

## Finance and Property Committee

**Monday, 21 November 2016 at 14:00**

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

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### AGENDA

- |   |  |         |
|---|--|---------|
| 1 | Minutes of the last meeting held on 17 Oct   | 3 - 6   |
| 2 | Apologies for Absence  |         |
| 3 | Declarations of Interests by Members and Officers:- (see note below)<br>(a) Disclosable Pecuniary Interests<br>(b) Private Interests (pecuniary and non-pecuniary) |         |
| 4 | Financial Monitoring Report Period 6 2016-17   | 7 - 22  |
| 5 | ICT Programmes and Performance Quarter 2 2016-17   | 23 - 34 |
| 6 | Councillors' Divisional Fund Monitoring Report   | 35 - 36 |
| 7 | Disposal of Land at Bailey's Field, off Barnby Road, Balderton, Newark   | 37 - 44 |
| 8 | Work Programme   | 45 - 50 |

## 9 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 item.

### **EXEMPT INFORMATION ITEM**

## 10 Disposal of Land at Bailey's Field, off Barnby Road, Balderton, Newark 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 17 October 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
Jayne Francis-Ward	Corporate Director, Resources
Derek Higton	Service Director, Youth, Families & Cultural Services (Item 6a)
Jas Hundal	Service Director, Environment, Transport & Property
Ivor Nicholson	Service Director, ICT (Item 4)
Andrew Stevens	Group Manager, Property
Nigel Stevenson	Service Director, Finance & Procurement

**MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on 20 September 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**

No declarations of interest were made.

**ICT STAFFING STRUCTURE**

**RESOLVED: 2016/115**

That the proposed new structure for ICT Services be approved.

## **FINANCIAL MONITORING REPORT: PERIOD 5 2016/2017**

### **RESOLVED: 2016/116**

- 1) That the revenue budget expenditure to date and year end forecasts be noted
- 2) That the Capital Programme expenditure to date and year end forecasts be noted and the variations to the Capital Programme be approved
- 3) That the Council's Balance Sheet transactions be noted

## **PROPERTY TRANSACTIONS**

### **COMMERCIAL OPERATION AT RUFFORD COUNTRY PARK**

#### **RESOLVED: 2016/117**

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

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

#### **RESOLVED: 2016/118**

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 the report and exempt appendix.

## **PROPERTY SERVICES END OF YEAR PERFORMANCE REPORT 2015/16**

#### **RESOLVED: 2016/119**

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

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

#### **RESOLVED: 2016/120**

That the information set out in the report be noted.

## **WORK PROGRAMME**

**RESOLVED: 2016/121**

That the Committee's work programme be noted.

## **EXCLUSION OF THE PUBLIC**

**RESOLVED: 2016/122**

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**

### **COMMERCIAL OPERATION AT RUFFORD COUNTRY PARK**

**RESOLVED: 2016/123**

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

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

**RESOLVED: 2016/124**

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

### **PROPERTY SERVICES END OF YEAR PERFORMANCE REPORT 2015/16**

**RESOLVED: 2016/125**

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

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

**RESOLVED: 2016/126**

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

The meeting closed at 2.36pm.





**21 November 2016**

**Agenda Item: 4**

**REPORT OF THE SERVICE DIRECTOR – FINANCE, PROCUREMENT AND  
IMPROVEMENT**

**FINANCIAL MONITORING REPORT: PERIOD 6 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 £1.7m net underspend 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 6**

Forecast Variance as at Period 5 £'000	Committee	Annual Budget £'000	Actual to Period 6 £'000	Year-End Forecast £'000	Latest Forecast Variance £'000
4,757	Children & Young People	130,689	68,431	135,155	4,466
(3,046)	Adult Social Care & Health	215,305	86,502	212,194	(3,111)
346	Transport & Highways	43,720	26,136	44,030	310
319	Environment & Sustainability	31,782	14,453	31,884	102
212	Community Safety	3,136	418	3,444	308
(25)	Culture	13,101	6,492	13,036	(65)
(292)	Policy	24,129	12,336	23,760	(369)
(269)	Finance & Property	30,486	21,256	29,973	(513)
(85)	Personnel	11,106	5,979	10,885	(221)
71	Economic Development	1,467	492	1,515	48
(907)	Public Health *	5,716	2,068	4,651	(1,065)
<b>1,081</b>	<b>Net Committee (under)/overspend</b>	<b>510,637</b>	<b>244,563</b>	<b>510,527</b>	<b>(110)</b>
(2,664)	Central items	485	(25,730)	(2,825)	(3,310)
-	- Schools Expenditure	(169)	(169)	(169)	-
49	Contribution to/(from) Traders	563	2,269	686	123
<b>(1,534)</b>	<b>Forecast prior to use of reserves</b>	<b>511,516</b>	<b>220,933</b>	<b>508,219</b>	<b>(3,297)</b>
(19)	Transfer to / (from) Corporate Reserves	(18,344)	(20)	(18,263)	81
2,307	Transfer to / (from) Departmental Reserves	(10,535)	(429)	(9,068)	1,467
-	- Transfer to / (from) General Fund	(3,741)	-	(3,741)	-
<b>754</b>	<b>Net County Council Budget Requirement</b>	<b>478,896</b>	<b>220,484</b>	<b>477,147</b>	<b>(1,749)</b>

\* 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 £4.5m overspend)

7. The Children's Social Care Division is reporting a forecast net overspend of £2.7m. The major contributing variances are:

- £2.6m overspend on Provider Services (Looked After Children placements). The significant variances include a £1.3m overspend on external residential and supported accommodation placements, of which £1.2m relates to 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 (Child and Adolescent Mental Health Services (CAMHS), Edge of Care, etc.). This is offset by an underspend on Adoption Interagency Placements due to the receipt of the Interagency Adoption Grant £0.5m and the Contact Service of £0.1m.

- £0.2m 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.
  - £0.3m 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 payments for Children in Need (Section 17 payments).
8. The Education Standards and Inclusion Division is reporting a forecast net overspend of £2.0m. 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 5. It does not reflect any changes for the new academic year, but reflects the achievability issues with the 2016/17 savings target of £0.6m.
  - The above variances are partially offset by maximising the use of £0.4m uncommitted Pupil Premium Grant and Higher Level Teaching Assistants Grant.
9. The Youth, Families and Culture Division is reporting a forecast net overspend of £0.1m. This mainly consists of:
- £0.4m 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 and Disability 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 £3.1m underspend)**

12. The Strategic, Commissioning, Access and Safeguarding Division is currently reporting a breakeven position. It is comprised of the following:

- The DIPSU investigation is currently costing ASCH £0.2m this financial year.
  - Client Contribution income is now forecasting a shortfall of £0.3m, primarily due to an underachievement of property income.
  - The contribution to the Integrated Community Equipment Loans Scheme (ICELES) Pooled Budget is still forecast to be £0.2m less than budget, due to contract re-negotiations with County Health Partners.
  - There is a £0.2m underspend expected on the Advocacy contract. The new contract commences in October and has come in under budget.
  - Other areas across Strategic Commissioning are forecasting a combined net underspend of £0.1m.
13. The North Nottinghamshire Division is currently forecasting a net underspend of £1.1m against the budget and comprises the following:
- Residential Services are forecasting a £0.3m underspend primarily due to increased 1 to 1 funding in the Short Breaks units.
  - Day Services and Employment are forecasting an underspend of £0.5m. This overall underspend is mainly due to an underspend on staffing of £0.9m, partially offset by overspends on transport of £0.4m.
  - Bassetlaw Community Care are forecasting an increased underspend of £0.3m. 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 £1.5m (£1.4m after the planned use of reserves).
- Older Adults across the County are now forecasting an underspend of £1.5m. This underspend is primarily due to underspends on staffing and direct payments.
  - Younger Adults across the County are forecasting an underspend of £0.2m. There is still an overspend on Supported Living and Long Term Residential and Nursing Placements primarily due to Transforming Care Cases which are being offset by additional Continuing Health Care (CHC) income and an underspend on Direct Payments.
  - The other cost centres across the division are forecasting a net overspend of £0.2m.
15. The Transformation Division is currently forecasting an underspend of £0.4m against the budget.
16. The County Council is continuing to seek funding from the Clinical Commissioning Groups to cover the full cost of the Transforming Care Packages.

