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Meeting: Executive
Date: Thursday 15th February, 2024
Time: 10.00 am
Venue: Council Chamber, Corby Cube, George Street, Corby, NN17 1QG

To members of the Executive

Councillors Jason Smithers (Chair), Helen Howell (Vice-Chair), Matt Binley, David Brackenbury, Lloyd Bunday, Scott Edwards, David Howes, Gill Mercer, Harriet Pentland and Mark Rowley

Agenda			
Item	Subject	Member Presenting Report	Page no.
01	Apologies for absence		
02	Minutes of the Meeting Held on 18th January 2024		5 - 22
03	Members' Declarations of Interest		
04	Notifications of requests to address the meeting		
Items requiring a decision			
05	Performance Indicator Report 2023/24 (Period 9 - December 2023)	Cllr Lloyd Bunday	23 - 48
06	Options Appraisal for Recommissioning Public Health Services	Cllr Gill Mercer	49 - 68
07	Determination of Admission Arrangements for Local Authority Maintained (Community and Voluntary Controlled) Schools in North Northamptonshire for the 2025 Intakes	Cllr Scott Edwards	69 - 136
08	Department for Transport Funding Allocations	Cllr Matt Binley	137 - 148
09	Communities Strategy and Strategic Investment into the Voluntary, Community and Social Enterprise Sector	Cllr Mark Rowley	149 - 204

010	Levelling Up in North Northamptonshire Plan 2024 - Progress Report	Cllr Mark Rowley	205 - 236
011	Corby Business Academy SEND Provision	Cllr Scott Edwards	237 – 246
012	Capital Outturn Report 2023/24 at Period 9	Cllr Lloyd Bunday	247 - 264
013	Capital Programme Update 2023/24	Cllr Lloyd Bunday	265 - 272
014	Budget Forecast Update 2023-24 - Period 9	Cllr Lloyd Bunday	273 - 320

Sanjit Sull, Monitoring Officer (Interim)
North Northamptonshire Council



Proper Officer
Wednesday 7th February 2024

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ITEM	NARRATIVE	DEADLINE
Members of the Public Agenda Statements	Members of the Public who live or work in the North Northamptonshire council area may make statements in relation to reports on the public part of this agenda. A request to address the Executive must be received 2 clear working days prior to the meeting at democraticservices@northnorthants.gov.uk Each Member of the Public has a maximum of 3 minutes to address the committee.	5.00pm Monday 12 th February 2024
Member Agenda Statements	Other Members may make statements at meetings in relation to reports on the agenda. A request to address the committee must be received 2 clear working days prior to the meeting. The Member has a maximum of 3 minutes to address the committee. A period of 30 minutes (Chair's Discretion) is allocated for Member Statements.	5.00pm Monday 12 th February 2024

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Minutes of a meeting of the Executive

At 10.00 am on Thursday 18th January, 2024 in the Council Chamber, Corby Cube, George Street, Corby, NN17 1QG

Present:-

Members

Councillor Jason Smithers (Leader of the Council) (Chair)	Councillor Helen Howell (Deputy Leader of the Council)
Councillor Matt Binley	Councillor David Howes
Councillor David Brackenbury	Councillor Harriet Pentland
Councillor Lloyd Bunday	Councillor Mark Rowley
Councillor Scott Edwards	

Also in attendance – Councillors Wendy Brackenbury, Valerie Anslow, Jim Hakewill, Lyn Buckingham and Matt Keane

562 Remembrance of Councillor Michael Tebbutt

The Chair, Cllr Jason Smithers paid tribute to Cllr Michael Tebbutt who had recently passed away. Members and officers were then invited to stand to observe a minute's silence in remembrance of Cllr Tebbutt.

563 Apologies for absence

Apologies for absence were received on behalf of the Executive Director of Adults, Health Partnerships and Housing, David Watts.

564 Members' Declarations of Interest

No declarations were received.

565 Notifications of requests to address the meeting

The Chair, Councillor Jason Smithers reported that there were requests to address the meeting as set out below:

Agenda Item	Speakers
Item 4 - Performance Indicator Report 2023/24 (Period 8 – November 2023)	Cllr William Colquhoun, Valerie Anslow
Item 5 – Culture, Tourism and Heritage Business Plan 2024-25	Cllr Jim Hakewill, Valerie Anslow, Dorothy Maxwell

Item 6 – Northamptonshire Tourism Strategy and Local Visitor Economy Partnership for Northamptonshire	Cllr Jim Hakewill, Lyn Buckingham, Dorothy Maxwell
Item 7 – Specialist Drug and Alcohol Treatment for Rough Sleepers, or at risk of Rough Sleeping	Cllr Jim Hakewill, Valerie Anslow
Item 8 – Making of a Public Spaces protection Order (PSPO) for Rushden Town Centre	Cllr Dorothy Maxwell
Item 9 – Adoption of the Corby LCWIP	Cllr Lyn Buckingham, Dorothy Maxwell, William Colquhoun
Item 10 – Cleaning Service Contract Procurement	Cllr Lyn Buckingham
Item 11 – Budget Forecast 2023-24 at Period 8	Cllr Lyn Buckingham, Jim Hakewill, William Colquhoun

Cllr William Colquhoun was not in attendance and consequently did not speak in relation to agenda items 4, 9 and 11.

Cllr Dorothy opted not to speak in relation to agenda items 5, 6 and 9.

566 Performance Indicator Report 2023/24 (Period 8 - November 2023)

The Chair invited Cllr Valerie Anslow to speak. Cllr Anslow noted a reduction in the number of rough sleepers and commended officers for their role in moving people into accommodation. Cllr Anslow stated homelessness remained an issue for the Council, with figures for temporary accommodation (TA) use and the Keyways housing waiting list rising, referencing the need for a Housing Strategy alongside a vision for affordable homes and new social housing. Cllr Anslow concluded by requesting figures for the number of people in TA in each of the major towns in the area, the number affordable homes built and occupied during 2023/24 and the number of new social houses constructed in the same period.

The Chair then invited the Executive Member for Finance and Transformation, Cllr Lloyd Bunday to introduce a report that sought to provide an update on the performance of the Council across a range of services as measured by performance indicators (PIs), as well as setting out the progress that was being made in the development of the Council's performance monitoring arrangements.

It was heard that the Period 8 report contained 56 indicators, of those, 53 were reported in-month and three were annual targets. Of the 28 PIs with established targets, 16 indicators were on or exceeding their target, with three inside tolerance levels and nine performing below target levels. It was noted that of the 46 PIs that had a determined polarity for direction of travel, performance had improved for 19, with 15 deteriorating since the previous reporting period.

Cllr Bunday referred to the Council's Corporate Priorities, noting that the Better, Brighter Futures commitment was the only priority currently below target. The Safe and Thriving Places commitment was performing well, with 53% of PIs exceeding their targets. Positive reference was also made to Modern Public Services and Active Lives commitments.

Cllr Bunday reported that the PIs relating to collection rates for both Council Tax and Business Rates were performing well.

Cllr Mark Rowley responded to Cllr Anslow's comments noting that the figures requested above would be provided outside of the meeting. Cllr Rowley noted his encouragement that the majority of performance indicators for Housing were travelling in a positive direction and confirmed that there was currently no-one from North Northamptonshire resident in temporary accommodation outside of the area. Rent collection rates were also noted as being positive.

RESOLVED

That the Executive noted the performance of the Council as measured by the available indicators at Period 8 (November) 2023/24, set out in **Appendix A** to this report.

Reason for Recommendations – to better understand the Council's performance as measured by Key Performance Indicators as at Period 8 (November) 2023/24.

Alternative Options Considered: Reporting performance data on a less frequent basis is an option but monthly reporting is considered useful at this stage of the Council's existence, reporting alongside budget information

567 Culture, Tourism and Heritage Business Plan 2024-2025

The Chair invited Cllr Jim Hakewill to address the meeting Cllr Hakewill queried whether it was considered acceptable to invest £855,000 in Culture, Tourism and Heritage in the current financial climate. Cllr Hakewill questioned when the Cornerstone development would open, and whether it would be during 2024/25 impacting finances during that period. Cllr Hakewill also queried risks associated with potential failure to implement new governance model proposals contained within the report and the scale of savings detailed within the business plan. Finally, Cllr Hakewill queried costings for a greenhouse project at Chester House.

The Chair thanked Cllr Hakewill for his comments and invited Cllr Valerie Anslow to address the Executive. Cllr Anslow welcomed the report and the vision it contained in bringing services together, noting that North Northamptonshire had plenty to promote, although additional attractions in urban areas could bring visitors to the area's town centres. Cllr Anslow stated that the Council needed to work with town and parish councils to improve economic activities in the local towns. Cllr Anslow also welcomed governance proposals that acknowledged the wealth of knowledge offered by local residents.

The Chair thanked Cllr Anslow for her contribution before inviting Cllr Helen Howell, Executive Member for Sport, Leisure, Culture and Tourism to present a report that introduced the Culture, Tourism and Heritage Business Plan for the 2024/2025 financial year and further sought its adoption by the Executive.

It was heard that the Council established its Culture, Tourism and Heritage Service in September 2022, with a recent staffing restructure streamlining various departments

and resulting in the development of the Business Plan before members. The plan aligned with the Council's commitment to strategic development and commitments that formed part of the Council's Corporate Plan, maximising commercial opportunities, showing financial prudence and preservation of the area's unique cultural identity and its approval would facilitate the plan's integration into the service.

Cllr Howell reported that the plan outlined a clear and strategic vision for the Culture, Tourism and Heritage departments, providing a roadmap for their development and growth and ensuring that the Council had a well-defined direction to safeguard, promote and celebrate the assets of North Northamptonshire. The plan consolidated various departments under a unified approach, fostering operational efficiency through streamlined processes and resource sharing, enhancing collaboration leading to cost savings and optimised service delivery. It was considered that under such a cohesive plan, the service would be better positioned to achieve its goals, make best use of resources to optimise income and to provide a seamless and integrated experience for both residents and visitors.

The meeting noted that the plan outlined future projects to support the future sustainability of the service, including restoration of Kettering Museum, potential relocation and expansion plans for Corby Heritage Centre and continued business development of Chester House Estate, with a focus on grants and funding opportunities.

Details were provided for the Chester House Estate project, with the meeting noting visitor figures, income targets and a number of awards the project had won since opening in October 2021. The meeting also received an overview of the Cornerstone project, Corby Heritage Centre, the Discover Northamptonshire Hub at Rushden Lakes and the Greenway Programme.

Cllr Howell reported on two further destination sites inherited from the former East Northamptonshire Council operated through long-term leases by independent operators; Stanwick Lakes by Rockingham Forest Trust and Twywell Hills and Dales by the Land Trust, noting that costs associated with these contracts did not form part of the business plan.

It was heard that the current service plan and financial projection did not encompass the mobilisation and launch of the Cornerstone project which would entail significant expenses related to the core operations and commercial elements. Once a definitive opening timeframe was established, a comprehensive business plan would be developed for the department and lead to a revision of the overall Business Plan finances to incorporate the additional income and expenditure associated with Cornerstone operations.

It was heard that that the restructure and streamlining of departments had resulted in a reduction in the baseline budget of £172,000 for 2022/23, while income generation targets had been set to counterbalance reduced Council funding contributions in future years. The meeting noted that the Council aimed to establish new governance models including Charitable Trusts and community-led organisations for key landmarks as set out in the body of the report.

Cllr Howell thanked all officers, staff and volunteers who worked within the service area for their efforts that had allowed the Business Plan to be presented to the Executive for approval.

Cllr David Brackenbury welcomed the report and congratulated the team for producing it in a clear and comprehensive manner that allowed the breadth of the service to be clearly understood. Cllr Brackenbury noted that although the headline budget figure of £855,000 was a significant sum of money, it formed a small part of the Council's overall budget and was important to allow for the promotion of North Northamptonshire's culture, tourism and heritage offer that encourage visitors, new business and residents to the area.

Cllr Scott Edwards also welcomed the report noting that it was vital to protect the area's culture, tourism and heritage offer. Cllr Edwards thanked Cllr Anslow for her support on the matter and noted the importance of encouraging people to the area as well as referring to the benefits of the Creating Tomorrow college work at Chester House.

Cllr Matt Binley spoke to welcome the report, noting that the Council had a duty to duty to protect the area's heritage, noting the clear passion within the directorate to do so and suggesting that it would be shortsighted to get dispense of such assets. The Council's culture, tourism and heritage offer provided significant benefits and to remove support was deemed to be potentially irresponsible.

The Chair spoke to note the ambition and vision detailed within the report and commended both it and the fantastic work of officers and the Executive Member that had gone into the formation of the Business Plan before members.

Cllr Howell closed debate by thanking members of the Executive for their support in the plan to offer best value for the fantastic facilities in the area by bringing services together and providing a streamlined offer.

RESOLVED

KEY DECISION

That the Executive:

- a) Approved and adopted the Culture, Tourism and Heritage Business Plan for the 2024/2025 financial year.
- b) Delegated authority to the Executive Member for Sport, Leisure, Culture and Tourism, in consultation with the Director of Public Health and Wellbeing to take the actions necessary to ensure successful delivery of the Business Plan.

Reasons for Recommendations:

- Approval of the Business Plan will facilitate the integration of the new Plan into the service, marking a significant milestone as we enter the 24/25 financial year, a period poised for continued achievement, growth, and sustained success.
- The Business Plan outlines a clear and strategic vision for the Culture, Tourism, and Heritage departments, providing a roadmap for their

development and growth. It ensures that the council has a well-defined direction to safeguard, promote, and celebrate the cultural heritage and tourism assets of North Northamptonshire.

- The Plan consolidates various departments under a unified approach, fostering operational efficiency through streamlined processes and resource sharing. Adopting this plan enhances collaboration, leading to cost savings and optimised service delivery.
- The Plan focuses on creating a seamless and immersive experience for both residents and visitors. By integrating educational programs, cultural events, and tourism promotion, the plan enhances the overall visitor experience, contributing to the attractiveness of North Northamptonshire as a destination.

Alternatives Options Considered: The primary alternative considered was to forego the development of a new single Business Plan for Culture, Tourism, and Heritage, opting to run the departments individually. However, this approach is not recommended due to significant cost and performance implications. Operating the departments independently would likely result in increased expenses, reduced operational efficiency, and a lack of cohesive strategic direction. By consolidating efforts, resources, and strategies under a cohesive plan, North Northamptonshire Council and the Culture, Tourism and Heritage Service is better positioned to achieve its goals. It will make best use of resources to optimise income and provide a seamless and integrated experience for both residents and visitors.

568 Northamptonshire Tourism Strategy and Local Visitor Economy Partnership for Northamptonshire

The Chair invited Cllr Jim Hakewill to address the Executive. Cllr Hakewill queried when the future report referenced in recommendation 3.1b would be submitted to the Executive. Cllr Hakewill asked when delivery arrangements and costings would be in place for the Local Visitor Economy Partnership Strategy. Cllr Hakewill stated that it was essential that individual venues within the strategy be provided with individual profit and loss accounts, with all direct costs and overheads allocated to each in proportion thereby offering a clear financial direction.

The Chair thanked Cllr Hakewill for his comments and invited Cllr Lyn Buckingham to speak on this item. Cllr Buckingham welcomed the report, noting that the local area had much to offer in terms of history, open space and other amenities and the report before members was the strategic element to assist in bringing these together. Cllr Buckingham also referenced the need for connectivity between the various assets in the Council area.

The Chair thanked Cllr Buckingham for her contribution and invited Cllr Helen Howell, Executive Member for Sport, Leisure, Culture and Tourism to introduce a report that sought to introduce the Northamptonshire Visitor Economy Strategy (NVES) for the whole county and further sought its adoption. It was reported that the strategy had been co-produced between North and West Northamptonshire Council's with involvement of the public, private, voluntary and community sectors.

The meeting heard that the report also set out the intention to develop a new private sector-led Local Visitor Economy Partnership (LVEP) Strategy to oversee and drive delivery of the NVES.

Cllr Howell stated that the overall vision for the proposals was to build a greater sense of pride across the county and drive economic growth by attracting visitors to the area, providing them with compelling reasons to do so through collaborative and creative work across the entire visitor economy. The strategy would not only focus on supporting a diverse and attractive offer, but considered how this offer was presented and the way the industry worked collaboratively towards greater success by developing strong links between people, places and sectors. It was noted that the report set out long-term goals as well as short and mid-term actions to invigorate the visitor economy and establish a new ambition for the industry in the county.

It was heard that in March 2021 the government had announced an independent review to assess how Destination Management Organisations across England were funded, structured and performed to establish whether there was a more efficient model for supporting tourism at a local level. The review published its report and analysis in September 2021, with one of the key recommendations being the establishment of accredited Local Visitor Economy Partnerships.

Cllr Howell reported that Visit England was creating a portfolio of nationally supported, strategic and high performing LVEPs providing strong local leadership and governance in tourism destinations across the country.

As a result, both North and West Northamptonshire Councils had agreed that a new strategy should be developed following unitarisation, with development work commencing in February 2022. The strategy would form a tool to work with Visit England to secure support and future government funding for tourism, whilst seeking to stem the recent and relative decline of the county's visitor economy.

The meeting was advised that the justification for co-production of the strategy was to develop a countywide strategy aligning with the requirements of the new LVEPs, which neither authority would be large enough to apply for individually. In addition, it was considered that the offer to visitors would be stronger and clearer for Northamptonshire as a whole. It was noted that this would not limit either authority from delivering local initiatives specific to their own area.

It was heard that both authorities would consider the strategy at their respective Executive meetings, with the intention to launch publicly and engage with partners, local businesses and other stakeholders. Approval of the strategy would allow for collaborative work to commence with the private sector with support from Visit England and the development of a Northamptonshire LVEP. Once developed, both authorities would provide detailed plans and financial implications to be mutually agreed prior to submission to Visit England for LVEP accreditation.

Cllr Howell concluded by thanking all those who had been involved in the processes outlined above.

Cllrs Brackenbury, Edwards and Rowley spoke strongly in support of the recommendations as a means to put Northamptonshire on the map and to highlight its significant tourist offer.

RESOLVED

KEY DECISION

That the Executive:

- a) Approved the Northamptonshire Visitor Economy Strategy for adoption;
- b) Supported the proposal to continue to work closely with colleagues in West Northamptonshire and put in place the Local Visitor Economy Partnership by implementing a new Community Interest Company to ensure good governance. A future report will be brought to the Executive which will set out detailed implementation plans and financial implications related to the development of the Local Visitor Economy Partnership (LVEP).
- c) Delegated authority to the Executive Member for Sport, Leisure, Culture and Tourism, in consultation with the Director of Public Health and Wellbeing to undertake any activity to develop the plans for LVEP development, ahead of these being brought back to the Executive for approval.

