

Finance and Property Committee

Monday, 29 June 2015 at 14:00

County Hall, County Hall, West Bridgford, Nottingham, NG2 7QP

AGENDA

- | | | |
|----|--|---------|
| 1 | Minutes of the last meeting held on 1 June 2015 | 5 - 8 |
| 2 | Apologies for Absence | |
| 3 | Declarations of Interests by Members and Officers:- (see note below)
(a) Disclosable Pecuniary Interests
(b) Private Interests (pecuniary and non-pecuniary) | |
| 4 | Financial Monitoring Report Period 1 2015-16 | 9 - 22 |
| 5 | Councillors' Divisional Fund Monitoring Report | 23 - 24 |
| 6a | Proposed Lease of 71 High St, Collingham | 25 - 34 |
| 6b | Gedling Access Road GAR Property Acquisition - Glebe Farm
Lambley Lane Gedling | 35 - 40 |
| 6c | Hucknall Town Centre Improvement Scheme - Land Acquisition to
rear of 50 High St, Hucknall | 41 - 46 |
| 6d | Hucknall Town Centre Improvement Scheme - Land Acquisition to
rear of 44-46 High St, Hucknall | 47 - 52 |
| 6e | Demolition of the CLASP Block, County Hall | 53 - 62 |
| 6f | Oakdale Learning Centre, Westfield Lane, Mansfield | 63 - 70 |

8 Exclusion of the Public

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.”

9 Exempt appendices to Property Transaction reports:

9a Gedling Access Road GAR Property Acquisition - Glebe Farm
Lambley Lane Gedling EXEMPT

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

9b Hucknall Town Centre Improvement Scheme - Land Acquisition at
rear of 50 High St, Hucknall EXEMPT

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

9c Hucknall Town Centre Improvement Scheme - Land Acquisition at
rear of 44-46 High St, Hucknall EXEMPT

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

9d Demolition of the CLASP Block, County Hall EXEMPT

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

9e Oakdale Learning Centre Westfield Lane Mansfield EXEMPT

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);

Notes

- (1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.

- (2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer Services Centre 0300 500 80 80

- (3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules. Those declaring must indicate the nature of their interest and the reasons for the declaration.

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Paul Davies (Tel. 0115 977 3299) or a colleague in Democratic Services prior to the meeting.

- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.
- (5) This agenda and its associated reports are available to view online via an online calendar - <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

Meeting FINANCE AND PROPERTY COMMITTEE

Date 1 June 2015 (commencing at 2pm)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

Councillor David Kirkham (Chair)
Councillor Darren Langton (Vice-Chair)

Reg Adair	A Stephen Garner
Richard Butler	Diana Meale
Kay Cutts MBE	Mike Pringle
Glynn Gilfoyle	Ken Rigby
	John Wilkinson

A Ex-Officio: Alan Rhodes

OFFICERS IN ATTENDANCE

Pete Barker, Democratic Services
Tim Gregory, Corporate Director, Environment and Resources
Jas Hundal, Service Director, Environment & Resources
Ivor Nicholson, Service Director, ICT
Andrew Stevens, Group Manager, Property
Nigel Stevenson, Service Director, Finance and Procurement

CHAIR AND VICE CHAIR

RESOLVED: 2015/048

That the appointment by the County Council on 14 May 2015 of Councillor David Kirkham as Chair of the Committee and Councillor Darren Langton as Vice-Chair be noted.

MEMBERSHIP OF THE COMMITTEE

Councillor Wilkinson replaced Councillor Plant and Councillor Gilfoyle replaced Councillor Pulk, both for this meeting only.

RESOLVED: 2015/049

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That the membership of the Committee be noted.

MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 27 April 2015, having been circulated to all Members, were taken as read and were confirmed and were signed by the Chair.

APOLOGIES FOR ABSENCE

Apologies were received from Councillor Garner.

DECLARATIONS OF INTEREST

None.

DRAFT MANAGEMENT ACCOUNTS 2014 -15

Committee congratulated Nigel Stevenson on his being appointed Service Director, Finance and Procurement.

RESOLVED: 2015/050

- 1) That the provisional 2014/15 year end revenue position be noted.
- 2) That the level of County Fund Balances as set out in section 7.1 and Appendix B be approved.
- 3) That the movements in reserves as detailed in section 7 and Appendix B be noted.
- 4) That the capital variations outlined in section 8.4 be approved.
- 5) That the capital programme and its financing be noted.

ICT PROGRAMMES AND PERFORMANCE QUARTER 4 2014-15

RESOLVED: 2015/051

That progress against the key programme and performance measures for ICT Services and the priorities for the next 6 month period be noted.

WASTE PFI CONTRACT – PRE PAYMENT OF UNITARY CHARGE

RESOLVED: 2015/052

That a pre-payment of the Waste PFI Contract unitary charge to Veolia in respect of the capital expenditure and associated financing costs for the Newark and Worksop Waste Transfer Stations, in accordance with the terms of the Waste PFI Contract and as detailed in the exempt appendix to this report, be approved.

PROPERTY TRANSACTIONS

DISPOSAL OF THE FORMER CARETAKERS BUNGALOW (ALL SAINTS CATHOLIC ACADEMY), BROOMHILL LANE, MANSFIELD

RESOLVED: 2015/053

That approval be given to the sale of property on terms detailed in the exempt appendix.

PROPERTY SERVICES END OF YEAR PERFORMANCE UPDATE 2014/15

Committee congratulated staff in the Property Services division for the good progress made.

RESOLVED: 2015/054

That the information set out in the report on the Property Group's performance is noted.

WORK PROGRAMME

RESOLVED: 2015/055

That the Committee's work programme be noted.

EXCLUSION OF THE PUBLIC

RESOLVED: 2015/056

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

WASTE PFI CONTRACT – PRE PAYMENT OF UNITARY CHARGE

RESOLVED: 2015/057

That the contents of the exempt appendix be noted.

DISPOSAL OF THE FORMER CARETAKERS BUNGALOW (ALL SAINTS CATHOLIC ACADEMY), BROOMHILL LANE, MANSFIELD

RESOLVED: 2015/058

That the information set out in the exempt report be noted.

PROPERTY SERVICES END OF YEAR PERFORMANCE UPDATE 2014/15

RESOLVED: 2015/059

That the information set out in the exempt report be noted.

The meeting closed at 2.52pm.

CHAIR

29 June 2015

Agenda Item: 4

REPORT OF THE SERVICE DIRECTOR – FINANCE AND PROCUREMENT

FINANCIAL MONITORING REPORT: PERIOD 1 2015/2016

Purpose of the Report

1. To provide a summary of the Committee revenue budgets for 2015/16.
2. To request approval for contingency schemes submitted to date.
3. To inform Members of the Council's Balance Sheet transactions.
4. To provide Members with an update from the Procurement Team
5. To provide Members with an update from the Accounts Payable and Accounts Receivable teams.

Information and Advice

Background

6. The Council approved the 2015/16 budget at its meeting on 26 February 2015. As with previous financial years, progress updates will be closely monitored and reported to management and Committee each month.

Summary Revenue Position

7. The table below summarises the revenue budgets for each Committee for the forthcoming financial year. To date no variances have been reported.

Table 1 – Summary Revenue Position

Committee	Annual Budget £'000	Actual to Period 1 £'000	Year-End Forecast £'000	Latest Forecast Variance £'000
Children & Young People	139,236	6,398	139,236	-
Adult Social Care & Health	208,613	12,673	208,613	-
Transport & Highways	58,383	3,517	58,383	-
Environment & Sustainability	29,974	(1,768)	29,974	-
Community Safety	2,904	(724)	2,904	-
Culture	12,784	440	12,784	-
Policy	24,395	1,300	24,395	-
Finance & Property	32,444	4,576	32,444	-
Personnel	2,878	(1,592)	2,878	-
Economic Development	1,050	339	1,050	-
Public Health	5,195	(8,746)	5,195	-
Net Committee (under)/overspend	517,856	16,413	517,856	-
Central items	(5,797)	(3,134)	(5,797)	-
Schools Expenditure	25	25	25	-
Contribution to/(from) Traders	(688)	956	(688)	-
Forecast prior to use of reserves	511,396	14,260	511,396	-
Transfer to / (from) Corporate Reserves	(10,303)	-	(10,303)	-
Transfer to / (from) Departmental Reserves	(7,829)	-	(7,829)	-
Transfer to / (from) General Fund	(6,038)	-	(6,038)	-
Net County Council Budget Requirement	487,226	14,260	487,226	-

Requests for contingency

8. The Council's budget includes a contingency budget of £5.1m to cover redundancy costs, slippage of savings and unforeseen events.
9. In October 2014, Members approved £100,000 from contingency to fund the initial costs of a formal independent review into historic abuse at former County Council run children's homes. This review, led by the Nottinghamshire and Nottingham Safeguarding Children Boards, was to start when the formal police investigation was completed. It was anticipated that additional resources would be required once the review was underway. In 2014/15 expenditure of £30,000 was incurred. Approval is now sought for the balance of the initial approval to be transferred to Children and Young People Committee.
10. A bid of £62,500 has been submitted by the Economic Development Committee to meet Nottinghamshire's share of D2N2 Local Enterprise Partnership match funding. Each of the four upper tier Local Authorities contribute the same amount to lever in £250,000 from central government in 'core funds'.

11. A request for contingency has been submitted by the Adult Social Care and Health Committee to provide £400,000 funding to support costs associated with the Care Act 2014 if required.
12. A request for contingency has been submitted by the Transport and Highways Committee to provide £250,000 funding to support works required to maintain trees along roadsides and the consequences of tree diseases if required.
13. A request for contingency has been submitted by the Personnel Committee to invest £250,000 in both 2015/16 and 2016/17 to support the Council's on-going Leadership Development Programme.
14. A request for contingency has been submitted by the Personnel Committee to invest £100,000 from contingency to further the Council's commitment to the Apprenticeship Training Scheme.

Progress with savings and risks to the forecast

15. Council on 26 February 2015 approved savings proposals of £31m for delivery over the four year period 2015/19. These proposals are in addition to those approved by County Council in February 2014. Officers will continue to monitor the deliverability of individual schemes and targets as part of the budget monitoring process and reflect achievability in the forecast outturn.

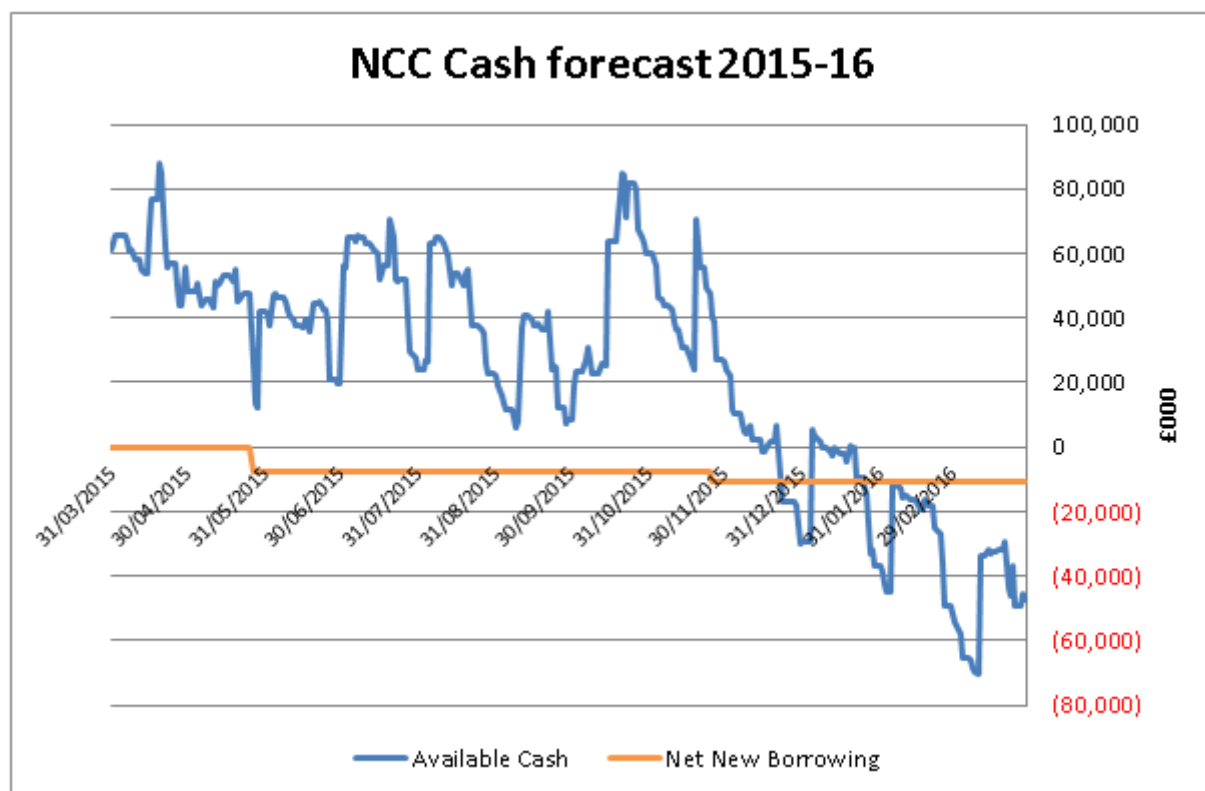
Balance Sheet

General Fund Balance

16. Members will be asked to approve the 2014/15 closing General Fund Balance of £27.0m at Council on 26 June 2015. The 2015/16 budget approves utilisation of £6.0m of balances which will result in a closing balance of £21.0m at the end of the current financial year. This is 4.3% of the budget requirement.

