

**Finance and Property Committee**

**Date:** Monday, 28 May 2012  
**Time:** 10:30  
**Venue:** County Hall  
**Address:** County Hall, West Bridgford, Nottingham NG2 7QP

**AGENDA**

- |           |   |                |
|-----------|---|----------------|
| <b>1</b>  | <b><u>To note the Appointment of Cllr Reg Adair as Chairman and Cllr Eric Kerry as Vice-Chairman</u></b><br>Details   | <b>1-2</b>     |
| <b>2</b>  | <b><u>To note the Membership of the Committee:</u></b><br>Councillors Adair, Barnfather, Carroll, J Clarke, Cutts, Garner, Kerry, Pulk, Rigby, Shepherd and Suthers | <b>1-2</b>     |
| <b>3</b>  | <b><u>Apologies for Absence</u></b><br>Details  | <b>1-2</b>     |
| <b>4</b>  | <b><u>Declarations of Interest</u></b><br>(a) Personal<br>(b) Prejudicial   | <b>1-2</b>     |
| <b>5</b>  | <b><u>Terms of Reference</u></b><br>Details   | <b>3 - 6</b>   |
| <b>6</b>  | <b><u>Edwinstowe Respite Centre Revised Latest Estimated Cost</u></b><br>Details  | <b>7 - 12</b>  |
| <b>7a</b> | <b><u>Grant of 125 Year Lease to Academy Trusts of Meden Candleby Lane and Rushcliffe Schools</u></b><br>Details  | <b>13 - 18</b> |
| <b>7b</b> | <b><u>Grant of 125 Year Lease to Academy Trusts Sutton Gedling Newgate Lane Dukeries Grove Harry Carlton</u></b><br>Details   | <b>19 - 24</b> |
| <b>7c</b> | <b><u>Grant of 125 Year Lease to Academy Trusts of Bramcote Park Alderman White</u></b><br>Details  | <b>25 - 32</b> |
| <b>7d</b> | <b><u>Freehold Transfer Kirkby Kimberley</u></b><br>Details   | <b>33 - 36</b> |
| <b>7e</b> | <b><u>A612 Gedling Transport Improvement Scheme CPO 2004</u></b><br>Details   | <b>37 - 42</b> |

7f	<b><u>Land at Former King Edward VI School</u></b> Details	43 - 48
8	<b><u>Overview of Finance/Procurement Work Area - Presentation</u></b> Details	1-2
No.	<b><u>Fin &amp; Proc Overview.28.5.12</u></b> Details	49 - 62
9	<b><u>Work Programme</u></b> Details	63 - 70
10	<b><u>Exclusion of the Public</u></b>	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**

11	<b><u>A612 Gedling TRansport Improvement Scheme CPO 2004 Exempt Appendix</u></b> Details	1-2
12	<b><u>Land at Former King Edward School, Retford - Exempt appendix</u></b> Details	1-2

**28 May 2012****Agenda Item: 5****REPORT OF THE CHIEF EXECUTIVE****TERMS OF REFERENCE****Purpose of the Report**

1. To note the Committee's terms of reference.

**Information and Advice**

2. County Council on 29 March 2012 agreed the following terms of reference for the Finance and Property Committee:-
  - 2.1. The exercise of the powers and functions set out below are delegated by the Full Council in relation to finance and property:
    - 2.1.1 All decisions within the control of the Council including but not limited to those listed in the Table below
    - 2.1.2 Policy development in relation to finance and property, subject to approval by the Policy Committee or the Full Council
    - 2.1.3 Review of performance in relation to the services provided on at least a quarterly basis
    - 2.1.4 Review of day to day operational decisions taken by officers
    - 2.1.5 Approval of consultation responses
    - 2.1.6 Approval of departmental staffing structures as required
  - 2.2. If any report comes within the remit of more than one committee, to avoid the report being discussed at several committees, the report will be presented and determined at the most appropriate committee. If this is not clear, then the report will be discussed and determined by the Policy Committee.
  - 2.3. As part of the detailed work programme the Committee will receive reports on the exercise of powers delegated to officers.

- 2.4. The Committee will be responsible for its own projects but, where it considers it appropriate, projects will be considered by a cross-committee project steering group that will report back to the most appropriate Committee.

Table
Responsibility for the financial management of the Authority including recommending to Council the financial strategy, annual revenue budget, annual capital budget, asset management plan and precept on billing authorities
Responsibility for the monitoring, reviewing and development of the financial framework of the Council including its audit, investments, budgeting and accounting functions
Responsibility for corporate procurement
Responsibility for all property related functions including acquisitions and disposals
Responsibility for property design and construction and related consultancy services
Responsibility for the Council's information and communication technology (ICT) strategy
Responsibility for monitoring the Councillors' Divisional Fund
Responsibility for the Council's County Supplies internal trading organisation
Reviewing and recommending Financial Regulations to the Council for adoption

### **Other Options Considered**

3. None.

### **Reason/s for Recommendation/s**

4. To inform the committee of its terms of reference.

### **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 the report be noted.

**Mick Burrows**  
**Chief Executive**

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

### **Constitutional Comments**

6. As the report is for noting only, no constitutional comments are required.

### **Financial Comments (MA 27/04/12)**

7. There are no direct financial implications arising from the contents of this report.

### **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



**28 May 2012****Agenda Item: 6****REPORT OF THE TEAM MANAGER, PROPERTY STRATEGY AND  
DEVELOPMENT****REVISED LATEST ESTIMATED COST: EDWINSTOWE RESPITE CENTRE****Purpose of the Report**

1. The purpose of this report is to approve the latest estimated cost for the above project including a variation to the Capital Programme.
2. This report updates the report issued and approved by Cabinet during June 2011, which reported on the original estimated cost and an initial variation based on building feasibility design works.

**Information and Advice****Project details**

3. Edwinstowe Hall, which is a Grade 2 listed building, is currently in use as a Children's Respite Centre.
4. The proposed works consist of providing a new purpose built Children's Respite Centre located on NCC owned land to the rear (west) of Edwinstowe Hall. This location allows continued use of the majority of the existing external recreation space which is so important to the young people who use the unit.
5. The project includes demolition of the existing CLASP extension to the Hall, associated site works, services and landscaping works. The project also includes the purchase of land and associated buildings for access purposes. At the time of drafting this report a planning application for the works is to be submitted, with the outcome expected during September. Any delay in the receipt of planning approval may have an effect on the timing and cost of the project.
6. The existing CLASP extension building is not currently occupied and therefore a full 'destructive type' survey of the fabric and services has been performed to confirm the specific costs which have been included in the latest estimated cost for the demolition works.