Reasons for Recommendations:

- The Strategy seeks to improve the county's visitor economy. If Northamptonshire's visitor economy had grown at the same pace as our neighbours in Cambridgeshire over the past decade, it would have resulted in £36m more spending by overnight visitors and some 660 jobs either safeguarded or created.
- To maximise the potential for the county's visitor economy in the future by implementing an agreed and focussed plan where North and West unitary authorities can work together and in close partnership with industry, education and other stakeholders.
- To take advantage of the new national framework that has been developed by Visit England that sees circa 40 Local Visitor Economy Partnerships (LVEPs) across England delivering national tourism policy as set out by the Department for Culture, Media and Sport (DCMS) in its response to the de Bois Review. There is an initial leadership role for both councils to support the development of an impactful and industry driven destination management organisation focussed on Northamptonshire.

Alternative Options Considered:

- The alternative option would be to not have a Northamptonshire Visitor Economy Strategy. However, this would not be a recommended approach as both councils wouldn't have a clear direction or plan to address the challenges associated with the visitor economy in Northamptonshire. Without a dedicated strategy, the county might miss out on valuable

opportunities to attract more visitors, generate increased spending, and create jobs.

- Additionally, without a coordinated effort through a joint strategy, the potential for collaboration with industry, education, and other stakeholders may remain untapped. The alternative of not having a strategy could result in a fragmented approach, where each authority operates independently, possibly leading to duplicated efforts, inefficiencies, and a lack of a unified vision for the development of the visitor economy.
- By not adopting a Visitor Economy Strategy, Northamptonshire might also miss the chance to align itself with the national framework set by Visit England and the Department for Culture, Media, and Sport. The absence of a strategic plan may hinder the county's ability to establish a Local Visitor Economy Partnership (LVEP) and a destination management organisation, both of which are crucial for implementing effective policies and initiatives at the local level.
- In summary, not having a Northamptonshire Visitor Economy Strategy could result in missed economic and developmental opportunities, lack of coordinated efforts, and an inability to leverage the national framework designed to support and enhance the tourism sector. The proposed strategy aims to address these concerns and position Northamptonshire for a more prosperous and sustainable future in the visitor economy.

569 Specialist Drug and Alcohol Treatment for Rough Sleepers, or at risk of Rough Sleeping

The Chair invited Cllr Jim Hakewill to address the meeting. Cllr Hakewill queried how the Council would recruit specialists required to deliver the Specialist Drug and Alcohol Treatment for rough sleepers and questioned the expected point at which the service would be fully staffed and operational. Cllr Hakewill also referenced diverse figures provided for the number of rough sleepers identified, querying how best value would be achieved with the complement of staff required when baseline figures for rough sleepers were so wide-ranging. Cllr Hakewill concluded by questioning the input of the Health Scrutiny Committee into the report given its consideration at a meeting on 9th January 2024.

The Chair then invited Cllr Valerie Anslow to address the Executive. Cllr Anslow spoke to welcome the proposal that would support some of the most vulnerable people in the community. Cllr Anslow noted the tested record of the delivery organisation and welcomed partnership working in this area, noting that time to build relationships with rough sleepers was required and questioning the long-term strategy to sustain the work detailed within the report.

The Chair thanked Cllr Anslow for her comments before inviting Jane Bethea, Director of Public Health to introduce a report that sought approval for the use of North Northamptonshire Council Public Health Reserves to fund activities up to £600,000 for specialist drug and alcohol treatment services for people rough sleeping or at risk of rough sleeping until 31st March 2026.

The Director of Public Health responded to issues raised by both speakers. It was noted that the Council had a good existing relationship with service providers. It was heard that service implementation could be undertaken rapidly once approved and comments received from Health Scrutiny Committee had been taken onboard regarding the speed of delivery and building on existing service assets in North Northamptonshire. It was hoped that the process would commence from 1st April 2024, with the service operational within six weeks of that date. Figures regarding rough sleepers provided in the report covered different cohorts with differing needs, noting that it was extremely difficult to identify all rough sleepers and to determine who was at risk of becoming a rough sleeper.

In regard to sustaining the service at the end of the two years, the work undertaken during that period would be evaluated, and should real benefit be identified, the provision would be factored into the recommissioning of the Council's Drug and Alcohol Services from 2026.

The Director of Public Health reported that the use of reserves would provide a service for a very vulnerable group of people who were at the risk of a whole series of very poor life outcomes. The funding would be utilised to achieve the best outcomes for everyone in the population, as this group put significant pressure on the health system. It was noted that tackling rough sleeping was not just about accommodation, but providing support required to ensure an individual could sustain their tenancy and thrive going forwards. If outreach work was undertaken correctly, individuals could be encouraged to take the next step, bringing benefits to the individual, local area and the system.

It was reported that a robust evaluation process of the proposed investment would take place throughout the two years, whilst working alongside providers to provide the best possible offer for this vulnerable group of individuals.

Cllr Mark Rowley spoke to offer his full support for the proposal, noting that trust issues and complex needs could be overcome by utilising the external service provider.

Cllr Scott Edwards spoke to welcome the report noting that the right support for individuals was paramount to enable them to take the next step forwards in their lives.

RESOLVED

KEY DECISION

That the Executive approved the use of the Council's Public Health Reserves in the absence of a Rough Sleeping Drug and Alcohol Treatment Grant (RSDATG), to fund activities and new roles up to £600,000 to underpin Rough Sleeping Drug and Alcohol Treatment services.

Reasons for Recommendations: Approval will allow the Public Health Team and Housing Team to develop an evidence-based support service for individuals rough sleeping or at risk of rough sleeping with drug and alcohol dependency in North Northamptonshire. The funding will prevent significant harm and risk of death amongst people sleeping rough and the findings will be used to establish the new service model for 2026 when the drug and alcohol service will be recommissioned.

Alternative Option Considered: Decline the use of Public Health Reserves to provide evidence-based drug and alcohol treatment and specialist wrap around support for people sleeping rough or at risk of sleeping rough, including those with co-occurring mental health needs.

570 Making of a Public Spaces Protection Order (PSPO) for Rushden Town Centre

The Chair invited Cllr Mark Rowley, Executive Member for Housing, Communities and Levelling-up to introduce a report that sought approval for the making of a Public Spaces Protection Order (PSPO) covering an area of Rushden town centre.

Cllr Rowley spoke to note that Rushden town centre had experienced significant levels of anti-social behaviour (ASB), predominantly in the area covering the High Street and War Memorial Gardens, but also extending to Rectory Road, Eaton Walk and up to the Asda Superstore. It was reported that following a site visit and meeting involving representatives from the Council, the Police, Fire and Crime Commissioner's Office (OPFCC), police and Rushden Town Council, it had been agreed to look at whether a PSPO would support the police and Council in taking action against those whose behaviours were causing harassment and distress to others using those town centre areas.

Following comprehensive consultation with the public, local businesses, the OPFCC, police and town council, the following behaviours were now proposed as being prohibited in the area to be covered by the PSPO for a period of three years:

- Alcohol consumption
- Rowdy or inconsiderate behaviour
- Using the public space as a toilet
- Begging
- Misuse of motorised and powered vehicles

Cllr Brackenbury and Pentland spoke to welcome the proposal that would benefit local residents and businesses by providing police and the Council with the relevant tools to tackle Anti-Social Behaviour in Rushden town centre.

The Chair spoke to thank Stephen Mold, the Police, Fire and Crime Commissioner for Northamptonshire and the Council's Strategic Lead for Community Safety, Mike Greenway for their pivotal roles in helping the Council take the necessary action to identify and tackle a dire ASB situation in Rushden.

Cllr Dorothy Maxwell spoke to welcome the report and raised issues with a perceived lack of security and police response to violence and shoplifting in Rushden town centre along with other undesirable behaviours.

RESOLVED

That the Executive:-

- a) Approved the Public Spaces Protection Order (PSPO) for Rushden town centre, with the draft order as set out at **Appendix A** of this report.
- b) Delegated authority to the Executive Member for Housing, Communities and Levelling Up in consultation with the Director of Public Health and Wellbeing, to make any further minor amendments required to implement the Public Spaces Protection Order for Rushden town centre.

Reasons for Recommendations –

- To give authorised officers the ability to use enforcement powers under the PSPO to respond to anti-social behaviour within Rushden town centre.
- Recommendation (b) will allow the Executive Member and Director to make minor amendments to wording of the order to ensure it accurately reflects approved prohibitions.

Alternative Options Considered – Not to make the PSPO – This could have a negative impact on our reputation and our ability to deliver on our Corporate Plan commitments to tackle Anti-Social Behaviour (ASB) and the root causes of ASB.

571 Adoption of the Corby Local Walking and Cycling Infrastructure Plan

The Chair invited Cllr Lyn Buckingham to address the Executive. Cllr Buckingham raised the issue of dropped kerbs and a lack of provision within the Local Walking and Cycling Infrastructure Plan that took account of mobility scooters, especially in light of an ageing population.

The Chair thanked Cllr Buckingham for her comments before inviting Cllr Matt Binley, Executive Member for Highways, Travel and Assets to introduce a report that sought to provide information on the Corby Local Cycling and Walking Infrastructure Plan (LCWIP), reported on the findings from the recent public consultation on the subject and sought approval for its adoption.

In response to Cllr Buckingham's comments, it was noted that by its very nature the LCWIP did not cover provisions for mobility scooters and that only specific elements as mandated by the Department for Transport for active travel could be considered.

The meeting noted that the LCWIP had been developed to identify prioritised cycling and walking infrastructure improvements, to ensure that consideration was given to cycling and walking within local planning and transport policies and strategies and to make the case for future funding for walking and cycling infrastructure. It was reported that LCWIPs were recommended by the Department for Transport for short and long-term provision for cycling and walking within the local area

Cllr Binley reported that should funding become available, work would commence on the development of preliminary designs for the routes and improvements identified, allowing future funding bids to be submitted. Details of the walking and cycling improvement routes identified were highlighted to the meeting.

The Executive heard that a comprehensive consultation process had been undertaken during August and September 2023, with 59% of responses received to plans being positive, 27% neutral and 14% negative. Comments received in regard to the initial draft of the LCWIP had been reviewed and were taken into consideration as part of the technical report.

The report contained a significant amount of supporting information including analysis of current provisions as well as the potential for identified walking and cycling routes that included Weldon and other developments around Corby as a way of linking these areas. Cllr Binley noted that the LCWIP also linked in with the Council's developing Greenway Strategy.

The proposals before members had been considered and supported by the Sustainable Communities EAP at its meetings on 26th April and 9th November 2023.

Cllr Harriet Pentland welcomed the report and noted the hard work and careful consideration that had gone into identifying routes as set out in the plan. The role of the Sustainable Communities EAP in shaping the document was referenced, as was the importance of access to active travel modes that benefitted both the environment and people's health. Cllr Pentland concluded by stating that the plan fitted well with the Council's corporate values and looked forward to the development of the associated infrastructure.

Cllr Helen Howell described the draft LCWIP as a great example of what could be achieved, subject to funding opportunities, when a project was viewed holistically, noting the link with the Greenway Strategy and the potential benefits for the whole of North Northamptonshire.

Cllr Edwards spoke to welcome the report, noting that planned improvements would have a beneficial impact on the number of children using active travel to get to and from school, as well as reducing parking pressures associated with schools.

Cllr David Brackenbury also welcomed the report and joined-up thinking and reasons behind it, promoting, as it did, active lives, mental health considerations and connectivity into the Greenway.

Cllr Binley concluded debate by thanking his fellow members for their comments and noting the far-reaching nature of the plan that crossed into a number of different portfolio areas.

RESOLVED

KEY DECISION

That the Executive:

- a) Noted the findings of the public consultation analysis for the Corby Local

Cycling and Walking Infrastructure Plan (LCWIP) which forms **Appendix B** of this report;

- b) Approved and adopted the Corby LCWIP which forms **Appendix A** of this report as a Council policy document;
- c) Agreed the prioritisation of routes within the Corby LCWIP, subject to funding being available, forms the basis of work to develop preliminary designs for the routes to inform future funding bids.

Reason for Recommendations – Local Cycling and Walking Infrastructure Plans (LCWIPs) are the recommended Department for Transport approach for planning and co-ordinating provision for active travel modes. They provide a strategic and planned approach for short- and long-term provision for cycling and walking within the local area.

The Corby LCWIP has been developed to enable the Council to:

- Identify prioritised cycling and walking infrastructure improvements for future investment;
- Ensure that consideration is given to cycling and walking within both local planning and transport policies and strategies; and
- Make the case for future funding for walking and cycling infrastructure.

Alternative Options Considered – While it would be possible to develop an LCWIP based on a different methodology to that contained in Government guidance on LCWIPs, this is not recommended as it would mean that the Council was less likely to secure Government funding. However, should alternative funding (such as S106) become available for particular corridors, it would be possible to progress lower priority schemes on that basis.

572 Cleaning Service Contract Procurement

The Chair invited Cllr Lyn Buckingham to address the meeting. Cllr Buckingham spoke to note the disparity between the available budget and the best valued bid received as part of the tender process for the Council's cleaning service contract.

The Chair thanked Cllr Buckingham for her comments before inviting Cllr Matt Binley, Executive Member for Highways, Travel and Assets to present a report that sought to build on the Executive report from November 2022 where approval had been granted to utilise a framework to secure a contractor to clean the 56 buildings comprising the Council's estate, thereby bringing a consistent approach to replace the various external contractors and limited in-house provision that currently provided the service.

The meeting heard that the Building Cleaning Steering Procurement Group established to progress the procurement had not been satisfied with the affordability or best value offer of responses received through the framework and felt it would be inappropriate to proceed on that basis. It was noted that the best value bid received using the framework was £155,000 over the annual budget.

The report before members sought to revise the original approach approved in November 2022 and to procure instead via an Open Market Tender. Whilst a fully in-house provision had previously been discounted in favour of the framework, this would be revisited, and feasibility of provision reviewed in conjunction with the open market tender process to ensure value for money and quality of service were achieved.

It was noted that utilising an open market tender process opened the procurement to a wider range of companies and would also open the market to more locally based companies. It was also recommended that the current contracts be extended by six months to allow for the required time to carry out a full open market tender exercise.

Reference was made to TUPE implications for in-house and external service provision and it was noted that this was addressed within the main body of the report.

RESOLVED

KEY DECISION

That the Executive:

- a) Confirmed the preferred procurement route for a Building Cleaning service contract via an Open Market Tender, noting that the feasibility of inhouse provision will be considered to ensure value for money and quality service is achieved from the chosen delivery model.
- b) Confirmed approval for a contract extension of six months to a current provider for Building Cleaning Services to accommodate the time required to conclude the procurement exercise.
- c) Delegate authority to the Executive Member for Highways, Travel and Assets, in consultation with the Assistant Director of Assets & Environment, to enter into the necessary contractual arrangements to secure best value for delivering the Building Cleaning service.

Reasons for Recommendations:

- The proposed procurement route seeks to widen the tender process to additional bidders, with a more tightly defined service scope helping to remove the affordability challenges associated with the framework-based proposals.
- The proposed procurement process will enable smaller local cleaning employers the opportunity to tender for the work, these firms are not currently part of the framework.
- The recommendation continues to aim to provide the most cost-effective solution, which can be deployed to suit the changes in service need and delivery throughout the contract period.
- The proposed option aims to access a reliable cleaning service, provision to monitor contractor performance, providing quality services for North Northamptonshire residents.

- The proposed contract documentation will allow flexibility to add and remove the buildings covered by the contract as the Council's estate is reviewed and evolves over the coming several years.

Alternative Options Considered: A number of alternative options were considered by both operational managers and procurement colleagues in shaping the November 2022 report, including building an in-house team or undertaking the bespoke procurement of a new Cleaning Services contract. The preferred option was deemed to offer the best value for money to the Council using information known at that time in terms of time to deploy the new arrangements, access to established providers, procurement costs, risk and overall value for money. The revised approach continues to offer the majority of these benefits, with the additional benefit of providing access to the tender opportunity to other suppliers (including North Northamptonshire based SMEs). The main downside of the Open Market Tender option was the time to procure. The unforeseen delay can be addressed through the proposed extension to the existing contract.

573 Budget Forecast Update 2023-24 - Period 8

The Chair invited Cllr Lyn Buckingham to address the Executive. Cllr Buckingham spoke briefly to note the increase in overspend related to the Dedicated Schools Grant.

The Chair then invited Cllr Jim Hakewill to speak on the item. Cllr Hakewill queried what financial impact the recently announced Spending Management Panels would have and whether these would be public meetings. Cllr Hakewill questioned whether there was a process for reclamation of costs associated with replacing street furniture damaged as a result of car accidents. Referencing the Council's reserve figure, Cllr Hakewill queried what percentage of that figure could be used that was not ringfenced and whether utilising contingency funds was the same as accessing reserves. Cllr Hakewill asked for tangible outcomes regarding meetings with government regarding additional funding or helping to achieve greater financial stability for the Council and concluded by asking what useful learning had been acquired by the Leader following his appointment to the Local Government Association Board (LGA).

The Chair responded to Cllr Hakewill's reference to the LGA by stating that the Council had a team of very experienced officers with whom constant communication took place on complex matters. The Chair further stated he was absolutely confident of their ability to provide advice locally without the need to seek advice from elsewhere.

The Chair invited the Executive Director of Finance and Performance, Janice Gotts to provide some additional details in relation to the Spending Management and Staffing Approval panels. It was heard that the former focussed on expenditure in excess of £500, while the latter focussed on recruitment and agency spend. Whilst it was difficult to assess what impact the panels would have given work had only just commenced, the work of the panels would ensure that expenditure supported the Council's financial position. It was heard that convening such panels was not an unusual step to take within Local Government and the purely officer-led panels added an additional layer of expenditure scrutiny.

In regard to the Council's reserves, Executive Director of Finance and Performance reported that these had been detailed in the draft budget report submitted to Executive in December and contained an element of smoothing reserves to assist the Council with pressures faced year on year. The Government had recently encouraged Local Authorities to examine the way they utilised reserves. It was heard that contingency was a recurring pot of funds that rolled over each financial year if not utilised, with the Finance team looking at recurring elements to ensure the Council was able to have the necessary funding when setting a balanced budget.

The Chair thanked the Executive Director of Finance and Performance for her comments before inviting Cllr Lloyd Bunday, Executive Member for Finance and Transformation to introduce a report that set out the forecast outturn position for the Council based on the Period 8 monitoring forecasts for the General Fund and the Housing Revenue Account (HRA).

Cllr Bunday stated that the backdrop to the budget was one beyond the realm of control the Council, with elevated interest rates, international conflicts impacting utility and food prices, with many residents still living with the effects of the pandemic and the cost-of-living crisis. The continued volatility of the Council's demand-led services presented a very real risk, with certain providers using this risk to justify fee increases

The meeting heard that the overall outturn forecast for the General Fund for 2023/24, as at Period 8 was a forecast overspend of £8.552m against the approved budget, an additional pressure of £2.354m since the last reporting period, the main pressures being those related to the demand-led Children's and Adult Services. The Children's Trust had forecast an overspend of £24.577m, an increase of £1.068m since the previous period, with a risk that £3.017m of efficiency savings would remain undelivered, increasing the overall overspend from £24.577m to £27.594m.