Treasury Management

17. Cash flow is monitored by the Senior Accountant (Pensions & Treasury Management) with the overall position reviewed quarterly by the Treasury Management Group. The following chart shows the actual cash flow position to date and forecasts for the remainder of the year. Cash inflows are typically higher at the start of the year due to the front loading receipt of Central Government grants, and the payment profile of precepts. However, cash outflows, in particular capital expenditure, tend to increase later in the year. The higher cash balances towards the end of the year are largely as a result of the net new borrowing.

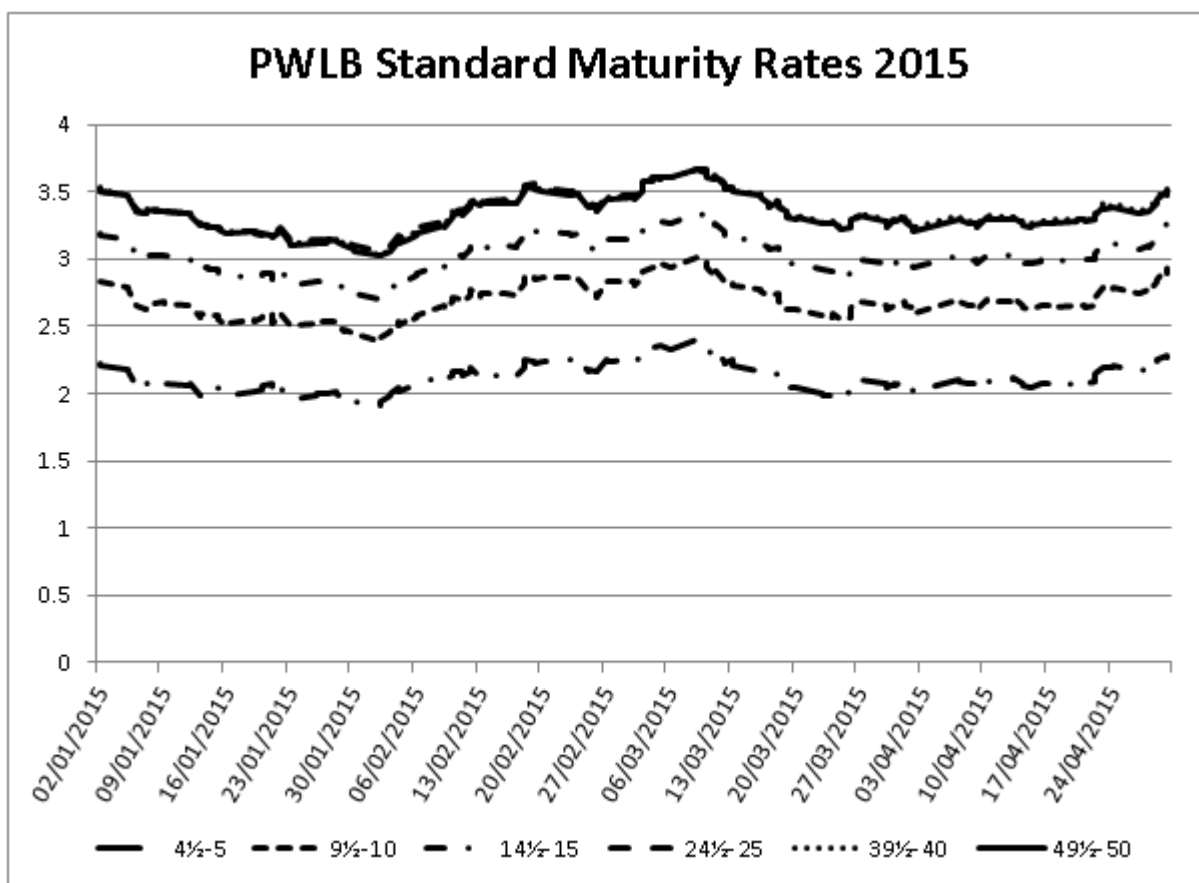


18. The chart above gives the following information:

Available cash	Surplus cash (invested in call accounts or money market funds) or a shortfall of cash indicating a need to borrow.
Net new borrowing	New loans taken during the year net of principal repayments on existing borrowing.

19. Daily cash management aims for a nil balance across the Council's pooled bank accounts with any surplus cash invested in accordance with the approved Treasury Management Policy. The net new borrowing will include new loans from PWLB, the market or other local authorities, but during April there was no new borrowing.

20. PWLB rates have been monitored closely and new borrowing is taken when rates have decreased. Longer term rates fell during 2014, but are now largely equal to where they were at the beginning of the calendar year. The Council is able to take advantage of the PWLB "certainty rate" which is 0.2% below the standard rates. The chart below shows the movement in standard PWLB maturity rates during 2015.

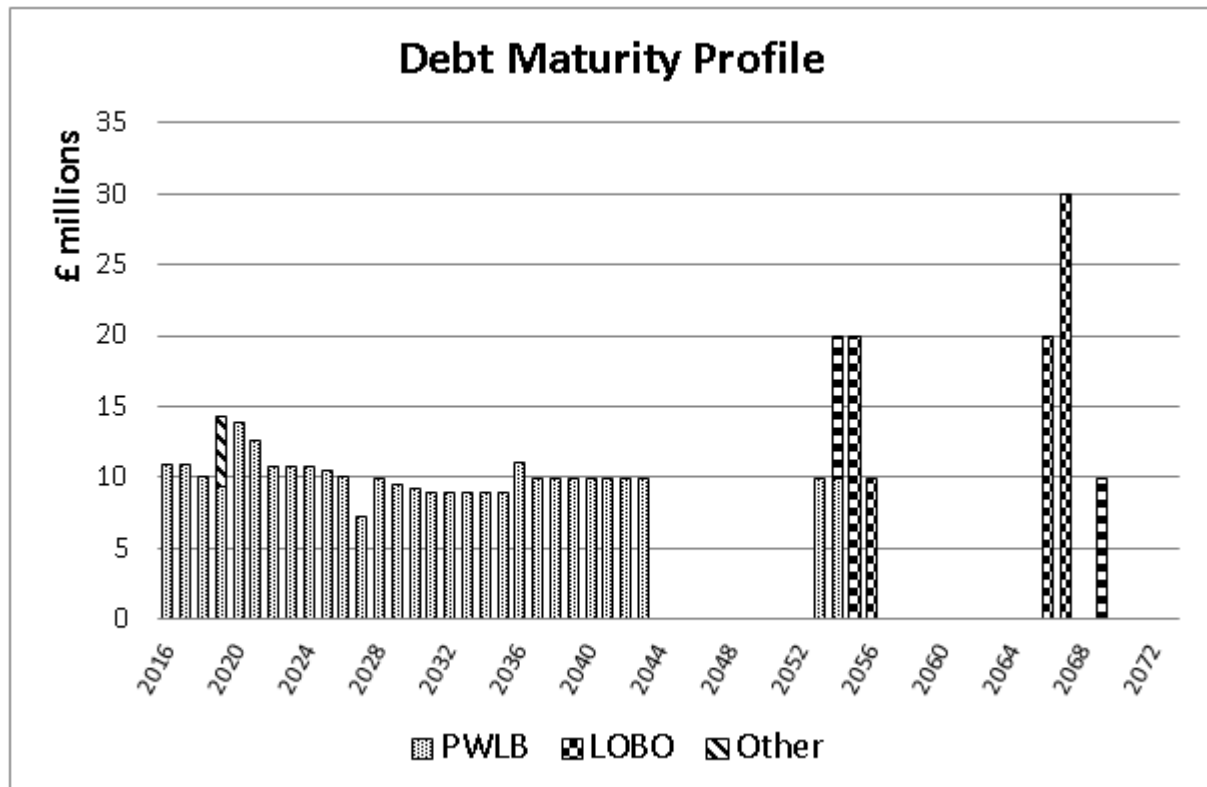


21. The Treasury Management Strategy for 2015/16 identified a need for additional borrowing of £78m to fund the capital programme, replenish internal balances and to replace maturing debt. This will be adjusted after the out-turn Capital Financing Requirement for 2014/15 has been finalised.

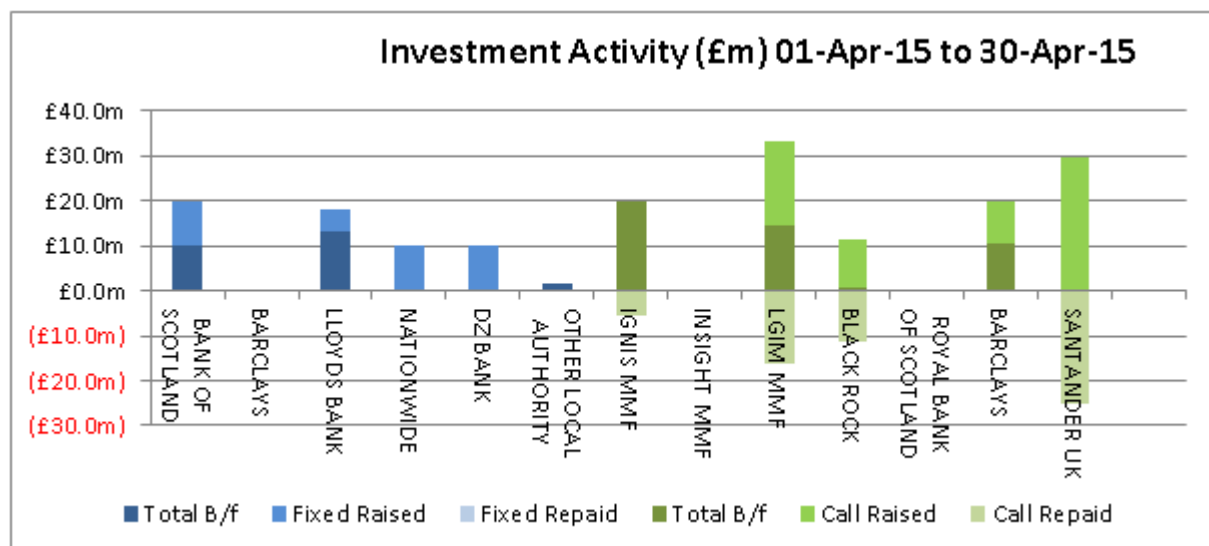
22. Borrowing decisions will take account of a number of factors including:

- expected movements in interest rates
- current maturity profile
- the impact on revenue budgets and the medium term financial strategy
- the treasury management prudential indicators.

23. As the cash flow forecast above indicates, additional borrowing is likely to be undertaken later in the calendar year, once cash balances start to fall. The maturity profile of the Council's debt portfolio is shown in the chart below. The PWLB loans are reasonably well distributed and have a maximum duration of 38 years. Longer-term borrowing (maturities up to 55 years) was obtained from the market some years ago in the form of 'Lender's Options, Borrower's Options' loans (LOBOs). The 'other' loan denotes more recent borrowing from the money markets where the main objective was to minimise interest costs. Refinancing of these loans has been factored into the Treasury Management Strategy.



24. The investment activity for 2015/16 to the end of April 2015 is summarised in the chart and table below. Outstanding investment balances totalled £23m at the start of the year and £50.150m at the end of the period. This increase reflects the forecast cash flow profile for the year and the net new borrowing.



	Total B/f	Total Raised	Total Repaid	Outstanding
	£ 000's	£ 000's	£ 000's	£ 000's
BANK OF SCOTLAND	10,000	10,000	-	20,000
LLOYDS BANK	13,000	5,000	-	18,000
NATIONWIDE	-	10,000	-	10,000
OTHER LOCAL AUTHORITY	1,500	-	-	1,500
IGNIS MMF	20,000	-	(5,600)	14,400
LGIM MMF	14,550	18,700	(16,400)	16,850
BLACK ROCK	500	10,900	(11,400)	-
BARCLAYS	10,650	9,350	-	20,000
SANTANDER UK	-	29,500	(25,150)	4,350
	70,200	93,450	(58,550)	105,100

Debt Recovery Performance

25. The overall debt at the end of 2014/15 increased from Period 11 by over £7.75m to £27.7m. This was due to a high value of invoices (over £30.0m) being raised during period 12. The over six month debt has decreased by £0.2m on Period 11.