7. The project will be managed using best practice project management methodology (Prince 2) with project reviews at key milestones with all key stakeholders which meet the Gateway Review standards.
8. The works element of the proposed scheme will be built using a tender process, managed by NCC Property.
9. It is anticipated that the building works will start on site in March 2013 and be completed in October 2013.
10. The latest estimated cost of the building works is set out below and the fees shown are for all professions involved in the project.
11. The professions involved in this project are:-
  - § Architect
  - § Landscape Architect
  - § Mechanical Engineer
  - § Electrical Engineer
  - § Quantity Surveyor
  - § CDM Co-ordinator
  - § Structural Engineer
  - § Project Manager

### Capital budget implications

12. This project is being funded as follows:
 

	£
Capital Allocation (previously approved)	2,207,276
Capital Allocation (variation)	472,374
	<hr/>
Total	2,679,650
	<hr/>
13. The business case has been submitted to the Corporate Asset Management Group and has been approved for submission. The additional funding requirement of £472,374 is a variation to the Capital Programme.

14. The latest estimated costs are as follows:
 

	<u>Latest Estimated Cost</u>
	<u>(Outturn Prices)</u>
	£
Building Works	1,969,687
Professional fees	272,756
Feasibility & Site Investigation	137,207
Furniture and Equipment	90,000
Land Purchase	210,000
	<hr/>



Total	2,679,650
-------	-----------

### Anticipated cash flow

Capital Payments	2010/11 £	2011/12 £	2012/13 £	2013/14 £	Totals £
Building Works	0	0	132,619	1,837,068	1,969,687
Professional Fees	0	0	63,700	209,056	272,756
Feasibility & Site Investigation	25,000	54,840	27,367	30,000	137,207
Furniture & Equipment	0	0	0	90,000	90,000
Land Purchase	0	0	210,000	0	210,000
Totals	25,000	54,840	433,686	2,166,124	2,679,650

15. The subsequent sale of the existing Edwinstowe Hall will realise an estimated capital receipt of £200,000 which could be utilised to address the shortfall in funding.

### Revenue budget implications

16. Any additional premises cost arising from these proposals will be met from the new Respite Centre's operational budget.

### Other Options Considered

17. The extra requirements requested from the Cabinet report previously approved relate to site access. These requirements follow on from pre-planning submission advice taken.

18. There have been a number of options considered for the positioning of access to the proposed new respite centre and following advice from Newark & Sherwood District Council and Nottinghamshire County Council Heritage and Planning officers it has been determined that to ensure that existing Grade 11 curtilage walling to Edwinstowe Hall on its North and East sides remains intact that access is through land currently owned by the Coal Industry Social Welfare Organisation. This is to the immediate southern side of Edwinstowe Hall (i.e.

the land previously used as the car-park to the now defunct Youth Centre). This area of land which is currently derelict would be sympathetically cleared and restated to fit in with the village character.

19. The proposed access involves the creation of a visibility splay directly in front of no's 9/11 Church Street which would involve the demolition, repositioning and replacement of approx 100 year old walling.

20. The existing access could not be utilised as its upgrade to modern Highway standards would involve significant curtilage wall demolition.

### **Reason/s for Recommendation/s**

21. The existing Edwinstowe Hall is unsuitable to provide the services required to the young people it serves. It is also increasingly expensive to maintain. The new building will provide the opportunity to vacate the Hall and provide these essential services in a purpose designed building and more cost effective manner.

### **Statutory and Policy Implications**

22. 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.

### **Implications for Service Users**

23. The new building will provide purpose built respite facilities which will benefit the young people, parents and staff.

### **Financial Implications**

24. These are set out in the report.

### **Equalities Implications**

25. In accordance with the County Council policy, the design of this building incorporates access and facilities for people with disabilities.

### **Crime and Disorder Implications**

26. The proposed site is relatively straightforward to secure and is overlooked by the adjacent primary school, housing and the existing Big House building. As a result, risk of crime from theft or vandalism will be minimised. Additional measures which will be considered to further minimise risk of crime will include (i) significant use of offsite construction (thereby reducing the onsite

construction period) and (ii) provision of overnight security staff once plumbing and electrical installations commence.

27. Consultation with local residents and other interested parties will be undertaken as part of the planning process and this should effectively negate risk of disruption through protest or the like.

## **RECOMMENDATION/S**

That:

- 1) the variation to the Capital Programme as set out in the report be approved
- 2) the latest estimated cost report for the building works as set out in the report be approved.

**Chris Higginson**  
**Team Manager, Property Strategy and Development**

**For any enquiries about this report please contact:**

Chris Higginson  
Team Manager, Property Strategy and Development  
T: 0115 9772490

## **Constitutional Comments (NAB 15/05/12)**

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

## **Financial Comments (NDR 15/05/12)**

29. The capital and revenue budget implications, together with the anticipated cashflows, are set out in paragraphs 12 to 16 of the report.

## **Background Papers**

None.

## **Electoral Division(s) and Member(s) Affected**

Rufford.

C0002





**28 May 2012**

**Agenda Item: 7a**

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

- 1. MEDEN SCHOOL & TECHNOLOGY COLLEGE, BURNS LANE, WARSOP,  
MANSFIELD**
- 2. CANDLEBY LANE PRIMARY SCHOOL, CANDLEBY LANE, COTGRAVE,  
NOTTINGHAM**
- 3. RUSHCLIFFE COMPREHENSIVE, BOUNDARY ROAD, WEST BRIDGFORD,  
NOTTINGHAM**

**Purpose of the Report**

1. To seek approval of the Finance and Property Committee to the grant of a 125 year lease to the Academy Trust on the standard terms set out in the attached appendix for each of the following schools: -
  - (i) Meden School & Technology College, Burns Lane, Warsop, Mansfield, NG20 0QN
  - (ii) Candleby Lane Primary School, Candleby Lane, Cotgrave, Nottingham, NG12 3JG
  - (iii) Rushcliffe Comprehensive, Boundary Road, West Bridgford, Nottingham, NG2 7BW
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. The Meden School & Technology College, Warsop, Candleby Lane Primary School, Cotgrave and the Rushcliffe Comprehensive, West Bridgford are 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 the Finance and Property Committee: -

1. Approve the grant of a 125 year lease to the Academy Trust for each of the following schools on the standard terms set out in the *attached* appendix; and

- (i) Meden School & Technology College, Burns Lane, Warsop, Mansfield, NG20 0QN
  - (ii) Candleby Lane Primary School, Candleby Lane, Cotgrave, Nottingham, NG12 3JG
  - (iii) Rushcliffe Comprehensive, Boundary Road, West Bridgford, Nottingham, NG2 7BW
- 2 Authorises 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 02.05.12)**

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

#### **Financial Comments (PB 02/05/12)**

- 13 The financial implications are as outlined in the report

#### **Background Papers**

14. none

#### **Electoral Division(s) and Member(s) Affected**

- 15 Ward(s) Cotgrave, Warsop, West Bridgford West  
Member(s) Cllr Richard Butler, Cllr John Allin, Cllr Gordon Wheeler