Cllr Bunday reported that Education, Health and Care Services were continuing to rely heavily on interim workers to fulfil statutory obligations, with high vacancy rates, historic assessments outstanding and increased service demand. This resulted in a net staffing pressure of £1.548m. The annual budget for the provision of six residential care homes across the Council's area was £9.8m, with a forecast pressure of £970,000 relating to that contract and a net pressure of £11.546m for third-party payments for independent care, partially offset by net savings of £1.953m within Commissioning and Performance. It was noted that should these pressures not be mitigated it would pose a significant financial risk to the Council.

The meeting heard that income from leisure facilities was forecast to be £400,000 greater than budgeted for, with a net saving of £1.461m reported across the Place and Economy directorate.

Further pressures related to increased bank charges, unrealised internal interest income and recovery of debt management expenses. The main income to offset these pressures related to additional investment income of £5.81m. Further savings relating to pay increments, employer pension contributions, pay and grading changes and Business Rates income were reported.

Details of the Council's contingency budget were reported. It was heard that whilst there was a contingency budget and reserves available to call on to help fund in year pressures, the Council would look to alternative mitigations before these were applied.

The Council's overall outturn forecast for the Housing Revenue Account was reported as being an overspend of £121,000.

It was also reported that the Dedicated Schools Grant (DSG) had a forecast pressure of £9.019m, with pressures relating to the high needs funding block that supported SEND provision. Discussions were ongoing to mitigate these pressures.

Cllr Scott Edwards spoke to provide additional background explanation for the Dedicated Schools Grant overspend.

RESOLVED

That the Executive:

- a) Noted the Council's forecast outturn position for 2023/24 as summarised in Section 4, alongside the further analysis, risks and other considerations as set out in Section 5 to Section 7 of the report.
- b) Noted the assessment of the current deliverability of the 2023/24 savings proposals in **Appendix A**.

Reason for Recommendations – to note the forecast financial position for 2023/24 as at Period 8 and consider the impact on this year and future years budgets.

Alternative Options Considered: The report focuses on the forecast revenue outturn against budget for 2023/24 and makes recommendations for the Executive to note the current budgetary position as such there are no specific choices within the report.

Chair

Date

The meeting closed at 12.19 pm

Agenda Item 5



EXECUTIVE 15th February 2024

Report Title	Performance Indicator Report 2023/24 (Period 9 (Q3) – December 2023)
Lead Member	Cllr Lloyd Bunday, Executive Member for Finance and Transformation
Report Author	Tom Barden, Head of Performance, Intelligence and Partnerships

Key Decision	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	N/A
Which Corporate Plan priority does the report most closely align with?	Modern public services

List of Appendices

Appendix A - Detailed Performance Indicator Report Period 9 (Quarter 3) 2023/24 (November 2023)

Appendix B – Workforce Data Table Period 9 (Quarter 3) 2023/24 (November 2023)

1. Purpose of Report

- 1.1. To provide an update on the Council's performance across a range of indicators as measured by the Council's suite of Key Performance Indicators for period 9 (December) / Quarter 3 2023-24.

2. Executive Summary

- 2.1. This report provides an assessment of the Council's performance in respect of the Key Performance Indicators for 2023/24 as at period 9.

- 2.2. A detailed assessment of the performance of services as measured by key performance indicators for period 9 has been included as **Appendix A**.
- 2.3. Workforce data for period 9 is provided within **Appendix B**.

3. Recommendations

- 3.1. It is recommended that the Executive note the performance of the Council as measured by the available indicators at Period 9 (December) 2023/24, set out in **Appendix A** to this report.
- 3.2. Reason for Recommendations: to better understand the Council's performance as measured by Key Performance Indicators as at Period 9 (December) 2023/24.
- 3.3. Alternative Options Considered: Reporting performance data on a less frequent basis is an option but monthly reporting is considered useful at this stage of the Council's existence, reporting alongside budget information.

4. Report Background

- 4.1. A detailed assessment of the performance of services as measured by Key Performance Indicators for period 9 has been included as **Appendix A**. This includes comments / exception reports on each of the performance indicators reported.
- 4.2. 106 Key Performance Indicators are reported for this period, of which 44 are reported on a monthly basis, 56 on a quarterly basis and 6 on an annual basis.
- 4.3. The list of Key Performance Indicators, to be reported throughout this financial year (2023-24) was approved by the Executive Committee at their meeting on the 16th March and can be found in item 405 ([Performance Management and Reporting Arrangements 2023-24](#)).
- 4.4. Workforce Data for period 9 has been provided as **Appendix B**. The format and presentation of this data will continue to develop and evolve over time to ensure it is meaningful for members to accurately inform strategic decision making moving forward.
- 4.5. Queries raised by Members on the content of this report will be responded to within 12 working days of the Executive meeting, as agreed with the Executive Member for Finance and Transformation.

5. Issues and Choices

- 5.1. It is important that the format and presentation of performance data meets the needs of its audience. Therefore, the Council will always welcome any feedback and/or suggestions on how the performance report could be further developed to help facilitate understanding and performance improvement.
- 5.2. It is envisaged that additional indicators will be added to the Key Performance Indicator set as time goes on. Any changes to indicators will be reported to the Executive and Corporate Scrutiny committee.

6. Next Steps

- 6.1. To continue to develop and embed a strong performance management framework and culture at North Northamptonshire Council.
- 6.2. To continue to embed and review the suite of Key Performance Indicators so that the Council can more effectively measure how it is performing against its vision and key commitments outlined within its Corporate Plan. The 2024-25 proposed KPI set will be on the Executive Agenda for the March meeting.

7. Implications (including financial implications)

7.1. Resources, Financial and Transformation

- 7.1.1. Performance monitoring allows the Council to drive continuous improvement for North Northamptonshire and identify areas of concern early. Services that submit data returns have many projects that are subject to the Council's Transformation Plan. Accurate and consistent corporate performance data may also assist the compilation of, and aid the success of, external funding bids.
- 7.1.2. This report should be read alongside the Budget Forecast 2023/24 monthly reports once available. By considering both reports together, a broader view of the Council's performance and the relationship between resource allocation and service delivery can be understood.

7.2. Legal and Governance

- 7.2.1. The Council is required to provide statutory monitoring and funding returns to central government departments and their agencies. The Council is currently on course to comply with these requirements. Note that the workload and deadlines for achieving these statutory and mandatory deadlines can prove challenging, particularly where returns are significantly increasing in complexity (this is currently the case for Adult Social Care and Education returns).
- 7.2.2. Monitoring performance is a key element of the Council's Governance Framework. The Council has made performance measurement and

management a priority and views it as central to both Council transparency and to the Council's improvement agenda. The Council has adopted a written [Performance Management Framework](#) which describes its principles and processes for Performance Management.

7.3. Relevant Policies and Plans

7.3.1. Effective performance management directly contributes to the delivery of the key commitments set out within the Council's Corporate Plan.

7.4. Risk

7.4.1. There are a number of risks relating to performance information:

- a) Poor data quality- Inaccurate data will inevitably lead to less accurate decision making.
- b) Lack of data - Failing to measure key service activities can leave the Council without a clear view of its performance. This prevents the effective oversight of key services, including those affecting the safety and wellbeing of residents.
- c) Incorrect interpretations - Caution should be applied to the interpretation of performance data, particularly given the adjustments that have been made by services to adapt when there was a COVID pandemic. Misunderstanding the performance picture can lead to ineffective decision-making, reputational damage, and inaccurate resourcing.

7.5. Consultation

7.5.1. Formal consultation was carried out in the development of the Corporate Plan.

7.5.2. Informal consultation with relevant stakeholders, including Executive Members and Scrutiny Members (through the scrutiny committees) was completed for the Key Performance Indicators included in this report and for the development of the new suite of Key Performance Indicators for 2023/24.

7.5.3. Informal consultation with relevant stakeholders will continue to take place as we continue to develop the Council's Performance Management Framework.

7.6. Consideration by Executive Advisory Panel

7.6.1. This report serves as information in respect of the Council's performance for Period 9 (December) 2023/24, therefore consideration by the Executive Advisory Panel was not necessary.

7.7. Consideration by Scrutiny

7.7.1. Performance reports will be considered by future meetings of the Corporate Scrutiny Committee, following reports to the Executive.

7.8. Equality Implications

7.8.1. No equality implications.

7.9. Climate Impact

7.9.1. Council continues to develop its set of indicators that provide information about how it is meeting its key commitment to helping deliver a green and sustainable environment.

7.9.2. For 2023-24, the Council is measuring and reporting on the following Green, Sustainable Environment key performance indicators:

Indicator Reference Number	Indicator Name	Frequency
GSE01	Number of E-Scooter trips	Quarterly
GSE02	Number of E-Scooter users	Quarterly
GSE03	Co2 savings from E-Scooters	Quarterly
GSE04	Number of electric vehicle charging points publicly available	Quarterly (in arrears)
GSE05	Number of electric vehicles per charge point	Quarterly (in arrears)
GSE06	Fly tipping: number of fly tips reported	Quarterly (in arrears)
GSE07	Percentage of waste diverted from landfill	Quarterly
GSE08	Co2 saving from Delivery Robots	Quarterly
GSE09	Volume of pesticides used within NNC grounds services operations	Quarterly
GSE10	Habitat area improved for pollinators (hectares)	Annually

7.9.3. The Assets & Environment service area have developed a Carbon Management Plan which was considered and approved by Executive at their meeting on 22nd December 2022. The Tree Management and Care Policy and Pollinator Strategy was considered and approved by the Executive at an earlier meeting on 25th August 2022. These policies will consider the Council's commitment to achieving Net Zero by 2030 and provide appropriate performance indicators to measure progress to achieving this target. This will include indicators that measure the Council's carbon emissions along with other environmental projects currently being

7.10. **Community Impact**

- 7.10.1. Effective policy and decision-making, and scrutiny, guided by good quality, timely and relevant performance data can make a significant difference to the delivery of public services and therefore have an equally significant impact on the local communities.

7.11. **Crime and Disorder Impact**

- 7.11.1. No crime and disorder impacts have been identified.

8. Background Papers

- 8.1 [Performance Indicator Report Period 8 \(November\) 2023-24](#) reported to the meeting of the Executive on 21st December 2023.
- 8.2 [Performance Management and Reporting Arrangements 2023-24](#) reported to the meeting of the Executive on 16th March 2023.
- 8.3 The Corporate Plan, reported to the meeting of the [Executive on 18th November 2021](#), adopted by Council on the 1st December 2021.



North Northamptonshire Council Performance Report - December (Quarter 3) 2023

Key to Performance Status Colours

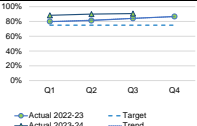


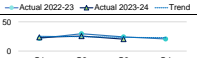

Progress Status Key:
Green - On target or over-performing against target
Amber - Under-performing against target but within 5% corporate tolerance (or other agreed tolerance as specified)
Red - Under-performing against target by more than 5% (or other agreed tolerance as specified)
Dark Grey - Data missing
Grey - Target under review
Turquoise - Tracking Indicator only
Children's Trust Progress Status Key:
Green - At target or better
Amber - Below target - within tolerance
Red - Below target - outside tolerance
Grey - No RAG

Direction of Travel Key	
An acceptable range = within 5% of the last period's performance	
↑G	Performance has improved from the last period – Higher is better
↓G	Performance has improved from the last period – Lower is better
↑	Performance has deteriorated but is still on or above target or within an acceptable range of 5% of the last period – Lower is better
→	Performance has stayed the same since the last period
↓	Performance has deteriorated but is still on or above target or within an acceptable range of 5% of the last period – Higher is better
↑R	Performance has deteriorated from the last period – Lower is better
↓R	Performance has deteriorated from the last period – Higher is better
↑	Actual increased - neither higher or lower is better
⇌	Actual has stayed the same since the last period - neither higher or lower is better
↓	Actual decreased - neither higher or lower is better
Children's Trust Direction of Travel Key	
↑G	Performance improved since last month
→	Performance the same as last month
↓A	Performance declined since last month

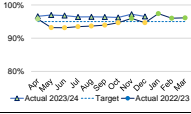
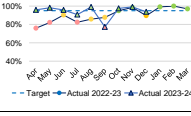
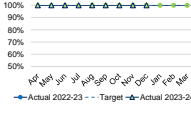
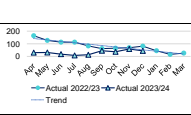

Performance Terminology key

TBC	To be confirmed
TBD	To be determined
n/a	Not applicable
Actual	The actual data (number/percentage) achieved during the reporting period
Benchmark	A comparator used to compare the Council's performance against. The 2020/21 average for Unitary Councils in England has been used where available unless otherwise stated.
Numerator	Number as part of the percentage calculation which shows how many of the parts indicated by the denominator are taken. See example below.
Denominator	The total number which the numerator is divided by in a percentage. See example below.
EXAMPLE Performance Indicator	% Calls answered
Numerator	Number of calls answered
Denominator	Total number of calls received

Place & Economy																	
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes/No)	Benchmark	Year to Date 2023-24	Quarter 1 23-24	Quarter 2 23-24	Quarter 3 23-24	October 2023/24	November 2023/24	December 2023/24	Direction of Travel (since previous period reported)	Polarity	Target	Tolerance	Comments
Assets & Environment																	
Modern Public Services	MPS24	Rate of return on investment portfolio (%)		No	n/a	5.54%	5.55%	5.54%	5.54%	n/a reported Quarterly	n/a reported Quarterly	5.54%	➔	Higher is better	5.41%	4.91% - 5.41%	The Commercial stock continues to perform well. Occupancy rate has slowed for smaller retail units, as is typical of the time of year, but we are working with various enquiries to continue to improve on this KPI
Modern Public Services	MPS25	Total rental income from commercial estate (£)		No	n/a	£13,523,694.00	£13,564,047.00	£13,526,339.00	£13,523,694.00	n/a reported Quarterly	n/a reported Quarterly	£13,523,694.00	⬇	Higher is better	£13,008,918	£12,358,472.1 - £13,008,918 (-5%)	The commercial stock continues to be in demand as a whole, although some of the tenants in smaller units are feeling the impact of economic pressures. However, the mix of portfolio class reduces the Council's exposure to one sector. We have forecast increased rental income over the MTFP.
Greener, Sustainable Environment	GSE09	Volume of pesticides used within NNC grounds services operations		No		118L	28L	66L	24L	n/a reported Quarterly	n/a reported Quarterly	24L	⬇	Lower is better	250L (Annual) 62.5L (Quarterly)	25%	This is the raw chemical usage, 0.25L/10L dilution rate. Minimal spraying is planned for final quarter
Growth & Regeneration																	
Safe and thriving places	STP15	Percentage of major planning applications determined within 13 weeks (or within agreed extension of time)		Yes (we have set the target higher than statutory level)	94% (Mean Average CIPFA Near Neighbours - LG Inform Q4 2022/23)	80.70%	92.31%	82.35%	74.07%	83.33%	62.50%	71.43%	⬆	Higher is better	90%	85% - 90%	Performance this month has improved on the previous month. The percentage performance is influenced by the work being undertaken to clear applications from the backlog of those in hand. Although this work inevitably impacts upon the performance figure, it is essential work to complete in order to enable the service to operate more efficiently in the longer-term. The relatively small number of major decisions overall also means that percentage performance remains volatile.
Safe and thriving places	STP16	Percentage of minor planning applications determined within 8 weeks (or within agreed extension of time)		Yes (we have set the target higher than statutory level)	87% (Mean Average CIPFA Near Neighbours - LG Inform Q4 2022/23)	78.45%	73.91%	84.54%	76.85%	82.05%	74.29%	73.53%	⬇	Higher is better	85%	80% - 85%	Performance this month has dropped slightly, although a significant number of applications have been determined again this month. The percentage performance is influenced by the work being undertaken to clear applications from the backlog of those in hand which is essential to enable the service to operate more efficiently in the longer-term. Planning officer capacity remains challenging, but a recruitment campaign is in progress to increase the number of permanent planning staff which it is hoped will assist in improvements with longer-term performance.
Safe and thriving places	STP17	Percentage of other (including household applications) planning applications determined within 8 weeks (or within agreed extension of time)		Yes (we have set the target higher than statutory level)	88% (Mean Average CIPFA Near Neighbours - LG Inform Q4 2022/23)	82.85%	83.81%	85.83%	79.47%	75.27%	69.72%	94.00%	⬆	Higher is better	88%	83% - 88%	Performance has improved significantly this month. Planning officer capacity remains challenging, but a recruitment campaign is in progress to increase the number of permanent planning staff which it is hoped will assist in improving longer-term performance.
Safe and thriving places	STP19	Total number of planning applications received - ALL TYPES of applications		No	Not relevant to benchmark.	1425	490	499	436	n/a reported Quarterly	n/a reported Quarterly	436	⬇	No polarity	Tracking	N/A	
Safe and thriving places	STP41	% applications determined which were subject to an extension of time		No		41.84% (497 out of 1188)	37.6% (144 out of 383)	37.5% (138 out of 368)	49.2% (215 out of 437)	n/a reported Quarterly	n/a reported Quarterly	49.2% (215 out of 437)	⬆	No polarity	Tracking	N/A	
Safe and thriving places	STP23	Percentage of NNC County Matter (minerals and waste) planning decisions made within the required timescale		Yes	47% (Mean Average CIPFA Near Neighbours - LG Inform Q4 2022/23)	100.00%	100.00%	100.00%	100.00%	n/a reported Quarterly	n/a reported Quarterly	n/a reported Quarterly	➔	Higher is better	95%	5%	No applications determined in Q3 within North Northamptonshire
Safe and thriving places		% of Full fibre coverage		(Nationally measured, so able to benchmark)	59.4% (Mean Average CIPFA Near Neighbours - LG Inform Q3 2023/24) 60.1% Q3 2023-24 (England) - Think Broadband	79.4%	69.3%	75.7%	79.4%	n/a reported Quarterly	n/a reported Quarterly	79.4%	⬆	Higher is better	40% of Premises countywide (Dec 2023) 80% of Premises countywide (Dec 2026)	Dec 2023: <5% Green 5%-10% Amber >10% Red	Strong performance countywide when compared to the average full fibre coverage for the same period in England (79.4% across Northamptonshire compared to 60.1% in England). The 40% full fibre countywide coverage target was achieved early (March 2022) and we expect to exceed the 80% countywide target by next quarter. Full fibre coverage in NN exceeded 40% in January 2023 and had reached 67.5% by the end of Q3. Full fibre coverage in NN has seen a strong upward trajectory in the last 12 months, up from 38.5% in December 2022. CityFibre's build in Kettering and Wellingborough supporting this growth. Whilst the trajectory may slow, we expect to see full fibre coverage continuing to rise steadily, with investment from Openreach, VirginMedia and Gigaclear's build in the rural areas as well as CityFibre and some smaller streets. Year to date is latest position.