Invoices Raised

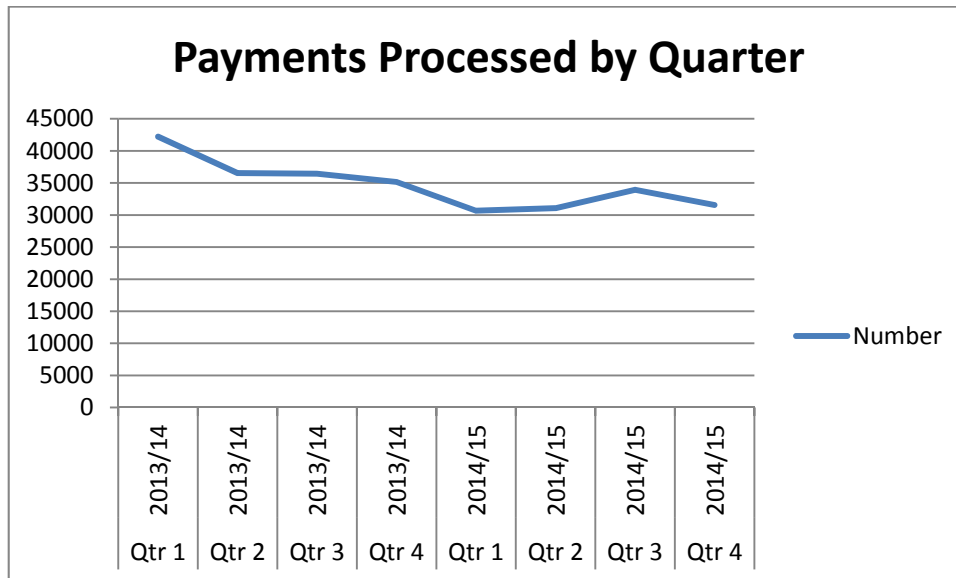
	Quarter 4	Year to date
Number	40,016	183,085
Value	£58,926,666	£193,660,394

Debt Position

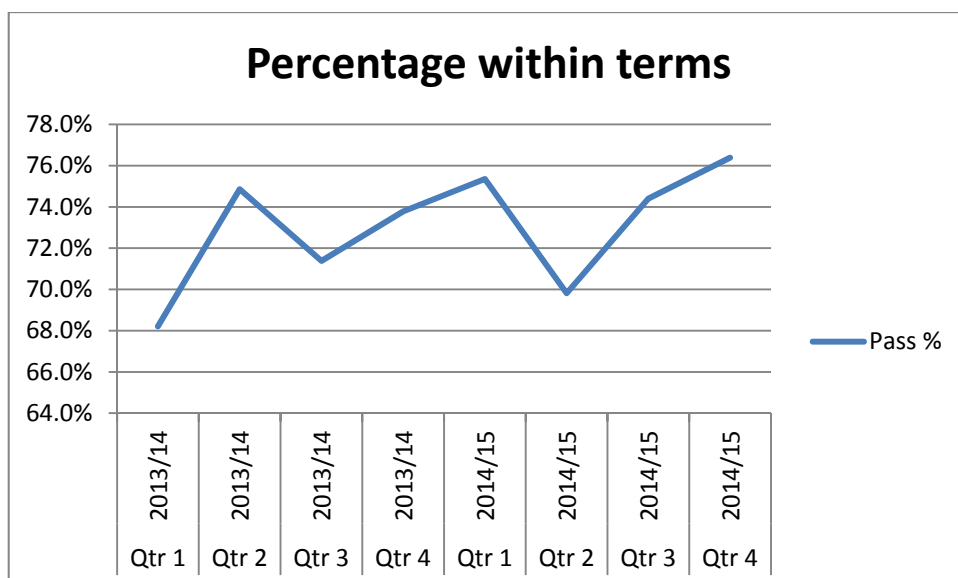
	Statutory	Non-Statutory	Total
Total	£9,091,803	£18,627,622	£27,719,425
Over 6 months	£4,411,080	£967,140	£5,028,357
% over 6 months	45.7%	4.7%	18.1%

Accounts Payable (AP) Performance

26. The chart below shows that the number of invoices processed by Accounts Payable has fallen gradually over the last two years. Much of the recent fall is due to the introduction of the Managed Service Provider (MSP) for agency staff. This replaces a large number of small value invoices with one consolidated weekly invoice for all staff operating under the MSP.



27. The percentage within terms figure for the quarter ended 31 March 2015 was 76.4% of 31,551 invoices paid. The chart below shows some fluctuation but performance has increased in recent quarters following ongoing work with Accounts Payable, Procurement, business units and suppliers to simplify and standardise processes. This work is continuing under the Procure To Pay project.

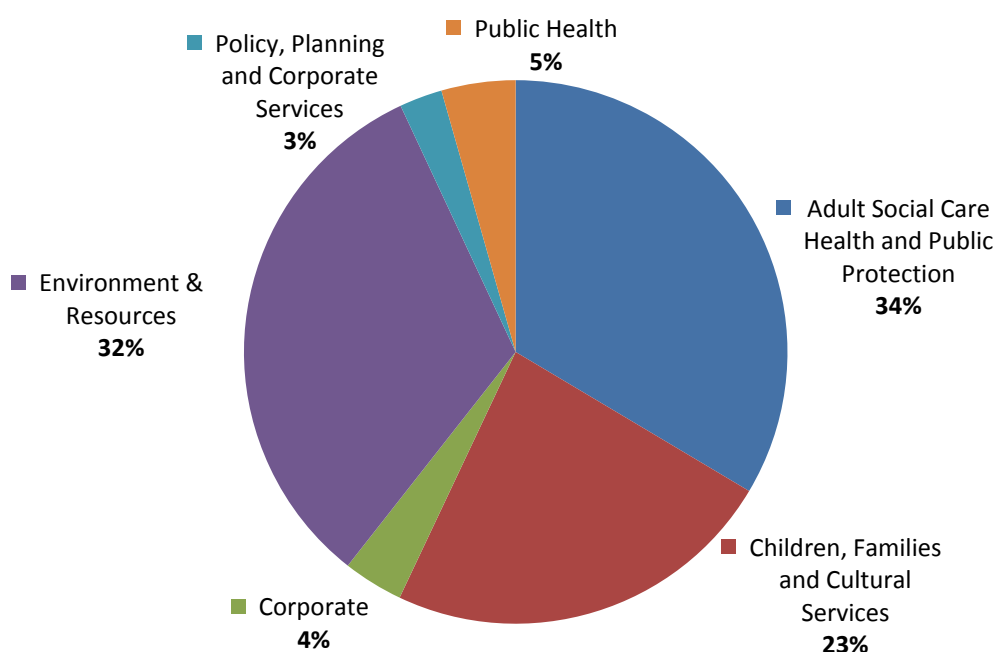


28. The debt recovery and accounts payable performance information will continue to be reviewed at an operational level on a fortnightly basis. The strategic performance information will be compiled for this report to Committee on a quarterly basis with the next update to be included in the Period 3 report.

Procurement Performance

29. As an organisation, NCC has spent £635m with external suppliers in 2014/15 which is a decrease of £33m from the previous financial year. The top 6% (451) of suppliers account for 80% (£480m) of the total supplier spend. The remaining 94% (7,097 suppliers) have a total expenditure of £121m with an average spend of £17,000.

30. The chart below shows how the total amount spent, in period, is divided across areas, almost 60% of all expenditure going through Care (ASCHPP & CFCS) and over 30% through Highways and Property (E&R).



31. The Council's preferred ordering route is through the Business Management System (BMS). The team have been working with stakeholders to improve the way that we procure to ensure compliance. Orders that are processed through BMS are classified as Compliant Purchase Orders (Compliant). Non Purchase Orders (or Non-Compliant) are those purchases that are made outside of any system.

Retrospective Orders are non-compliant in that they have been raised following the delivery of the goods/services. Interface Orders are those that are out of scope and are paid through another system e.g. Framework. Purchase Orders are beneficial to the organisation as they provide visibility of what we spend. Currently:

- Compliant ordering has increased by 4% from 37% to 41% of the total
- Non-compliant (non PO) ordering has decreased from 27% to 25% of the total
- Interface Orders have decreased from 28% to 27% of the total

32. The table below shows the number of retrospective orders on a monthly basis by department.

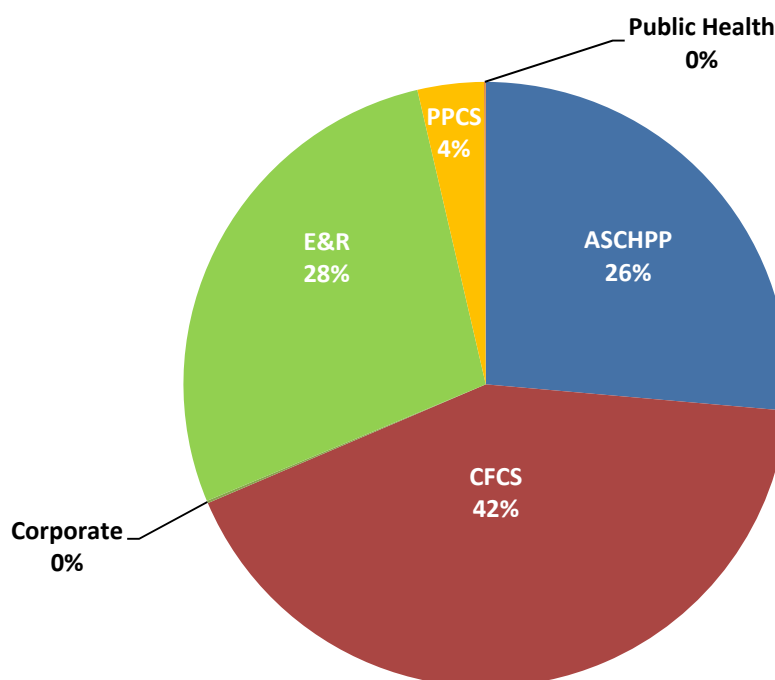
Department	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15
ASCHPP	451	383	335	443	392	444	428	357	299	411	431	419
Children, Families and Cultural Services	938	869	880	861	833	657	689	679	582	542	586	851
Corporate	5	2	2	2	6	-	3	-	1	1	1	-
E&R	911	721	823	720	570	596	824	637	501	609	570	784
PPCS	81	68	73	59	40	92	109	85	80	97	53	99
Public Health	4	-	1	1	1	2	1	1	2	1	3	1

33. The table below shows the percentage of retrospective spend as a percentage of total spend by Department for the 2014/15 financial year.

Department	Total Spend (£m)	Retrospective Spend (£m)	Percentage
ASCHPP	259.1	21.5	8.3%
Children, Families and Cultural Services	258.5	39.3	15.2%
E&R	209.8	42.1	20.1%
PPCS	18.2	7.2	39.6%
Corporate	25.7	1.6	6.2%
Public Health	29.3	0.1	0.1%

34. Purchase orders themselves are split into Green and Red orders. Green orders are those which are raised with the Procurement Centre's pre-arranged agreements or contracted suppliers. Red orders are those that do not have approved suppliers or contracts set up on BMS, and require additional work. The chart below identifies the percentage of total Red orders by Directorate year to date.

% of red orders by directorate of total red orders



35. The category managers are working with stakeholders to address these figures.

36. A full list of ongoing developments within the Procurement Team is included in Appendix A.

Statutory and Policy Implications

37. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATIONS

- 1) To note the individual Committee revenue budgets for 2015/16.
- 2) To approve the contingency requests received to date.
- 3) To note the Council's Balance Sheet transactions.
- 4) To note the performance of the Procurement Team.
- 5) To note the performance of the Accounts Payable and Accounts Receivable teams.

Nigel Stevenson Service Director – Finance & Procurement

For any enquiries about this report please contact:

Glen Bicknell - Senior Accountant, Financial Strategy and Accounting

Constitutional Comments (HD 15/05/2015)

38. Committee has the authority to determine recommendations within the report.

Financial Comments (GB 15/05/2015)

39. The financial implications are stated within the report.

Background Papers and Published Documents

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

- 'All'

Ongoing Procurement Developments

Action	Target Outcomes	Current status
Review our procurement structure to ensure it aligns with the needs of the business and delivery of the strategy	Efficient and effective team that works alongside the commissioners, providing a consistent approach in the delivery of the business needs	A new operating model has been introduced focussing on a Care and Non Care team, this is being reviewed on a quarterly basis for a period of 12 months
Engagement with regional colleagues across local authority and health to develop a collaborative working approach	Identification of opportunities for collaboration to reduce costs of procurement and release savings through aggregation of spend	We are currently collaborating with colleagues across the region and health and in a number of areas for example food, social care, ICT, and taxis
Regional Contracts Database	Creation of a single regional contracts database that allows for public access and monitoring of markets, and to meet the requirements of the transparency code	Currently there are 590 NCC contracts in the contract register. 50% of the contracts (293 contracts) are with Small and Medium Enterprise Organisations and 6.7% (40 contracts) are with Voluntary Community Sector organisations.
Explore company risk profiles to establish an effective form to manage and mitigate supplier risks	Better management and mitigation of supply chain risk	Supply chain risk assessment tool has been completed and will be implemented to the procurement process from the start of the new financial year.
Develop a procurement customer satisfaction survey	Gain a better understanding of our customers' requirements and concerns so that we can improve the services that we delivery	In development target July 2015
P2P Project	To improve the P2P process	A dedicated delivery group are working on standard process maps. Target date May 2015
Retrospective orders	To reduce the non-compliant approach undertaken with retrospective orders	Category Managers are working with their relevant areas to address this issue
Social Value Act 2012	To ensure that what we procure has given consideration to how we may improve the economic, environmental and social well-being of Nottinghamshire	A Social Value Guidance document has been developed which includes guidance around how to deal with social and environmental issues during procurement stages
New EU regulations 2015	To ensure that the authority comply with the new regulations and that the procurement team utilise the changes to ensure added benefit to the council	The procurement and legal team are working together to refresh our standard documentation and embed these changes into our paperwork and approach.
Procurement Toolkit	Promote best practice and to utilise a range of guidance and practical procurement approaches	The toolkit is planned to be published in both on NCC website and Intranet in the new financial year.

29 June 2015

Agenda Item: 5

REPORT OF THE CORPORATE DIRECTOR, POLICY, PLANNING AND CORPORATE SERVICES

COUNCILLORS' DIVISIONAL FUND MONITORING REPORT

Purpose of the Report

1. To inform committee of grants awarded under the Councillors' Divisional Fund (CDF), and to report on the two grants audited for compliance with the CDF Policy and Guidance, and identify two further grants for audit.

Information and Advice

2. Policy Committee on 7 May 2014 approved a revised Policy and Guidance for the CDF, following the decision in the County Council budget to reduce the amount available from £10,000 to £5,000 per member.
3. Between five and ten applications annually will be subject of an audit which will include ensuring that the monies provided have been spent in accordance with the application made.
4. The last two applications selected for audit were

Nuthall: Cllr P Owen
NOWMADS – £500 for hire of costumes

Mansfield West: Cllr D Langton
Reindeer Ramblers Walking Group – £100 for transport costs and events

In both these cases, the grant was spent in accordance with the application.

5. The next grants to be audited are:

Carlton East: Cllr John Clarke
Marion Murdoch Court, Gedling: £150 for Christmas activities for residents

Southwell: Cllr Bruce Laughton
Wellow Parish Council: £250 for repairs to wooden bridge in playground

The findings of these audits will be reported to Committee in October 2015.

Reason for Recommendation

6. This report complies with the revised Policy and Guidance approved by Policy Committee on 7 May 2014.

Statutory and Policy Implications

7. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION

- 1) That the monitoring report on the Councillors' Divisional Fund be noted, and the outcome of the audits be reported in the next quarterly report.

