTON
BOROUGH COUNCIL

CABINET REPORT

Report Title	GREYFRIARS SITE DEVELOPMENT – PROGRESS REPORT AND PROPOSED WAY FORWARD
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	11 th November 2015
Key Decision:	No
Within Policy:	Yes
Policy Document:	No
Directorate:	Regeneration, Enterprise and Planning
Accountable Cabinet Member:	Councillor Hadland
Ward(s)	Castle

1. Purpose

1.1 This report highlights progress to date of the Greyfriars development and outlines the next steps needed to advance the development of the site including the selection of a development partner.

2. Recommendations

- 2.1 Cabinet is asked to note the current progress being made with the site.
- 2.2 Cabinet is asked to approve the selection process of a development partner.
- 2.3 Approves the establishment of a Cabinet Advisory Group to advise and liaise with officers during the selection process. The Leader of the Council will Chair the Group as outlined in para 4.6.
- 2.4 That a further update report is brought to Cabinet in April 2016 for a final decision on the potential development partner.

3.0 Background

- 3.1 A report was taken to Cabinet on 4 March 2015 outlining the progress of the demolition of the former bus station building and to make it ready for future investment and development.
- 3.2 In August 2014, a large public consultation event was held at the Guildhall to gauge people’s ideas and aspirations for the site. A broad mix of end uses was suggested including: cultural, retail, leisure, transport hub, residential, commercial and community. A Cabinet Report detailing the outcome of this consultation was presented on 8th October 2014.

4.0 Developer Selection Process

- 4.1 It is now considered to be the right time to progress the redevelopment of the site through a selection process to find a suitable site purchaser/leasee.
- 4.2 An expression of interest exercise has commenced with an advert for a site purchaser/leasee being placed in the trade press in August 2015. The original closing date for submission was originally due to be 9th October 2015, however due to unprecedented interest, this has been extended to 6th November 2015. Over 100 copies of the site brochure have been requested. A copy of the brochure can be accessed at: <http://bit.ly/1MQYPIL>
- 4.3 Following the closing date, it is anticipated that 3 – 4 bids will be shortlisted. These shortlisted bids will then work with the officer team to develop the proposals into more detail. Further public consultation will be undertaken before a final decision is made.
- 4.4 The timetable for the process is as follows:-

August 2015	Advert
6 November	Submission: Expression of Interest (noon)
November	Evaluation of returns/panel select shortlist
18 December	Shortlist – Invitation to tender
29 February 2016	Submission: Tender return
March	Evaluation of returns/panel selection
April/May	Notice to appoint
13 April	Cabinet

External legal support and specialist commercial knowledge is also being procured.

- 4.5 A governance model has been prepared to oversee the development of the site including terms reference for a Programme and Board and Project Team. The Director of Regeneration, Enterprise and Planning chairs the Programme Board. The programme structure chart is included in Appendix A.

- 4.6 In order to oversee the delivery of the Greyfriars development, it is proposed that a Cabinet Advisory Group be formed to advise Cabinet in reaching decisions regarding the Developer selection process. The Advisory Group will consist of the Leader, the Cabinet Member for Regeneration, Enterprise and Planning together with appropriate Cabinet Members. The Advisory Group will have no formal decision making powers delegated from Cabinet.

5 IMPLICATIONS (INCLUDING FINANCIAL IMPLICATIONS)

5.1 Policy

- 5.1.1 Recommendations within this report are within current policies.
- 5.1.2 The development of Greyfriars is part of the Corporate Plan and forms part of the “Northampton Alive” strategy and suite of projects.

5.2 Resources and risk

- 5.2.1 Suitable financial arrangements will need to be put in place to be able to commission and pay for suitable expert advice to assist the Council in the redevelopment of the site. It is anticipated that these costs will be no more than £200,000. Cost estimates are being sourced and these would be met by a drawdown from the Strategic Investment Reserve. There will be no requirement to pay for any actual development to be undertaken in advance of a development plan being approved at a future Cabinet.
- 5.2.2 If there are future financial implications for the Council of the development a full business case will be produced, and presented to the Cabinet at a future meeting.

5.3 Legal

- 5.3.1 There will need to be appropriate procurement (for consultancy), tendering and contracting arrangements put in place which will be overseen by the Programme Board.

5.4 Equality and Health

- 5.4.1 This report is a progression from previous Cabinet reports on the demolition and development of the Greyfriars site.
- 5.4.2 Any option chosen will support the Council’s objective to promote equality and health.

5.5 Consultation

- 5.5.1 The results from the public consultation event in August 2014 have been taken into account in developing the expression of interest document for the redevelopment of the site.

5.6 **How the proposals deliver priority outcomes**

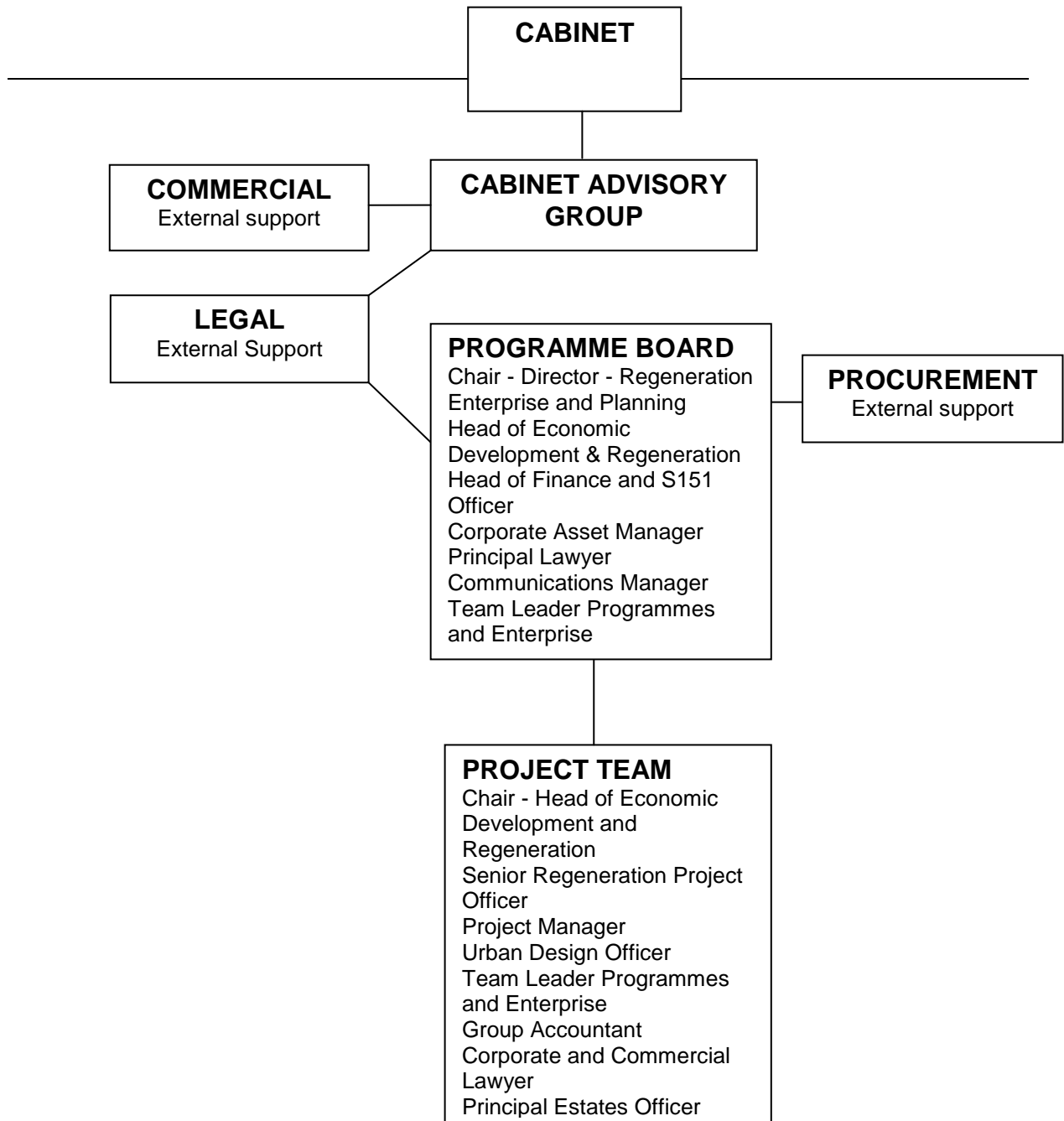
5.6.1 Northampton Alive: A vibrant town.