**Finance & Property (forecast £0.5m underspend)**

17. This forecast underspend is due largely to the early achievement of 2017/18 savings targets and temporary underspends on staffing in the Property Division, together with vacancy savings within the Finance, Procurement and Improvement Division.

### **Public Health (£1.1m underspend)**

18. This forecast underspend is due mainly to slippage in activity against the Health Check Programme, together with an underspend against the Smoking and Tobacco Programme and the Public Health Directorate.
19. The overall County Council forecast assumes that this net underspend will be transferred to the Public Health reserve.

### **Central Items (forecast £3.3m underspend)**

20. Central Items primarily consists of interest on cash balances and borrowing, together with various grants, contingency and capital charges.
21. 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.
22. 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 £0.8m.
23. There are also £0.6m of underspends against Traders pension contributions, ongoing pension enhancements and one-off income from the dissolution of CLASP.

### **Requests for Contingency**

24. The Council budget includes a contingency budget of £7.6m to cover redundancy costs, slippage of savings and unforeseen events. Contingency requests approved previously total £2.4m. Table 1 assumes that £3.1m of the remaining contingency budget will be used for future requests.

### **Transfer to / (from) reserves**

25. 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**

26. 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.
27. 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

28. 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	4,527	
		4,527
Variations funded from other sources : Net slippage from 2015/16 and financing adjustments	422	
		422
<b>Revised Gross Capital Programme</b>		<b>117,294</b>

29. Table 3 shows actual capital expenditure to date against the forecast outturn at Period 6.

**Table 3 – Capital Expenditure and Forecasts as at Period 6**

Committee	Revised Capital Programme £'000	Actual Expenditure to Period 6 £'000	Forecast Outturn £'000	Expected Variance £'000
Children & Young People	42,008	11,011	40,483	(1,525)
Adult Social Care & Health	6,763	2,506	6,729	(34)
Transport & Highways	39,166	11,581	39,161	(5)
Environment & Sustainability	3,128	111	3,128	-
Community Safety	100	-	100	-
Culture	2,177	(5)	1,896	(281)
Policy	255	90	255	-
Finance & Property	15,309	4,528	13,677	(1,632)
Personnel	372	222	262	(110)
Economic Development	6,681	1,071	5,951	(730)
Contingency	1,335	-	1,335	-
<b>Total</b>	<b>117,294</b>	<b>31,115</b>	<b>112,977</b>	<b>(4,317)</b>

## Children and Young People

30. In the Children and Young People's Committee capital programme, a forecast underspend of £1.5m has been identified. It is proposed that £1.5m of schools funding allocated to Early Years projects is re-profiled into 2017/18 as the Council awaits the outcome of bids for further Early Years funding.

**It is proposed that the Children and Young People's capital programme is varied to reflect that £1.5m schools funding allocated to Early Years projects will be re-profiled into 2017/18.**

## Transport and Highways

31. In the Transport and Highways Committee, the Department for Transport has introduced an incentivisation element to the Highways Capital Maintenance Grant. This approach encourages local authorities to adopt good practice with regard to efficiencies and asset management. The Council has been successful in securing Highways Incentive Grant totalling £0.8m.

**It is proposed that the Transport and Highways capital programme is varied to reflect the £0.8m Incentive Grant.**

32. Also, in the Transport and Highways Committee, it is proposed that the capital programme is varied to reflect the inclusion of a major project to improve access links in Harworth. It is anticipated that the project will be funded as follows:

<b>Funding Source</b>	<b>£000</b>
D2N2 Grant	1,100
Sheffield City Regions	455
<b>Total Funding</b>	<b>1,555</b>

The £1.1m D2N2 grant funding has been secured. A bid has been submitted into the Sheffield City Regions Investment Fund for a further £0.455m. The capital programme will be varied for this element of funding subject to the successful bid being reported to the Transport and Highways Committee. In addition, Nottinghamshire County Council and Bassetlaw District Council have agreed to equally fund any overspend on the project up to a cap of £0.075m each.

**It is proposed that the Transport and Highways capital programme is varied to reflect the £1.175m external funding from D2N2 and Bassetlaw District Council and the £0.075m contribution from Nottinghamshire County Council, funded from capital contingency.**

## Culture

33. In the Culture Committee, on 1 November 2016 a report was taken to Culture Committee to set out the outcome of the procurement process to for a partner to operate and manage the commercial operations and visitor offer at Rufford Abbey Country Park. The contract was

awarded to the preferred bidder subject to the approval of a £0.977m capital contribution to the agreement.

**It is proposed therefore that the Culture Committee capital programme is varied to reflect the £0.977m capital contribution to the Rufford Abbey Country Park agreement, funded from capital contingency.**

## Finance and Property

34. In the Finance and Property Committee, a forecast underspend of £1.6m has been identified. This is mainly as a result of slippage against two development projects at Gamston (£0.5m) and Lindhurst (0.9m) as negotiations on both projects continue.

## Economic Development

35. In the Economic Development Committee, a forecast underspend of £0.7m has been identified. Given the timing of calls for new applications and the level and profile of bids received via the Economic Development Capital Fund, a re-profile of £0.7m against the forecast is identified.

**It is proposed that the Economic Development Committee capital programme is varied to reflect the re-profiling of the Economic Development Capital Fund.**

## Financing the Approved Capital Programme

36. 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	18,409	23,299	-	300	42,008
Adult Social Care & Health	5,428	1,083	252	-	6,763
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	15,009	50	-	250	15,309
Personnel	-	82	-	290	372
Economic Development	4,040	2,574	67	-	6,681
Contingency	1,335	-	-	-	1,335
<b>Total</b>	<b>59,250</b>	<b>55,322</b>	<b>919</b>	<b>1,803</b>	<b>117,294</b>

37. It is anticipated that borrowing in 2016/17 will increase by £0.2m 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 £19.0m as approved to the October 2016 Finance and Property Committee meeting.
- Net slippage in 2016/17 of £4.3m of capital expenditure funded by capital allocation identified as part of the departmental capital monitoring exercise.

