

Finance and Property Committee

Date: Monday, 17 September 2012
Time: 10:30
Venue: County Hall
Address: County Hall, West Bridgford, Nottingham NG2 7QP

AGENDA

1	<u>Minutes of the last meeting held on 9 July 2012</u> Details	3 - 8
2	<u>Apologies for Absence</u> Details	1-2
3	<u>Declarations of Interests by Members and Officers:- (see note below)</u> (a) Disclosable Pecuniary Interests (b) Private Interests (pecuniary and non-pecuniary)	1-2
4	<u>Financial Monitoring Report 2012-13 Period 4</u> Details	9 - 30
5	<u>Medium Term Financial Strategy Presentation</u> Details	31 - 42
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11a	<u>Commercial Site Top Wighay Farm Annesley Road Hucknall - Selection of Preferred Developer</u> Details	79 - 84
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11c	<u>Unit 6-8 Calverton Business Park Modification to Approved Letting Terms</u> Details	89 - 92
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11e	<u>Kingston Park Primary School Carlton in Lindrick - Academy Conversion</u> Details	99 - 104
12	<u>Work Programme</u> Details	105 - 108
13	<u>Exclusion of the Public</u>	1-2

The Committee will be invited to resolve:-

“That the public be excluded for the remainder of the meeting on the grounds that the discussions are likely to involve disclosure of exempt information described in paragraph 3 of the Local Government (Access to Information) (Variation) Order 2006 and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

Note

If this is agreed, the public will have to leave the meeting during consideration of the following items.

EXEMPT INFORMATION ITEMS

14	<u>Exempt Appendices to Property Transaction Reports</u>	1-2
	(a) Commercial Site, Top Wighay Farm, Annesley Road, Hucknall	
	(b) Disposal of Centenary House, West Bridgford, Nottingham	
	(c) Proposed Lease-in -Unit 6-8, Calverton Business Park (County Supplies Relocation) - Modification to approved letting terms	
	(d) Disposal of Greenacre and Wincroft, Wingfield Avenue, Worksop	

minutes

Meeting FINANCE AND PROPERTY COMMITTEE

Date 9 July 2012 (commencing at 10.30 am)

Membership

Persons absent are marked with `A`

COUNCILLORS

Reg Adair (Chairman)
Eric Kerry (Vice-Chairman)
Chris Barnfather
Steve Carroll
John Clarke
Kay Cutts
Stephen Garner
Darrell Pulk
Ken Rigby
Mel Shepherd
Martin Suthers

Other Councillor in Attendance

Alan Rhodes

OFFICERS IN ATTENDANCE

Carl Bilbey, Conservative Group Research Officer
Paul Davies, Policy, Planning and Corporate Services Department
Tim Gregory, Corporate Director, Environment and Resources
Ivor Nicholson, Service Director, ICT
Patrick Robinson, Group Manager Property - Strategy, Compliance and Performance
Paul Simpson, Service Director, Finance and Procurement
Michelle Welsh, Labour Group Research Officer

MEMBERSHIP

It was noted that Councillor Cutts had been appointed in place of Councillor Wheeler.

MINUTES

The minutes of the last meeting held on 18 June 2012 were confirmed and signed by the Chair.

DECLARATIONS OF INTEREST

Members declared non-pecuniary interests as follows:

Councillor Steve Carroll: as a governor of Croft Primary School

Councillor Kay Cutts: as a governor of Radcliffe-on-Trent Junior School

Councillor Stephen Garner: as a governor of Abbey Primary School and Samworth Academy

ICT PROGRAMME 2012/13

RESOLVED: 2012/023

That the progress to date on the ICT programme and projects that underpin the delivery of the County Council's ICT Strategy 2011-14 be noted.

BASIC NEEDS PROGRAMME 2013

A revised report and recommendation had been circulated.

RESOLVED: 2012/024

That approval be given for the design and construction work on the individual projects and provision of temporary accommodation under the Basic Needs Programme as outlined in the report.

OVERVIEW OF PROPERTY

The motion was put to the meeting, and following discussion and a show of hands, the Chairman indicated that it was carried.

The requisite number of Members requested a recorded vote and it was ascertained that the following eight Members voted for the motion:

FOR

Reg Adair
Chris Barnfather
Kay Cutts
Stephen Garner

Eric Kerry
Ken Rigby
Mel Shepherd
Martin Suthers

There were no notes against the motion.

Councillors Steve Carroll, John Clarke and Darrell Pulk voted to abstain.

The Chairman declared the motion carried, and it was -

RESOLVED: 2012/025

- (1) That the property strategy and its contingent plans and programmes as set out in the report be noted and supported;

- (2) That the Service Director, Transport, Property and Environment be authorised to make the estate management decisions listed in paragraph 10 of the report.

PROPERTY TRANSACTIONS

PROPOSED LEASE IN - UNIT 6-8 CALVERTON BUSINESS PARK (COUNTY SUPPLIES RELOCATION)

RESOLVED: 2012/026

That the terms of the proposed lease in of Units 6-8 Calverton Business Park be approved.

DISPOSAL OF LAND ADJOINING VICTORIA PARK WAY, NETHERFIELD

RESOLVED: 2012/027

That the disposal of 251m² adjacent to Victoria Park Way, Netherfield be approved.

LICENCE TO ENTER AND OPTION TO LEASE - 0.525 HECTARES AT COLLIERS WAY, COTGRAVE FOR COAL MINE METHANE EXTRACTION

RESOLVED: 2012/028

That approval be given to:

- (1) The grant of a licence to enter land for the purpose of drilling and testing a coal mine methane (CMM) gas borehole;
- (2) The grant of a lease option of the land conditional on obtaining planning consent and finding CMM in commercially extractable quantities.

DISPOSAL OF FORMER CARETAKER'S DWELLING, CHRIST THE KING SCHOOL, 92 DARLTON DRIVE, ARNOLD

RESOLVED: 2012/029

That approval be given to:

- (1) The sale by auction of the former caretaker's dwelling, 92 Darlton Drive, Arnold as set out in the report; and
- (2) The reserve price being approved by the Service Director, Transport Property and Environment, in consultation with the Chairman (or Vice-Chairman in his absence) of the Finance and Property Committee also in consultation with the agent prior to the auction.

DISPOSAL OF FORMER CARETAKER'S DWELLING, GEDLING COMPREHENSIVE SCHOOL, 40 PERLETHORPE AVENUE, GEDLING

RESOLVED: 2012/030

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That approval be given to:

- (1) The sale by auction of the former caretaker's dwelling, 40 Perlethorpe Avenue, Gedling as set out in the report; and
- (2) The reserve price being approved by the Service Director, Transport Property and Environment, in consultation with the Chairman (or Vice-Chairman in his absence) of the Finance and Property Committee also in consultation with the agent prior to the auction.

SURRENDER OF LEASE AND SIMULTANEOUS GRANT OF NEW LEASE OF ACCOMMODATION AT NATIONAL WATERSPORTS CENTRE, HOLME PIERREPONT

RESOLVED: 2012/031

That approval be given to the surrender of the existing lease and simultaneous grant of the new lease of accommodation at the National Watersports Centre, Holme Pierrepont.

ACQUISITION OF EDWINSTOWE YOUTH CLUB, CHURCH STREET, EDWINSTOWE

RESOLVED: 2012/32

That approval be given to the acquisition of Edwinstowe Youth Club.

ACADEMY CONVERSIONS

RESOLVED: 2012/033

- (1) That approval be given to the grant of a 125 year lease on the standard terms set out in the appendix to the report to the Academy Trust of any of the schools listed in the exempt appendix to the report which need to convert to Academy status prior to the Finance and Property Committee on 17 September 2012, this being subject to the subsequent approval of any site-specific details;
- (2) That the Corporate Director, Environment and Resources (or his nominee) be authorised to approve site details and specific conditions in consultation with the Chairman (or Vice-Chairman in his absence) of the Finance and Property Committee.

PROPERTY TRANSACTIONS EXPECTED DURING THE SUMMER RECESS

RESOLVED: 2012/034

- (1) That the anticipated upcoming transactions, listed in the exempt appendix to the report, be noted;
- (2) That the finally agreed terms for any project or transaction should be signed off by the Corporate Director, Environment and Resources, in

consultation with the Chairman (or Vice-Chairman in his absence) of the Finance and Property Committee, if required before 17 September 2012;

- (3) That if necessary an extra meeting of the committee be held in early September to consider any transactions not listed in the exempt appendix.

COUNCILLORS' DIVISIONAL FUND 2011/12

RESOLVED: 2012/035

That the report be noted.

WORK PROGRAMME

RESOLVED: 2012/036

That the work programme be noted.

EXCLUSION OF THE PUBLIC

RESOLVED: 2012/037

That the public be excluded from the remainder of the meeting on the grounds that discussions are likely to involve the disclosure of exempt information described in paragraph 3 of the Local Government (Access to Information) (Variation) Order 2006 and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

EXEMPT INFORMATION ITEMS

PROPOSED LEASE IN - UNIT 6-8 CALVERTON BUSINESS PARK (COUNTY SUPPLIES RELOCATION)

RESOLVED: 2012/038

That the terms of the proposed lease be noted.

DISPOSAL OF LAND ADJOINING VICTORIA PARK WAY, NETHERFIELD

RESOLVED: 2012/039

That the terms of the proposed disposal be noted.

LICENCE TO ENTER AND OPTION TO LEASE - 0.525 HECTARES AT COLLIERS WAY, COTGRAVE FOR COAL MINE METHANE EXTRACTION

RESOLVED: 2012/040

That the information in the exempt appendix be noted.

DISPOSAL OF FORMER CARETAKER'S DWELLING, CHRIST THE KING SCHOOL, 92 DARLTON DRIVE, ARNOLD

Part of 008

RESOLVED: 2012/041

That the information in the exempt appendix be noted.

**DISPOSAL OF FORMER CARETAKER'S DWELLING, GEDLING
COMPREHENSIVE SCHOOL, 40 PERLETHORPE AVENUE, GEDLING**

RESOLVED: 2012/042

That the information in the exempt appendix be noted.

**SURRENDER OF LEASE AND SIMULTANEOUS GRANT OF NEW LEASE
OF ACCOMMODATION AT NATIONAL WATERSPORTS CENTRE, HOLME
PIERREPONT**

RESOLVED: 2012/043

That the information in the exempt appendix be noted.

**ACQUISITION OF EDWINSTOWE YOUTH CLUB, CHURCH STREET,
EDWINSTOWE**

RESOLVED: 2012/044

That the information in the exempt appendix be noted.

ACADEMY CONVERSIONS

RESOLVED: 2012/045

That the information in the exempt appendix be noted.

**PROPERTY TRANSACTIONS EXPECTED DURING THE SUMMER
RECESS**

RESOLVED: 2012/046

That the information in the exempt appendix be noted.

The meeting closed at 11.25 am.

CHAIRMAN

REPORT OF THE SERVICE DIRECTOR – FINANCE & PROCUREMENT

FINANCIAL MONITORING REPORT – PERIOD 4 2012/13

Purpose of the Report

- 1.1 To provide a summary of the financial position of the County Council for the first 4 months of the financial year, including year-end forecasts.
- 1.2 To request approval for use of the corporate contingency.
- 1.3 To request approval to establish a Troubled Families reserve.
- 1.4 To provide an update on the progress being made by the Procurement team in contributing to the County Councils savings plans.
- 1.5 To note the Capital Programme expenditure and latest forecasts.

Information and Advice

2. Background

- 2.1 This is the first report to Finance and Property Committee in the current financial year. Whilst still relatively early on in the financial year, it is important to provide Members with an indication of the likely year end outturn, both for 2012/13 itself, and because of the uncertainties inherent in the 2013/14 financial year. This latter point is particularly significant in terms of ensuring that the Council has sufficient flexibility to manage the expected level of financial risk.

3. Summary Financial Position

- 3.1 Table 1 sets out the summary revenue position of the County Council.

Table 1 – Summary Financial Position

Committee	Annual Budget £'000	Actual to Period 4 £'000	Year-End Forecast £'000	Forecast Variance At Period 4 £'000
Children & Young People	163,463	36,955	172,417	8,954
Adult Social Care & Health	194,753	49,763	193,753	(1,000)
Transport & Highways	59,475	14,713	59,735	260
Environment & Sustainability	24,860	6,156	24,446	(414)
Community Safety	4,370	1,320	4,370	0
Culture	12,725	4,626	12,960	235
Policy	23,865	10,535	23,777	(88)
Finance & Property	27,640	11,882	28,019	379
Personnel	5,645	2,236	5,316	(329)
Economic Development	843	328	843	0
Net Committee (under)/overspend	517,639	138,514	525,636	7,997
Central items	(24,540)	(15,579)	(40,740)	(16,200)
Forecast prior to use of reserves	493,099	122,935	484,896	(8,203)
Transfer to / (from) reserves	1,135	(1,733)	1,075	(60)
Transfer to / (from) General Fund	4,930	0	4,930	0
Net County Council	499,164	121,202	490,901	(8,263)

3.2 The Committees are currently forecasting a net overspend of £8m, which is largely attributable to an overspend in CYP and a saving in ASCH. The commentary below provides a further detailed explanation to these major variances but it is important to stress that the position of CYP is largely offset by a Corporate Contingency of £4m and earmarked reserves of £1m, ie a net overspend of £3m. Given the County Council's recent history it can also be expected that the level of savings achieved in year will increase.

3.3 After the budgeted contribution to the General Fund of £4.9m, the forecast out-turn position overall for the County Council is a saving of £8.3m.

4. Committee and Central Items

The main variations that have been identified since the start of the financial year are explained below:

Children and Young People (forecast £9m net overspend)

4.1 Children's Social Care are forecasting an overspend of £3.4m, of which £2m is due to the continuing increase in external placements. In addition, the trainee scheme is oversubscribed by £0.3m and a further £0.3m reflects the anticipated use of interagency adoption in order to increase the number of adoptions. The cost of agency staff is also predicted to overspend by £0.8m due to problems surrounding filling vacancies, particularly in social work teams and the safeguarding and independent review service. A further £0.4m overspending is now anticipated on legal fees in the light of the first quarter's activity data, however offsetting underspendings across the Children's Disability Service and the Access to Resources Group have been identified.

- 4.2 The Executive Support division are forecasting a net overspend of £1.350m. £0.7m relates to the non-achievement of the Business Service Support Review (BSSR) (for which funding has been set aside in a reserve, if required at the end of the financial year), together with the non-achievement of the budget reduction relating to departmental overheads, which is being pursued. A further £0.4m is due to the cost of the current staffing establishment across the business support service being in excess of the current budget provision.
- 4.3 The Targeted Support & Youth Justice Service are forecasting an overspend of £0.46m which relates to Supporting People although funding is held in a reserve for this if required.
- 4.4 As stated in section 3.2, this £9m forecast overspend is largely offset by the £4m of contingency that was set aside at the beginning of the financial year. It is also reduced by the application of a number of earmarked reserves, which were established to meet some of the known pressures. The Corporate outturn has factored in the use of £1.06m of these reserves. The Corporate Director has suggested that this situation is kept under review until Christmas when a decision can be made as to whether the contingency should be permanently returned to CYP.

Adult Social Care & Health (forecast £1.0m net saving)

- 4.5 The estimated forecast is based on expenditure/savings in previous years, proposed savings, commitments and budget pressures and comprises the following 3 areas:
- 4.6 Older People Community Care budgets amount to almost £22m. In the last financial year savings of £1.5m were delivered. A saving of £1m is forecast this financial year as there are still non-delivery/slippage rates on homecare.
- 4.7 The Younger Adults care budget totals £60m. In the last financial year savings of over £4m were delivered. The budget pressure for 2012/13 has been reduced, with £2.25m transferred to the corporate contingency. However a saving of £1m is still expected in 2012/13.
- 4.8 These savings are offset by a shortfall of £0.8m on savings projects namely £0.6m for Organisation Design and £0.2m for Ordinary Residence.
- 4.9 The original budget included the use of £3.7m of 'departmental' reserves. The identified savings above have reduced the forecast use of these reserves down to £2.7m, and this is shown within the 'Use of Reserves' line in Table 1.

Central Items (forecast £16.2m net saving)

- 4.10 Corporate Budgeting primarily consists of interest and payments on cash balances and borrowing, together with various grants and contingency.
- 4.11 Interest payments are currently forecast to be £3.3m less than the original budget. This is primarily due to slippage on the capital programme in 2011/12 which reduced the need to borrow. In addition the level of expected cash balances during 2012/13 means that the Council is less likely to need to borrow than had been predicted in the original budget.
- 4.12 The Local Services Support Grant (LSSG) comprises of three funding streams. At the point of setting the budget, not all funding stream elements were confirmed. An assumption was made based on the previous year's allocation for the unconfirmed element. Although the total grant has remained the same, the assumed figure was overstated and the Council is therefore predicting a shortfall in LSSG of £0.4m. This is

partially offset by additional grants to support the new burdens of administering a Localised Council Tax Scheme and Community Rights to Challenge.

4.13 The 2012/13 Contingency budget was originally set at £15.6m, of which, £10.0m has been earmarked for redundancy. In addition, at the start of this financial year, the following departmental transfers to/from the contingency were agreed:

- £8m from ASCHPP into the corporate contingency.
- £4m from CFCS into the corporate contingency.
- £1m from E&R into the corporate contingency.
- £0.75m into T&H from the corporate contingency.
- £3m into Procurement from the corporate contingency.

4.14 The latest forecast redundancy cost including pension strain for 2012/13 is £10.3m. £5.3m of this will be met by the 2011/12 provision. Of the remaining £5m, £3.7m relates to pension strain costs and £1.3m relates to schools becoming academies. These figures are currently included within the central items in Table 1 and as such are currently forecast to be contained within the current year's budget. This negates the need to utilise the £3.1m Redundancy Reserve which will continue to be earmarked for future years' costs.

4.15 In addition to the latest forecast redundancy costs, the County Council will also have to make a provision in 2012/13 for the expected redundancy costs in 2013/14. The size of the provision will depend on future Section 188 notices and the average redundancy cost in 2012/13, though to be prudent a provision of £5m has been included in the current forecast.

4.16 The following requests against general contingency are submitted for Member approval:

2012/13 only:

- £24,000 Contribution to the Royal Visit to Nottingham.
- £100,000 Vehicle and Signage Rebranding.
- £300,000 Dilapidations at Riverside Way.
- £25,000 Consultancy support - End to end review of the Debt Recovery Process

Current and future years:

- £440,000 Procurement team funding (permanent)
- £100,000 to increase the contribution to Experience Nottinghamshire as per report to Policy Committee 12 September 2012 (2012/13–2014/15)
- £551,300 for the Multi Agency Safeguarding Hub (MASH) as per report to Policy Committee 12 September 2012

4.17 The current contingency budget and forecast breakdown is shown in Table 2.

Table 2 – Contingency Budget

Area	Current Budget £'000	Forecast Outturn £'000	Variance at Period 4 £'000
Redundancy	10,000	10,000	0
Non Delivery of savings	2,700	0	(2,700)
General	2,900	1,540	(1,360)
Departmental	9,250	0	(9,250)
TOTAL	24,850	11,540	(13,310)

Transfer to/from Reserves (forecast minor net underspend)

- 4.18 There are two main variances within the transfer to reserves figure in Table 1. An overspend of £1.0m in Adult Social Care & Health is reported in section 4.9 above. Offset against this, is the application of £1.06m of a number of earmarked reserves in CFCS, reported in section 4.4 above.
- 4.19 The Improvement Programme are requesting the additional use of up to £3.2m of the Improvement Programme reserve in 2012/13. This is primarily as a result of the agreement at the end of 2011/12 to fund £3.8m of the additional year-end requests. This can be met from within the £9.4m added to the reserve at the end of 2011/12 and so will not impact on future spending.

New Reserve Request

- 4.20 Children's Social Care (CSC) have received the first instalment of the Troubled Families funding from the DCLG. It is made up of 3 elements, 2 of which are received up front, with the 3rd element payable by results achieved, with the programme (and funding) to continue for 3 years to March 2015. For 2012/13 the Council received £1,579,800 up-front, the corresponding indicative figures for 2013/14 and 2014/15 are £1,228,600 and £877,400 respectively.
- 4.21 CSC have appointed a Co-ordinator on a fixed term, 3 year, contract and intend to establish further posts with the funding to work with the families identified in Nottinghamshire over the three year period. The funding is front loaded, with the payments by results element making up an increasing proportion of the funding in years 2 and 3. The funding is provided on the assumption that the Council will work with roughly one third of families in each of the three years. The intention of the co-ordinator is to work with the most challenging families from year one, to give the best chance of achieving the required results within timescale to secure full funding, though this may well mean that the results payments may not be received until year 3.
- 4.22 The DCLG have been clear that unspent balances will not be recovered, i.e. the funding received does not have conditions attached to it, therefore any in-year balances as at 31st March 2013, and March 2014 cannot be held on the ledger as grant. However, upfront funding in future years is indicative only, and will only be forthcoming if it can be demonstrated that the funding already provided has been deployed to tackle the problems of troubled families.
- 4.23 In order to ensure the staffing structure and work are funded over the 3 year period, it is necessary to hold unspent balances in an earmarked reserve. Committee approval is therefore sought to allow a reserve to be created for this purpose. It is anticipated that approximately £1m will be put into the reserve at year-end.