Jayne Francis-Ward

Corporate Director Policy Planning and Corporate Services

For any enquiries about this report please contact:

Paul Davies, Democratic Services tel 0115 977 3299

Constitutional Comments (KK 09/06/15)

8. Finance and Property Committee is the appropriate body to consider the content of this report.

Financial Comments (SES 08/06/15)

9. There are no specific financial implications arising directly from this report.

Background Papers and Published Documents

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.

- Report to Policy Committee, 7 May 2014

Electoral Division(s) and Member(s) Affected

- All

29 June 2015

Agenda Item: 6a

**REPORT OF SERVICE DIRECTOR TRANSPORT, PROPERTY &
ENVIRONMENT****PROPOSED LEASE OF 71 HIGH STREET, COLLINGHAM****Purpose of the Report**

1. To seek approval to the taking of a lease at 71 High Street, Collingham on terms outlined below.

Information and Advice

2. The County Council currently occupy rooms within the Health Centre in Collingham for the purposes of a library service which has operated from the Health Centre since 1981. The area occupied is currently let to the County Council by way of a Licence and comprises of an area of approximately 58 sq m (624 sq ft). Details of the Licence Fee and Service Charge currently being paid are set out below.
3. Library Services have been reviewing their financial obligations and service delivery, following the business case for Community Partnership Libraries which was agreed at Full Council in February 2014 (outline Business case B13) (Resolution Number 2014/012). This is part of the Libraries, Archives, Information and Learning's response to the budget reductions and it falls within the *Strategy for Nottinghamshire Libraries*, specifically the pledge to "increase community involvement in the shaping and delivery of libraries provision". As part of this review it was identified that a new Parish Hub building was being created in Collingham and it would be suitable for the Library Service to be located within this building.
4. Collingham Parish Council recently acquired 71 High Street, Collingham next to Collingham Post Office for the purposes of creating the Parish Hub. The total Net Internal area of this building is approximately 67 sq m (721 sq ft) and the premises were formerly the Police Contact Point.
5. At a Parish Council meeting on 22 January 2015 the purchase of the property was confirmed, as was the future use of the building, for the continued benefit and use of the community. This included the proposal for the Library Service being provided from within the Parish Hub.
6. Approval to the co-location of the Library Service within the new Parish Hub building was granted at Culture Committee on 9 March 2015, Resolution Number 2015/015.
7. Discussions are currently taking place with the existing landlord over termination of the agreement for the current library accommodation in the Health Centre.

8. Under the terms of the agreement the Licence fee payable for the existing Library is £1,562 per annum, and service charge of £9,300 per annum totalling approximately £17.40 per sq ft.
9. The terms for the proposed lease at 71 High Street, Collingham are as detailed below.

Property	71 High Street, Collingham, Nottinghamshire
Lessor	Collingham Parish Council
Lessee	Nottinghamshire County Council
Term	25 years
Break Option	Lessee to have a break option on 31 March 2021 and then every 5 years thereafter subject to 6 months prior written Notice
Rent	£1 per annum (if demanded)
Demise	As outlined on the attached plan
Use	The Lessee shall use the demised area only for the purposes of a library and other supporting uses including the provision of community based functions providing these are ancillary to the main use.
Service charge	£1,000 per annum to be reviewed every 3 years, for the Lessor providing the services listed below (this equates to approximately £1.39 per sq ft).
Services	External maintenance of the building including, roof, walls, main structure and fabric of the building (including plate glass), external decoration, window cleaning and building insurance. Service charge to be reviewed every 3 years upwards/downwards depending on the levels of expenditure. However, where there is planned major expenditure the Lessee shall not be responsible for paying for such expenditure.
Repairs and maintenance	<p>The Lessor will keep the exterior of the demised premises in good and substantial repair, order and condition including, roof, walls and main structure and fabric of the building and including the maintenance of the plate glass and windows and cleaning the external elements of the windows.</p> <p>The Lessee shall be responsible for keeping the interior of the building in no worse condition than the Schedule of Condition (to be prepared).</p>
Insurance	Lessor to insure the building, Lessee to insure for contents and public liability.
Outgoings	The Lessee shall be responsible for running costs. The annual

estimates of these are as follows: Electricity (£2,000), Water (£100), Business rates (£400 assuming registered Charity), waste disposal (£150), alarm maintenance (£150).

Signage The Lessee shall be permitted to display any posters, notices or signage necessary in connection with the use of the premises subject to agreement by the Newark and Sherwood District Council Conservation Policy for Collingham.

Alienation The Lessee shall not be permitted to assign or sub-let their rights conveyed in the Lease to any other party without prior written consent of the Lessor (such consent not to be unreasonably withheld). A sub-letting or assignment of whole or part to a Community Partnership Library Development Group or organisation shall be permitted without prior consent of the Lessor.

The Lessee shall be permitted to hire whole or part of the premises without consent, such agreements to be managed by the library manager. Any income received from such arrangements shall be retained by the Lessee.

Conditions The parties will enter into an agreement for lease for a period of 6 months with lease completion conditional upon the Lessor satisfactorily completing the works which in summary comprise roof & guttering repairs and cleaning, dry lining, internal and external decoration, installation of a sliding door, provision of satisfactory electrical test certificate.

Costs Each party to bear their own costs.

10. In summary, based upon the estimated outgoings stated above and the service charge, the total amount that would be payable for the new proposed hub would amount to approximately £5.27 per sq ft. Currently the total amount payable equates to approximately £17.40 per sq ft.

Other Options Considered

11. Remaining in the existing premises was considered however this would prevent the achieving of a reduction in ongoing running costs and developing a sustainable Library within the community.

12. This option was considered following an appraisal of the suitability of locations, cost, potential for increasing levels of use, sustainability and access to other community services.

Reason/s for Recommendation/s

13. The co-location would reduce existing running costs and would create a more modern, flexible library improving the delivery of the overall library service in the area.

14. The new accommodation would increase the potential for volunteering and community activities would be enhanced.
15. Following the re-location to the Parish Hub, a full Community Partnership Library development will become more likely as further opportunities for partnership working will be developed with Collingham Parish Council and community organisations as the potential for increased volunteering and community activity will be enhanced. The County Council will continue to manage and operate the library service from the new Parish Hub building.
16. Approval to move the Library Service to the hub was approved at Culture Committee on 9 March 2015. The taking of a lease would therefore ensure this service can be delivered from the new hub and secure the long term future for the library within a community owned building.

Statutory and Policy Implications

17. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working 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 taking of a lease at 71 High Street, Collingham on the terms outlined in the report.

Jas Hundal

Service Director – Transport, Property & Environment

For any enquiries about this report please contact: Luke Smith 0115 9772082

Constitutional Comments (CEH 04.06.15)

18. The recommendation falls within the delegation to the Finance and Property Committee for consideration.

Financial Comments (TR 17.06.15)

19. The financial implications are set out in the report.

Background Papers and Published Documents

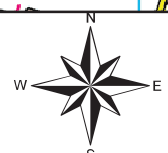
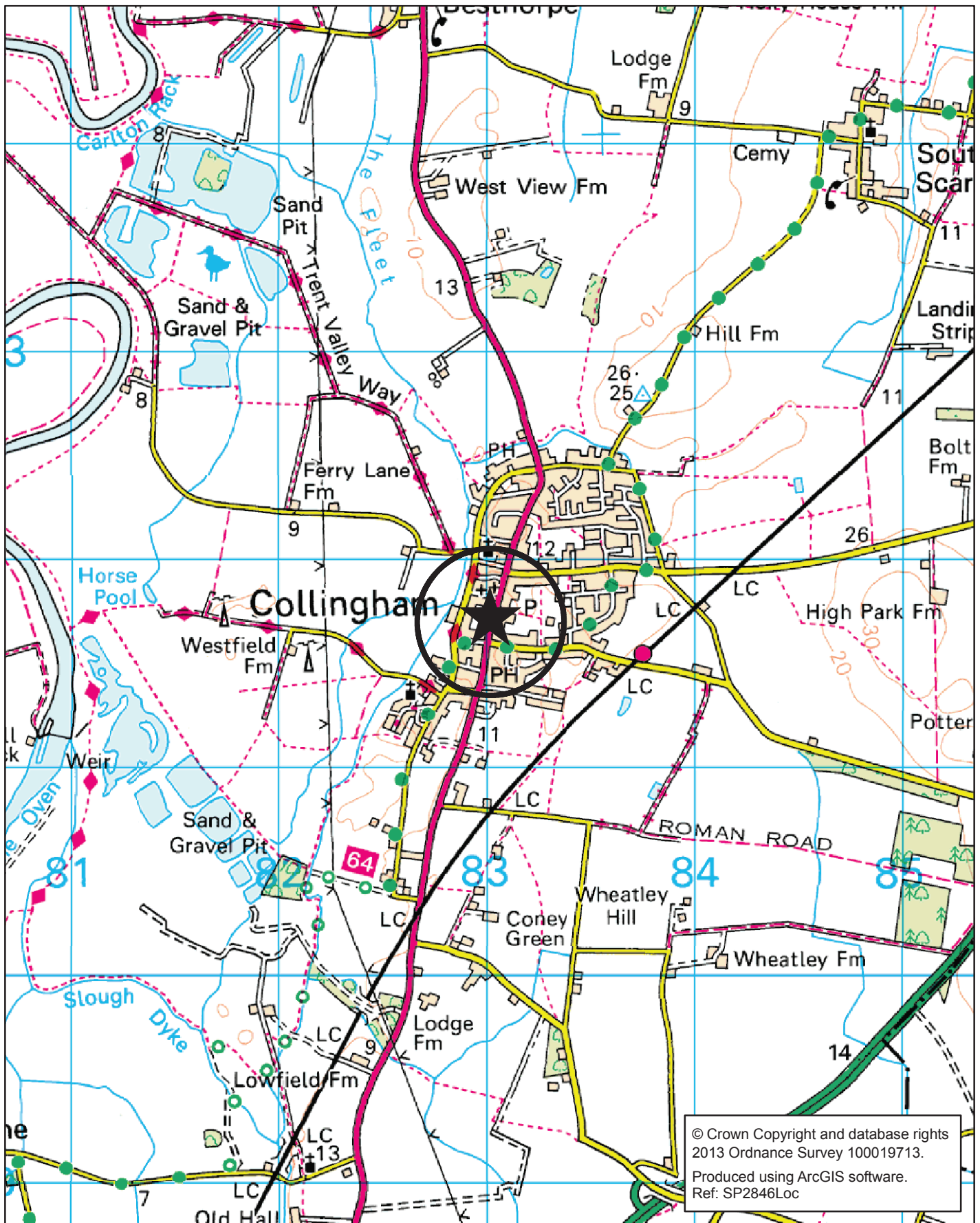
20. None.

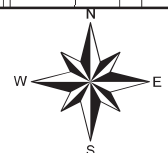
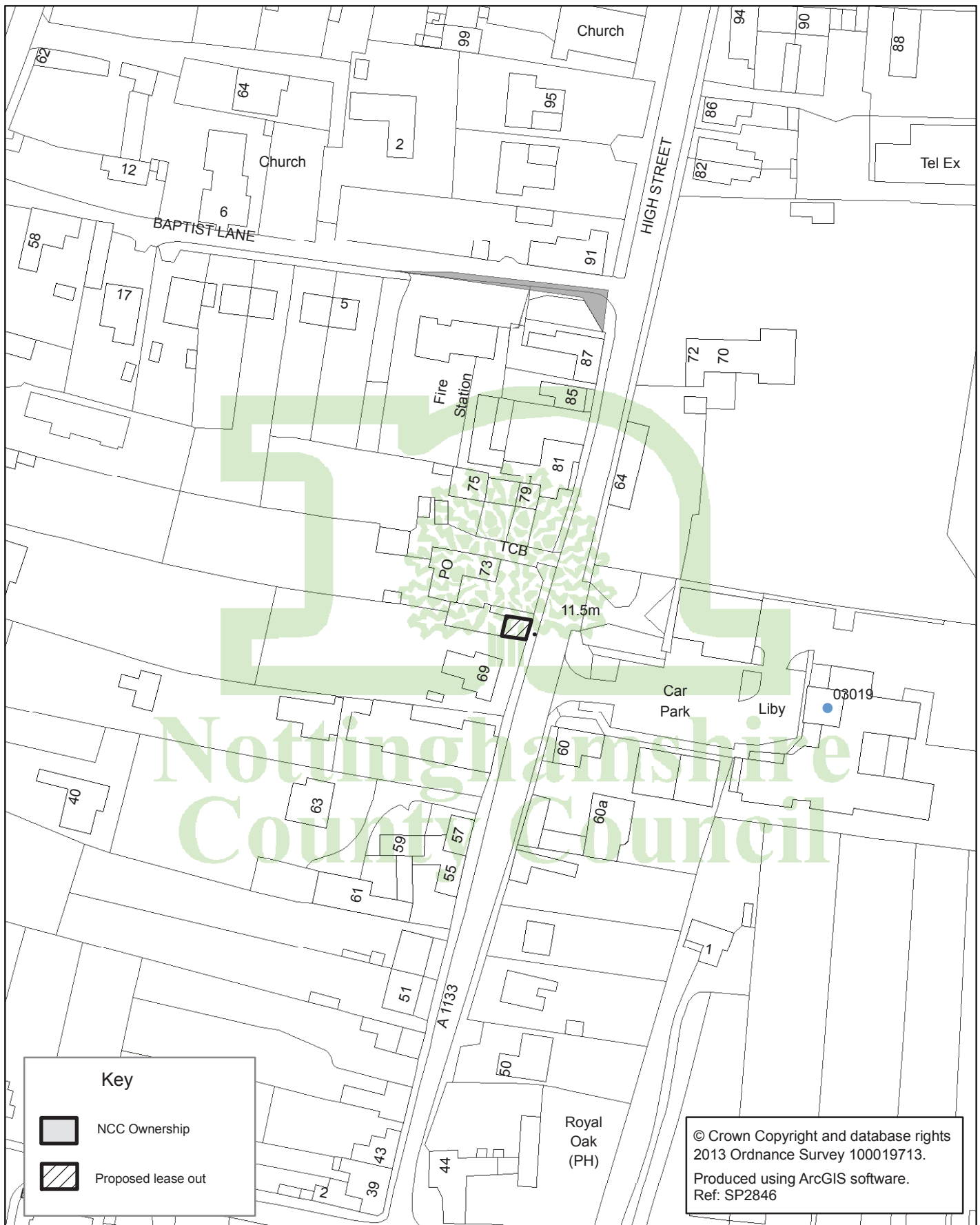
Electoral Division(s) and Member(s) Affected

Page 28 of 74

21.Ward(s): Collingham
Member(s): Councillor Maureen Dobson

File ref.: /LS/SB/03385
SP: 2846
Properties affected: 03385 - 71 High Street





29 June 2015

Agenda Item: 6b

REPORT OF SERVICE DIRECTOR TRANSPORT, PROPERTY & ENVIRONMENT

GEDLING ACCESS ROAD (GAR) PROPERTY ACQUISITION – GLEBE FARM, LAMBLEY LANE, GEDLING

Purpose of the Report

1. To seek approval to the acquisition of 2.47 Hectares including land and buildings known as Glebe Farm, Lambley Lane, Gedling for the GAR on the terms as set out in the exempt appendix.