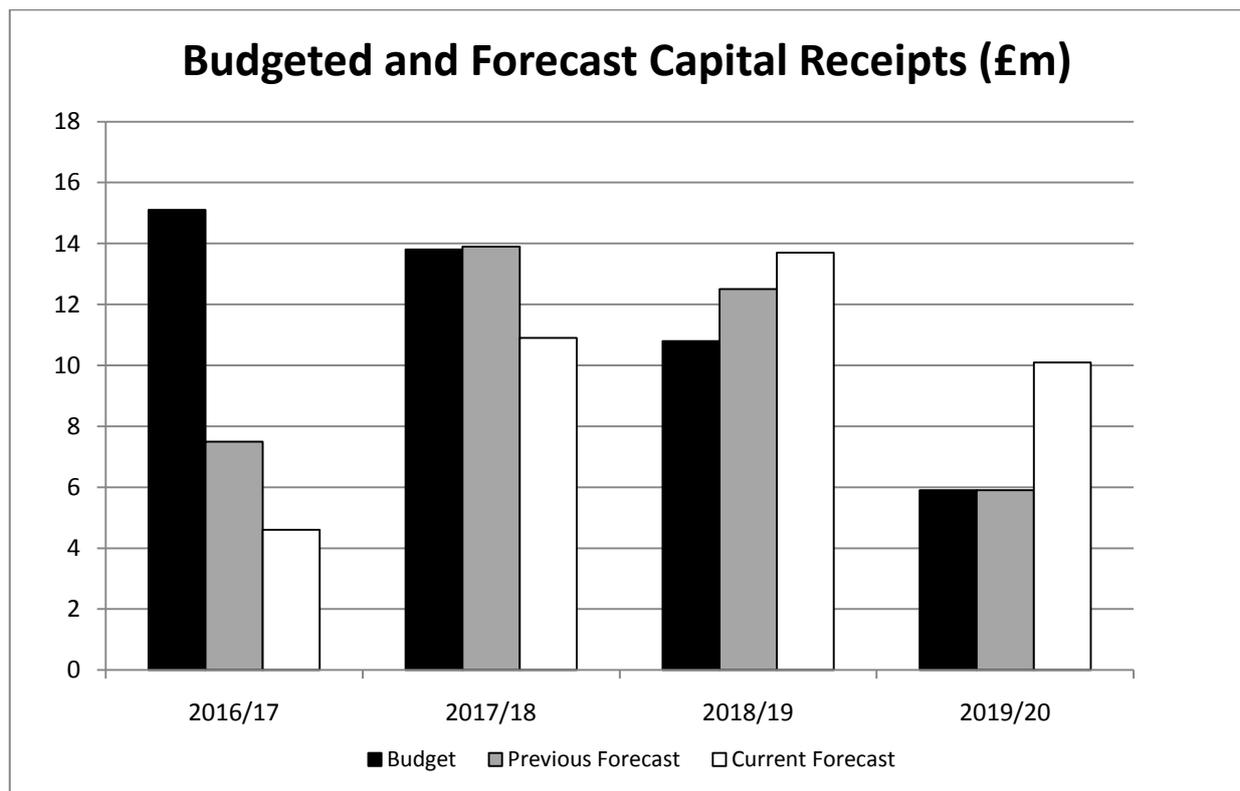
### Prudential Indicator Monitoring

38. 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

39. 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.

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



41. The black 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.

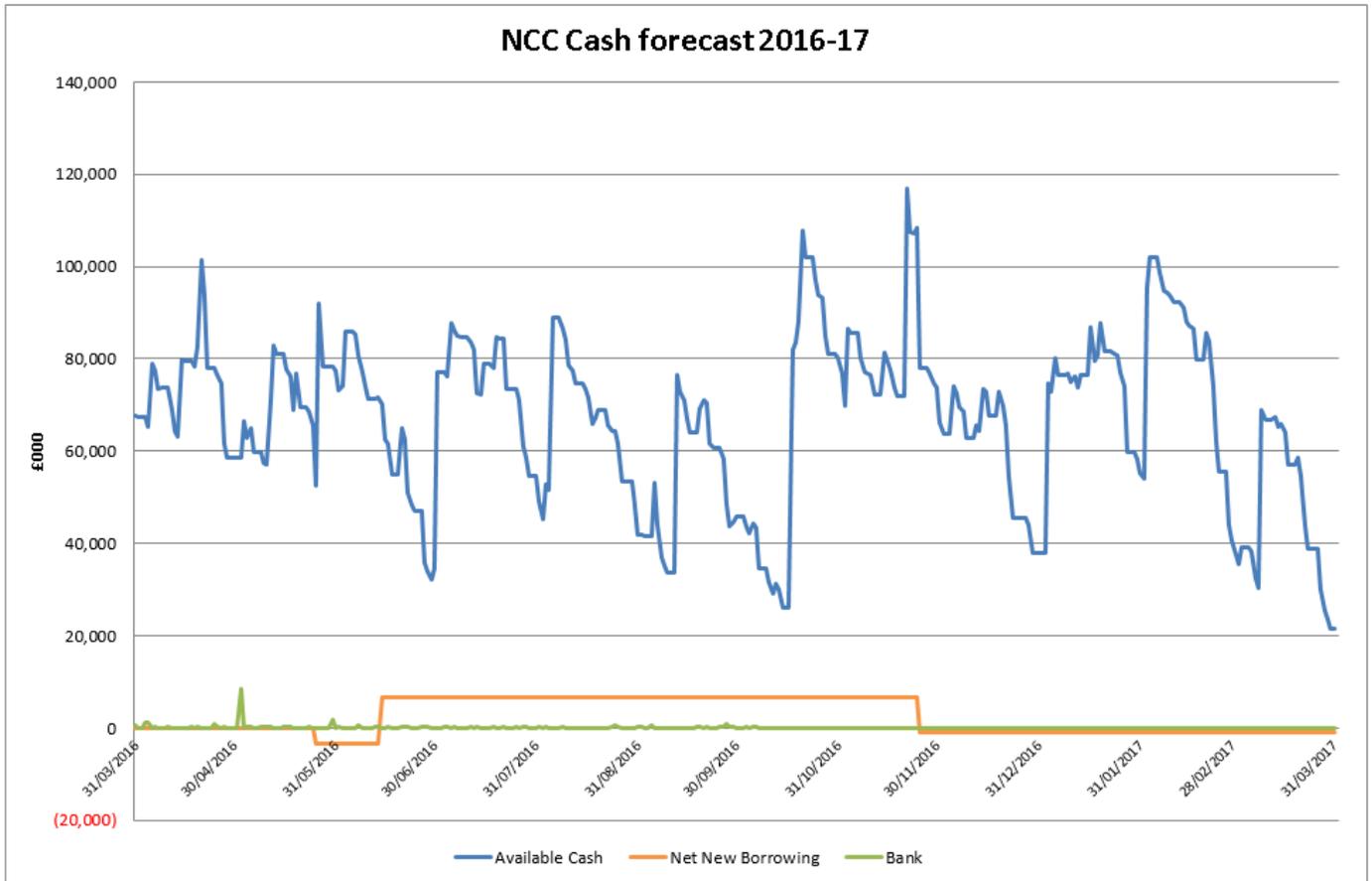
42. The grey bars show the previous quarterly capital receipt forecasts. The white bars show the current capital receipt forecasts. The current capital receipts forecast for 2016/17 is £4.6m. This is below the budgeted figure due to slippage on four major sites. Despite this, the overall capital receipts forecast remains relatively unchanged although an element has been re-profiled into 2020/21. To date in 2016/17, capital receipts totalling £3.6m have been received.
43. 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.
44. 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

45. 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.