File ref.: PS /PG/SL

SP: 2226

Properties affected: 01601 - Candleby Lane Primary School, 01672 - Meden School and Technology Coll..., 01822 - Rushcliffe Comprehensive





## **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 respective Academy Trust for each 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

**28 May 2012****Agenda Item: 7b****REPORT OF SERVICE DIRECTOR TRANSPORT, PROPERTY AND  
ENVIRONMENT**

- 1. SUTTON CENTRE COMMUNITY COLLEGE, HIGH PAVEMENT, SUTTON-IN-ASHFIELD**
- 2. GEDLING COMPREHENSIVE SCHOOL, WOLLATON AVENUE, GEDLING**
- 3. NEWGATE LANE PRIMARY, NEWGATE LANE, MANSFIELD**
- 4. DUKERIES COLLEGE, WHINNEY LANE, NEW OLLERTON, NEWARK**
- 5. GROVE COMPREHENSIVE SCHOOL, LONDON ROAD, NEWARK**
- 6. HARRY CARLTON COMPREHENSIVE, LANTERN LANE, LOUGHBOROUGH**

**Purpose of the Report**

1. To seek approval of the Finance and Property Committee to the grant of a 125 year lease to the Academy Trust on the standard terms set out in the attached appendix for each of the following schools: -
  - I. Sutton Centre Community College, High Pavement, Sutton-in-Ashfield, Nottingham, NG17 1EE
  - II. Gedling Comprehensive School, Wollaton Avenue, Gedling, Nottingham, NG4 4HX
  - III. Newgate Lane Primary, Newgate Lane, Mansfield, NG18 2LB
  - IV. Dukeries College, Whinney Lane, New Ollerton, Newark, Nottinghamshire, NG22 9TD
  - V. Grove Comprehensive School, London Road, Newark, Nottinghamshire, NG24 3AL
  - VI. Harry Carlton Comprehensive, Lantern Lane, East Leake, Loughborough, Leicestershire, LE12 6QN
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 already 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. The Sutton Centre Community College, Sutton in Ashfield, Gedling Comprehensive School, Gedling, Newgate Lane Primary, Mansfield, Dukeries College, New Ollerton, Grove Comprehensive School, Newark and the Harry Carlton Comprehensive, Loughborough are 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/S

That the Finance and Property Committee approves: -

- 1 Approve the grant of a 125 year lease to the Academy Trust for each of the following schools on the standard terms set out in the *attached* appendix; and
  - (i) Sutton Centre Community College, High Pavement, Sutton-in-Ashfield, Nottingham, NG17 1EE
  - (ii) Gedling Comprehensive School, Wollaton Avenue, Gedling, Nottingham, NG4 4HX
  - (iii) Newgate Lane Primary, Newgate Lane, Mansfield, NG18 2LB
  - (iv) Dukeries College,Whinney Lane,New Ollerton,Newark, Nottinghamshire,NG22 9TD
  - (v) Grove Comprehensive School, London Road, Newark, Nottinghamshire, NG24 3AL
  - (vi) Harry Carlton Comprehensive, Lantern Lane, East Leake, Loughborough, Leicestershire, LE12 6QN
- 2 Authorises 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 for each of the following school sites.

**Jas Hundal**

**Service Director, Transport, Property and Environment**

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

### **Constitutional Comments (CEH 2.5.12)**

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

### **Financial Comments (PB 02/05/12)**

- 13 The financial implications are as outlined in the report

### **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**

Ward(s) : Mansfield South, Soar Valley, Balderton, Ollerton, Sutton in Ashfield East, Carlton East

Member(s) : Cllr Stephen Garner, Cllr Chris Winterton, Lynn Sykes, Keith Walker, Cllr Stella Smedley, Steven Carroll, Allen Clarke, Cllr John Clarke

File ref.: PS /PG/SL

SP: 2228

Properties affected:

01140 - Newgate Lane Primary

01299 - Harry Carlton Comprehensive

01690 - Grove Comprehensive School

01698 - Dukeries College

01727 - Sutton Centre Community College

01806 - Gedling Comprehensive 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 respective Academy Trust for each 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



28 May 2012

Agenda Item: 7c

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

- 1. BRAMCOTE PARK COMPREHENSIVE, BRAMCOTE, BEESTON**
- 2. ALDERMAN WHITE COMPREHENSIVE, CHILWELL LANE,  
BRAMCOTE**

### **Purpose of the Report**

- 1 To seek approval of the Finance and Property Committee to the grant of a 125 year lease to the Academy Trust on the standard terms set out in the exempt appendix for each of the following schools : -
  - (i) Bramcote Park Comprehensive, Bramcote, Beeston, Nottingham, NG9 3GD
  - (ii) Alderman White Comprehensive, Chilwell Lane, Bramcote, Beeston, NG9 3DU
- 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.

### **Background**

- 3 Councillors are probably already 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 The Bramcote Park Comprehensive School and the Alderman White Comprehensive School are 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 the Finance and Property Committee: -

1. Approve the grant of a 125 year lease to the Academy Trust for each of the following schools on the standard terms set out in the *attached* appendix; and
  - (i) Bramcote Park Comprehensive, Bramcote, Beeston, Nottingham, NG9 3GD
  - (ii) Alderman White Comprehensive, Chilwell Lane, Bramcote, Beeston, NG9 3DU
2. Authorises 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 2.5.12)**

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

**Financial Comments (PB 02/05/12)**

13 The financial implications are as outlined in the report

**Background Paper(s)**

14 none

**Electoral Division(s) and Member(s) Affected**

15 Ward(s): Bramcote & Stapleford  
Members(s): Cllr Stan Heptinstall MBE, Cllr Brian Wombwell

PS/spb  
SP: 2229  
Properties affected :  
01744 - Alderman White School and Langua...  
01745 - Bramcote Park Business and Enter...  
01746 - Alderman White School (Bramcote ...  
01747 - Alderman White (Bramcote Hills s...



## **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 respective Academy Trust for each 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







**28 May 2012****Agenda Item: 7d****REPORT OF SERVICE DIRECTOR TRANSPORT, PROPERTY AND  
ENVIRONMENT**

- 1. KIRKBY COLLEGE, TENNYSON STREET, KIRKBY-IN-ASHFIELD**
- 2. KIMBERLEY COMPREHENSIVE SCHOOL, NEWDIGATE STREET,  
NOTTINGHAM**

**Purpose of the Report**

- 1 To seek approval of the Finance and Property Committee to the freehold transfer of the land and property assets to the Governing Body of the following schools this being subject to subsequent approval of any site-specific terms: -
  - (i) Kirkby College, Tennyson Street, Kirkby-in-Ashfield, Nottingham, NG17 7DH
  - (ii) Kimberley Comprehensive School, Newdigate Street, Kimberley, Nottingham, NG16 2NJ
- 2 To authorise the Corporate Director. Environment & Resources, (or his nominee) to approve site-specific terms and the transfer date, 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 managed schools are able to acquire Foundation status.
- 4 The legislation and guidance governing such asset transfers require that all land and property held or used by the local authority for the purposes of the school should transfer to the governing body, with specific provision for sites, which are shared with other, non-school, users.
- 5 It is proposed to transfer to the school's governing body the County Council's freehold interest in the school site subject to site-specific details as referred to above.