Information and Advice

2. This report contains an exempt appendix, which is not for publication by virtue of paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) (Information relating to any individual and the business affairs of a particular person (including the authority holding that information)). The exempt appendix provides details of the terms agreed. Disclosure of this information would prejudice the parties' commercial interests.
3. The County Council has been safeguarding proposals for a Gedling village bypass for over 50 years. The Gedling Access Road (GAR) scheme forms part of proposals for an A612 Nottingham Eastern Outer Loop Road which has, with the exception of the eastern most section around Gedling village, been successfully completed by the County Council. The GAR will connect directly to the most recently constructed phase (the Gedling Major Integrated Transport Scheme) which opened to traffic in 2007.
4. The bypass is being delivered in partnership with the Homes and Communities Agency (HCA) and Gedling Borough Council who themselves will deliver a redevelopment of the former Colliery site and Gedling Country Park.
5. At its Full Council meeting in February 2014 Nottinghamshire County Council resolved to incorporate funding of £5.4m in 2017/18 into its capital programme to support GAR and also conclude funding agreements with the HCA. The HCA as part of the funding agreement is making £7m available to draw down as acquisitions progress.
6. The HCA have assembled the land required for the Northern section of the road, whilst the County Council will assemble the site for the Southern section, either by negotiation or using compulsory powers.

7. NCC and the HCA have entered into a Grant Funding Agreement whereby the purchase monies are made available by the HCA for the land acquisition costs. As land purchases are agreed and approved, NCC will submit invoices to the HCA for the purchase monies as necessary.

Other Options Considered

8. To leave remaining acquisitions until a Compulsory Purchase Order is announced. This would potentially be a more costly and time consuming option.

Reason/s for Recommendation/s

9. To secure the land necessary for the GAR.

Statutory and Policy Implications

10. This report has been compiled after consideration of implications in respect of finance, the public sector equality duty, 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 acquisition of 2.47 Hectares including land and buildings known as Glebe Farm, Lambley Lane, Gedling for the GAR on the terms as set out in the exempt appendix.

Jas Hundal

Service Director, Transport, Property and Environment

For any enquiries about this report please contact: Tim Slater 0115 977 2076

Constitutional Comments (SOM 16.06.15)

11. The recommendations fall within the delegation to the Finance and Property Committee for consideration.

Financial Comments (GB 17.06.15)

12. This property acquisition will be funded from external grant. A variation to the capital programme is required to incorporate the external funding into the Council's capital programme.

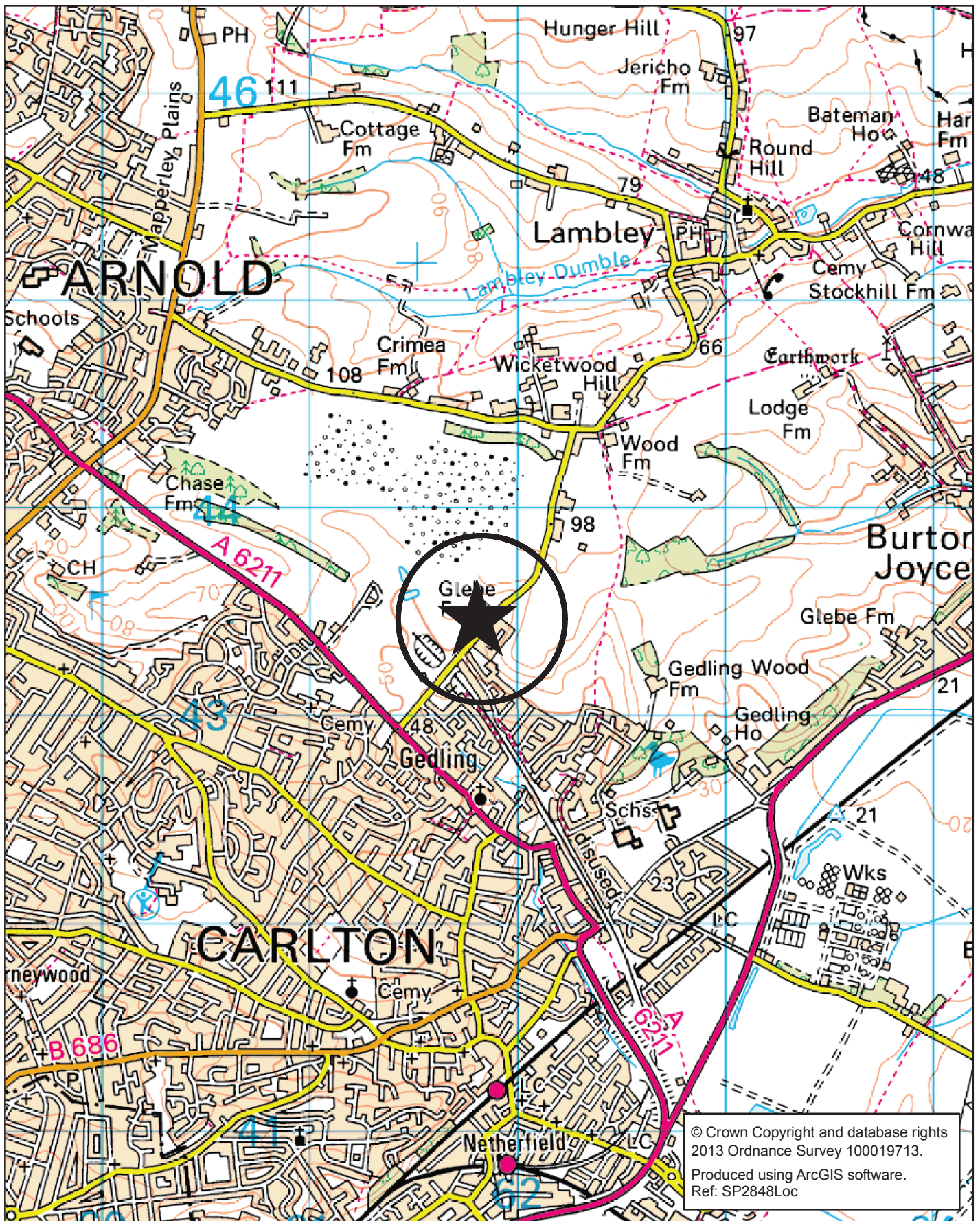
Background Papers and Published Documents

13. None.

Electoral Division(s) and Member(s) Affected

14. Ward(s): Carlton East

Member(s): Councillor Nicki Brooks, Councillor John Clarke



29 June 2015

Agenda Item: 6c

REPORT OF SERVICE DIRECTOR TRANSPORT, PROPERTY & ENVIRONMENT

HUCKNALL TOWN CENTRE IMPROVEMENT SCHEME (HTCIS) LAND ACQ – 129 SQM TO REAR OF 50 HIGH ST, HUCKNALL

Purpose of the Report

1. To seek approval to the acquisition of 129 Square metres of land at the rear of the 50 High Street, Hucknall for the HTCIS on terms set out in the exempt appendix.

Information and Advice

2. This report contains an exempt appendix, which is not for publication by virtue of paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) (Information relating to any individual and the business affairs of a particular person (including the authority holding that information)). The exempt appendix provides details of the terms agreed. Disclosure of this information would prejudice the parties' commercial interests.
3. Transport & Highways Committee at the meeting on 18th October 2012 confirmed endorsement to continue to develop the HTCIS project including the acquisition of land by negotiation.
4. The subject land lies on the line of the proposed relief road and terms have been agreed for its acquisition as detailed in the exempt appendix attached to the report.
5. Construction is due to commence in late Summer 2015.

Other Options Considered

6. To leave remaining acquisitions until a Compulsory Purchase Order is announced. This would be a more time consuming and costly process.

Reason/s for Recommendation/s

7. To secure the land necessary for the route of the proposed inner relief road connected with the HTCIS.

Statutory and Policy Implications

8. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution

(Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working 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 purchase of 129 Square metres of land at the rear of the 50 High Street, Hucknall for the HTCIS on terms set out in the exempt appendix.

Jas Hundal

Service Director – Transport, Property & Environment

For any enquiries about this report please contact:

Constitutional Comments (SOM 16/6/2015)

9. This decision falls within the scope of decisions that may be approved by the Finance and Property Committee.

Financial Comments (GB 17.06.15)

10. The funding associated with this land acquisition is within the Council's approved capital programme.

Background Papers and Published Documents

11. Transport & Highways Committee meeting report on 18 October 2012.

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

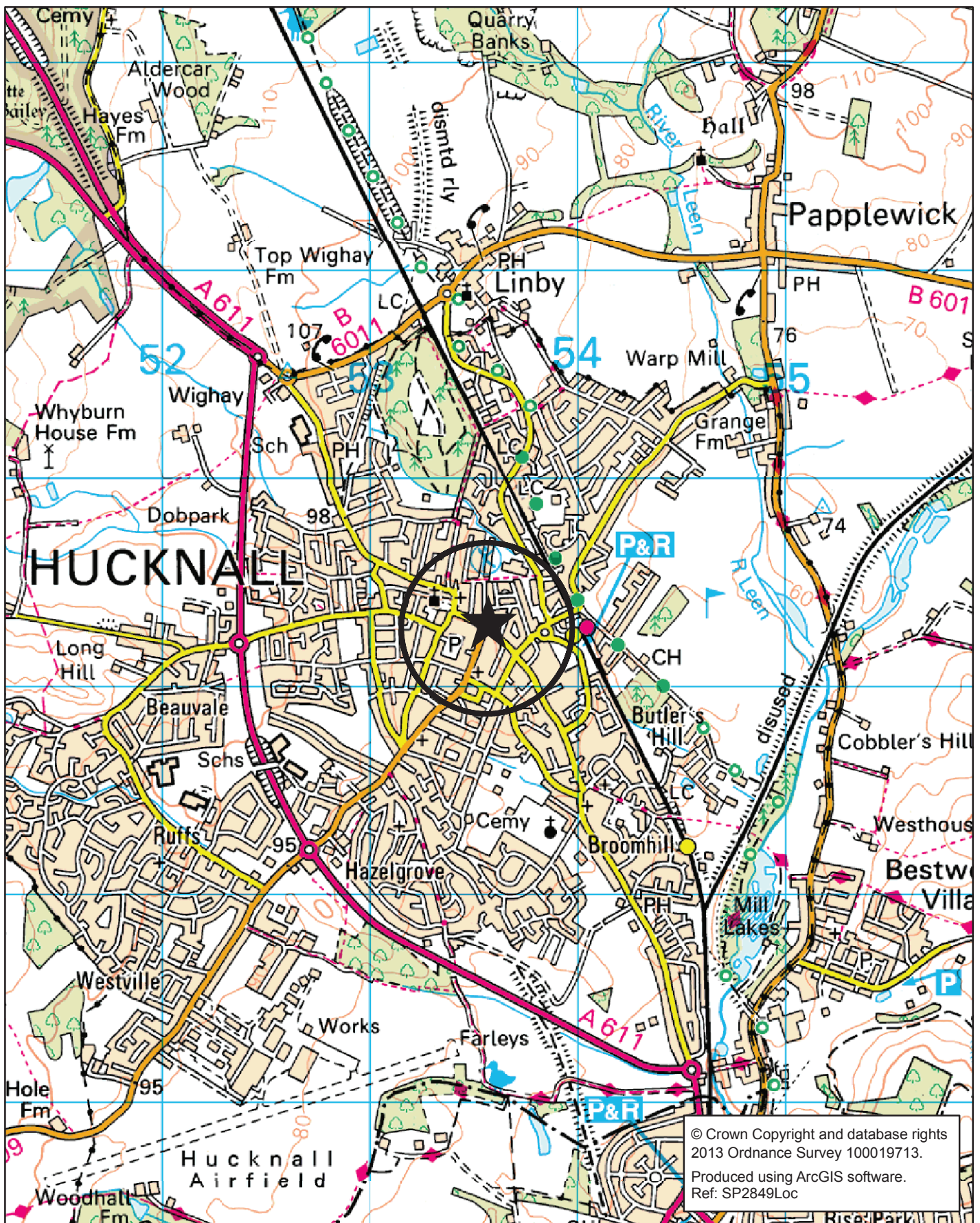
12. Ward(s): Hucknall

Member(s): Councillor John Wilmott, Councillor John Wilkinson, Councillor Alice Grice

File ref.: /TS/SB/62214

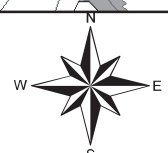
SP: 2849

Properties affected: 62214 - Hucknall Inner Relief Road



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2013 Ordnance Survey 100019713.
Produced using ArcGIS software.
Ref: SP2849Loc





29 June 2015

Agenda Item: 6d

REPORT OF SERVICE DIRECTOR TRANSPORT, PROPERTY & ENVIRONMENT

HUCKNALL TOWN CENTRE IMPROVEMENT SCHEME (HTCIS) LAND ACQ – 170 SQM TO REAR OF 44/46 HIGH ST, HUCKNALL

Purpose of the Report

1. To seek approval to the acquisition of 170 Square metres of land at the rear of the 44-46 High Street, Hucknall for the HTCIS on terms set out in the exempt appendix.