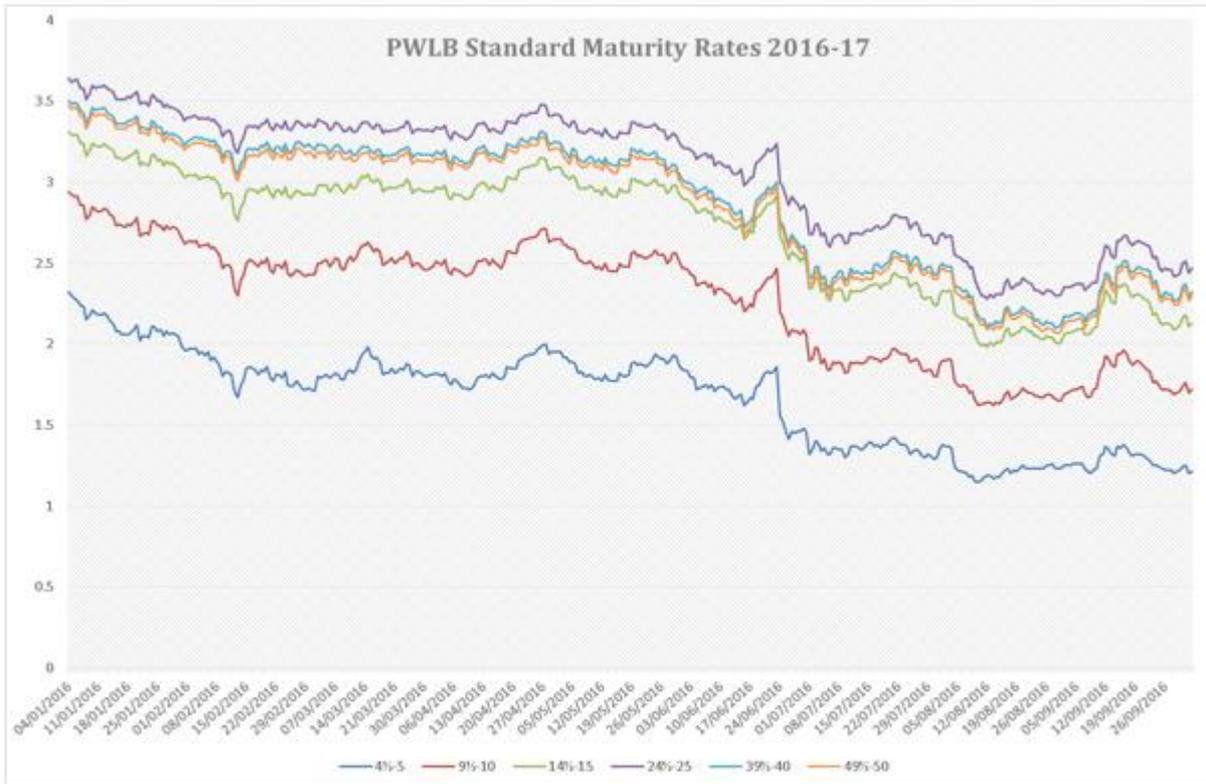
The chart below gives the following information:

<b>Available cash</b>	Surplus cash (invested in call accounts or money market funds) or a shortfall of cash indicating a need to borrow.
<b>Net new borrowing</b>	New loans taken during the year net of principal repayments on existing borrowing.
<b>Bank</b>	That element of surplus cash held in the Council's Barclays Bank account.



46. 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.

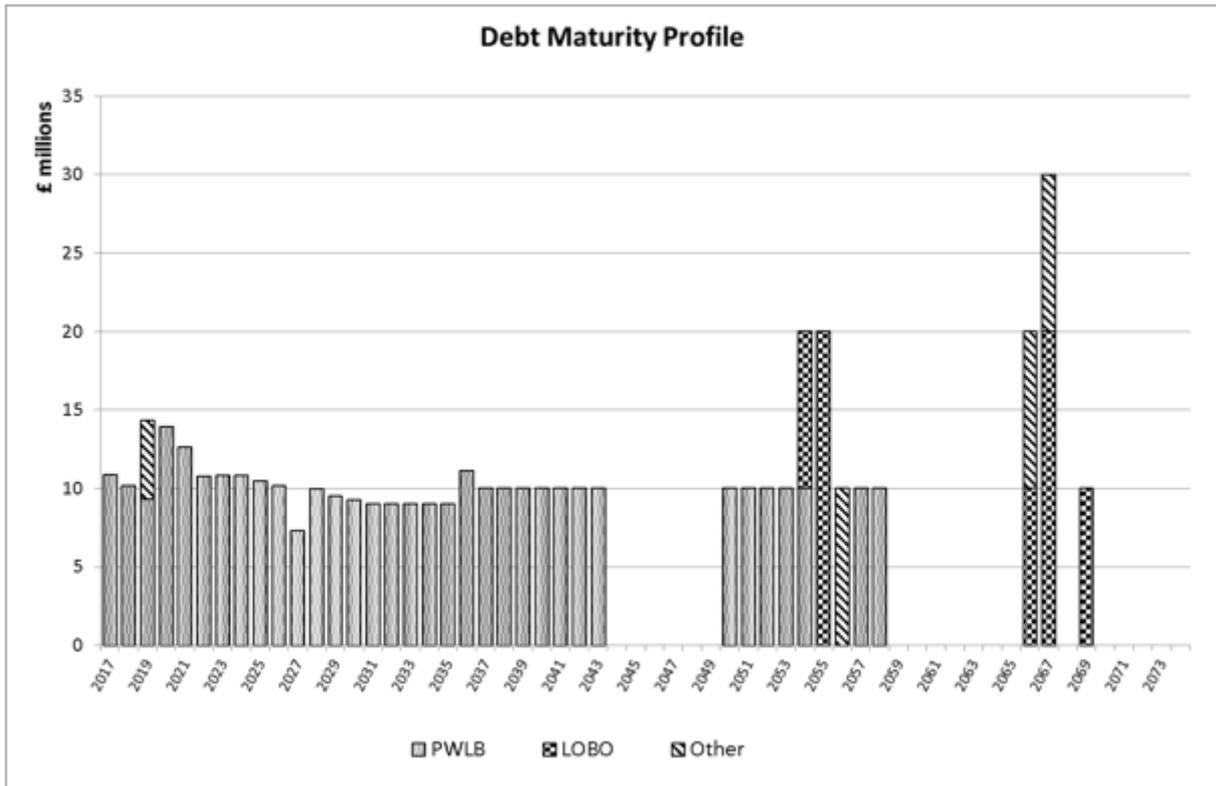
47. Currently PWLB rates remain fairly low and continue to be monitored closely in order to feed into decisions on new borrowing. The Council is able to take advantage of the PWLB “certainty rate” which is 0.2% below the standard rates. The chart below shows the movement in standard PWLB maturity rates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



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

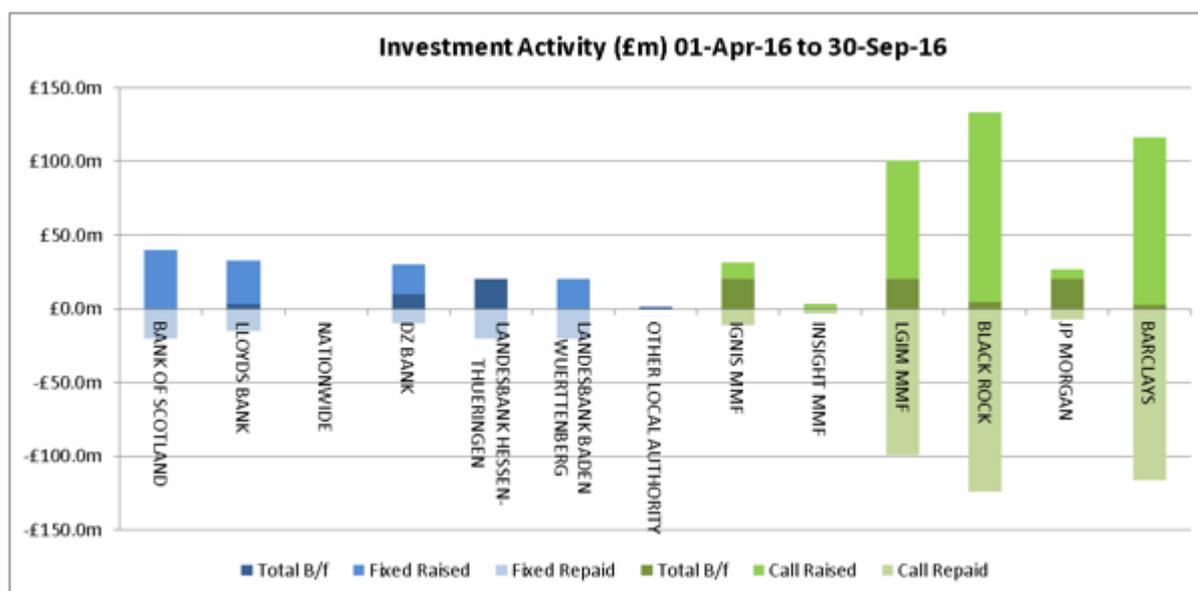
- expected movements in interest rates
- current maturity profile
- the impact on revenue budgets and the medium term financial strategy
- the treasury management prudential indicators

49. 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 41 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 52 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.