Transfer to/from General Fund (forecast in line with budget)

- 4.24 The latest forecast includes the budgeted £4.9m contribution to General Fund balances.

5 Budget Transfer Requests

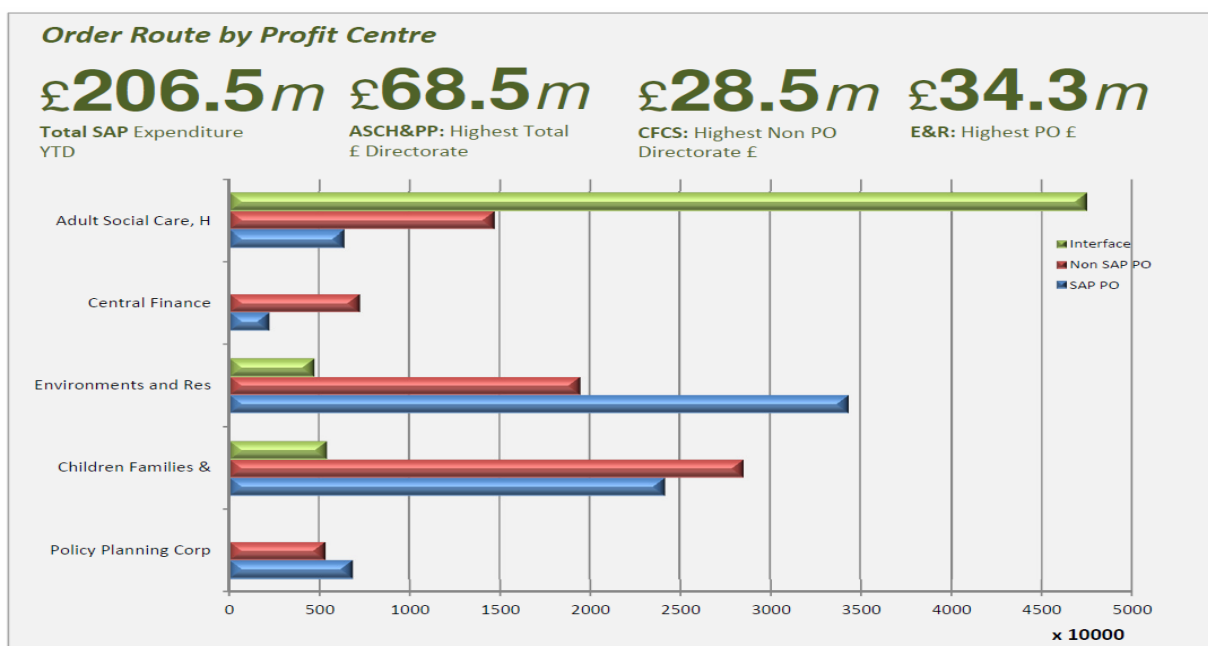
- 5.1 Environment and Sustainability have requested the transfer of £1.75m budget from the £2.6m held corporately for the annual contribution to the Waste PFI Reserve, to support the Waste revenue budget in 2012/13. This will reduce the amount added to the Waste PFI reserve.

6 Progress with savings and risks to the forecast

- 6.1 The Council is now in its second full year of the savings programme having successfully delivered over £70m in 2011/12. The target for the current financial year is £34.8m. A list of individual schemes and targets is attached at Appendix A. Monitoring of savings projects will be undertaken throughout the year and progress will be reported through the budget monitoring report.
- 6.2 Following a review of progress against savings targets, a shortfall of £0.8m has been identified in Adult Social Care and Health. The main schemes this relates to are £0.6m for Organisation Design and £0.2m for Ordinary Residence. This is currently offset by other savings in the department, though this could be met from contingency if required.
- 6.3 If further pressures are identified, for example due to increased demand, and additional savings elsewhere are not identified, the contingency budget may be used. Based on latest information however, a significant underspend will be delivered in 2012/13.

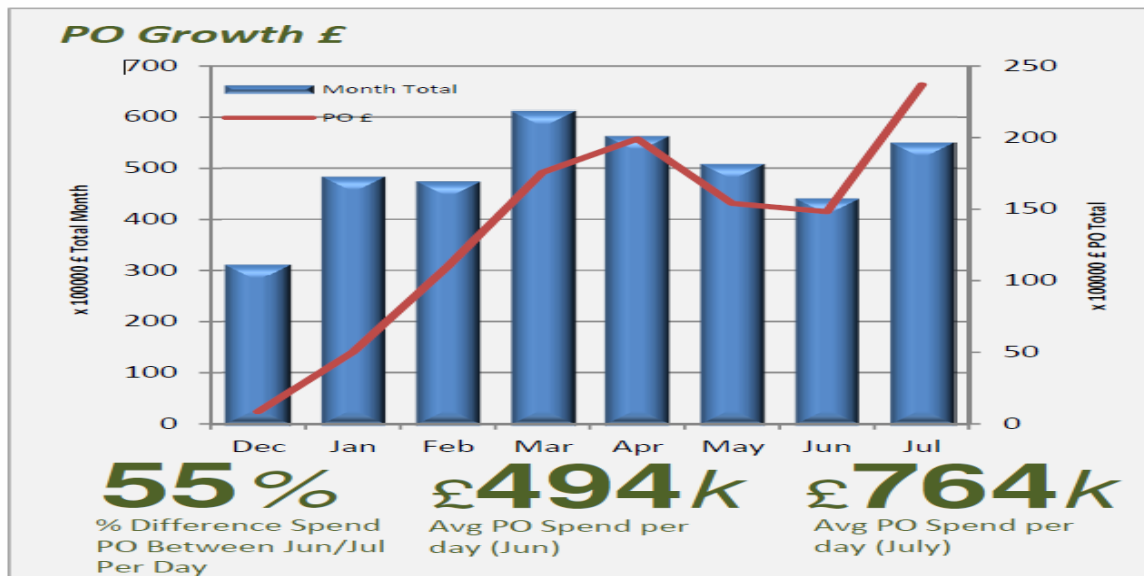
7 Procurement Team Performance

- 7.1 The progress of the new corporate Procurement Team has been monitored. The chart below shows the order routes for spend across each of the Council's departments.



- 7.2 The graph shows that up to the end of July 2012, the County Council has spent £206.5m. Of this total, ASCH&PP account for £68.5m or 33% of the Council's spend, and of this spend approximately £48m or 70% is processed via legacy interface systems. Legacy interface systems transfer sufficient data to BMS to enable payments to be made, however this limits the quality of the data, for example no commitments are recorded in BMS.
- 7.3 In contrast, CFCS have the highest value of non-purchase order (Non-PO) spend at £28.5m. Without a purchase order the Council risks using non contracted suppliers, price control is difficult and supplier due diligence is unlikely to have been carried out potentially resulting in contractual disputes.

7.4 The following chart shows the growth in the number and value of Purchase Orders in BMS since the system went live in December 2012.

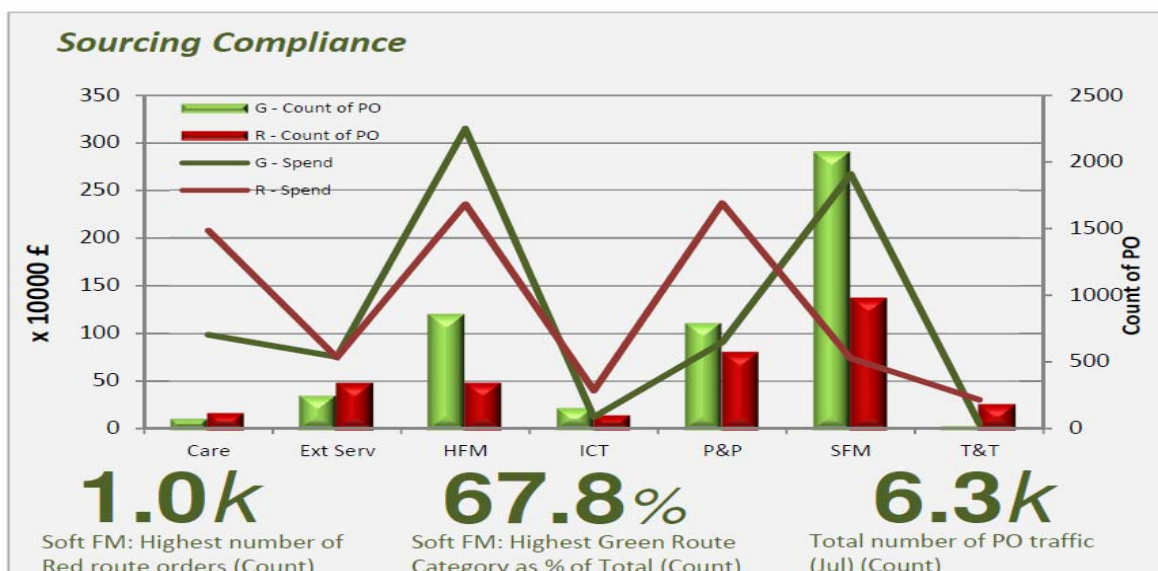


7.5 As can be seen in the graph above, the number and value of purchase orders increased post go live, as the procurement team worked with colleagues to migrate from Non-PO to PO transactions. The number and value of orders peaked at year-end and after a slight dip, the number and value of Purchase Orders is steadily increasing again.

7.6 Over time the data is also expected to show:

- An increase in value but a decrease in volume, through consolidated billing.
- A decrease in PO value and volume, through planned adoption of P Cards.
- A decrease in volume, through vendor rationalisation.
- A decrease in value and volume, through utilisation of Invoice Plans.

7.7 The following graph differentiates between Green and Red Route Purchase Orders by value, volume and procurement category for the month of July 2012. The ICT category had the highest value of Red Route purchase orders despite having a relative low number of red route purchase orders.



8 Capital Programme

Approved Capital Programme

- 8.1 Table 3 summarises changes in the gross Capital Programme for 2012/13 since approval of the original programme in the Budget Report (Council 23/02/12):

Table 3 – Revised Capital Programme for 2012/13

	2012/13	
	£000	£000
Approved per Council (Budget Report 2012/13)		118,622
Variations funded from County Council Allocations:		
Net slippage from 2011/12 and financing adjustments	13,568	
Variations noted at Finance & Property Committee (18/06/12)	(1,688)	
Other approved variations (Finance & Property Portfolio)	500	
Other approved variations/re-phasing	(583)	
		11,797
Variations funded from other sources:		
Net slippage from 2011/12 and financing adjustments	67	
Variations noted at Finance & Property Committee (18/06/12)	1,239	
Other approved variations (Finance & Property Portfolio)	190	
Other approved variations/re-phasing	832	
		2,328
Revised gross Capital Programme		132,747

Capital Monitoring

- 8.2 Table 4 shows the latest capital expenditure and forecast estimates.

Table 4 – Latest Capital Expenditure and Forecasts

Committee	Revised Capital Programme £'000	Actual Expenditure £'000	Forecast Outturn £'000	Expected Variance £'000
Children & Young People	46,683	4,452	46,357	(326)
Adult Social Care & Health	6,140	1,603	4,140	(2,000)
Transport & Highways	39,855	5,133	43,524	3,669
Environment & Sustainability	5,543	189	5,556	13
Community Safety	300	0	300	0
Culture	8,089	681	8,089	0
Policy	8,044	650	7,751	(293)
Finance & Property	12,572	892	11,900	(672)
Personnel	70	34	70	0
Contingency	5,451	0	5,451	0
TOTAL	132,747	13,634	133,138	391

- 8.2.1 In Children & Young People Committee, projects funded by the Department for Education are being reviewed and re-phased and it is anticipated that 2012/13 expenditure on the Schools Capital Refurbishment Programme will be up to £5m higher than budgeted and that this will be offset by lower expenditure on the School Basic Need Programme and the Schools Access Initiative in 2012/13. Future years' budgets for these schemes will need to be adjusted to match the revised programmes, when finalised. Slippage of £0.4m on Section 106 Projects and £0.15m on Beardall Street Primary is anticipated due to delays caused by planning issues.
- 8.2.2 As a result of the revised timing of the tendering process for the Aiming for Excellence (Mixed Care) Programme in Adult Social Care & Health Committee, it is likely that the anticipated 2012/13 capital expenditure of £2.0m will slip to 2013/14.
- 8.2.3 In Transport & Highways Committee, there is planned over-programming on Roads Maintenance and Renewals schemes. Although a corresponding overspend is currently forecast, the programme will be monitored closely throughout 2012/13 and it is anticipated that the expenditure forecast will reduce during the course of the year.
- 8.2.4 In Policy Committee, slippage of £0.3m is anticipated on the Ways of Working Programme.
- 8.2.5 In Finance & Property Committee, an underspend of up to £0.2m is anticipated on sites previously identified in the Sun Volt programme, although options to use the remaining funding for further PV installations, subject to sufficiently high returns, are currently being explored. Although Property Acquisition and Disposal costs are expected to be incurred at the budgeted level of £0.5m, these are expected to be of a revenue nature and will therefore not be reported as Capital Programme expenditure.
- 8.3 Overall, actual capital expenditure was £13.6m, which amounts to 10.3% of the gross programme. This is below profiled spend (based on an average for the last five years) of 13.0% and suggests that slippage in the approved 2012/13 Capital Programme is likely.
- 8.4 Net acceleration of £1.3m of expenditure funded by capital allocations has been identified in departmental capital monitoring returns, offset by slippage/reduction in the Capital Programme of £0.9m of expenditure funded from other sources.
- 8.5 Based on profiles and previous years' figures, it is forecast that a further £24m of slippage/reductions will be identified before year end. The mix of funding sources in the revised 2012/13 Capital Programme, together with historic slippage patterns, suggests that around 45% of the forecast further scheme slippage/reductions will relate to borrowing, corresponding to a reduction in borrowing of £10.8m in 2012/13. These figures are best estimates based on latest information and will be subject to revision over the remaining periods of the year.

Financing the Approved Capital Programme

8.6 Table 5 summarises the financing of the overall approved Capital Programme for 2012/13.

Table 5 – Financing of the Approved Capital Programme for 2012/13

Committee	Capital Allocations £'000	Grants & Contributions £'000	Revenue £'000	Reserves £'000	Gross Programme £'000
Children & Young People	24,753	21,714	50	166	46,683
Adult Social Care & Health	3,994	1,973	0	173	6,140
Transport & Highways	13,095	26,016	0	744	39,855
Environment & Sustainability	3,943	550	1050	0	5,543
Community Safety	300	0	0	0	300
Culture	5,417	1,465	7	1,200	8,089
Policy	8,044	0	0	0	8,044
Finance & Property	10,949	0	0	1,623	12,572
Personnel	0	0	0	70	70
Contingency	5,451	0	0	0	5,451
TOTAL	75,946	51,718	1,107	3,976	132,747

8.7 It is anticipated that borrowing in 2012/13 will increase by £2.3m from the forecast in the Budget Report 2012/13 (Council 23/02/12). This increase is a consequence of:

- £13.6m of net slippage of expenditure from 2011/12 to 2012/13 and financing adjustments funded by capital allocations; and
- net acceleration in 2012/13 of £1.3m of expenditure funded by capital allocations, identified in departmental capital monitoring returns;

offset by:

- variations, including re-phasing of schemes, resulting in a net reduction of £1.8m of capital expenditure funded by capital allocations; and
- approximately £10.8m of forecast further slippage/reductions funded by capital allocations.

8.8 Taking into account the adjustments set out above, the revised projection of borrowing for 2012/13 is £66.4m, which is £2.3m higher than the Budget Report 2012/13 figure of £64.1m.

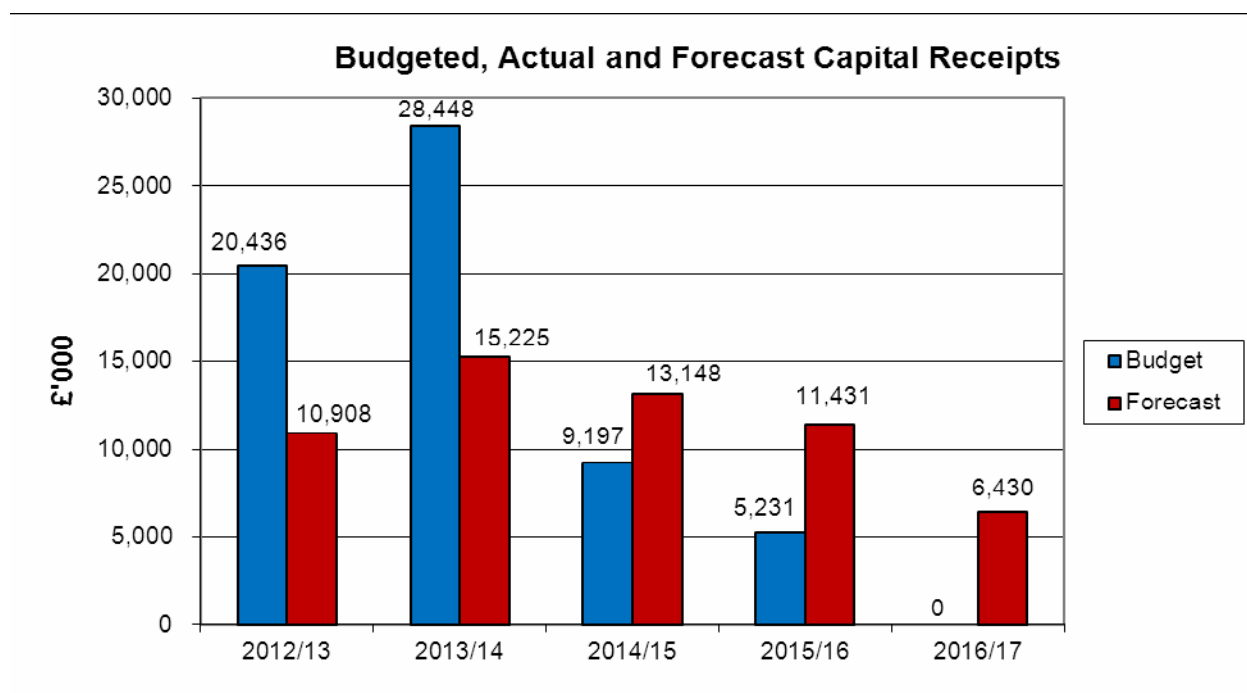
Prudential Indicator Monitoring

8.9 Performance against the Council's Prudential Indicators is regularly monitored and, to date during 2012/13, external debt has remained within both the Operational Boundary and the Authorised Limit.

Capital Receipts Monitoring

8.10 Anticipated capital receipts are regularly reviewed. Forecasts are based on estimated sales values of identified properties and prudently assume 30% slippage of future receipts to the following year. They also include an estimated £50k of vehicle receipts.

8.11 The chart below shows the budgeted and forecast capital receipts for the five years to 2016/17.



8.12 The blue bars in the chart show the budgeted capital receipts included in the Budget Report 2012/13 (Council 23/02/2012). These capital receipts budgets prudently incorporated slippage, giving a degree of “protection” from the risk of non-delivery. The red bars also incorporate anticipated slippage.

8.13 The forecast for 2012/13 includes £0.4m of capital receipts already realised and £2.5m of capital receipts for properties which are close to sale, i.e. offers have been received or conditional sales have been agreed.

8.14 The forecasts for 2012/13 and 2013/14 are significantly below the budgeted figures incorporated in the Budget Report 2012/13. This is due mainly to slippage and reduced estimates of some particularly large receipts for development sites. Expert advice is taken on such sites and decisions to delay sales take into account the Council’s objective of maximising the value of receipts.

8.15 The number and size of large anticipated receipts increase the risk that income from property sales will be even lower than the revised forecasts over the next three years. Although the revised forecasts incorporate 30% year-to-year slippage, a delay in receiving just two or three large receipts could result in sales being lower than these forecasts. For example, a scenario in which £7m of capital receipts are realised in 2012/13 and £12m of capital receipts are realised in 2013/14 would not be considered unlikely. This would represent a reduction of £30m from the budgeted level of capital receipts for 2012-14.

8.16 Council policy (Budget Report 2012/13) is to set capital receipts against the principal of previous years’ borrowing. This reduces the amount of Minimum Revenue Provision (MRP) to be set aside each year. The lower than anticipated level of 2012/13 capital receipts is expected to result in a £0.3m increase in the amount of MRP to be set aside from revenue in 2012/13. It will also tend to increase interest payable, although the actual level of this will also depend on a range of other factors. The revenue impact of capital receipts slippage will be offset by any slippage in capital expenditure funded by borrowing.

8.17 As highlighted in the Budget Report 2012/13, the Council's medium-term forecasts were predicated on an ambitious level of capital receipts. Given current concerns about further revenue reductions, it is important to regularly monitor capital receipt forecasts and their effect on the overall revenue impact of the Capital Programme. The implication of the significantly reduced capital receipt forecasts for 2012/13 and 2013/14 reiterate the importance of the Council keeping tight control of capital expenditure.

