

Finance and Property Committee

Monday, 17 October 2016 at 14:00

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

AGENDA

1	Minutes of the last meeting held on 20 Sept	5 - 10
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	ICT Staffing Structure	11 - 20
5	Financial Monitoring Report Period 5 2016-17	21 - 34
6	Property Transactions	
6a	Commercial Operation at Rufford Country Park	35 - 42
6b	Land at Camberley Rd & Hoewood Rd, Bulwell - Disposal of part for Commercial Development	43 - 50
6c	Property Services End of Year Performance Report 2015-16	51 - 62
6d	Operational Decisions taken outside the Finance & Property Committee Cycle, June - August 2016	63 - 70
7	Work Programme	71 - 76

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.”

Note

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

EXEMPT INFORMATION ITEMS

9 Exempt appendices to reports:

9a Commercial Operation at Rufford Country Park EXEMPT

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

9b Land at Camberley Rd & Hoewood Rd, Bulwell - Disposal of part for Commercial Development EXEMPT

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

9c Property Services End of Year Performance Report 2015-16 EXEMPT

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

9d Operational Decisions taken outside the Finance & Property Committee Cycle, June - August 2016 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 Peter Barker (Tel. 0115 977 4416) 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 20 September 2016 (commencing at 2pm)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

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

Reg Adair	Liz Plant
Richard Butler	Mike Pringle
Kay Cutts	Darrell Pulk
Stephen Garner	Ken Rigby
Diana Meale	

OFFICERS IN ATTENDANCE

Pete Barker	Democratic Services
Mike Barnett	Team Manager, Highways (Via)
Joanna Cooper	Better Care Fund Programme Manager
Rebecca Croxson	Project Manager, ASCH and PP
Jayne Francis-Ward	Corporate Director, Resources
Tim Gregory	Corporate Director, Place
Jas Hundal	Service Director, Environment, Transport & Property
Ivor Nicholson	Service Director, ICT
Keith Palframan	Group manager, Finance
Andrew Stevens	Group Manager, Property
Nigel Stevenson	Service Director, Finance & Procurement

MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 18 July 2016, having been circulated to all Members, were taken as read and were confirmed, and were signed by the Chair:

APOLOGIES FOR ABSENCE

No apologies for absence were received.

DECLARATIONS OF INTERESTS

Councillor Garner declared a private interest in item 4, 'Lindhurst Update Valuation' owing to his involvement with groups opposed to the development and left the meeting at this point.

LINDHURST UPDATE VALUATION

RESOLVED: 2016/093

That the authorisation for the Corporate Director - Place (or his nominee) in consultation with the Chairman (or Vice Chairman in his absence) of the Finance and Property Committee to proceed to enter sale contracts on terms agreed by the Section 151 Officer and subject to their being in alignment with the valuation advice as referred to in the exempt appendix, be approved.

ICT PROGRAMMES AND PERFORMANCE QUARTER 1 2016-17

Councillor Garner re-joined the meeting prior to the consideration of this item.

RESOLVED: 2016/093

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

BETTER CARE FUND POOLED BUDGET – Q4 15/16 AND Q1 16/17 RECONCILIATION

RESOLVED: 2016/094

That the findings of the reconciliation of the BCF Pooled Fund be noted.

LEASE FOR OLDER ADULTS' SHORT TERM INDEPENDENCE ASSESSMENT ACCOMMODATION – POPPY FIELDS, MANSFIELD

RESOLVED: 2016/095

That approval be given to enter into leases of the 12 apartments within the Poppy Fields development, Mansfield on the terms outlined in the report and in accordance with the rents and draft Heads of Terms for the lease as set out in the Exempt Appendix to the main report.

Councillor Garner requested that his abstention from the above vote be recorded.

Councillor Adair, Councillor Butler and Councillor Cutts requested that their votes dissenting against the above decision be recorded.

GEDLING ACCESS ROAD – SCHEME UPDATE AND FUNDING AGREEMENTS

RESOLVED: 2016/096

- 1) Committee to approve that the final terms of the variation to the current funding agreement between the HCA and NCC to secure funding for land and property acquisition required to construct the Gedling Access Road is delegated to the Corporate Director, Place in consultation with both the Chair (or Vice-Chair) of Finance and Property Committee and the Chair (or Vice-Chair) of Transport and Highways Committee to approve the final terms of the funding agreement once agreed with the HCA.

- 2) Committee to approve that the final terms of the Payment and Escrow Account agreement between the HCA, NCC Keepmoat Homes Limited, Gowling WLG (UK) LLP and Keepmoat Limited to secure funding for the construction of the Gedling Access Road is delegated to the Corporate Director, Place in consultation with both the Chair (or Vice-Chair) of Finance and Property Committee and the Chair (or Vice-Chair) of Transport and Highways Committee to approve the final terms of the funding agreement once agreed with all parties.
- 3) Committee to approve that the final terms of the agreement between GBC and NCC to secure funding from CIL for the construction of the Gedling Access Road is delegated to the Corporate Director, Place in consultation with both the Chair (or Vice-Chair) of Finance and Property Committee and the Chair (or Vice-Chair) of Transport and Highways Committee to approve the final terms of the funding agreement once agreed with GBC following approvals by members at GBC.
- 4) Note the current position in relation to the funding streams not requiring additional approvals by Finance & Property Committee including the proposed full business case submission to D2N2, NCC county capital funding and contributions from section 106 agreements.
- 5) Approve the acquisition of land included in the Enabling Works agreement as shown on the enclosed plan GAR/NCCL01 between the HCA and NCC required for the delivery of the GAR.

DISPOSAL OF FORMER RAILWAY LAND AT GEDLING COLLIERY

RESOLVED: 2016/097

That approval be re-affirmed for the disposal of 1.89 Hectares of land at Gedling Colliery with additional conditions as set out in the exempt appendix.

FINANCIAL MONITORING REPORT: PERIOD 4 2016/2017

RESOLVED: 2016/098

- 1) That the revenue budget expenditure to date and year end forecasts be noted.
- 2) That the requests for the transfer of budget responsibility be approved.
- 3) That the Capital Programme expenditure to date and year end forecasts be noted and the variances to the Capital Programme be approved.
- 4) That the Council's Balance Sheet transactions be noted.
- 5) That the performance of the Procurement Team be noted.
- 6) That the performance of the Accounts Payable and Accounts Receivable teams be noted.

SELF-SUFFICIENT LOCAL GOVERNMENT: 100% BUSINESS RATES RETENTION

RESOLVED: 2016/099

- 1) That Members approve the proposed County Council's draft response to the Government's consultation on 100% Business Rates Retention.

- 2) That Members delegate authority to the Section 151 Officer, in consultation with the Chair and main Opposition Group's Lead Member, to make any final amendments prior to submission of the response.

FAIR FUNDING REVIEW

RESOLVED: 2016/100

That the County Council's response to the Government's call for evidence on the Fair Funding Review regarding needs and distribution, be approved.

MULTI-YEAR FINANCIAL SETTLEMENTS, FLEXIBLE USE OF CAPITAL RECEIPTS AND EFFICIENCY PLANS

RESOLVED: 2016/101

- 1) The acceptance of the 4 year financial settlement and supporting Efficiency Plan be approved and the delegation of responsibility to the S151 Officer to write to the Secretary of State accordingly be approved.
- 2) The flexibility offered in the use of capital receipts be noted.

REVISED FINANCIAL REGULATIONS

RESOLVED: 2016/102

That Full Council approve the proposed revisions to the County Council's Financial Regulations.

COUNCILLORS' DIVISIONAL FUND MONITORING REPORT

RESOLVED: 2016/103

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

SITE ACQUISITION, CRESCENT PRIMARY SCHOOL, BOOTH CRESCENT, MANSFIELD

RESOLVED: 2016/104

That the acquisition of 0.575 hectares land, being part of the Crescent Primary School site, Booth Crescent, Mansfield, be approved.

CLIFTON ROAD, RUDDINGTON

RESOLVED: 2016/105

That the acquisition of land at Clifton Road, Ruddington be approved in order to construct a footpath.

FORMER HIGHWAY DEPOT NEWARK – UPDATE

RESOLVED: 2016/106

That the contents of the report be noted.

WORK PROGRAMME

RESOLVED: 2016/107

That the Committee's work programme be noted.

EXCLUSION OF THE PUBLIC

RESOLVED: 2016/108

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

LINDHURST UPDATE VALUATION

Councillor Garner left the meeting prior to the consideration of this item and did not return.

RESOLVED: 2016/109

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

LEASE FOR OLDER ADULTS' SHORT TERM INDEPENDENCE ASSESSMENT ACCOMMODATION – POPPY FIELDS, MANSFIELD

RESOLVED: 2016/110

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

GEDLING ACCESS ROAD – SCHEME UPDATE AND FUNDING AGREEMENTS

RESOLVED: 2016/111

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

DISPOSAL OF FORMER RAILWAY LAND AT GEDLING COLLIERY

RESOLVED: 2016/112

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

CLIFTON ROAD, RUDDINGTON

RESOLVED: 2016/113

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

FORMER HIGHWAY DEPOT NEWARK – UPDATE

RESOLVED: 2016/114

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

The meeting closed at 4.02pm.

CHAIR

17 October 2016**Agenda Item: 4****REPORT OF THE SERVICE DIRECTOR, ICT****ICT STAFFING STRUCTURE****Purpose of the Report**

1. To approve the revised staffing structure of the ICT Services Division.

Information and Advice

2. The current ICT Services staffing structure was approved by this committee in January 2014. The focus at that time was to reduce staff numbers and significantly change the roles and responsibilities of staff so that the focus of the service is on delivering *reliability* and *supporting business transformation* through the use of technology. Some of the key changes at that time included:
 - A technology partnering approach that has enabled ICT staff to better engage at a strategic level with departments in order to influence, shape and support business change;
 - A split of the RUN (day to day support service) and CHANGE functions in order to enable one team to focus on reliability;
 - A reduced RUN function to support an increased customer-facing provision;
 - Greater use of private sector partners in both RUN and CHANGE activities;
 - Access to “flex” budget/resources based on organisational demand.
3. The current substantive staffing structure of ICT Services is set out in Appendix 1 and contains 188FTE posts. Staffing resources are split into 3 groups with 1 focussing on the support of live services and maintaining service reliability (Operational Delivery), and 2 focussed on technical design and supporting technology/business change. ICT Services operates a hybrid operating model which consists of in-house teams (the 188FTE), private sector supplier teams and contractor resources. This model has been effective in flexing resources up and down to respond to business demand and available budget. The model has also been cost effective, with Nottinghamshire County Council in the lowest cost quartile of national CIPFA benchmarking for its ICT support.
4. Business cases for cost savings from staffing reductions have been approved by the County Council and this revised staffing structure, to be implemented by April 2017, will deliver these and re-size the sold service to schools.

Proposals

5. It is proposed to retain the 3 operational groups as this has proved an effective means of service delivery. The split of functions between in-house, private sector supplier and contractors will continue, as set out in Appendix 2.
6. The proposed in-house staffing structure is set out in Appendix 3 and moves ICT Services from 188FTE posts down to 155FTE posts, which is a reduction of 33FTE posts (18%). Of the 155FTE there will be 19FTE funded from the sale of services to schools, but this may change depending on future demand. This is a much smaller in-house ICT team and will necessarily curtail the amount of business change activity that can be achieved without “flex” funding for new technology initiatives. Three Team Manager roles (19%) will be deleted (Technology Partner, Enterprise Architect and Desktop Services Manager).
7. Each of the 3 operational groups will be headed by a Group Manager, but there are changes to team responsibilities to reflect the business drivers for change outlined in paragraph 5. The 3 groups are focussed on *Architecture and Technical Design*; *Build, Change and Engagement*; and *Operational Delivery*.
 - The *Architecture and Technical Design Group* determines the technologies and their use in the organisation to meet business need. The group reviews all propositions for new technologies and this will include those that may have a commercial value for sold services. Increasingly important aspects of responsibility will be technology integration as we support more joined up public services (e.g. health integration activities) and technical security as we move our infrastructure to a *cloud* provided model, and so two Senior Technical Architect roles have been created.
 - The *Build, Change and Engagement Group* brings together the *delivery of change* resources into one area. The roles incorporate the customer facing ones that identify business requirements and manage the change processes (Technology Partners, Programme and Project Managers, Business Analysts, Deployment Support) as well as the technical specialist resources that build and deploy the new technology solutions. This group is downsized and will rely on “flex” funding and resources to maintain current levels of activity.
 - The Operational Delivery Group comprises the activities associated with the running and support of the day to day ICT services. The traded services functions to schools are also delivered from this group and are downsized to reflect current demand. There will be reductions to the number of ICT engineers and technical specialists, plus some reorganisations to teams.
8. ICT Services has responsibility for the operation and support of a complex ICT estate and the amount of ICT being consumed by users is growing. Staff reductions have therefore been proposed across many teams to minimise the impact, but there will be less cover for specialist skills, there will be fewer resources for business change activity and so it will be necessary to implement changes to how ICT requests for work are reviewed, approved, prioritised and scheduled. The day to day support capacity will be reduced and so more reliance will be placed on the providers of systems to support their own products and any consequent incidents.

9. ICT Services has adopted an approach of only covering vacant posts on a temporary basis where possible, until a clearer view on future requirements was determined. There are therefore currently 13FTE post vacancies that are proposed for deletion as part of the restructuring.

Process

10. A consultation document on the proposed staffing structure and direction of travel was issued to all ICT Services staff on 20th July 2016. This was accompanied by staff briefings and discussions at team meetings. Staff feedback and actions taken have been captured and shared on an ongoing basis throughout the consultation period, which concluded on 7th September 2016. There have also been discussions with the departmental Joint Consultative and Negotiating Panel (JCNP) and with the ICT union and branch representatives. Some changes to the structure were made on the basis of feedback.
11. The established HR processes will be followed to identify redundancies and where necessary posts will be filled using the agreed Enabling Process.

Financial Savings

12. The proposed staffing structure resizes the service to 155FTE posts and the reduction of 33 FTE (18%) will deliver the £900k of financial savings that are required to align with reduced corporate and school funding.
13. Costs associated with redundancies will arise in 2016/2017 and will be funded from central reserves.

Other Options Considered

14. ICT Services along with all Corporate Services are currently part of a Corporate Services Review and other options will be considered as part of that review.

Reason for Recommendation

15. To implement the business cases approved by Members.

Statutory and Policy Implications

16. 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

It is recommended that the proposed new structure for ICT Services be approved.

Ivor Nicholson
Service Director - ICT

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

Constitutional Comments: (LMcC 27/09/16)

Finance and Property Committee is the appropriate body to consider the content of this report. It is responsible for approval of staffing structures as required, and has responsibility for the Council's information and communication technology strategy.

HR Comments: (JP 28/09/16)

Employees have been fully informed of the proposed restructure and have been consulted on the details of the proposals. Consultation with the trade unions has taken place through formal channels. The County Council agreed enabling process will be used to make appointments to posts within the new ICT structure. Mitigations will be explored to protect the employment of any displaced staff wherever possible.

Financial Comments: (SES 04/10/16)

The financial implications are set out in the report.