Place & Economy																		
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes/No)	Benchmark	Year to Date 2023-24	Quarter 1 23-24	Quarter 2 23-24	Quarter 3 23-24	October 2023/24	November 2023/24	December 2023/24	Direction of Travel (since previous period reported)	Polarity	Target	Tolerance	Comments	
Safe and thriving places	STP22	% of gigabit coverage		No (Nationally measured, so able to benchmark)	84.6% (Mean Average CIPFA Near Neighbours - LG Inform Q3 2023/24) 80.7% Q3 2023-24 (England) - Think Broadband	90.7%	88.3%	89.9%	90.7%	n/a reported Quarterly	n/a reported Quarterly	90.7%	↑	Higher is better	75% of premises gigabit capable (Dec 2023) 90% of premises gigabit capable (Dec 2028)		Gigabit capable network coverage continues to steadily increase across Northamptonshire and is performing strongly in comparison to the average for England (90.7% locally compared to 80.7%). The 90% countywide coverage target was passed at the end of Q3. A new target is being considered. Industry focus on full fibre is also driving the gigabit coverage figures as Openreach, Virgin Media, CityFibre and Gigaclear continue to deploy as well as smaller players like Swish and Vonexis. Coverage in North Northants is also performing well and has reached 89.6%, up from 88.0% last quarter.	
Greener, sustainable environment	GSE01	Number of E-Scooter trips		No	n/a	387,600	131,281	140,797	115,522	n/a reported Quarterly	n/a reported Quarterly	115,522	↓	Higher is better	Higher than corresponding point in previous year	10%	E-scooter trips increased from Q2 23-24 to Q3 23-24. Year-on-year trend shows slightly decreased popularity with 2023 figures lower than for the same period in 2022. Year to date is cumulative position.	
Greener, sustainable environment	GSE02	Number of E-Scooter users		No	n/a	42,764	14,785	15,258	12,721	n/a reported Quarterly	n/a reported Quarterly	12,721	↓	Higher is better	Higher than corresponding point in previous year	10%	E-scooter users decreased from Q2 23-24 to Q3 23-24. Year-on-year trend shows a slight decrease in popularity with 2023 user figures lower than for the same period in 2022. This may be due to costs of living and other external factors impacting on discretionary travel and spend. Peak trips continue to be to/from work. Year to date is cumulative position.	
Greener, sustainable environment	GSE03	Co2 saving from E-Scooters (tonnes)		No	n/a	69.4	23.4	25.6	20.4	n/a reported Quarterly	n/a reported Quarterly	20.4	↓	Higher is better	Higher than corresponding point in previous year	10%	CO2 savings decreased from Q2 23-24 to Q3 23-24. Year-on-year trend shows a decrease in CO2 savings with figures lower than for the same period in 2022. Year to date is cumulative position.	
Greener, sustainable environment	GSE04	Number of electric vehicles charging points publicly available	202 as at end Dec 2023	No	N/A	202.0	149	169	202.0	n/a reported Quarterly	n/a reported Quarterly	202.0	↑G	Higher is better	Increase in 10% by end of year. (2.5% each quarter)	2%	This figure tracks, based on the national chargepoint register, the number of chargepoints in the area that are available for members of the public to park up and use. Sixty-nine chargepoints have been delivered via the VPACH project in on-street locations, with others in some council car parks. Chargepoints in supermarkets, filling stations and other charging hubs are also included in the statistic. The figure of 202 in Q3 2023 compares to 94 at end of 2021.	
Greener, sustainable environment	GSE05	Number of electric vehicles chargepoints per 100000 population	56.1 as at end Dec 2023	No (Nationally measured, so able to benchmark) 47.2 CIPFA Near	N/A	56.1	41.3	46.9	56.1	n/a reported Quarterly	n/a reported Quarterly	56.1	↑G	Higher is better	Tracking	N/A	This figure tracks the number of chargepoints per 100,000 of population. This gives us a useful way to track numbers over time and compare with the national average and other areas. The figure of 56.1 compares to 26.8 at the end of 2021.	
Greener, sustainable environment	GSE08	Co2 saving from Delivery Robots (kg)		No	N/A	2,291	1,116	626	549	n/a reported Quarterly	n/a reported Quarterly	549	↓R	Higher is better	Tracking	N/A	CO2 savings from Delivery Robots have decreased slightly compared to Q2 2023/24.	
Safe and thriving places	STP24	% Gross affordable housing delivered - Growth Towns, Market Towns (not including Oundle) on sites of 15+ dwellings and Villages and rural areas (including Oundle) on sites of 5+ dwellings	19% gross affordable housing delivered		(Mean Average CIPFA Near Neighbours - LG Inform 2021/22)	19%	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	19%	↑G	Higher is better	20% overall (30% - Growth Towns 30% - Market Towns 40% - Villages/Rural)	n/a	In NN 19% of overall gross homes delivered in the 2022/23 monitoring year were affordable - 382 out of 2,042. This is an increase of 6% compared to the previous year, but still falls just short of the 20% target for the authority set as part of this CPI.	
Safe and thriving places	STP25	Maintain 5 year housing land supply	6.68 years		N/A	6.68 years	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	6.68 years	↓	Higher is better	6.0 years	+ 20% to allow for delays in delivery	NN can demonstrate 6.68 years of housing land supply according to the latest assessment looking at the period 2023-28. This is a decrease from 7.48 on the previous year, this can be explained largely by the increase of the Local Housing Need (LHN) set by government from 1,784 to 1,874 and high completion rates for the monitoring which in turn reduces supply. This is in excess of the 5 year national requirement and also exceeds the 6 year target set as part of the CPI, demonstrating that the authority currently has a healthy level of supply.	
Safe and thriving places	STP26	Maintain 5 year supply of Gypsy and Traveller sites	7.14 years		N/A	7.14 years	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	7.14 years	→	Higher is better	6.0 years	+ 20% to allow for delays in delivery	There is no change to what was reported last year. NN can demonstrate 7.14 years of gypsy and traveller land supply according to the latest assessment looking at the period 2022-27. This is in excess of the 5 year national requirement and also exceeds the 6 year target set as part of the CPI, demonstrating that the authority currently has a healthy level of supply.	
Safe and thriving places	STP27	Net additional homes provided	2023 additional homes provided	948 (2021/22 CIPFA Near Neighbours - LG Inform)	N/A	2,023 new homes provided	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	2,023 new homes provided	↑G	Higher is better	1874	n/a	For the 2022/23 monitoring year (the latest data) 2,023 homes (net) were delivered in NN. This is above the 1,874 local housing need (LHN) target set by government and an increase of 476 homes on the previous year.	
Safe and thriving places	STP28	Net increase in jobs	3000 decrease in jobs	4,467 (Difference between Mean for NEW NNC CIPFA near neighbours 2020 & 2021 figures)	N/A	3,000 decrease in jobs	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency	3,000 decrease in jobs	↓R	Higher is better	810		In 2022 (latest data from ONS Business Register and Employment Survey) 3,000 jobs were lost in NN. This falls short of the 810 target for job creation which derives from the residual requirement (as of 2021) set by the Joint Core Strategy. It is currently being investigated where these job losses have occurred.	
Safe and thriving places	STP42	Increase in jobs by employment sector	Manufacturing			-3000 (22000 to 19000)	n/a Annual frequency	n/a Annual frequency	n/a Annual frequency			-3000 (22000 to 19000)		N/A	Higher is better	Tracking	n/a	Most jobs in North Northamptonshire sit within the "Wholesale and Retail Trade, Repair of Motor Vehicles and Motorcycles" sector with 30,000 jobs as per the ONS Business Register and Employment Survey. This equates to 20.3% of all jobs in the authority. This is a decrease of 2,000 jobs on the previous year where the sector made up 21.2% of all jobs. The "Manufacturing" sector comes in second with 15,000 jobs (12.5% of all jobs), compared to 22,000 (14.6%) on the previous year and third is the "Human Health and Social Work Activities" sector with 15,000 jobs (12.2%), which was also 18,000 in the previous year but made up 11.9% of all jobs.
		Increase in jobs by employment sector	Construction			2000 (6000 to 8000)						2000 (6000 to 8000)						Please note that not all sectors are included in this KPI. A few job sectors of interest have been selected for inclusion. The figures use is being developed to understand their true value and the rationale. Of note is the increase in jobs in the construction industry, and professional and administrative activities.
		Increase in jobs by employment sector	Wholesale and Retail Trade, Repair of Motor Vehicles and Motorcycles			-2000 (32000 to 30000)						-2000 (32000 to 30000)						
		Increase in jobs by employment sector	Transportation and Storage			15000						15000						
		Increase in jobs by employment sector	Professional, Scientific and Technical Activities			1000 (8000 to 9000)						1000 (8000 to 9000)						
		Increase in jobs by employment sector	Administrative and Support Service Activities			1000 (12000 to 13000)						1000 (12000 to 13000)						
		Increase in jobs by employment sector	Education			-1000 (11000 to 10000)						-1000 (11000 to 10000)						
		Increase in jobs by employment sector	Human Health and Social Work Activities			18000						18000						

Place & Economy																	
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Highways & Waste																	
Safe and thriving places	STP29	Number of Defects Outstanding on the network (at end of period), split by category		No - Contractual	n/a	2369	4069	1982	2369	1788	1804	2369	↑R	Lower is better	No target - tracking indicator only	N/A	The total number of defects continues to increase each month during the winter, which is to be expected given the damage caused to the road surface by winter weather. The contractor continues to respond well to this increased demand and remains on target with the required repairs, as indicated in STP31.
		P1 (Target response time within 24 hours)				0	0	0	0	0	0	0	→				
		P2 (Target response time within 7 days)				17	0	2	17	15	37	17	↓G				
		P3 (Target response time within 28 days)				701	608	91	701	147	195	701	↑R				
		P4 (Target response time within 26 weeks)				1651	3461	1889	1651	1626	1572	1651	↑				
Safe and thriving places	STP30	Number of Defects Repaired in the network in period, split by category		No - Contractual	n/a	11761	4953	3957	2851	1348	883	620	↓R	Higher is better	No target - tracking indicator only	N/A	The service continues to focus on P1 and P2, with a subsequent increase in the number of repairs in this period. Winter is a challenging time for highways maintenance as the weather and light reduces the working hours available, and extreme weather events require the maintenance crews to attend to other work, such as gritting, flood response and drainage. The number of P4 repairs are lower as Ker got ahead over the summer ready to respond to greater numbers of P1, P2 and P3 due to the freeze thaw cycle on worn surfaces over the winter period.
		P1 (Target response time within 24 hours)				9	6	0	3	0	0	3	↑G				
		P2 (Target response time within 7 days)				703	217	202	284	23	87	174	↑G				
		P3 (Target response time within 28 days)				5214	2863	1410	941	271	409	261	↓R				
		P4 (Target response time within 26 weeks)				5835	1867	2345	1623	1054	387	182	↓R				
Safe and thriving places	STP31	Percentage of defects responded to within the timeframes specified, split by category		No - Contractual	n/a	93.3% (10340 out of 11083)	86.81% (3737 out of 4305)	97.28% (3178 out of 3267)	97.55% (3425 out of 3511)	98.31% (1278 out of 1323)	98.58% (976 out of 990)	97.75% (1171 out of 1198)	↓	Higher is better	P1 and P2 97.5%	No Tolerance	All targets have been met again this month. The number of P1 and P2 repairs has increased which is to be expected over the winter.
		P1 (Target response time within 24 hours)				100% (14 out of 14)	100% (6 out of 6)	100% (0 out of 0)	100% (8 out of 8)	100% (0 out of 0)	100% (0 out of 0)	100% (8 out of 8)	→		97.5%		
		P2 (Target response time within 7 days)				99.72% (707 out of 709)	99.09% (217 out of 219)	100% (209 out of 209)	100% (281 out of 281)	100% (23 out of 23)	100% (79 out of 79)	100% (179 out of 179)	→		97.5%		
		P3 (Target response time within 28 days)				91.06% (4480 out of 4920)	86.72% (2293 out of 2644)	95.53% (1132 out of 1185)	96.7% (1055 out of 1091)	96.8% (333 out of 344)	96.8% (272 out of 281)	95.57% (450 out of 466)	↓		90%		
		P4 (Target response time within 26 weeks)				94.47% (5139 out of 5440)	85.03% (1221 out of 1436)	98.08% (1837 out of 1873)	97.65% (2081 out of 2131)	97.84% (922 out of 956)	99.21% (625 out of 630)	97.98% (534 out of 545)	↓		90%		
Greener, sustainable environment	GSE06	Fly tipping: number of fly tips reported		No	n/a	#VALUE!	886	1060	N/A	n/a reported Quarterly	n/a reported Quarterly	N/A	↑R	Lower is better	No target - tracking indicator only	N/A	
Greener, sustainable environment	GSE07	Percentage of waste diverted from landfill		No (Nationally measured, so able to benchmark)	95.32% (Mean Average CIPFA Near Neighbours - LG Inform Q4 2021/22)	92.61%	91.74% (Q1 23-24 Validated)	93.52% (Unvalidated Q2)	N/A	n/a reported Quarterly	n/a reported Quarterly	N/A	↓ (Q1-Q2 unvalidated)	Higher is better	88%	3% (85.36% - 88%)	Q1 initially indicated 97.48% however that was unvalidated and data has now been checked and validated in Waste Data Flow and the actual Q1 diversion from landfill is 91.74%. Q2 data shows a small improvement to 93.52% this is currently unvalidated. Use of landfill is minimised where possible within our contracts but can fluctuate in year based on planned maintenance and availability of treatment facilities.

Place & Economy																	
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Regulatory Services																	
Safe and thriving places	STP32	% of food establishments in the area broadly compliant with food hygiene law		No (Nationally measured, so able to benchmark)	97.49% (CIPFA Near Neighbours - LG Inform)	97.00%	97.00%	96.00%	97.00%	96.24%	97.22%	96.54%	→	Higher is better	95%	90%-95%	Performance remains consistent and above target
Safe and thriving places	STP33	% of Local Land Charges searches processed within 10 working days		No reporting required but a Statutory duty	n/a	93.62%	96.55%	88.01%	97.12%	97.54%	99.09%	94.50%	↑G	Higher is better	95%	85.5% - 95%	Performance in December fell slightly below target turnaround time and remained within tolerance. This was due to staff absence over the festive period. Performance is expected to return to target levels in January return. Q3 figures showed turnaround time performance has exceeded target for Q3.
Safe and thriving places	STP35	% of Rogue trading activities tackled (rogue traders subject to a Trading Standards intervention)		No	Trading standards institute is the national body - look for benchmarks there	100%	100%	100%	100%	100%	100%	100%	↓	Higher is better	100%	N/A	There were no notices issued during December where there were aggravating circumstances which elevated 1st level compliance guidance to a rogue trader level.
Safe and thriving places	STP13	Number of Private Sector Disabled Facilities Grants (DFG) cases on waiting list		No	n/a	44	18	45	44	37	59	44	↓G	Lower is better	TBC	N/A	The number of DFGs on the waiting list has increased in the last three - four months for two reasons a) The DFG Manager is on long term sick, so all activity has slowed down a bit as the surveyors are waiting longer for decisions and sign offs, and b) we continue to see an increase of new OT recommendations coming in each month.
Safe and thriving places	STP14	Number of Private Sector Disabled Facilities Grants completions		No	n/a	187	62	72	53	16	21	16	↓	Higher is better	168 (14 per month)	TBD	Monthly target continues to be exceeded.

Customer & Governance																	
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes / No)	Benchmark	Year to Date 2023-24	Quarter 1 23-24	Quarter 2 23-24	Oct-23	Nov-23	Dec-23	Quarter 3 23-24	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments
Information Governance																	
Modern Public Services	MPS15	Total number of data breaches <i>A personal data breach is a security incident that has affected the confidentiality, integrity or availability of personal data.</i> There are two types of breaches: • A 'Non-reportable breach' has a low, or no impact on the rights and freedoms of individuals. • A 'Reportable breach' has a significant impact on the rights and freedoms of individuals. These are required to be reported to the Information Commissioner's Office (ICO).		No	n/a	125	33	51	18	14	9	41	↓G	Lower is better	No target - tracking indicator only	NA	The Data Protection Team continues to ensure that the service area is supported and trained appropriately, in order to manage the existing breaches and to decrease future instances. Whilst the overall direction of travel has decreased, there was one reportable breach, due to a malware attack on a national supplier, which was out of NNC's control. Awaiting the outcome of the ICO's review. The ICO are currently working on a national backlog, which could take up to 6 months for a response.
		a) Reportable breaches (ICO) <i>(This was MPS23 reported quarterly, now included monthly as part of this performance indicator)</i>		2	1	0	0	0	1	1	↑R						
		b) Non-reportable breaches		123	32	51	18	14	8	40	↓G						
Modern Public Services	MPS16	Number of complaints to Information Commissioners Office (ICO) (with respect to handling of Freedom of Information (FOI) requests following internal review).		No	n/a	4	2	1	n/a (reported quarterly)	n/a (reported quarterly)	n/a (reported quarterly)	1	→	Lower is better	Tracking	No tolerance	The ICO has reported a complaint in relation to a request for planning information. Some information has been provided, the requestor is disputing that they have not received all data held. This case is yet to be allocated to an ICO case officer whilst we are working on our investigation and response.
Modern Public Services	MPS17	Number of complaints to Information Commissioners Office (ICO) upheld by ICO (with respect to handling of Freedom of Information (FOI) requests following internal review).		No	n/a	2	2	0	n/a (reported quarterly)	n/a (reported quarterly)	n/a (reported quarterly)	0	→	Lower is better	0 per month	No variation	No decisions have been issued by the ICO during this quarter.
Modern Public Services	MPS18	Number of complaints to Information Commissioners Office (ICO) (with respect to handling of Data Protection (DP) individual Rights requests).		No	n/a	3	0	2	n/a (reported quarterly)	n/a (reported quarterly)	n/a (reported quarterly)	1	↓G	Lower is better	Tracking	No variation	The ICO has reported a complaint in relation to the handling of a Subject Access Request and the handling of the data subject's personal data.
Modern Public Services	MPS19	Number of complaints upheld by Information Commissioners Office (ICO) (with respect to handling of Data Protection (DP) individual Rights requests)		No	n/a	2	0	1	n/a (reported quarterly)	n/a (reported quarterly)	n/a (reported quarterly)	1	→	Lower is better	0 per month	No variation	The ICO has upheld the element of the complaint relating to the late response to a SAR. The remainder of the complaint is not upheld ie. there was no evidence of a reportable breach.
Modern Public Services	MPS20	Number of direct disclosure requests (ADR - Access to a Deceased Person's) received		No	n/a	1	1	0	n/a (no longer possible to report)	n/a (reported quarterly)	n/a (reported quarterly)	n/a	n/a	N/A	N/A - Tracking	No variation	We will no longer be able to report ADRs as a separate KPI since installing our new software system - it does not identify ADRs as a separate case type and all of these requests will now be logged as SARs.
Modern Public Services	MPS22	Number of external Information Commissioners Office (ICO) complaints relating data management of data/breaches		No	n/a	0	0	0	n/a (reported quarterly)	n/a (reported quarterly)	n/a (reported quarterly)	0	→	Lower is better	N/A - Tracking	No variation	