50. 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 £110m 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/f £ 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
DZ Bank	10,000	20,000	(10,000)	20,000
Landesbank Hessen- Thueringen	20,000	-	(20,000)	-
Landesbank Baden Wuerttemberg	-	20,000	(20,000)	-
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	80,350	(99,150)	1,200
Black Rock	4,700	128,600	(124,200)	9,100
JP Morgan	20,000	7,000	(7,000)	20,000
Barclays	2,950	113,350	(116,300)	-
<b>Total</b>	<b>102,150</b>	<b>453,550</b>	<b>(445,900)</b>	<b>109,800</b>



51. 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

52. 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**

53. 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**

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.

### **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 Cunnington - Senior Accountant, Pensions and Treasury Management

### **Constitutional Comments (SB 27/10/2016)**

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

### **Financial Comments (GB 27/10/2016)**

56. 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

**21<sup>st</sup> November 2016****Agenda Item: 5****REPORT OF THE SERVICE DIRECTOR, ICT****ICT PROGRAMMES AND PERFORMANCE QUARTER 2 2016-17****Purpose of the Report**

1. To provide the Finance and Property Committee with the 2nd quarter progress update on key projects and performance measures for ICT Services and to outline the major planned activities over the next 6 month period.

**Information and Advice****Programmes Update**

2. The ICT Strategy 2014-17 identifies the five ICT strategic themes that will support business transformation across the County Council and these shape much of the activity and priorities within ICT Services, covered in the progress and planning sections of the report (paragraphs 3 and 4). The five key themes are:
  - **Workforce mobilisation:** using technology to transform the productivity, efficiency and mobility of the workforce
  - **Customer channel shift:** using technology to support the delivery of effective web based self-serve functions for public service users
  - **Business performance reporting:** using technology to improve how business data is extracted from multiple systems, interrogated and reported through to users
  - **Partnership working:** using technology to support the greater integration of public facing services, including the effective sharing of data, systems and ICT solutions
  - **Reliability and compliance:** maintaining a current and fit for purpose ICT estate that supports improved business continuity and is compliant with Public Services Network (PSN) standards
3. Progress has been made in all of the priority ICT projects over the last quarter. A summary of progress is as follows:

- i. ICT Services has consulted on staff restructuring proposals to reflect changes to the operating environment and to deliver the planned budget savings that have been approved for 2017-18 and 2018-19. The consultation closed on 7<sup>th</sup> September and a staff restructure report was brought to Finance and Property Committee on 17<sup>th</sup> October 2016 for consideration and approval.
- ii. A programme of work has been initiated to plan, scope and deliver the transition of ICT services away from the County Hall data centre to *cloud* based solutions. The Cloud Programme is a significant range of projects that will consume a lot of our resources, but will provide a more modern, flexible and scalable model of delivery where the County Council pays for what it consumes. The plan is to exit the County Hall data centre by the end of 2018. Some initial soft market testing has been undertaken and has helped shape the tender documentation. A business case for the move to the *Cloud* is now being finalised.
- iii. The emCloud programme has been a significant set of projects to establish a new broadband network and to link 405 corporate and school sites with new broadband connectivity. Working with Virgin Media Business all sites are now connected to this new network. Annual financial savings of £500k are now being delivered.
- iv. Following a successful pilot, the roll-out of Microsoft Windows smartphones to replace 1,000 legacy BlackBerry devices is complete with the former service decommissioned.
- v. Microsoft Lync telephony services (now Skype for Business) have now been deployed to all sites included within the programme, bringing the total number of users to over 5,000. The Lync solution runs over the broadband ICT network (rather than requiring separate telephony lines) and provides telephony, presence, instant messaging and conferencing services. This completes the planned roll-out to replace the existing telephony network, which will now be decommissioned.
- vi. As part of the Digital First Programme a beta version of the new intranet site has been made live for review and feedback by users.
- vii. The Remote Access Strategy has been refreshed following a review of all current technology access methods that are used to connect to the County Council IT network when away from the base (e.g. mobile VPN service, home VPN service, supplier remote access, Get Connected, OLVI). A clear way forward has been established that rationalises the number of access methods to ensure they are secure, represent value for money and incorporate the use of supported devices. A project has been kicked-off to plan and deliver this work.
- viii. The use of scheduling and rostering technology for the START Re-ablement Team within the ASCH Department has been scoped and planned for deployment in October. This will

be used to improve the processes of scheduling appointments and for monitoring home care visits.

- ix. ICT Services has been working alongside ACUMA (NCC appointed partner) to define and deliver the ICT requirements in support of the Corporate Performance Reporting project. This project aims to improve how data is extracted, displayed, reported and used from the wide range of ICT systems that are in use. This will result in a more uniform and consistent approach to reporting in order to enhance decision making. The project seeks to replace the current plethora of reporting solutions and approaches with a more holistic way forward. The project is initially focussing on reporting for ASCH and CFCS departments. The first phase of the project is due to go-live in November 2016.

4. Over the next 6 months the major focus of activity will include the following:

- i. Following approval by Finance and Property Committee in October 2016, the new staffing structure will be implemented in ICT Services. There will also be a review of the ongoing operating model as part of the Corporate Services Review programme.
- ii. The project to deliver the Remote Access Strategy will be scoped and planned. The Remote Access Strategy proposes the rationalisation of all current technology access methods to establish a smaller range of supported solutions accessed from County Council devices.
- iii. The Cloud Programme will complete the business case for the programme of work, seek approval for funding and, subject to approval, proceed to the tender stage.
- iv. The use of scheduling and rostering technology for the START Re-ablement Team within the ASCH Department will begin in October 2016.
- v. The ICT elements of the Smarter Working Programme (SWP) will be scoped and planned on the back of the pilot project at Lawn View House, and from the changes in technology use in Legal and ICT Services. The SWP is likely to include an acceleration of the ICT equipment replacement programme, with an emphasis on the greater use of laptop and tablet devices to support more flexible and integrated working. The programme will also consider a wider use of Skype for Business and use of video conferencing.
- vi. Some planning activity will be undertaken in readiness for introducing the Microsoft Windows 10 operating system on smartphones and computers.
- vii. As part of the Digital First Programme the new County Council intranet site will be made live.

- viii. The first phase of the Corporate Performance Reporting Project will go-live (see 3 ix above).
- ix. A proof of concept will be scoped and started with social care and health service teams to use technology to automate and integrate some of their work activities.
- x. A proof of concept will be scoped and started with ASCH Department to provide a portal solution that brings together a service user's care information into one web presence, working with Poppy Fields.
- xi. Support is being provided to the CFCS and ASCH departments to upgrade the social care records ICT system. This is a substantial upgrade to a system that has some 3,000 users. The upgrade is planned for November 2016.
- xii. A Nottinghamshire Local Digital Roadmap (LDR) is being finalised that sets out a vision and ambitions for a digital and integrated health and social care community across the county. Aligned to the Nottinghamshire Sustainability and Transformation Plan (STP), the LDR will be submitted to NHS England for approval, to enable national funding bids to be made for supported technology programmes.

## **Performance Update**

- 5. To provide a balanced assessment of performance ICT Services measures four groups of indicators that cover business activities, customers, staff and finance. Performance for the 2<sup>nd</sup> quarter of 2016-17 is attached as an Appendix.