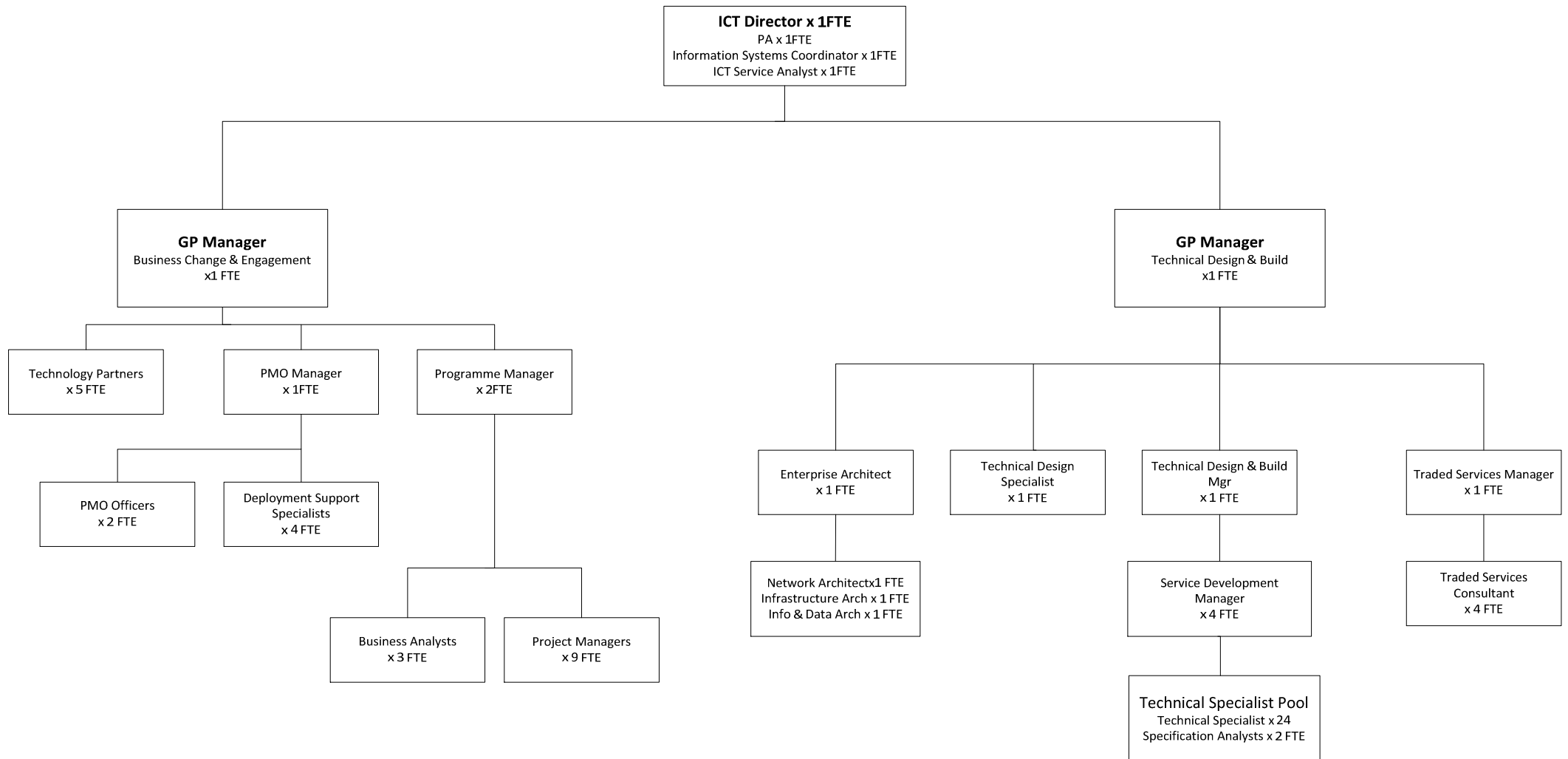
Background Papers

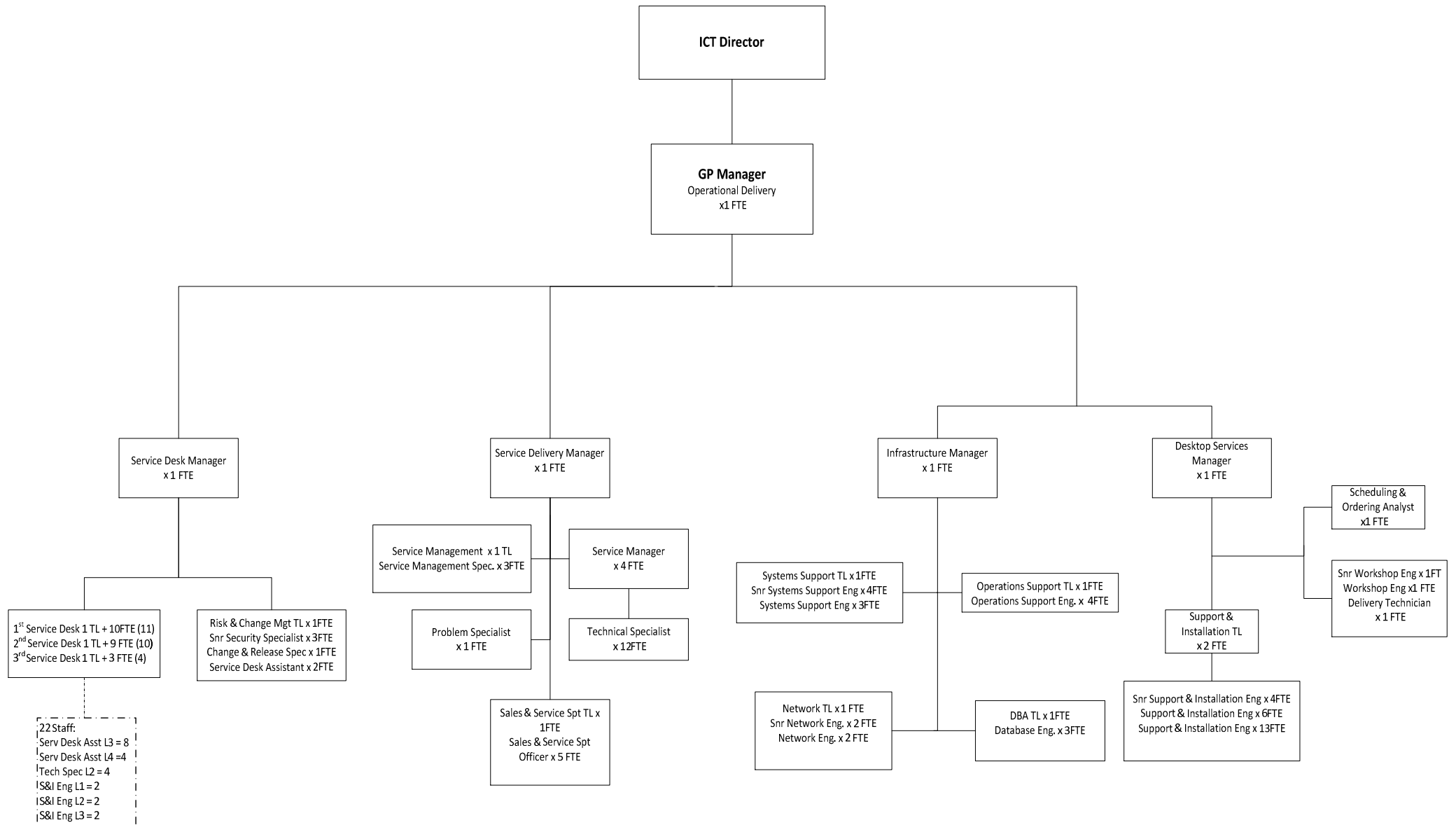
None

Electoral Division(s) and Member(s) Affected

All

ICT Services Current Staffing Structure





How the Core Services are provided

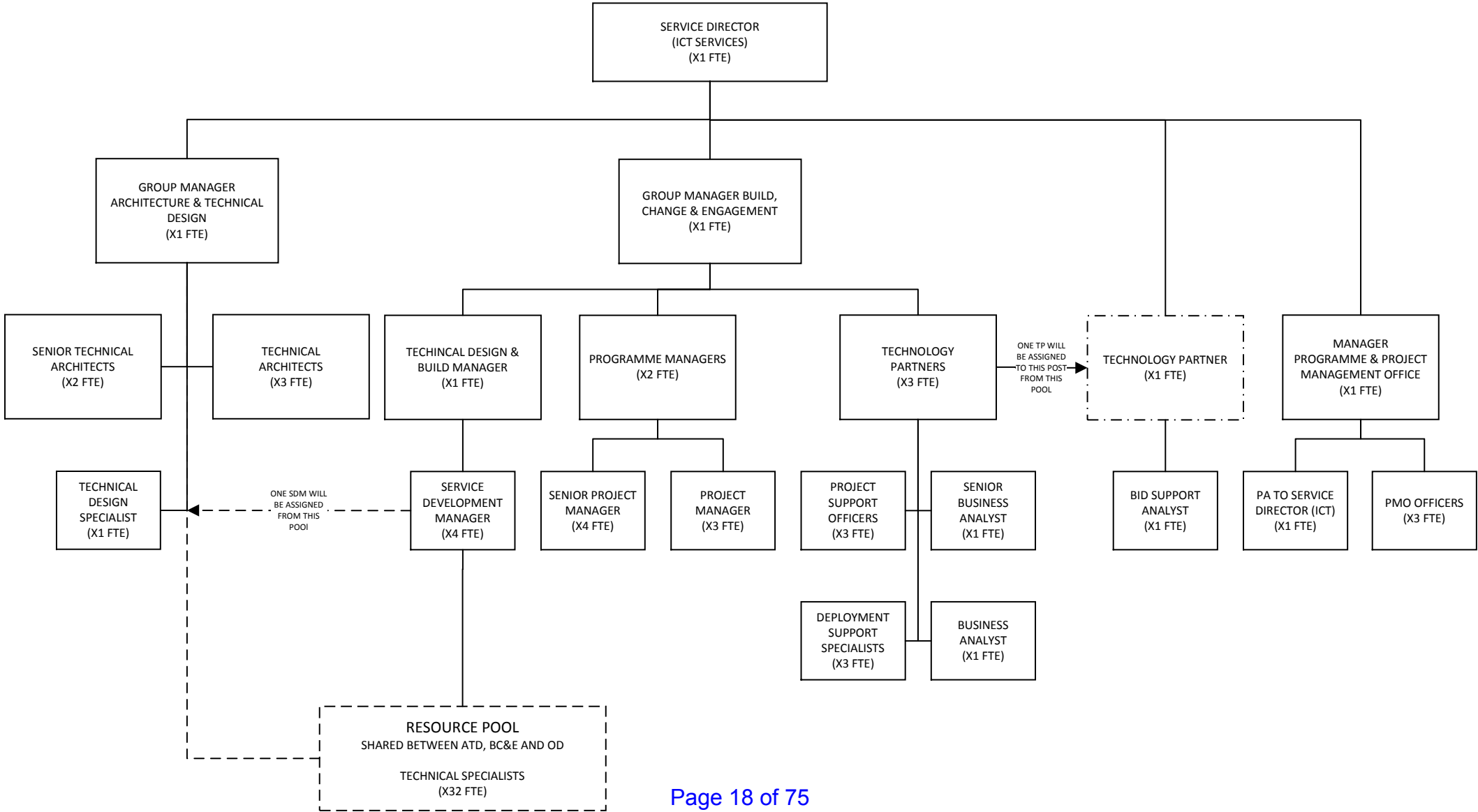
Leadership and management (I)

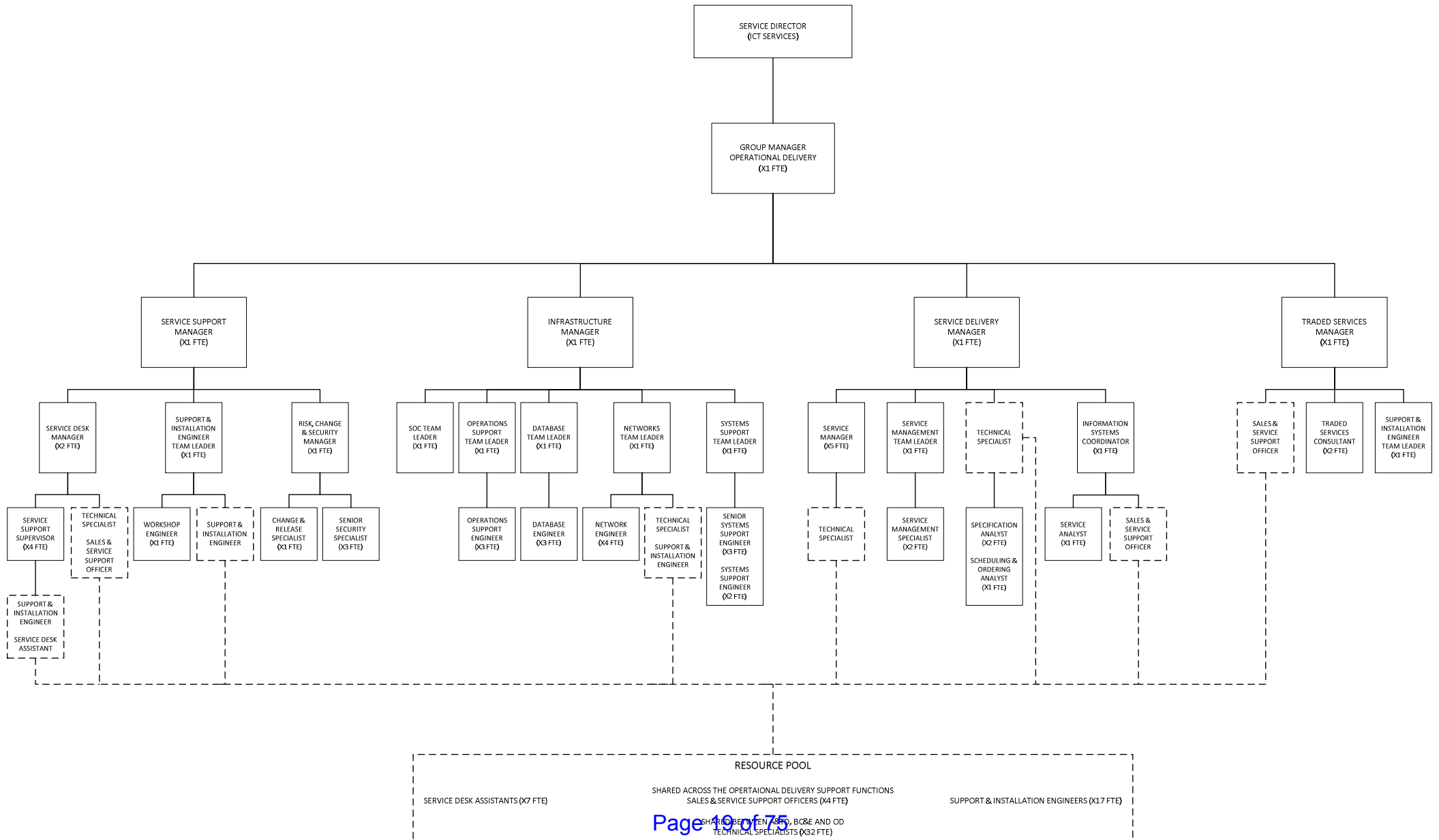
CHANGE ACTIVITY	RUN ACTIVITY
Business partnering (I) Business analysis (I, C) Solutions identification/appraisal (I, C) Solutions design & architecture (I, C) Commissioning (I) Managing demand & resources (I) Programme & project management (I, C) Solutions build & test (I, C) Security architecture & policy (I, C) Transition of new solutions to BAU (I, C) Deployment support (I, C)	Supplier management (I) Service desk & requests (I, C) Managing incidents (I, S) Broadband network (S) Internet services (S) Site networks & equipment support (I, S) Server management & support (S) Storage & back-up services (S) Devices support (I, S) Business applications support (S) Enterprise applications support (I, S) Risk & security management (I) Database management (I)

KEY

I – in-house
 C – contractor (flex resources)
 S – supplier (supplier contractor)

ICT SERVICES
ARCHITECTURE & TECHNICAL DESIGN AND BUILD, CHANGE & ENGAGEMENT





17 October 2016

Agenda Item: 5

REPORT OF THE SERVICE DIRECTOR – FINANCE, PROCUREMENT AND IMPROVEMENT

FINANCIAL MONITORING REPORT: PERIOD 5 2016/2017

Purpose of the Report

1. To provide a summary of the revenue position of the County Council for the year to date with year-end forecasts.
2. To provide a summary of Capital Programme expenditure to date and year-end forecasts and approve variations to the capital programme.
3. To inform Members of the Council's Balance Sheet transactions.

Information and Advice

Background

4. The Council approved the 2016/17 budget at its meeting on 25 February 2016. As with previous financial years, progress updates will be closely monitored and reported to both management and Committee on a monthly basis.

Summary Revenue Position

5. Table 1 below summarises the revenue budgets and forecast outturn for each Committee. A £0.8m net overspend is currently predicted. In light of the Council's continuing financial challenges, the key message to effectively manage budgets and wherever possible deliver in-year savings is being reinforced.