6 BACKGROUND PAPERS

6.1 Appendix A shows the proposed governance structure for the redevelopment of the Greyfriars site.

Steve Boyes
Director – Regeneration, Enterprise and Planning
Tel: 01604 837287

Greyfriars Programme
Governance



Appendices
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NORTHAMPTON
BOROUGH COUNCIL

CABINET REPORT

Report Title	The Northampton Armed Forces Community Covenant Annual Progress Report
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AGENDA STATUS PUBLIC

Cabinet Meeting Date:	11 November 2015
Key Decision:	No
Within Policy:	Yes
Policy Document:	No
Directorate:	Customers and Communities
Accountable Cabinet Member:	Cllr Brandon Eldred
Ward(s)	Non-specific

1. Purpose

- 1.1 This is the third annual report to Cabinet advising of progress on the actions arising from the Northampton Armed Forces Community Covenant Action Plan which have been implemented by the council and its public, community, voluntary and private sector partners, in support of the Armed Forces, since the covenant was approved by Cabinet on 13th February 2013 and by Full Council on 11th March 2013.
- 1.2 This report also advises Cabinet of proposed future actions to be delivered in support of the Northampton Armed Forces Community Covenant Action Plan.

2. Recommendations

- 2.1 That Cabinet affirms its continuing support for the Northampton Armed Forces Community Covenant and notes progress to date and proposed future actions.

3. Issues and Choices

3.1 Report Background

- 3.1.1 In May 2011 the Secretary of State for Defence published the Armed Forces Covenant. The Covenant is intended to be a moral obligation between the Nation, the Government and the Armed Forces. A key element of it is the Community Covenant which is a voluntary statement of mutual support between a civilian community and its local Armed Forces Community. The aim of the Covenant is to encourage local communities to support the Armed Forces in their area and to promote understanding and awareness amongst the public of the issues that they face.
- 3.1.2 For the purposes of the Armed Forces Covenant, Armed forces personnel means a person who is serving in the regular forces or a person who has served in the regular forces within five years of the date of their application for an allocation of social housing under Part 6 of the Housing Act 1996, and within five years of discharge.
- 3.1.3 It also refers to bereaved spouses and civil partners leaving Services Family Accommodation following the death of their spouse or partner. It also covers serving former members of the Reserve Forces who need to move because of a serious injury, medical condition or disability sustained as a result of their service.
- 3.1.4 The principle behind the Covenant is that the Armed Forces Community should not face disadvantage because of its military service. In some cases, such as the sick, injured or bereaved this means giving consideration to enabling access to public, voluntary or commercial services that civilians do not receive.
- 3.1.5 The Covenant covers issues such as housing, education and welfare support after military service has ended.
- 3.1.6 Although there is not a large military presence in Northampton or the wider county, the council has strong civic links with C Company, The Royal Anglian Regiment (the successors to the Northamptonshire Regiment) and with The 9th/12th Royal Lancers. Both regiments recruit locally and it is likely that such recruits will resettle here once their service has ended.
- 3.1.7 On 3rd October 2012, Cabinet agreed to support the signing of the Armed Forces Covenant. The 3rd October report instructed officers to develop proposals indicating what actions the Council could take to give effect to the principles of the Covenant in Northampton.
- 3.1.8 The Northampton Armed Forces Community Covenant was subsequently approved by Cabinet On 13th February 2013 and by Full Council on 11th March 2013.

- 3.1.9 On 4th March 2013 there was a formal signing ceremony for the Community Covenant when representatives of the Armed Forces, the Council, the charitable and voluntary sector and the civilian community of Northampton added their signatures to the covenant in recognition of their commitment to the Northampton covenant.
- 3.1.10 The actions and initiatives arising from the Northampton Armed Forces Community Covenant, which are being implemented by the council and its partners in support of the armed forces in Northampton, have been incorporated into an action plan.
- 3.1.11 A multi-agency steering group has been established to keep the action plan under regular review, to manage and monitor its delivery and to add new actions as they are identified and agreed.
- 3.1.12 The action plan includes activities to deliver against the themes in the covenant, which are housing, health and wellbeing, education & training, access to council services and support, benefits and tax, recognition and assistance.
- 3.1.13 Key actions that have been completed since the action plan was established include:
- A single point of contact for service personnel with housing enquiries has been identified.
 - All customer services staff have been briefed by the Army Engagement Team, as well as representatives from the AFCC Steering Group, Northampton Volunteering Centre and the Citizens Advice Bureau. This is revisited on an annual basis.
 - The Covenant has been promoted to the Public via leaflets, displays in the One Stop Shop and NBC webpages.
 - All Northampton Borough Council managers received training on the AFCC
 - In partnership with Royal British Legion, launched the Christmas Presents for the Armed Forces campaign in our One Stop Shop.
 - A page, on Northampton Borough Councils website, has been created, for members of the Armed Forces and their families to access, which advertises the availability of support and services. The link is as follows:
www.northampton.gov.uk/communitycovenant
 - Housing Allocations Policy has been amended to include additional priority for ex-armed forces personnel.
 - 'No Second Night Out' - Introduce new initiatives to tackle rough sleeping amongst ex-Armed Forces personnel.
 - Adaptations and disabled facilities grants provided to disabled war veterans.

- Armed Forces have been incorporated within Hate Crime and Discrimination policies and e-learning.
- Awareness raised of war memorials across the Borough - photos on website.
- Funding Application submitted to the WW1 Commemoration fund / grant for the refurbishment of the war memorials within the Borough.
- A programme is in place to identify and make appearance improvements to War graves across the town.
- £500 of funding was obtained to support the delivery of Armed Forces Day 2015

3.1.14 Armed forces events that have taken place in the last 12 months include:

- A church service was held at all Saints on 8th May to mark 70th anniversary of VE day
- Armed Forces Day took place on 27th June in the Market Square, with a Parade around the town centre, which included serving troops, veterans and cadets.
- Remembrance Sunday church service and parade took place on 8th November.

3.1.15 Forthcoming armed forces events include:

- Annual MOBBs match - 13/04/2016
- Armed Forces Day - 25/06/2016
- 100th anniversary Battle of the Somme - 01/07/2016 to 18/11/2016
- Royal Anglian Freedom Parade - 30/07/2016
- Remembrance Sunday - 13/11/2016

3.2 Choices (Options)

3.2.1 On 13th February 2013, Cabinet approved the Northampton Armed Forces Community Covenant and its associated action plan. Cabinet can choose whether it wishes to continue support the covenant.

3.2.2 Cabinet can choose which actions and initiatives it wishes to see implemented in the coming year.

4. Implications (including financial implications)

4.1 Policy

4.1.1 The Northampton Armed Forces Covenant sets out the council's policy on support and assistance to the Armed Forces in Northampton.

4.2 Resources and Risk

4.2.1 Resource implications arising from proposed actions and initiatives will be met from within existing budgets or from monies secured from external funding applications.