## **Business Activity Indicator**

- 6. The business activity indicators measure some of the key day to day operational performance areas, with the two most significant being systems availability and incident resolution. The focus is to ensure that business critical systems are operational during business hours and that any incidents are resolved speedily and within service level agreement (SLA). Systems availability continues to remain at high levels with aggregate availability of 99.9% in the quarter.
- 7. The speed with which ICT Services and suppliers respond to incidents has continued to improve over the last couple of years, but dipped in the second quarter to 86.8% against a target of 92%. Much of this is to do with high volumes of calls associated with major incidents which resulted in backlogs, and data has been harder to collect this quarter as ICT Services are transitioning to a new incident management system.
- 8. The County Council is increasingly reliant on its ICT provision and so disruptions to services need to be avoided wherever possible. In July we had 3 major incidents. There were issues for tablet device users being unable to access e-mail when using the wi-fi. This was a configuration issue, as a result of a technical change, that was quickly resolved.

We had performance issues with the Cryptshare secure document transfer system which subsequently *crashed* as the supplier was attempting to make changes. The database issues were subsequently rectified and the service made available. We were also impacted by a global upgrade to the configuration of web security certificate services. This service allows our users and devices to securely connect to and access web based systems. Like many organisations worldwide, we had to make updates to many of our servers in order to restore access to these web based systems. In September some users had issues accessing Microsoft Outlook e-mail and calendars following a hardware failure to one of our e-mail servers.

9. The business activity indicators also show two project performance indicators that are used by CIPFA (Chartered Institute of Public Finance and Accountancy). The project delivery index is used to measure conformance to good project management standards e.g. adoption of PRINCE 2 methodology, business case produced, delivery to timelines, business benefits achieved etc. Performance against this indicator remains consistently good since we reorganised the service in 2014 and incorporated dedicated programme and project management resources into our service. The second indicator is related to delivery of milestones, and measures the overall percentage of milestones delivered by the planned timelines. Progress has remained largely on track during the period, see paragraph 3, with 72% achieved in the quarter. Although this is lower than target it continues to reflect largely good progress against a very ambitious business and technology change programme. Areas of slippage are identified in the appendix.

### **Customer Indicator**

10. The access channel into ICT Services is the Service Desk which receives and handles the incidents, service requests and enquiries. The efficiency and effectiveness of this function is crucial for the user perception of the whole range of services provided. Daily customer satisfaction feedback is collected from corporate and school users of the Service Desk and is being measured against a target score of 4.5 (score 1-poor, 5-excellent). The feedback from users remains very positive and above target. A new incident reporting system is being used in ICT Services and will enable easier reporting and tracking, as these features are introduced.

### **Staff Indicator**

11. The average number of sick days per staff member within ICT Services is within the County Council target of 7 days per annum. Training activity for ICT Services staff is crucial to ensuring that the relevant and required skills are available. We exceeded the target last year and are ahead of target this year.

### **Financial Indicator**

12. Revenue spending is in line with budget plans and reductions of £560k will be achieved in 2016-17. The profile of capital spend is changing as we plan the move away from owning and managing our own data centre and making use of off-premise (cloud) arrangements instead. The amount and pattern of capital spending will be largely determined through the Cloud Programme procurement exercise.

13. ICT Services also continues to provide very favourable cost comparisons with other public sector bodies with the cost of ICT support within the best and lowest cost quartile of the current annual CIPFA benchmarking.

### **Reason for Recommendation**

14. To raise awareness of progress on the key ICT programmes and performance indicators for 2016-17.

### **Statutory and Policy Implications**

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

## **RECOMMENDATION**

To note the progress against the key programme and performance measures for ICT Services and the priorities for the next 6 month period.

**Ivor Nicholson Service Director - ICT**

**For any enquiries about this report please contact: Ivor Nicholson on 0115 9932557**

### **Constitutional Comments:**

This report is for noting only so no constitutional comments are required.

### **Financial Comments: (SES 01/11/16)**

Financial performance is outlined in paragraphs 12 and 13. ICT Services continues to monitor against key performance indicators to improve value for money.

### **Background Papers**

None

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

All

## Appendix ICT Services Overall Performance: Quarter 2 2016-17

### Key symbols table:

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

Business Activity Indicator	Performance 2016-17					Comments
	Q1 Actual	Q2 Actual	Q2 Target	Status	Trend	
Average availability to users of NCC's business critical services during business hours	99.89%	99.92%	99.8%			<p>There are 41 services identified as Business Critical to the County Council e.g. e-mail, internet, Framework, BMS, Capita ONE etc.</p> <p>Contributory factors to this high level of availability are the investment in the ICT infrastructure (such as the network, servers, cabling and data centres), a proactive approach to infrastructure alerts and monitoring (taking pre-emptive action where necessary), plus the rapid response of technical teams should issues occur.</p> <p>The target has increased annually since 2012.</p>
% Incidents resolved within agreed service levels	92%	86.8%	92%			<p>This indicator assesses the performance of the ICT function in restoring service and responding to incidents within our Service Level Agreement (SLA). The dip in performance was related to Major Incidents, especially the impact on tablet device users from a problem with security certificates. In this quarter there were 8,406 incidents reported (8,344 last quarter).</p>

Business Activity Indicator	Performance 2016-17					Comments
	Q1 Actual	Q2 Actual	Q2 Target	Status	Trend	
% of ICT changes successfully completed	100%	99%	98%			The ICT change management process aims to ensure that upgrades and new services are implemented without any negative impact on service provision and ensure that all changes to business critical services have been comprehensively planned, tested and authorised before being carried out. In this quarter there were 159 changes (196 last quarter).
Compliance to CIPFA project delivery index	8.33	8.57	8.0			This indicator measures the effectiveness of ICT project management and delivery by assessing approved projects completed in the quarter against a set of 9 defined criteria established by CIPFA and based around PRINCE 2. In the period there were 7 projects that were closed, of which 2 had slippage with timescales and 1 was an infrastructure project that did not deliver measurable benefits.
% of project milestones delivered	70%	72%	85%			Each project and priority activity incorporates a series of milestones (both for ICT Services and the business) that are the basis for assessing progress. These can be updated by Project Boards to reflect revisions to scope, priorities etc. Progress has been made against all priorities as outlined in paragraph 3. In this period there has been some slippage by suppliers (VMB with the emCloud roll-out & Lync, Vodafone with smartphones), delays associated with new technology solutions and IT resourcing (Commvault back-up solution, Lagan decommissioning) and slippage due to customer input (ASDM solutions, smarter working pilot, scheduling and ASCH systems review Day Care Services portal).

Customer Indicator	Performance 2016-17					Comments
	Q1 Actual	Q2 Actual	Q2 Target	Status	Trend	
Customer satisfaction score: Corporate / School users	4.7/4.5	4.7/4.9	4.5			The access channel into ICT Services is the Service Desk which receives and handles the incidents, service requests and enquiries. The efficiency and effectiveness of this function is crucial for the user perception of the whole range of services provided. ICT Services collects information regarding customer's satisfaction (score 1-poor, 5-excellent) of the ICT incident management process for both corporate and school users (weekly sample sizes are approximately 30 corporate users and 20 school users).
Service Desk 1 <sup>st</sup> call resolution	60%	N/a	60%			First call resolution measures the effectiveness of the Service Desk at first point of call. The 60% target is a balance of being able to manage the call volumes through the desk and maintaining a high % success rate within the allocated call period (5 minutes). ICT are currently implementing a new incident management system which has made it difficult to collate accurate data. Normal reporting will continue in quarter 3.
Average Service Desk call duration	4.38mins	N/a	5 mins			In order to manage call volumes and achieve a lower call abandonment rate, a target of 5 minutes (ICT industry practice) is allocated to each call to the first line Service Desk.
% dropped calls on Service Desk	7.6%	N/a	12%			This measures the proportion of calls unanswered by the Service Desk (including calls that are terminated by the user having heard recorded incident updates).