- 6 The Kirkby College and Kimberley Comprehensive School will shortly be confirmed as having acquired Foundation status with the land and property assets transferring to the school's governing body, from the date of Foundation Transfer subject to formal agreement on the extent of the site to transfer.

### **Other Options Considered**

- 7 The County Council is under a statutory obligation to transfer the school site to the Governing Body of the Foundation School. In the event of the parties, failing to reach agreement then the matter is referred to the Office of the Schools Adjudicator for determination. It is considered unlikely that the Adjudicator would agree to a basis of transfer other than that outlined above.

### **Reason/s for Recommendation/s**

- 8 To comply with statutory requirements.

### **Statutory and Policy Implications**

- 9 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**

That the Finance and Property Committee: -

- 1 To seek approval of the Finance and Property Committee to the freehold transfer of the land and property assets to the Governing Body of the following schools this being subject to subsequent approval of any site-specific terms: -
  - (i) Kirkby College, Tennyson Street, Kirkby-in-Ashfield, Nottingham, NG17 7DH
  - (ii) Kimberley Comprehensive School, Newdigate Street, Kimberley, Nottingham, NG16 2NJ
- 2 To authorise the Corporate Director. Environment & Resources, (or his nominee) to approve site-specific terms and the transfer date, 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 9772086**

**Constitutional Comments (CEH 02.05.12)**

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

**Financial Comments (PB 2-05-12)**

11. The financial implications are as outlined in the report.

**Background Papers**

12. none

**Electoral Division(s) and Member(s) Affected**

13. Kirkby in Ashfield South - Cllr Rachel Madden  
Nuthall – Cllr Philip Owen

File ref.: PS /PG/SL  
SP: 2227  
Properties affected:  
01722 - Kirkby College  
01751 - The Kimberley School





**28 May 2012**

**Agenda Item: 7e**

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

**A612 GEDLING TRANSPORT IMPROVEMENT SCHEME CPO 2004  
PLOTS 7, 8 , 9, 10, 12 & 49 (3658 M<sup>2</sup>)**

**Purpose of the Report**

1. To seek approval of the Finance & Property Committee to the compulsory purchase of land for construction and use of A612 Gedling Transport Improvement Scheme.

**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 land (3658 sq m) acquired for the re routed and shortened A612 road formed part of the Teal Close playing fields and part of the adjacent club house car park owned by Gedling Borough Council.
  - b) Prior to the County Council taking possession of the site, the land was used for recreational purposes. Gedling Borough Council however held a Section 17 Certificate of Alternative Development for the land. This would have allowed it to be developed for use within classes B1, B2 and B8 as defined in the Town & Country Planning (Use Classes Order) 1987.
  - c) Consequently, this means that the land has development value rather than recreational use value.
  - d) Agreement has now been reached with Gedling Borough Council for the purchase of the land, and the details are given in the Appendix which is annexed to the report.

**Other Options Considered**

3. There are no other options to negotiated compulsory purchase claims other than through lengthy and expensive references to Lands Tribunal in the event of serious dispute between parties.

#### **Reason/s for Recommendation/s**

4. To complete the purchase of the land which now forms part of the A612 road.

#### **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 be given to the compulsory purchase of land for construction and use of A612 GTIS.