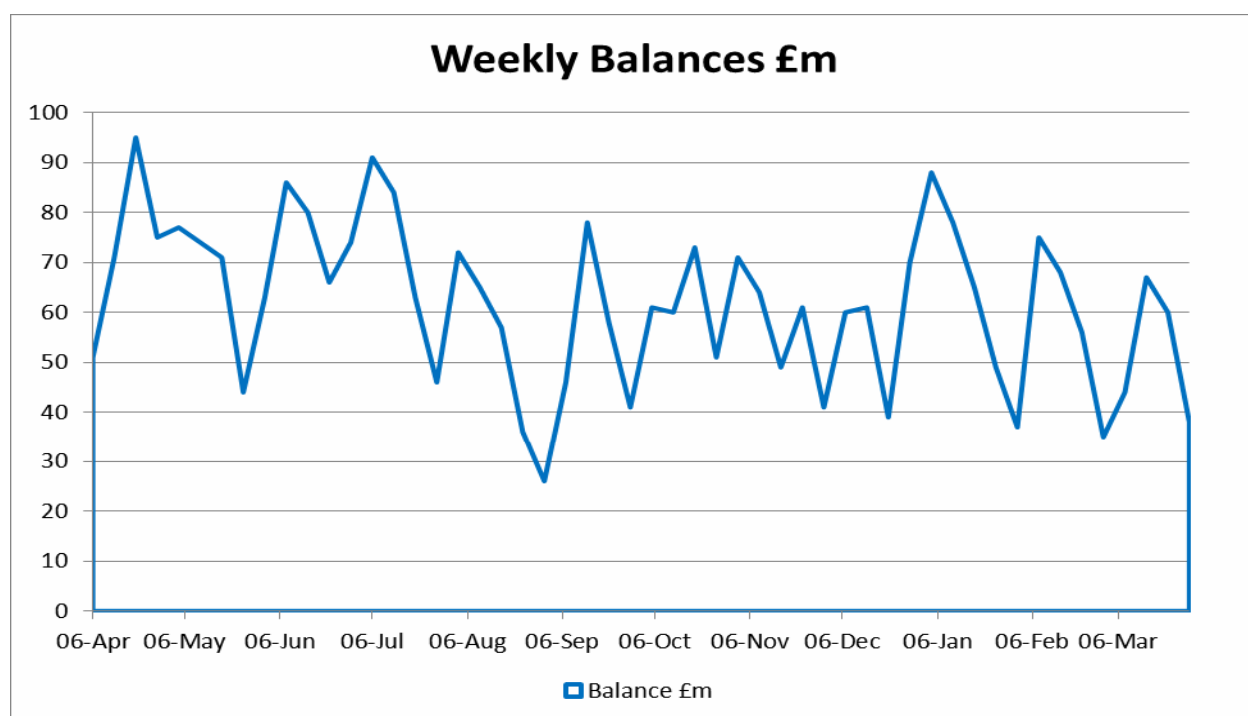
9 Balance Sheet

Impact on County Fund Balances

- 9.1 The Final Accounts Report for 2011/12 showed that County Fund Balances stood at £29.7m at 31/3/12. The 2012/13 budget planned to contribute £4.9m to balances which would increase County Fund Balances to £34.6m, around 7% of the Budget Requirement.
- 9.2 Latest forecasts include the planned contribution of £4.9m, which could be increased further depending on the predicted underspend. This may be used in the short term to balance the Council's budget from 2013/14 onwards, as the Council faces further financial challenge.

Cash Flow

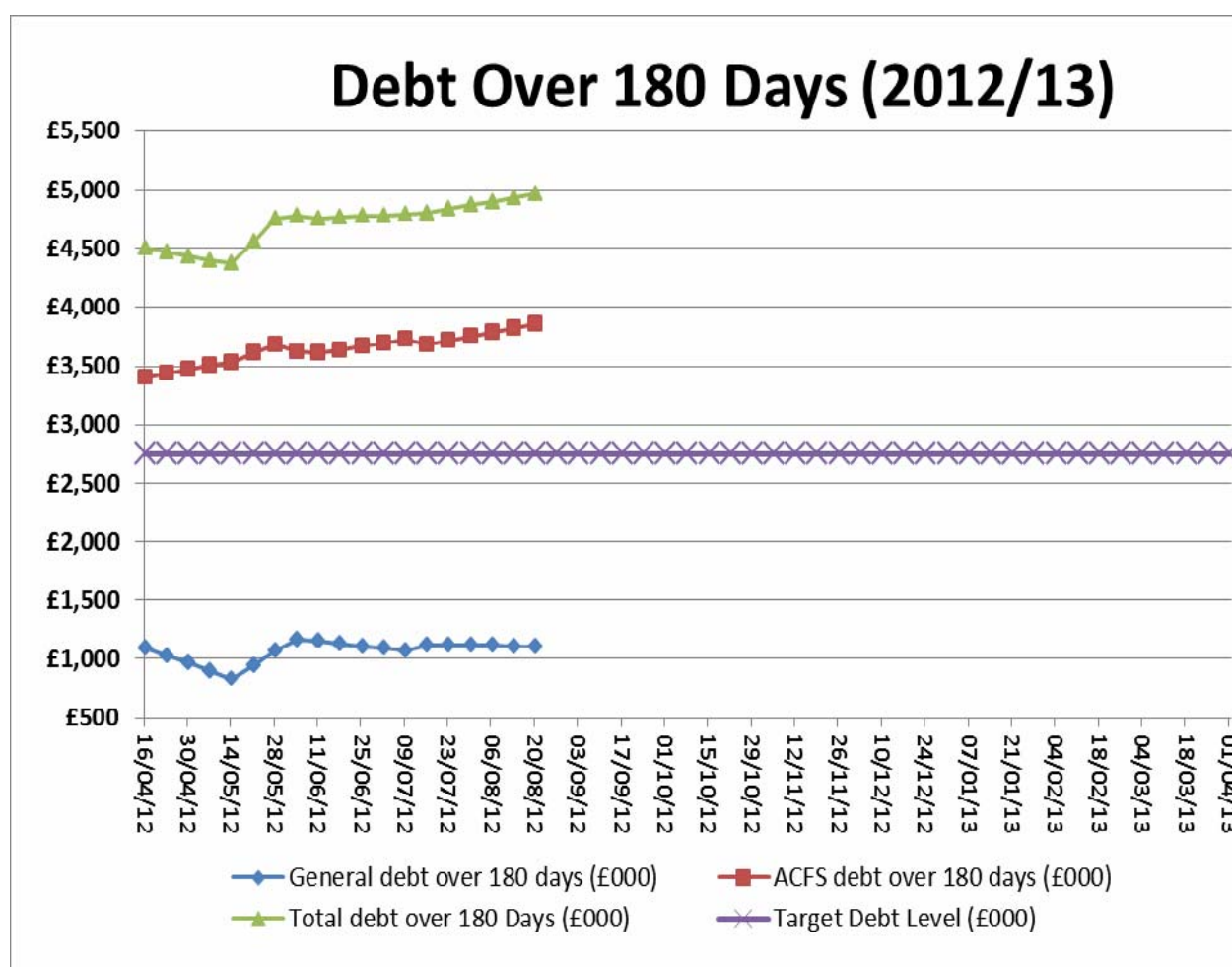
- 9.3 Cash flow is kept under constant monitoring by the Investment Manager with the overall position reviewed quarterly by the Treasury Management Group. The following graph shows the actual cash balances to date and the forecasts for the remainder of the year:



- 9.4 Current forecasts therefore suggest that resources are being managed effectively and cash flow shortfalls will be avoided. This is in line with the Treasury Management Strategy approved at full Council on 23rd February 2012.

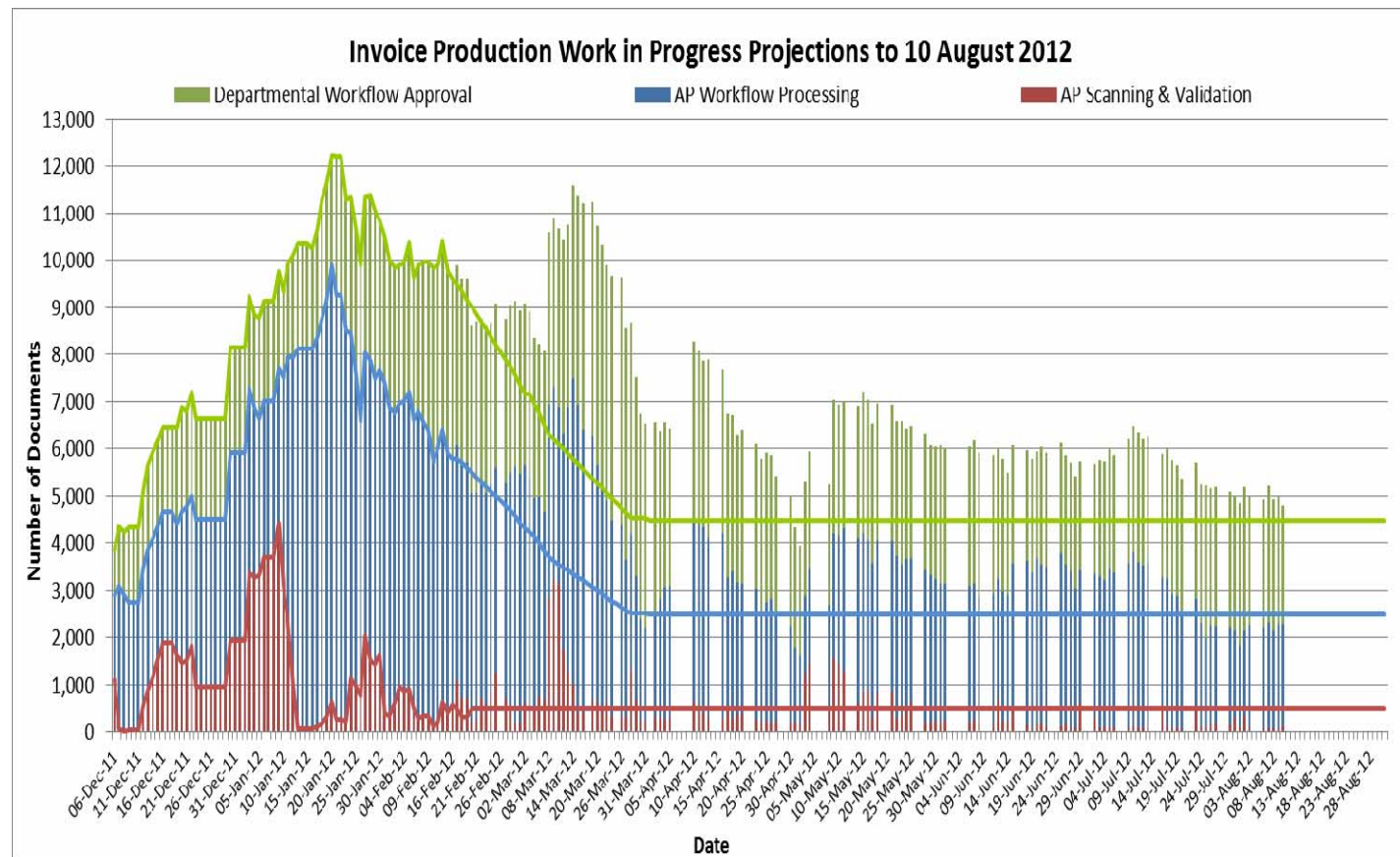
Debtors

- 9.5 The Council monitors outstanding debt with particular attention to longer term debt, defined as debts overdue by 180 days or more. As at 20th August 2012, long term debt totalled £4.96m.
- 9.6 Since the BMS go live date in November 2011 manual dunning has been undertaken by the Income and Credit Control Section. This is due to a system issue with the BMS disputes module not functioning correctly. This issue has now been resolved. BMS automated dunning is now active and the first batch of letters were sent out w/c 9 July, with further letters sent out on a phased basis for the following 4 weeks. A second round of dunning was scheduled to take place in mid August for those customers who have not settled their invoice following the initial reminder letter. The normal cycle of monthly dunning will commence thereafter.
- 9.7 It should also be noted that there have been no write offs since October 2011, £85,500 of over 6 month debt is pending write off. The level of ACFS debt continues to be affected by the current economic climate. It is also proposed to undertake a project to review the end to end debt collection process from the point of raising an invoice within the service department through to the lifecycle of debt being chased by Incomes and Credit Control and ultimately being pursued by Legal Services.



Creditors

- 9.8 Detailed analysis of the volume of transactions in the system breaks down the number of new invoices entering the system as well as the number being cleared to give a clearer perspective of the net movement. This is represented in the graph below.



10 Future developments & strategic issues

- 10.1 The implementation of the Business Management System has presented challenges to financial operations within the Council. Issues with the Budgeting and Forecasting process are currently being addressed and full budget monitoring is planned to recommence in October.
- 10.2 The 2012/13 budget proposals were approved at Council on 23 February 2012. The budget report highlighted significant risks in future funding and the latest position is being presented elsewhere on this agenda.

Statutory and Policy Implications

- 11.1 This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATIONS

- 12.1 To note the current position regarding monitoring of revenue expenditure.
- 12.2 To approve the requests for use of the corporate contingency budget as reported in section 4.16.
- 12.3 To approve the creation of a Troubled Families Reserve as reported in section 4.23.
- 12.4 To approve the budget transfer request in section 5.1.
- 12.5 To note the recent performance of the Procurement team.
- 12.6 To note the current position regarding monitoring of capital expenditure.
- 12.7 To note that the level of borrowing is expected to remain within the Council's prudential limits.
- 12.8 To note the current position regarding monitoring of capital receipts and highlighted risk that receipts generated could be significantly lower than budgeted.

Paul Simpson
Service Director – Finance & Procurement

For any enquiries about this report please contact:
Team Manager Financial Planning & Accounting

Constitutional Comments (SB 04/09/2012)

- 13. In accordance with the Financial Regulations set out in the Council's Constitution, Finance and Property Committee is the appropriate body to consider the recommendations set out in the report.

Financial Comments (PM 04/09/2012)

- 14. The financial implications are stated in the report.

Background Papers

Nil

Electoral Division(s) and Member(s) Affected

Not applicable

APPENDIX A

Current Savings Projects.

Business Case Title	2012/13 Required	2012/13 Achievable	2012/13 Shortfall	2013/14 Required	2013/14 Achievable	2013/14 Shortfall	2014/15 Required
CHILDREN & YOUNG PEOPLE'S COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Youth Support Service's delivery and management structure including Skills for Employment, Youth Service, Integrated Youth Support and Positive Activity Young People's Grants (PAYP).	548	548	0	186	186	0	37
Connexions	1554	1,554	0	418	0	418	392
Youth Offending Service Cost Reduction Programme	103	103	0	30	30	0	1
14-19 Strategy Team, including Study Support, Global Dimension and Post-16 Commissioning	274	274	0	0	0	0	0
ECAS	0	0	0	13	13	0	13
Enrichment Services - full cost recovery	166	166	0	153	153	0	35
Inclusion Services Remodelling	571	571	0	62	62	0	63
School Improvement Service – Remodelling	336	336	0	45	45	0	67
Premature Retirement Compensation Costs for School Staff- Natural wastage	0	0	0	25	0	25	25
Sure Start Early Years and Childcare Grant	750	750	0	1,000	1,000	0	1,000
Children's Social Care Placements	511	511	0	0	0	0	0
Social Care Fieldwork Services	0	0	0	204	204	0	406
Adoption Services	107	107	0	0	0	0	0
Family / Parenting Support (including CAF & early intervention projects)	485	485	0	0	0	0	0
CYP Business Support Services Review	0	0	0	0	(600)	600	0
Business support - use of reserve	600	600	0	0	0	0	0
Strategic Place Planning 0-19 and School Admissions	210	210	0	0	0	0	0
CFCS Management Structure	200	200	0	0	0	0	0
Young People's Service - Disestablish Extended Services Team, Restructure Play Function	60	60	0	255	255	0	0
Reduction to Connexions Funding	709	709	0	222	222	0	0
Education Standards and Inclusion (staffing reduction)	500	500	0	0	0	0	0
Reduction in Department overheads	100	100	0	100	100	0	0
EIG and Former Area Based Grant monies	218	218	0	20	20	0	0
TOTAL CHILDREN & YOUNG PEOPLE'S COMMITTEE	8,002	8,002	0	2,733	1,690	1,043	2,039
CULTURE COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Restructure of Country Parks, Sherwood Forest Trust, Closure of Lakeside Garden Shop at Rufford	159	159	0	359	0	359	0
Libraries & Archives	780	780	0	216	216	0	0
Adult & Community Learning	96	96	0	0	0	0	0
Sports & Arts	93	93	0	115	115	0	0
Community Sports & Arts	30	30	0	0	0	0	0
Country Parks & Green Estate (Car Park income & opening hours)	50	50	0	50	50	0	0
Country Parks & Green Estate (Orangery development)	0	0	0	55	55	0	0
TOTAL CULTURE COMMITTEE	1,208	1,208	0	795	436	359	0
TOTAL CFCS DEPARTMENT	9,210	9,210	0	3,528	2,126	1,402	2,039

APPENDIX A

Business Case Title	2012/13 Required	2012/13 Achievable	2012/13 Shortfall	2013/14 Required	2013/14 Achievable	2013/14 Shortfall	2014/15 Required
ADULT SOCIAL CARE & HEALTH COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Increased income through increased charges (pre-agreed & current work)	141	141	0	0	0	0	0
Increased income through increased charges (additional)	55	55	0	26	26	0	0
Increased income - Revision to Fairer Contributions policy	300	300	0	0	0	0	0
Reablement & Homecare (Service Delivery Costs)	700	700	0	0	0	0	0
Reablement & Homecare (Staff Savings)	200	200	0	0	0	0	0
Day Services	1,216	1,216	0	3,035	3,263	(228)	0
Fair Access to Care eligibility	1,000	1,000	0	0	0	0	0
Sale of Residential Care Homes	1,300	1,300	0	0	0	0	0
Reduce use of residential care and increase alternatives	324	324	0	1,024	1,024	0	1,202
Interagency planning and Commissioning - Linkages efficiencies	152	152	0	256	256	0	296
Notts 50+ (Early Intervention and Prevention)	46	46	0	15	15	0	0
Notts 50+ (Early Intervention and Prevention)	160	160	0	0	0	0	0
Healthier Communities Service	0	0	0	0	0	0	0
Welfare rights cease	450	450	0	0	0	0	0
Learning Disabilities Teams	0	0	0	0	0	0	0
Learning Disability & Mental Health Community Care	1,281	1,281	0	1,281	1,281	0	1,281
Adult Placement Scheme	75	75	0	38	38	0	38
Mental Health commissioning	100	100	0	0	0	0	0
Learning Disability commissioning	109	109	0	150	150	0	11
Supported Employment – Balance - Cease provision	0	0	0	0	0	0	0
Reduce spend on Supporting People	4,000	4,000	0	3,000	3,000	0	500
Procurement and Market Management Unit staffing	0	0	0	0	0	0	0
ACFS - Moving to net payments and resulting reductions in staffing	150	150	0	0	0	0	0
Strategic Services	0	0	0	0	0	0	0
Administration	300	300	0	0	0	0	0
Organisational Re-design	1,109	509	600		0	0	0
Implementation of Putting People First	1,000	1,000	0	0	0	0	0
Carers Team	0	0	0	0	0	0	0
Market Management	0	0	0	0	0	0	0
Outsource Sensory Impairment Service	155	155	0	0	0	0	0
Learning Disability Short Breaks	100	100	0	403	81	322	0
Ordinary Residence	150	0	150	0	0	0	0
HIV AIDS	32	32	0	0	0	0	0
Assistive technology	25	25	0	0	0	0	0
Luncheon clubs	0	0	0	0	0	0	0
Current Income level	1,500	1,500	0	0	0	0	0
Self Funders income	200	200	0	0	0	0	0
Handy Person Scheme	50	50	0	0	0	0	0
Service Organisers (Centralise teams)	0	0	0	150	150	0	0
Reablement for Younger Adults with Physical Disability	150	150	0	150	150	0	0

Business Case Title	2012/13 Required	2012/13 Achievable	2012/13 Shortfall	2013/14 Required	2013/14 Achievable	2013/14 Shortfall	2014/15 Required
ADULT SOCIAL CARE & HEALTH COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Assistive Technology	50	50	0	125	125	0	0
County Horticulture	100	100	0	0	0	0	0
Integrated Community Equipment Service Contract	169	169	0	0	0	0	0
Community Based Services re-tender	45	45	0	715	715	0	0
Adult Access Team	75	75	0	0	0	0	0
Disabled Facilities Grant top up budget	45	45	0	0	0	0	0
Locality Savings	150	150	0	150	150	0	0
Shared Lives	0	0	0	300	300	0	0
Sherwood Industries	0	0	0	250	250	0	0
TOTAL ADULT SOCIAL CARE & HEALTH COMMITTEE	17,164	16,414	750	11,068	10,974	94	3,328
COMMUNITY SAFETY COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Registration Service - Maximising Income Opportunities and Cessation of Security Guard	98	98	0	98	98	0	98
Trading Standards - Regional Working and Income Generation	77	77	0	0	0	0	0
Trading Standards Service	49	49	0	0	0	0	0
TOTAL COMMUNITY SAFETY COMMITTEE	224	224	0	98	98	0	98
TOTAL ASCH&PP DEPARTMENT	17,388	16,638	750	11,166	11,072	94	3,426