4.2.2 A national grant scheme has been established which enables local projects to bid for funding as part of local Community Covenant arrangements. Bids for funding need to be considered by local signatories to a Community Covenant, before then being submitted to the Ministry Of Defence for consideration by their Community Covenant Grant Panel.

4.2.3 The stated aim of the Community Covenant Grant Scheme is to 'financially support projects, at the local level, which strengthen the ties or the mutual understanding between members of the Armed Forces Community and the wider community in which they live'.

4.2.5 Consideration will continue to be given to how the national grant scheme can be used to advance the Northampton Armed Forces Covenant.

4.3 Legal

4.3.1 There are no legal implications directly arising from this report. Legal and professional advice has been sought in relation to specific actions to ensure what is proposed is in accordance with relevant statutory provisions and council policy.

4.4 Equality

4.4.1 The Northampton Armed Forces Covenant makes a positive contribution to the equalities agenda in Northampton for the Armed Forces. All proposed actions and initiatives have been appropriately screened to achieve maximum positive impact for the Armed Forces community and to ensure there are no unintended negative consequences.

4.5 Consultees (Internal and External)

4.5.1 The military and their key community representatives, SSAFA and the Royal British Legion, were consulted on the Northampton Armed Forces Community Covenant. The council's key public, community, voluntary and private sector partners have also been consulted.

4.6 How the Report Delivers Priority Outcomes

4.6.1 This report is consistent with the broad aims of the council's Corporate Plan and has the potential to contribute to a wide range of the Council's priority outcomes.

Background Papers

The Armed Forces Covenant – MOD May 2011

Report to Cabinet, 13/2/13 – Northampton Armed Forces Community Covenant

Report to Full Council, 11/3/13 – Northampton Armed Forces Community Covenant

Appendices
3



NORTHAMPTON
BOROUGH COUNCIL

CABINET REPORT

Report Title	Finance and Performance Report to 30 September 2015
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AGENDA STATUS: PUBLIC

Cabinet Meeting Date:	11th November 2015
Key Decision:	YES
Within Policy:	YES
Policy Document:	NO
Directorate:	Management Board
Accountable Cabinet Member:	Cllr M Hallam
Ward(s)	N/A

1 Purpose

- 1.1 The purpose of this report is to assist Cabinet in monitoring the delivery of the Corporate Plan within the agreed capital and revenue budgets for the General Fund (GF) and Housing Revenue Account (HRA).
- 1.2 To inform Cabinet of the latest forecast outturn position for the Council's capital programme for 2015-16 and changes to the Programme approved under delegated powers

2 Recommendations

- 2.1 That Cabinet reviews the contents of the report and appendices, and identifies actions to be taken to address any issues arising from it.
- 2.2 That Cabinet note the changes to the 2015-16 General Fund Capital Programme as detailed in Appendix 3.

3 Issues and Choices

3.1 Report Background

- 3.1.1 This report presents the Council’s key financial and performance exceptions for the year to date, together with changes in the revenue budget and capital programme. It further highlights any emerging issues as identified by service managers.
- 3.1.2 The report also brings forward any capital appraisals and variations for noting and approval.
- 3.1.3 The report takes into consideration the progress of key projects being delivered across the Council, achievement against performance indicators and financial/resource information.
- 3.1.4 Portfolio holders receive detailed information on specific measures monitoring the Corporate Plan within their individual portfolios.

3.2 Exceptions

3.2.1 Performance Exceptions on Corporate Plan Priorities

This section of the report highlights those measures that are under (▲) or over (●) performing by corporate priority against their profiled monthly targets. Appendix 1 provides further detail of the issues and actions being taken by relevant service areas.

YOUR TOWN: RED KPIS				
Measure ID & Name	Portfolio	Performance	YTD ACTUAL	YTD TARGET
ESC01n Total bins/boxes missed in period (M)	Environment	▲	2541	700
The total no. of missed bins for the month continues to decline.				
ESC02 % missed bins corrected within 24hrs of notification (M)	Environment	▲	89.37%	98.00%
95.88% KPI target met which is an improvement on previous months.				
ESC04 % household waste recycled and composted (NI192) (M)	Environment	▲	43.76%	49.00%
The month of September sees a percentage increase of 2.78% of KG's sent for recycling, reuse and composting in comparison to August 15. All waste streams have seen an increase in tonnages during September 15. The best performing stream is dry waste which has seen an increase of 28.91% in tonnages, provisional plastic & cans data show an increase. The August 15 data remains red as NCC are yet to finalise the data with their disposal supplier and the dry recycling data is yet to be provided/verified by James Hornett.				

YOUR TOWN: BLUE KPIS				
Measure ID & Name	Portfolio	Performance	YTD ACTUAL	YTD TARGET
CH10 No. of unique visits to Museum Pages (M)	Community Engagement	●	35245	22470
ESC06 % of Land and Highways assessed falling below acceptable level - Detritus (NI195b) (4M)	Environment	●	2.00%	5.00%
MPE01 No. of new businesses locating on NWEZ (Q)	Regeneration, Enterprise & Planning	●	14	10
MPE02 No. of new jobs created on NWEZ (Q)	Regeneration, Enterprise & Planning	●	133	100
NI157a % Major Planning applications determined in 13 weeks or agreed extension (M)	Regeneration, Enterprise & Planning	●	100.00%	80.00%
NI157b % of 'minor' planning apps determined within 8 weeks or agreed extension (M)	Regeneration, Enterprise & Planning	●	100.00%	95.00%
TCO05n Town Centre footfall (Q)	Regeneration, Enterprise & Planning	●	7722173	7000000
YOU: RED KPIS				
Measure ID & Name	Portfolio	Performance	YTD ACTUAL	YTD TARGET
HML05 Total no. of people sleeping rough on the streets (A)	Housing	▲	19	12
Of the 19 people observed, 12 were Eastern European with no recourse so very limited housing options are available.				
HML07 Number of households that are prevented from becoming homeless (M)	Housing	▲	151	366
The number of households that have been recorded as being prevented from becoming homeless is low. Although problems in accessing the private rented sector are continuing to make it very difficult to prevent people from becoming homeless, a new team manager has recently been appointed and she will review the way in which homelessness prevention activity is being measured, recorded and reported. Together with additional training on homelessness prevention, this is likely to increase the number of preventions in the future				
HML09 Number of households for whom a full homelessness duty is accepted (M)	Housing	▲	133	120
This figure is slightly above target; an increase in the number of homelessness applications received during the quarter has resulted in an increase in the number of households in temporary accommodation who have been accepted, and who are awaiting a decision. When these decisions are made, the number of households for whom a full homelessness duty is accepted is likely to exceed the monthly target in October and November.				
IG03 % FOVEIR cases responded to within 20 working days (M)	Leader	▲	94.70%	95.00%
There was one case significantly delayed due to incorrect categorisation at point of receipt. This process has now been reviewed and revised to ensure future requests made in a similar way are properly processed.				
Other late cases took no more than 25 days to respond to due to their complex nature.				
PP53 % Service requests responded to within 3 working days (M)	Environment	▲	87.76%	93.00%
Response times increased due to significant amount of warden resource involved in green sack and litter campaigns				
YOU: BLUE KPIS				
Measure ID & Name	Portfolio	Performance	YTD ACTUAL	YTD TARGET
HMO01 No. HMOs with Mandatory licence	Community Safety	●	574	188
LT02 Total No. of people enrolled in swimming program (M)	Community Engagement	●	3409	3100

3.3 Key Financial Indicator Exceptions

Dashboard Indicator Description	Variation from Budget	
	General Fund	Housing Revenue Account
	£000	£000
Controllable Budgets	903	(355)
Debt Financing and Recharges	(439)	(166)
Total	464	(521)
Net drawdown from reserves to fund planning appeals	(800)	0
Total	(336)	(521)

3.4 General Fund Revenue Budget (Blue)

The following table summarises the major variations from budget for the General Fund.