**Jas Hundal**

**Service Director - Transport, Property & Environment**

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

#### **Constitutional Comments (CEH 16.05.12)**

7. The recommendations within the report are within the remit of the Finance and Property Committee.

#### **Financial Comments (PB 10-May-2012)**

8. The purchase highlighted in the appendix will be funded from the Transport and Highways Capital Programme

#### **Electoral Division(s) and Member(s) Affected**

9. Ward(s): Carlton East  
Member(s): Cllr Allen Clarke, Cllr John Clarke

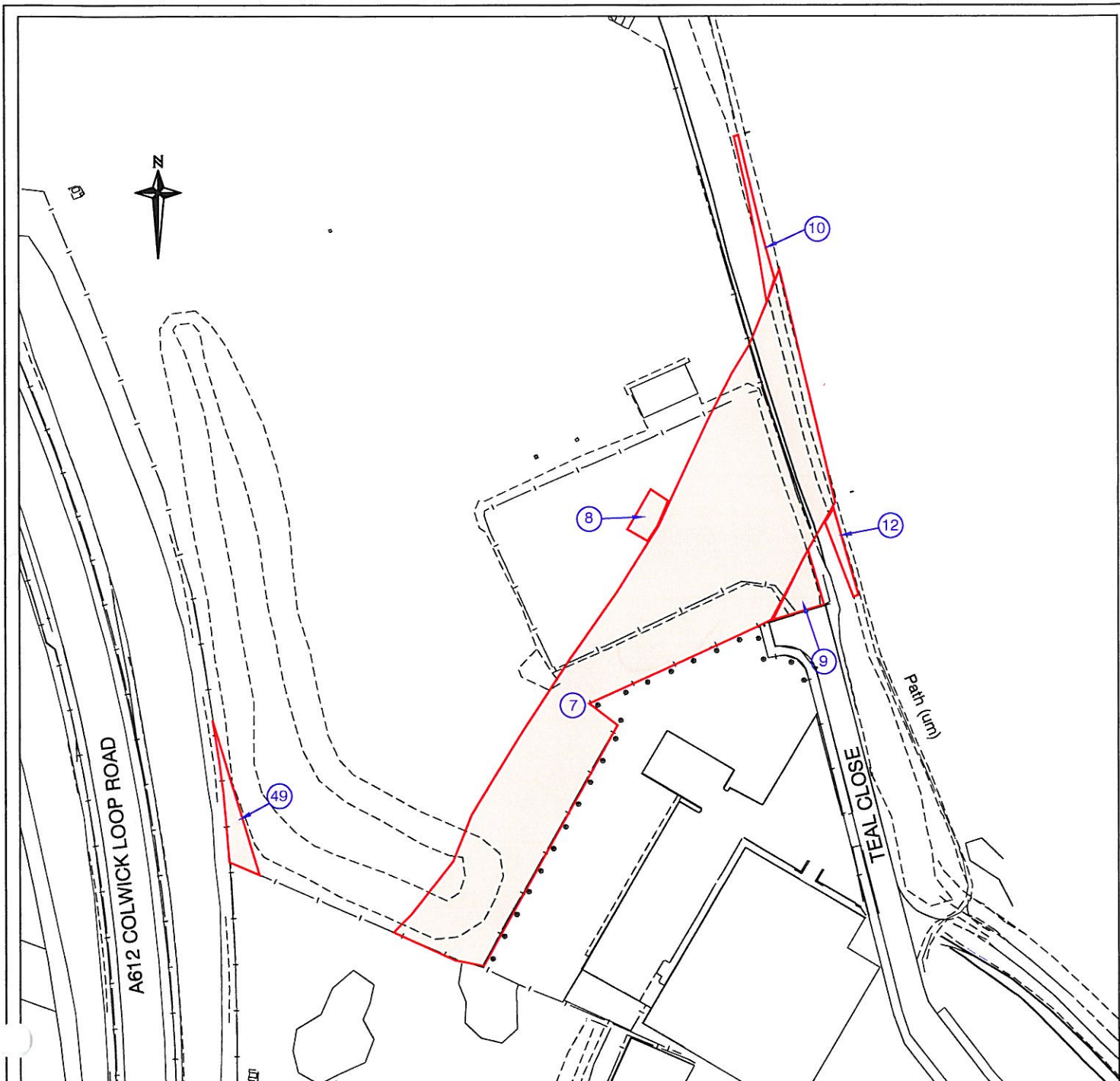
File ref.: /TS/SL/70055

SP: 2239

Properties affected: 70055 - A612 Gedling Transport Improvement Scheme (CPO)







AREA OF LAND COLOURED PINK

PLOT NO.

SQUARE METRES

3356

7

3356

50

8

50

77

9

77

52

10

52

36

12

36

87

49

87

3,658

OWNER Gedling Borough Council

1	Plot 49 added	AW	AW	PB	3/06
Rev	Description	Drawn	Chkd	Auth	Date

**Nottinghamshire  
County Council  
Environment**  
Director **Peter Webster**  
Trent Bridge House, Fox Road  
West Bridgford, Nottingham  
NG2 6BJ Tel : 0115 9823 823

© Nottinghamshire County Council

Project		A612 GEDLING TRANSPORT IMPROVEMENTS		Drawn	AW	Date	OCT.05
Property No.		Project No. 09080		Chkd	AW	Date	NOV.05
Title		LAND INTEREST PLAN		Auth	PBB	Traced	HJ
				Scale		1:1250	
Drawing No.		EN/09080/603		Rev		1	

© Crown copyright. All rights reserved.  
Nottinghamshire County Council, 100019713, 2005



**28 May 2012****Agenda Item: 7f****REPORT OF SERVICE DIRECTOR - TRANSPORT, PROPERTY &  
ENVIRONMENT****LAND AT THE FORMER KING EDWARD VI SCHOOL RETFORD****Purpose of the Report**

- 1 To seek approval of the Finance & Property Committee to the sale of 1065 square metres of land at the former King Edward VI School, London Road, Retford.

**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) A sale of this land, in conjunction with the privately owned school buildings was previously approved on 18<sup>th</sup> July 2011 under delegated powers. This transaction however did not proceed.
  - b) Since that time, the owners of the building (The KEVI Trust) have sold off the School site and buildings independently to a property developer.
  - c) This leaves a small area of land within the site, which is still owned by the Authority.
  - d) The Developer has approached the Authority with a view to purchasing this small area of land, and terms have been provisionally agreed as set out in the appendix to this report.
  - e) The Authority has no strategic requirement for the land, which is effectively land locked, and approval is therefore sought to dispose of it to produce a capital receipt.

**Other Options Considered**

- 3 Consideration has been given to selling the land to the owner of the

residential flats to the North. The owner of this property has however not responded to any correspondence and it is assumed that they therefore have no interest.

#### **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 the sale of 1065 square metres of land at the former King Edward VI School, London Road, Retford.

**Jas Hundal**

**Service Director - Transport, Property & Environment**

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

#### **Constitutional Comments (CEH 17.05.12)**

6. The recommendation falls within the remit of the Finance and Property Committee.

#### **Financial Comments (PB 10-May-2012)**

7. Any sale will generate a capital receipt which will be used to finance the capital programme

#### **Electoral Division(s) and Member(s) Affected**

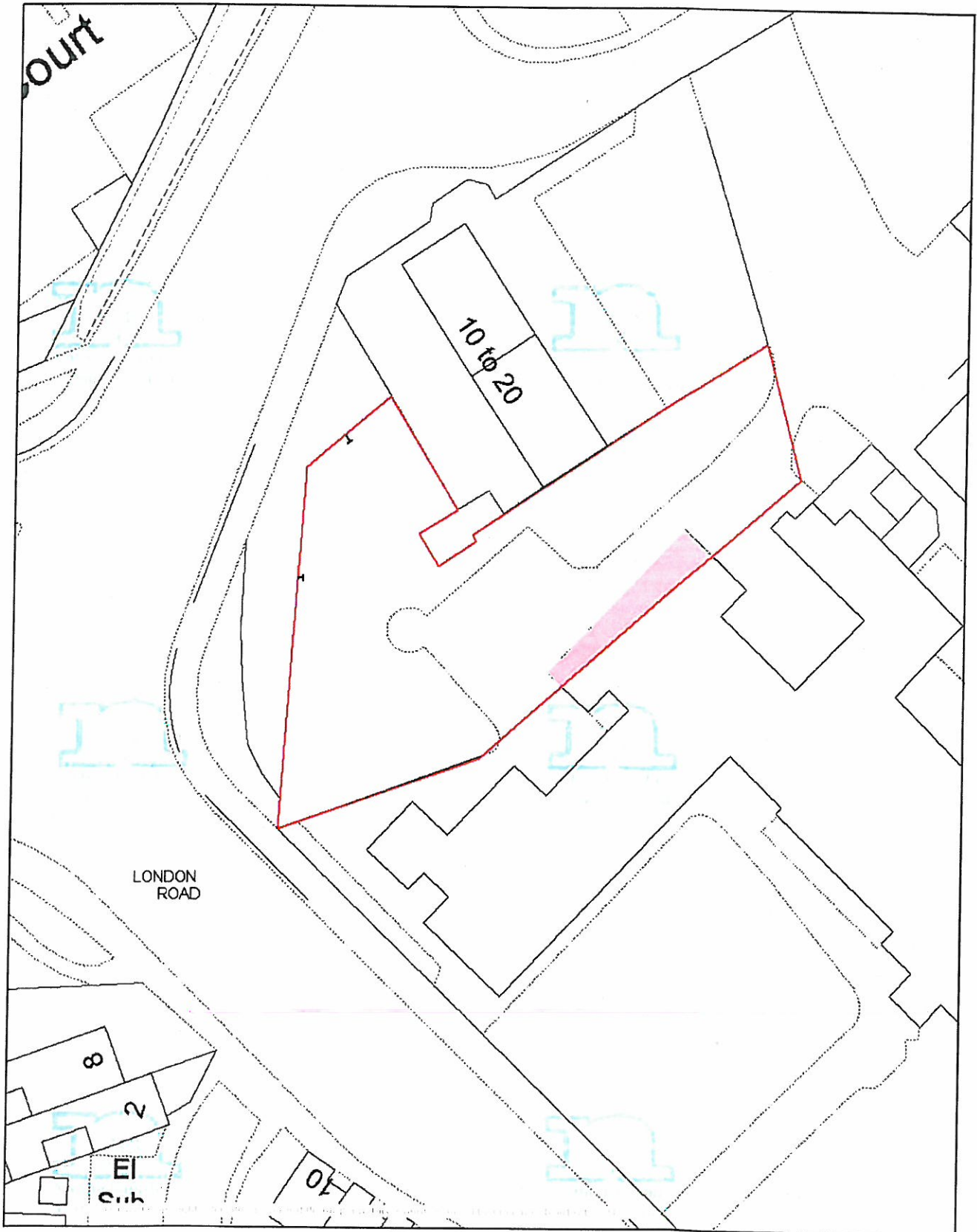
8. Ward(s): Retford East  
Member(s): Cllr Wendy Quigley