Staff Indicator	Performance 2016-17					Comments
	Q1 Actual	Q2 Actual	Q2 Target	Status	Trend	
Average Number of sick days per staff member	1.67	3	3.5			This level of staff sickness is currently below the profile of the annual county council target of 7 days per member of staff. There are currently 2 staff on long term sickness.
Average number of professional training days per member of staff	0.89	1.8	1.5			The annual target is 3 days per member of staff and based on completed timesheets.

Financial Indicator	Performance 2016-17				Comments
	Actual	Target	Status	Trend	
Expenditure against revenue	50%	50%			Planned budget reductions of £560k have been delivered for 2016-17. Forecast spending for 2016-17 is in line with budget plans.
Expenditure against capital	55%	50%			Capital spending plans are in line with the budget but the timing of payments will largely depend on the Cloud Programme, through which we were are tendering for new data centre services as we plan the migration away from the current County Hall data centre provision.
Cost of ICT support per user	£217	£213			Our current cost of £217 per user puts the county council at the lowest cost quartile of CIPFA 2015 benchmarking. The target of £213 is based on remaining within the lowest cost quartile.
Cost of ICT support per workstation	£172	£239			Our current cost of £172 per workstation puts the county council in the lowest cost quartile of CIPFA 2015 benchmarking. The target of £239 is based on remaining within the lowest cost quartile.
Acquisition cost of desktop PC		£454			This includes the cost of procurement and installation as well as the cost of the device and software. The target is based on achieving the lowest cost quartile of CIPFA 2015 benchmarking. As there was negligible desktop pc procurement by the county council we do not have comparator figures for this round of benchmarking. Our previous cost was £383 per desktop pc
Acquisition cost of laptop		£642			This includes the cost of procurement and installation as well as the cost of the device and software. The target is based on achieving the lowest cost quartile of CIPFA 2015 benchmarking. As there was negligible laptop procurement by the county council we do not have comparator figures for this round of benchmarking. Our previous cost was £597 per laptop.



**21 November 2016**

**Agenda Item: 6**

**REPORT OF THE CORPORATE DIRECTOR, RESOURCES  
COUNCILLORS' DIVISIONAL FUND MONITORING REPORT**

**Purpose of the Report**

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

**Information and Advice**

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

Keyworth: Cllr John Cottee  
Keyworth United Football Club  
£300 towards new furniture for clubhouse

Hucknall: Cllrs John Wilkinson and Alice Grice  
Kang Han Combat and Martial Arts Academy  
£250 from each councillor to run free self-defence courses for women

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

5. The next grants to be audited are:

Bramcote and Stapleford: Cllr Stan Heptinstall  
New Writers UK  
£100 towards cost of creative writing competition

Carlton West: Cllr Jim Creamer  
Young People in Action  
£200 for anti-terrorism workshops

The findings of these audits will be reported to Committee in February 2017.

### **Reason for Recommendation**

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

### **Statutory and Policy Implications**

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

### **RECOMMENDATION**

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

**Jayne Francis-Ward**  
**Corporate Director, Resources**

**For any enquiries about this report please contact:**  
Paul Davies, Democratic Services tel 0115 977 3299

### **Constitutional Comments**

8. This report is for noting purposes only.

### **Financial Comments (SES 29/04/16)**

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

### **Background Papers and Published Documents**

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

- Report to Policy Committee, 7 May 2014
- Departmental spreadsheet detailing all grants made to date

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

- All

21 November 2016

Agenda Item: 7

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

**DISPOSAL OF LAND AT BAILEY'S FIELD, OFF BARNBY ROAD,  
BALDERTON, NEWARK**

**Purpose of the Report**

1. To seek approval to the sale of a 2.03 Ha (5 acre) site at Bailey's Field, off Barnby Road, Balderton, Newark on terms detailed in the exempt appendix.

**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. This land was originally used as the playing fields for the former Magdalene School. Since the closure of that school, the land has been disused (for over 12 years) and is surplus to the operational requirements of the County Council. The land is some 2.03 hectares but is accessed by a very narrow track (heavily overgrown) from Barnby Road. This access is too narrow for any form of development to be contemplated via that route, without the purchase of additional (third party owned) land. Planning policy directs that any such development access be achieved from the south, from London Road. The only realistic option for a development access to this land would therefore involve Highfields School, who occupy a large site immediately to the south of Bailey's Field.
4. At its meeting on 14th of July 2014, Finance and Property Committee approved the sale of this property to a residential developer, on terms detailed in the exempt appendix to that report. That approval was recorded under Decision number 2014/075/079.
5. The sale was based upon the developer obtaining approval for a suitable planning permission with a long stop date in place. The planning application and subsequent appeal was refused and the long stop date has passed. The developer wishes to resubmit a further planning application taking into account the amendments required by the Planning Committee.

6. As the long stop date has passed the County Council is no longer obligated to the original contract. The contract with the developer was terminated by the County Council with a view to negotiating more favourable terms in line with the current market.
7. It is now proposed to agree to a new contract on significantly improved terms. The proposed terms and conditions of sale are detailed in the exempt appendix.
8. The original proposal, approved in 2014, was for the site to be sold as part of an overall site of approximately 4.53 hectares owned by three landowners. Individual discussions took place between each land owner and the developer to establish an overall price.
9. Due to the access situation regarding this land (as previously described), the Council had engaged in sole negotiations with the proposed purchaser and has not marketed the site more widely. In accordance with Financial Regulations, in order to ensure compliance with the Council's obligations under s123 of the Local Government Act 1972 to ensure "best consideration", the proposed terms for the sale have been reviewed by the Council's Group Manager (Legal Services) and the "Section 151 Officer" (Service Director, Finance and Procurement). This analysis is supported by an independent valuation of the site by Jones Lang Lasalle Chartered Surveyors which confirms the view that the sale proceeds represent best value to the Council.

### **Other Options Considered**

10. Retention of the land: this land is not required for any operational purpose of the Council, and is surplus to requirements. It can therefore be sold to generate a capital receipt.

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

11. To generate a potential capital receipt to the Council from the sale of a surplus site.

### **Statutory and Policy Implications**

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

### **RECOMMENDATION/S**

- 1) That approval is given to the sale of the land known as Bailey's Field, off Barnby Road, Balderton, Newark, on terms detailed in the exempt appendix.