Table 1 – Revenue Expenditure and Forecasts as at Period 5

Forecast Variance as at Period 4 £'000	Committee	Annual Budget £'000	Actual to Period 5 £'000	Year-End Forecast £'000	Latest Forecast Variance £'000
4,776	Children & Young People	136,537	49,273	141,294	4,757
(2,370)	Adult Social Care & Health	220,563	69,747	217,517	(3,046)
364	Transport & Highways	59,769	20,807	60,115	346
191	Environment & Sustainability	31,498	9,497	31,817	319
272	Community Safety	3,136	294	3,348	212
(98)	Culture	13,080	5,015	13,055	(25)
(375)	Policy	25,045	8,808	24,753	(292)
(266)	Finance & Property	30,482	17,008	30,213	(269)
(86)	Personnel	2,635	1,072	2,550	(85)
63	Economic Development	1,465	373	1,536	71
(931)	Public Health *	5,716	(1,684)	4,809	(907)
1,540	Net Committee (under)/overspend	529,926	180,210	531,007	1,081
(751)	Central items	(17,099)	41	(19,763)	(2,664)
-	- Schools Expenditure	(180)	(180)	(180)	-
113	Contribution to/(from) Traders	575	2,191	624	49
902	Forecast prior to use of reserves	513,222	182,262	511,688	(1,534)
(19)	Transfer to / (from) Corporate Reserves	(18,344)	(20)	(18,363)	(19)
1,140	Transfer to / (from) Departmental Reserves	(12,241)	(278)	(9,934)	2,307
-	- Transfer to / (from) General Fund	(3,741)	-	(3,741)	-
2,023	Net County Council Budget Requirement	478,896	181,964	479,650	754

* The actual net expenditure for Public Health is skewed depending upon the timing of the receipt of grant.

Committee and Central Items

6. The main variations that have been identified are explained in the following sections.

Children & Young People (forecast £4.8m overspend)

7. The Children's Social Care Division is reporting a forecast net overspend of £2.8m (£2.8m after the planned use of grant reserves). The major contributing variances are:

- £0.1m underspend on staffing in social work and safeguarding teams. There is a continued reduction in forecast spend due to a very successful recruitment campaign with 75 new recruits being appointed of which more than 50% are newly qualified social workers (NQSWS). This successful recruitment has resulted in a lower reliance on agency staff.
- £2.6m overspend on Provider Services (Looked After Children placements). This is made up of £1.3m overspend on external residential and supported accommodation placements, £1.2m achievability issues with the 2016/17 savings target, £0.4m overspend on Fostering mainly due to the Fostering Futures Scheme and £0.1m overspend on Social, Emotional and Behavioural Difficulties (SEBD) homes and 16/17 year olds living independently, £0.2m on all other budgets (CAMHS, Edge of Care, etc.). This is offset by an underspend on Adoption interagency placements due to the receipt of the Interagency adoption grant £0.4m and the Contact Service of £0.1m.

- £0.3m overspend on transport as demand continues to exceed the budget. This has reduced due to more rigorous application of eligibility criteria regarding foster carers travel claims.
 - £0.1m overspend on the Children's Disability Services (CDS) residential homes due to an income shortfall of £0.2m from the inability to sell beds to other authorities and the reduction in health funding for The Big House, offset by £0.1m underspend on employees and running costs.
 - £0.2m underspend on non LAC placements i.e. Child Arrangement, Special guardianship orders and Adoption Financial Support payments. A budget pressure of £0.6m was agreed for these payments but the current forecast is showing lower growth than was previously projected.
 - £0.2m overspend on all other budgets mainly due to Section 17 payments.
8. The Education Standards and Inclusion Division is reporting a forecast net overspend of £2.1m (£2.1m after the planned use of grant reserves). The major contributing variances are:
- £2.4m overspend on Special Education Needs and Disability (SEND) home to school transport (£1.9m pre-16 and £0.5m post-16). The overspend is consistent with period 4. It does not reflect any changes for the new academic year. This also reflects the achievability issues with the 2016/17 savings target of £0.6m.
 - £0.1m overspend on historic ongoing pension enhancements for schools based staff.
 - £0.1m underspend on Governing Body Services due to the over achievement of the sold service income target.
 - The above variances are partially offset by maximising the use of £0.3m uncommitted Pupil Premium Grant and Higher Level Teaching Assistants Grant.
9. The Youth, Families and Culture Division is reporting a forecast net overspend of £0.2m (£0.1m after budgeted use of grant reserves). This mainly consists of:
- £0.5m overspend in the Integrated Disability Service on Flexible and Targeted Short Breaks and Disabled Children's Access to Childcare (DCATCH). This is partially offset by maximising the use of uncommitted SEND Reform Grant (£0.2m).
 - £0.1m underspend within the Family Service due to staff vacancy savings and reduced spend within Activities and Support budgets. This is an early delivery of next year's savings and as such is a temporary underspend.
10. An underspend of £0.4m in Business Support is forecast which relates to savings associated with holding vacancies in anticipation of future years' budget savings. A report is being taken to a future meeting of the Personnel Committee in respect of the business support review.
11. As a result of the current overspend and the clear requirement to make reductions in budget over the lifetime of the current Medium Term Financial Strategy, a plan has been put in place which consists of four main strands of work:
- 1) A review of Looked After Children
 - 2) A review of Special Educational Needs transport
 - 3) A whole Departmental review
 - 4) A restriction of in-year spend

Members have been briefed on this plan and regular updates will be provided.

Adult Social Care & Health (forecast £3.0m underspend)

12. The Strategic, Commissioning, Access and Safeguarding Division is currently reporting a breakeven position (a net overspend of £0.1m after the planned use of reserves). It is comprised of the following:

- Client Contribution income is now forecasting a shortfall of £0.5m, primarily due to an underachievement of property income. This is a reduction in shortfall of £0.5m since period 4 and reflects an increase in residential income.
- The contribution to the Integrated Community Equipment Loans Scheme (ICELS) Pooled Budget is still forecast to be £0.2m less than budget, due to contract re-negotiations with County Health Partners.
- The Access and Safeguarding Teams are still forecasting a £0.1m underspend due to staffing vacancies.
- There is a £0.2m underspend expected on the Advocacy contract. The new contract commences in October and has come in under budget.

13. The North Nottinghamshire Division is currently forecasting a net underspend of £0.2m against the budget and comprises the following :

- Residential Services are forecasting a £0.1m overspend due to increased agency costs and reduced income from the CCG's following removal of funding for the Step up beds.
 - Day Services and Employment are forecasting a reduced underspend of £0.2m due to increased staffing and transport costs.
- Bassetlaw Community Care are forecasting an increased underspend of £0.2m. This is an increase of £0.1m due to reductions in Older Adults spend.

14. The Mid and South Divisions are forecasting a net underspend of £2.4m (£1.3m after the planned use of reserves).

- Older Adults across the County are now forecasting an underspend of £1.6m. This is a reduction of £0.7m since period 4 due to further reductions in long term residential and nursing costs. The underspend is primarily due to underspends on staffing and direct payments.
- Younger Adults across the County are forecasting an underspend of £0.3m. There is still an overspend on Supported Living and Long term residential and Nursing placements primarily due to Transforming Care Cases which are only partly offset by additional income.
- The other cost centres across the division are forecasting a net underspend of £0.5m.

15. The Transformation Division is currently forecasting an underspend of £0.3m (a £0.4 overspend after the use of reserves) against the budget.

16. The County Council is seeking funding from the Clinical Commissioning Groups to cover the full cost of the Transforming Care Packages and, if this is successful, the overall Committee's net underspending may increase by up to £2m.

Public Health (£0.9m underspend)

17. This forecast underspend is due mainly to slippage in activity against the Obesity Programme which will be re-programmed into the 2017/18 and 2018/19 financial years, together with an underspend against the Smoking and Tobacco Programme and the Public Health Directorate.

18. The overall County Council forecast assumes that this net underspend will be transferred to the Public Health reserve.

Central Items (forecast £2.7 underspend)

19. Central Items primarily consists of interest on cash balances and borrowing, together with various grants, contingency and capital charges.

20. At the time of setting the 2016/17 budget, several funding allocations had not been announced and therefore assumptions about certain grants were made, based on the best information available at the time. Throughout the year confirmations are received, and current forecasts suggest a net additional grant of £1.4m will be received in 2016/17.

21. Interest payments fluctuate depending on expectations of future rates and anticipated slippage on the capital programme. Current Treasury Management forecasts suggest a net overspend on interest of £0.7m.

Requests for Contingency

22. The Council budget includes a contingency budget of £5.5m to cover redundancy costs, slippage of savings and unforeseen events. Contingency requests approved previously and including the request below total £2.4m leaving a balance of £3.1m for future requests. Table 1 assumes that the original contingency allocation will be used before year end as new requests are likely to emerge.

23. A full review of the 2015/16 year end position in the Adult Social Care and Health Committee has been undertaken. The review identified a number of permanent reductions totalling £2.0m. Table 1 reflects that a budget adjustment has been processed to transfer the budget from the ASCH Committee budget into contingency. However the forecast outturn has assumed that this element of the contingency budget will not be spent during the year.

Transfer to / (from) reserves

24. A review of reserves has been undertaken to identify surplus earmarked reserves that can be released to support the budget and form part of the overall budget strategy. In total £4m of earmarked reserves have been transferred to general balances. This transfer was anticipated when the Council approved the Medium Term Financial Strategy in February.

Progress with savings and risks to the forecast

25. Council on 25 February 2016 approved savings proposals of £17.6m for delivery over the four year period 2016-20. These proposals are in addition to those approved previously by County Council. 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.

26. Issues associated with the achievement of savings relating to Looked After Children Provider Services, SEND Home to School Transport and Independent Travel Training are being reviewed. The outcome of the reviews will be reported to the Corporate Leadership Team and subsequently to Finance and Property Committee.

Capital Programme

27. Table 2 summarises changes in the gross Capital Programme for 2016/17 since approval of the original programme in the Budget Report (Council 25/02/16):

Table 2 – Revised Capital Programme for 2016/17

	2016/17	
	£'000	£'000
Approved per Council (Budget Report 2016/17)		112,345
Variations funded from County Council Allocations : Net slippage from 2015/16 and financing adjustments	8,127	
		8,127
Variations funded from other sources : Net slippage from 2015/16 and financing adjustments	422	
		422
Revised Gross Capital Programme		120,894

28. Table 3 shows actual capital expenditure to date against the forecast outturn at Period 5.

Table 3 – Capital Expenditure and Forecasts as at Period 5

Committee	Revised Capital Programme £'000	Actual Expenditure to Period 5 £'000	Forecast Outturn £'000	Expected Variance £'000
Children & Young People	43,508	8,565	41,983	(1,525)
Adult Social Care & Health	7,863	1,713	6,765	(1,098)
Transport & Highways	39,166	9,756	39,162	(4)
Environment & Sustainability	3,128	83	3,128	-
Community Safety	100	-	100	-
Culture	2,177	-	2,081	(96)
Policy	255	74	255	-
Finance & Property	16,309	3,777	14,637	(1,672)
Personnel	372	222	262	(110)
Economic Development	6,681	1,033	6,009	(672)
Contingency	1,335	-	1,335	-
Total	120,894	25,223	115,717	(5,177)

Children and Young People

29. In the Children and Young People's Committee capital programme, a forecast underspend of £1.5m has been identified. This is as a result of slippage against the Schools Capital Refurbishment Programme. Feasibility works relating to heating and drainage schemes are ongoing and it is anticipated that an element of these projects will slip into the next financial year.

It is proposed that the Children and Young People's capital programme is varied to reflect the slippage against the Schools Capital Refurbishment Programme.

Adult Social Care and Health

30. In the Adult Social Care and Health Committee capital programme, a forecast underspend of £1.1m has been identified. This is as a result of the Council's contributions to three Living at Home projects being re-profiled into 2017/18.

It is proposed that the Adult Social Care and Health capital programme is varied to reflect the Living at Home re-profiled funding.

Finance and Property

31. In the Finance and Property Committee, a forecast underspend of £1.7m has been identified. This is mainly as a result of slippage against the Energy Saving Scheme (£1.0m) as feasibility costs against a major project has resulted in the main costs of the project being re-profiled into 2017/18.

It is proposed that the Finance and Property Committee capital programme is varied to reflect the Energy Saving re-profiling.

32. In addition, minimal expenditure is anticipated against the Lindhurst development project as negotiations continue, resulting in forecast slippage of £0.5m.

Financing the Approved Capital Programme

33. Table 4 summarises the financing of the overall approved Capital Programme for 2016/17.

Table 4 – Financing of the Approved Capital Programme for 2016/17

Committee	Capital Allocations £'000	Grants & Contributions £'000	Revenue £'000	Reserves £'000	Gross Programme £'000
Children & Young People	19,909	23,299	-	300	43,508
Adult Social Care & Health	6,528	1,083	252	-	7,863
Transport & Highways	10,644	28,172	-	350	39,166
Environment & Sustainability	1,853	62	600	613	3,128
Community Safety	100	-	-	-	100
Culture	2,177	-	-	-	2,177
Policy	255	-	-	-	255
Finance & Property	16,009	50	-	250	16,309
Personnel	-	82	-	290	372
Economic Development	4,040	2,574	67	-	6,681
Contingency	1,335	-	-	-	1,335
Total	62,850	55,322	919	1,803	120,894

34. It is anticipated that borrowing in 2016/17 will increase by £2.9m from the forecast in the Budget Report 2016/17 (Council 25/02/2016). This increase is primarily a consequence of:

- £23.5m of net slippage from 2015/16 to 2016/17 and financing adjustments funded by capital allocations.
- Variations to the 2016/17 capital programme funded from capital allocations totalling £15.4m as approved to the September 2016 Finance and Property Committee meeting.
- Net slippage in 2016/17 of £5.2m of capital expenditure funded by capital allocation identified as part of the departmental capital monitoring exercise.

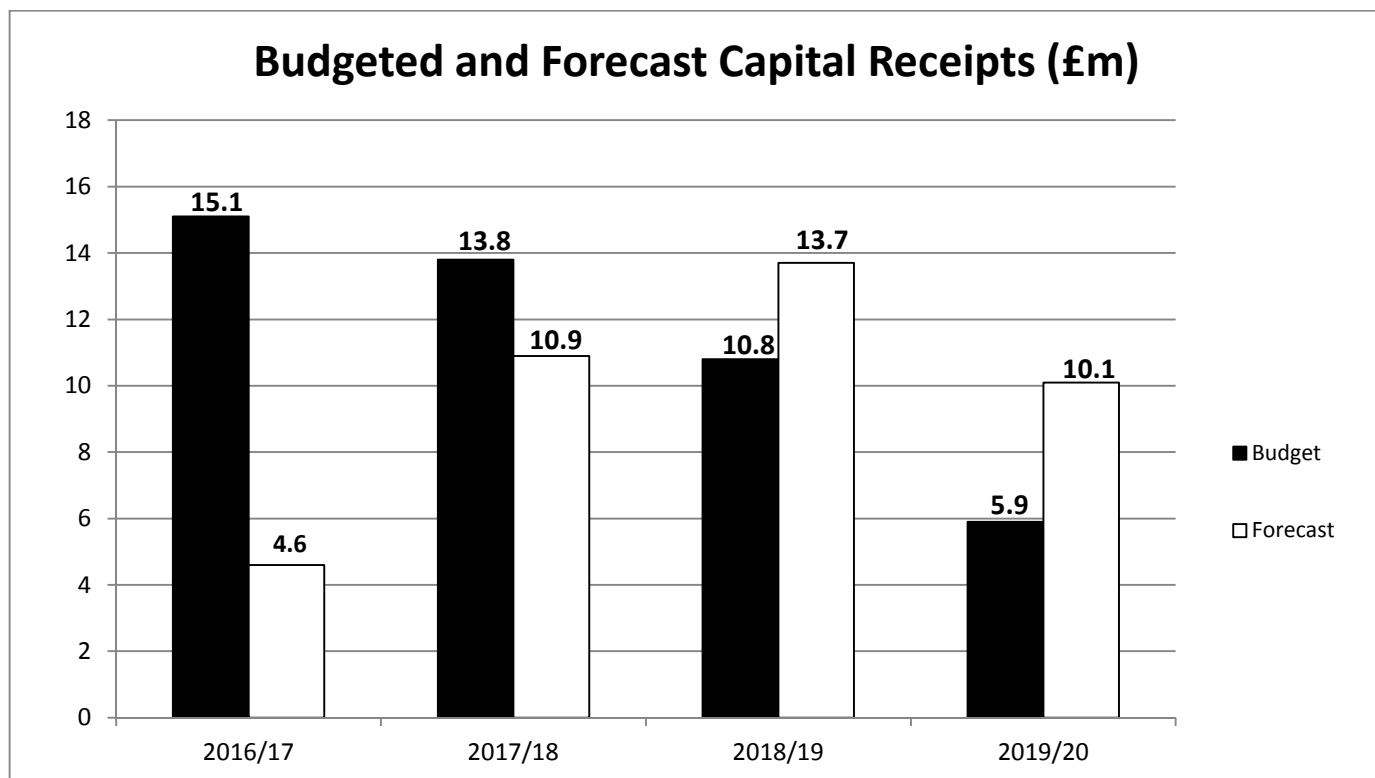
Prudential Indicator Monitoring

35. Performance against the Council's Prudential Indicators is regularly monitored to ensure that external debt remains within both the operational boundary and the authorised limit.