Service Area	£000
Asset Management	17
Major projects and Enterprise	53
Head of Planning	722
Housing	2
Borough Secretary	80
Director of Customers & Communities	(16)
Local Government Shared Services	116
Corporate	(70)
Controllable Total	903
Debt Financing	(439)
Total	464
Net drawdown from reserves to fund planning appeals	(800)
Total	(336)

Budget Managers are working to mitigate the pressures on their budgets and bring forecasts back in line with budgets.

3.4.1 General Fund Revenue Budget (Blue)

- 3.4.1.1 **Asset Management (Green)** forecast overspend relates to additional staffing costs to help deliver the property projects currently being pursued by the Council offset by higher rental income than expected.
- 3.4.1.2 **Major Projects and Enterprise (Amber)** forecast overspend due to additional staffing costs delivering the demands of the Enterprise Zone and helping to deliver the Council's regeneration and growth agenda.
- 3.4.1.3 **Head of Planning (Red)** the Council is currently subject to two planning appeals, one in Hardingstone, the other in Collingtree. At present, the final total costs associated with these appeals are uncertain. Current estimates place the value at £0.8m, with the Council actively working to limit the final total cost. There are risks that the final

position may change and these are explained in paragraph 4.2.5. Cabinet is asked to note this position to date, and to note that these appeals will be funded from in year underspends and reserves, once full costs have been substantiated.

- 3.4.1.4 **Housing (Green)** forecast savings reflects a number of small variances across the service.
- 3.4.1.5 **Borough Secretary (Amber)** forecast overspend reflects a number of small variances across the service.
- 3.4.1.6 **Director of Customers and Communities (Green)** overall forecast saving reflecting additional deductions made through the Environmental Services Contract, additional income for grounds maintenance to accurately reflect work carried out on HRA land, savings in budgets for NNDR, Utilities and rent offset by forecast overspends reflecting unachievable sponsorship income, additional costs in relation to new cleaning contract, electrical works and museum opening hours.
- 3.4.1.7 **Local Government Shared Services (Red)** forecast overspend relates to the underachievement of budgeted savings for Revenues and Benefits offset by a saving due to the pension auto enrolment not starting in 2015/16.
- 3.4.1.8 **Corporate (Green)** forecast saving reflecting forecast underspend on Carbon Tax budget as NBC no longer falls within the scope of the scheme.
- 3.4.1.9 **Debt Financing and HRA Recharges (Blue)** forecast saving reflecting lower interest on new borrowing and additional investment interest due to investment balances being higher than budgeted.
- 3.4.2 **Controllable HRA Revenue Budget (Blue)**
 - 3.4.2.1 The forecast underspend position on the HRA relates mainly to continued good performance of arrears management resulting in lower arrears than anticipated leading to a reduction in the required contribution to the Bad Debt Provision. In addition to this is forecast additional investment interest, arising from significantly higher levels of HRA cash balances compared to budget.

3.5 Capital Programme

3.5.1 General Fund Capital Programme

- 3.5.1.1 In line with approved processes, the Capital Programme Board has approved changes to the General Fund capital programme as set out in Appendix 3. These additions, totalling £1.7m, are predominantly funded from capital receipts and reserves. The General Fund Capital Programme now stands at £70.8m.
- 3.5.1.2 There are no significant forecast variances as at the end of September.
- 3.5.1.3 Any further additions to the capital programme, including further strategic property purchases, will be subject to the development of a robust business case.
- 3.5.1.4 Capital Programme Board is due to go through a rigorous additional challenge process of individual project managers around the delivery and their forecast on schemes.

3.5.2 HRA Capital Programme

- 3.5.2.1 The HRA Capital Programme is managed by Northampton Partnership Homes via a managed budget arrangement. Overall expenditure on the HRA Capital Programme is

forecast to be below budget by around £3.1m as at the end of September. The main variances being forecast are around Major refurbishment projects and the PV Panels programmes.

3.5.2.2 As mentioned in paragraph 3.5.1.4 above Capital Programme Board is due to go through a rigorous additional challenge process of individual project managers within Northampton Partnership Homes around the delivery and their forecast on schemes.

3.6 Data Quality

3.6.1 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.

3.7 Choices (Options)

3.7.1 Cabinet is asked to note the reported position financial position.

3.7.2 Cabinet are asked to note the changes to the General Fund Capital Programme for 2015-16 as set out in Appendix 3.

4 Implications (including financial)

4.1 Policy

4.1.1 The Council agreed a balanced budget for the Capital Programme and Revenue Budgets for both the General Fund and the HRA in February 2015. Delivery of the budget is monitored through the budget monitoring framework.

4.1.2 Corporate measures are monitored regularly 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 This report informs the Cabinet of the forecast outturn positions for capital and revenue, for both the General Fund and HRA, as at the end of September 2015. It also highlights the key risks identified to date in delivering those budgets and where performance measures are significantly over or under performing.

4.2.2 There will be an on-going impact in future years if any of the savings within the 2015/16 budget are not achieved, particularly where services move outside the direct control of the Council.

4.2.3 All objectives, measures and targets within Service Plans are risk assessed and challenged before final approval. The challenge process includes the agreement of performance targets and the capacity to deliver the plans with appropriate resources set aside to do so.

4.2.4 All schemes included in the capital programme, or put forward for approval, are fully funded, either through borrowing, internal resources or external funding arrangements.

4.2.5 As noted in paragraph 3.4.1.3 there is a risk that costs incurred by the developer from appeal maybe awarded against the Council. The Council is actively working to mitigate any such claims. If costs are awarded against the Council they will be needed to be funded from in year underspend and reserves.

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 equalities implications arising from this report.

4.4.2 A full Community/Equalities Impact Analysis has been completed for both the Corporate Plan, and the 2015/19 Budget, which are available on the Council website

4.5 Consultees (Internal and External)

4.5.1 Heads of Service, Budget Managers and Management Board are consulted as part of the budget and performance monitoring process on a monthly basis.

4.5.2 Performance data (financial and non-financial) is published on the Council 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 contributes directly to the priorities of sustaining “effective and prudent financial management” and being “an agile, transparent organisation with good governance”.

4.7 Other Implications

4.7.1 There are no other implications arising from this report.

5 Background Papers

5.1 Appendix 1 - Corporate performance exception report – September 2015

5.2 Appendix 2 - All measures report – September 2015

5.3 Cabinet and Council Budget and Capital Programme Reports September 2015

Management Board, c/o David Kennedy, Chief Executive, 01604 837726
Glenn Hammons, Section 151 Officer, 01604 366521

Corporate Performance

Exceptions Report

September 2015



NORTHAMPTON
BOROUGH COUNCIL

Introduction

This report details a list of performance indicators monitoring the Council's Corporate Plan which are either under, or over performing against target.

The measures contained within this report are monitored on a monthly, quarterly, half yearly or four monthly basis.

Performance is reported against the latest report period and then by overall performance year to date (YTD). Overall YTD performance is monitored against the current profiled target and helps us to keep track of the progress towards meeting the annual target.

Performance comparison against the same time last year is highlighted where comparative data is available.