**Jas Hundal**

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

**For any enquiries about this report please contact: Steve Keating Tel: 0115 9939397**

### **Constitutional Comments (CEH 28.10.16)**

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

### **Financial Comments (GB 27.10.16)**

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

### **Background Papers and Published Documents**

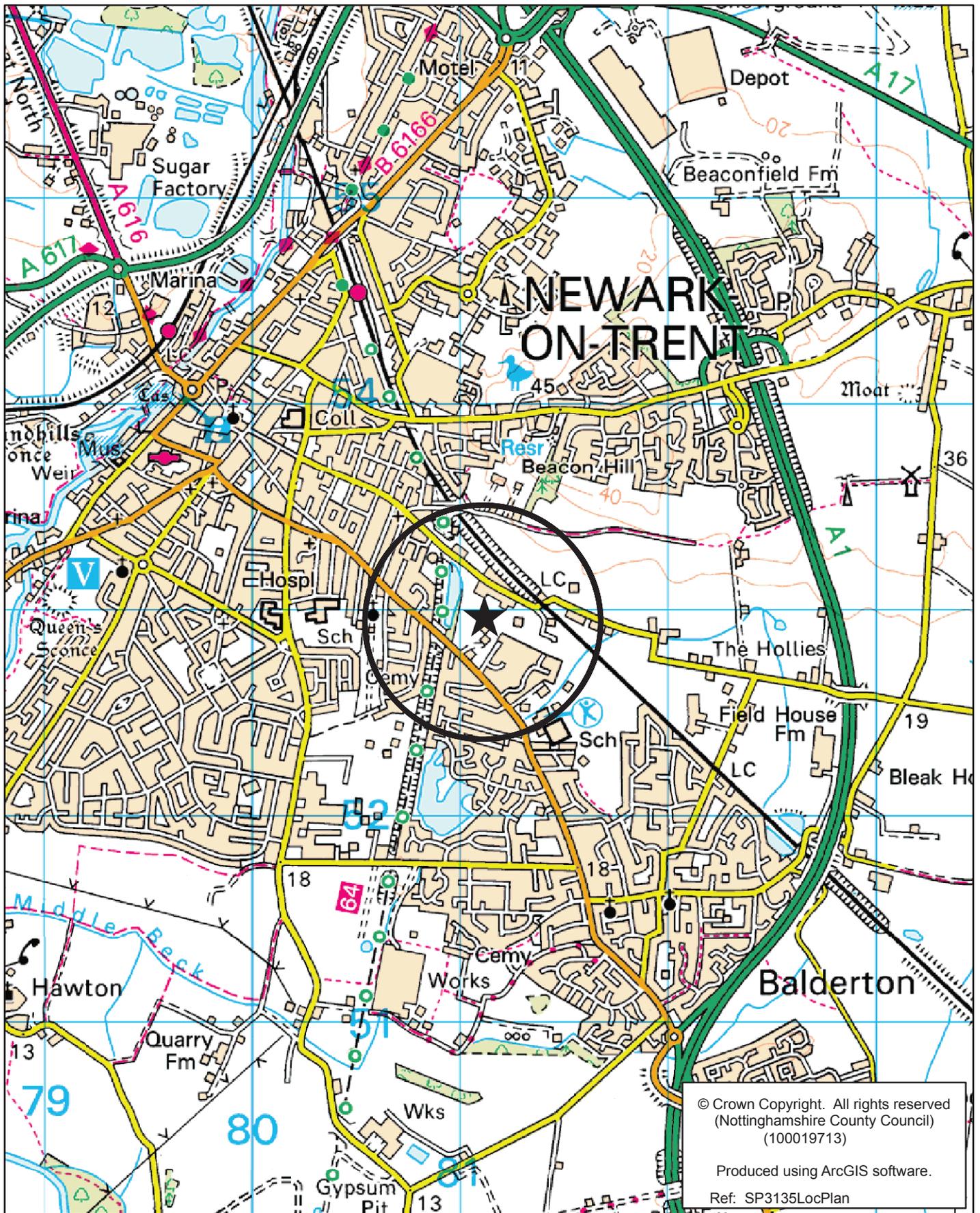
15. None.

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

16. Ward(s): Balderton  
Member(s): Councillor Keith Walker

File ref.: /SK/SB/  
SP: 3135  
Properties affected: 90020 - Newark Playing Fields

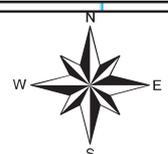




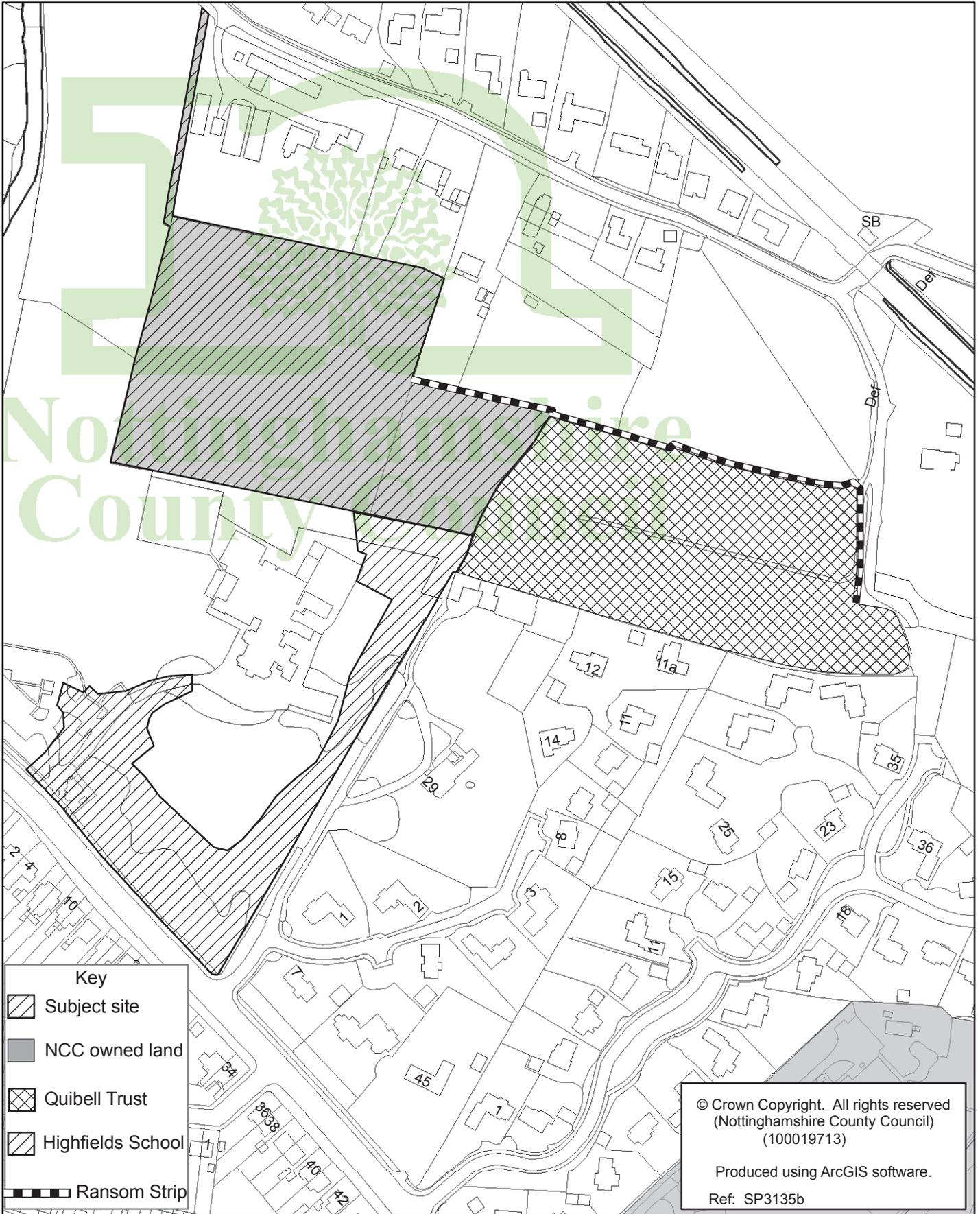
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 (100019713)

Produced using ArcGIS software.

Ref: SP3135LocPlan







**Key**

- Subject site
- NCC owned land
- Quibell Trust
- Highfields School
- Ransom Strip

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**21 November 2016**

**Agenda Item: 8**

## **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**

<b><u>Report Title</u></b>	<b><u>Brief summary of agenda item</u></b>	<b><u>For Decision or Information ?</u></b>	<b><u>Lead Officer</u></b>	<b><u>Report Author</u></b>
<b>19 December 2016</b>				
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
<b>16 January 2017</b>				
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
<b>8 February 2017 (Budget Meeting)</b>				
<b>20 February 2017</b>				
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
Property Transactions	Various	Decision	Jas Hundal	Various
<b>20 March 2017</b>				
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>
<b>24 April 2017</b>				
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
<b>19 June 2017</b>				
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
<b>24 April 2017</b>				
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
<b>19 June 2017</b>				
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

<b><u>Report Title</u></b>	<b><u>Brief summary of agenda item</u></b>	<b><u>For Decision or Information ?</u></b>	<b><u>Lead Officer</u></b>	<b><u>Report Author</u></b>
<b>17 July 2017</b>				
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