Capital Receipts Monitoring

36. Anticipated capital receipts are regularly reviewed. Forecasts are currently based on estimated sales values of identified properties and prudently assume a slippage factor based upon a review of risk associated with each property.

37. The chart below shows the budgeted and forecast capital receipts for the four years to 2019/20.



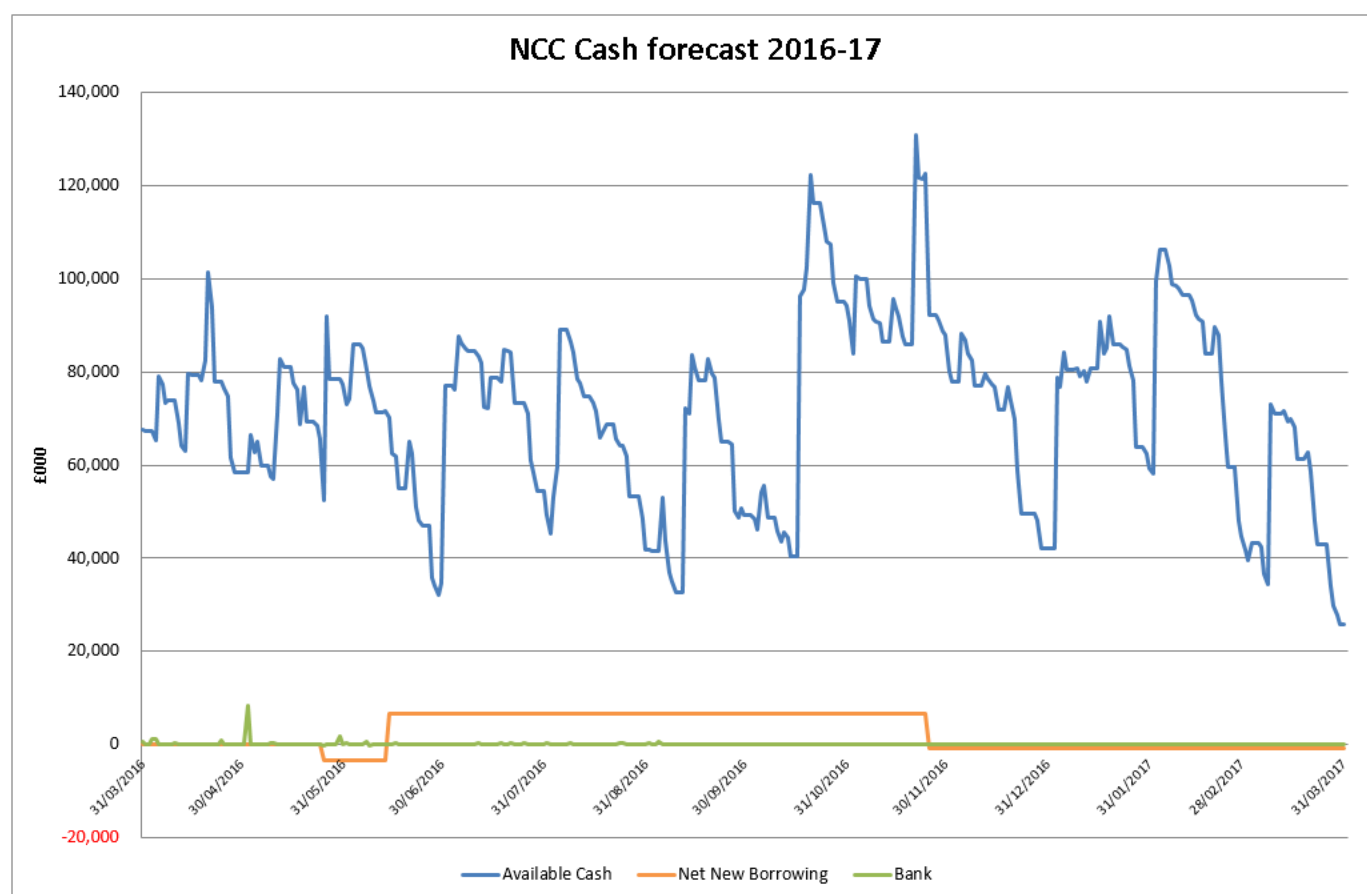
38. The dark bars in the chart show the budgeted capital receipts included in the Budget Report 2016/17 (Council 25/02/2016). These capital receipts budgets prudently incorporated slippage, giving a degree of “protection” from the risk of non-delivery.
39. The capital receipt forecast for 2016/17 is £4.6m. This is below the budgeted figure due to slippage on four major sites. Despite this, the overall capital receipts forecast remains relatively unchanged although an element has been re-profiled into 2020/21. To date in 2016/17, capital receipts totalling £3.4m have been received.
40. The number and size of large anticipated receipts increase the risk that income from property sales will be below the revised forecasts over the next three years. Although the forecasts incorporate an element of slippage, a delay in receiving just two or three large receipts could result in sales being lower than the forecast.
41. Current Council policy (Budget Report 2016/17) is to set capital receipts against the principal of previous years’ borrowing. This reduces the amount of Minimum Revenue Provision (MRP) to be set aside each year. It is important to regularly monitor capital receipt forecasts and their effect on the overall revenue impact of the Capital Programme.

Treasury Management

42. Daily cash management aims for a closing nil balance across the Council's pooled bank accounts with any surplus cash invested in accordance with the approved Treasury Management Policy. Cash flow is monitored by the Senior Accountant (Pensions & Treasury Management) with the overall position reviewed quarterly by the Treasury Management Group. The Cash forecast chart below shows the actual cash flow position to date and forecasts for the 2016/17. 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.

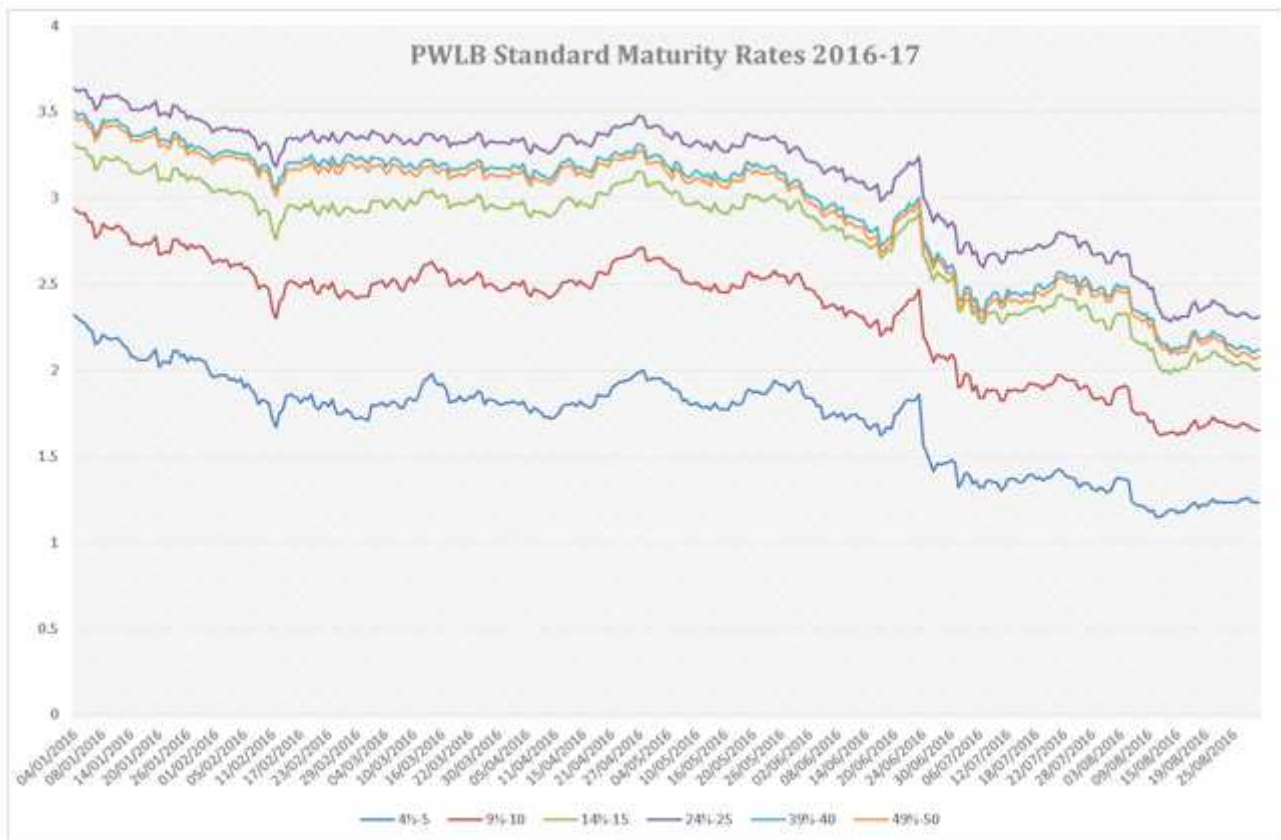
The chart below gives the following information:

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.
Bank	That element of surplus cash held in the Council's Barclays Bank account.



43. The Treasury Management Strategy for 2016/17 identified a need for additional borrowing of £52m to fund the capital programme, replenish internal balances and to replace maturing debt. However, updates to the capital programme and the reserves forecast, together with £10m additional PWLB borrowing when rates were low prior to the EU Referendum, have virtually negated the need for any further borrowing during 2016/17.

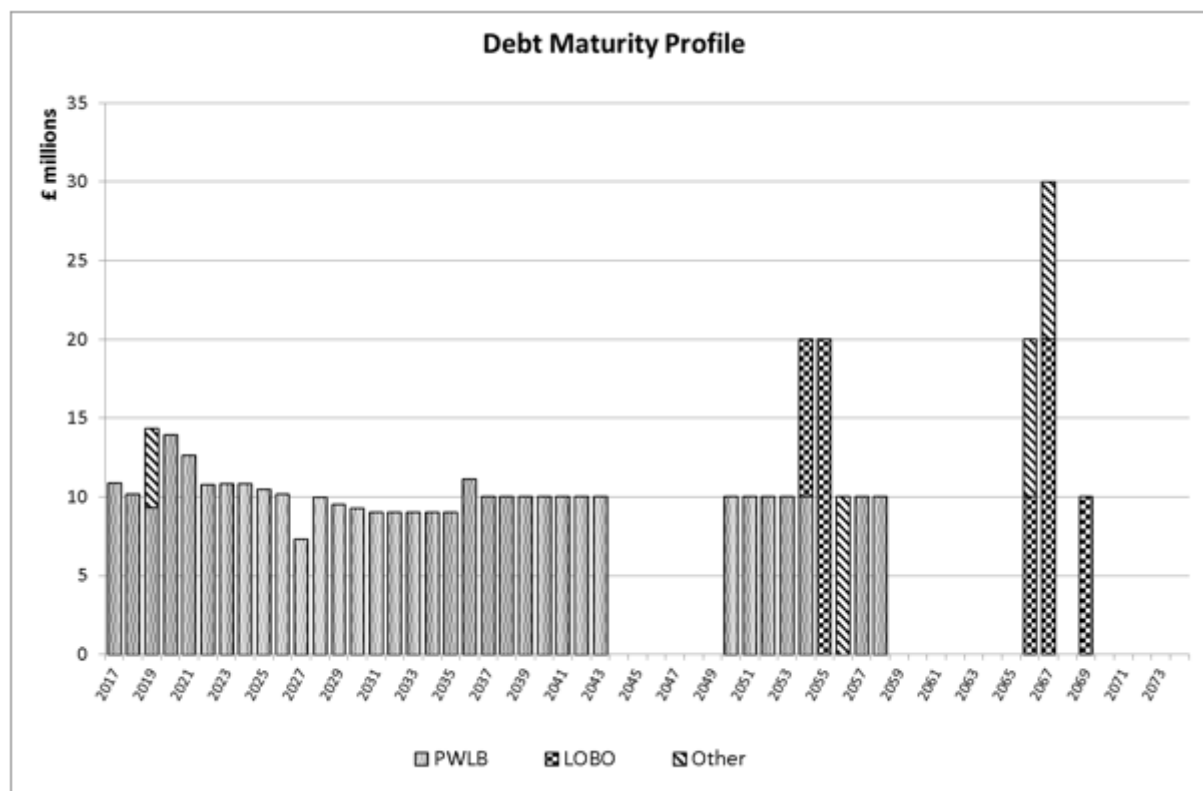
44. Post EU Referendum, PWLB rates remain low and continue to be monitored closely in order to feed into decisions on new borrowing. The Council is able to take advantage of the PWLB “certainty rate” which is 0.2% below the standard rates. The chart below shows the movement in standard PWLB maturity rates during 2015/16 and the first period of 2016/17.



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

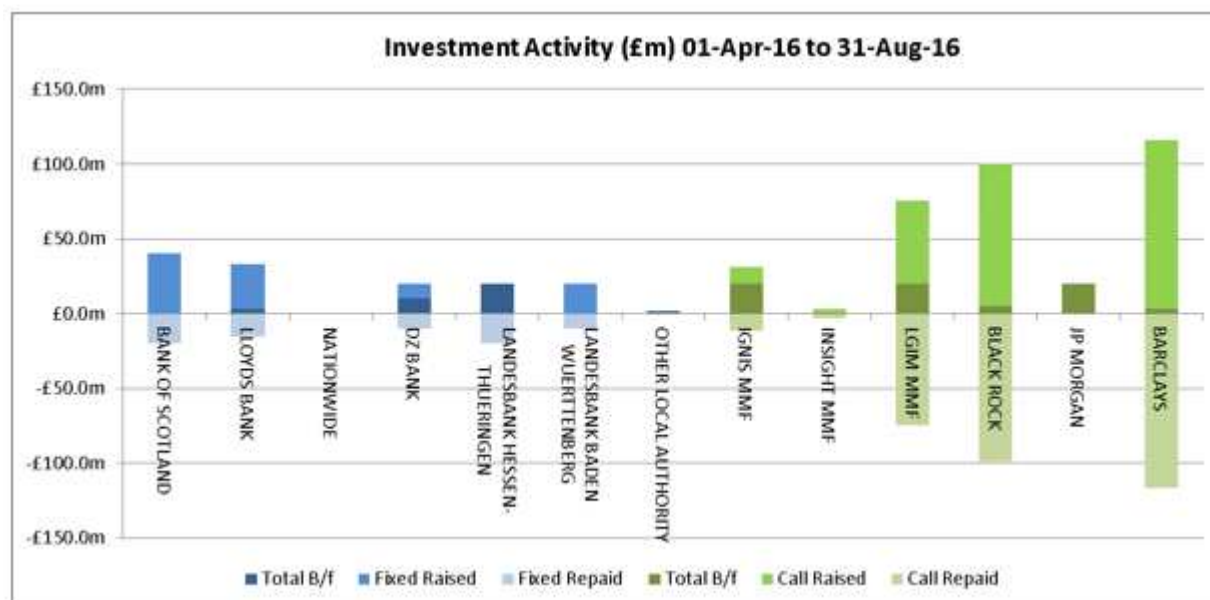
- expected movements in interest rates
- current maturity profile
- the impact on revenue budgets and the medium term financial strategy
- the treasury management prudential indicators

46. 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 42 years. When deciding on the lengths of future loans the Council will factor in any gaps in its maturity profile, with a view to minimising interest rate risk, but will consider this alongside other financial factors. Longer-term borrowing (maturities up to 53 years) was obtained from the market some years ago in the form of ‘Lender’s Options, Borrower’s Options’ loans (LOBOs). These loans are treated as fixed rate loans (on the basis that, if the lender increases the rate at an option point, the Council will repay the loan) and were all taken at rates lower than the prevailing PWLB rate at the time. During June the three LOBOs from Barclays Bank were converted (by Barclays) to fixed rate loans and will now mature at their endpoints in 2055, 2065 and 2066. The remaining LOBOs are shown in the chart below also at their furthest maturity points, but could actually mature at various points before then, constituting a risk that the Council will have to then borrow at the prevailing interest rate. The ‘other’ loan denotes borrowing from the money markets where the main objective was to minimise interest costs, and now also includes the Barclays Bank ‘LOBO’s. Refinancing of these loans has been factored into the Treasury Management Strategy.