APPENDIX A

Business Case Title	2012/13 Required	2012/13 Achievable	2012/13 Shortfall	2013/14 Required	2013/14 Achievable	2013/14 Shortfall	2014/15 Required
FINANCE & PROPERTY COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Finance Reduced Capacity	227	227	0	29	29	0	0
Vertical review staffing	150	150	0	339	339	0	591
Vertical review ISP and connectivity rationalisation	160	160	0	150	150	0	180
Vertical review Apps rationalisation	100	100	0	50	50	0	190
Vertical review desktop strategy	150	150	0	50	50	0	100
Reduction in strategic function	139	139	0	381	381	0	0
Corporate performance and business services	79	79	0	0	0	0	0
Property Planned Maintenance reduction	200	200	0	200	200	0	0
Reduced cleaning hours and site management of County Offices	303	303	0	0	0	0	0
Reduction in Finance capacity by the deletion of further posts	81	81	0	76	76	0	0
Business Support and Development & Departmental Running Expenses	101	101	0	0	0	0	0
TOTAL FINANCE & PROPERTY COMMITTEE	1,690	1,690	0	1,275	1,275	0	1,061
ENVIRONMENT & SUSTAINABILITY COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Carbon Reduction Commitment Energy Efficiency Scheme (CRCEES) allowances	220	220	0	0	0	0	0
Energy mark up (energy purchase arrangements with Buying Solutions/Government Procurement Service)	97	97	0	0	0	0	0
Recharge CRC Costs to Academies	104	104	0	0	0	0	0
Recharge CRC Costs to NCC Schools	565	565	0	0	0	0	0
TOTAL ENVIRONMENT & SUSTAINABILITY COMMITTEE	986	986	0	0	0	0	0
TRANSPORT AND HIGHWAYS COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Cleaning & landscape services, Schools Catering and County Hall Facilities Management Services	500	500	0	0	0	0	0
Fleet Consolidation (Shared Transport Centre) - Travel Efficiencies	125	125	0	150	100	50	75
Street Lighting: Energy cost savings and reduced maintenance	185	185	0	184	184	0	144
Maximise Highways income and recharges	0	0	0	0	0	0	88
Highways Service Redesign - Structure Review and Increased Efficiencies	935	935	0	304	304	0	149
Nottinghamshire Transport Services / Shared Transport Centre	149	149	0	0	0	0	0
Part-night street lighting, reduced Robin Hood line funding	370	370	0	151	151	0	0
Efficiency savings through the reconfiguration of transport service	100	100	0	100	100	0	0
TOTAL TRANSPORT AND HIGHWAYS COMMITTEE	2,364	2,364	0	889	839	50	456
TOTAL ENVIRONMENT AND RESOURCES DEPARTMENT	5,040	5,040	0	2,164	2,164	50	1,517

APPENDIX A

Business Case Title	2012/13 Required	2012/13 Achievable	2012/13 Shortfall	2013/14 Required	2013/14 Achievable	2013/14 Shortfall	2014/15 Required
PPCS	£000	£000	£000	£000	£000	£000	£000
POLICY COMMITTEE							
Share Post of Chief Executive with other public bodies	10	10	0	0	0	0	0
Merge /co-locate Legal & Democratic admin teams	48	48	0	0	0	0	0
Reduction in Special Responsibility Allowances	60	60	0	0	0	0	0
Communications & Management	13	13	0	0	0	0	0
Outsource of Debt Recovery within Legal Services	0	0	0	0	0	0	0
Shared Legal Services with other public bodies	123	123	0	11	11	0	0
Legal Services – process efficiency and work reduction	100	100	0	50	50	0	0
Legal Services – managing demand reduction	75	75	0	38	38	0	0
Customer Services	262	262	0	281	281	0	0
Additional staffing savings	70	70	0	0	0	0	0
Additional staffing savings	47	47	0	0	0	0	0
Additional staffing savings	100	100	0	0	0	0	0
Grant Aid	450	450	0	0	0	0	0
Procurement and Contracts	0	0	0	0	0	0	0
Customer Services (additional)	60	60	0	0	0	0	0
Staffing Restructure	238	238	0	173	173	0	0
Ways of Working Operational savings	150	150	0	350	350	0	0
TOTAL POLICY COMMITTEE	1,806	1,806	0	903	903	0	0
PERSONNEL & PERFORMANCE COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Learning & Development	1,021	1,021	0	10	10	0	0
HR Service	131	131	0	0	0	0	0
TOTAL PERSONNEL & PERFORMANCE COMMITTEE	1,152	1,152	0	10	10	0	0
ENVIRONMENT & SUSTAINABILITY COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Reduce service (Planning) development control	5	5	0	0	0	0	0
TOTAL ENVIRONMENT & SUSTAINABILITY COMMITTEE	5	5	0	0	0	0	0
CULTURE COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Restructuring of Conservation Specialists	231	231	0	0	0	0	0
TOTAL CULTURE COMMITTEE	231	231	0	0	0	0	0
ECONOMIC DEVELOPMENT COMMITTEE	£000	£000	£000	£000	£000	£000	£000
Redesign of Economic Regeneration service	12	12	0	0	0	0	0
TOTAL ECONOMIC DEVELOPMENT COMMITTEE	12	12	0	0	0	0	0
TOTAL PPCS	3,206	3,206	0	913	913	0	0
GRAND TOTAL	34,844	34,094	750	17,771	16,225	1,546	6,982

Finance & Property Committee

MTFS Refresh

17 September 2012

Paul Simpson
Service Director, Finance & Procurement

2012/13 Out-turn

- Projected outturn as at period 4 is £8.3m underspend
- Primarily due to existing contingency, and the additional contingency established at the beginning of the year
- Offset to some degree by additional cost pressures, notably in Children's Services which is being kept under review
- On going uncertainty about other pressures, which will be subject of future months monitoring



**Nottinghamshire
County Council**

Reminder – Scenario Planning 2013/14 (as at July)

RISK AREA	RED		AMBER		GREEN		MOST LIKELY ?
	£M	£M	£M	£M	£M	£M	
Localisation of Council Tax Benefits	6.0		2.0		0.0		2.0
Local Authority Central Spend Equivalent Grant (LACSEG)	6.0		4.0		2.0		6.0
Government Grant / NNDR (4% in existing plan, red = further 4% cut)	7.0		5.0		3.5		5.0
Schools Funding - political commitment that no school loses out	2.0		1.0		0.0		2.0
Care Home Fees	10.0		6.0		3.0		6.0
Further non-delivery of savings	2.0		1.0		0.0		1.0
Council Tax Freeze grant	0.0		0.0		(8.0)		0.0
Health Funding	5.5		0.0		0.0		0.0
Homecare tender (inflation)	2.5		1.0		0.0		1.0
Overheads Review	3.0		1.0		0.0		1.0
Total per scenario	44.0		21.0		0.5		24.0

Changes since July refresh

- LACSEG – total grant £18m, expected to retain £10m, grant dependent on number of Academy conversions. Effect: £8m reduction in grant, rather than £6m in July figures
- Early Intervention Grant has reduced from £30m in 2012/13 to £22.7m in 2013/14 (due to removal of pilot funding for 2 year olds placement in Nurseries – top-sliced and transferred to Schools Funding?)
- New Homes Bonus – model assumes £11m retained, but this is still subject to consultation - risk area
- Council Tax Benefit – impact of localisation likely to be neutral (July figures assumed £2m hit)
- Previous figures suggested utilising Schools Balances to temporarily fund schools funding – this will have to come from Council Balances/Reserves

Revised Assumptions 2013/14

RISK AREA	PREVIOUS ASSUMPTIONS	LATEST ASSUMPTIONS
Localisation of Council Tax Benefits	2.0	0.0
Local Authority Central Spend Equivalent Grant (LACSEG)	6.0	8.0
Government Grant / NNDR including EIG	5.0	9.3
Schools Funding - political commitment that no school loses	2.0	2.0
Care Home Fees	6.0	6.0
Further non-delivery of savings	1.0	1.0
Council Tax Freeze grant	0.0	0.0
Health Funding	0.0	0.0
Homecare tender (inflation)	1.0	1.0
Overheads Review	1.0	1.0
Total	24.0	28.3

2013/14 Balanced Budget Assumptions

	£'m	£'m
2013/14 Forecast Deficit		25.4
Departmental Contingency	(9.3)	
Corporate Contingency	(2.0)	
MTFS Inflation to be used to fund ASCH	(9.0)	
Departmental 'other' Reserves (one off funding)	(1.7)	
Use of County Fund Balances		
(one off funding afforded through 2012/13 budgeted surplus)	(3.4)	
		(25.4)
		<hr/>
Net Budget		0.0
		<hr/>

But the risk of non receipt of New Homes Bonus could be a further £11m deficit. This would be an additional call on reserves, any in year underspend should be channelled to meet this deficit.

MTFS Refresh as at August 2012

	2014/15 £'m	2015/16 £'m	2016/17 £'m
Cumulative Savings Shortfall (Budget Report 2012/13)	25.5	74.4	101.2
Assuming previous years shortfall resolved permanently		(25.5)	(74.4)
Additional savings requirement each year	25.5	48.9	26.7

Change in Pressures	(1.0)	0.0	11.8
Risk of Non-delivery of savings	2.3	0.0	0.0
Changes to inflation assumptions	0.0	(1.0)	0.0
Changes to use of other reserves	13.1	(2.1)	1.1
Impact of planned capital programme	0.6	(0.6)	0.0
Changes to funding	(3.3)	(7.9)	(1.0)
Net effect of cumulative changes above	11.7	(11.6)	11.9

Revised Additional savings requirement each year

37.2 **37.3** **38.6**

Revised Cumulative Savings Shortfall

37.2 **74.4** **113.1**

Notes:

The transfer of Public Health Services is assumed to be met in full by grant and as a net nil entry has not been shown in the above figures but is included in the MTFS Model.

The 'Changes to use of other reserves' above, is the impact of one off funding in 2013/14 dropping out in 2014/15. This includes use of Redundancy Reserve £3.1m, Accelerated Savings Reserve £3.1m, use of departmental reserves.

Capital Programme

- Interest and Loan repayments total £37m in 2012/13 revenue budget
- Additional schemes approved in February 2012 will increase this for future years
- Latest bids can only be considered where there is an invest to save business case
- Preliminary bids suggest major pressure of £25m in excess of available resources, particularly in School Refurbishments and Basic Need (c £10-15m)

National Policy Development Update (1)

• NNDR and Pooling

- New NNDR scheme to go live in April 2013. 50% of locally generated business rates to be retained locally, 50% to be paid to Central Government to fund RSG and other local government grants. Scheme is complex and still the subject of consultation.
- Authorities can decide to “pool” their business rates, thereby effectively acting as one authority. If all Nottinghamshire Councils (District and County) were to pool, forecasts based upon expected RPI growth suggest that the pool could gain £7.7m in 2013/14 and £8.4m in 2014/15.
- Pooling also provides insurance against volatility in rates income by spreading this risk across all members of the pool and increases joint-working and collaboration between local authorities.
- However, differential growth rates among member authorities can enhance or diminish the benefits of pooling. Therefore the pool will have to “support” an authority that would individually have triggered the “safety net” (no authority will see its income fall below a certain level to protect against significant negative shocks in the system eg large business relocation) thus reducing any gains that can be shared among the members.
- The Government have also indicated that requests for pooling will be rejected if the overall reduction in the amounts paid to fund the “safety net” are too high i.e. it is difficult to see how the DCLG could agree to pooling across all districts and counties in each county area without fundamentally revisiting aspects of the scheme.
- In addition it will be for the pool members to determine how best to distribute resources within a pool and the only direct financial benefit to shire counties forming a pool is if agreement can be reached within the pool to share some of the gains with the upper tier authority. Governance arrangements therefore need to be agreed.

National Policy Development Update (2)

• Council Tax Benefit

- Entitlement to Council Tax Benefit will be localised from 2013/14 and central funding will be cut by 10%.
- Initial forecasts were that the change could cost the County Council between £4m - £6m.
- District Councils (as administrators of the schemes) have proposed revisions to their benefit schemes which are expected to “close the gap”

• Welfare Reform Act

- The County Council will take over responsibility for supporting vulnerable people who would have previously assessed for a social fund (Budgeting Loans, Community Care Grants and Crisis Loans) from the Department for Work and Pensions in April 2013.
- The Council will be given the ‘funding and flexibility to redesign the emergency provision for vulnerable groups according to local circumstances, in order to meet severe hardship in the way they think best’. Nottinghamshire’s Settlement :
 - 2012/13 set up funding - £17,849
 - 2013/14 Programme funding £1,784,916, Administrative funding £345,713
 - 2014/15 Programme funding £1,784,916, Administrative funding £345,713
- The criteria to operate the scheme will be critical in ensuring the future costs do not exceed the available funding

Questions?



**Nottinghamshire
County Council**

17 September 2012**Agenda Item: 6****REPORT OF THE SERVICE DIRECTOR – FINANCE AND PROCUREMENT
TREASURY MANAGEMENT REPORT 2012/13 QUARTER 1****Purpose of the Report**

1. To provide a review of the Council's treasury management activities for first quarter to 30 June 2012.

Information and Advice

2. Treasury management is defined as "the management of the council's investments and cashflows; its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks".
3. County Council approves the Treasury Management Policy and Strategy and also receives mid year and full year outturn reports. In accordance with the Council's new constitution, the scrutiny role for the Treasury Management function is the responsibility of the Finance and Property Committee. Quarterly reports will be presented to cover compliance with the Policy and Strategy and treasury management activities within the quarter.
4. In the first quarter of 2012-13, borrowing and investment activities have been in accordance with the approved limits as set out in the Council's Treasury Management Policy and Strategy. Appendix A provides a detailed report on these treasury management activities. The main points from this report are:
 - All treasury management activities were effected by authorised officers within the limits agreed by the Council
 - All investments were made to counterparties on the Council's approved lending list
 - No new borrowing was raised
 - The Council earned 1.04% on short term lending, outperforming the average London Inter-Bank Bid rate of 0.57%.

Statutory and Policy Implications

5. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

6. Financial implications are contained in the body of the report

RECOMMENDATION/S

- 1) To note the treasury management activities for the first quarter of 2012/13 and comment as appropriate.

Simon Cunnington
Investments Manager

For any enquiries about this report please contact:

Constitutional Comments

7. Because the report is for noting only, no constitutional comments are required.

Financial Comments

8. To follow

Background Papers

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Electoral Division(s) and Member(s) Affected

All

REPORT OF THE SERVICE DIRECTOR – FINANCE AND PROCUREMENT

TREASURY MANAGEMENT REPORT 2012-13 Quarter 1

1. Treasury Management Activities

- 1.1 The Council's treasury management strategy and associated policies and practices for 2012/13 were approved on 23 February 2012 by Full Council. The Council manages its investments in-house and invests with institutions on the Council's approved lending list, aiming to achieve the optimum return on investments commensurate with the proper levels of security and liquidity. The Council's treasury portfolio position at 30/06/2012 is shown in Table 1 below.

Table 1. Treasury Position at 30 June 2012		£m	£m	Average Interest Rate
EXTERNAL BORROWING				
Fixed Rate	PWLB	185.4		6.39%
	Market Loan	<u>100.0</u>	285.4	3.85%
Variable Rate	PWLB	0.0		
	Market Loan	<u>0.0</u>	0.0	
Total			285.4	5.50%
Other Long-Term Liabilities			138.0	
Total Gross Debt			423.4	
Less: Investments			73.4	0.99%
Total Net Debt			350.0	

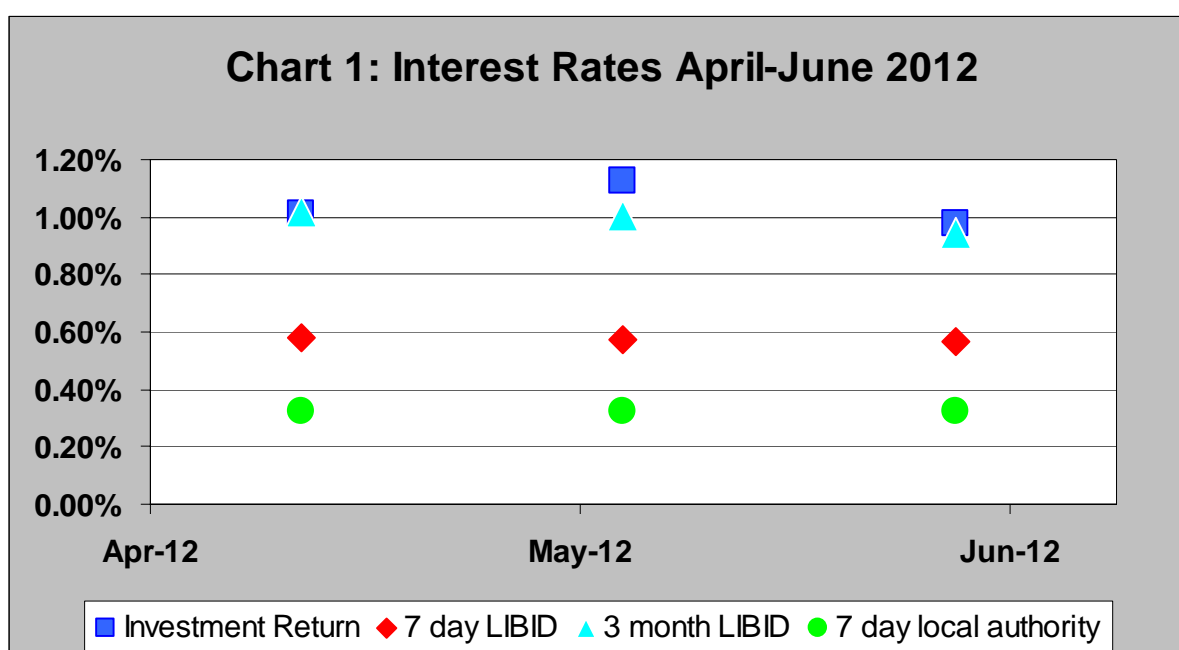
Note 1: PWLB = Public Works Loans Board

Note 2: Market Loans = Lenders' Option, Borrowers' Option (LOBO) loans

- 1.2 Over the 3 months to 30 June 2012, the Council's cashflows were maintained without no new borrowing, and surplus cash was invested through the wholesale money market. The net position shows outstanding temporary lending of £73.4m. The average level of funds available for investment purposes over the period was £70.0m. This was mainly dependent on the timing of precept payments, receipt of grants, progress on the capital programme and net movement on creditors and debtors. The Council's temporary borrowing and lending activity over the quarter is set out in Table 2 below.

Table 2 Temporary Borrowing and Lending	Borrowing £m	Lending £m	Net Position £m
Outstanding 1st April 2012	0.00	(38.50)	(38.50)
Raised/ (lent) during period	0.00	(273.15)	(273.15)
Repayments during period	0.00	238.25	238.25
Outstanding 30 June 2012	0.00	(73.40)	(73.40)

- 1.3** Council investment returns outperformed the benchmark (7 day London Inter-Bank Bid rate) every month in the first quarter of 2012/13. Chart 1 below shows the average monthly return achieved by the Council together with other key interest rates.



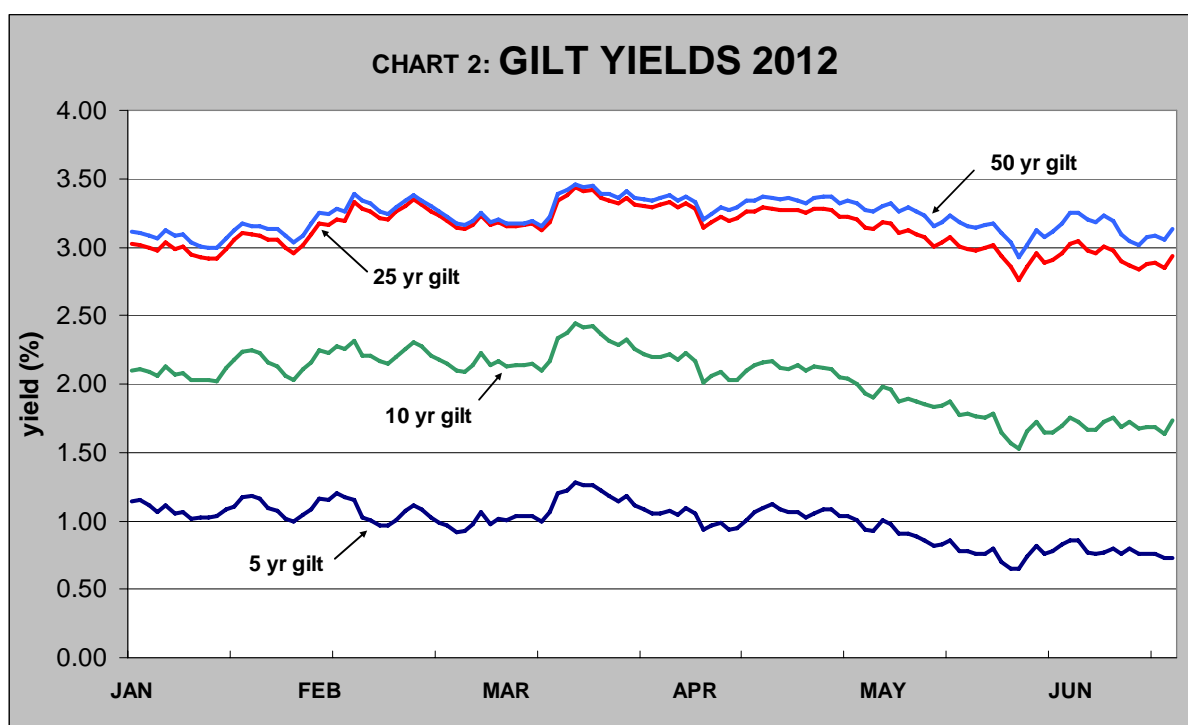
- 1.4** The Council has significantly outperformed the benchmark which averaged 0.57% against actual returns of 1.04%, an out-performance of 0.47%. This equates to additional interest of over £80,000 for the quarter. The weighted average maturity of investments over this period was 3.4 days. Table 3 shows that the use of fixed term investments has allowed a higher return to be achieved. The use of call accounts and money market funds has allowed the Council to optimize liquidity versus returns.