Customer & Governance

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes / No)	Benchmark	Year to Date 2023-24	Quarter 1 23-24	Quarter 2 23-24	Oct-23	Nov-23	Dec-23	Quarter 3 23-24	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments	
Customer Services																		
Modern public services.	MPS30	Total number of Stage 1 complaints received by NNC (excluding children's services complaints)		No	n/a	1578	710	485	173	122	88	383	↓G	Lower is better	No target - tracking indicator only	No target - tracking indicator only	The volume of complaints received has reduced in the last quarter, however there is no clear reason for this as the spread of complaints by service remains consistent with previous quarters.	
Modern public services.	MPS32	Total number of complaints escalated to stage 2		No	n/a	45	18	8	6	9	4	19	↑R	Lower is better	No target - tracking indicator only	No target - tracking indicator only	There has been a very small increase in complaints that customers have escalated to stage 2 in this quarter, compared to both the last quarter and the comparable period last year, indicating that customers generally are satisfied with how the Council has resolved matters raised at stage 1 level.	
Modern public services.	MPS31	Total number of complaints received by NNC		No	n/a	1621	728	493	179	131	92	402	↓G	Lower is better	No target - tracking indicator only	No target - tracking indicator only	The volume of complaints received has reduced in the last quarter, however there is no clear reason for this as the spread of complaints by service remains consistent with previous quarters.	
Modern public services.	MPS34	% of complaints answered within the Service Level Agreement (20 Working days or agreed extension)		No	TBD	62%	74%	62%	47%	43%	45%	45%	↓R	Higher is better	90%	81%-90%	There has been a drop in adherence to SLA time frames during the past quarter, which is disappointing when considering the amount received was less vs. Q2. Directorates are being engaged with weekly on performance and engagement sessions have taken place with case managers, alerting to these published statutory timeframes.	
Modern public services.	MPS35	% of complaints upheld		No	TBD	42%	29%	51%	60%	61%	52%	59%	↑R	Lower is better	20%	20% - 22%	There has been an increase in upheld complaints, which goes hand in hand with the reduced adherence to responses within SLA. Early intervention and proactive case handling is key and assists with clearer identification of mitigating circumstances where the council isn't at fault.	
Modern public services.	MPS37	Total number of notices received of complaints under investigation by Ombudsman		No	n/a	44	13	16	12	2	1	15	↓G	Lower is better	No target - tracking indicator only	N/A	Volumes still remain low when taking into account the overall number of complaints received.	
Modern public services.	MPS39	% of calls answered out of total calls received in customer services		No	n/a	80.36%	76.91%	78.53%	82.97%	90.42%	86.53%	86.47%	↑G	Higher is better	90%	81% - 90%	Slightly below target however with new telephone system, we will be able to use data to better identify peaks across service better and put things in place to increase performance. Delighted that we met the target 90% in November, with the other two months coming very close. We continue to maximise the resilience opportunities, and will build on this further over the next financial quarters.	
Modern public services.	MPS40	% Calls answered within 60 seconds in customer services		No	TBD	66.13%	61.56%	57.58%	63.94%	67.76%	66.75%	66.15%	↑G	Higher is better	80%	72% - 80%	Slightly below target however with new telephone system, we will be able to better identify peaks across service better and put things in place to increase performance. The last quarter has seen an improvement on this metric, we have a number of services being shared between hubs, which has not only seen a reduction in abandonment, but also the response time.	
Modern public services.	MPS41	Number of customers helped by customer services		No	n/a	427701	152373	144469	42640	48035	40184	130859		N/A	No target - tracking indicator	N/A		
Modern public services.	MPS42	Number of customer interactions to customer services - split by telephone/face-to-face, email and online form		No	n/a	427701	152373	144469	42640	48035	40184	130859	↓	N/A	No target - tracking indicator only	N/A	This data is for information only	
						Telephone	Telephone	Telephone	Telephone	Telephone	Telephone	Telephone						
						260496	94577	95182	26417	25274	19046	70737						
						Face to Face	Face to Face	Face to Face	Face to Face	Face to Face	Face to Face	Face to Face						
						46826	10665	11457	3866	10511	10327	24704						
						E-Forms	E-Forms	E-Forms	E-Forms	E-Forms	E-Forms	E-Forms						
						22185	7474	7581	2251	2553	2326	7130						
						Emails	Emails	Emails	Emails	Emails	Emails	Emails						
						102034	39657	34089	10106	9697	8485	28288						
						Web Chat	Web Chat	Web Chat	Web Chat	Web Chat	Web Chat	Web Chat						
						N/A	N/A	N/A	N/A	N/A	N/A	N/A						

Communities & Public Health

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes / No)	Benchmark	Year to Date 2023-24	Quarter 1 23-24	Quarter 2 23-24	Quarter 3 23-24	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments															
Communities and Libraries																													
Active, fulfilled lives	AFL09	Number of physical visits to libraries	<table border="1"> <caption>Physical visits to libraries</caption> <thead> <tr> <th>Quarter</th> <th>Actual 2022-23</th> <th>Actual 2023-24</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>~120,000</td> <td>~130,000</td> </tr> <tr> <td>Q2</td> <td>~140,000</td> <td>~150,000</td> </tr> <tr> <td>Q3</td> <td>~110,000</td> <td>~100,000</td> </tr> <tr> <td>Q4</td> <td>~130,000</td> <td>~140,000</td> </tr> </tbody> </table>	Quarter	Actual 2022-23	Actual 2023-24	Q1	~120,000	~130,000	Q2	~140,000	~150,000	Q3	~110,000	~100,000	Q4	~130,000	~140,000	No	n/a	404,791	131,138	156,541	117,112	↓R	Higher is better	499,791 annual target Q1 target 21% (104,618) Q2 target 26% (128,492) Q3 target 26% (128,461) Q4 target 28% (138,220)	5%	Visits are 9% below target for Qtr3. This is mostly due to Kettering Library being unexpectedly closed for several weeks during the quarter due to a building issue. We are at 81% of year end target and expect to achieve the target.
Quarter	Actual 2022-23	Actual 2023-24																											
Q1	~120,000	~130,000																											
Q2	~140,000	~150,000																											
Q3	~110,000	~100,000																											
Q4	~130,000	~140,000																											
Safe and thriving places	STP01	Number of new business started with support from the BIPC (Business and Intellectual Property Advice) Northamptonshire	<table border="1"> <caption>New business started with support from BIPC</caption> <thead> <tr> <th>Quarter</th> <th>Actual 2022-23</th> <th>Actual 2023-24</th> </tr> </thead> <tbody> <tr> <td>Q1 (Apr-Jun)</td> <td>~10</td> <td>~5</td> </tr> <tr> <td>Q2 (Jul-Sep)</td> <td>~12</td> <td>~15</td> </tr> <tr> <td>Q3 (Oct-Dec)</td> <td>~8</td> <td>~2</td> </tr> <tr> <td>Q4 (Jan-Mar)</td> <td>~10</td> <td>~9</td> </tr> </tbody> </table>	Quarter	Actual 2022-23	Actual 2023-24	Q1 (Apr-Jun)	~10	~5	Q2 (Jul-Sep)	~12	~15	Q3 (Oct-Dec)	~8	~2	Q4 (Jan-Mar)	~10	~9	No	n/a	26	2	9	15	↑G	Higher is better	25 annual target 6.25 Quarterly	4%	The new programme, the UKSPF (UK Shared Prosperity Fund) funded programme, launched in quarter 2 and numbers have seen a continued increase since Qtr1.
Quarter	Actual 2022-23	Actual 2023-24																											
Q1 (Apr-Jun)	~10	~5																											
Q2 (Jul-Sep)	~12	~15																											
Q3 (Oct-Dec)	~8	~2																											
Q4 (Jan-Mar)	~10	~9																											
Safe and thriving places	STP02	Number of satisfactory Anti-Social Behaviour resolutions by North Northamptonshire Council	<table border="1"> <caption>Satisfactory ASB resolutions</caption> <thead> <tr> <th>Quarter</th> <th>Actual 2022-23</th> <th>Actual 2023-24</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>~90%</td> <td>~90%</td> </tr> <tr> <td>Q2</td> <td>~90%</td> <td>~60%</td> </tr> <tr> <td>Q3</td> <td>~90%</td> <td>~80%</td> </tr> <tr> <td>Q4</td> <td>~90%</td> <td>~90%</td> </tr> </tbody> </table>	Quarter	Actual 2022-23	Actual 2023-24	Q1	~90%	~90%	Q2	~90%	~60%	Q3	~90%	~80%	Q4	~90%	~90%	No	n/a	81.82%	91.66%	57.14%	100.00%	↑G	Higher is better	87%	5%	Please note this number is only for Corby cases at present. The team is exploring ways to obtain information wider. Cases closed the previous month will be contacted the following month which affects the data for the quarter. During the last quarter there is only data for October due to reduced capacity to undertake these due to resource issues within the team.
Quarter	Actual 2022-23	Actual 2023-24																											
Q1	~90%	~90%																											
Q2	~90%	~60%																											
Q3	~90%	~80%																											
Q4	~90%	~90%																											
Safe and thriving places	STP03	Number of repeat incidents of reported domestic abuse incidents	<table border="1"> <caption>Repeat incidents of reported domestic abuse</caption> <thead> <tr> <th>Quarter</th> <th>Actual 2022-23</th> <th>Actual 2023-24</th> </tr> </thead> <tbody> <tr> <td>Q1</td> <td>~180</td> <td>~180</td> </tr> <tr> <td>Q2</td> <td>~150</td> <td>~127</td> </tr> <tr> <td>Q3</td> <td>~180</td> <td>~59</td> </tr> <tr> <td>Q4</td> <td>~180</td> <td>~97</td> </tr> </tbody> </table>	Quarter	Actual 2022-23	Actual 2023-24	Q1	~180	~180	Q2	~150	~127	Q3	~180	~59	Q4	~180	~97	No	n/a	283	127	59	97	↑	Lower is better	190	5%	The Police reports are reviewed and updated which has resulted in Qtr1 & Qtr2 totals being adjusted from 115 and 85 respectively. Numbers fluctuate dependant on many factors with an increase over Christmas and the New Year.
Quarter	Actual 2022-23	Actual 2023-24																											
Q1	~180	~180																											
Q2	~150	~127																											
Q3	~180	~59																											
Q4	~180	~97																											

Adults & Housing

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes / No)	Benchmark	Year to Date 2023-24	Quarter 1 23-24	Quarter 2 23-24	Quarter 3 23-24	October 2023/24	November 2023/24	December 2023/24	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments
Adult Social Care																	
Active, fulfilled lives	AFL03	Percentage of New Requests for Services (all ages) where Route of Access was Discharge from Hospital, that had a sequel of short term services to maximise independence (ST-MAX i.e. reablement)		No	2021/22 SALT Report: England: 37%	42%	37%	40%	42%	40%	41%	42%	↑G	Higher is better	35%	5% points	BI comments: There were 47 new requests for people aged 18-64 and 646 for people aged 65 and over. There is positive growth year to date, with the rate higher than those reported throughout 2022/23 and above year end target.
						693 out of 1646	229 out of 622	472 out of 1184	693 out of 1646	541 out of 1358	625 out of 1509	693 out of 1646					
Active, fulfilled lives	AFL04	Number of new safeguarding concerns received per month		Yes (Annually in the SAC (Safeguarding Adults Collection) return)	n/a - there are differences in what authorities record as a 'concern'	3022 (Apr-Nov)	1130	1120	N/A available in January report	392	380	N/A Reporting one month in arrears	↓	No polarity	No target - tracking indicator only	N/A	BI comments: The number of new concerns received has dropped by 12 however it remains notably higher than the average seen over the previous financial year (318).
Active, fulfilled lives	AFL05	New safeguarding concerns determined to be enquiries (both s42 and other) (A s42 enquiry must take place if there is reason to believe that abuse or neglect is taking place)		Yes (Annually in the SAC (Safeguarding Adults Collection) return)	n/a	475 (Apr-Nov)	161	200	N/A available in January report	68	46	N/A Reporting one month in arrears	↓	No polarity	No target - tracking indicator only	N/A	BI Comments: There was a considerable fall in the proportion of concerns to be classified as enquiries
Active, fulfilled lives	AFL06	Total number of open Deprivation of Liberty Safeguard (DoLS) cases		Yes (Annually)	n/a	1247	1267	1305	1247	1373	1336	1247	↓G	Lower is better	No target - tracking indicator only	N/A	BI comments: The number of open DoLS cases decreased by 89. This still remains notably lower than the average observed across the previous financial year (388 fewer).
Active, fulfilled lives	AFL07	Long-term support needs met by admission to residential and nursing care homes, per 100,000 population (older people 65 years +)		No	546.17 (Mean Average CIPFA Near Neighbours - LG (Iltom)) 2021/22 SALT Report: East Midlands: 562 - England: 539	332.2	135.6	263.7	332.2	300.2	323.1	332.2	↑	Lower is better	Year-end target: 564 Monthly target: 47	TBD - for now applied standard: 5%	BI comments: This is a cumulative measure which increases throughout the financial year; resetting in April. Admissions year to date total 218, 167 following an assessment for new people, 5 following an episode of reablement for new people, 2 following an episode of reablement for existing people, and 44 as a result of change in setting following a review. Average monthly growth has reduced again this month; now at 37, which is positive and suggests the year end rate will be lower than planned.
Active, fulfilled lives	AFL08	Number of people who were prevented from requiring statutory care, or whose need was reduced Delaying and reducing the need for care and support having received short term services to maximise independence (ST-MAX) services		No	84.6% East Midlands Average, we are in the process of identifying more up to date benchmark data for this PI. This is an 'Office for Local Government' OFLOG Metric.	74.7%	71.40%	73.0%	74.7%	73.5%	74.1%	74.7%	↑G	Higher is better	80%	5% points	BI comments: The rate shows positive growth April - August with a slight reduction in September and October. The rate has improved from previous month but remains lower than expected compared to 2022/23 trends, which typically ranged between 74-77%.
						513 out of 687	152 out of 213	348 out of 477	513 out of 687	416 out of 566	468 out of 632	513 out of 687					

Adults & Housing																	
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes / No)	Benchmark	Year to Date 2023-24	Quarter 1 23-24	Quarter 2 23-24	Quarter 3 23-24	October 2023/24	November 2023/24	December 2023/24	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments
Housing Services																	
Active, fulfilled lives	AFL12	Number of rough sleepers - single night snapshot		Yes (DLUHC monthly rough sleeping survey, and target agreed with our RSI adviser from DLUHC)	7 (Mean Average CIPFA Near Neighbours - LG Inform)	n/a	16	13	11	19	9	11	↑R	Lower is better	9	9 to 12	During the month of December, we have seen a slight increase in the single night (an increase of two). The numbers are staying steady at the moment, and this is due to the continuation of positive work the rough sleeping team are doing with securing accommodation for individuals direct from the streets.
Active, fulfilled lives	AFL13	Number of households whose homelessness was prevented		Yes (DLUHC - quarterly H-CLIC returns, no target set)	101 (Mean Average CIPFA Near Neighbours - LG Inform) Demand in some areas must be much higher.	199	75	63	61	32	17	12	↓R	Higher is better	252 (21 per month)	18-21	Performance continues to fluctuate between months due to a variety of factors. This reflects the difficulties the Housing Options Team are having trying to secure accommodation solutions, particularly in the private sector in order to prevent or relieve households homelessness locally. There is a recognised need for the team to move its focus further upstream to maximise homelessness prevention opportunities and action plan is being developed in this regard.
Active, fulfilled lives	AFL14	Number of households whose homelessness was relieved		Yes (DLUHC - quarterly H-CLIC returns, no target set)	75 (Mean Average CIPFA Near Neighbours - LG Inform) Demand in some areas must be much higher.	248	86	82	80	30	21	28	↑G	Higher is better	300 (25 per month)	22-25	Performance continues to fluctuate between months due to a variety of factors. This reflects the difficulties the Housing Options Team are having trying to secure accommodation solutions, particularly in the private sector in order to prevent or relieve households homelessness locally. There is a recognised need for the team to move its focus further upstream to maximise homelessness prevention opportunities and action plan is being developed in this regard.
Active, fulfilled lives	AFL15	Total number of homeless approaches		Yes (DLUHC - quarterly H-CLIC returns, no target set)	n/a	4325	1468	1404	1453	528	554	371	↓	N/A	Tracking - monitoring levels of demand only	N/A	3,863 households approached the Council as homeless during 2021/22, which is an average of 320 approaches per month. 4,778 households approached the Council as homeless during 2022/23. This is an increase of just over 900, and an average of 400 approaches per month. Currently the Housing Options Team have a live caseload of 1017 cases. During December there was a decrease in the number of approaches. It is actually the lowest for the year in 23-24 so far with 371 approaches. This is generally expected, with a higher increase in demand in January.
Active, fulfilled lives	AFL16	Number of households accepted as owed the main housing duty		Yes (DLUHC - quarterly H-CLIC returns, no target set)	63 every month? (Mean Average CIPFA Near Neighbours - LG Inform)	356	108	130	118	n/a Quarterly reported	n/a Quarterly reported	118	↑	N/A	288 (72 per quarter)	TBD (currently using standard 5%)	This measure indicates the number of households that have been accepted by the Council as homeless due to being unintentionally homeless, eligible for assistance and have a priority need and for which the Council has been unable to achieve a positive housing solution during the prevention and relief stages of the process (AFL13 and AFL14). During 2021/22 there were 294 households accepted as being owed the main housing duty. During 2022/23 there were 294 households accepted as being owed the main housing duty. The number of main duty accepted decisions in December has increased to 48. Although the Housing Options team are still two officers down due to agency staff leaving in November and the current recruitment freeze in place, the Team Leaders have stepped in and supported officers by writing reports and making decisions. October: 41, November: 29, December: 48.
Active, fulfilled lives	AFL17	Total number of households living in temporary accommodation		Yes (DLUHC - quarterly H-CLIC returns, no target set)	202 (Mean Average CIPFA Near Neighbours - LG Inform)	n/a	n/a	n/a	n/a	239	248	239	↓G	Lower is better	245	No tolerance	The number of new households entering temporary accommodation remains high, following record high number of new placements in both October and November. A further 19 households have been approved for placement, the team is doing all it can to manage the demand, and increase supply options, as well as support housing options colleagues to ensure that households can be moved on from temporary accommodation as quickly as possible. Please note that this figure includes 14 units through the Local Authority Housing Fund (LAHF) programme for homeless Afghan and Ukrainian families. As these placements will need to be retained on homelessness and temporary accommodation caseloads because of tenancy/letting issues, a future rise in the number of households living in temporary accommodation should be expected (LAHF Round 1 and 2 will deliver 41 units altogether). *This figure is for statutory duty placements only and does not include the additional cohort of rough sleepers accommodated using discretionary powers*
Active, fulfilled lives	AFL18	Number of households with family commitments living in bed and breakfast accommodation		Yes (DLUHC - quarterly H-CLIC returns, no target set)	11 (Mean Average CIPFA Near Neighbours - LG Inform)	n/a	n/a	n/a	n/a	4	0	0	→	Lower is better	5	No tolerance	As a result of the team's efforts, there are no households with family commitments placed in B&B. * Households with family commitments are a) a pregnant woman; b) with whom a pregnant woman resides or might reasonably be expected to reside; or, c) with whom dependent children reside or might reasonably be expected to reside.
Active, fulfilled lives	AFL19	Number of rough sleepers rehoused into accommodation		Yes (DLUHC monthly rough sleeping survey, no target set)	n/a	63	23	20	20	n/a Quarterly reported	n/a Quarterly reported	20	↓R	Higher is better	84 per year (7 per month/ 21 per quarter)	No tolerance	The Rough Sleeping team have helped 3 people into secure accommodation, two direct from the streets and one from our discretionary Temporary accommodation, this number is lower than average but this is due to lack of voids across provisions, we have quite a few cases waiting to move on once rooms become available. Our returning to rough sleeping number has reduced by one, but still remains our main focus on preventing a return to the streets. Our long-term rough sleepers has also reduced by one, this is due to the amazing work carried out by a member of the team and medical provisions in facilitating one of our most entrenched complex cases into St. Marys hospital where he is receiving medical support for his severe mental health needs.