Information and Advice

2. This report contains an exempt appendix, which is not for publication by virtue of paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) (Information relating to any individual and the business affairs of a particular person (including the authority holding that information)). The exempt appendix provides details of the terms agreed. Disclosure of this information would prejudice the parties' commercial interests.
3. Transport & Highways Committee at the meeting on 18th October 2012 confirmed endorsement to continue to develop the HTCIS project including the acquisition of land by negotiation.
4. The subject land lies on the line of the proposed relief road and terms have been agreed for its acquisition as detailed in the exempt appendix attached to the report.

Other Options Considered

5. To leave remaining acquisitions until a Compulsory Purchase Order is announced. This would be a more time consuming and costly process.

Reason/s for Recommendation/s

6. To secure the land necessary for the route of the proposed inner relief road connected with the HTCIS.

Statutory and Policy Implications

7. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of

working 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 purchase of 170 Square metres of land at the rear of the 44-46 High Street, Hucknall for the HTCIS on terms set out in the exempt appendix.

Jas Hundal

Service Director – Transport, Property & Environment

For any enquiries about this report please contact:

Constitutional Comments (SOM 16/6/2015)

8. This decision falls within the scope of decisions that may be approved by the Finance and Property Committee.

Financial Comments (GB 17.06.15)

9. The funding associated with this land acquisition is within the Council's approved capital programme.

Background Papers and Published Documents

10. Transport & Highways Committee meeting report on 18 October 2012.

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

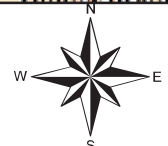
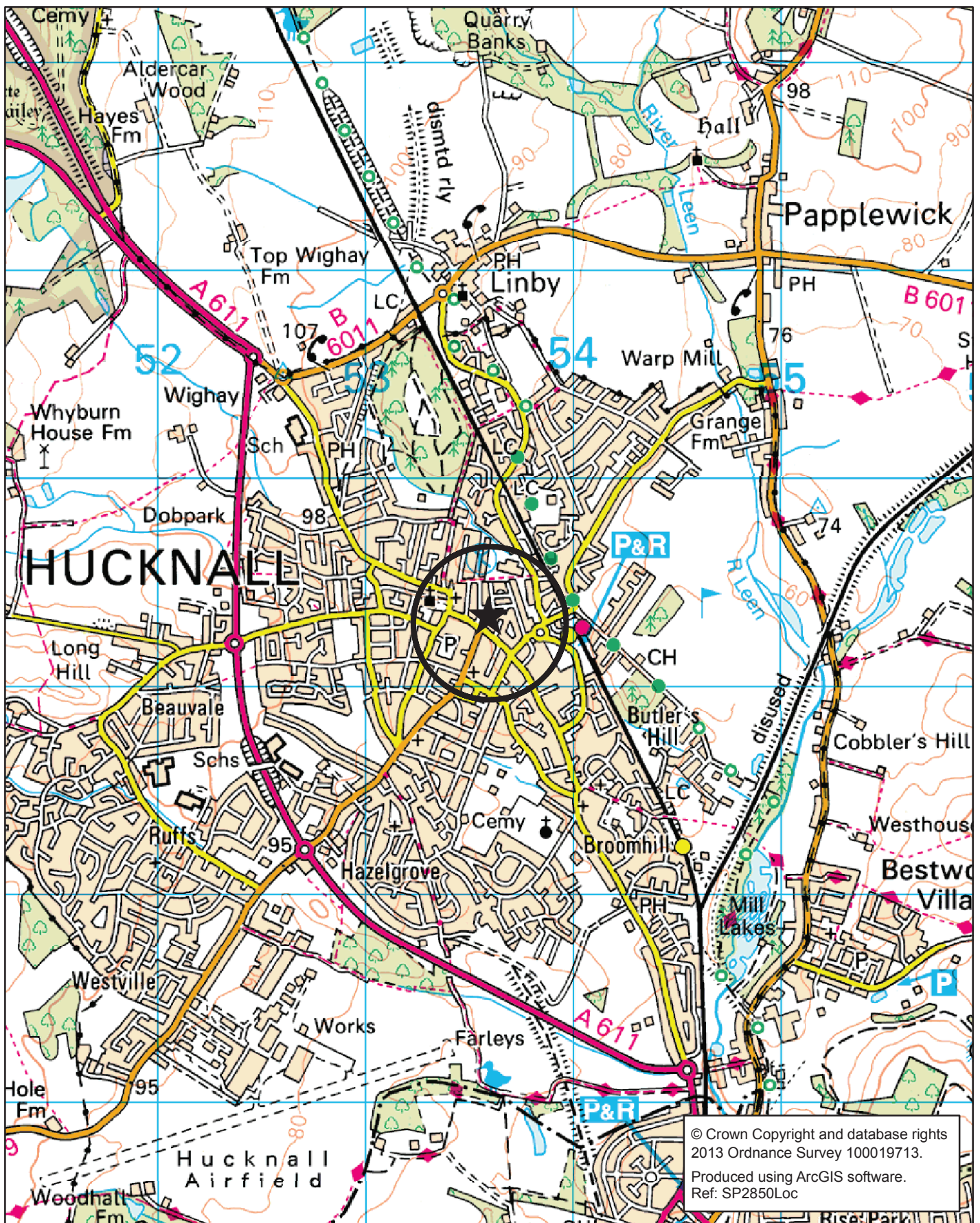
11. Ward(s): Hucknall

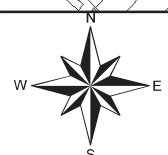
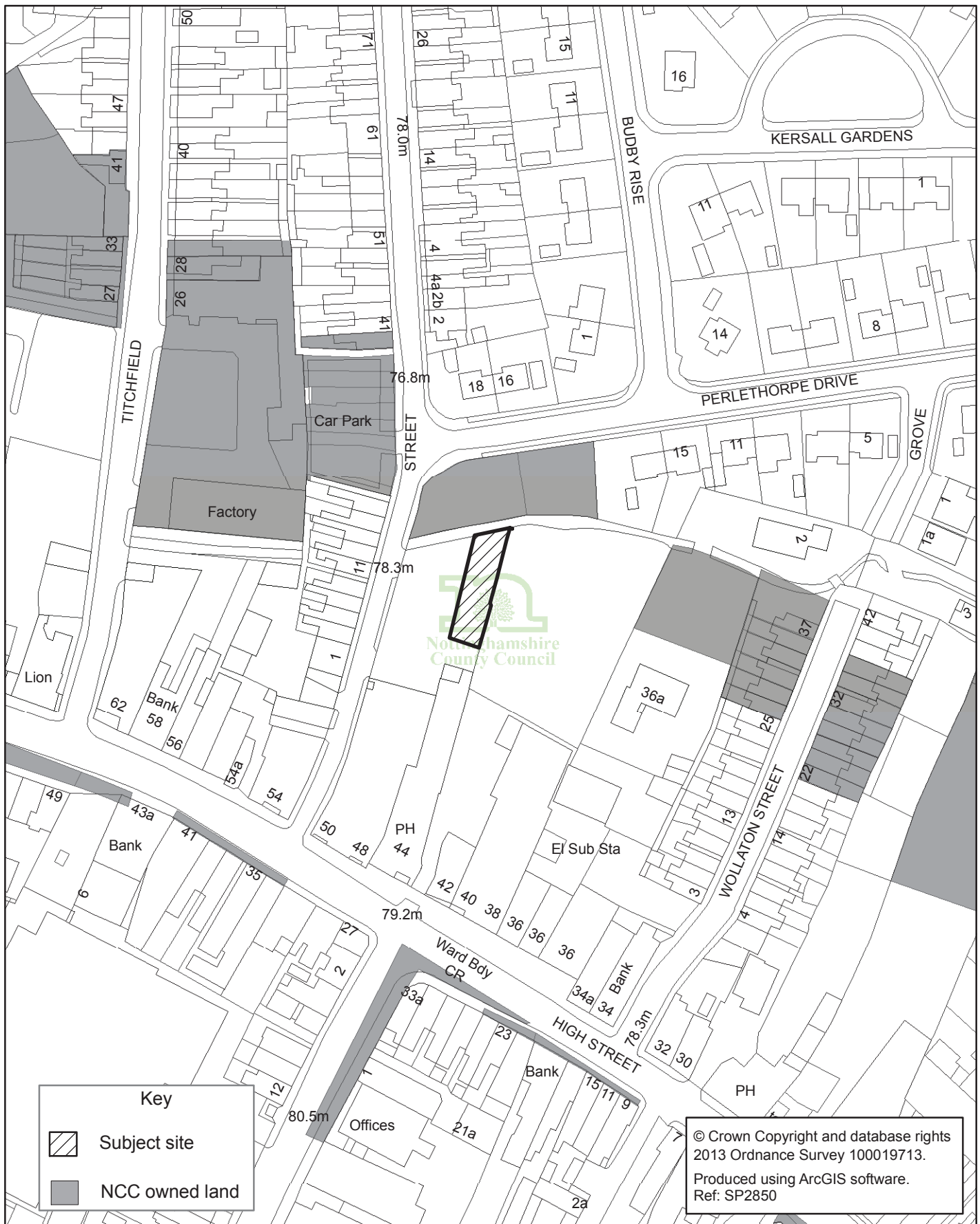
Member(s): Councillor John Wilmott, Councillor John Wilkinson, Councillor Alice Grice

File ref.: /TS/SB/62214

SP: 2850

Properties affected: 62214 - Hucknall Inner Relief Road





29 June 2015

Agenda Item: 6e

**REPORT OF SERVICE DIRECTOR TRANSPORT, PROPERTY &
ENVIRONMENT****DEMOLITION OF THE CLASP BLOCK, COUNTY HALL****Purpose of the Report**

1. To seek Committee approval to the demolition of the CLASP building at County Hall and to the proposal to undertake a feasibility study to review, in detail, options available for the future use of the site.

Information and Advice

2. This report contains an exempt appendix, which is not for publication by virtue of paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) (Information relating to any individual and the business affairs of a particular person (including the authority holding that information) .Disclosure of this information would prejudice the parties' commercial interests.
3. Committee will be familiar with the current CLASP building which adjoins the County Hall 'H' Block at West Bridgford. It was built in 1962 with an estimated life expectancy of 50 years. The building is of cellular internal layout and cannot be easily refurbished without significant cost due to the high levels of asbestos that is present in the fabric of the building.
4. It is for these reasons that the Ways of Working programme (WoW) focused on upgrading only the County Hall 'H' Block office building to modern standards in order to meet the needs of the Council in the foreseeable future.
5. The building was last surveyed for condition during 2013 which indicated a total back-log maintenance cost of approximately £1.2m. It is important to emphasise that this doesn't cover the cost of upgrading the building to align with the standards of office accommodation achieved at County Hall and Trent Bridge House.
6. Previous estimates, undertaken several years ago, suggested that the cost of fully refurbishing the CLASP building for modern office use could be in the order of £7m-10m. This cost reflects the impact that the high level of asbestos within the fabric of the building would have on any major refurbishment scheme.
7. In addition to the CLASP building and the 'H' Block, the campus incorporates the Data Centre and the Riverside Block, these buildings are also of CLASP construction. The floor areas of the three buildings are:

- CLASP building 7,617 sq m (81,958 sq ft)
- Data Centre 1,433 sq m (15,419 sq ft)
- Riverside Block 2,171 sq m (23,359 sq ft)

8. The CLASP building is located centrally within the site of the entire County Hall campus. The site area of the entire County Hall campus extends to approximately 4 Ha (11 acres).
9. The overall campus accommodates the provision of c.600 surface car parking spaces. Approximately 450 of these could be considered as being within the curtilage of the CLASP building, Data Centre and Riverside Block, with the remaining c.150 adjacent to the 'H' Block.
10. A range of options will be available for the future use of the site, once the CLASP building is demolished, such as;
 - New office building
 - Car parking
 - Residential development
 - Retail use
11. It is proposed to undertake a detailed options appraisal and feasibility study to assess the most appropriate use for the site. This will be undertaken when the Smarter Working programme has established its conclusions which will help inform the type, location and amount of office space required by the Council in future.
12. A further report will be brought to Committee setting out the outcome of this proposed options appraisal and feasibility study.

Site Issues

13. Some site issues to be considered in the proposed feasibility study are included below and in the exempt section of this report.

Site Access

14. It is likely that any form of intensive development on the site would require a potentially costly upgrade of the access to and from the site. The current junction onto Loughborough Road is likely to need to be enhanced and the ramp down into what is currently the lower car park would need to be significantly improved.

Utilities

15. A full utilities search has been conducted that has revealed the following restrictions:
 - High Voltage Electricity Cable: This represents the most severe utility restriction. A high voltage underground cable crosses the southern portion of the site to the data centre. It is possible to divert such cables although **costs**

will be significant and the impact on the data centre and its operation would need careful management.