Plan provided by:



Scale 1/500



Date 26/4/2012





# **Presentation to the Finance & Property Committee**

## **Overview of the Finance & Procurement Division**

Paul Simpson - Service Director –  
Finance & Procurement



**Nottinghamshire  
County Council**

## **Purpose of Today' s Session**

- To brief the Committee on the roles & responsibilities of the Finance & Procurement Division.
- To outline the new Draft Structure for the Division.
- To present the key financial highlights of the revenue budget/MTFS and capital programme.
- To highlight major risks and uncertainties

# Our promises to the people of Nottinghamshire

## Lead Nottinghamshire

Make it a place where businesses want to invest; tourists want to visit and stay; where people want to live and feel safe. These are our goals and we will work together with our partners to achieve them.

- [To foster aspiration, independence and personal responsibility](#)
- [To promote the economic prosperity of Nottinghamshire and safeguard our environment](#)
- [To make Nottinghamshire a safer place to live](#)

## Deliver good services

- [To secure good quality, affordable services](#)

## Be an efficient Council

Be cost effective and remove inefficiencies. Reduce our running costs substantially to allow more to be spent on delivery of services.

- [To be financially robust and sustainable](#)

# Roles & Responsibilities (1)

## Finance & Procurement Division

•The Finance & Procurement Division is responsible for ensuring that robust financial management arrangements are in place, that support the County Council's business and that public money is directed, controlled and influenced in a way that supports the delivery of the County Council's goals.

### *Key activities*

- Developing the Annual Budget and Medium Term Financial Strategy
- Completing the Annual Statutory Statement of Accounts
- Provide information to the Council to aid decision making

•It is also responsible for improving how we buy goods and services, maximising value for money whilst also ensuring the goods and services the County Council buys from its suppliers and service providers, are of the appropriate quality.

### *Key activities*

- Supporting the Council to deliver cost savings
- To work with suppliers/providers (local and others) to procure requisite goods and services of appropriate quality

# Roles & Responsibilities (2)

## The Division's key activities are:

- Supporting the organisation to deliver a balanced budget and Medium Term Financial Strategy
- Providing high quality financial advice and information for decision makers i.e. Politicians, the Corporate Leadership Team and Departmental Management Teams
- Promoting and delivering good financial management
- Enabling the Council to deliver Value for Money and promoting improvements in value creation and performance
- Safeguarding public money through maintaining and applying an appropriate framework of financial controls
- Demonstrating accountability for public expenditure through the production of an annual Statement of Accounts
- Ensuring that the County Council's procurement activities are conducted in a manner that satisfies the requirements of accountability and internal control, fulfils the County Council's legal and financial obligations and effectively manages commercial risk.
- Achieving best possible value for the Council
- Providing effective and efficient commercial arrangements for standard products and services.
- Building and maintaining effective supplier relationships

# Key Targets and Deliverables for 2012-13

## Finance

- Complete restructure of Finance by May 2012
- Carry out review of Internal Audit by June 2012 & deliver Internal Audit Plan for 2012-13
- Complete office co-location of Finance and Procurement by January 2013
- Maximise the benefits of BMS:
  - Complete monthly budget monitoring within 10 working days (to reduce to 5 after 6 months)
  - Process 95% of invoices within terms by June 2012
  - Collect 95% of all income due within 45 days
- Complete closure of accounts by June 2012 & achieve clean audit opinion by September 2012
- Carry out review of MTFS by June 2012 and present scenarios and options to CLT by July 2012
- Prepare 2013/14 annual budget by February 2013
- Implement commercial accounting practices (accruals accounting/quarterly hard close etc) by December 2012
- Develop an accountability framework by March 2013 (to be implemented in April 2013.)
- Raise the profile of Nottinghamshire CC Finance & Procurement – participation in national work; article in professional press; speaking events at conferences etc.

# Key Targets and Deliverables for 2012-13

## Procurement

### Cost Reduction Performance

- £6m full year savings
- Support and Contribute to Improvement Programme cost reduction target of £40m
- 75% of savings to be cash releasing

### Category Strategy

- A comprehensive category strategy to be developed for all procurement centre categories

### Sourcing Compliance

- 75% of SAP orders to be processed via the 'green route'
- A minimum of 50% of 'green route' spend to be contracted