Adults & Housing

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes / No)	Benchmark	Year to Date 2023-24	Quarter 1 23-24	Quarter 2 23-24	Quarter 3 23-24	October 2023/24	November 2023/24	December 2023/24	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments
Active, fulfilled lives	AFL24	Number of Temporary Accommodation placements out of NN area		Yes (DLUHC - quarterly H-CLIC returns, no target set)	TBD	n/a	n/a	n/a	n/a	0	0	0	→	Lower is better	3	No tolerance	As a result of the team's efforts, there are no households placed out of area as at the end of November 2023.
Safe and thriving places	STP38	Percentage of rent collected		No	n/a	96.86%	96.37%	97.28%	96.86%	96.77%	96.87%	96.86%	→	Higher is better	97%	5%	This is a cumulative rent collected as a percentage of rent owed figure. There has been a higher collection rate in December. In the Kettering area, the December figures include the rent free week hence higher percentage of collection. The Finance team have also confirmed bank statements from wk 39 have not been included in total paid amount so the actual percentage is higher than reported.
						92181688.55 out of 95169006.90	14564310.81 out of 15112272.58	45456854.22 out of 46729345.20	92181688.55 out of 95169006.90	58946042.43 out of 60913738.56	75281173.82 out of 77713350.80	92181688.55 out of 95169006.90					
Safe and thriving places	STP11	Number of (council housing) lettings completed		Yes (Annual LAHS return to DLUHC, no target set)	n/a	445	137	131	177	58	63	56	↑	No polarity	No target - tracking indicator only	N/A	The number of lets has increased from 131 in quarter 2 to 177 in quarter 3, giving a total lets to date of 445. The weekly voids meeting has proven effective in managing voids as they arise and progress into the letting stage.
Safe and thriving places	STP2	Number of (council house) dwellings vacant and ready to let at month end		Yes (Annual LAHS return to DLUHC, no target set)	n/a	n/a	n/a	n/a	n/a	3	6	7	↑	Lower is better	10	10 to 15	At the end of December there were 7 properties Ready to Let. The weekly void meetings are helping to ensure that this number is kept to a minimum.
Safe and thriving places	STP36	Number of voids - Kettering Area		No	n/a	n/a	n/a	n/a	n/a	63	54	47	↓G	Lower is better	No target - tracking indicator only	N/A	This indicator provides a snapshot at the end of the month of the number of live Housing Revenue Account (HRA) voids. At the end of December there was a slight reduction in the number of voids. The overall NNC snapshot was 107 compared with 111 at the end of November. Note: This is the number of HRA voids only and does not include non-HRA temp. acquisitions or Out of Management properties.
		Number of voids - Corby Area		No	n/a	n/a	n/a	n/a	n/a	59	57	60	↑R	Lower is better			

Adults & Housing

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes / No)	Benchmark	Year to Date 2023-24	Quarter 1 23-24	Quarter 2 23-24	Quarter 3 23-24	October 2023/24	November 2023/24	December 2023/24	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments
Safe and thriving places	STP37a	Average time taken to re-let NNC standard void properties		Yes (Annual LAHS return to DLUHC)	8 weeks (56 days) House Mark	53.8 days	60.9 days	57.8 days	53.8 days	55.1 days	54.5 days	53.8 days	↓G	Lower is better	56 days	56 to 60 days	From April 2023 onwards, void turnaround time is reported by standard and major properties for NNC. The figure reported is the cumulative average turnaround time for those properties let in the month. This will help remove the impact of a long-term major void when it has been empty for a long time and provide a more accurate reflection of void turnaround for standard properties. In December 2023 there were 32 standard void properties let. The total number of void days for these 32 properties was 1484 days, which provides a monthly average turnaround for December of 46.7 days. This has given a cumulative average turnaround time of 53.8 days, which is within the target for the third consecutive month.
Safe and thriving places	STP37b	Average time taken to re-let NNC major void properties		No	n/a	254 days	217 days	248 days	254 days	252 days	254 days	251 days	↓G	Lower is better	No target - tracking indicator only	N/A	In December 2023 there were 13 major void properties let. These 13 properties had a total number of void days of 3080. The cumulative average number of days reduced from 254 days to 251 days. Using turnaround days for major voids at the present time is not the best indicator as there is no set approach to how major voids are resourced has been agreed.
Safe and thriving places	STP08	% of properties with a valid gas safety certificate		Yes (Regulator of Social Housing - TSM, no target set)	n/a	n/a	99.8%	99.8%	n/a	99.8%	99.8%	99.8%	→	Higher is better	100%	99.5% and above is green, 99% and above is amber	As at the end of December 19 out of total 7,899 properties did not have a valid gas certificate. The 2 outstanding properties in the Kettering area and 11 properties in the Corby area are going through the legal process to gain access. 5 properties in the Corby area have court dates booked for 16/01/2024. 1 property is awaiting Lof Hitch repairs to be undertaken by Responsive Repairs so that gas engineer can return and service appliance. (We are limited in the number of properties we can take to court each fortnight to obtain right of entry warrants, so this can impact compliance).
Safe and thriving places	STP09	Total number of emergency repairs completed		Yes (Regulator of Social Housing - TSM, no target set)	n/a	4185	1259	1331	1595	n/a	n/a	504	↑	N/A - Tracking	N/A - monitoring levels of demand	N/A	This indicator measures the number of Emergency Responsive Repairs only which have been completed during the month. The number of emergency responsive repairs completed in October (557), November (534) and December (504) has been decreasing month on month, however the overall number completed in Quarter three has increased to 1595, compared with 1331 in quarter two of this year.
Safe and thriving places	STP10	Total number of non-emergency repairs completed		n/a	n/a	5191	1442	1886	1863	n/a	n/a	449	↓	N/A - Tracking	N/A - monitoring levels of demand	N/A	This indicator measures the number of Non-Emergency Responsive Repairs only which have been completed during the month. The number of non-emergency responsive repairs completed in October (647) and November (757) remained high. There has been a decrease in the number of non-emergency repairs completed in December (449). The quarterly figure remains steady from 1886 non-emergency repairs completed in quarter 2, compared with 1863 completed in quarter 3.
Safe and thriving places	STP04	Number of active households on Keyways (as at 1st month)		No	n/a	n/a	5263	5642	5965	5650	5785	5965	↑	N/A - Tracking	N/A - monitoring levels of demand	N/A	This provides a snapshot of the number of applicants active on the Council's housing Register (Keyways). New applications being received remains high. Please note that as applications are made active, previously active applications have the status changed to pending, suspended, closed, and housed. This figure therefore is not how many applications are being assessed in total. Annual renewals are currently suspended due to staff resources. Once in place this will reduce the active total due to applicants non-contact and change of circumstances.
Safe and thriving places	STP05	Number of new Keyways applications received		No	n/a	5117	1850	1793	1474	575	492	407	↓	N/A - Tracking	N/A - monitoring levels of demand	N/A	407 new applications last month which was a decrease on the previous month. Remains high figure of new applications each month. Average for the year to date 568 (last year for same period was 493).
Safe and thriving places	STP39	Number of repair jobs awaiting completion		No	n/a	Data unavailable	n/a	n/a	Data unavailable	Data unavailable	Data unavailable	Data unavailable	N/A	N/A - Tracking	N/A - monitoring levels of demand	N/A	On review of the data, an error in the figures has been picked up. The 2023-24 data is currently being reviewed by the team and we will begin reporting in April 2024.
Safe and thriving places	STP40	Number of repair jobs awaiting completion which are outside of target timescale		No	n/a	Data unavailable	n/a	n/a	Data unavailable	Data unavailable	Data unavailable	Data unavailable	N/A	N/A - Tracking	N/A - monitoring levels of demand	N/A	On review of the data, an error in the figures has been picked up. The 2023-24 data is currently being reviewed by the team and we will begin reporting in April 2024.

Page 40

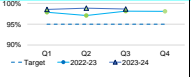
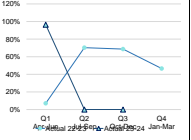
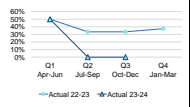
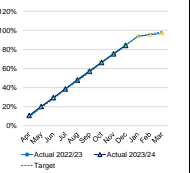
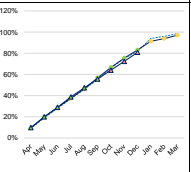
Children's Services																	
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes / No)	Benchmark	Year to Date 2023-24	Quarter 1 2023-24	Quarter 2 2023-24	Quarter 3 2023-24	October 2023/24	November 2023/24	December 2023/24	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments
Children's Trust (This data is for the whole of Northamptonshire)																	
Better, brighter futures	BBF05 (KPI 2)	% of referrals with a previous referral within 12 months		Yes (also contractual) - target is contractual but not statutory	21.9% Mean for Northamptonshire Children's Services LAIT near neighbours 2021/22	26.9% (6,864)	25.4% (2,585)	26.6% (2,007)	29.0% (2,272)	29.0% (889)	30.3% (813)	27.0% (570)	↑G	Lower is better	29%	25% - 40%	Re-referrals have improved this month better than target. It remains an area of ongoing focus with audit and review for learning. Findings from the front door review and Ofsted focused visit incorporated in a transformation plan which has been developed with the partnership expected to positively impact on re-referral rate going forward. The dedicated education roles in MASH (Multi-Agency Support Unit) are working positively with schools to ensure appropriate referrals, and compliments from schools about their roles are increasing. Steps have been taken to strengthen the Early Help partnerships with Partnership Support Team (Early Help MASH) being placed in the MASH pods and a leaner step down process. It is anticipated that the strengthened model in MASH and developments in CFSS (Child & Family Support Services) / Early Help will continue to support appropriate reduction going forward. Stepdown practice has been reviewed and warm handovers promoted. COVID: and cost of living crisis has an impact on volume and quality of re-referrals (Northamptonshire Children's Trust commentary).
Better, brighter futures	BBF06 (KPI 3)	% of single assessments authorised within 45 working days		Yes (also contractual) - target is contractual but not statutory	88% We are in the process of identifying more up to date benchmark data for this PI.	94.7% (8,062)	92.9% (2,792)	94.3% (2,695)	96.9% (2,575)	95.7% (830)	97.9% (969)	96.8% (776)	↓A	Higher is better	85%	85% - 95%	Assessment timescales remain consistently above target and national average, decreasing slightly to 96.8% this month. All managers monitor this very closely via daily reports. A narrative is provided for cases that go beyond 45 days and this remains a very small minority. More appropriate staffing levels being achieved and sustained in the DAAT (Duty and Assessment Team) In addition to timeliness, we work on increasing the quality of assessments and more effective use of SoS in our interventions (Northamptonshire Children's Trust commentary).
Better, brighter futures	BBF07 (KPI 8)	% Children in care with three or more placements in the previous 12 months		Yes (also contractual) - target is contractual but not statutory	10% Mean for Northamptonshire Children's Services LAIT near neighbours 2021/22	12.3% (1,215)	11.1% (1,191)	12.4% (1,165)	12.3% (1,215)	12.0% (1,198)	11.9% (1,209)	12.3% (1,215)	↓A	Lower is better	10%	5% - 15%	Performance has declined to 12.3% this month. Consideration of various options to improve sufficiency is continuing, including exploration of capital investment, additional in house resources, as well as improved engagement with the market. Two new emergency homes have been opened and valuing care project is progressing well. Through improved edge of care arrangements, the close oversight on admissions to care, and the developments within placement sufficiency, we are confident we can reduce the need for child to move home as frequently. Positively, Childrens Home Capital Programme application with the DIE has been successful, and that should also support progress in this area. COVID: Placement sufficiency remains a challenge, sustained performance in this work should also have a positive impact on KPI 7 (Northamptonshire Children's Trust commentary).
Better, brighter futures	BBF08 (KPI 9)	% of young people now aged 17-21 and in employment, education or training who were looked after when aged 16		Yes (also contractual) - target is contractual but not statutory	56.95% Mean for Northamptonshire Children's Services LAIT near Neighbours 2021/22	62.5% (714)	62.7% (684)	65.3% (678)	62.5% (714)	65.4% (677)	64.6% (689)	62.5% (714)	↓A	Higher is better	55%	50% - 60%	This month has seen performance decline to 62.5%, still comparing favourably with 58% across England. Focus in this area continues to be driven through arrangements with local colleges, the virtual school and the senior personal advisor (Education and Employment) with further review of contracted arrangements (Prospect) to be undertaken to ensure we have the best approach/ support for young people. Work with councils to ensure EET (Education Employment Opportunities) opportunities and support is in place for our care leavers. COVID: has had a significant impact on the mental health and wellbeing of care leavers, targeted work support care leavers to access EET (Northamptonshire Children's Trust commentary).
Better, brighter futures	BBF09 (KPI 10)	% of young people now aged 17-21 and living in suitable accommodation who were looked after when aged 16		Yes (also contractual) - target is contractual but not statutory	89% (All English Authorities 2020/21 - LG Inform)	89.9% (714)	95.5% (684)	96.0% (678)	89.9% (714)	96.6% (677)	94.9% (689)	89.9% (714)	↓A	Higher is better	90%	85% - 95%	Performance for this month declined to 89.9%, just below the target of 90%. There has also been an increase in the number of young people in the care leaver population. We know that we have some young people in unsuitable accommodation, including a number of young people sentenced to custody, and some who have no accommodation at all. We work hard to address this, tenaciously seeking to engage with young people who may see our attempts at support as interference. The care leavers housing protocol is in place and work is being progressed under the governance of a strategic group; this includes a review of the housing panels and engagement with the housing associations. Helpful discussions with colleagues in the Councils is placing the housing sufficiency needs of care leavers as central to their housing strategies. The Accommodation Transitions Panel is now in operation and ensures all young people have a comprehensive, accommodation-focused, shared, and timely transition plan (Northamptonshire Children's Trust commentary).
Better, brighter futures	BBF10 (KPI 19)	% of children in care who were placed for adoption within 12 months of an agency decision that they should be adopted		Yes (also contractual) - target is contractual but not statutory	n/a	75.0% (24)	85.7% (7)	83.3% (6)	63.6% (11)	n/a Quarterly reported	n/a Quarterly reported	63.6% (11)	↓A	Higher is better	72%	57% - 77%	Strengthened family finding and matching processes have been implemented which alongside improved permanency tracking arrangements have supported timely decision making process and ability to progress adoption placements. The use of foster to adopt placements have also positively influenced this performance indicator. COVID: it has taken longer for courts to hold final hearings which could have a longer term impact on this target (Northamptonshire Children's Trust commentary).

Children's Services

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes / No)	Benchmark	Year to Date 2023-24	Quarter 1 2023-24	Quarter 2 2023-24	Quarter 3 2023-24	October 2023/24	November 2023/24	December 2023/24	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments
Better, brighter futures	BBF27 (KPI 5)	% of initial child protection conferences held within 15 days of a strategy discussion being initiated		Yes (also contractual - target is contractual but not statutory)	84.3% Mean for Northamptonshire Children's Services LAIT near neighbours 2021/22	22.6% (852)	36.4% (343)	13.2% (288)	13.1% (221)	21.5% (93)	5.8% (86)	9.5% (42)	↑G	Higher is better	81%	66% - 86%	Performance improved marginally this month, to 9.5%, with 79% ICPC (initial child protection conference) conversion to CP (Child Protection) Plans. The number of children who required their 1st review in Nov/Dec 23 continued to be high, after record numbers of ICPCs in August (130). All ICPCs must fit into already busy diaries, and saturation continues to impact on capacity. Average no. days from strat. to ICPC in December = 30. December performance was negatively impacted by SDAS business support vacancies - recruitment in progress. CP Chair average caseload remains above 100 (well above recommended levels). Additional temporary CP Chairs are being recruited, and will have a positive impact on this measure, but may lead to capacity difficulties / partnership attendance problems. Multi-agency safety plans in place for families waiting for a conference. Lower numbers of conferences are late due to delayed convening requests from DAAT and Safeguarding; this is positive and their managers remain vigilant. All ICPCs are tracked and referring managers are challenged to identify causes of delay and ensure individual, team or whole-service learning is addressed. DAAT managers support SW's with additional training on process, recording and requesting strategy discussions and convening conferences. Refreshed duty CP Chair guidance assists referring managers with threshold decision-making (Northamptonshire Children's Trust commentary).
Better, brighter futures	BBF28	Number of children with a Child Protection Plan		Yes	565 Mean for Northamptonshire Children's Services LAIT near neighbours 2021/22	659	714	755	659	716	708	659	↓	No polarity	TBD		708 children were subject to a Child Protection Plan (CPP) at the end of November 2023. The cohort has slightly decreased compared with last month; there are now 8 children less with a CPP. Yet, the last six months have produced the highest volumes of children with CPPs (Child Protection Plan) in three years. The latest recording in November 2023 is higher than the same month last year (+39 children more) and two years ago (+74 children more). The cohort has increased by 42 children in twelve months. An average of 700 children were subject to a Child Protection Plan in the last twelve months. This marks an increase from the average of last year (623) and two years ago (684). An average of 700 children were subject to a Child Protection Plan in the last twelve months. This marks an increase from the average of last year (623) and two years ago (684). 87.3% of children on Child Protection Plan had up-to-date CP visits in November 2023, a slight improvement from last month's performance of 85.3%. In the last twelve months, an average of 86.5% of children on CP plans has up-to-date CP visits. This is slightly higher than the average during the same period of last year (88.8%) and two years ago (87.1%). In November 2023, 34 children with CPPs were also in the EHC cohort, 3 children were also in EHC cohort and 3 were also in the children absent from education for prolonged periods cohort (Intelligent Client Function commentary, November 2023).
Better, brighter futures	BBF29	Number of children in care		Yes	1,050 Mean for Northamptonshire Children's Services LAIT near neighbours 2021/22	1,215	1,191	1,179	1,215	1,198	1,208	1,215	↓	No polarity	TBD		1,208 children were in care at the end of November 2023, 10 children more than last month. November 2023 marks the highest record in six months. The number of children in care saw a month-on-month decrease between April-September 2023. However, the trend has changed negatively in the last two months. Even so, November 2023 compares favourably with same month last year as there now 33 children less in the cohort. September 2023 accounts for the lowest volume of children in care of the last twelve months. An average of 1,206 children have been reported to be in care in the last 12 months. This is slightly higher than the average during the same period of last year (1,198) and two years ago (1,155). Overall, the cohort has increased by 28 children in twelve months. So far in 2023-24, an average of 1,194 children have been reported to be in care. By comparison, 16 children more were reported during the same period of 2022-23. At the end of November 2023, 138 children in care were also in the EHC cohort, 18 children more than last month. The number of children in care that were also in the EHC cohort has decreased by 16 since May 2023 (Intelligent Client Function commentary, November 2023).
Learning, Skills & Education																	
Better, brighter futures	BBF16b	% of EHC (education health care) plans completed in month issued within 20 weeks (including exceptions)		Yes (part of SEN 2 return)	37.8% Mean for NNC Children's Services LAIT near neighbours 2021/22	70.6%	66.7%	80.2%	51.4%	66.7%	55.9%	34.2%	↑R	Higher is better	Target under review	n/a	34.2% of EHC (Educational Health Care) plans were issued within 20 weeks (including exceptions) in December 2023. Performance has drastically declined; this month marks the lowest performance in 16 months. By comparison, 50% of EHC plans were issued on time during the same month of last year. The last six months prior to December 2023, registered between 56%-88% EHC plans issued within 20 weeks. Performance has declined by 50 percentage points since June 2023. Last month, 66.7% of EHC plans were issued on time; the latest recording is 48% lower. The average of last twelve months compared favourably with last year's average. 68.0% of plans were issued on time (including exceptions) in the last 12 months, compared with an average of 47.3% of plans issued on time during the same period of last year (January-December). This marks an increase of 30% in twelve months. This month, 35 EHC plans were open and overdue at month end (including exceptions); 21 EHC plans were up to 5 weeks late, 8 plans were between 5-10 weeks late while 6 plans were over 10 weeks late. This is the highest number of overdue EHC plans in seven months. By comparison, 23 EHC plans were issued late last month (Children's Performance Team commentary).
Better, brighter futures	BBF22	Number of children missing education (previously named 'Number of children without a school place')		No		288	274	313	288	226	242	288	↑R	Lower is better	Target under review	n/a	A total of 288 children were missing education at the end of December 2023, 19% more children missing than last month. 42% of children missing education are in SEN Support/ EHC Services, 41.7% are in School Admissions and 16.3% are in EIP (Education, Inclusion & Partnership) Services. So far, August 2023 accounts for the highest proportion of children missing education. While the lowest proportion of children missing education was recorded in May 2023. An average of 277 children were missing education in the last five months (Children's Performance Team commentary).