- BT and Kingston Communication: Cable which crosses the northern portion of the site. Depending on where the boundary line will be for the site will determine whether these cables will require re-routing. In the circumstances that they do require diverting, the costs are likely to be significantly less than the costs associated with the electricity cable mentioned above which subject to survey, is not considered a significant restriction.
- A hard-wired communications link from the Data Centre to the H Block offices is routed via the Clasp building and the link corridor. This would need to be diverted. This has not been costed at present, but preliminary estimates suggest a figure in excess of £100,000 might be anticipated.
- A further VIRGIN communications link is planned to be installed as part of the introduction of NCC's new Wide Area Network (emCLOUD), this will be routed around the periphery of the site.

Flooding

16. The site benefits from the flood defence works along the Trent and as such the risk of flooding is reduced. However the Environment Agency has not provided any detailed comments on restrictions for this site other than development would need to be 8m away from the flood defences. This, in principle, should not hinder the redevelopment of the site, although developer experience in trying to obtain planning permission for residential conversion of nearby Centenary House suggests that habitable spaces would need to be raised above the flood plain, using the void space for underground car parking to serve the development.

The Boundary of any Surplus Site

17. The proposed feasibility report should consider the issue of the extent and availability of any potentially surplus land at this site, this will include considering:
- Should the Data Centre be relocated?
 - Should the Riverview block be included within the site?

Adjacent Buildings

Data Centre

18. A decision was taken in 2009 to retain the Council's Data Centre at this location after consideration of a range of options, including siting the centre at alternative locations. As a result, £1.5m was spent during 2010-11 refurbishing and making the property suitable for this use.
19. The ongoing refresh of ICT technologies within the Data Centre is constant and will be required wherever the Data centre is located. ICT is constantly refreshing its technology infrastructure as part of its annual equipment replacement programme (IER).

20. The cost of refreshing any plant and equipment is currently unknown, but it is not anticipated that this would be required for many years. The backlog maintenance cost is estimated to be £500,000.

Riverview Restaurant

21. The restaurant and adjoining rooms are also of CLASP construction and are attached to the main County Hall building. Backlog maintenance is estimated at £220k. Most of this cost relates to Mechanical and Electrical life cycle replacement.

Cost of Demolition

22. In order to provide an element of forward planning, a capital bid has been submitted to the Capital Asset Management Group (CAMG) that seeks potential funding that would cover the cost of demolishing the CLASP building. This has been estimated by the WoW team at £1.3m. As will be appreciated due to the experiences encountered with asbestos at County Hall, there has been historically an under-estimation of the costs involved when undertaking works. However, as the works proposed are for demolition as opposed to refurbishment, the risk of cost variability should be reduced.
23. It is worth noting that current utility costs and rates payable in connection with the CLASP block equate to approximately £178,000 per annum. Part of this cost saving will begin to be achieved once the building is fully vacated by staff.

Timescales

24. Subject to identifying and resolving a number of key issues, a project to demolish the building is anticipated to take between 10-12 months after securing planning permission and vacating the building. It is currently anticipated by WoW that the building will be fully vacated by staff and all equipment during Spring 2016. This programme is reconsidering as to whether the vacation date can be brought forward to October/November 2015.

Currently Identified Key Issues to be Resolved

Deliveries

25. The main goods delivery point to County Hall is currently situated within the CLASP building. Goods are unloaded from delivery vehicles via the large goods access adjacent to the car park and are then distributed to the rest of the campus from that point. Goods being delivered to the 'H' Block are currently taken up in lifts within the CLASP block and transported via the link corridor. The demolition of the CLASP building will mean that an alternative delivery point will be required. This may need to include a method of lifting the goods from the car park level, up to the level of the 'H' Block across the level change between the CLASP building and the 'H' Block.

Showers/Toilets

26. Showers and toilets used by staff cycling to work are currently provided within the CLASP building. These will need to be re-provided within the 'H' Block building. A CAMG bid is being submitted to secure funding for these to be included within a project to refurbish the toilets on the ground floor of the 'H' block.

Multi Faith Room

27. A room is currently available within the CLASP building for this purpose which will need to be re-provided.

Cycle Parking

28. The cycle parking facility will also need to be relocated.

Proposed Use of Cleared Site

29. It is proposed that the cleared site of the CLASP building will be made available for car parking in the short term. This may be used by the Council for its own parking provision, or may be let out in order to generate an income.

Site Remediation

30. It is proposed that the CLASP block and associated link corridors will be demolished and all material/substances removed from site in their entirety including the safe removal of asbestos in accordance with current legislation.
31. The former floor slab will be broken out to a reduced level, ground compacted and prepared for a new macadam car parking surface.
32. Existing foul drainage will be located and removed where not connected to a live system.
33. Existing surface water drains can be adopted and used for car park drainage subject to planning conditions.
34. All existing services located within or around the demolition will be re-routed or replaced where serving other campus buildings.

Car Parking Access

35. During the demolition works, car parking and access to the campus may be severely restricted. This may be mitigated by using alternative parking such as at the Nottingham Forest Ground, where additional car parking spaces may need to be acquired for a temporary period.
36. Due to the time line involved in the demolition of the CLASP block, it is important that a decision in principle is obtained to demolish the building. The issues identified above require detailed consideration to seek resolution and unless stated otherwise will require additional funding above the £1.3m demolition bid identified by WOW. A further update report will be presented to F+P on these issues.

Other Options Considered

Centralised Offices

37. The CLASP building could be used to consolidate NCC accommodation needs onto one site primarily from the nearby Trent Bridge house and Sir John Robinson House (SJRH) in Arnold. However the building would require significant refurbishment, as it is unsuitable for continued use in its current state, and accommodation needs from outside the West Bridgford area are required in part due to their locality. The Smarter Working Programme will help to identify the type of accommodation that will be required in the future and where it should be located. This exercise is yet to be completed. The nature of the building, backlog repairs, cost and refurbishment supports previous reports presented to full Council, 9 December 2010 (WOW Business Case and Investment), that have concluded the building is no longer economically viable for longer term use.

Mothballing

38. The building could be 'mothballed' pending demolition; although it is expected the building would start to deteriorate after a period of time. In view of the high profile nature of the site this may result in criticism and may impact adversely on the image of the locality. However if the site was redeveloped, the demolition could form part of the works, transferring cost and any risk onto the developer. There may well be economies of scale in this approach. There would clearly be a reduction in price for the site to reflect this redevelopment cost.

Office Use by External User(s)

39. Economic Development has been approached by a company that wishes to explore the possibility of operating part of the CLASP building for office lets, also an approach has been made on behalf of a Government Department requiring accommodation. Such a use would prevent the Council from accessing the full savings of £178,000pa available, should the building be demolished. In addition, any use for office space is likely to require the building to be refurbished, thus making the use unviable.
40. At the time of report drafting the two potential interested parties have not formally confirmed their desire to occupy the building. A verbal update on the situation will be provided at committee. However any letting would be restrictive on any internal alterations and NCC would be required to actively manage the letting to minimise any health and safety risk. Particularly connected with the condition of the building and embedded asbestos.

Use as Temporary Decant Space

41. Consideration was given to using the CLASP building as decant space during the WoW project but this is now complete.

Reasons for Recommendations

42. The recommended course of action allows the Council to access the entire potential running cost savings of £178,000pa at the earliest possible opportunity

whilst also providing the time and information needed to properly consider and determine the best future use of the site for the Authority.

43. The building is deteriorating and immediate demolition will avoid any further costs arising from maintenance or health and safety risks.

44. There is no viable external or any internal requirement for the building.

Statutory and Policy Implications

45. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working 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 Committee approves:

- 1) The demolition of the CLASP building at the earliest opportunity;
- 2) The preparation of an option appraisal and detailed feasibility study which seeks to identify and review options available for the future use of the site; and
- 3) That the site of the building should be used as additional car parking for the County Hall campus, until further options have been considered.

Jas Hundal

Service Director – Transport, Property & Environment

For any enquiries about this report please contact: Alison Warren 0115 977 2094

Constitutional Comments (CEH 04.06.15)

46. The recommendations fall within the delegation to the Finance and Property Committee for consideration.

Financial Comments (GB 17.06.15)

47. The funding associated with these works is within the Council's approved capital programme.

Background Papers and Published Documents

48. CAMG bid for funding to demolish the CLASP building.

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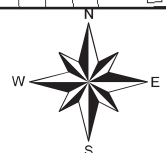
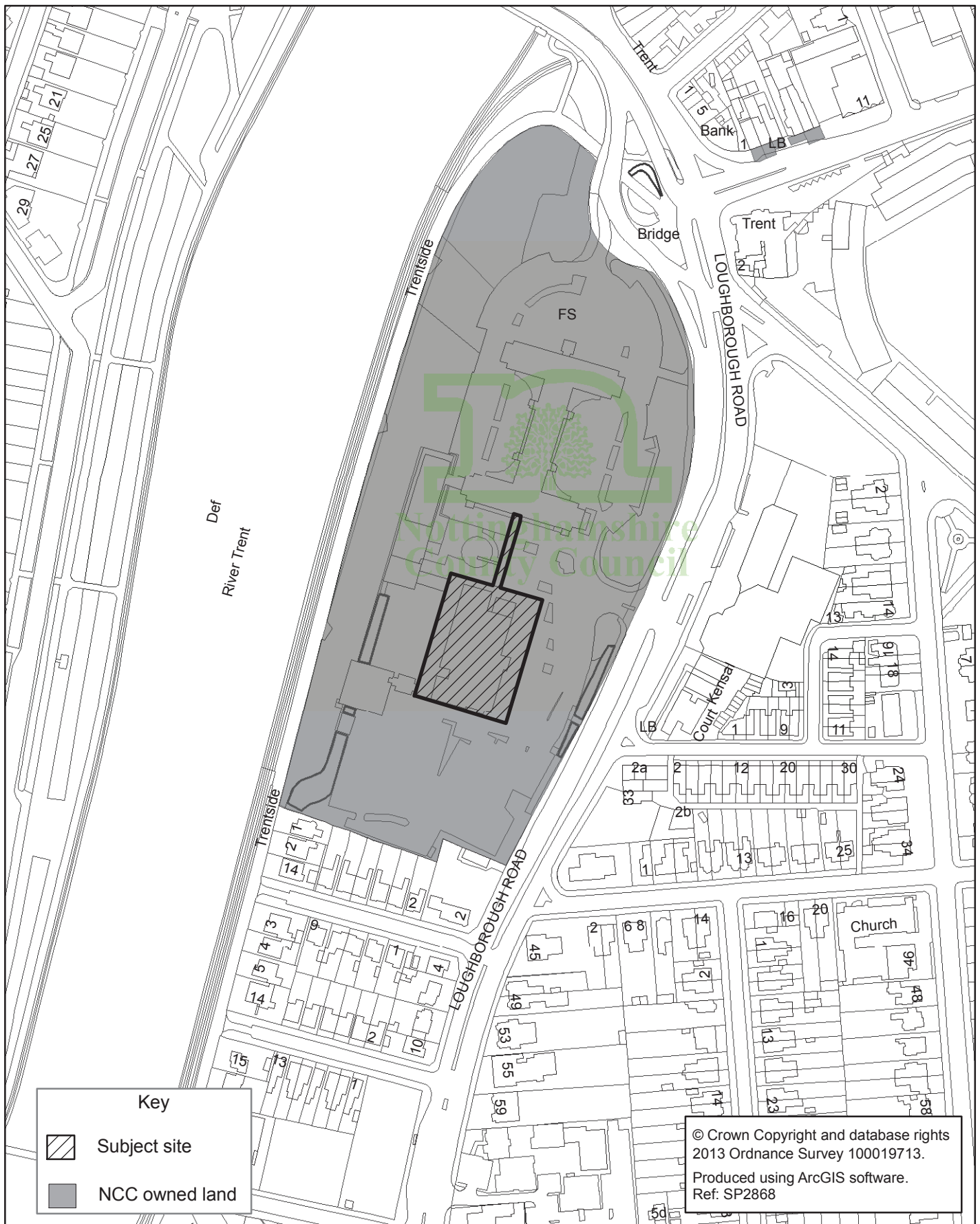
Electoral Division(s) and Member(s) Affected

49. Ward(s): West Bridgford Central and South
Member(s): Councillor Liz Plant, Councillor Steve Calvert

File ref.: /AJW/SB/00029

SP: 2868

Properties affected: 00029 - County Hall



29 June 2015**Agenda Item: 6f****REPORT OF SERVICE DIRECTOR TRANSPORT, PROPERTY &
ENVIRONMENT****OAKDALE LEARNING CENTRE, WESTFIELD LANE, MANSFIELD****Purpose of the Report**

1. To inform the Finance and Property Committee of the imminent closure of Oakdale Learning Centre, Mansfield.
2. That approval be given to a lease on terms set out in the exempt appendix.

Information and Advice

3. This report contains an exempt appendix, which is not for publication by virtue of paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended) (Information relating to any individual and the business affairs of a particular person (including the authority holding that information)). The exempt appendix provides details of the terms agreed. Disclosure of this information would prejudice the parties' commercial interests.
4. The Oakdale Learning Centre is a traditional brick construction property with a sheet metal roof which was purpose-built in 2007 for the Pupil Referral Unit and provides 857 sq m of accommodation (9221 sq. ft.). The building is in good condition.
5. It currently serves 5 schools in the west of the County and is commissioned to provide 26 places for pupils who have been permanently excluded from school, or who are currently not in other schools as a result of their behaviour.

Current Situation

6. In 2012 the County Council carried out a review of the provision it made for children with social, emotional and behavioural difficulties (SEBD) and from that review developed a strategy which established a collective responsibility for arrangements between partnerships of schools, individual schools and the County Council in order to deliver the required changes. The strategy was called 'Five Steps to Collective Responsibility'.
7. Since September 2013, there have been a number of significant developments in relation to the implementation of this strategy including the establishment of an approved database of providers of alternative education; the establishment of

secondary behaviour partnerships (SBAPs) across the County; the transfer of funding to these partnerships underpinned by a Memorandum of understanding (MOU); and more latterly the establishment of primary behaviour partnerships.