Table 3 Returns on Investments	Average Balance £m	Interest Earned £k	Year to Date Return %
Fixed Term Investments	39.2	127.4	1.30%
Bank Call Accounts	12.4	23.0	0.75%
Money Market Funds	18.4	31.1	0.67%
Total	70.0	181.5	1.04%

- 1.5** The Council has maintained average cash balances at £70m over the first quarter as a consequence of the general fund underspend in 2011-12 together with slippage on the capital programme. This exceeds the planned minimum cash balance of £50m to minimize long-term borrowing yet maintain sufficient liquidity to meet payments as they fall due.
- 1.6** During the first quarter two counterparties were removed from the approved lending list by the Treasury Management Group. In May Santander UK was suspended following the financial crisis in Spain which came to a head with Spain seeking a bail-out for its banks. Although Santander UK operates as a subsidiary regulated by the Financial Services Authority, there were fears of contagion from the Spanish parent Banco Santander. In June Danske Bank was suspended following rating downgrades by Moodys and Standard & Poor due to the challenging economic and financial environment created by the Eurozone crisis. The Council has no funds currently invested with these counterparties although the pension fund has a total of £25m invested, due to mature in July and August. The approved list continues to be monitored and action taken to suspend counterparties where concerns arise over security of funds.

2. Long Term Borrowing

- 2.1** Over the past six months gilt yields have continued downwards for most durations as shown in Chart 2. Durations over 25 years have seen a small increase in yields compared to falls of up to 42 basis points for 5 and 10 year gilts. These movements reflect a number of factors:
- UK seen as a safe haven from the Eurozone crisis
 - demand for gilts boosted by the Bank of England's quantitative easing programme
 - demand from banks to hold more secure assets under Basel III
 - lower prospects for UK economic growth.
 - investor sentiment ("risk on" – "risk off")

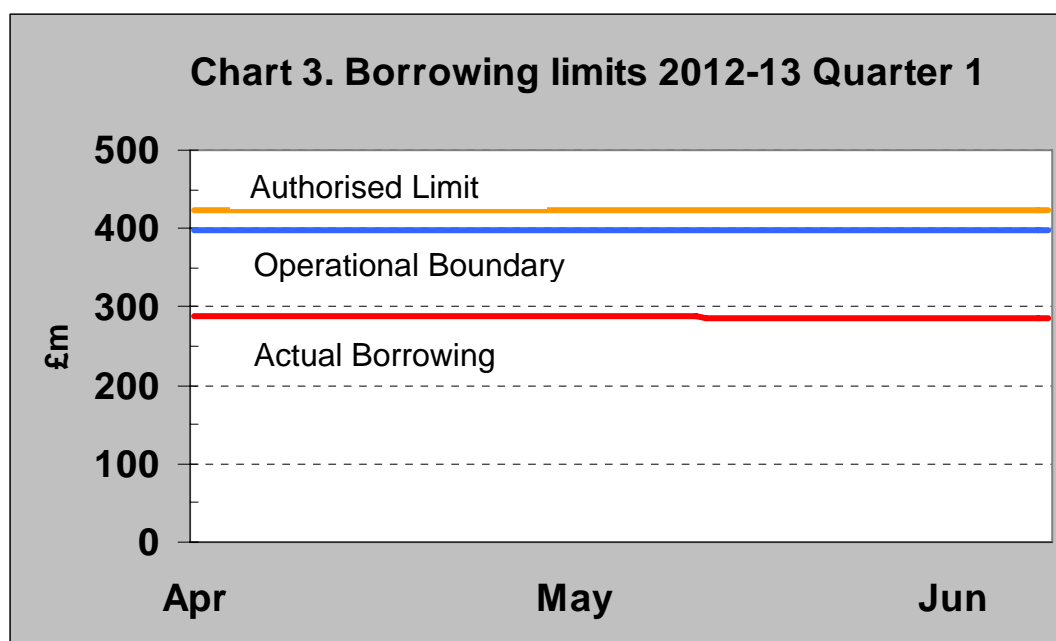


- 2.2** The Council's Treasury management Strategy Report for 2012/13 indicated borrowing of up to £100m would be required in 2012/13. No new borrowing has yet been undertaken this year due to the level of cash balances as described in paragraph 1.2 above. It is likely that the level of proposed borrowing will be reduced, provided the Council has sufficient cash resources to fund the capital programme. Table 4 below shows the movement in long-term borrowing which reflects the maturities of existing debt. There was one LOBO with a call date in June which was not exercised by the lender.

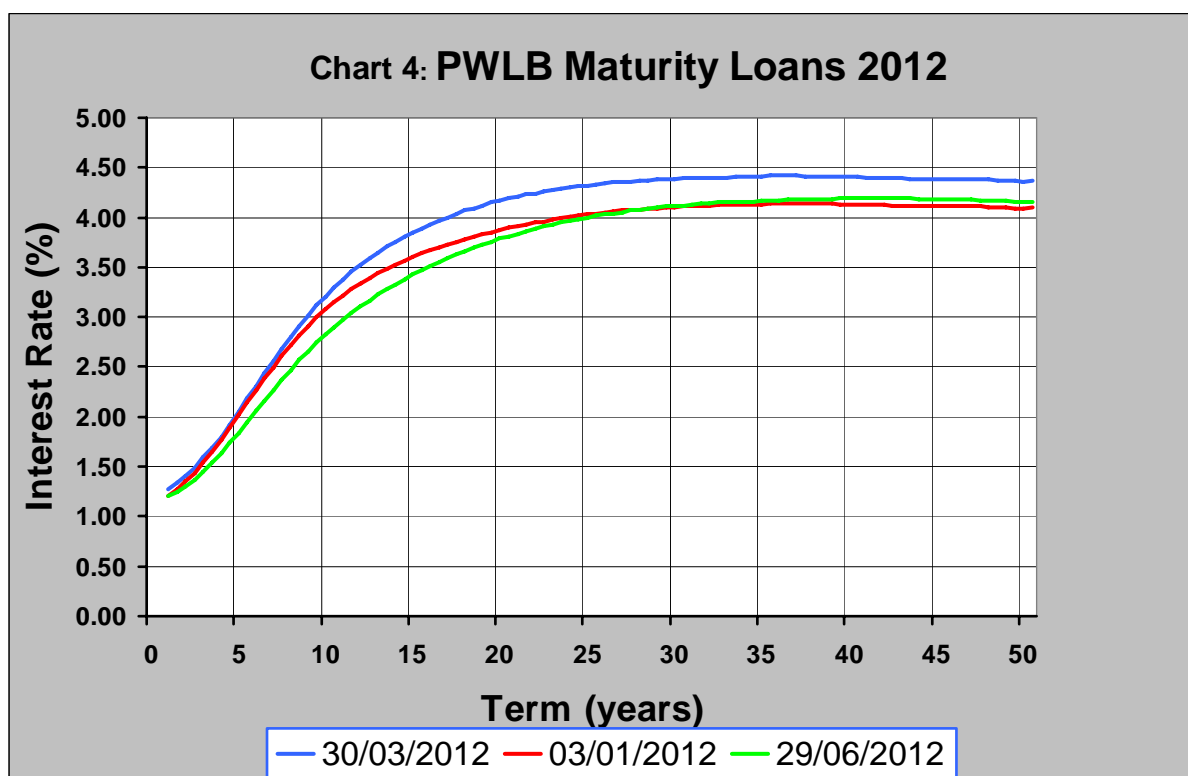
Table 4 Movements in Long-term Borrowing 2012-13 Quarter 1

Lender	B/fwd 31/3/12 £m	Advances 2012/13 £m	Repayments at maturity 2012/13 £m	Premature Repayments 2012/13 £m	C/fwd 30/6/2012 £m
PWLB	188.8	0.0	3.3	0.0	185.5
LOBO	100.0	0.0	0.0	0.0	100.0
Total	288.8	0.0	3.3	0.0	285.5

- 2.3** Chart 3 shows how current borrowing compares with the prudential indicators and indicates little risk of them being breached. The Authorised Limit was set at £424m and the operational boundary at £399m.



- 2.4** Borrowing rates from the PWLB in Chart 4 below have fallen over the first quarter following gilt yields as explained in paragraph 2.1. Rates are lower for all durations with falls of up to 43 basis points for 10-15 year loans and up to 20 basis points for loans in excess of 40 years. This compares with falls of up to 20 basis points since January 2012 for 5-15 year loans and an increase of up to 7 basis points for loans in excess of 40 years.



- 2.5** Borrowing rates over the remainder of the year are likely to continue falling as a reflection of the economic climate. Further, the PWLB intend to offer reductions of at least 20 basis points in their lending rates for authorities who provide additional disclosures in a format yet to be determined. This measure was announced by the Chancellor in the budget. These factors all indicate that it would be advantageous to hold off from raising additional long-term borrowing until later in the year.
- 2.6** The Council has the option of rescheduling its existing long-term debt should market conditions indicate opportunities for savings. This is achieved by redeeming fixed rate debt and raising new debt at a lower rate of interest. This opportunity is provided primarily for PWLB debt and may give rise to premiums or discounts depending on the rate differentials. Opportunities for debt rescheduling may arise later in the year should rates continue to fall.

17 September 2012**Agenda Item: 7 revised****REPORT OF THE SERVICE DIRECTOR, ICT****ICT SERVICES PERFORMANCE 2012-13****Purpose of the Report**

1. To provide the Finance and Property Committee with a 1st quarter progress update against the key performance measures for ICT Services.

Information and Advice

2. ICT Services is a division of the Environment and Resources Department and has responsibility for the provision and support of the ICT estate across the County Council, and for traded ICT services for schools. The key developmental priorities for the division are shaped by the County Council's ICT Strategy 2011-14. Progress on delivery of those projects supporting the strategy was provided to this committee at its meeting in July 2012.
3. Through its day to day operations ICT Services connects over 130,000 users, in some 600 buildings, using over 30,000 computers to more than 700 systems. Staff can connect to their services from home or in transit and connect with a range of partner organisations. The delivery of ICT in a cost effective way is achieved through a mix of in-house teams and a range of external partners, with 44% of the current revenue budget being spent within the private sector. To provide a balanced assessment of performance ICT Services is measuring four groups of indicators that cover business activities, customers, staff and finance. Performance for the 1st quarter of 2012-13 is attached as an appendix and trends will be added as the year progresses.

Business Activity Indicator

4. The five business activity indicators measure some of the key day to day operational performance areas. As part of the County Council's drive to deliver more costs effective and efficient services resources were re-aligned to focus on the key organisational priorities, ensuring that the business critical systems are operational during business hours and that any incidents are resolved speedily and within service level agreement (SLA). This enabled ICT Services to reduce staff numbers by 35.5fte in 2010. Systems availability continues to be high with 99.88% achieved, with incident resolution achieving an average success rate of 96% in the 1st quarter. ICT Services continue to develop and improve service

delivery and are now reporting and externally benchmarking against resolution of all incidents. In this area the overall performance is lower, with 84% of all incidents being resolved within SLA, against a target of 95%. This is an area targeted for improvement, which will include a review of current processes for handling incidents.

5. The appendix shows two project performance indicators that ICT Services has adopted for the first time this year. The project delivery index is used by CIPFA (Chartered Institute of Public Finance and Accountancy) to measure conformance to good project management standards e.g. adoption of PRINCE 2 methodology, business case produced, delivery to timelines, business benefits achieved etc. As a new target we are currently aiming to attain an average of 7 of the 9 standards across our projects, and achieved an average of 5.4 in the first quarter. The second new performance indicator is related to project milestones, and measures the overall percentage of milestones delivered by the planned timelines. Within the first quarter 68% of milestones were delivered on time. The slippages in milestone delivery were due mainly to delays in dependant programmes such as Ways of Working (9%) and the allocation of resources onto higher priority work (14%). The remaining 9% were due to general slippage but are now on track.

Customer Indicator

6. The appendix sets out the two customer indicators. The positive feedback from the school customer survey is highlighted, with 83% rating the ICT service as good or better. A corporate customer feedback survey has also recently been completed and will be incorporated into the quarter two report.
7. The CIPFA annual benchmarking survey measures the percentage of corporate users with remote ICT access, to provide an indication of the ability to deliver flexible working. We estimate that 23% of county council users currently have remote access to systems (using the *Get Connected* service, smart phones, the *online at home* service). To achieve the CIPFA top quartile would require 35% of users having access. As part of the Ways of Working programme the ICT solutions are being tailored to the different worker styles (e.g. home worker, fixed desk worker, mobile worker) which will help develop a clearer picture for future remote access requirements.

Staff Indicator

8. The average number of sick days within ICT Services remains well within the annual county council target of seven days per staff member. Training activity for ICT Services staff is crucial to ensuring that the relevant and required skills are available. The average number of staff training days is lower than initially planned but this is mainly due to the adoption of computer based training (CBT) courses, which cover substantially more activity in less time than the traditional classroom courses. There has been a successful switch to CBT over the last 18 months and this will be reflected in the future training plans.

Financial Indicator

9. The revenue and capital spending within ICT Services is currently in-line with budgets. There will be a year-end revenue underspend as we hold some vacancies pending a staffing restructure for 2013.
10. ICT Services provides very favourable cost comparisons with other public sector bodies. The “cost of ICT support per user” and “cost of ICT support per workstation” is currently in the top quartile of CIPFA benchmarking. ICT Services has also delivered further efficiency savings of £560,000 in 2012-13, bringing annual savings to £2.5 million over the last 4 years.
11. In April 2012 Viglen was appointed as the new supplier for our desktop computers following an e-auction that we entered with other public sector organisations. The new desktop computers will be 28% cheaper than the current equivalent HP computer and new monitors will be 25% cheaper. Following a two year computer replacement freeze the new models will initially be installed into County Hall and Trent Bridge House through the Ways of Working programme.
12. SCC have been appointed to manage the disposals service for redundant ICT hardware after demonstrating they could provide the service at almost half the cost of the current contract arrangements. This will save approximately £12,000 per annum.

Reason for Recommendation

13. To raise awareness of progress on the key ICT performance indicators for 2012-13.

Statutory and Policy Implications

14. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION

To note the 1st quarter progress against the key performance measures for ICT Services.

Ivor Nicholson
Service Director - ICT

For any enquiries about this report please contact: Ivor Nicholson on 0115 9774006

Constitutional Comments: (SLB 16/08/2012)

This report is for noting only.

Financial Comments: (MB 17/08/12)

Financial performance is outlined in paragraphs 9 -12. ICT Services continues to monitor against key performance indicators to improve value for money.

Background Papers








None







Electoral Division(s) and Member(s) Affected





All

ICT Services Overall Performance: Quarter 1 2012-13

Key symbols table:





Status	Indicators	Trend	Base this on change from same period last year
 Red	Below target by more than 10%		Improving trend
 Amber	Below target by up to 10%		Deteriorating trend
 Green	On or above target		No change
 Grey	No reported data or no target		







Business Activity Indicator	Performance 2012/13				Comments
	Q1 Actual	Target	Status	Trend	
Average availability to users of NCC's business critical services during business hours	99.88	99%	 Green		There are 32 services identified as Business Critical to the County Council e.g. e-mail, internet, Framework, BMS, Capita ONE etc. Contributory factors to this high level of availability are our well-maintained and stable infrastructure (such as our network, servers and cabling, our refurbished data centre and use of Node 4), our proactive approach to infrastructure alerts and monitoring (taking pre-emptive action where necessary) and the rapid response of our technical staff should issues occur.
% Incidents resolved within agreed service levels	84%	95%	 Red		This indicator assesses the performance of the ICT function in restoring service and responding to incidents within our Service Level Agreement (SLA). We are currently meeting our SLA for incidents related to business critical services (achieved 96%), but not for other services. Some of this is related to staff absences on the Service Desk. In the first quarter there were 6,255 incidents reported.
% of ICT changes successfully completed	98.5%	95%	 Green		The ICT change management process aims to ensure that upgrades and new services are implemented without any negative impact on service provision and ensure that all changes to business critical services have been comprehensively planned, tested and authorised before being carried out. In the first quarter there were 464 changes.







Compliance to CIPFA project delivery index	5.4	7	 Red		<p>This indicator assesses the effectiveness of ICT project management and delivery by assessing approved projects completed in the quarter against a set of 9 defined criteria established by CIPFA and based around PRINCE 2. This is a new indicator that we are now measuring against.</p> <p>Projects completed in the quarter included Library systems upgrade, Archives Records Management System, Mappit2 de-commissioning, Schools Cashless Catering, Mansfield Library Refurbishment, Rostrvm telephony solution upgrade.</p>
% of project milestones delivered	68%	80%	 Red		Each approved ICT project incorporates a series of milestones (both for ICT Services and for the business) that are the basis for assessing progress. These can be updated by Project Boards to reflect revisions to scope, priorities etc.

Customer Indicator	Performance 2012/13				Comments
	Q1 Actual	Target	Status	Trend	
The number of ICT incidents per user	0.6	2.5	 Green		The annual target is 2.5 and set against CIPFA benchmarking standards and would put us in the current top quartile of our peer group. We are currently on target to achieve this.
User satisfaction feedback	83%		 Green		<p>In the evaluation surveys from 97 schools in October 2011 99% rated the overall ICT Service as satisfactory or better and 83% as good or better.</p> <p>The 2012 corporate user survey results will be collated for quarter 2. In the last survey of October 2009 63% rated the service as good or better and 89% as satisfactory or better.</p>

Staff Indicator	Performance 2012/13				Comments
	Q1 Actual	Target	Status	Trend	

Average Number of sick days per staff member	0.72	1.75	 Green		This is based on the annual target of 7 days per member of staff.
Average number of professional training days per member of staff	0.61	1.25	 Red		This is currently based on an annual target of 5 days per member of staff. We now undertake significant levels of computer based training activities, rather than traditional classroom courses, covering more activity in less time. We will therefore be reviewing the current target.

Financial Indicator	Performance 2012/13				Comments
	Q1 Actual	Target	Status	Trend	
Expenditure against revenue	29%	30%	 Green		Planned budget reductions of £560k have been delivered for 2012-13 (£2.5 million annual savings over the last 4 years). An underspend is projected in 2012-13 as we hold some posts vacant pending a re-structure for 2013.
Expenditure against capital	25%	25%	 Green		Current capital spending is in line with planned projections.
Cost of ICT support per user	£178	£170	 Amber		Our current cost of £178 per user already puts us in the top quartile of CIPFA benchmarking. The target of £170 represents a stretch target based on our medium term budget efficiency savings.

Cost of ICT support per workstation	£231	£220	 Amber		Our current cost of £231per workstation already puts us in the top quartile of CIPFA benchmarking. The target of £220 represents a stretch target based on our medium term budget efficiency savings.
Acquisition cost of desktop PC	£557	£525	 Amber		This includes the cost of procurement and installation as well as the cost of the device and software. We currently perform at the median in CIPFA benchmarking but will secure savings in 2012 through a recent e-procurement exercise.
Acquisition cost of laptop	£732	£700	 Amber		This includes the cost of procurement and installation as well as the cost of the device and software. We currently perform in the top quartile in CIPFA benchmarking and may secure further savings in 2012 through a recent e-procurement exercise.

17 September 2012**Agenda Item: 8****REPORT OF SERVICE DIRECTOR , HIGHWAYS****CONTRIBUTION TOWARDS A453 IMPROVEMENT SCHEME****Purpose of the Report**

1. To advise Members of the completion of the Legal Agreement under S274 Highways Act 1980 between the County Council and the Secretary of State for Transport which confirms the £20 million contribution by the County Council towards the cost of the A453 Improvement M1 (J24) to A52 Nottingham.

Information and Advice

2. The purpose of the improvement scheme is to address traffic congestion and road safety issues on the existing single carriageway Trunk Road between M1 Junction 24 and A52 Nottingham, a length of 11.5 kilometres. This section of road is one of the most heavily congested routes in the East Midlands at peak times, with a particularly high proportion of Heavy Goods Vehicles. It has a poor safety record when compared with national averages for similar roads.
3. The County Council at its meeting of 30th June 2011 endorsed the scheme as contained in the Secretary of State's published draft statutory Orders (January 2009) and sought its inclusion in the Trunk Road programme to commence construction before 2015. County Council at the same meeting also endorsed the contribution of £20m to the Department of Transport (DfT) to support the project subject to its approval to commence.
4. During November 2011 the Secretary of State for Transport announced the inclusion of the project into the DfT's pre 2015 programme subject to the outcome of outstanding statutory procedures. Necessary sign off in relation to the public inquiry was complete during March 2012 and the subsequent statutory procedure relating to the necessary Orders was concluded during July 2012.
5. It is anticipated that site clearance will begin during Autumn/Winter 2012 and construction will commence during Spring 2013 with completion scheduled in Summer 2015.
6. The Head of Legal Services advises that the necessary Legal Agreement under S274 Highways Act 1980 has now been concluded between the County Council and the Secretary of State for Transport by which the County Council agree to make a fixed sum

contribution of twenty million pounds (£20m) towards the cost of developing and constructing the A453 widening works.