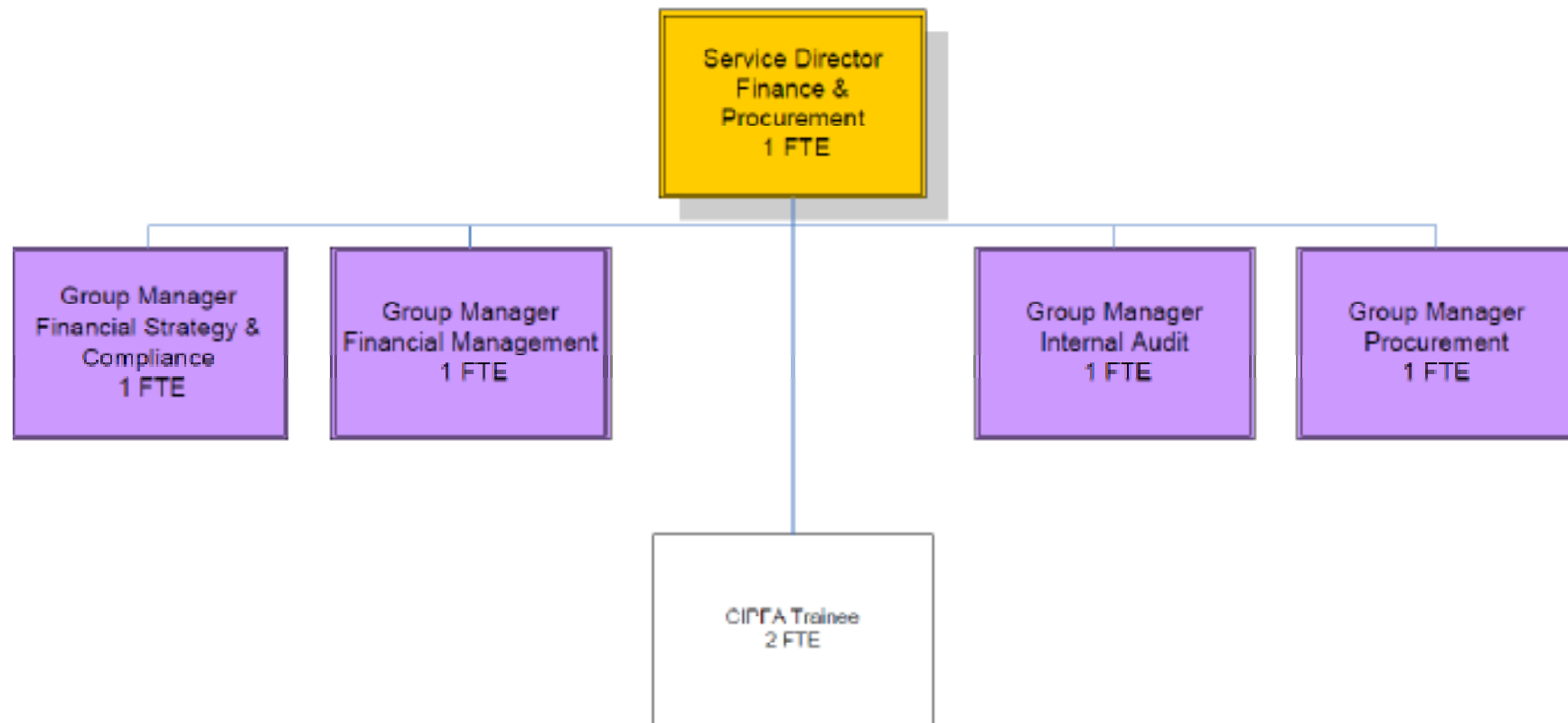
### Vendor Management

- Existing vendor base to be reduced by 25%
- Supplier Relationship Strategy to be developed for critical suppliers
- Minimum of 60% of total spend should be with Nottinghamshire based Suppliers

### Purchase to Pay Efficiency

- Move towards Zero retrospective purchase orders – step down target <15%
- Red Route Shopping Carts Processed within 48 hours
- Total number of invoices to be reduced by 25%

# New Draft Finance & Procurement Structure





# MTFS Refresh

	2012/13 £'m	2013/14 £'m	2014/15 £'m	2015/16 £'m	TOTAL
<b>Previous Shortfall (+)/ Surplus (-) @ 9/11/11</b>	<b>0.0</b>	<b>2.4</b>	<b>19.3</b>	<b>73.6</b>	<b>95.3</b>
New Pressures	(0.1)	(1.5)	(0.0)	0.0	(1.6)
Inflation/Pay/Pensions	(6.2)	(5.3)	(4.7)	(0.4)	(16.5)
Changes to the Improvement Programme	3.2	2.7	(0.6)	0.0	5.3
Other Items	2.0	3.3	10.0	(6.1)	9.2
Changes in Taxbase	(0.8)	(0.0)	(0.0)	(0.0)	(0.8)
Reduction in government grant	(3.0)	3.5	1.6	7.4	9.5
Council Tax Freeze Grant	-	-	-	-	-
<b>MTFS Changes – subtotal</b>	<b>(5.1)</b>	<b>2.6</b>	<b>6.2</b>	<b>0.8</b>	<b>4.8</b>
<b>Post Consultation Changes:</b>					
Library Opening Hours	0.0	0.0	0.0	0.0	0.0
Blue Badges	0.1	0.0	0.0	0.0	0.1
Meals on Wheels Charges	0.1	0.0	0.0	0.0	0.1
<b>Post consultation changes - subtotal</b>	<b>0.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.2</b>
<b>Revised Shortfall (+)/ Surplus (-)</b>	<b>(4.9)</b>	<b>5.0</b>	<b>25.5</b>	<b>74.4</b>	<b>100.3</b>

# Major Capital Schemes in the Programme

	2012/13 £'m	2013/14 £'m	2014/15 £'m	2015/16 £'m	TOTAL
School Condition Initiative	22.133	20.921	15.750	5.750	<b>65.554</b>
School Basic Need Programme	10.799	1.800	2.500	2.500	<b>17.599</b>
Aiming for Excellence (Mixed Care)	2.000	4.000	6.650	-	<b>12.650</b>
Mansfield Public Transport Interchange	5.609	1.321	-	-	<b>6.930</b>
Hucknall IRR	0.510	3.691	4.457	1.213	<b>9.871</b>
Road Maintenance & renewals	10.877	13.000	13.000	13.000	<b>49.877</b>
Street Lighting Renewal	2.925	2.387	1.502	1.000	<b>7.814</b>
Local Transport Plan	9.481	6.700	7.281	7.200	<b>30.662</b>
A453	-	10.000	10.000	-	<b>20.000</b>
Local Improvement Schemes	3.684	3.000	3.000	3.000	<b>12.684</b>
West Bridgford Library	4.551	-	-	-	<b>4.551</b>
Archives Extension	0.800	0.900	0.400	-	<b>2.100</b>
WoW Programme	7.453	4.297	1.364	0.272	<b>13.386</b>
Building Works	6.084	6.598	2.400	2.400	<b>17.482</b>
ICT Infrastructure Replacement Programme	1.176	1.000	1.000	1.000	<b>4.176</b>

Note: Total Capital programme over next 4 years estimated to be £370.6m.