Children's Services

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes / No)	Benchmark	Year to Date 2023-24	Quarter 1 2023-24	Quarter 2 2023-24	Quarter 3 2023-24	October 2023/24	November 2023/24	December 2023/24	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments
Better, brighter futures	BBF32	Current number of home educated children		Not yet statutory but reported as part of 'Elective Home Education' Children missing in education* data return to DE.		914	855	837	914	854	899	914	↑	No polarity	N/A - Tracking	n/a	914 children were electively home educated in December 2023, of which 32.1% children home educated for 2+ years, 19.3% home educated between 1-2 years, 20.5% home educated between 6-12 months, 12.1% home educated between 3-6 months and 16.1% home educated between 0-3 months. The children electively home educated cohort has slightly increased by 4% since last month. There are now 38 children more than in December 2023. There were less than 800 electively home educated children twelve months ago. The population of home educated children has increased by 17% (148) in twelve months. So far in Autumn Term 2023, an average of 863 children were home educated. By comparison, an average 680 children were home educated during the same period of last year. An average of 837 children were electively home educated in the last twelve months. This is 18.8% higher than the average during the same period of last year (679). In December 2023, 23 home educated children were also in the social care caseload, 15 were in the children in need cohort, 2 were in the child protection cohort, 6 children were in the children in care cohort, 36 were in the children missing education cohort and 53 were in the children with EHCPs cohort. The latest recording in December is higher than the East Midlands and England's average in Spring 2023, but lower than the statistical neighbours' average (Children's Performance Team commentary).
Better, brighter futures	BBF33	Number of children who are absent from education for prolonged periods (Previously named 'Number of children currently missing from education (Year 1-11)')		Not yet statutory but reported as part of 'Elective Home Education' Children missing in education* data return to DE.		132	103	225	132	114	111	132	↑R	Lower is better	N/A - Tracking	n/a	132 children were absent from education for prolonged periods in December 2023. 69.7% of children have been absent between 0-3 months (92), 16.7% of children have been absent between 3-6 months (22), 9.1% of children have been absent between 6-12 months (12), 4.5% of children have been absent between 1-2 years (6). The population of children absent from education has slightly increased. There are now 18 children more compared with last month. So far in Autumn Term 2023, an average of 146 were absent from education for prolonged periods. By comparison, an average of 184 children were absent from education during the same period of the academic year 2022-23. The cohort has decreased by 20% since January 2023. An average of 133 children were absent from education for prolonged periods in the last twelve months. In December 2023, 4 children absent from education were also in the social care caseload, 3 children were in the children in need cohort, 1 child was in the child protection cohort and 3 children were in the electively home educated cohort. The latest recording in November is lower than the East Midlands, England and statistical neighbours' averages in Spring 2023 (Children's Performance Team commentary).
Better, brighter futures	BBF36	% Education Health Care Plan Annual Reviews completed within 4 weeks of meeting		Statutory Duty but not reported		65.1%	67.0%	57.9%	N/A available in January report	54.7%	66.9%	N/A reported one month in arrears	↑G	Higher is better	N/A - Tracking	n/a	66.7% of annual reviews were completed within 4 weeks of meeting in November 2023. Performance has improved compared with the recent months. Between 55%-77% of annual review were completed within 4 weeks of meeting in the last eight months, with the exception of August when no annual reviews were completed within 4 weeks. Previously, April 2023 and May 2023 reported exceptionally high volumes for the annual reviews completed within 4 weeks of meeting. By comparison, 0.0% and 1.0% of annual reviews were completed on time during April 2022 and May 2022. Overall, the most recent months have produced the best performances in the last two years. An average of 45.7% of annual reviews were completed on time in the last twelve months. By comparison, only 12.0% of annual reviews were completed on time during the same period of last year (Children's Performance Team commentary).
Better, brighter futures	BBF30	Percentage of Early Years PVI Settings (non-domestic) judged as Good or Outstanding by Ofsted/ISI		No		98%	99.0%	98%	98%	n/a reported Quarterly	n/a reported Quarterly	98%	→	Higher is better	N/A - Tracking	n/a	98.0% of Early Years PVI (private, voluntary, independent) settings excluding domestic were rated as Good or Outstanding by OFSTED at the end of the December, the lowest proportion since November 2022 (91.6%). Perfect performance of 100% was achieved between December 2022 and February 2023. Prior to December 2022, performance was less stable: May 2022 saw 70.8% of settings excluding domestic were rated as Good or Outstanding. The subsequent seven months produced a period of instability but with performance usually under 95%. Since then, performance of at least 98% has been achieved (Children's Performance Team commentary).
Better, brighter futures	BBF31	Percentage of Early Years PVI Settings Childminders Judged as Good or Outstanding by Ofsted		No		99%	100.0%	99%	99%	n/a reported Quarterly	n/a reported Quarterly	99%	→	Higher is better	N/A - Tracking	n/a	After four months in which 100% of PVI childminder settings were rated as Good or Outstanding by OFSTED, performance declined fractionally since September 2023, and remained stable in December 2023, 99.4%. Even so, it was the thirteenth successive month with at least 99% of PVI childminder settings holding either of the top two OFSTED ratings. Prior to December 2022, performance was less impressive. Only once in seven months were more than 86% of PVI childminder settings rated as Good or Outstanding by OFSTED, with a low of 70.4% reported in May 2022 (Children's Performance Team commentary).

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Requirement (Yes / No)	Benchmark	Quarter 1	Quarter 2	Quarter 3	Year to Date	October	November	December	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments
						23-24	23-24	23-24	2023/24	2023/24	2023/24	2023/24					
Finance																	
Modern Public Services	MPS01	% of invoices paid within 30 days		Yes	n/a	98.6%	98.9%	98.6%	98.7%		98.6%		↓	Higher is better	95% subject to change from SLA review	Tolerance TBC	This KPI continues to exceed target and has reported over 98% each month of the quarter.
						8573 out of 8699	9457 out of 9568	9611 out of 9743	27641 out of 28008		9611 out of 9743						
Modern Public Services	MPS02	Estimated total value of contracts (over the contract term) awarded to local suppliers (post code starting "NN") following a procurement process being ran equal to and above £100k		No	n/a	9%	0%	0%	4%		0%		↔	N/A	No Target-Tracking Only	No tolerance	In quarter 3, there were three (3) contracts awarded equal to or exceeding £100,000. The awarded contract value was £314,000.00. "NNC - Windows and Doors" - this contract was procured via a direct award from an external framework, and awarded to one (1) non-local supplier. "NNC - The Former Grange Methodist Church Site, Kettering - contract to construct 6 x residential dwellings" - this contract was procured via an open tender, and awarded to one (1) non-local supplier. The awarded contract value was £1,616,148.00. "NNC Gym & Exercise Equipment" - this contract was procured via a direct award from an external framework, and awarded to one (1) non-local supplier. The awarded contract value was £256,000.00.
						Local spend of £3,512,750.00 from a total spend of £3,645,250.00	Local spend of £0 from a total spend of £4,316,099.10	Local spend of £0 from a total spend of £2,180,148.00	Local spend of £3,512,750.00 from a total spend of £10,141,497.10		Local spend of £0 from a total spend of £2,180,148.00						
Modern Public Services	MPS03	% count of local suppliers (post code starting "NN") awarded a contract following a procurement process being ran equal to and above £100k		No	n/a	50%	0%	0%	25%		0%		↔	N/A	No Target-Tracking Only	No tolerance	In quarter 3, there were three (3) contracts awarded equal to or above £100,000. All three (3) were awarded to different non-local suppliers.
						1 local supplier out of a total of 2 suppliers from 2 contracts	0 local suppliers out of a total of 8 suppliers from 2 contracts	0 local suppliers out of a total of 3 suppliers from 3 contracts	1 local supplier out of a total of 13 suppliers from 12 contracts		0 local suppliers out of a total of 3 suppliers from 3 contracts						
Revenues & Benefits																	
Modern Public Services	MPS05	% of council tax collected in the year debit raised		Yes, reported on a quarterly basis but no target set by government	95.97% (Mean Average CIPFA Near Neighbours - LG Inform 2022/23)	23.39% (YTD) 104.96% achieved of the target (28.00%)	56.98% (YTD) 101.75% achieved of the target (56.00%)	84.16% (YTD) 100.19% achieved of the target (84.00%)	84.16% (YTD) 100.19% achieved of the monthly target (84.00%)	66.25% (YTD) 100.38% achieved of the monthly target (66.00%)	75.30% (YTD) 100.40% achieved of the monthly target (75.00%)	84.16% (YTD) 100.19% achieved of the monthly target (84.00%)	↓	Higher is better	98% (Annual target)	No tolerance	Performance is above target but slightly below the same point in time last year. We will continue to monitor closely.
						£71,233,944.18 (collected in YTD)	£97,038,472.65 (collected in Q2)	£96,116,311.04 (collected in Q3)	£71,020,529.09 (collected in Dec)	£22,664,698.75 (collected in Oct)	£22,052,132.23 (collected in Nov)	£71,020,529.09 (collected in Dec)					
Modern Public Services	MPS04	% of business rates collected in the year debit raised		Yes, reported on a quarterly basis but no target set by government	97.13% (Mean Average CIPFA Near Neighbours - LG Inform 2023/23)	28.92% (YTD) 103.25% achieved of the target (28.00%)	55.72% (YTD) 99.50% achieved of the target (56.00%)	80.88% (YTD) 96.25% achieved of the target (84.00%)	80.88% (YTD) 96.25% achieved of the monthly target (84.00%)	64.02% (YTD) 97% achieved of the monthly target (66.00%)	72.32% (YTD) 94.43% achieved of the monthly target (75.00%)	80.88% (YTD) 96.25% achieved of the monthly target (84.00%)	↓	Higher is better	99% (Annual target)	No tolerance	Performance is below target, this was anticipated due to the cost of living issues and current economic climate. We will continue to monitor closely.
						£71,26,477.48 (collected in YTD)	£42,700,807.20 (collected in Q2)	£40,780,044.62 (collected in Q3)	£17,94,546.63 (collected in Dec)	£13,95,317.14 (collected in Oct)	£13,800,180.85 (collected in Nov)	£17,94,546.63 (collected in Dec)					

North Northamptonshire Council Performance Report - December (Quarter 3) 2023

Key to Performance Status Colours

Progress Status Key:
Green - On target or over-performing against target
Amber - Under-performing against target but within 5% corporate tolerance (or other agreed tolerance as specified)
Red - Under-performing against target by more than 5% (or other agreed tolerance as specified)
Dark Grey - Data missing
Grey - Target under review
Turquoise - Tracking Indicator only
Children's Trust Progress Status Key:
Green - At target or better
Amber - Below target - within tolerance
Red - Below target - outside tolerance
Grey - No RAG

Direction of Travel Key	
An acceptable range = within 5% of the last period's performance	
↑G	Performance has improved from the last period – Higher is better
↓G	Performance has improved from the last period – Lower is better
↑	Performance has deteriorated but is still on or above target or within an acceptable range of 5% of the last period – Lower is better
→	Performance has stayed the same since the last period
↓	Performance has deteriorated but is still on or above target or within an acceptable range of 5% of the last period – Higher is better
↑R	Performance has deteriorated from the last period – Lower is better
↓R	Performance has deteriorated from the last period – Higher is better
↑	Actual increased - neither higher or lower is better
⇌	Actual has stayed the same since the last period - neither higher or lower is better
↓	Actual decreased - neither higher or lower is better

Children's Trust Direction of Travel Key	
↑G	Performance improved since last month
→	Performance the same as last month
↓A	Performance declined since last month

Performance Terminology key

TBC	To be confirmed
TBD	To be determined
n/a	Not applicable
Actual	The actual data (number/percentage) achieved during the reporting period
Benchmark	A comparator used to compare the Council's performance against. The 2020/21 average for Unitary Councils in England has been used where available unless otherwise stated.
Numerator	Number as part of the percentage calculation which shows how many of the parts indicated by the denominator are taken. See example below.
Denominator	The total number which the numerator is divided by in a percentage. See example below.
EXAMPLE Performance Indicator	% Calls answered
Numerator	Number of calls answered
Denominator	Total number of calls received

Customer & Governance														
Organisational workforce data from Human Resources														
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Statutory Reporting Required? (Yes / No)	Benchmark	Year to Date 2023-24	Quarter 1 2023-24	Quarter 2 2023-24	Quarter 3 2023-24	Direction of Travel (since previous period)	Polarity	Target	Tolerance	Comments
Modern Public Services	MPS06	Average number of working days lost per Full time Equivalent (FTE) employee (short term)	<p>Q1 22-23 Q2 22-23 Q3 22-23 Q4 22-23</p> <p>Short Term 22/23 Short Term 23/24 ST Target</p>	No	13.1 (Mean average CIPFA near neighbours 2020/21)	2.62 Fte days lost per Fte employee	0.7 Fte days lost per Fte employee	0.8 Fte days lost per Fte employee	1.1 Fte days lost per Fte employee	↑R	Lower is better	Full year 3.3 (0.83 per quarter)	15% (up to 0.95 per quarter)	Long Term sickness remains unchanged from the previous quarter and slightly higher than the same quarter last year (2.2), short term sickness has seen an increase which is to be expected during the winter months but is lower than the same quarter last year (1.2). Overall the total sickness level is the same as Q3 last year.
	MPS07	Average number of working days lost per Full time Equivalent (FTE) employee (long term)	<p>Q1 22-23 Q2 22-23 Q3 22-23 Q4 22-23</p> <p>Long Term 22/23 Long Term 23/24 LT Target</p>	(Nationally Reported so able to benchmark)	9.9 (LG English Unitary national average 21/22)	6.4 Fte days lost per Fte employee	1.9 Fte days lost per Fte employee	2.3 Fte days lost per Fte employee	2.3 Fte days lost per Fte employee	→	Lower is better	Full year 6.5 (1.63 per quarter)	15% (up to 1.87 per quarter)	
Modern Public Services	MPS11	Amount of Spend on Agency Staff within each Directorate (TOTAL SPEND - finance data, including opus spend and off-contract spend)	<p>Adults, Health... Civil Executive... Childrens... Customer &... Finance &... Phase and... Transformation</p> <p>Aor to Dec (year to date) spend split by directorate</p>	No		£16,291,764	£5,172,498	£5,856,021	£5,263,244	↓G	Lower is better	No target - tracking indicator only	N/A	Reduction from previous quarter however finance have advised only 3 invoices were paid this month so there is likely to be an increase in Q4 figures

Customer & Governance

Organisational Workforce data from Human Resources

Data as at 31st December 2023

		Adults, Health Partnerships and Housing	Chief Executive Office	Childrens Services	Customer & Governance	Finance & Performance	Place and Economy Services	NNC Total	
Employees	MPS08	<i>Headcount</i>	1393	59	206	229	186	631	2704
		<i>Fte</i>	1195.53	54.35	190.55	200.38	170.84	589.78	2401.43
Posts	MPS44	<i>Headcount</i>	2138	89	275	411	252	854	4019
		<i>Fte</i>	1740.07	86.72	255.01	281.85	237.66	775.04	3376.35
Vacancies	MPS09	<i>Number*</i>	35	2	3	3	0	2	45
		<i>Fte</i>							0.00
Agency	MPS10	<i>temporarily Covering Vacancies</i>	160	11	43	17	21	63	315
	MPS45	<i>Supernumerary</i>			18			29	47
	MPS11	<i>Total Agency Spend (£000s)</i>	£1,791	£212	£1,302	£446	£111	£1,401	£5,263
Absence (Quarterly and Projected are shown as Fte days lost per Fte employee)	MPS49	<i>% of workforce to have sickness**</i>	34%	18%	22%	26%	25%	28%	30%
	MPS50	<i>No' of emp'ees to hit trigger***</i>	82	1	3	11	3	28	128
	MPS07	<i>Quarterly (Long Term)</i>	2.6	2.1	0.4	3.0	0.8	2.3	2.3
	MPS06	<i>Quarterly (Short Term)</i>	1.3	0.6	0.8	1.0	0.8	1.0	1.1
	MPS51	<i>Projected (23/24)</i>	14.6	5.2	6.3	11.7	6.4	11.1	12.0
Voluntary Turnover	MPS46	<i>No' of Voluntary Leavers (Employees)</i>	39	1	7	6	3	13	69
		<i>% of workforce (quarterly)</i>	2.8%	1.7%	3.4%	2.6%	1.6%	2.1%	2.6%
		<i>Rolling Voluntary T/O</i>	12.3%	15.0%	12.8%	8.0%	8.4%	9.6%	11.1%
Starters	MPS48	<i>No' of Starters (Employees)</i>	58		6	7	8	8	87
		<i>% of workforce (quarterly)</i>	4.2%	0.0%	2.9%	3.1%	4.3%	1.3%	3.2%

Page 47

Absence Benchmark - 9.9 (Long Term 6.5, Short Term 3.4)
Turnover Benchmark - 12.7%

Employee, Post, Vacancy and Agency Worker data is as at the end of the quarter - number of agency workers is provided by the service
Agency Spend, Absence, Leavers and Starters data is the combined monthly figure for the quarter

* vacancies currently advertised on e-recruitment

** Average employee headcount for the quarter divided by the number of unique resource ID's to have had sickness for the quarter

*** unique resource ID's to have hit a trigger for the quarter (Triggers could be: 3 or more instances in a 3 month rolling period; 6 or more instances in a 12 month rolling period; patterns of absence causing concern e.g. repeat days of a week; a period of long-term sickness absence lasting 21 or more calendar days.)