7. The County Council will make payments totalling £20m towards the project costs accruing from 1st April 2012. The spend profile being £10 million to be paid on 1st April 2013, £5 million 1st April 2014 and £5 million on 1st April 2015.

Statutory and Policy Implications

8. This report has been compiled having given due regard to the Public Sector Equality Duty and after consideration of implications in respect of finance, equal opportunities, human resources, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they have been described in the text of the report

RECOMMENDATION

1. Members note the content of this report.

ANDREW WARRINGTON
SERVICE DIRECTOR (HIGHWAYS)

Constitutional Comments (SHB 04/09/12)

9. The Report is for noting only.

Financial Comments (PDS 06/09/12)

10. As part of the Council's financial strategy, contributions from the Insurance Reserve and the 2011/12 year-end savings were made to the Capital Projects Reserve. The intention was to provide resources to support the Council's capital investment priorities, whilst at the same time minimising the need to undertake further borrowing, and the corresponding long-term impact on the revenue budget.
11. The initial proposal was to borrow the £20m in support of the widening of the A453. However, it will now be possible to fund the initial £10m to be paid on 1st April 2013 from the Capital Projects Reserve. The decision on funding the remaining £10m over the following 2 years will be made closer to the time.

Background Papers

12. Investment in Highways Transport Schemes
Available from Department of Transport:
<http://www2.dft.gov.uk/pgr/roads/network/strategic/highwaystransportschemes/>

Electoral Division(s) and Member(s) Affected

13. All

17 September 2012**Agenda Item: 9****REPORT OF GROUP MANAGER, PROPERTY – STRATEGY, COMPLIANCE
AND PERFORMANCE****RENEWABLE HEAT BOILER REPLACEMENT PROGRAMME****Purpose of the Report**

1. To seek an increase of £1million to the 2012-13 capital investment programme, and a further £1 million allocation in the capital programme for 2013-14, to enable the Council to establish a Renewable Heat Boiler Replacement Programme (RHBRP) in order to benefit from the Government's Renewable Heat Incentive (RHI) scheme.

Information and Advice

2. On 16 April 2012 the Cabinet Members for Finance & Property and Environment & Sustainability approved a report that recommended further work be undertaken to develop potential delivery models for the Council's utilisation of the Government's Renewable Heat Incentive (RHI).
3. The Council currently only replaces heating boilers at the point of failure, which is disruptive to the site and does not provide value for money in terms of procurement or staff utilisation. There are over 60 Council sites that currently operate old, inefficient coal or oil boilers that are in poor condition and expensive to operate and maintain. The Council's current planned maintenance programme is under significant pressure to deliver priority health and safety projects, which suffer when this programme's budget is used for reactive boiler replacements.
4. On 9 July 2012 a business case was presented to the Corporate Asset Management Group (CAMG) setting out a range of options that would enable the Council to create a boiler replacement programme, the costs of which would be met through the RHI. The preferred option, which provides maximum financial return to the County Council, the best degree of flexibility and the best model for replacing boilers in schools, is presented for approval in this report.
5. The RHI is funded directly from Government spending and has been assigned annual budgets for the four years of this Spending Review (SR) period. The total available funds for the RHI are £70m in 2012/13, £251m in 2013/14 and £424m in 2014/15. The RHI pays producers of renewable heat a tariff for every unit of heat that they generate. The tariff rates are guaranteed for 20 years and will be adjusted annually for inflation in line with the Retail Price Index (RPI). A range of renewable heat technologies are supported under the RHI, including solar thermal water heating, ground and water source heat pumps, biomass and biogas boilers, geothermal energy and energy from solid biomass in municipal waste. The current tariff rates are shown in Table 1, Appendix 1.

6. Once an installation is registered with the RHI scheme, any changes that the Government makes to the terms and conditions of the scheme cannot be applied retrospectively. It is planned that the scheme will be open to new applications until 2020. The current tariff levels are established for this financial year and will be subject to regular Government review. It is anticipated that reviews will result in tariff rates being reduced, therefore prompt action will maximise the Council's return on investment.
7. The proposed RHBRP will afford the Council the opportunity to remove the liability of a proportion of these old boiler systems before the point of failure, through a managed programme of biomass boiler installations, where the capital and other associated costs can be repaid from guaranteed external revenue. At the same time the Council will also be providing cleaner, greener heating, reducing its emissions of carbon dioxide and potentially delivering benefits to the local economy through the supply chains associated with biomass heating.
8. The proposed RHBRP follows the Council's successful investment programme in photovoltaic (PV) panels that have now been installed on a range of Council properties as part of its Sun Volt scheme. To date c£600,000 has been invested in over 1,300 PV panels on non-school buildings, including Worksop library and the new Highways depot at Bilsthorpe.
9. The Sun Volt programme, taken together with the proposed RHBRP and the Council's existing biomass boiler portfolio (c70 sites and the largest portfolio of any local authority in the country), represent a significant contribution to the local low carbon economy, which is a priority theme for D2N2, the Local Enterprise Partnership.
10. In addition to the above, the proposed RHBRP complements the Council's strategic objectives, reduces the Council's carbon emissions from its own buildings, and provides a good deal for schools that may otherwise be forced to pay high costs for oil-based heating and inconvenienced by unplanned boiler replacement works.

The Preferred Option

11. The preferred option establishes a programme that will provide, install, maintain and fuel biomass boilers at Council sites, including schools. Sites will only be charged for the heat that they consume. At school sites the boiler systems will be leased to the school and the cost of the heat will be based on individual circumstances, providing value for money and linked to the price of wood pellets.
12. A business case will be developed for each proposed installation, where it is both technically and economically feasible to install biomass heating, and presented to each site's representative(s) for approval.
13. Table 2, Appendix 1, sets out a business case for the installation of biomass heating. This shows that the combination of income from the RHI scheme and the sale of heat to school sites will not only cover the capital and maintenance costs incurred by the Council over the 20-year period, but also produce a net financial saving of £3.2 million. This is equivalent to a rate of return of investment of 162%. Compared to gas, the proposed £2 million investment in the 2012-13 and 2013-14 financial years could save the Council c£10 million over 20 years, or nearly £14 million compared to oil.

Reliability of biomass heating systems

14. Over the nine years that the Council has been operating biomass heating systems they have shown themselves to be as reliable as any traditionally fuelled heating system, such as oil or gas. All evidence available from the Council's mechanical engineers suggests that biomass systems are no less reliable in use than conventional systems. This view is supported by local boiler suppliers, who supply biomass, oil and gas systems (and as such have no real preference for any particular type). When asked if, from their experience, biomass systems were any less reliable than other boiler systems, the response was an emphatic 'no'.
15. A study published in July 2010 by the Forestry Commission (Wales), which reviewed 58 biomass heating schemes in Wales found that all the major problems experienced by end users were the direct result of poor design, planning and inadequate support. The Council's experience of designing, installing and operating biomass systems for the last nine years will militate against the common issues that can cause problems with biomass heating installations, and its experience of biomass fuel procurement (through contracts that include quality, price and volume criteria) provide assurance of fuel supply and suitability.
16. The Council already maintains a wood pellet supply contract on behalf of both the corporate and school estate. This provides wood pellets of the highest quality, specified through consultation with the boiler manufacturers and the Council's mechanical engineers. The proposed RHBRP will only allow fuel from the Council's wood pellet supply contract to be used in the RHBRP's boilers. This will militate against plant failures due to poor quality fuel, which has traditionally been the largest cause of plant failure with biomass heating systems. Expanding the use of the wood pellet supply framework is also likely to have the effect of allowing the RHBRP to benefit from more competitive fuel prices.
17. In addition, all proposed RHBRP installations will feature the ability for remote monitoring and control, and will be registered with the Council's boiler maintenance framework to ensure that they are serviced twice every year.

Strategic fit

18. The use of renewable biomass heating contributes to the Council's strategic plan priority 'to promote the economic prosperity of Nottinghamshire and safeguard our environment', and the objective 'to have improved reductions of carbon dioxide emissions including those from our own estate and operations.' It also contributes to the priority 'to be financially robust and sustainable', wherein one of the objectives is to have, by 2014, 'extracted maximum value from all of our assets including our buildings and land and from our use of energy and fuel.'
19. A comprehensive review of the Council's experience with biomass heating by a Member-led Biofuel and Wood Heat Scrutiny Group reported to the Overview Committee in April 2010. Its recommendations were taken to Cabinet in June 2010 and subsequently endorsed by the Portfolio Holder for Environment and Sustainability in August 2010, and were very positive about biomass heating. The report encouraged the further use of this technology within the Council's buildings subject to an analysis of the benefits of the RHI.

Summary

20. In summary the benefits of the RHBRP are:

- That it provides a cost effective and planned approach to the replacement of aging and inefficient boiler systems.
- Lower running costs for those sites that do not have access to the natural gas grid as wood pellets are significantly cheaper than oil or liquefied petroleum gas (LPG),
- Reduced exposure to volatile energy markets as wood fuel prices have historically been more stable than fossil fuels.
- Minimisation of disruption due to potential site closures resulting from reactive, rather than planned, boiler replacements.
- A reduction in emissions of carbon dioxide (CO₂), resulting in a reduced costs associated with the Government's Carbon Reduction Commitment (CRC) scheme, which currently imposes a £12 per tonne charge on these emissions.
- Benefits to the local economy from the growing of wood fuel, the processing and manufacture of wood pellets and wood chip, and the storage and distribution of wood fuel have all become features of the Nottinghamshire economy. About 90% of County schools heated by biomass use pellets derived from Nottinghamshire based pellet mills. The value of this to the local economy is c£400k per year and likely to increase.
- Further opportunities for boiler manufacturers in Nottinghamshire and Leicestershire, who have adapted their products to meet the growing demand for biomass heating products. These have been developed in direct response to this Council's use of this technology.

Other options considered

21. A range of different options has been discussed by Corporate Property and Energy & Waste Management officers, based on options tabled by the Council's officers and models used by other Councils and private sector companies that have approached the Council offering "boiler for free" schemes. These included an option where a school would just pay the cost of the wood pellet; a 50:50 option where the Council shares the RHI income with the school; and an option that financially 'piggy backed' on the current planned maintenance budget. These were distilled into a range of five options that were presented to the CAMG, including a 'do nothing' option.

22. These options included looking purely at corporate sites, looking purely at school sites and different models for working with schools, including the concept of selling heat to the sites. A further option was to undertake all future boiler replacements on Council owned sites with fossil fuel systems, but all the potential benefits of the RHI scheme were negated if this option was chosen and the Council would be left with the cost of having to fund boiler replacements from its planned maintenance budget.

23. The Council could enter into an agreement with a private sector partner whereby the partner undertakes to perform all of the functions within the proposed RHBRP instead of the Council: an external Energy Service Company (ESCO) approach. This would remove the need for the Council to invest in the provision of biomass heating systems, saving the associated capital cost and removing any risk associated with defaulting lessees, equipment problems, etc. Whilst notionally attractive, these types of options provide little long term financial benefit to the Council. The heat is often supplied at a cost higher than the current cost of the wood pellets (and in some cases oil) and none of the other financial benefits can accrue to the Council or the affected sites.

Reasons for Recommendation

24. The preferred option was chosen by CAMG as it maximises the return on investment to the Council whilst providing the greatest flexibility to establish the best price to the end user. By selling heat to the site and receiving RHI payments, the Council is able to cover off the capital cost, borrowing cost, the cost of maintaining and fuelling the systems, generate a surplus and still provide heat to the site at a competitive rate.
25. CAMG agreed that any funding for this programme should be additional to the existing planned maintenance budget, which does not contain specific funding for these boiler replacements.
26. CAMG endorsed the preferred option subject to replacements being undertaken on a priority basis and site-by-site business cases being developed showing sufficiently high returns. It was agreed that a report requesting approval for an initial £1m in 2012/13, and a further £1m in 2013/14, should be submitted to Finance & Property Committee in September.
27. It must be noted that these projects will have a long lead-in time due to the feasibility, site engagement, legal and procurement processes involved, in addition to the need to install the equipment at suitable times during school holidays. The delivery of the initial £1 million will, therefore, be completed by October 2013 and the subsequent £1 million by October 2014.

Statutory and Policy Implications

28. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Legal implications

29. The legal implications of the proposed RHBRP have been fully considered and steps identified to mitigate potential risks associated with it, including the development of an agreement that the Council and a school can enter into that seeks to provide protection for the Council's investment should transfer to Foundation and/or Academy status occur.

Financial Implications

30. This project requests to increase the planned capital spend by £1 million for the 2012-13 capital programme and a further allocation of £1 million in the 2013-14 capital programme. This funding will deliver approximately 20 schemes to be completed by October 2013 and October 2014 respectively, with an estimated negative Net Present Value of £3.252 million over 20 years. The savings to the authority over a 20 year period for installing biomass boilers in approx 20 buildings compared to the provision of gas boilers could be £9.7m with the saving compared to oil boilers potentially being £13.9m.
31. It should be recognised that the RHBRP is scaleable and should the committee feel that a project costed at £2 million cannot proceed it is requested that a lower capital amount is allocated to enable it to proceed on a smaller scale. Prior to any spend being committed a

separate feasibility and costing schedule will be drawn up for each school or corporate property to have a biomass boiler installed.

32. The calculations assume a set RPI increase of 3% per annum for fuel costs and maintenance charges, currently the purchase costs for gas and biomass are just over 3p per kilowatt hour with oil at 6p. The project would initially look at upgrading oil boilers to biomass on a planned replacement schedule.
33. The Council will procure biomass fuel on behalf of schools and recover all fuel, maintenance and borrowing costs by the RHI income from Government and by charging schools a cost for heat.

RECOMMENDATION

It is recommended that Finance and Property Committee endorses an additional £1 million funding in the 2012-13 capital programme to enable the establishment of the Renewable Heat Boiler Replacement Programme and allocates a further £1 million towards the RHBRP in the 2013-14 capital programme.

Patrick Robinson

Group Manager Property – Strategy, Compliance & Performance

For any enquiries about this report please contact: Paul Eccleshare x 74849.

Constitutional Comments (NAB 14.08.12)

34. The Finance and Property Committee has authority to approve the recommendations set out in this report.

Financial Comments (DJK 16.08.2012)

35. The financial contents are identified within the context of this report.

Background Papers

- *AN ASSESSMENT OF THE RENEWABLE HEAT INCENTIVE AS AN INVESTMENT OPPORTUNITY FOR THE COUNCIL AND AS A MEANS OF REDUCING FUTURE ENERGY AND CARBON COSTS*, Report to Cabinet Member for Finance & Property and Cabinet Member for Environment & Sustainability, 16 April 2012.
- *Scrutiny of Woodheat*, Report of the Chair of the Overview Committee to Cabinet, 9 June 2010.

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Electoral Division(s) and Member(s) Affected

ALL

APPENDIX 1 – Associated tables.

Table1. showing current RHI technologies and support tariff rates.			
Tariff Name	Eligible Technology	Eligible Sizes	Tariff Rate (p/kWh)
Small Biomass	Solid Biomass, MSW (incl. CHP)	Less than 200 kWth	Tier 1: 8.3
			Tier 2: 2.1
Medium Biomass		200kWth to 999 kWth	Tier 1: 5.1
			Tier 2: 2.1
Large Biomass		1000kWth and above	1.0
Small Heat Pumps	Ground source heat pumps, water source heat pumps, geothermal.	Less than 100kWth	4.7
Large Heat Pumps		100kWth and above	3.4
Solar Thermal	Solar thermal	Less than 200kWth	8.9
Biomethane	Biomethane injection and biogas combustion, except from landfill gas	Biomethane all scales, biogas combustion <200kWth	7.1

APPENDIX 1 – Associated tables (continued).

Table 2: Costs / Benefits of biomass heating compared to fossil fuel systems*			
	RHBRP	Non-RHBRP	
	Biomass	Gas	Oil
		Capital cost of replacement	
(A) Capital Investment (£) =	£ 2,000,000	£ 1,152,000	£ 1,200,000
On-going costs			
Total Maintenance Cost 20-years (£) =	£ 644,889	£ 343,941	£ 429,926
Fuel Cost 20-years (£)	£ 4,565,334	£ 4,695,359	£ 8,668,356
Borrowing costs - 40 years (£)	£ 1,696,500		
20-year CRCEES costs	£ -	£ 245,175	£ 309,695
(B) Total ongoing costs 20-years (£) - at 3% per year increase	£ 6,906,723	£ 5,284,476	£ 9,407,977
20-year income			
RHI income	£ 7,629,466	£ -	£ -
HEAT income @ 4p/kWh	£ 4,529,270		
(C) Total Income for 20-years (£) - RPI at 3% per annum =	£ 12,158,736	£ -	£ -
Revenue Balance (C - B)	£5,252,013	-£5,284,476	-£9,407,977
Total Capital + revenue balance (A+B-C)	£3,252,013	-£6,436,476	-£10,607,977
Annual ROI (% , year 1)	11.15%		
Total ROI (20-year) (%)	162.60%		
Biomass saving		£9,688,489	£13,859,990

- * The data behind this table is based on known capital and operating costs for biomass installations completed by the Council three years ago, with the following values and assumptions applied:
- Fuel costs, based on current contract rates, are 3.16p/kWh for biomass, 3.25p/kWh for gas, and 6p/kWh for oil. These are inflated equally over the 20-year RHI period at 3% per annum.
 - It is assumed that an equivalent number of existing systems would have failed and needed replacement, as the number of biomass systems installed.
 - Capital costs use the actual cost of the biomass boiler installations, which were then inflated at 5% per annum to bring to current levels. Gas installation costs use a current notional cost of £72k per installation; oil is calculated at £75k per installation.
 - The heat income from schools is set at 4p/kWh initially and inflated at 3% per annum, whilst the heat income from corporate sites is set to be equivalent to the cost of biomass fuel.
 - The CRCEES tax costs are set at the current rate of £12 /tCO₂ for the 20-year period.

17 September 2012**Agenda Item: 10**

REPORT OF THE GROUP MANAGER, COUNTRY PARKS & GREEN ESTATE

A PROGRAMME OF IMPROVEMENTS TO MANTON TIP WOODS

Purpose of the Report

1. To seek approval to:
 - a) carry out a programme of improvements to the site infrastructure, access, recreational and ecological opportunities of Manton Tip Woods, near Worksop.
 - b) accept external funding for these works and vary the capital programme accordingly.

Information and Advice

Background

2. The reclaimed waste tips of the former Manton colliery were transferred to Nottinghamshire County Council's ownership as part of 'The British Coal' programme of land acquisition and restoration. The 100ha site was reclaimed to a mixture of woodland, grassland and other habitats from 1996 using external funding and is now managed by the Country Parks and Green Estate Service.
3. However, in the intervening years, the site has become seriously degraded by increasing levels of vandalism, anti-social behaviour and illegal motor-bike activity. Levels of legitimate public use have been further limited by the lack of car park provision.
4. Post restoration, it had originally been intended that the site be handed over to the Forestry Commission as a country park on a long term lease. This process has now been delayed and potentially jeopardised because of the current state and use of the site.
5. The ongoing cost of maintaining the site and reactively responding to fly tipping, repairing broken boundaries etc. is significant and can reach £5-6,000 per year.
6. The site has, however, significant potential to be an attractive and popular recreational forest park. It is strategically located at the southern approach to Worksop, adjacent to Manton, and just north of Clumber Park. It is easily accessed by the local community and can function as a gateway site to the core Sherwood Forest to the south. The woods also contain valuable heathland and woodland habitats, including those highlighted for restoration in the Nottinghamshire Biological Action Plan. The site location is shown in the 'Manton Gateway' plan, attached as **Appendix 1**.

7. A programme of works is now proposed to realise the full potential of the site in terms of recreation and ecology, reversing the culture of neglect and reducing future County Council revenue liability. In outline, the proposed works include:

- construction of a car park and formal vehicular access
- enhancement of site security and boundary treatment
- upgrading of routes around the site and linkages to wider path and cycleway network
- fencing works, hedge planting, habitat mitigation works.

In parallel with these proposals for physical improvements, it is hoped to increase significantly the level of local community participation through involvement in some of the above conservation tasks and other events.

8. The Concept Plan, attached as **Appendix 2** to this report, shows the proposed works. A planning application has been submitted and is in the process of being determined.
9. A funding package has been prepared combining external and internal sources as set out in Table 1:

Source	Status	2012/13 £	2013/14 £	Total £
ERDF	Funding offered			131,700
Natural England	Application being appraised	14,000		14,000
NCC /LTP	2012/13 allocated	5,000		55,000
	2013/14 allocated in provisional budget		50,000	
NCC /British Coal	Allocated. (Part of 2012/13 Reclamation Capital Programme)	20,000	0	20,000
Total				220,700

10. It is anticipated that the planning approval and procurement and initial design will be achieved in 2012/13, with the majority of construction work undertaken in 2013/14.