Report Key:

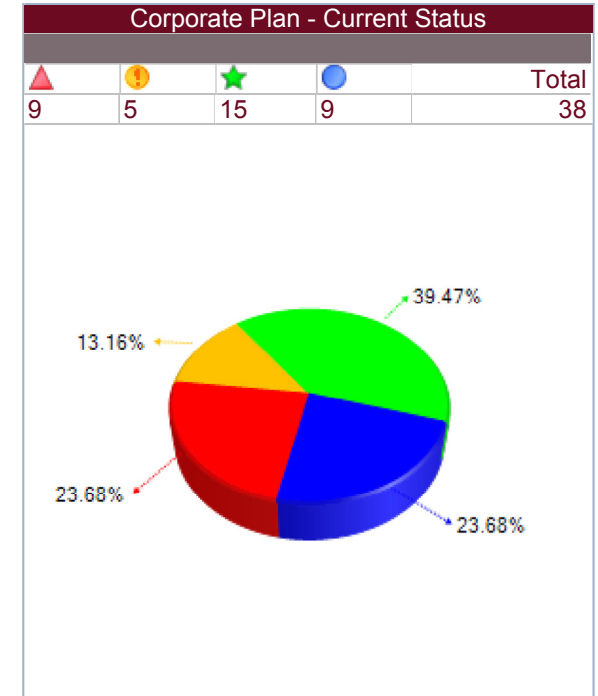
-  Exceptional or over performance
-  On or exceeding target
-  Within agreed tolerances
-  Outside agreed target tolerance
-  Good to be low: Better
-  Good to be low: Worse
-  Good to be High: Better
-  Good to be High: Worse
-  No change
-  No data or target available
-  No data available
-  No target available

NORTHAMPTON
BOROUGH COUNCIL

NBC Corporate Plan

The table below has been included for informational purposes, and shows the current year to date performance of each element of the Corporate Plan. The Alerts are generated from the PIs which each Service Area aligned to the 8 priorities during the service planning process.

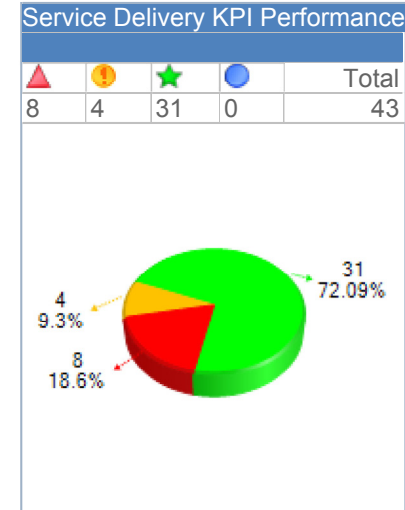
Corporate Plan	
	YTD
Northampton alive with innovation, enterprise and opportunity	★
Theme	
	YTD
Your Town - A town to be proud of	★
You - How your Council will support and empower you and your community	●





Performance Dashboard

LGSS Performance	
Health of the Partnership	?
Theme	
Service Delivery	★
Reputation	?
Savings	?



43

Service Delivery KPI Exceptions			
	Actual	Target	Performance
IT02 Annual SOCITM score (A)	5.21	5.97	▲
Nov 14 - The performance against the national SocitM benchmark for this year shows a significant reduction from 99th centile to 60th. The numbers submitted were much lower this year (only 88 completed questionnaires), with only one strategic manager responding and 13 tactical managers. Therefore - just one person with a negative view will affect the management scores shown in the data set. Operational staff were more positive in their responses. LGSS IT and NBC need to discuss the likely causes for the reduction and agree a service improvement plan to rectify the situation. This will be discussed at the Client Liaison meeting to be held on 11 December 2014.			
			Source Date 31/03/2015
PF02 Final Outturn Budget within 20% of Weighted Forecast Controllable Budget (A)	No	Yes	▲
			Source Date 31/03/2014
PF04 Statutory claims and Statistical Returns meet requirements (M)	No	Yes	▲
			Source Date 31/03/2014
PROC01 % Contracted expenditure vs total controllable spend (M)	83.33 %	96.00 %	▲
Sep 15- There was no off contract spend in September.			
			Source Date 30/09/2015
PROC04 % Contractual spend with Local Suppliers (Q)	37.00 %	55.00 %	▲

Service Delivery KPI Exceptions

	Actual	Target	Performance
Sep 15- Spend with local suppliers rose slightly from 32% to 35% in September.			
			Source Date 30/09/2015
PROC06 No. of subscribers to SourceNorthampton (BiA)	4,531	32,000	▲
Sep 15- An additional 148 registered users in Quarter 2.			
			Source Date 30/09/2015
REV01 No. of days to process benefit claims (M)	13.5	12.0	▲
Sep 15- There has been an in-month increase in processing times, although the service remains on track for a YTD figure. In September the service has focused on ensuring all new claims are brought up-to-date, which has led to the processing of some older items of work and has led to an increase in the processing times. The service will continue to monitor and revise the work allocation process to ensure that processing times reduce and to ensure the YTD target continues to be maintained.			
			Source Date 30/09/2015
REV09 % Non-Domestic rates collected (Q)	55.98 %	56.70 %	▲
Sep 15 - The collection rate for business rates as at the end of September is under target but the team are still following the recovery timetable each month and has a large number of cases in the Magistrates' Court on Thursday 8th October which should generate an influx of payments (30 cases, with a total value of £120,525) . The service still has one of the top three collection rates within the county as at 30th September. The 'in month' rate for September is higher than August and September 2014.			
			Source Date 30/09/2015

YOUR TOWN



Northampton - on track

Invest in safer, cleaner neighbourhoods

Celebrating our heritage and culture

Making every £ go further



YOUR TOWN: RED measures

Measure ID & Name	Mar 15	Jun 15	Sep 15	Sep 15 YTD		Current YTD Profiled Target Sep 2015	Outturn Target	DOT v's same time last yr	
ESC01n Total bins/boxes missed in period (M)	260	433	346	2,541	▲	700	1,400	✖	Smaller is Better
The total no. of missed bins for the month continues to decline.									
ESC02 % missed bins corrected within 24hrs of notification (M)	91.15 %	92.15 %	94.51 %	89.37 %	▲	98.00 %	98.00 %	✔	Bigger is Better
95.88% KPI target met which is an improvement on previous months.									
ESC04 % household waste recycled and composted (NI192) (M)	37.19 %	45.26 %	44.49 %	43.76 %	▲	49.00 %	49.00 %	✖	Bigger is Better
The month of September sees a percentage increase of 2.78% of KG's sent for recycling, reuse and composting in comparison to August 15. All waste streams have seen an increase in tonnages during September 15. The best performing stream is dry waste which has seen an increase of 28.91% in tonnages, provisional plastic & cans data show an increase. The August 15 data remains red as NCC are yet to finalise the data with their disposal supplier and the dry recycling data is yet to be provided/verified by James Hornett.									

YOUR TOWN: BLUE measures

Measure ID & Name	Mar 15	Jun 15	Sep 15	Sep 15 YTD		Current YTD Profiled Target Sep 2015	Outturn Target	DOT v's same time last yr	
CH10 No. of unique visits to Museum Pages (M)	6,579	4,688	4,994	35,245	●	22,470	46,000	✔	Bigger is Better
Web hits continue to out perform year to date target by 68% and this reflects increase in digital marketing and the use of social media.									
MPE01 No. of new businesses locating on NWEZ (Q)	6	2	12	14	●	10	20	✔	Bigger is Better
On profile.									
MPE02 No. of new jobs created on NWEZ (Q)	326	25	108	133	●	100	300	✘	Bigger is Better
Although this figure is below profile it is anticipated the year end target will be met.									
NI157a % Major Planning applications determined in 13 weeks or agreed extension (M)	91.67 %	100.00 %	100.00 %	100.00 %	●	80.00 %	80.00 %	✔	Bigger is Better
100% applications determined within agreed time scales.									
NI157b % of 'minor' planning apps determined within 8 weeks or agreed extension (M)	95.00 %	100.00 %	100.00 %	100.00 %	●	95.00 %	95.00 %	✔	Bigger is Better
100% applications determined within agreed time scales.									
TCO5n Town Centre footfall (Q)	2,937,848	3,710,504	4,011,669	7,722,173	●	7,000,000	13,250,000	✘	Bigger is Better
Footfall figures for the July - September period has exceeded target and overall for the year target footfall has also been exceeded.									