47. The investment activity for 2016/17 to the end of June 2016 is summarised in the chart and table below. Outstanding investment balances totalled £102m at the start of the year and £101m at the end of the period. This is slightly higher than balances at the same time last year, and reflects the reduction in the need to borrow (mentioned above).

	Total B/ £ 000's	Total Raised £ 000's	Total Repaid £ 000's	Outstanding £ 000's
Bank of Scotland	-	40,000	(20,000)	20,000
Lloyds Bank	3,000	30,000	(15,000)	18,000
Nationwide	-	-	-	-
DZ Bank	10,000	10,000	(10,000)	10,000
Landesbank Hessen- Thuringen	20,000	-	(20,000)	-
Landesbank Baden Wuerttemberg	-	20,000	(10,000)	10,000
Other Local Authority	1,500	-	-	1,500
IGNIS MMF	20,000	11,200	(11,200)	20,000
Insight MMF	-	3,050	(3,050)	-
LGIM MMF	20,000	55,200	(75,000)	200
Black Rock	4,700	95,700	(98,650)	1,750
JP Morgan	20,000	-	-	20,000
Barclays	2,950	113,350	(116,300)	-
Santander UK	-	-	-	-
Total	102,150	378,500	(379,200)	101,450



48. The Council's lending list has been reviewed for 2016/17, and additional banks meeting the Council's lending criteria have been added. All counterparty ratings are regularly monitored and lending restrictions placed accordingly.

Procurement Performance

49. The Procurement Group continues to review the Council's performance on a regular basis. An update on Strategic Performance Information and ongoing developments will be provided for this report to Committee on a quarterly basis with the next update to be included in the Period 7 report.

Debt Recovery and Accounts Payable Performance

50. 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 7 report.

Statutory and Policy Implications

51. 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 revenue budget expenditure to date and year end forecasts.
- 2) To note the Capital Programme expenditure to date and year end forecasts and approve variations to the Capital Programme.
- 3) To note the Council's Balance Sheet transactions.

Nigel Stevenson Service Director – Finance, Procurement and Improvement Division

For any enquiries about this report please contact:

Keith Palframan, Group Manager, Financial Strategy and Compliance

Simon Cunningham - Senior Accountant, Pensions and Treasury Management

Constitutional Comments (SG 08/09/2016)

52. The proposals in this report are within the remit of the Finance and Property Committee.

Financial Comments (GB 26/09/2016)

53. The financial implications are stated within the report itself.

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

17 October 2016

Agenda Item: 6a

REPORT OF SERVICE DIRECTOR ENVIRONMENT, TRANSPORT & PROPERTY

COMMERCIAL OPERATION AT RUFFORD COUNTRY PARK

Purpose of the Report

1. To seek approval to the granting of a lease on the terms outlined within the report to the successful selected bidder.
2. To confirm a further report will be submitted to Culture Committee giving a recommendation for selecting an appropriate partner to manage Rufford Country Park's commercial operation.
3. To authorise the Corporate Director of CFCS (or his nominee) in consultation with the Chairman (or vice Chairman in his absence) of the F&P Committee to proceed to agree lease terms subject to their being in broad alignment with the terms outlined in the report.

Information and Advice

4. 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 exempt appendices.
5. To preserve the buildings from demolition, in 1952 Nottinghamshire County Council purchased the Abbey and surrounding land, which was around a Tudor house that dated back to 1537.
6. The property suffered from dry rot, rising damp, a damaged roof, mining subsidence and bulging walls and as a result in 1956, a necessary controlled demolition of the Abbey's upper floors, the 17th century north wing and the 18th century east wing took place. The Government and the County Council decided to an agreed approach that the 12th century parts of the abbey, including the crypt, must be preserved at all costs and the responsibility for the care of the ancient building then came under the Ministry of Works and later English Heritage.
7. Today Rufford Country Park has a diverse historic environment which focuses on the scheduled monument of Rufford Abbey, the Grade 1 listed Jacobean house, the

foundation of the cloistral complex, several ancillary buildings, and water management earthworks. It lies within a Grade II registered park and within the site there are in total 14 listed buildings including the grade II former orangery.

8. The central part of the scheduled area is in the Guardianship of the Secretary of State, which means that whilst Nottinghamshire County Council retain the freehold of this the Secretary of State has taken on all management control.
9. The responsibility for management on behalf of the Secretary of State has been passed to the Historic Buildings and Monuments Commission for England and is delivered under a licence agreement with Nottinghamshire County Council for the day to day use and management of the guardianship area.
10. Only the Secretary of State can authorise works to the scheduled monument. In the event that a private sector body is in occupation of the scheduled monument (and guardianship area), any works which the private sector provider might wish to carry out would require application for Scheduled Monument Consent, this process is operated by Historic England.
11. The Abbey and its grounds were designated a Country Park by Nottinghamshire County Council in 1969.
12. The Historic England Register of Historic Parks and Gardens of special historic interest in England has been compiled since 1983 and includes the Grade II registered Rufford Parks and Gardens.

Background

13. In light of financial challenges faced by the Council it has been identified that the operating costs at Rufford need to be reduced significantly. At the same time the County Council is committed to preserving Rufford Country Park historical heritage amenity and outstanding open space.
14. A report which outlined the full business case to reduce the revenue costs of maintaining Rufford Country Park by approximately £300,000 per annum with effect from 2017/18 was approved by Members in February 2015.
15. In order to deliver the requirements of the business case whilst preserving Rufford's unique combination of history and peaceful countryside, officers have undertaken work to consider how best to reduce costs and generate additional income by reshaping the Park's overall commercial offer.
16. A further report which outlined how potential third party partners would be engaged to gauge the potential viability of establishing alternative commissioned arrangements for future delivery of the catering and commercial offer at Rufford was presented and approved by Culture Committee on 3 November 2015.
17. In December 2015 a soft market testing exercise was undertaken at Rufford. Nine organisations attended. A number of these currently manage some or all country parks facilities on behalf of other Local Authorities along with well-known national charitable/heritage organisations.

18. Whilst a strong level of market interest was received, feedback indicated that in order to achieve the financial targets that would be required by the Council, significant reshaping of the commercial offer would be necessary and supplementary Council capital investment would be required.

19. Approval was given on 8 March 2016 by Culture Committee for the commencement of the procurement exercise to select an appropriate partner to manage Rufford Country Park's commercial operation with effect from 2017. This was progressed on the basis that contractual arrangements envisaged by the Council will result in the Council retaining overall responsibility and control of Rufford Country Park. The Council will continue to directly control management and conservation of the Park's green space.

Other Options Considered

20. Maintain the current in house approach to the commercial offer at Rufford, supported by additional capital investment.

Reason/s for Recommendation/s

21. The granting of a lease to the successful bidder to ensure the new organisation has a legal right to occupy the commercial properties at Rufford.

Statutory and Policy Implications

22. 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 seek approval to the granting of a lease on the terms outlined within the report to the successful selected bidder.
- 2) To confirm a further report will be submitted to Culture Committee giving a recommendation for selecting an appropriate partner to manage Rufford Country Park's commercial operation.
- 3) To authorise the Corporate Director of CFCS (or his nominee) in consultation with the Chairman (or Vice Chairman in his absence) of the F&P Committee to proceed to agree lease terms subject to their being in broad alignment with the terms outlined in the report.

Jas Hundal

Service Director – Environment, Transport & Property

For any enquiries about this report please contact: Gael Gamble 0115 977 2083

Constitutional Comments (SOM 27.09.16)

23. The recommendation falls within the remit of the Finance and Property Committee under its terms of reference.

Financial Comments (GB 28.09.16)

24. The financial implications are set out in 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.

Report to Culture Committee dated 8 March 2016 - Commercial Operations at Rufford Country Park

Electoral Division(s) and Member(s) Affected

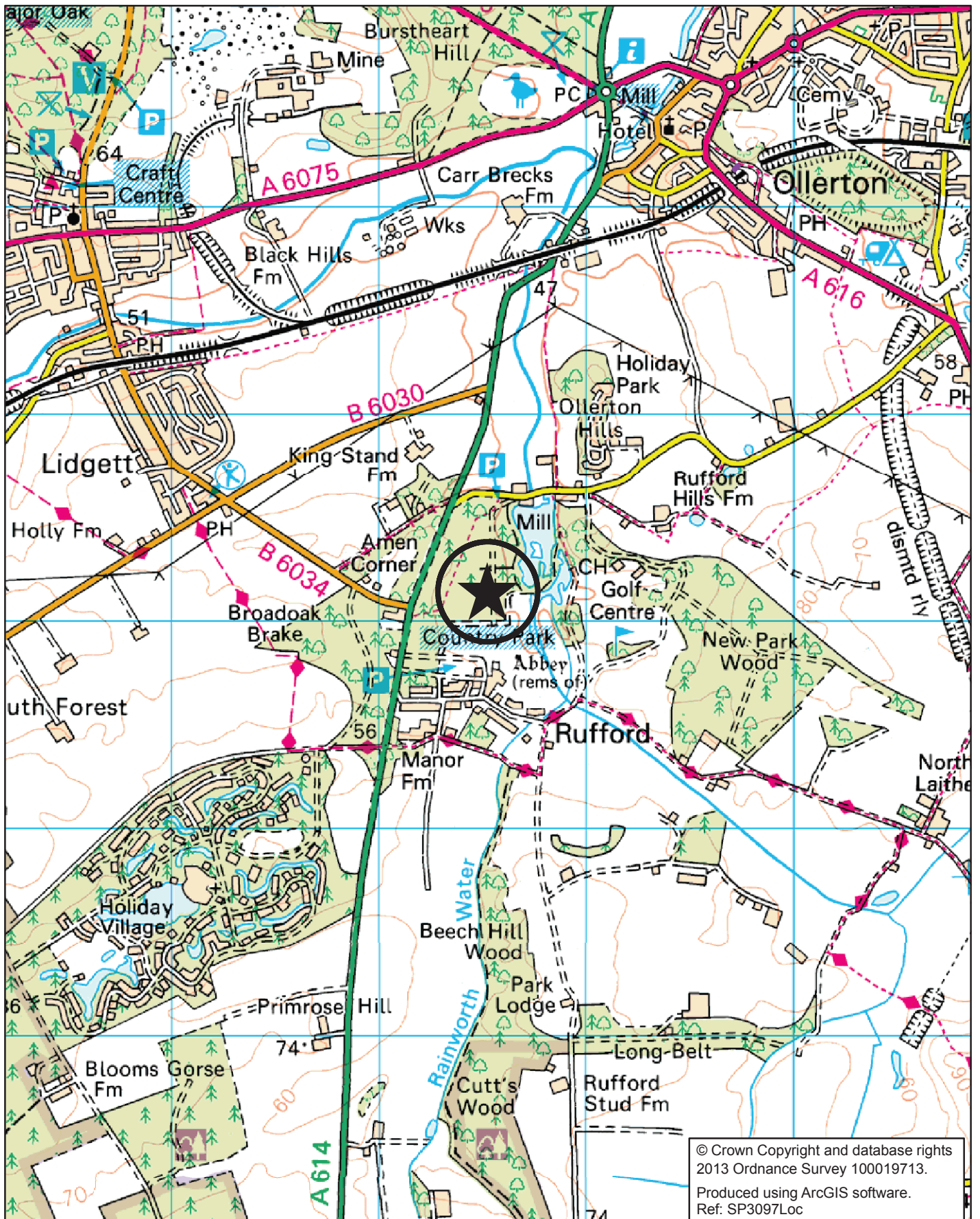
Ward(s): Rufford

Member(s): Councillor John Peck

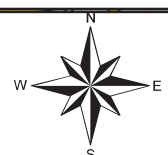
File ref.: /GG/SB/03083

SP: 3097

Properties affected: 03083 - Rufford Country Park



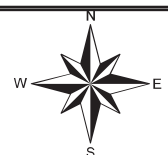
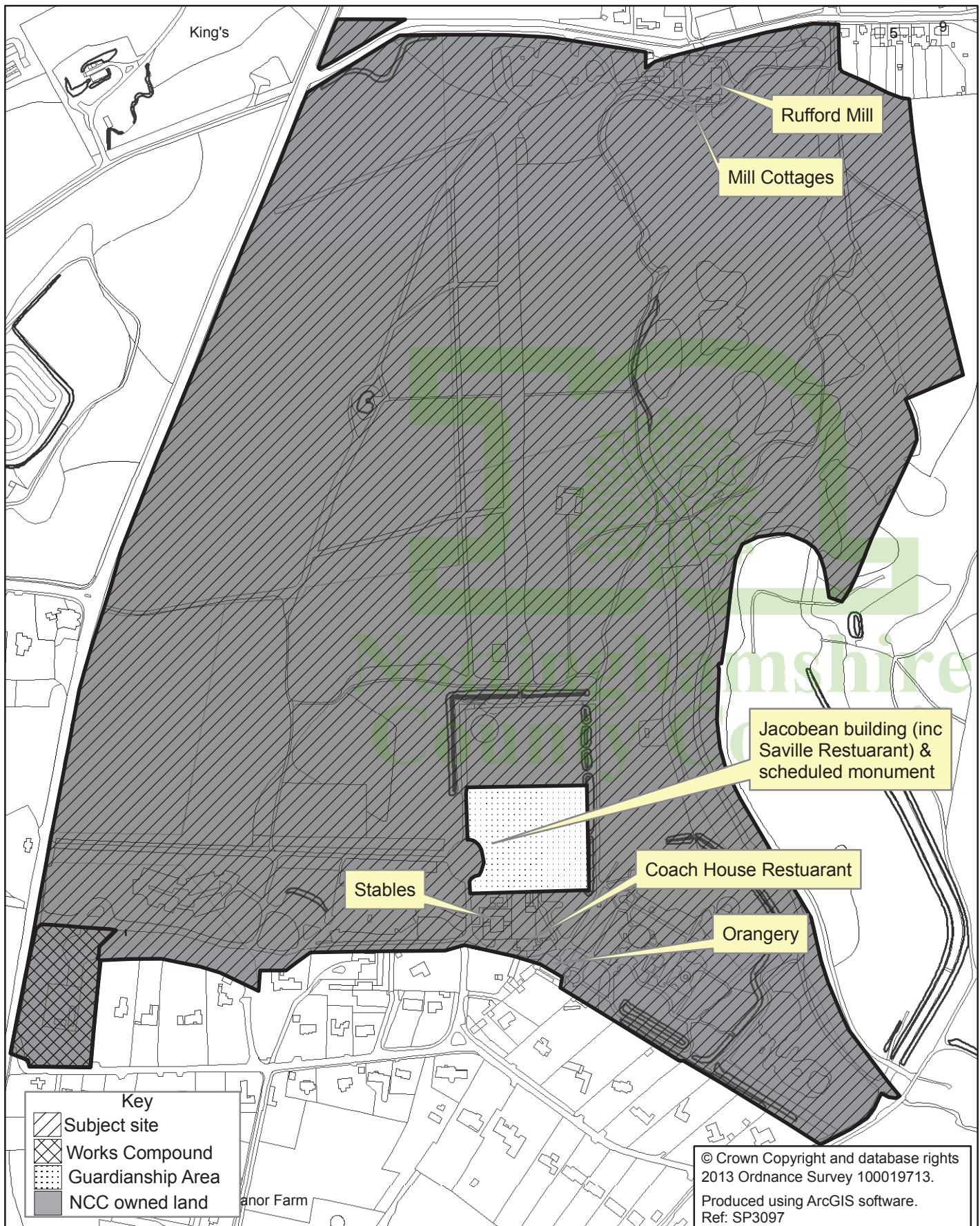
© Crown Copyright and database rights
2013 Ordnance Survey 100019713.
Produced using ArcGIS software.
Ref: SP3097Loc





Rufford Abbey Country Park

Plan provided by: dlc



17 October 2016

Agenda Item: 6b

REPORT OF SERVICE DIRECTOR ENVIRONMENT, TRANSPORT & PROPERTY

LAND AT CAMBERLEY ROAD AND HOEWOOD ROAD, BULWELL – DISPOSAL OF PART FOR COMMERCIAL DEVELOPMENT

Purpose of the Report

1. To seek approval to the disposal of half of the Camberley Road/Hoewood Road site, Bulwell, as shown on the attached plan for commercial development.