Other Options Considered

11. The other option considered was to do nothing. However, there would be no benefits from this and the drawbacks would be:
- continued ongoing expenditure to maintain status quo and fund ongoing repair work
 - previous restoration work and sensitive habitats increasingly degraded by ongoing criminality and anti-social behaviour
 - adjacent business park continues to suffer from blighted neighbourhood
 - local community deprived of potential recreational resource and social enterprise opportunities generated from sustainable use of woods.

Reason/s for Recommendation/s

12. The proposed recommendation uses majority external funding to enhance a site which is in danger of becoming a significant financial liability to the County Council. Once works are complete, it is anticipated that the site will become significantly improved in terms of both the opportunity for recreation it offers and ongoing maintenance liability.

Statutory and Policy Implications

13. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

14. The total projects costs are anticipated to be as Table 2:

Item		Estimated cost £
Site investigation, surveys and planning		5,000
Construction car park, access road		125,000
Path upgrades, boundary treatment new path links and habitat works		62,000
Design and project management		28,700
Total		220,700

15. The County Council contribution comprises £55,000 against an inward investment of £165,700.
16. Costs for the Manton Forest Park and Link scheme were included as a reserve scheme in the Local Transport Plan (LTP) 2012/13 budget, which received County Council approval in February 2012. The scheme has also been allocated a construction budget of £50,000 in the provisional LTP 2013/14 budget, which will be presented to Members for initial approval in September 2012 and final approval in February 2013. The LTP has also funded the design development required to formulate outline proposals for 2012/13.
17. Ongoing maintenance costs of the access road and car park will continue to be the responsibility of the Country Parks and Green Estate Service until such time as the site may be transferred into the ownership of the Forestry Commission.

Equalities Implications

18. Design proposals are being prepared to be compliant with statutory requirements. All new paths and trails will be Disability Discrimination Act compliant.

RECOMMENDATION/S

The Finance and Property Committee approve:

- 1) acceptance of the offered external funding to enable the project to be implemented
- 2) the consequent variation to the capital programme.

Patrick Candler

Group Manager, Country Parks and Green Estate

For any enquiries about this report please contact:

Cathy Gillespie

Team Manager, Landscape and Reclamation

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E: cathy.gillespie@nottsc.gov.uk

or

Gareth Broome

Countryside Service Manager

T: 01623 821313

E: gareth.broome@nottsc.gov.uk

Constitutional Comments (CEH 08/08/12)

19. The report deals with a variation to the Capital Programme. This decision falls within the remit of the Finance and Property Committee.

Financial Comments (NDR 08/08/12)

20. The financial implications are set out in paragraphs 14 and 15 of the report.

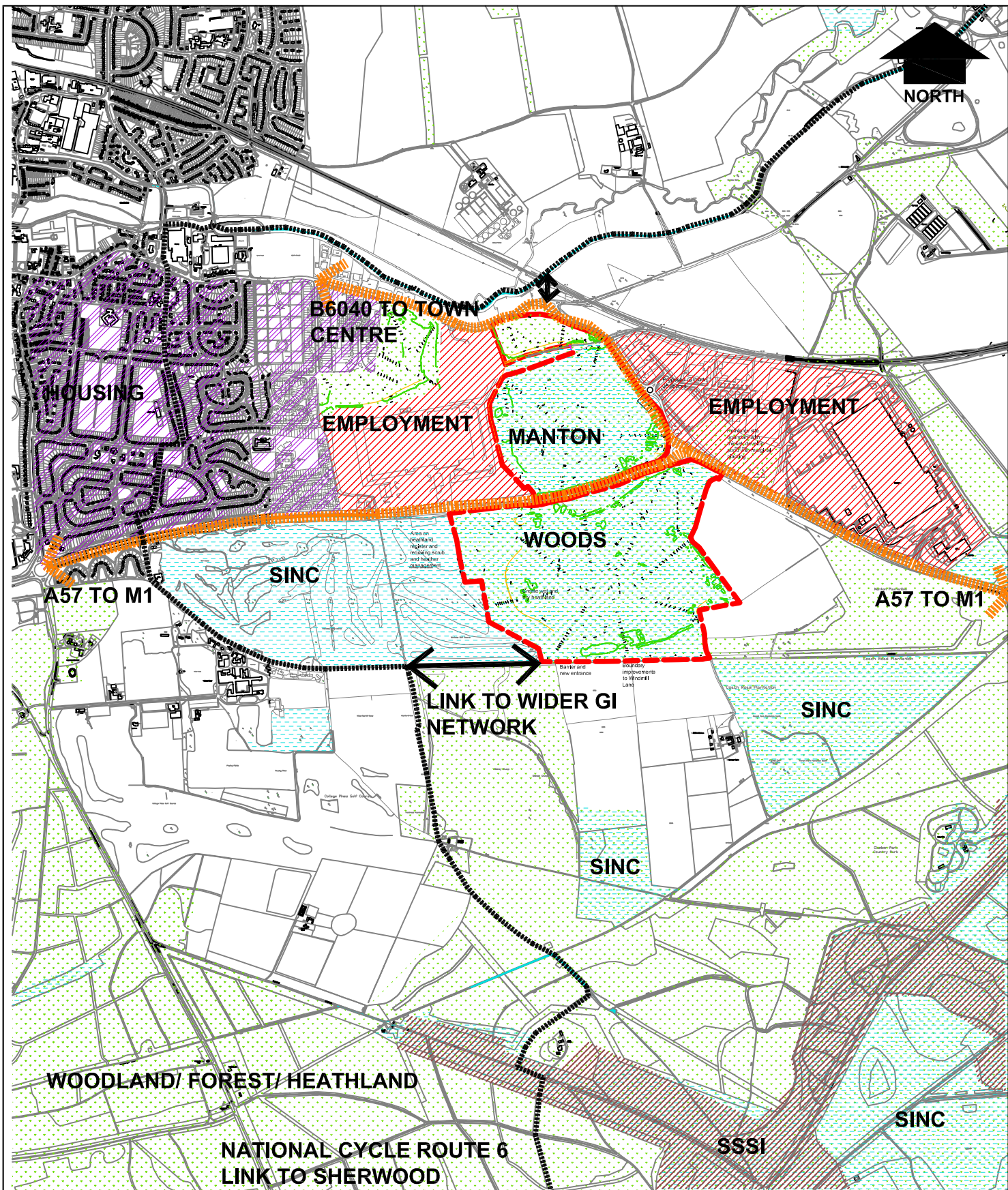
Background Papers


None.

Electoral Division(s) and Member(s) Affected

Worksop East: Coun Glynn Gilfoyle

C0053



 <p>Environment & Resources Trent Bridge House, Fox Road, West Bridgford, Nottingham NG2 6BJ Tel: 08449 808080</p>		Project		MANTON GATEWAY		Drawn	Date
							September 2011
		Property No.	Project No.			Chkd	Date
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17 September 2012**Agenda Item: 11(a)****REPORT OF THE CORPORATE DIRECTOR****COMMERCIAL SITE, TOP WIGHAY FARM, ANNESLEY ROAD, HUCKNALL –
SELECTION OF PREFERRED DEVELOPER****Purpose of the Report**

1. To seek approval to the appointment of a preferred development partner to work with the Council to bring forward part of the commercial development site at Top Wighay Farm, Hucknall, in order to allow for a period of exclusive negotiation with the preferred developer.

Information and Advice

2. Some information relating to this report is not for publication by virtue of paragraph 3 of Schedule 12A of the Local Government Act 1972. Having regard to the circumstances, on balance the public interest in disclosing the information does not outweigh the reason for exemption because divulging the information would significantly damage the Council's commercial position. The exempt information is set out in the confidential Exempt Appendix.
3. The County Council own land at Top Wighay Farm, Annesley Road, north of Hucknall totalling some 157 acres. A large part of that site is identified in the Gedling Core Strategy as being a site capable of development, principally for housing. Part of the site [16.26 acres] is identified as having potential for commercial [business] / employment generating] uses.
4. Discussions have been held with a number of potential development partners to work with the County Council in bringing forward part of the commercial site [see plan] for planning approval and development, in line with the Core Strategy. This Report details the steps undertaken by the Council and its agents to secure a potential development partner and makes recommendations as to the selection of a "preferred development partner" with whom it is proposed to conduct detailed and exclusive negotiations.
5. The selection process, and submissions by potentially interested development partners, contains matters, which are deemed to be extremely commercially sensitive to both the Council and the prospective development partners. Therefore,

this commercially sensitive information is contained within the confidential Exempt Appendix to the Report.

6. The Council's external professional advisers [Jones Lang Lasalle] invited expressions of interest from a range of developers experienced in this type of development. Those expressing interest were then invited to submit detailed propositions outlining their scheme proposals, indicative land bids, cost assumptions and planning and highways strategies.
7. In total, 4 parties submitted detailed proposals and these have been the subject of detailed scrutiny. The party who is recommended for selection as preferred developer is considered to represent the best value to the County Council having regard to *all* of the following:-
 - Potential land proceeds
 - Quality of scheme
 - Costing assumptions
 - Appreciation of planning and environmental issues and strategy for pursuing solutions
 - Proposed highways solutions
 - Commitment to working in partnership with the County Council to deliver the scheme
 - Quality of professional appointments [especially Planning consultants, which will be a key success driver]
 - Previous track record in delivering similar schemes
8. If the proposed development partnership is successful in securing detailed planning consent for the development of the commercial site, this will result in the creation of several hundred new jobs in the area, together with construction jobs during development

Other Options Considered

9. These are detailed in the confidential Exempt Appendix.

Reason/s for Recommendation/s

10. The Report identifies a party who is considered to represent the best development partner for the Council, having regard to scheme content, financial proposition, understanding of the planning and other considerations of the site, and "track record" in delivering this type of development.

Statutory and Policy Implications

11. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights,

the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That approval be given to the appointment of a preferred development partner as set out in the confidential Exempt Appendix and a further report will be presented at a future meeting seeking approval to the detailed terms of the proposed conditional land sale, and strategy for future disposal of the allocated housing sites.

**IAN BREARLEY
ESTATES SPECIALIST**

For any enquiries about this report please contact: IAN BREARLEY 07775 541641

Constitutional Comments (SSR 6/8/12)

12. The recommendation falls within the scope of decisions that may be approved by the Finance and Property Committee.

Financial Comments (CS 22/08/12)

13. There are no costs arising directly from appointing the "preferred" development partner. The costs incurred on planning application(s) would be borne by the partner and would be reflected in any agreement accordingly. Ultimately, this development should lead to significant capital receipts that may be realised over a period of time, which in turn could be used to fund NCCs capital programme.

Background Papers

14. Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972: None

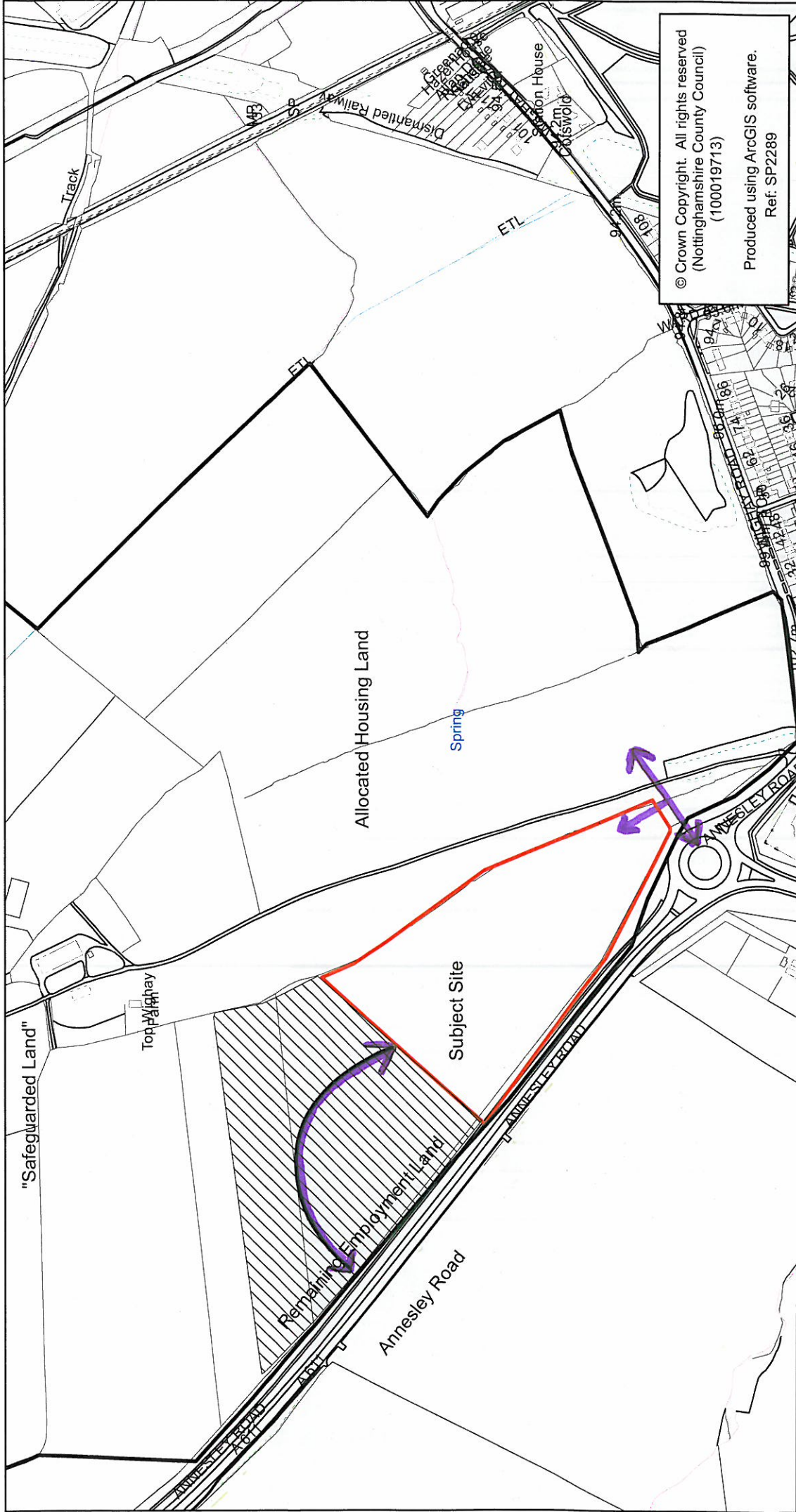
Electoral Division(s) and Member(s) Affected

15. Ward(s): Newstead
Member(s): Cllr Chris Barnfather

File ref.: /IB/SL/
SP: 2289
Properties affected: 00077 - Top Wighay Farm

Commercial Site, Top Wighay Farm, Annesley Road, Hucknall - Selection of Preferred Developer

Plan provided by: dlc



17 September 2012**Agenda Item: 11(b)****REPORT OF THE CORPORATE DIRECTOR****DISPOSAL OF CENTENARY HOUSE, WILFORD LANE, WEST
BRIDGFORD, NOTTINGHAM****Purpose of the Report**

1. To seek approval to enter in to a conditional contract for the sale of Centenary House, West Bridgford on terms outlined in the Exempt Annex.

Information and Advice

2. Some information relating to this report is not for publication by virtue of paragraph 3 of Schedule 12A of the Local Government Act 1972. Having regard to the circumstances, on balance the public interest in disclosing the information does not outweigh the reason for exemption because divulging the information would significantly damage the Council's commercial position. The exempt information is set out in the exempt appendix.
3. The County Council own the freehold of this property, which has been used as a County office since construction in 1989-91. The property is one of those scheduled for disposal under the Ways of Working rationalisation of the County Council's stock of office properties. The originally occupying departments vacated during 2011, but latterly the premises have been used for a short-term relocation of West Bridgford Junior School during a recent refurbishment. It is currently occupied on a short term basis to the end of March 2013 by the Ways of Working team for interim decant of other temporarily displaced Council departments.
4. It should be noted that any decision to sell this property by 31st March 2013 may result in the County Council needing to secure a lease of additional office premises in the area to meet short/medium term office space needs. A review of that possible requirement is ongoing.
5. The property comprises an office block of some 16,250 sq ft in two blocks, together with a 57 space car park on a site of under 0.2 acre. The site has potential for the re-use of the existing buildings (some refurbishment expenditure would be required) or for partial or complete redevelopment subject to planning.
6. Marketing of the property commenced in October 2011 and informal tender bids were sought in January 2012. The bids received were not considered adequate so a further period of active marketing has followed.

7. Details of bids received during this second round of marketing are detailed in the Exempt Annex. In particular, it should be noted that the disposal recommended is **CONDITIONAL** on the purchaser being able to secure planning consent for its proposed use/development of the site.

Other Options Considered

8. Retention of the property to allow continued interim use by the County Council. This would overcome the need to find a short-term lease of another property (if required) but would, of course, be the loss of the significant sale proceeds from the disposal outlined in the Exempt Annex.

Reason/s for Recommendation/s

9. To meet the Council's approved objective of disposing of this surplus office building.

Statutory and Policy Implications

10. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

1. That approval is given to enter in to a conditional contract for the sale of Centenary House, West Bridgford on terms outlined in the Exempt Annex.

IAN BREARLEY
ESTATES SPECIALIST

For any enquiries about this report please contact: IAN BREARLEY 07775 541641

Constitutional Comments (CEH 29.08.12)

11. This decision falls within the remit of the Finance and Property Committee

Financial Comments (MA 29/08/12)

12. The capital receipt of any sale will accrue to the Authority and be used to assist in funding the Capital Programme. Any short term costs of alternative accommodation will need to be met from existing budgets.

Background Papers

13. None.

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Electoral Division(s) and Member(s) Affected

14. Ward(s): West Bridgford West
Member(s): Cllr Gordon Wheeler

File ref.: /IB/SL/
SP: 2293
Properties affected: 00234 - Centenary House



17 September 2012

Agenda Item: 11(c)

**REPORT OF SERVICE DIRECTOR TRANSPORT, PROPERTY &
ENVIRONMENT**

**PROPOSED LEASE IN – UNIT 6-8 CALVERTON BUSINESS PARK
(COUNTY SUPPLIES RELOCATION) – MODIFICATION TO APPROVED
LETTING TERMS**

Purpose of the Report

1. To seek approval to some modifications to the previously approved terms of the County Council's proposed new lease in of Units 6-8 Calverton Business Park, Hoyle Road, Calverton.

Information and Advice

2. Some information relating to this report is not for publication by virtue of paragraph 3 of Schedule 12A of the Local Government Act 1972. Having regard to the circumstances, on balance the public interest in disclosing the information does not outweigh the reason for exemption because divulging the information would significantly damage the Council's commercial position. The exempt information is set out in the exempt appendix.
3. At its meeting on 9 July 2012, Finance and Property Committee approved the terms for a letting of Units 6-8 Calverton Business Park, for occupation by County Supplies relocation from its existing premises at Rolleston Drive, Arnold.
4. The Landlord of the property (Pelforth Developments Limited) have, subsequent to that approval, sought to introduce a number of changes to the terms of the proposed letting. As these proposals contain information, which is commercially sensitive to the landlord and the County Council, the proposed changes are detailed in the Exempt Annex.
5. These changes are not considered to be detrimental to the interests of the County Council, and so are recommended for approval.

Other Options Considered

6. Withdraw from negotiations and seek alternative premises: this remains the Council's preferred location for the relocation of County Supplies and the proposed changes are not deemed to be detrimental to the Council's interests.

Reason/s for Recommendation/s

7. The proposed changes will facilitate a timely exchange of contracts and are not considered detrimental to the interests or operational efficacy of the County Council's plans for this site.

Statutory and Policy Implications

8. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That approval is given to some modifications to the previously approved terms of the County Council's proposed new lease in of Units 6-8 Calverton Business Park, Hoyle Road, Calverton as contained within the exempt appendix.