# Major Areas of Risk & Uncertainty

- Currently in the 2<sup>nd</sup> year of a 2 year settlement; no indication yet what grant from Government will be in 2013/14 and beyond
- Major review of Local Government Finance – changes to Non Domestic Rates (NDR) and Council Tax Benefit (CTB)
- Potential Changes to Local Authority Central Spend Equivalent Grant (LACSEG)
- Potential further funding reductions post current Comprehensive Spending Review (CSR) – 2015/16 onwards

# Work programme over coming weeks

- Finalise the 2011/12 final out-turn - to be reported to F&P Committee on 18<sup>th</sup> June; statutory year end accounts to Full Council on 5<sup>th</sup> July; Political Group briefings scheduled
- Review of MTFS - reaffirm known pressures and savings proposals; also reflect potential impact of risks and uncertainties in previous slide
- Appoint Interim Group Manager and Team Manager for Procurement team; commence recruitment process for permanent appointments
- Conclude appointment process for Finance Group Managers.
- Budget monitoring for 2012/13 – First Quarters performance

# Comments & Questions?



**28 May 2012**

**Agenda Item: 9**

## **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.
5. A further element of transparency is reports from officers on the activity of working groups which relate to this committee's terms of reference. The committee is requested to consider whether it wishes to receive reports on the following groups on which officers are represented:

<b>Officer Group</b>	<b>Reporting arrangements</b>
BMS Core Transformation Team and Transformation	Periodic reports on BMS
Corporate Asset Management Group	Periodic reports on capital programme
ICT Strategy Board	Reports on ICT matters
Ways of Working Programme Board	Property and ICT implications to be

	reported to Finance and Property Committee
--	--

6. It is also expected that the committee will wish to receive regular reports on outside bodies. Administration Committee, which has overall responsibility for outside bodies, will decide which outside bodies should report to which committees. There will be a report to a future meeting about this.

### **Meeting dates**

7. To meet financial reporting requirements, an additional meeting of the committee will take place at 2.00 pm on Monday, 18 July 2012, and the meeting due to be held on 10 December has been changed to 10.30 am on Monday, 17 December.

### **Other Options Considered**

8. None.

### **Reason/s for Recommendation/s**

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

### **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 the committee's work programme be noted, and consideration be given to any changes which the committee wishes to make;
- 2) That the committee indicate which operational activities it wishes to receive regular reports on;
- 3) That the committee approve the arrangements for reports from officer groups.
- 4) That the committee note that it will meet on 18 June at 2.00 pm and 17 December 2012 at 10.30 am.

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



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

**Constitutional Comments (SLB 30/04/2012)**

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

**Financial Comments (MA 27/04/12)**

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**

<b><u>Report Title</u></b>	<b><u>Brief summary of agenda item</u></b>	<b><u>For Decision or Information ?</u></b>	<b><u>Lead Officer</u></b>	<b><u>Report Author</u></b>
<b>28<sup>th</sup> May 2012</b>				
Finance / Procurement	Overview of work area.	Info.	Paul Simpson	
Property Transactions		Decision	Patrick Robinson	Patrick Robinson
Edwinstowe Respite Centre – Latest Estimated Cost		Decision	Paul Simpson	Chris Higginson
<b>June 2012 TBC</b>				
Capital Programme	Details of work programme.	Info.	Paul Simpson	
Capital Variations (if needed)	Approval to capital programme variations that may be required	Decision	Paul Simpson	Sue Ball
Provisional Out-turn Management Accounts for 2011/12	Provisional Management Accounts for 2011/12	Decision	Paul Simpson	Pauline Moore
Committee Final Accounts for 2011/12	Finance & Property Committee Final Accounts for 2011/12	Decision	Mike Atkinson	Mike Atkinson
<b>9<sup>th</sup> July 2012</b>				
IT	Overview of work area.	Info.	Ivor Nicholson	
Property Disposal 2012/13	Planned building disposals for 2012/13	Decision	Patrick Robinson	
METRO	Introduction of new software package	Info.	Ivor Nicholson	
BMS	Progress Report	Info.		
Monthly Budget & Capital Monitoring Report 2012/13	Budget/Capital Monitoring, Capital Receipts, Capital Variations – Period 2	Decision	Paul Simpson	Pauline Moore
Councillors' Divisional Fund	Annual monitoring report	Info	TM Dem Serv	Dawn Lawrence
<b>17<sup>th</sup> September 2012</b>				
Monthly Budget & Capital Monitoring Report 2012/13	Budget/Capital Monitoring, Capital Receipts, Capital Variations – Period 4	Decision	Paul Simpson	Pauline Moore
Property	Overview of work area.	Info.	Patrick Robinson	
Quarterly Progress Report	Review of performance (Apr – Jun).	Info.	Various	
Medium Term Financial Strategy - Update	MTFS Update pre-consultation	Decision	Paul Simpson	Pauline Moore
Quarterly Review of Treasury Management Activity	Quarterly Review of Treasury Management Activity	Information	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>
<b>15<sup>th</sup> October 2012</b>				
Finance / Procurement	Review of Officer Decisions.	Info.	Paul Simpson	
Monthly Budget & Capital Monitoring Report 2012/13	Budget/Capital Monitoring, Capital Receipts, Capital Variations – Period 5	Decision	Paul Simpson	Pauline Moore
F & P Committee Budget Proposal 2013/14	Initial F & P Committee Budget proposals for 2013/14+	Decision	Mike Atkinson	Mike Atkinson
<b>12<sup>th</sup> November 2012</b>				
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 – Period 6	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 Cunningham
<b>10<sup>th</sup> December 2012</b>				
Property	Review of Officer Decisions.	Info.	Patrick Robinson	
Monthly Budget & Capital Monitoring Report 2012/13	Budget/Capital Monitoring, Capital Receipts, Capital Variations – Period 7	Decision	Paul Simpson	Pauline Moore
Update on Budget consultation & Resource Allocations	Update on Budget 2013/14 consultation & Resource Allocations	Info.	Paul Simpson	Pauline Moore
<b>21<sup>st</sup> January 2013</b>				
Quarterly Progress Report	Review of performance (Oct – Dec).	Info.	Various	
Monthly Budget & Capital Monitoring Report 2012/13	Budget/Capital Monitoring, Capital Receipts, Capital Variations – Period 8	Decision	Paul Simpson	Pauline Moore
F & P Committee Budget Proposals 2013/14	Committee Budget Proposals 2013/14	Decision	Mike Atkinson	Mike Atkinson
<b>25<sup>th</sup> February 2013</b>				
Monthly Budget & Capital Monitoring Report 2012/13	Budget/Capital Monitoring, Capital Receipts, Capital Variations – Period 9	Decision	Paul Simpson	Pauline Moore

<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>
<b>18<sup>th</sup> March 2013</b>				
Monthly Budget & Capital Monitoring Report 2012/13	Budget/Capital Monitoring, Capital Receipts, Capital Variations – Period 10	Decision	Paul Simpson	Pauline Moore
<b>22<sup>nd</sup> April 2013</b>				
Quarterly Progress Report	Review of performance (Jan – Mar).	Info.	Various	
Monthly Budget & Capital Monitoring Report 2012/13	Budget/Capital Monitoring, Capital Receipts, Capital Variations – Period 11	Decision	Paul Simpson	Pauline Moore

Awaiting Scheduling – schools capital programme

**Dates and Deadlines for Finance & Property Committee - TBC**

<u>Report deadline</u>	<u>Date of pre-agenda</u>	<u>Agenda publication</u>	<u>Date of Committee</u>

\*Early due to Bank Holidays