Information and Advice

2. Some information relating to this report is not for publication by virtue of paragraph 3 of Schedule 12A of the Local Government Act 1972. Having regard to the circumstances, on balance the public interest in disclosing the information does not outweigh the reason for exemption because divulging the information would significantly damage the Council's commercial position. The exempt information is set out in the exempt appendix.
3. The County Council owned land at Camberley Road/Hoewood Road, Bulwell, is a previous landfill site measuring 6.3ha (15.75 acres). Although within the Nottingham City boundary, the site did not transfer on Local Government reorganisation because of contamination issues associated with the site.
4. The County Council have recently carried out a qualitative risk assessment of the site to ascertain the extent and exact nature of the contamination and to inform how the land is managed and whether it could be used as public open space or sold for development. The results of this confirmed that both uses are possible, subject to appropriate designs being incorporated to control both ground gas and leachate generation.
5. Committee approval was granted on 13 October 2014 to sell land and property which is considered to be surplus to the strategic and operational requirements of the County Council. This site was included on the list approved. The option consequently taken was to market the site on the basis that half of the site would be developed as open space and half as commercial space. The granting of a long leasehold interest to Nottingham City Council to enable the creation of a community park on the open space half was approved at Finance & Property Committee on 18 July 2016.
6. The commercial half of the site was marketed by Innes England following an operational decision report (sp 2815) to appoint an agent to act on behalf of the County Council. Following a marketing period, a deadline for final bids from interested

parties was set for Friday 17 June 2016. After a period of discussion and clarification with the bidders, the following bids can now be reported (see exempt Appendix).

Other Options Considered

7. The County Council could lease the whole site to the City Council as a community park but this would deny the opportunity to benefit from a capital receipt. The County Council could also decide to refuse both offers and remarket the site. However, this will incur more marketing costs and it is nevertheless considered that a disposal to purchaser 'A' represents best value.

Reason/s for Recommendation/s

8. The disposal of the commercial element of the Camberley Road/Hoewood Road site to Purchaser 'A' provides the County Council with a capital receipt at best value and is considered to reflect the market value additionally removes an ongoing liability.

Statutory and Policy Implications

9. 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 disposal of half of the Camberley Road/Hoewood Road site for commercial development to Purchaser 'A' as outlined in this report and the exempt appendix.

Jas Hundal

Service Director – Environment, Transport & Property

For any enquiries about this report please contact: Brian Hoyle 0115 9772479

Constitutional Comments (SOM 27.09.16)

10. The recommendation falls within the remit of the Finance and Property Committee by virtue of its terms of reference. When disposing of its land the Council is required to obtain the best price reasonably obtainable on the open market and therefore the Committee should satisfy itself that this obligation has been met.

Financial Comments (GB 28.09.16)

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

Background Papers and Published Documents

12. None.

Electoral Division(s) and Member(s) Affected

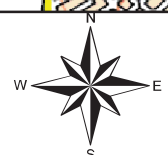
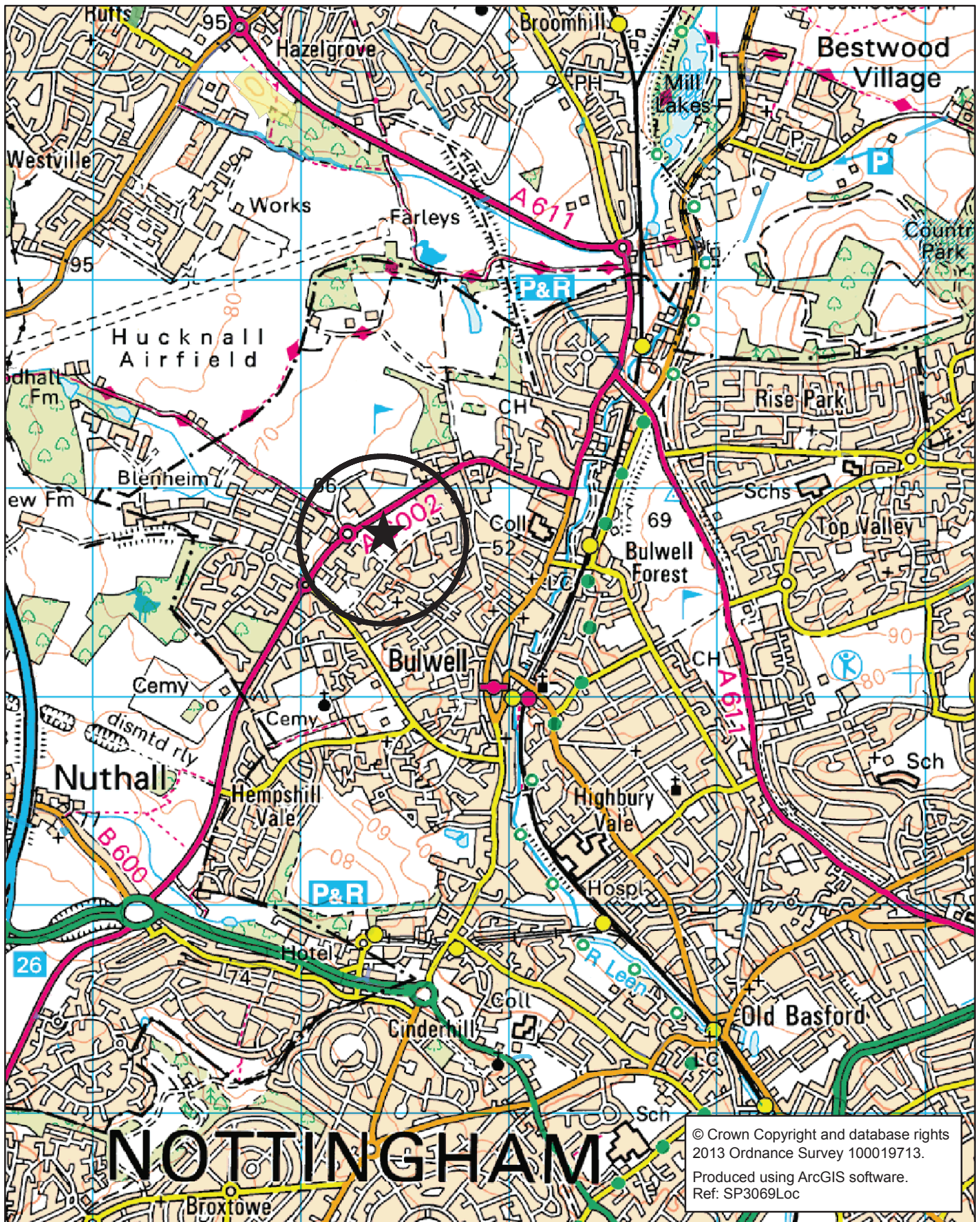
13. Ward(s): Bulwell West

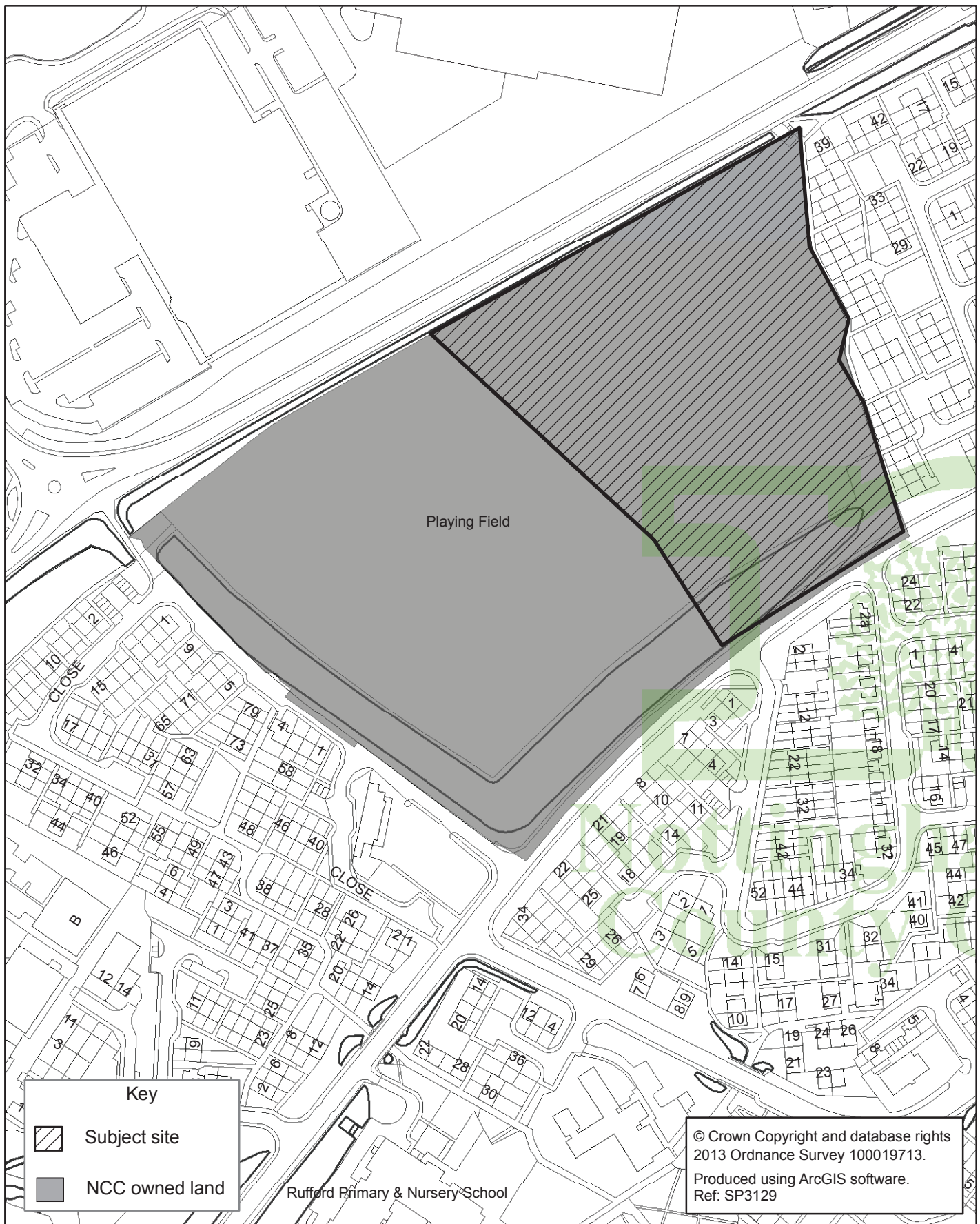
Member(s): n/a Nottingham District

File ref.: /BH/SB/

SP: 3129

Properties affected: 52052 - Land at Camberley Road and Hoewood Road





17 October 2016

Agenda Item: 6c

REPORT OF SERVICE DIRECTOR ENVIRONMENT, TRANSPORT & PROPERTY

PROPERTY SERVICES END OF YEAR PERFORMANCE REPORT 2015/16

Purpose of the Report

1. This report provides information to the Committee on key work areas for the property group during the period 1st April 2015 to 31st March 2016.

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.

Executive Summary

3. The year 2015/16 has been a very intensive yet productive year for the property group. Details of the main areas of work undertaken are outlined in detail within the report however, the following provides some key points of achievement
 - Successful establishment of a new joint venture company for design and operations
 - Over achieving on capital receipts targets
 - Completing the 5 year school capital refurbishment programme
 - Maintaining the safety of our buildings for users
 - Delivering a more cost efficient repairs and maintenance supply chain
 - Providing new school accommodation to meet the expanding demand for places

JV Progress

4. Members will be aware that a significant focus for the property group during the past 12 months has been the establishment of joint venture (JV) company between Scape Group and Nottinghamshire County Council (NCC). The new company trading as Arc Partnership will be undertaking all property related design, delivery and maintenance works on behalf of NCC under contract for the next 10 years. A total of 70 staff transferred at the go-live date of 1st June occupying fresh accommodation at Citygate East within the City, adjoining Scape's headquarters.

5. This new venture provides an excellent opportunity to provide a fresh property service offering to schools and other public sector partners as an alternative choice to the traditional private sector offerings
6. The end of project review feed-back has been very positive recognising that:-
 - a. The JV was developed and established in an exceptional short period of time.
 - b. The engagement with staff and trade union representatives was a beacon of good practice.
 - c. The cross- service internal project team worked well to support delivery of the project.
 - d. The strong support from Scape to deliver on commitments.
7. The JV will bring benefits to the Council in helping to:-
 - secure immediate staff savings of £280,000 during the next 2 years to achieve the overall target saving of £838,000, bring about efficiencies in work procurement.
 - improve procurement of contractors through access to SCAPE frameworks.
 - develop and invest in improved service delivery bringing cultural change and efficiencies.
 - meet other financial budget savings requirements by sharing profits that accrue through the operation of the JV.
8. Since the commencement of Arc the main area of work has been the continuation of around 250 individual projects that started before 1st June with delivery post June. A significant number of these projects in terms of value is associated with school extensions to meet school places need.
9. There remains within the property group 44 posts covering strategic asset management, estate management, sales, lettings, valuations, statutory property compliance i.e. fire risk assessments, water monitoring and a client commissioning function as outlined with the report to this committee in March.
10. As part of the second phase of re-organising the delivery of property services, discussions are commencing with other public sector partners in order to explore the opportunity of forming a common property unit for the delivery of retained client functions. This form of common service delivery model also aligns with the aspirations of the One Public Estate initiative which consists of public sector bodies across the D2N2 region.
11. **Repairs, Maintenance and Servicing Framework**

Prior to April 2016, the Council appointed Woodheads a local contractor to manage and deliver all reactive repairs, maintenance and servicing through a Scape framework. This was an all-inclusive service whereby the principal contractor would arrange various contractors to undertake servicing and reactive repairs. A management fee of 16% was applied to all works through this arrangement.
12. This work was commissioned through a SCAPE framework which was due to expire on 31st March 2016. Early in 2015, the Property group explored the opportunity to

procure the supply chain directly removing the need to apply the 16% management fee; secure more competitive prices through open competition and being able to more actively manage and influence the qualitative aspects of service performance. The overall works and servicing requirements were divided into 21 lots that were tendered via our internal procurement team between November - December 2016. The offer also included similar works and servicing requirements for Nottingham City Council who had previously also utilised the SCAPE framework.

13. Although it is difficult to make direct comparisons between the varying service arrangements, it is clear that at 1st April when the new service contract was introduced, the 16 % management fee had been removed saving approximately £160,000 per annum immediately and an estimated further £250,000 per annum on more cost effective works costs. These savings being experienced are spread out amongst the Council through the Departments who utilise the reactive repairs service. Feed- back from service users is positive in terms of quality and timeliness of the works undertaken.

Clasp demolition and Redevelopment

14. As Members may be aware that adjoining the County Hall H block is a CLASP building that has now been vacated, with staff being accommodated generally within the remainder of the West Bridgford campus by more intensively using accommodation within County Hall and Trent Bridge House.
15. Tenders have recently been let for the demolition of the CLASP block that will involve clearing the building of significant material; the demolition of the structure; the resurfacing of the land for temporary car parking and the re-provision of such displaced facilities including cycle parking, changing room /showers and the loading bay. The works are intended to be fully completed by June 2017.
16. Running in parallel with the demolition project, work is under- way to progress options for the future redevelopment of the vacated site. External advisors are being appointed to work with the Property group to prepare a planning brief for the site that will be subject to public consultation. During the Autumn it is anticipated that the first of a two stage architectural competition will commence that will seek to bring forward design concepts and proposed uses for the site along with details of consideration that would be paid. Separate reports on the progress of this significant project will be presented to this committee at the appropriate times.

Support for other Joint Ventures: Libraries and Inspire

17. The property and strategy team of the property group has been providing extensive support during the last 12 months to the project teams involved with the development of the alternative service delivery models for Highways (Via) and Libraries (Inspire). This has required considerable input into the lease terms for the properties to be occupied by the new entities in particular to ensure that retained NCC liabilities surrounding repairs and maintenance are fair and equitable and that the Council maintains the ability to prioritise works and relocate the services to alternative premises as part of general asset management planning.
18. To date Community Partnership Libraries are operational at Annesley Woodhouse, Collingham and Tuxford the first of these was completed in November 2015. Lease

discussions are at advanced stage with Misterton Parish Council.

Capital receipts

19. It has been an extremely successful year with a challenging capital receipts target being exceeded. A total of 14 sales were achieved during 2015/16 equating to £7.57million. The highest sum achieved for the last several years. The success this year is based on good forward planning to ensure that vacant land has beneficial allocations within local plans, marketing occurs to allow sales and completions to align within required financial years and buildings are not left vacant for prolonged periods.