IAN BREARLEY
ESTATES SPECIALIST

For any enquiries about this report please contact: IAN BREARLEY 07775 451 651

Constitutional Comments (CEH 28.08.12)

9. This decision falls within the remit of the Finance and Property Committee.

Financial Comments (CS 22/08/12)

10. There are no financial implications arising from the revised terms.

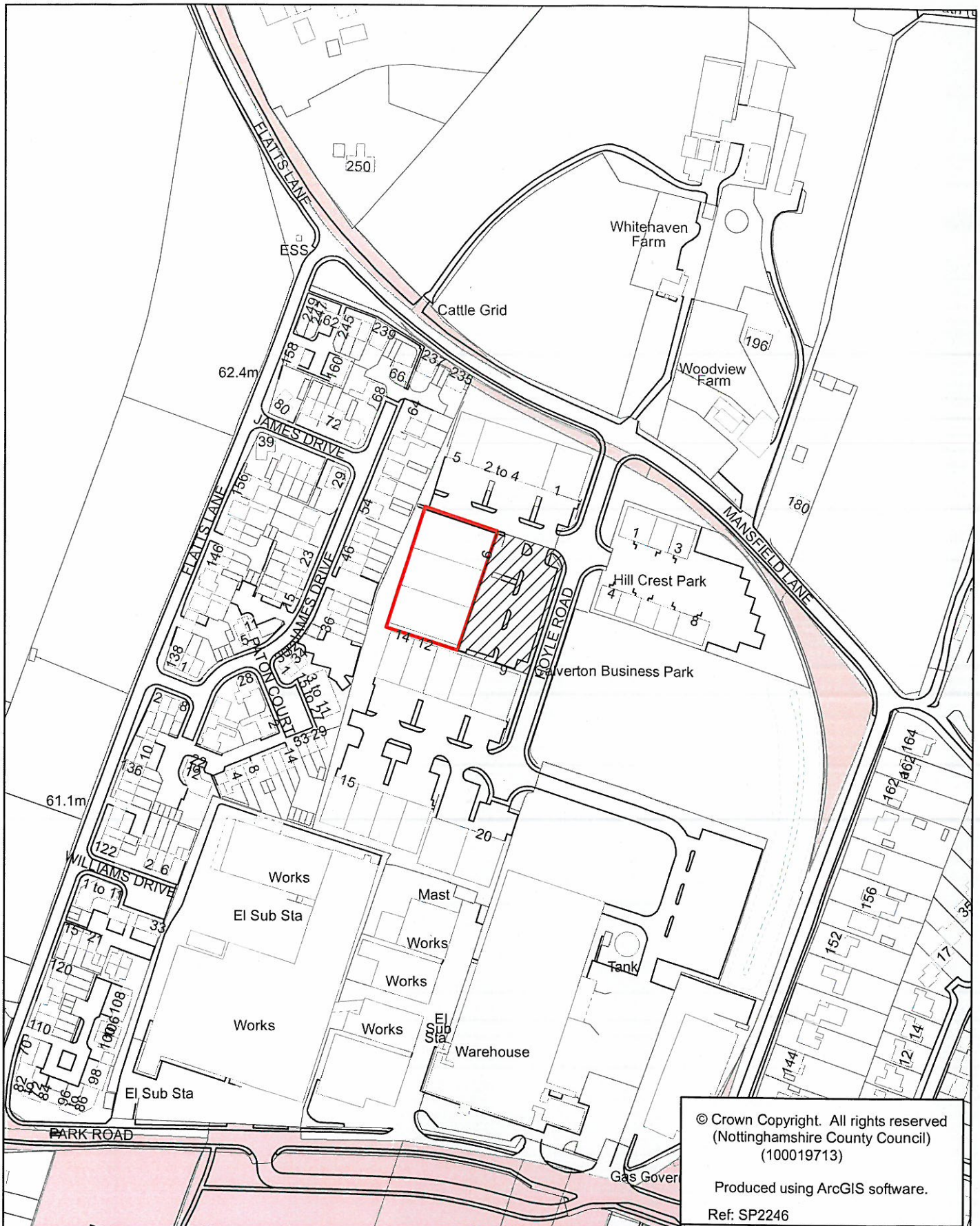
Background Papers

Previous 9 July report attached

Electoral Division(s) and Member(s) Affected

11. Ward(s): Calverton
Member(s): Cllr Mark Spencer

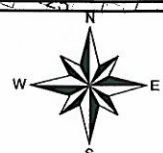
File ref.: /IB/SL/
SP: 2288
Properties affected: 07764 - Calverton Business Park - Units 6-8



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 (100019713)

Produced using ArcGIS software.

Ref: SP2246



17 September 2012

Agenda Item: **11(d)**

REPORT OF SERVICE DIRECTOR - TRANSPORT, PROPERTY & ENVIRONMENT

DISPOSAL – FORMER DAY CENTRES: GREENACRE AND WINCROFT, WINGFIELD AVENUE, WORKSOP, NOTTINGHAMSHIRE

Purpose of the Report

1. To seek approval of the Finance & Property Committee to:
 - a) The sale by auction of the former day centre of Wincroft and Greenacre, Wingfield Avenue, Worksop as set out in the report; and
 - b) The appointing of Savills as auctioneer
 - c) The reserve price being approved by the Service Director, Transport, Property & Environment, in consultation the Chair (or Vice Chair in his absence) of the Finance and Property Committee in consultation with the Agent prior to the auction.

Information and Advice

2. Some information relating to this report is not for publication by virtue of paragraph 3 of Schedule 12A of the Local Government Act 1972. Having regard to the circumstances, on balance the public interest in disclosing the information does not outweigh the reason for exemption because divulging the information would significantly damage the Council's commercial position. The exempt information is set out in the exempt appendix.
 - a. The properties comprise two day centres, Wincroft is already vacant and Greenacre is still currently being used as a day centre.
 - b. The services that are currently provided from Greenacre will be moved to the Eastgate Centre when the necessary work to modernise the centre has been complete.
 - c. The works to the Eastgate Centre are likely to be complete around September 2012, when the works are complete the services provided at Greenacre will then transfer, this building will also be surplus together with Wincroft.
 - d. The Authority have no strategic requirements for the properties and approval is therefore sought to dispose of the properties to produce a capital receipt.

- e. The disposal of these properties was referred to within the Finance and Property Committee report of 9 July 2012
- e. The properties to be disposed of are outlined in red on the attached plan.
- f. Disposal by auction is considered to be the most appropriate option and method of sale. Based on the above, approval is sought to appoint Savills who are a well established, experienced and respected auctioneer and are considered to be the most appropriate to maximize the sale value of the site. A reserve however will be agreed in consultation with the agent prior to the auction once interest has been gauged (see exempt index).
- g. Purchasers are to be made aware a 2% buyer's premium will be charged plus auctioneers costs will be collected on completion. This should cover the Auctioneer's fee and our legal expenses.

Other Options Considered

- 3. Consideration has been given to sell by private treaty - it is thought that sale by auction with a longer than normal marketing time to auction date will produce greater interest and a higher capital receipt. A sale by private treaty would also take considerable time delaying the capital receipt and the County Council would incur costs for maintenance, insurance and security whilst the property remains vacant.

Reason/s for Recommendation/s

- 4. The Authority has no strategic requirement for the property.

Statutory and Policy Implications

- 5. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1. That approval is given to: -
 - a) The sale by auction of the former Greenacre and Wincroft Day Centre, Wingfield Avenue, Worksop, Nottinghamshire;
 - b) Appoint Savills as auctioneers;
 - c) The grant of authority for the Service Director, Transport, Property & Environment, in consultation the Chair (or Vice Chair in his absence) of the Finance and Property Committee also in consultation with the Auctioneers shortly prior to the auction date, to set the reserve price.

Jas Hundal
Service Director - Transport, Property & Environment

For any enquiries about this report please contact: Patrick Robinson 0115 9772086

Constitutional Comments (CEH 29.08.12)

6. The recommendations within this report fall within the remit of the Finance and Property Committee. The contract(s) and conditions of sale will need to be prepared by the Group Manager for Legal and Democratic Services.

Financial Comments (CS 22/08/12)

7. The sale will generate a capital receipt which will be used to help fund the capital programme. As stated in the report, the auctioneer's costs etc will be funded by the purchasers

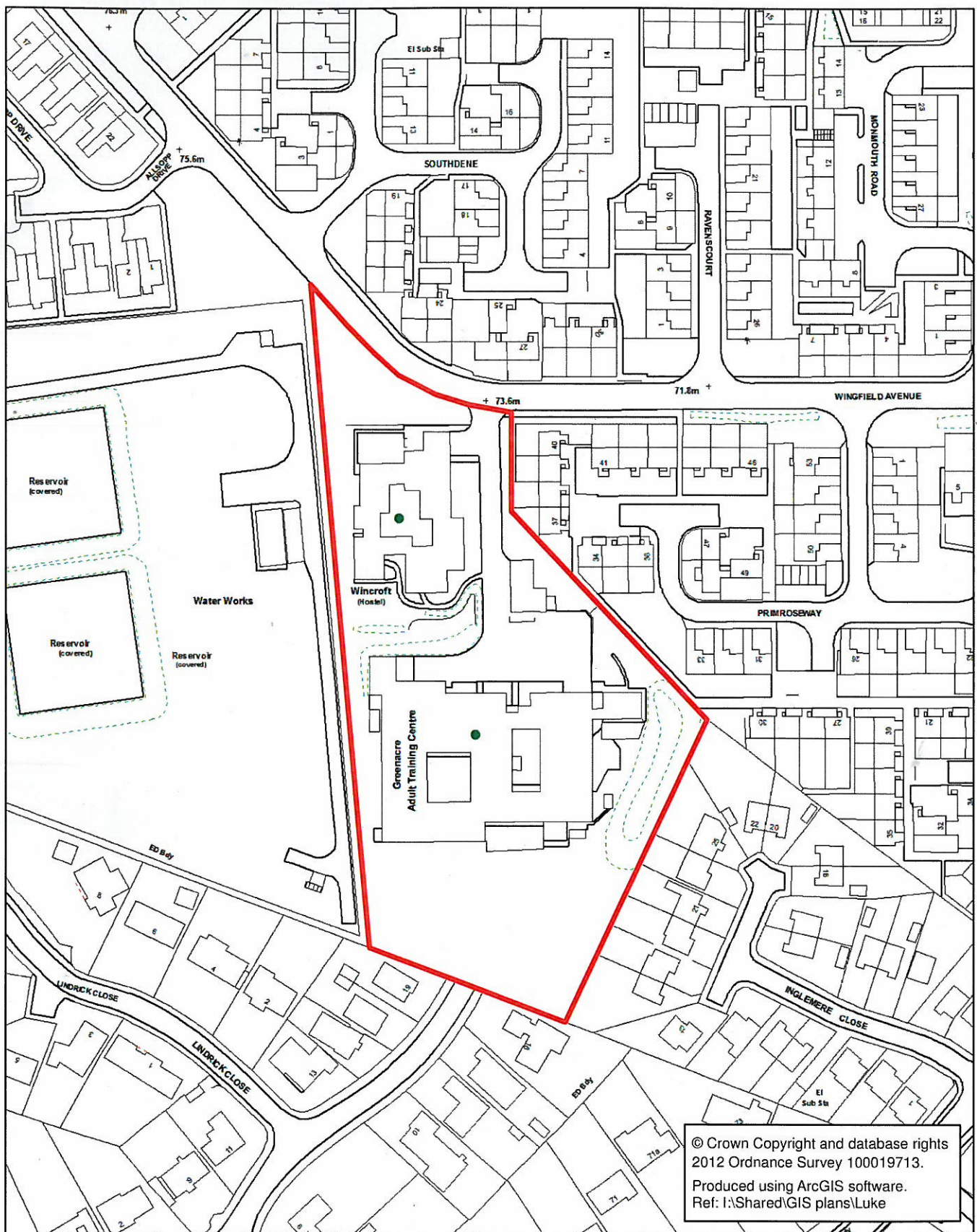
Background Papers

8. None.

Electoral Division(s) and Member(s) Affected

9. Ward(s): Worksop North East and Carlton, Worksop North East and Carlton
Member(s): Cllr Alan Rhodes, Cllr Alan Rhodes

File ref.: /LS/SL/
SP: 2281pf
Properties affected: 06121 - Wincroft, 06174 - Greenacre Day Centre



17 September 2012

Agenda Item: **11(e)**

REPORT OF SERVICE DIRECTOR TRANSPORT, PROPERTY & ENVIRONMENT

KINGSTON PARK PRIMARY & NURSERY SCHOOL, LONG LANE, CARLTON IN LINDRICK

Purpose of the Report

1. To seek approval of the Finance and Property Committee to the grant of a 125 year lease on the standard terms set out in the attached appendix to the Academy Trust for Kingston Park Primary & Nursery School, Long Lane, Carlton in Lindrick, Worksop, S81 9AW this being subject to subsequent approval of any site specific details.
2. To authorise the Corporate Director, Environment & Resources, (or his nominee) to approve site details and specific conditions in consultation with the Chair (or Vice Chair in his absence) of the Finance and Property Committee.

Information and Advice

Background

3. Councillors are probably aware that the Academies Act 2010 allows maintained schools to become Academies by applying to the Secretary of State for Conversion.
4. Once the conversion order has been granted it requires all parties to enter into a Transfer Agreement.
5. As a part of the Transfer Agreement the County Council is required to transfer the relevant assets currently held by the County Council or the existing governing body to the Academy Trust.
6. On a related matter, Councillors should note that other aspects of Academy Transfer will be reported to the Children & Young People's Committee as appropriate.
7. Kingston Park Primary & Nursery School is shortly to acquire Academy status and as part of the conversion process, governing bodies of Academy Schools are entitled to 125 year full repairing and insuring leases at a peppercorn rent of any Council owned land, forming part of the principal operational School site subject to rights to be reserved and leaseback of Council facilities where appropriate.

8. This report seeks approval to the granting of a 125 year lease to the Academy Trust on the Heads of Terms set out in the *attached* Appendix.

Other Options Considered

9. The Academies Act 2010 does not allow the Authority any options as regards the transfer and therefore no other options have been explored.

Reason/s for Recommendation/s

10. To comply with statutory requirements.

Statutory and Policy Implications

11. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Recommendation

That approval is given to: -

- 1 seek approval of the Finance and Property Committee to the grant of a 125 year lease on the standard terms set out in the attached appendix to the Academy Trust for Kingston Park Primary & Nursery School, Long Lane, Carlton in Lindrick, Worksop, S81 9AW
- 2 Authorise the Corporate Director, Environment & Resources, (or his nominee) to approve site details and specific conditions in consultation with the Chair (or Vice Chair in his absence) of the Finance and Property Committee.

Jas Hundal

Service Director, Transport, Property and Environment

For any enquiries about this report please contact: Patrick Robinson 0115 977 2086

Constitutional Comments (CEH 28.08.12)

- 12 This decision falls within the remit of the Finance and Property Committee.

Financial Comments (CS 28.08.12)

- 13 Granting of a 125 year lease to the academy effectively creates a loss on disposal but this is not a charge against council tax.

Background Papers

14. None.

Electoral Division(s) and Member(s) Affected

15. Ward(s): Worksop North East and Carlton
Member(s): Cllr Alan Rhodes

File ref.: /PG/SB/01031

SP: 2277

Properties affected: 01031 - Kingston Park Primary and Nursery School

APPENDIX

Heads of Terms

Demise:

All that land comprised to be shown as edged red on the Red Line Plans to be prepared in respect of each of the schools for subsequent approval as provided in item 2 above.

Landlord:

Nottinghamshire County Council
County Hall
West Bridgford
Nottingham
NG2 7QZ

Tenant:

The Academy Trust for Ethel Wainwright Primary School

Rent:

A peppercorn

Term:

125 years (The lease to be contracted outside the security of tenure provisions of the 1954 Landlord & Tenant Act.).

Outgoings:

The Tenant will be responsible for the payment of all outgoing which are now or may during the term be payable in respect of the Property.

Alienation:

The Tenant will not part with or share the possession or occupation of the whole of the property nor hold the property or any part or parts of the property or this lease on trust for another.

Repair:

The Tenant will keep the Property clean and tidy and make good any damage it causes to the Property and/or any deterioration to the condition of the Property that may arise from the term commencement date.

Signs and Advertisements

The Tenant to notify the Landlord of the affixing or display on the boundaries of the Property other than signs which are required by law to be displayed, do not require planning permission or are necessary or usual for the authorised use of the Property.

Use

The permitted use will be for the purposes of the Academy Trust (as set out in any charitable objects, memorandum and articles of association of the Tenant from time to time) for the provision of educational services and for community, fundraising and recreational purposes which are ancillary to the provision of educational services.

Insurance

The Tenant will:

- Keep the Property insured with a reputable insurance office against loss or damage by the Insured Risks in the sum the tenant is advised represents the Reinstatement Value of the Property from time to time;
- Pay the premiums for insurance promptly as they become due and maintain in force the policies of insurance on the Property;
- Following damages or destruction and subject to obtaining all necessary consents and as soon as may be reasonably practicable, unless it will be impossible or impractical, reinstate the property and lay out all monies in reinstating and rebuilding the property.

Alterations:

The Tenant will not make any external or structural alterations or additions to any structures for the time being on the Property without the Landlord's prior written consent, submitting to the Landlord adequate plans and specifications describing the proposed alteration, addition or variation, consulting generally with the Landlord on the proposed alterations and dealing with any queries that the Landlord acting reasonably may raise.

Statutory Obligations:

Statutory obligations, health and safety and CDM regulations in this clause " regulations" means the construction (design and management) regulations 1994 and "client" "health and safety plan" health and safety file" " planning supervisor" and "principal contractor" have the same meanings as in the regulations;

The Tenant will comply with all laws (including the premises acts) affecting the property, the physical condition or the user of them or the use of any fixtures and fittings in them;

Timescale:

The Tenant will complete the Lease on receipt and agreement of the Legal documentation by their Solicitors.

Legal Costs:

Each party will bear their own legal costs involved in the granting the leases.

Conditions

The above remains subject to: -

- (a) Contract;
- (b) Confirmation that the financial status of the Tenant is acceptable to the Landlord; and
- (c) VAT

17 September 2012**Agenda Item: 12****REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Committee's work programme for 2012/13.

Information and Advice

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. The attached work programme has been drafted in consultation with the Chairman and Vice-Chairman, and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.
4. As part of the transparency introduced by the new committee arrangements, committees are expected to review day to day operational decisions made by officers using their delegated powers. It is anticipated that the committee will wish to commission periodic reports on such decisions. The committee is therefore requested to identify activities on which it would like to receive reports for inclusion in the work programme. It may be that the presentations about activities in the committee's remit will help to inform this.

Other Options Considered

5. None.

Reason/s for Recommendation/s

6. To assist the committee in preparing its work programme.

Statutory and Policy Implications

7. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That the committee's work programme be noted, and consideration be given to any changes which the committee wishes to make.

Jayne Francis-Ward
Corporate Director, Policy, Planning and Corporate Services

For any enquiries about this report please contact: Paul Davies, x 73299

Constitutional Comments (HD)

1. The Committee has authority to consider the matters set out in this report by virtue of its terms of reference.

Financial Comments (PS)

2. There are no direct financial implications arising from the contents of this report. Any future reports to Committee on operational activities and officer working groups, will contain relevant financial information and comments.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All

FINANCE & PROPERTY COMMITTEE - WORK PROGRAMME

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information ?</u>	<u>Lead Officer</u>	<u>Report Author</u>
17th September 2012				
Medium Term Financial Strategy – Update	MTFS Update pre-consultation	Info	Paul Simpson	Presentation
Financial Monitoring Report	Period 4 Revenue and Capital Monitoring with Procurement and savings progress update	Info	Paul Simpson	Pauline Moore
Renewable Heat Boiler Replacement Programme.		Decision	Paul Eccleshare	
Property Transactions	Disposal of properties	Decision	Patrick Robinson	Patrick Robinson
Quarterly Review of Treasury Management Activity	Quarterly Review of Treasury Management Activity	Info.	Paul Simpson	Simon Cunnington
ICT Services Performance 2012/13	Report on performance	Info.	Ivor Nicholson	Ivor Nicholson
Funding for A453 Improvements		Decision		
Programme of Improvements to Manton Tip Woods		Decision		
15th October 2012				
Finance / Procurement	Review of Officer Decisions.	Info.	Paul Simpson	
Delegated decisions Summer 2012	List of property decisions taken during the summer recess	Info	Patrick Robinson	
12th November 2012				
Quarterly Progress Report	Review of performance (Jul – Sept).	Info.	Various	
IT	Review of Officer Decisions.	Info.	Ivor Nicholson	
Monthly Budget & Capital Monitoring Report 2012/13	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Paul Simpson	Pauline Moore
Initial County Council Budget & Capital Programme Proposals	Initial County Council Budget & Capital Programme Proposals 2013/14	Decision	Paul Simpson	Pauline Moore
Quarterly Review of Treasury Management Activity	Quarterly Review of Treasury Management Activity	Info.	Paul Simpson	Simon Cunnington

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information ?</u>	<u>Lead Officer</u>	<u>Report Author</u>
10th December 2012				
Property	Review of Officer Decisions.	Info.	Patrick Robinson	
Monthly Budget & Capital Monitoring Report 2012/13	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Paul Simpson	Pauline Moore
Update on Budget Consultation & Resource Allocations	Update on Budget 2013/14 Consultation & Resource Allocations	Info	Paul Simpson	Pauline Moore/Comms
ICT Programmes Update 2012-13	Update report	Info	Ivor Nicholson	
21st January 2013				
Quarterly Progress Report	Review of performance (Oct – Dec).	Info.	Various	
Monthly Budget & Capital Monitoring Report 2012/13	Budget Capital Monitoring, Capital Receipts, Capital Variations –	Decision	Paul Simpson	Pauline Moore
F&P Committee Budget Proposals 2013/14	Committee Budget Proposals 2013/14 Not sure if this is still happening, if so needs doing for all Committees – need to check!	Decision	Paul Simpson	
25th February 2013				
Monthly Budget & Capital Monitoring Report 2012/13	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Paul Simpson	Pauline Moore
18th March 2013				
Monthly Budget & Capital Monitoring Report 2012/13	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Paul Simpson	Pauline Moore
22nd April 2013				
Quarterly Progress Report	Review of performance (Jan – Mar).	Info.	Various	
Monthly Budget & Capital Monitoring Report 2012/13	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Paul Simpson	Pauline Moore