8. The role of the Pupil Referral Unit (PRU) has been re-defined and new relationships between the PRU and partnerships of schools have been developed. As a result of these new relationships the number of permanent exclusions has decreased and the corresponding reliance on the PRU has reduced. Exclusions have seen a reduction of 81% from the academic year 2011-12 (118 exclusions) to 2014/15 (22 exclusions). As a consequence the service provided by PRUs was reviewed and in 2014 a decision was made to close both Daybrook and Bassetlaw PRUs.
9. The projected number of places at Oakdale Learning Centre required for September 2015 will be at an all-time low of 13; prior to the reduction in numbers of exclusions Oakdale had operated at its physical capacity of 26, with many further students educated off-site. In recognition of this decline in usage of the Oakdale provision, a report was presented to the Children's & Young People's committee in March 2015 recommending closure of the service with effect from 31 August 2015. This was on the grounds of the service being no longer viable.

Specialist and Alternative Provision

10. Historically, a number of pupils who were placed in PRUs following their permanent exclusion have ended up being educated in special school or specialist provision. This is in recognition of underlying special educational needs. Nottinghamshire currently commissions specialist placements from other local authorities and from the independent non-maintained sector. It is recognised that this is often expensive, can be of variable quality, and in many cases is located some distance from the young person's community.
11. Given the constraints affecting both school and Local Authority budgets, and the limited opportunities for future growth, it was important to establish a future model for specialist SEBD provision which is financially realistic and viable. The new model is looking to establish primary, secondary and special school provisions for the north, centre and south of the County.

SEBD Provision for the Centre of Nottinghamshire

12. In September 2013, following an unfavourable Ofsted judgement for Beech Hill special school, Brunts Academy became the sponsor for the newly founded Beech Academy; the resulting partnership had The Evolve Trust as its overarching governance. In April 2014 all special schools were invited to express an interest in expanding capacity to develop SEBD provision for pupils with special educational needs. Derrymount, Orchard and Beech Academy were the only special schools who agreed to plan for this increase in their capacity.
13. As Beech Academy is the only central school that has agreed to increase its capacity, in principle terms have been agreed subject to Committee approval that grants The Evolve Trust a lease of the Oakdale PRU building. This will enable Beech Academy to increase capacity from 70 to 100 placements over a three year period. Terms of the proposed Lease are outlined in the exempt section of this report.

Other Options Considered

14. There are two primary alternative options for the future re-use of the property.

- Re-use the building to accommodate County Council staff currently located in Chadburn House and Byron House both of which are leased properties and in Mansfield. In summary there would be revenue savings of around £385,000 per annum.
- Disposal of the asset in order to secure a capital receipt
- The other option is to let the property on the open market for office use but this would not support the corporate objectives of the other two options.

Reason/s for Recommendation/s

15. There is a clear and urgent need to provide special school spaces by the start of September 2015. The SEND Policy & Provision service has responded to changing student numbers and budgetary restrictions and has identified benefits in the Evolve Trust providing the spaces via a letting of the Oakdale Centre. This would support Corporate Priority Five – young people who are most vulnerable are supported to reach their potential.

16. The re-use of the property for corporate office need would provide greater revenue savings. However, given the yet unassessed detailed cost of making the property fit for purpose represents an unknown variable and financial risk. In addition while this property does provide an opportunity for relocation it is unlikely to represent the only opportunity as further work is progressed under the one public estate initiative to re-use surplus space of partners. The Adoption Service accommodation needs to be in a location which is discrete and safe for both staff and service users and could present a challenge to find appropriate accommodation. Any move would also be premature in advance of conclusions established from the Smarter Ways of Working programme which will help inform the type, location and amount of corporate space required in the future.

17. The sale of the asset is an opportunity to support the Council's capital receipts programme however the property is clearly not surplus to requirements due to internal service need and at this present time is not available for sale.

Statutory and Policy Implications

18. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working 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) To inform the Finance and Property Committee of the imminent closure of Oakdale Learning Centre, Mansfield.
- 2) That approval be given to a lease on terms set out in the exempt appendix.

Jas Hundal

Service Director – Transport, Property & Environment

For any enquiries about this report please contact: Elizabeth Sanders 0115 977 2080

Constitutional Comments (SOM 16/6/2015)

19. This decision falls within the scope of decisions that may be approved by the Finance and Property Committee.

Financial Comments (TR 17.06.15)

20. The financial implications are set out in the exempt appendix to the report.

Background Papers and Published Documents

21. None.

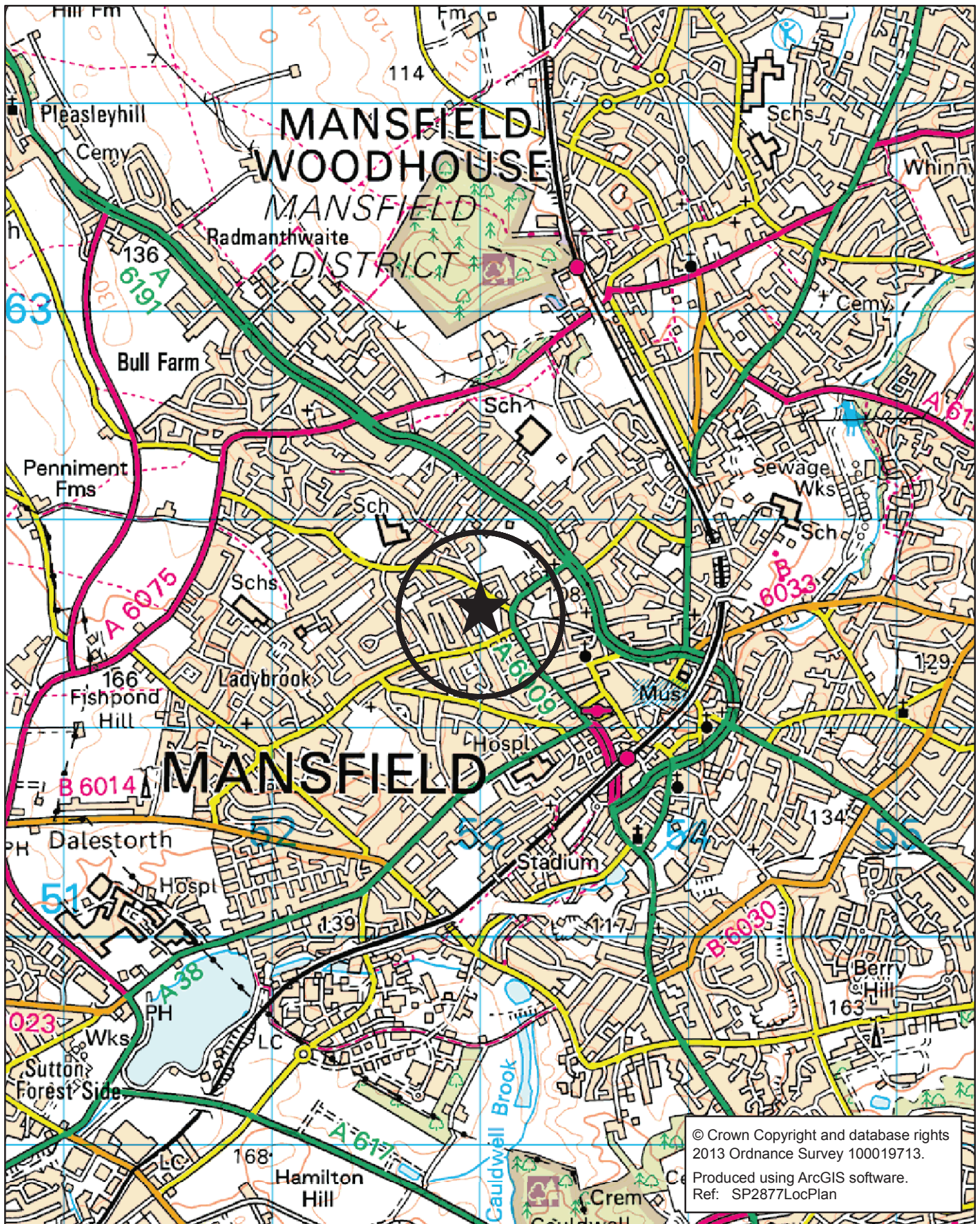
Electoral Division(s) and Member(s) Affected

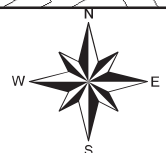
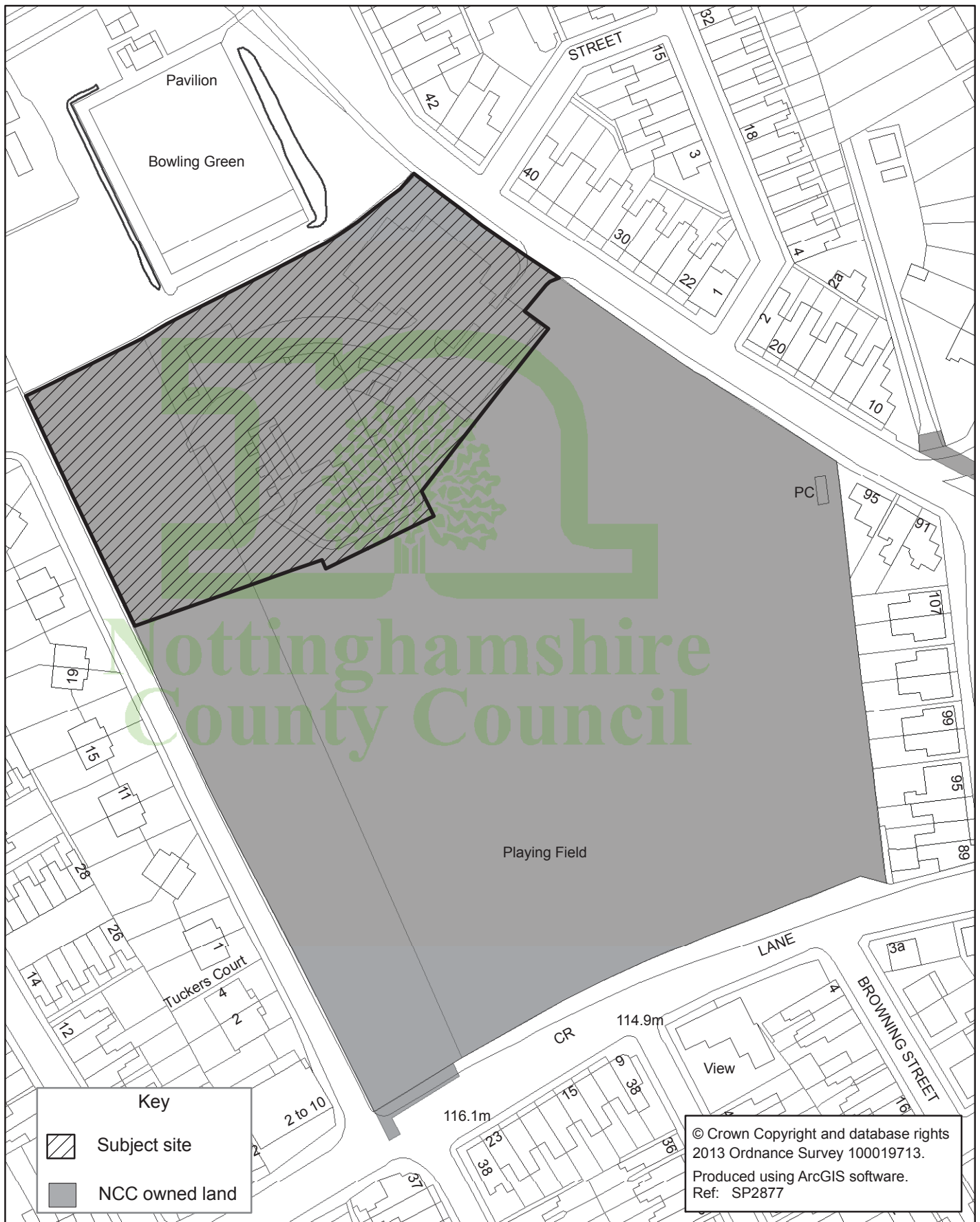
22. Ward(s): Mansfield West
Member(s): Councillor Darren Langton, Councillor Diana Meale

File ref.: /EAS/SB/02616

SP: 2877

Properties affected: 02616 - Oakdale Learning Centre





29 June 2015**Agenda Item: 7****REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Committee's work programme for 2015.

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 Chair and Vice-Chair, 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 revised committee arrangements from 2012, 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.

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 crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working 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: Pete Barker, x 74416

Constitutional Comments (HD)

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

Financial Comments (NS)

9. 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>
20 July 2015				
Monthly Budget & Capital Monitoring Report 2014/15	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
Property Transactions	Various	Decision	Jas Hundal	Various
14 September 2015				
Monthly Budget & Capital Monitoring Report 2014/15	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
Property Transactions	Various	Decision	Jas Hundal	Various
12 October 2015				
Monthly Budget & Capital Monitoring Report 2014/15	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
ICT Programmes and Performance Quarter 1	Progress Report	Info	Ivor Nicholson	Ivor Nicohlsen
Property Transactions	Various	Decision	Jas Hundal	Various
Councillors Divisional Fund	Quarterly report on Councillors Divisional Fund	Info	Jayne Francis-Ward	Paul Davies
9 November 2015				
Monthly Budget & Capital Monitoring Report 2014/15	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
Property Transactions	Various	Decision	Jas Hundal	Various
7 December 2015				
Monthly Budget & Capital Monitoring Report 2014/15	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
Property Transactions	Various	Decision	Jas Hundal	Various