School Places delivered and value

20. There is a statutory provision placed on the County Council to annually identify and provide for any increases in required school places (previously known as Basic Need) throughout the County.

As a result of this annual view, feasibility studies are carried out at the identified schools by Property to identify the most cost effective provision, whilst ensuring that the proposals are compliant with the current legislation, the latest Central Government guidance and good practice. The output is a specific construction proposal for each school. During the 2015/16 financial year 15 projects were delivered at a cost of £5.7million and provided 528 additional places.

Schools' Capital Refurbishment Programme

21. This has been one of the biggest investments by the County Council into improving the schools estate and tackling the considerable backlog of refurbishment that had accumulated over a long period.
22. This 5 year programme which came to a conclusion in April this year has involved 275 projects undertaken at a cost of £82.15m. The nature of the works have been varied, seeking to tackle the most urgent priority areas, such as replacement roofs, windows, doors, services etc. During the final year of the programme, 91 projects have been completed at a cost of £14,220,673.
23. The County Council has received approx. £6m through its 2016/17 Schools Condition allocation from the Education Funding Agency. Feasibility projects have been raised to address emerging priority issues such as kitchen ventilation, ageing heating pipework, drainage and upgrading of Bio Mass installations. Subsequent Schools Condition allocations have not yet been announced but in readiness, condition surveys are now being undertaken on all primary schools to establish the priority areas of need for future years.

Asset Management Planning

24. Members may recall from previous reports that property has been re-introducing best practice asset management principles for the property portfolio. During the last 2 years this has seen the updating of property condition surveys; development and use of a repairs and maintenance strategy; development and use of suitability modelling; identification of unsuitable property; introduction of property performance indicators and the introduction of area mapping with our public sector partners. Utilising this base information now provides the opportunity to create a clear action plan for all NCC's

main corporate properties excluding schools by December 2016, with the overall objective to achieve a situation over a 5-10 year period where the Council has a sustainable estate in respect of current budget provision. The action plan will result in NCC holding less property than currently.

Position as at April 2016

25. Emphasis has been to promote changes in service delivery models and ways of working across all departments that will result in less need for property accommodation. Initial engagement with services has been positive although there is a need to refine and develop proposals further.
26. At the start of 2016 a Members Reference Group (MRG) was established to overview progress on this key work area for the Council. An independent sense check on process was provided by CIPFA and the overall conclusions were positive.

Next Steps: Progress May to July, 2016

27. A scenario model has been produced showing capacity of office estate against projected need. Variables considered include: desk ratios, staff projections, back-log maintenance, running costs and sales values
28. In addition a sustainable property model has been developed that identifies level of overall property reductions necessary to achieve a position where immediate back-log maintenance is being addressed along with planned 'year 2 ' works. Effectively to achieve a decline in back- log level maintenance.
29. Research of national and NCC property conditions was undertaken to identify average life cycle profile of buildings. A model of deterioration was developed that indicates that the property portfolio needs to be reduced by approximately 25% from its current level
30. Workshop sessions will be taking place with CFCS and ASCHP during September. This will identify more specific opportunities for rationalising the estate while maintaining service provision
31. The office estate scenario model will be improved to enable specific recommendations to be advanced that will seek a reduction in office space need
32. To complete the assessment of the property portfolio, a review will be undertaken by April, 2017 of all NCC tenanted property. The review will consider:-
 - Reasons for holding the assets
 - How is it managed, is this the best manner?
 - What is the return, can we increase value?
 - Options
 - How is future performance measured, if retained?

This committee will receive further reports on the progress and outcome of this review.

33. Property has already developed a suite of key indicators covering the performance of the estate, which have previously been reported to this committee.

In summary the indicators review:-

- Property condition
- Back-log maintenance
- Energy, waste and water
- Suitability
- Efficiency of building use

34. This information provides an excellent benchmark for the current performance of the portfolio against which future performance can be measured. As the property portfolio is entering a period of great change, it is proposed that any changes in the make-up of the estate includes reference to these indicators in order for members to assess performance improvement

OPE

One Public Estate

35. The County Council has been taking a lead role in the One Public Estate Pilot (OPE) launched in March 2013. The aim of the initiative is to encourage local councils to work with central government and other public sector organisations to share buildings and re-use or release surplus property and land. As an OPE core participant, NCC was tasked with leading on the asset mapping of all partner assets. In addition over the last 12 months we have facilitated 4 workshops with our public sector partners around the County to identify potential opportunities for improving services by co-locating with partners in either their building or ours thus enabling better utilisation of the assets and / or rationalisation of the property portfolio.

36. A significant number of opportunities / issues have been identified through the workshops. The Steering Group are looking to identify a lead for each and the intention is that the partners involved will then be responsible for taking proposals forward and reporting progress to the Steering Group.

37. At the end of August 2015 there was the opportunity to bid for OPE Phase 3 funding to support delivery of OPE projects and for additional targeted funding to speed-up delivery of projects. It was also decided by Central Government that OPE should be aligned with D2N2 and hence that the OPE bid should be made jointly with Authorities in Derbyshire.

38. A joint bid was submitted for both capacity funding and some projects which despite the tight timescales (particularly given the late notification about the bid needing to tie in with the D2N2 bid) was successful. Cabinet Office advised at the end of January 2016 that although the newly named North Midland Partnership is in its infancy they feel there is considerable potential to build on the work undertaken to date to develop further joint projects across the area. A sum of £75,000 for 15/16 and 16/17, (subject to certain pre selection criteria being met) was awarded specifically to support capacity building to help enable the Governance structures to be established and appropriate Project and Programme Management to be put in place.

39. Working alongside colleagues from other Local Authorities and public sector partners,

the County is currently working with the Governments recently appointed regional advisers, one from the Governments Property Unit (GPU) and the other from the Local Government Association (LGA) to satisfy the pre selection criteria. Capacity within all the partner organisations is an issue, however, majority of the criteria have been met and it is anticipated that it will be possible to show sufficient progress to meet the pre selection criteria and that the Phase 3 funding will be released. In view of the leading role the County Council has taken in establishing and managing the partnership, the joint mapping system and facilitating the workshops. The other partners have agreed to allocate half the funding to the County Council with the other half going to Derbyshire County Council as a contribution towards the work they have undertaken on behalf of the partnership in coordinating the bid submission.

OPE Phase 4

40. As part of the autumn 2015 spending review it was announced that an additional £31million has been allocated to further expand the OPE programme.
41. On 8th April 2016 OPE Phase 4 Prospectus was issued, for existing OPE 3 partners there will be no need to put in an expression of interest regarding participation in Phase 4, (as has been the case in previous rounds), provided it can be demonstrated that sufficient progress is being made in relation to Phase 3. Subject to this qualification being satisfied, the North Midlands partnership is eligible to bid for phase 4 funding.
42. Unlike previous phases (where there was one bidding opportunity per year) there are now 3, the first in June 2016, with further bidding rounds in September 2016 and April 2017. Up to £500,000 revenue funding will be awarded for the most ambitious programmes, per partnership per bidding round. A bid for further capacity funding to assist with the Programme and Project Management has been submitted along with a number of bids for specific projects by various partners. To date we have not been advised if any of the bids have been successful. It is understood that we should be notified early in September.
43. Bids for September / October – Options are being considered for bids at the present time these may include a joint bid with the City for funds to help progress the development of the land at Gamston, potential Extra Care developments, joint working with the CCGs on a number of Hubs.

NCC Projects

Sir John Robinson House - work is progressing on a scheme to alter the lower ground floor at this property to enable Gedling Borough Council and the Police to share space.

Cotgrave Multi Service Centre - Approval was given to NCC transfer the current Library and Health Centre in exchange for which the Authority will be granted a 999 year ground lease of part of Rushcliffe Borough Councils new Multi Service Centre. Various other partners will be located in the building including the local GPs practice Community Health Partnership, a Pharmacy, the Police and the Town Council.

Extra Care - Work is continuing across the County with relevant Districts on a number of schemes.

Offices - A dialogue is underway with Bassetlaw DC over potential sharing of office space.

Friary Court Newark – NCC are looking to relocate a touch down space into Newark & Sherwood District Councils new Headquarters / Public Sector Hub.

Release of the £75,000 is subject to certain pre selection criteria being met. The key ones being:

- All partners are expected to put some basic information about what properties they own and their asset values onto a system called e-PIMS Lite. This is a Government property / GIS system. All partners that input their data will then be given access to the system and some training will be provided.
- Derbyshire / Derby City Councils must establish an OPE Steering Group similar to the one that exists in Nottinghamshire.

Governance arrangements must be developed to include the setting up of a Joint D2N2 Assets Board which the 2 OPE Steering Groups are to report to. Appropriate Programme and Project Management must be put in place.

Compliance

44. The Compliance team undertake a range of work to ensure the Council is aware of the condition of its buildings and can keep users safe. These cover four areas of condition, construction management, Water monitoring and fire risk assessment

Condition

- 79 condition surveys undertaken including 14 for Academy schools.
 - 512 Asbestos Registers updated, including 1 for an Academy school. The Work was completed in February 2016, ahead of schedule.
45. Property acquired the necessary Insurance cover in November 2015 which meant we could offer Academy schools asbestos related services (Asbestos Register Updates and Asbestos Management Advice) via the Services for Schools website. This has proven popular in 2016/17 with 15 Academy schools having bought Asbestos Register Updates and 2 buying the Asbestos Management Advice service.
46. In addition the team has reviewed and advised on 272 projects, through its formal asbestos management control process that have involved works with the potential of disturbing asbestos

Construction Management

47. The property team has been highly successful in maintaining its OHSAS accreditation against BS OHSAS:18001 :2007 assessed by continuing assessment surveillance visits by the BSI to their defined assessment plan.
48. During 2015/16, two continuing assessments visits have been carried out by the BSI, no non-conformities were identified on either of the visits. Positive feedback was given by BSI assessor on the adequacy and effectiveness of the Property department safety management systems, examples below: -

BSI OHSAS assessment report 8158554 (page 3 of 9) 5th August 2015

- “A well thought out holistic approach has been demonstrated in the implementation of the new process in which the department manages CDM”
- “It was evidenced during the assessment by discussion and objective evidence/documentation that the organisation has well planned,
- implemented and maintained Fire risk management system in place”

BSI OHSAS assessment report 8232636 (page 4 of 9) 23rd December 2015

- “Asbestos & Legionella Management, the organisation have established robust controls and monitoring activities”

Significant incidents in the period

HSE informed by a member of the public of unsafe work at height on Arnold library project – Investigation carried out, isolated incident by operative carrying out work at a weekend, HSE issued with NCC investigation report.

HSE confirmed no further action based on NCC prompt response to investigation, case identified as an isolated incident.

Water Monitoring

49. To avoid legionella outbreaks placing occupants at harm, the Council undertakes a high number of water monitoring activities and based on results will initiate improvement works to the water systems

- 290 Legionella Risk Assessments undertaken
- Temperature monitoring - 128,804 temperatures collected, (during the year) of which 124,617 passed (96.75%)
- 788 water samples sent to Laboratory for analysis for levels Legionella presence and total viable bacteria levels. Water samples are not taken routinely, but taken when concerns over control regimes are highlighted.

Strategy changes introduced to improve service/reduce risk

- Removed 20 cold water storage tanks, thus reducing the burden of inspection & cleaning and improving flow rates.
- Replaced 12 Calorifiers / Large water heaters
- Replaced 3 cold water mains
- Removed numerous deadleg pipework across sites.
- Delivered Legionella Awareness for Responsible Person's (NPO/NPC) Training Course with 92 attendees over the 9 sessions.

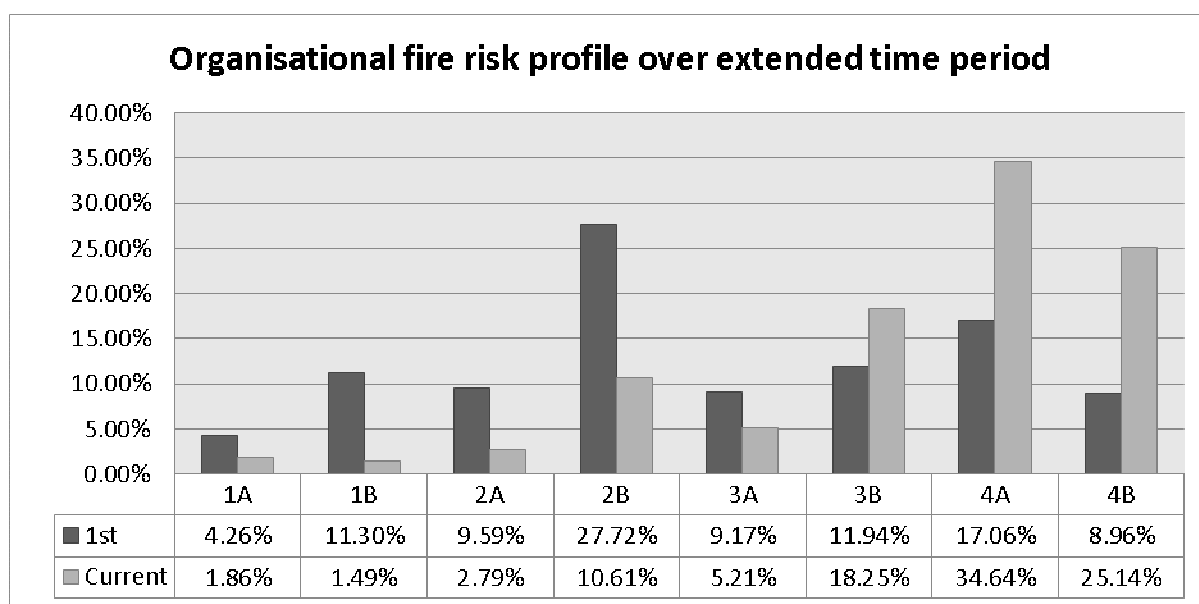
Fire Assessments

50. The team undertake fire risk assessments across our premises to identify risk and where identified undertake physical works of improvements to improve the safety of occupants.

During 2015/16

290 Fire Risk Assessments completed within the year, 100% of all sites assessed within the projected 2 years programmed cycle of assessments.

Relative Risk profiling for the property portfolio continues to reflect an overall reduction in risk. All premises within the portfolio fall within one of the risk groups indicated 1A (High Risk) to 4B (Low risk). The table below shows how the 'relative risk' landscape has changed over an extended period with an overall shift to 'lower risk'.



The number of 'Live' remedial notifications continues to fall year on year (as can be seen below).

Outstanding issues	End of Oct 14	End of Mar 15	End of Mar 16	Annual change
Management related	1019	749	503	-246
Premises related	591	511	390	-121
Total	1610	1260	893	-367

A programme of developing 'site fire plans' (integrated approach linked to condition survey plans format) was completed and are now available and being used for all sites.

Appropriate property insurance cover has been established to enable 'sold services' to be developed. As a result 18 external clients bought back Fire Risk Assessment services from the team, which as a result generated an Income stream, which is a first for this team.

No. of reports and operational decisions

51. Any major property transaction will require approval via a formal report to committee or for more minor transaction by the use of the operational decision process. Most of these transactions are progressed through the property and strategy team. Between 1 April 2015 – 31 end March 2016.

Committee reports prepared = 51

Operational Decisions = 179

This represents almost 20 transactions every month.

Progress on key development sites

- Clayfields House, Stapleford: A successful bid to the Department for Education has secured grant funding amounting to almost £7.9 m. The work that will be undertaken to this secure residential unit will be divided up into three phases. Phase 1 rebuilding of the Scarlet Wing; Phase 2 is the demolition of the existing scarlet block and phase 3 is the building of the vocational block on the footprint of the demolished scarlet block. Design work was undertaken during the last 12 months to achieve planning consent for phase 1. Arc Partnership will now take responsibility for delivering the works in accordance with the strict conditions of the grant award in particular the requirement that spend profile is achieved in each financial year to avoid loss of grant. The works are programmed to be fully complete in 2018/19.

Other Options Considered

52. This report is for noting only.

Reason/s for Recommendation/s

53. To provide members with an update on key work areas for the property group during the period 1st April, 2015 to 31st March 2016.