YOUR TOWN: BLUE measures (4 Monthly)

Measure ID & Name	Nov 14	Mar 15	Jul 15	Jul 15 YTD		Current YTD Profiled Target Jul 2015	Outturn Target	DOT v's same time last yr	
ESC06 % of Land and Highways assessed falling below acceptable level - Detritus (NI195b) (4M)	1.00 %	2.67 %	2.00 %	2.00 %		5.00 %	5.00 %		Smaller is Better
2% of land and highways that were assessed had an unacceptable level of litter.									

YOU



Better homes for the future

Creating empowered communities

Promoting health and wellbeing

Responding to your needs

YOU: RED measures

Measure ID & Name	Mar 15	Jun 15	Sep 15	Sep 15 YTD		Current YTD Profiled Target Sep 2015	Outturn Target	DOT v's same time last yr	
HML07 Number of households that are prevented from becoming homeless (M)	?	?	151	151	▲	366	732	?	Bigger is Better
<p>The number of households that have been recorded as being prevented from becoming homeless is low. Although problems in accessing the private rented sector are continuing to make it very difficult to prevent people from becoming homeless, a new team manager has recently been appointed and she will review the way in which homelessness prevention activity is being measured, recorded and reported. Together with additional training on homelessness prevention, this is likely to increase the number of preventions in the future.</p>									
HML09 Number of households for whom a full homelessness duty is accepted (M)	?	24	17	133	▲	120	240	?	Smaller is Better
<p>Although this figure is within target, an increase in the number of homelessness applications received during the month has resulted in an increase in the number of households in temporary accommodation awaiting a decision. When these decisions are made, the number of households for whom a full homelessness duty is accepted is likely to exceed the monthly target in October and November.</p> <p>This figure is slightly above target; an increase in the number of homelessness applications received during the quarter has resulted in an increase in the number of households in temporary accommodation who have been accepted, and who are awaiting a decision. When these decisions are made, the number of households for whom a full homelessness duty is accepted is likely to exceed the monthly target in October and November.</p>									
IG03 % FOI/EIR cases responded to within 20 working days (M)	98.6 %	94.9 %	91.9 %	94.7 %	▲	95.0 %	95.0 %	✖	Bigger is Better
<p>There was one case significantly delayed due to incorrect categorisation at point of receipt. This process has now been reviewed and revised to ensure future requests made in a similar way are properly processed.</p> <p>Other late cases took no more than 25 days to respond to due to their complex nature.</p>									
PP53 % Service requests responded to within 3 working days (M)	82.45 %	89.85 %	85.22 %	87.76 %	▲	93.00 %	93.00 %	✓	Bigger is Better
<p>Response times increased due to significant amount of warden resource involved in green sack and litter campaigns</p>									

YOU: BLUE measures

Measure ID & Name	Mar 15	Jun 15	Sep 15	Sep 15 YTD		Current YTD Profiled Target Sep 2015	Outturn Target	DOT v's same time last yr	
HMO01 No. HMOs with Mandatory licence	229	281	293	574	●	188	376	✓	Bigger is Better
Target Exceeded.									
LT02 Total No. of people enrolled in swimming program (M)	3,124	3,133	3,409	3,409	●	3,100	3,200	?	Bigger is Better
No period comment									

Corporate Performance

All Measures Report

September 2015



NORTHAMPTON
BOROUGH COUNCIL

Introduction








The report details the full list of performance measures monitoring the Council's Corporate Plan by corporate priority and is published quarterly.

The measures contained within this report are monitored on a monthly, quarterly, half yearly or four monthly basis.

Performance is reported against the latest report period and then by overall performance year to date (YTD). Overall YTD performance is monitored against the current profiled target and helps us to keep track of the progress towards meeting the annual target.

Performance comparison against the same time last year is highlighted where comparative data is available.

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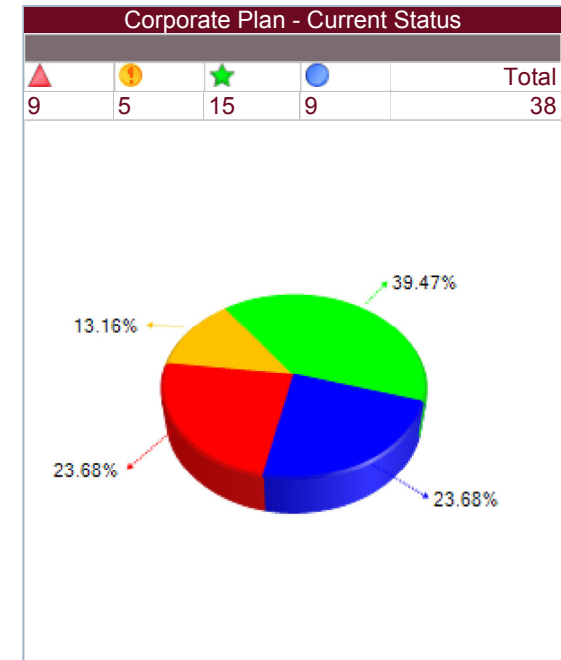
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-  Good to be High: Worse
-  No change
-  No data or target available
-  No data available
-  No target available

NORTHAMPTON
BOROUGH COUNCIL

NBC Corporate Plan

The table below has been included for informational purposes, and shows the current year to date performance of each element of the Corporate Plan. The Alerts are generated from the PIs which each Service Area aligned to the 8 priorities during the service planning process.

Corporate Plan	
	YTD
Northampton alive with innovation, enterprise and opportunity	★
Theme	
	YTD
Your Town - A town to be proud of	★
You - How your Council will support and empower you and your community	●



Your Town



Your Town - Monthly Measures

Measure ID & Name	Jun 15	Jul 15	Aug 15	Sep 15	Overall perf. to date	YTD	Current Profiled Target	Outturn Target	Polarity	Perf. vs. same time last year	YTD value same time last year
AST05a External rental income demanded against budgeted income (M) We continue to exceed the agreed target of 95%.	103.69 %	103.78 %	104.07 %	104.89 %	104.89 %		95.00 %	95.00 %	Bigger is Better		98.17 %
Source Date 30/09/2015											
AST05b % commercial rent demanded within the last 12 months (more than 2 months in arrears) (M) The profile is on target.	0.32 %	0.27 %	0.21 %	0.83 %	0.83 %		3.00 %	3.00 %	Smaller is Better		3.38 %
Source Date 30/09/2015											
AST12 % achieved where return on (sub group) investment properties meets agreed target rate (M) Although currently below target, this will be on target by the end of the financial year%.	90.14 %	90.14 %	90.14 %	90.14 %	90.14 %		92.00 %	92.00 %	Bigger is Better		94.94 %
Source Date 30/09/2015											
BV008 Percentage of invoices for commercial goods & serv. paid within 30 days (M)	99.41 %	99.35 %	99.47 %	98.85 %	99.22 %		99.00 %	99.00 %	Bigger is Better		99.39 %
Source Date 30/09/2015											
BV012_12r Ave. no. of days/shifts lost to sickness for rolling 12 month period (M) The BV12 figure continues to decrease and is now just only above the target figure of 9.65 by 0.07. The raw data shows a significant drop in short term absence of 41.5 days with long term increasing by 22 days.	10.26	9.91	9.86	9.72	9.72		9.65	9.00	Smaller is Better		10.24
Source Date 30/09/2015											
CH10 No. of unique visits to Museum Pages (M) Web hits continue to out perform year to date target by 68% and this reflects increase in digital marketing and the use of social media.	4,688	6,606	6,904	4,994	35,245		22,470	46,000	Bigger is Better		24,354

Your Town - Monthly Measures

Measure ID & Name	Jun 15	Jul 15	Aug 15	Sep 15	Overall perf. to date	YTD	Current Profiled Target	Outturn Target	Polarity	Perf. vs. same time last year	YTD value same time last year
Source Date 30/09/2015											
CS05 Percentage satisfied with the overall service provided by the Customer Service Officer (M)	92.86 %	89.42 %	91.96 %	92.50 %	92.71 %		90.00 %	90.00 %	Bigger is Better		95.07 %
92.5% of customers were satisfied with the service received (111/120)											
Source Date 30/09/2015											
CS13a % of calls for NBC managed services into contact centre answered (M)	95.66 %	92.78 %	92.69 %	93.43 %	94.39 %		90.00 %	90.00 %	Bigger is Better		86.64 %
The Contact centre achieved an overall percentage of 93.4% against a target of 90%. Calls increased by 448 on the previous month for housing services and increased by 347 on all other services. Average waiting time decreased by 1 second bringing the average down to 1 mins 10 seconds. Rent income calls increased by an average of 2 calls per day. New staff training took place therefore more support was needed - New starters - Training after staff leaving. More staff put in to the Rent Income groups to help meet target. Repairs had an increase due to bad weather - influx due to rain. Sickness also caused an impact											
Source Date 30/09/2015											
CS14a % OSS customers with an appointment seen on time (M)	93.6 %	93.4 %	93.4 %	96.8 %	95.2 %		90.0 %	90.0 %	Bigger is Better		94.9 %
The Face to face service hit target with 96.8% of appointments seen within target of 10 minutes. The average wait time was 2 min 36 seconds across the appointment service.											
Drop in footfall increased with an average wait time at 15 seconds and 99.4% of customers seen within 15 minutes. 135 Emergency transfers for homeless were seen in addition to appointments and drop in service. 90.3% were seen within 15 minutes.											
An additional advisor has been recruited as well as additional training has been put in place in section A to help keep the wait times at a steady level.											
Source Date 30/09/2015											
ESC01n Total bins/boxes missed in period (M)	433	748	369	346	2,541		700	1,400	Smaller is Better		1,781
The total no. of missed bins for the month continues to decline.											
Source Date 30/09/2015											
ESC02 % missed bins corrected within 24hrs of notification (M)	92.15 %	84.63 %	89.43 %	94.51 %	89.37 %		98.00 %	98.00 %	Bigger is Better		88.55 %
95.88% KPI target met which is an improvement on previous months.											
Source Date 30/09/2015											
ESC04 % household waste recycled and composted (NI192) (M)	45.26 %	43.79 %	41.39 %	44.49 %	43.76 %		49.00 %	49.00 %	Bigger is Better		45.79 %
The month of September sees a percentage increase of 2.78% of KG's sent for recycling, reuse and composting in comparison to August 15. All waste streams have seen an increase in tonnages during September 15. The best performing stream is dry waste which has seen an increase of 28.91% in tonnages, provisional plastic & cans data show an increase. The August 15 data remains red as NCC are yet to finalise the data with their disposal supplier and the dry recycling data is yet to be provided/verified by James Hornett.											
Source Date 30/09/2015											
ESC09 % of Fly Tipping incidents removed within 2 working days of notification (SO2) (M)	100.00 %	99.90 %	99.77 %	99.61 %	99.86 %		100.00 %	100.00 %	Bigger is Better		99.67 %
All but 4 fly-tipping incidents were removed within target. Ellfield Court was out of target due to needing a wheel barrow to shovel the concrete out of the hippo bag as was too heavy to move. Great Houghton was out of target due to very large asbestos needing both crews and was waiting on large wrapping asbestos sheets to wrap the asbestos up in. Lower Ecton Lane was out of target due to the Green Waste dumped on the road and had to make the road safe before removing. Blueberry Rise was out of target due to needing a saw to cut a tree branch in half as too large for vehicle. These required additional crews due to the weight of the waste resulting in the delay.											
Source Date 30/09/2015											
NI157a % Major Planning applications determined in 13 weeks or agreed extension (M)	100.00 %	100.00 %	100.00 %	100.00 %	100.00 %		80.00 %	80.00 %	Bigger is Better		79.31 %
100% applications determined within agreed time scales.											

Your Town - Monthly Measures

Measure ID & Name	Jun 15	Jul 15	Aug 15	Sep 15	Overall perf. to date	YTD	Current Profiled Target	Outturn Target	Polarity	Perf. vs. same time last year	YTD value same time last year
Source Date 30/09/2015											
NI157b % of 'minor' planning apps determined within 8 weeks or agreed extension (M)	100.00 %	100.00 %	100.00 %	100.00 %	100.00 %	100.00 %	95.00 %	95.00 %	Bigger is Better		96.71 %
100% applications determined within agreed time scales.											
Source Date 30/09/2015											
NI157c % of 'other' planning apps determined within 8 weeks or agreed extension (M)	100.00 %	100.00 %	100.00 %	100.00 %	100.00 %	99.26 %	95.00 %	95.00 %	Bigger is Better		92.88 %
100% applications determined within agreed time scales.											
Source Date 30/09/2015											
PP06 % change in serious acquisitive crime from the baseline (M)	-1.80 %	-2.23 %	-3.91 %	-3.13 %	-3.13 %	-3.13 %	-3.14 %	-6.50 %	Smaller is Better		-8.52 %
There has been a 3.1% reduction (-80 crimes) in Serious Acquisitive Crime from the 2014/15 baseline. This is however a slight increase from last month (+0.8%). This includes a 7.3% (-71 crimes) reduction in domestic burglary and a 5.6% (-17 crimes) reduction in robbery. There has been a slight increase of 0.6% (+7 crimes) in vehicle crime.											
Source Date 30/09/2015											
PP22 % Hackney Carriage and private hire vehicles inspected which comply with regulations (M)	66.67 %	66.67 %	69.70 %	77.33 %	74.18 %	74.18 %	70.00 %	70.00 %	Bigger is Better		66.67 %
One evening and two daytime multi agency vehicle checks, 3 school contract visits. A high number of vehicles checked. No major problems identified.											
Source Date 30/09/2015											

Your Town - Quarterly Measures

Measure ID & Name	Dec 14	Mar 15	Jun 15	Sep 15	Overall perf. to Date	YTD	Current Profiled Target	Annual Target	Polarity	Perf. vs. same time last year	YTD value same time last year
IG02 Av. days to respond to LGO enquiries (excl. pre-determined cases) (Q)	14.50	25.00					28.00	28.00	Smaller is Better		15.54
No LGO enquiries required a response this quarter											
Source Date 30/09/2015											
MPE01 No. of new businesses locating on NWEZ (Q)	9	6	2	12	14		10	20	Bigger is Better		1
On profile.											
Source Date 30/09/2015											
MPE02 No. of new jobs created on NWEZ (Q)	15	326	25	108	133		100	300	Bigger is Better		208
Although this figure is below profile it is anticipated the year end target will be met.											
Source Date 30/09/2015											
TCO05n Town Centre footfall (Q)	3,666,041	2,937,848	3,710,504	4,011,669	7,722,173		7,000,000	13,250,000	Bigger is Better		8,071,207
Footfall figures for the July - September period has exceeded target and overall for the year target footfall has also been exceeded.											
Source Date 30/09/2015											