Statutory and Policy Implications

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

Jas Hundal

Service Director – Environment, Transport & Property

For any enquiries about this report please contact: Andrew Stevens 0115 977 2085

Constitutional Comments (SOM 27.09.16)

55. This Report is for noting purposes only.

Financial Comments (RWK 26.09.2016)

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

Background Papers and Published Documents

57. None.

Electoral Division(s) and Member(s) Affected

58. Ward(s): All
Member(s): All

File ref.: /SB/SB/-

SP: 3116

Properties affected: 09998 - Various NCC Properties/non-property item

17 October 2016

Agenda Item: 6d

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

**OPERATIONAL DECISIONS TAKEN OUTSIDE THE FINANCE &
PROPERTY COMMITTEE CYCLE JUNE – AUGUST 2016**

Purpose of the Report

1. As Members will recall at the meeting of this Committee in January 2014 approval was given to amend the list of day to day operational decisions which can be taken by the Director, subject to the chair of Finance & Property Committee determining whether operational decisions should still be reported to Committee. It was also agreed that a report should be submitted to the Finance & Property Committee on a quarterly basis outlining all operational decisions made, supplemented annually by a review report on Estate Management operational decisions. In accordance with this decision this is the quarterly report to inform the Finance & Property Committee of Operational Decisions taken outside the Finance & Property Committee Cycle, between June and August 2016.

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. This report seeks to inform Committee Members of the decisions taken over this period. Details of the decisions taken are shown below: -

Please note relevant Ward Members have been invited to comment on these proposals.

SP	TITLE	DESCRIPTION / open (extract from Operational decision)
3062	113 sqm Land Rear of 7 Temple Crescent, Nuthall – Disposal	The Land to the rear of Temple Crescent forms part of the noise reduction embankment to the A6002. In 2012, NCC sold 3 parcels of land to the rear of 8-10a Temple Crescent to the owners of these properties so that they could extend their gardens. A further request has been received from the new owners of 7 Temple Crescent to purchase approx. 113 sqm of land to the rear of the property.

3060	Allotments Gardens, Former Linby Colliery Site, off Linby Walk, Hucknall – 5 year lease	It has been drawn to the County Council's attention that a group of gardeners have created some allotments gardens within the site of the former Linby Colliery at Hucknall. They currently occupy approximately 3.65 acres without having any formal arrangement in place and following discussions, they have formed the Hucknall Stock Allotment Association. Terms have been agreed for them to occupy the site on a 5 year lease.
3065	Abbey Primary School – Lease to Learning Ladder	A lease to be granted to Learning Ladder to formalise their occupation of the pre-school unit at Abbey Primary School. A breakfast club and afterschool club will also be provided.
3022	St Johns Primary School – Lease of Caretakers Property and a minor realignment of the boundary	St Johns Primary School has been granted Academy Status and converted in December 2015. The Caretakers property will be let to the Trust but on a lease of 10 years or upon the current Caretaker's retirement. A minor boundary realignment will also be included in the transaction.
3063	Northern Depot, Station Road, Sutton-in-Ashfield- Variation of lease to permit subletting to Via.	The taking of a longer, varied lease from Ashfield District Council to allow the County Council to sublet to Via for the duration of the highways service contract.
3064	A617 Rainworth Bypass – Compulsory Purchase Claim – Renewal of approval, Plots 21, 23 & 40	In 2006, the Portfolio Holder for Finance and Property approved a compensation payment for land taken under CPO powers for the Rainworth Bypass. Recently it has come to light that the compensation was never paid. Following negotiation, it has been agreed that a revised payment will be made to the former owner of the land. This is a reduced amount due to a smaller area than first envisaged being taken.
3061	Proposed Non-Domestic Ratings Settlements – April 2016	Operational decision approval for a non-domestic (business) rate settlement. Gerald Eve (GE), Chartered Surveyors, is the Council's appointed ratings agent and the proposed settlement has been provisionally agreed by GE in negotiation with the Valuation Office Agency. 1 property for April, saving the Authority £8963.63 over the life of the current rating visit (2010-2017).
3074	Licence for vehicular access to the rear of Lincoln Street, Worksop	Licence for vehicular access to the rear of Lincoln Street to be granted to residents
3071	St Michaels Environmental Education Centre, Main Road, Hathersage - Lease Renewal	The outdoor educational and field study centre has been in use by NCC's Children, Families and Cultural Services (CFCS) since 2005. The lease expires on 31 st August 2016 and CFCS have requested a 3 year renewal of the lease until August 2019. The 3 year renewal will allow CFCS to continue to provide the Environmental Study service to Nottinghamshire schools.
3076	Collaboration agreement for disposal of land at Denewood	It is proposed that Nottingham City Council and Nottinghamshire County Council enter into a collaboration agreement to dispose of the site. Approval of the site disposal and demolition was granted at Committee on the 19 th January 2015. The purpose of the agreement is to ensure that the best terms are achieved and to distribute any profit arising from the disposal on the basis of the respective site proportions.
3080	Licence of Car Parking Spaces at MASH at Mercury House	It is proposed that the County Council renew an existing Licence for 40 car parking spaces; the Licence can be terminated at any time subject to 2 weeks' Notice.

3082	Licence of Car Parking Spaces for MASH at Mercury House	It is proposed that the County Council renew an existing Licence for 7 car parking spaces; the Licence can be terminated at any time subject to 2 weeks' Notice.
3081	Licence of Car Parking Spaces for MASH at Mercury House	It is proposed that the County Council renew an existing Licence for 18 car parking spaces; the Licence can be terminated at any time subject to 2 weeks' Notice.
3077	Grant of easement – 9 & 11 Church Street, Edwinstowe	Following the completion of the new respite centre the right of way along the drive for the resident of 9&11 Church Street has been altered and landscaped resulting in the construction of a new access road. As a result a new easement is being granted to the occupiers of 9&11 Church Street to permit them to have access along the new access road.
3068	Former Caretaker's Bungalow – Stevenson Junior School, Wadsworth Road, Stapleford, Nottingham, NG9 8BD – Approval to dispose and appointment of auctioneer	This former caretaker's bungalow is surplus to the County Council's requirements and it is therefore intended to dispose of the property at auction in September 2016.
3073	Redgate Special School - Conversion to Academy Status	Proposed Conversion to Academy Status with 125 year lease.
3090	Robert Miles Junior School – Conversion to Academy Status	Proposed Conversion to Academy Status with 125 year lease.
3092	Lease – Borehole, Daneshill Road, Lound	The County Council is to grant a lease to FCC Recycling (UK) Limited for a small area of land off Daneshill Road at Lound in order that they can monitor ground water and methane testing in order to comply with Environment Permits issued by the Environment Agency.
3099	Mansfield Community Arts Centre	Under the terms of the lease there was a rent review due in January 2015.
3095	Ollerton Primary School, Conversion To Academy Status	Proposed Conversion to Academy Status with 125 year lease.
3094	Crossdale Primary School, Conversion To Academy Status	Proposed Conversion to Academy Status with 125 year lease.
3093	Keyworth Primary School, Keyworth Conversion to Academy Status	Proposed Conversion to Academy Status with 125 year lease.
3091	St Peter's C of E Primary School - Conversion to Academy Status	Proposed Conversion to Academy Status with 125 year lease.
3088	Heymann Primary & Nursery School (KS2) - Conversion to Academy	Proposed Conversion to Academy Status with 125 year lease.

	Status	
3086	Academy Conversion - Greenwood Primary and Nursery School	Proposed Conversion to Academy Status with 125 year lease.
3083	Proposed Garden Licence to the rear of 11 Parkgate, Hucknall, Nottingham NG15 8FS	Since 2006 NCC has granted Garden Licences to 14 residents whose properties on The Drift, Parkgate & Piper Close, Hucknall, back onto the Robin Hood Railway Line. Between the railway line & their rear boundaries is a strip of vacant land & this has been let to individuals who have requested to extend their rear gardens. On 1 March 2013 a garden licence was granted to the owner of 11 Parkgate which included the land to the next door property, No 15. Under the terms of this licence, should No.15 be sold & the new owner request a garden licence to the land directly to the rear of their property, the Licence Agreement for No 11, covering the area to the rear of 11/15 Parkgate, would be terminated & a new licence granted for the land to the rear of No. 11 only.
3084	Proposed Garden Licence to the rear of 15 Parkgate, Hucknall, Nottingham NG15 8FS	Since 2006 NCC has granted Garden Licences to 14 residents whose properties on The Drift, Parkgate & Piper Close, Hucknall, back onto the Robin Hood Railway Line. Between the railway line & their rear boundaries is a strip of vacant land & this has been let to individuals who have requested to extend their rear gardens. On 1 March 2013 a garden licence was granted to the owner of 11 Parkgate which included the land to the next door property, No 15. Under the terms of this licence, should No.15 be sold & the new owner request a garden licence to the land directly to the rear of their property, the Licence Agreement for No 11, covering the area to the rear of 11/15 Parkgate, would be terminated & a new licence granted for the land to the rear of No. 11 only, in addition to that of No 15.
3089	Heymann Primary & Nursery School Annexe (KS1) - Conversion to Academy Status	Proposed Conversion to Academy Status with 125 year lease.
3087	Seely Church Primary School - Conversion to Academy Status	Proposed Conversion to Academy Status with 125 year lease.
3111	Flying High Academy at Ladybrook, Revised Redline Plan Area	Revised redline area for land allocated to academy for the 125 year lease.
3100	New 21 year License of a cycleway at Shirebrook	A 21 year lease to formalise the use of the cycleway in Warsop Term: Annual licence Rent: one peppercorn Notice 6 months written notice and requirement to remove and : reinstate surface to HRE's satisfaction. Fees: NCC to cover reasonable legal costs in preparation of the Agreement
3102	Crossdale Drive Primary School - Lease to Equals Trust for the former caretakers property	Crossdale Drive Primary School has been granted Academy Status and will convert on 1 st September 2016. The School site will be leased to the Academy Trust on a 125 year lease. The school would like to use the former caretaker's property to provide a pre-school provision for the families in the local area.

		<p>Busy Bees Pre School, a school owned company already operate from the school site.</p> <p>The property will be leased to the Academy Trust but may be sublet to a pre-school provider within the terms of the lease.</p>
3103	Oakdale Learning Centre, Westfield Lane, Mansfield - Renewal of Short Term Lease	The County Council is to renew the short term lease of the Oakdale Learning Centre to the Beech Academy Trust for a further 12 month period, pending the Education Funding Agency issuing approval for the Academy Trust to increase its pupil places. Following this approval, the previously agreed 25 year lease will be completed.
3108	Clarborough Primary School, Church Lane - overage payment	The school was disposed of in 2013 and was sold with an overage clause which has been triggered following the purchasers obtaining planning consent. The planning consent is for the erection of a new dwelling and conversion of part of the school to form an annex. As a result a payment is payable to the County Council.
3109	Land at Main St Blidworth - Overage payment	A parcel of land was disposed of by the County Council in 2013 and was sold with an overage clause which has been triggered following the purchasers obtaining planning consent. The planning consent is for the conversion of the pub into residential accommodation; only a small part of the land disposed of by the County Council will be built upon. As a result an overage payment will be payable to the County Council.
3105	Horsendale Primary School - Lease of Caretaker Property	Horsendale Primary School is to convert to Academy Status in October 2016. The School site will be leased to the Academy on a 125 year lease, and the Caretaker's property will also be let to the Academy but on a shorter term lease of 10 years.
3104	Horsendale Primary School - Conversion to Academy Status	Proposed Conversion to Academy Status with 125 year lease.
3098	Blyth Highway Depot – Variation of lease to permit subletting to Via	The taking of a longer, varied lease from Euro Garages Limited to allow the County Council to sublet to Via for the duration of the highways service contract.
3121	Oakfield Lane/Sherwood Street Playing Field	Approval is requested to auction the site with an overage provision of 25% over 30years.
3120	Kirkby Woodhouse Primary School – Conversion to Academy Status	Academy Conversion - Kirkby Woodhouse Primary
3119	Academy Conversion - William Gladstone	Conversion to Academy Status
3070	51 Appleton Gate Newark	Approval is sought for a new lease to expire on 31 January 2022 on the terms of the previous lease save for an annual rent increase as set out in the exempt appendix. There will be a break clause at the 31 st January 2019 to be actioned by either party with 3 months' notice.
3113	Ollerton Primary School (The Forge Trust) - Underlease to Nottinghamshire County Council - Pre School	<p>Following a successful tender, Luan's Little People took up occupation of part of the school site to provide a childcare facility from September 2015. A lease was agreed.</p> <p>The Ollerton Primary School is now converting to Academy and</p>

	provision	an underlease for the provision will therefore be required, the rooms occupied will be protected for pre-school provision for the length of the lease to Forge Academy (125 years less 5 days)
3114	Willow Brook Primary School - Licence to WB's Wrap Around	WB's Wrap Around have been providing a wraparound provision for the pupils of the school since April 2014. The licence formalises their occupation.
3117	Robert Miles Junior School (Academy Conversion) Lease of Caretaker's Property	Robert Miles Junior School is to convert to Academy Status in September 2016. The School site will be leased to the Academy on a 125 year lease, and the Caretaker's property will also be let to the Academy but on a shorter term lease of 15 years.
3118	Heymann Primary School (Academy Conversion) Lease of Caretaker's Property	Heymann Primary School is to convert to Academy Status in September 2016. The School site will be leased to the Academy on a 125 year lease, and the Caretaker's property will also be let to the Academy but on a shorter term lease of 5 years.

Other Options Considered

4. This report is for information only.

Reason/s for Recommendation/s

5. This report is for information only.

Statutory and Policy Implications

6. 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 information set out in this report is noted.

Jas Hundal

Service Director – Environment, Transport & Property

For any enquiries about this report please contact: Andrew Stevens 0115 977 2085

Constitutional Comments (SOM 27.09.16)

7. The Report is for noting purposes only.

Financial Comments (RWK 26/09/2016)

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

Background Papers and Published Documents

9. None.

Electoral Division(s) and Member(s) Affected

10. Ward(s): All
Member(s): All

File ref.: /SB/SB/

SP:

Properties affected: 09998 - Various NCC Properties/non-property item

17 October 2016**Agenda Item: 7****REPORT OF CORPORATE DIRECTOR, RESOURCES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Committee's work programme for 2016/17.

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, Resources

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>
21 November 2016				
Monthly Budget & Capital Monitoring Report 2016/17	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
ICT Programmes and Performance Quarter 2	Progress Report	Info	Ivor Nicholson	Ivor Nicholson
Property Transactions	Various	Decision	Jas Hundal	Various
19 December 2016				
Monthly Budget & Capital Monitoring Report 2016/17	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
Property Transactions	Various	Decision	Jas Hundal	Various
16 January 2017				
Monthly Budget & Capital Monitoring Report 2016/17	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
Councillors' Divisional Fund	Quarterly report on Councillors Divisional Fund	Info	Jayne Francis-Ward	Paul Davies
Property Transactions	Various	Decision	Jas Hundal	Various
8 February 2017 (Budget Meeting)				
20 February 2017				
Monthly Budget & Capital Monitoring Report 2016/17	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
ICT Programmes and Performance Quarter 3	Progress Report	Info	Ivor Nicholson	Ivor Nicholson

<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>
Property Transactions	Various	Decision	Jas Hundal	Various
20 March 2017				
Monthly Budget & Capital Monitoring Report 2016/17	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
Property Transactions	Various	Decision	Jas Hundal	Various
24 April 2017				
Monthly Budget & Capital Monitoring Report 2016/17	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
Councillors' Divisional Fund	Quarterly report on Councillors Divisional Fund	Info	Jayne Francis-Ward	Paul Davies
Property Transactions	Various	Decision	Jas Hundal	Various
19 June 2017				
Monthly Budget & Capital Monitoring Report 2016/17	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
ICT Programmes and Performance Quarter 4	Progress Report	Info	Ivor Nicholson	Ivor Nicholson
Property Transactions	Various	Decision	Jas Hundal	Various
24 April 2017				
Monthly Budget & Capital Monitoring Report 2016/17	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
Property Transactions	Various	Decision	Jas Hundal	Various

<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>
19 June 2017				
Monthly Budget & Capital Monitoring Report 2016/17	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
Property Transactions	Various	Decision	Jas Hundal	Various
17 July 2017				
Monthly Budget & Capital Monitoring Report 2016/17	Budget Capital Monitoring, Capital Receipts, Capital Variations	Decision	Nigel Stevenson	Glen Bicknell
Councillors' Divisional Fund	Quarterly report on Councillors Divisional Fund	Info	Jayne Francis-Ward	Paul Davies
Property Transactions	Various	Decision	Jas Hundal	Various