Your Town - 4 Monthly Measures

Measure ID & Name	Nov 14		Mar 15		Jul 15		Overall perf. to Date	YTD	Current Profiled Target	Annual Target	Polarity	Perf. vs. same time last year	YTD value same time last year
ESC05 % of Land and Highways assessed falling below an acceptable level - Litter (NI195a) (4M)	1.33 %		2.50 %		2.00 %		2.00 %		2.00 %	2.00 %	Smaller is Better		0.67 %
2% of land and highways that were assessed had an unacceptable level of litter.													
Source Date 31/07/2015													
ESC06 % of Land and Highways assessed falling below acceptable level - Detritus (NI195b) (4M)	1.00 %		2.67 %		2.00 %		2.00 %		5.00 %	5.00 %	Smaller is Better		0.33 %
2% of land and highways that were assessed had an unacceptable level of litter.													
Source Date 31/07/2015													
ESC07 % of Land and Highways assessed falling below acceptable level - Graffiti (NI195c) (4M)	0.33 %		0.83 %		0.17 %		0.17 %		2.00 %	2.00 %	Smaller is Better		0.33 %
0.17% of land and highways that were assessed had an unacceptable level of graffiti.													
Source Date 31/07/2015													
ESC08 % of Land and Highways assessed falling below acceptable level - FlyPosting (NI195d) (4M)	0.00 %		0.00 %		0.00 %		0.00 %		2.00 %	2.00 %	Smaller is Better		0.00 %
In line with target													
Source Date 31/07/2015													

You



You - Monthly Measures

Measure ID & Name	Jun 15	Jul 15	Aug 15	Sep 15	Overall perf. to date	YTD	Current Profiled Target	Outturn Target	Polarity	Perf. vs. same time last year	YTD value same time last year
HML01 Total no. of households living in temporary accommodation (M)	70	78	74	75	75		70	70	Smaller is Better		66
<p>The number of households living in temporary accommodation remains above target. This is due, in the main, to the slightly higher than normal number of households moving into temporary accommodation and the number of households living in temporary accommodation who have been offered a permanent home but are not yet able to move into it due to delays in completing void works.</p> <p style="text-align: right;">Source Date 30/09/2015</p>											
HML07 Number of households that are prevented from becoming homeless (M)	?	?	?	151	151		366	732	Bigger is Better		?
<p>The number of households that have been recorded as being prevented from becoming homeless is low. Although problems in accessing the private rented sector are continuing to make it very difficult to prevent people from becoming homeless, a new team manager has recently been appointed and she will review the way in which homelessness prevention activity is being measured, recorded and reported. Together with additional training on homelessness prevention, this is likely to increase the number of preventions in the future.</p> <p style="text-align: right;">Source Date 30/09/2015</p>											
HML09 Number of households for whom a full homelessness duty is accepted (M)	24	16	38	17	133		120	240	Smaller is Better		?
<p>Although this figure is within target, an increase in the number of homelessness applications received during the month has resulted in an increase in the number of households in temporary accommodation awaiting a decision. When these decisions are made, the number of households for whom a full homelessness duty is accepted is likely to exceed the monthly target in October and November.</p> <p>This figure is slightly above target; an increase in the number of homelessness applications received during the quarter has resulted in an increase in the number of households in temporary accommodation who have been accepted, and who are awaiting a decision. When these decisions are made, the number of households for whom a full homelessness duty is accepted is likely to exceed the monthly target in October and November.</p> <p style="text-align: right;">Source Date 30/09/2015</p>											
IG03 % FOI/EIR cases responded to within 20 working days (M)	94.9 %	98.6 %	96.7 %	91.9 %	94.7 %		95.0 %	95.0 %	Bigger is Better		97.2 %
<p>There was one case significantly delayed due to incorrect categorisation at point of receipt. This process has now been reviewed and revised to ensure future requests made in a similar way are properly processed.</p> <p>Other late cases took no more than 25 days to respond to due to their complex nature.</p> <p style="text-align: right;">Source Date 30/09/2015</p>											
IG04 % Subject Access requests responded to within 40 days (M)	100.0 %	100.0 %	100.0 %	100.0 %	100.0 %		95.0 %	95.0 %	Bigger is Better		88.9 %
<p>There were two subject access requests both of which were responded to within the statutory 40 days.</p> <p style="text-align: right;">Source Date 30/09/2015</p>											
LT01 Total Visits to Leisure Centres (M)	74,926	86,636	89,142	82,319	502,035		527,658	1,010,813	Bigger is Better		536,808
<p>All areas performed well leading to a boost in total attendances. Good performance on swimming</p> <p style="text-align: right;">Source Date 30/09/2015</p>											
PP53 % Service requests responded to within 3 working days (M)	89.85 %	76.96 %	84.55 %	85.22 %	87.76 %		93.00 %	93.00 %	Bigger is Better		86.48 %

You - Monthly Measures

Measure ID & Name	Jun 15	Jul 15	Aug 15	Sep 15	Overall perf. to date	YTD	Current Profiled Target	Outturn Target	Polarity	Perf. vs. same time last year	YTD value same time last year
Response times increased due to significant amount of warden resource involved in green sack and litter campaigns											Source Date 30/09/2015

You - Quarterly Measures

Measure ID & Name	Dec 14	Mar 15	Jun 15	Sep 15	Overall perf. to Date	YTD	Current Profiled Target	Annual Target	Polarity	Perf. vs. same time last year	YTD value same time last year
AHP01 Number of affordable homes delivered (Q) Data not currently available to report.	59 ▲	79 ▲	0 ▲	? ?	? ?	? ?	100	250	Bigger is Better	? ?	87
Source Date 30/09/2015											
HMO01 No. HMOs with Mandatory licence Target Exceeded.	229 ●	229 ●	281 ●	293 ●	574 ●	188	376	Bigger is Better	↗		326
Source Date 30/09/2015											
HMO08 No. of HMOs with an additional licence (Q) Target exceeded	122 ▲	41 ▲	253 ★	353 ★	353 ★	250	500	Bigger is Better	↗		0
Source Date 30/09/2015											
IG01 % LGO cases responded to within 28 days (excl. pre-determined cases) (Q) No LGO cases required a response this quarter	50.0 % ▲	100.0 % ★	? ?	? ?	? ?	95.0 %	95.0 %	Bigger is Better	? ?		100.0 %
Source Date 30/09/2015											
LT02 Total No. of people enrolled in swimming program (M) No period comment	? ?	3,124 ★	3,133 ★	3,409 ●	3,409 ●	3,100	3,200	Bigger is Better	? ?		?
Source Date 30/09/2015											
PP06 % Off licence checks that are compliant (Q) Follow up visits to off licences granted licenses or following complaints. No compliancy only minor issues. Advised accordingly	100.00 ●	83.33 ⚠	85.71 ★	75.00 ⚠	80.00 ⚠	85.00	85.00	Bigger is Better	↘		100.00
Source Date 30/09/2015											

You - Annual Measures

Polarity	Measure ID & Name	Mar 14		Mar 15		Outturn Target Mar 2016
Bigger is Better	NI154 Net additional homes provided (A)	834.00	▲	574.00	▲	1,132.00

The JCS was adopted in January 2015 and revises the Plan period to 2029.

Source Date 31/03/2015

Cabinet 11th November 2015

Capital Budget Changes August to September 2015 – Approved under Delegation

General Fund Schemes

Reference	Scheme Title	2015/16 £k	Comments
BA225	Car Park Machines	300	To replace outdated car park ticket machines and expand customer payment options providing a better service for customers.
BA673	Parks / Allotments/ Cemeteries Enhancements	(100)	Block programme budget to be reduced by £100k in order to redirect funding to higher priority scheme - car parks pay machines (BA225). The previously approved scheme to improve footpaths in Towcester Road cemetery (BA673-03) will no longer go ahead.
BA226	Purchase of National Grid Land	1,500	Purchase of land identified as strategically important to the Enterprise Zone.
BA227	Duston Arts Project	10	In consultation with 2 Duston Parish Councillors, officers have investigated ways to deliver a public art project in the area funded from the s106 contribution.
BA645	S106 Contributions to Other Local Authorities	11	Use of s106 contribution to improve the access to Duston Leisure Centre.
	Total	1,721	