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Agenda Item 6



EXECUTIVE 15th February 2024

Report Title	Options Appraisal for Recommissioning Public Health Services
Lead Member	Cllr Gill Mercer, Executive Member Adults, Health, and Wellbeing
Report Authors	Jane Bethea, Director of Public Health Chris Kenny, Interim Consultant in Public Health Amina Begum, Head of Public Health Commissioning

Key Decision	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	Appendix A - 3) Information relating to the financial or business affairs of any particular person (including the authority holding that information).
Which Corporate Plan priority does the report most closely align with?	Green, sustainable environment

List of Appendices

Appendix A – Public Health Grant contract funding details (EXEMPT)

Appendix B – A copy of the Climate Change Impact Assessment (CCIA)

1. Purpose of Report

- 1.1 The purpose of this paper is to seek authority to go out to procurement. The model of delivery will be determined on a contract-by-contract basis and with delegated authority to the Executive Member for Adults, Health, and Wellbeing. The relevant services are:
- The 0-19 Health Visiting and School Nursing Service
 - Strong Start Service
 - Northamptonshire Integrated Sexual Health Service and HIV Service (NISHH)
 - Youth Counselling Offer (REACH)
 - Oral Health Promotion Service and
 - Dental Epidemiology Survey
- 1.2 The new arrangements need to be in place by 1st April 2025.

2. Executive Summary

- 2.1 This report provides a brief summary on information relating to the six public health grant funded contracts, namely:
- 0-19 Health Visiting and School Nursing Service
 - Strong Start
 - Northamptonshire Integrated Sexual Health Service and HIV service (NISHH)
 - REACH children and young people youth counselling offer
 - Oral Health Promotion
 - Dental Epidemiology Survey
- 2.2 This report also articulates the risks and benefits of providing these services inhouse or commissioned externally.
- 2.3 The 0-19 Health Visiting, Strong Start, Sexual Health, and REACH service contracts have been jointly commissioned between North and West Northamptonshire Councils since 2019, with an agreement (in 2023) for them to be extended for a further two years ending 31st March 2025. Therefore, any new contracts will commence on 1st April 2025.
- 2.4 The Current Dental Epidemiology Survey contract is currently jointly commissioned by North and West Northamptonshire Councils for the period 1st April 2022 - 31st March 2024, with an option to extend by one-year. This contract will be extended by one-year so that it ends on 31st March 2025. It can then be commissioned to the same timescale as the other services listed above.
- 2.5 The Oral Health Promotion Service is jointly commissioned and is part of the NHS England Community Dental Services (CDS) contract with the latest contract variation covering the period 1st April 2022 – 31st March 2024. This can be extended further in line with the planned extension of the CDS contract.

- 2.6 Both NNC and WNC officers are currently working closely with the providers to regularly review the contracts and assess them against service improvement plans (SIPs) as a mechanism for driving up performance and monitoring progress.

3 Recommendations

- 3.1 It is recommended that the Executive:
- i) Approves a procurement process for the following services as set out in the report:
 - The 0-19 Health Visiting and School Nursing Service
 - Strong Start Service
 - Northamptonshire Integrated Sexual Health Service and HIV Service (NISHH)
 - Youth Counselling Offer (REACH)
 - Oral Health Promotion Service and
 - Dental Epidemiology Survey
 - ii) That delegated authority be granted to the Executive Member for Adults, Health, and Wellbeing to determine the model of delivery on a contract-by-contract basis.
- 3.2 Reasons for Recommendations: Approval will ensure an open and robust process as to whether each contract should be provided internally or externally commissioned, and new services are in place by 1st April 2025.
- 3.3 Alternative Options Considered: A report was taken to shared services joint committee on 17th January 2024, exploring to either continuing jointly or independently recommission the CYP and sexual health services, it was approved by both NNC and WNC executive members that these services should be disaggregated now from the joint arrangement and separately recommissioning these in order to fit the needs of local population. However, commissioners have now drafted a further option paper to engage with elected members around the option for internal vs external recommissioning.

4 Report Background

4.1 Historical Context

- 4.2 In April 2021, all Northamptonshire Councils were abolished, and 2 new unitary councils were created (North Northamptonshire Council and West Northamptonshire Council). Several Public Health grant-funded contracts were agreed to be jointly commissioned as part of this arrangement, and an agreement was reached as to a lead commissioner arrangement, with either North Northamptonshire Council or West Northamptonshire Council leading on the contract monitoring for an individual contract on behalf of both organisations. The host authority operated under a Memorandum of

Understanding arrangement, although financial accountability was still the responsibility of each organisation.

4.3 The Children and Young People contracts were due to come to an end on 31st March 2023. However, further Executive approval was granted to extend the current arrangements for a further two years, so that the contracts will now end on 31st March 2025. This was to allow time for Needs Assessments to be conducted and detailed discussions to take place within both authorities to ensure the best possible recommissioning of the services to commence on 1st April 2025.

4.4 In January 2024 a report was taken to Shared Services Joint Committee (SSJC) that agreed that for the services described in this report which are currently jointly commissioned across North and West Northamptonshire, these should be independently commissioned by each individual council from 1st April 2025. For North Northamptonshire Council, an options appraisal has been carried out exploring the benefits and risks associated with an in-house option compared to an option where the services continue to be commissioned from an external provider.

4.5 **Service Specific Details**

4.6 **Service One - 0-19 Children and Young People Services**

4.7 These services are provided by Northamptonshire Healthcare NHS Foundation Trust and include:

- Health Visiting,
- School Nursing,
- Infant Feeding,
- Home Visiting, and Young Parents services aged under 19 (up to 25 if special educational needs are present) providing mandated visits, assessments, and clinical safeguarding services.

4.8 **The Health Visiting Element**

4.9 This service supports families from the antenatal period up to school entry (0-5 years). It delivers 5 nationally mandated universal visits to the child and their family, but also further support/visits based on need. Mandated visits provided by health visiting services are:

- Antenatal health promoting contact and new birth visits
- New-Born check (10-14 days)
- 6-8 weeks check
- 1-year check
- 2-2.5-year check

4.10 Each visit includes an assessment of critical development milestones. Trusted and expert advice is provided. If a family is assessed as vulnerable due to physical, mental, or social reasons, more support is available. The service includes specialist outreach teams that proactively engage with families in

temporary housing, refuges, and includes support for perinatal mental health, and breastfeeding. The mandated visits made by health visitors are critical for early identification of developmental delays which may indicate a child has an additional need or disability. These visits deliver interventions that can improve outcomes for those children and can result in referrals to more specialist assessment and care. Children with additional health and social needs are transferred from the health visiting service to the school nursing service as they enter school. Health visitors and school nurses also contribute to Educational, Health and Care Plans (EHCPs).

4.11 School Nursing Service Element

4.12 This service supports children aged 5-19 (and up to 25 if there are any special educational needs) to improve their health and wellbeing. School nurses deliver the National Child Measurement Programme (NCMP) which is a nationally mandated assessment of the Body Mass Index (BMI) of children. This generates intelligence about children who are underweight or overweight/obese and offers further support as necessary. The assessments also identify children and families who would benefit from advice, information, or referral, including the involvement of safeguarding services if appropriate.

4.13 Infant feeding Service

4.14 This service supports mothers to develop positive attitudes toward infant feeding and assists and supports mothers who wish to breastfeed.

4.15 Family Nurse Partnership service

4.16 This service provides an intensive home visiting service for vulnerable young mums aged under 19 (or 25 in the case of children with SEND or disabilities). This will also include working with their families from pregnancy until the child is 2 years old. The Family Nurse Partnership service is a nationally licensed programme and is delivered as part of the 0-19 offer.

4.17 Service Two: Strong Start

4.18 This is a 0-5 universal non-clinical early years childhood service that works across North and West Northamptonshire. The service is provided by WNC in-house services which are based in West Northamptonshire Council libraries but operate across North and West. It provides health information, training and employment services to assist children, parents and prospective parents and includes:

- safe sleep
- introducing children to solid food
- toilet training
- child behaviour

- child oral health
- child safety

4.19 **Service Three: Northamptonshire Integrated Sexual Health Service and HIV Service (NISHH)**

4.20 Both North and West Northamptonshire Councils currently jointly have a contract in place with NHS England through a Section 75 arrangement for the delivery of the Integrated Sexual Health and Human Immunodeficiency Virus (HIV) Service. (Section 75 of the Health and Social Care Act 2012, allows local authorities and NHS bodies to pool resources or delegate certain NHS or local authority health related functions to the other partner.)

4.21 The current services are provided by Northamptonshire Healthcare NHS Foundation Trust (NHFT). This is an open-access service and includes:

- **Genitourinary Medicine (GUM) Services** which provide a comprehensive range of services relating to Sexually Transmitted Infections (STIs), their identification and management.
- **Long-Acting Reversible Contraception (LARC)** including the provision of coils and hormonal implants. This service is subcontracted to primary care. NHFT oversees the finance, clinical staff registration, and competencies to provide this service in a safe and effective way.
- **Emergency Hormonal Contraception (EHC)** is a service which is subcontracted via pharmacies to prevent unwanted pregnancies (also known as the morning-after pill).
- **HIV self-sampling.** Provides a service that sends out home testing kits and returns to identify HIV and onward advice and treatment.
- **HIV treatment and drug services** is currently paid for by NHS England. NHFT invoice NHS England directly for the drugs. The Block contract provides the screening for HIV.
- **Pre-Exposure Prophylaxis (PrEP)** forms part of a combination of HIV prevention alongside health promotion, behavioural support, and regular testing for high-risk groups. The service helps reduce the risk of getting HIV. PrEP works by stopping HIV from getting into your body, to prevent the acquisition and further transmission of the virus.

4.22 **Service Four: REACH**

4.23 This is a Young People's Counselling Service in Northamptonshire provided by a collaboration between different providers. This 'Collaborative' of Providers delivers services that build on people's existing capabilities empowering young people to become active in taking charge of, and improving, their own and

others' wellbeing. The aim of the collaborative is to offer a single contact number, a single online booking system, and a referral management process offering all young people a choice of service delivery points. The service is offered to young people aged 11-19 (up to 25 if the young person has special educational needs and/or disabilities) if they are accessing education in mainstream state-funded schools or colleges. The support on offer includes the following:

- Digital offer - relevant help online
- Community offer - Providing young people with the opportunity to get support outside of the school environment but face-to-face.
- School-based offer – This could include counselling in schools, assessments, and referrals to Child and Adolescent Mental Health Services (CAMHS), where appropriate, and literacy programmes for young people, teachers, and parents.

4.24 Service Five and Six: Oral Health Services

4.25 Two commissioned services sit under the umbrella of oral health. These are the Oral Health Promotion Service and the Dental Epidemiology Survey. These contracts were for 24-months from 1st April 2022 – 31st March 2024. They will be extended by one year so that they end on 31st March 2025 and can then be commissioned to the same timescale as the other services.

4.26 The Northamptonshire Oral Health promotion service

4.27 The Northamptonshire Oral Health Promotion Service is provided by NHFT, and focuses on the following services:

- A supervised tooth brushing (STB) programme across early years settings - targeting areas where children under 5 years are at greatest risk of poor dental health
- An Oral Health education, training, and support programme to the vulnerable children's workforce and vulnerable adult workforce
- Work in partnership with local organisations and professional groups, including pharmacies, to promote national and local awareness-raising campaigns and target high-risk communities.

4.28 Dental Epidemiology Survey is a National Dental Epidemiology Programme oral health survey that takes place annually. OHID has responsibility for coordinating these surveys in England as part of the National Dental Epidemiology Programme of annual surveys and works to BASCD standards, which helps to ensure the generalisability of the findings. Responsibility for commissioning the surveys lies with upper-tier local authorities, as set out in Statutory Instrument 3094 (2012). Local authorities that participate in this

survey commission dental providers to undertake the fieldwork according to a national protocol.

5 Issues and Choices

- 5.1 The table below presents the advantages and disadvantages of providing the services in house within North Northamptonshire and it is recommended that the Executive to approve to seek authority to go out to procurement, but the model of delivery will be determined on a contract-by-contract basis and with delegated authority to the Executive Member for Adults, Health and Wellbeing.
- 5.2 The advantages and disadvantages for all services are presented collectively in the table below without being service specific.
- 5.3 Options Appraisal for providing service inhouse or externally recommissioning (Fig. 1)**

Figure 1

Commissioning Arrangements	Advantages	Disadvantages
<p>In-house provision within NNC</p>	<p>Increased control and coordination - delivering the service in-house gives greater control over the management, delivery, and coordination of the services. This allows for better integrated planning and management with other internal services such as education and social services. When risks are identified they can be responded to at the earliest opportunity. More coordinated approach to child and adolescent safety, wellbeing and health. Enabling closer collaboration between different professionals involved in supporting children and families, leading to streamlined family approach and improved outcomes.</p> <p>Tailored services: In-house provision has the potential to create greater flexibility in designing and tailoring the services to meet the specific needs of the local population. It</p>	<p>Increased administrative burden: In-house provision may require the organisation to take on additional administrative responsibilities. This includes tasks such as recruitment and training. As such we would need to have the necessary expertise and capacity to handle these administrative functions effectively.</p> <p>Limited expertise: The organisation may not have the specialised expertise and knowledge for safe and effective in-house provision. For example, registered health professionals are needed to deliver against the mandated areas of the 0-19 contract (health visiting, school nursing, sexual and reproductive health). In-house provision would require an investment in training and development programs to maintain staff competencies. Otherwise, there is a risk of compromised service quality. This would also require organisational</p>

Commissioning Arrangements	Advantages	Disadvantages
	<p>also provides the opportunity to respond in a timelier fashion to any findings that become evident through needs assessment etc.</p> <p>Cost-efficiencies: In some cases, an in-house providing model can be more cost-effective as by directly managing the service, it can give rise to the potential opportunities to reduce administrative costs associated with contracting out services and negotiating contracts with multiple providers. It may also offer more control over resource allocation, enabling NNC to allocate resources based on local priorities and optimize their use.</p> <p>Enhanced accountability: In-house provision can enhance accountability and transparency. Clear performance indicators, quality standards, and outcome measurements for the service can be developed, which can more easily respond to the needs of the population. This accountability can build public trust and confidence in the services provided and demonstrate our commitment to the health and well-being of children and families.</p>	<p>registration with the Care Quality Commission (CQC) and be subjected to annual checks, all of which would require a qualified registered named manager to be in place.</p> <p>Risk of service gaps: a lack of capacity or resources to deliver the services effectively, may pose a risk of service gaps and reduced safety and quality of care. Maintaining a high standard of service provision requires adequate staffing levels, ongoing professional development, and effective management systems.</p> <p>Reduced flexibility: In-house provision may limit the flexibility to adapt to changing needs and circumstances. External providers often have a broader range of resources and can quickly scale up or down based on demand. They may also have established networks and partnerships that facilitate service delivery. In-house provision may require us to invest in additional resources or face challenges in responding to fluctuations in service utilization or unforeseen events.</p> <p>Staffing: Cost implications for the Council re: TUPE of staff with NHS terms and conditions (Agenda for Change). Potential risks in recruiting. De-stablishing existing clinical staffing – clinical staff could leave the field. Added cost pressures in relation to NHS Agenda for Change will increase and will need to be covered by NNC.</p>
<p>Commissioning from an</p>	<p>Flexibility and scalability: External providers often have the capacity to scale their services</p>	<p>Potential for fragmented services: When multiple external providers are involved, there is a</p>

Commissioning Arrangements	Advantages	Disadvantages
<p>external provider</p>	<p>up or down based on demand. This flexibility can be particularly useful in responding to fluctuations in service utilisation or changes in local needs. When the demand for services increases, external providers can often mobilize additional resources more efficiently than an in-house service, ensuring that the needs of the community are met in a timely manner. This is often because they are part of a larger organisation.</p> <p>Reduced administrative burden: Commissioning externally can alleviate the administrative burden on the local authority. The responsibility for tasks such as recruitment, training, performance monitoring, and contract management is transferred to the external provider.</p> <p>Potential cost savings: Outsourcing can potentially lead to cost savings for the local authority. External providers may have economies of scale, cost efficiencies, and established networks that can result in lower costs compared to running the service in-house. Additionally, outsourcing eliminates the need for the us to invest in infrastructure, equipment, and training programs, which can further reduce costs.</p> <p>Access to specialized expertise: External providers often have specialized expertise and experience in delivering these services. They typically employ professionals who are specifically trained and qualified in these areas and therefore</p>	<p>risk of fragmented services and a lack of seamless integration. Different providers may have varying approaches, standards, and levels of service quality. This can make it more challenging to ensure consistency and continuity of care for children and families, as well as coordination with other local authority services. Mitigation could be to deliver integrated service via a single contract with a lead provider.</p> <p>Dependency on external providers: If the relationship with the provider deteriorates or the provider is unable to fulfil their contractual obligations, it can result in disruptions to the service and negative impacts on the community. As a LA we often have limited control over the provider's staffing decisions, staff training, and service delivery priorities.</p> <p>Potential for higher costs: While outsourcing can bring cost savings more than inhouse services, in some cases, it is not always guaranteed. There may be additional costs associated with contract management, monitoring, and quality assurance. Contractual terms will need to be well negotiated in order to respond to fluctuation in need.</p> <p>An unstable economy makes it difficult to forecast for fluctuation in inflation rates. A robust budget would need to be put in place to manage financial risk.</p> <p>Added cost pressures in relation to NHS Agenda for Change this will increase and will need to be covered by LA.</p>

Commissioning Arrangements	Advantages	Disadvantages
	<p>carry out support and supervision of staff. By commissioning externally, we have the opportunity to tap into this expertise and benefit from the knowledge and skills of experienced professionals. External providers also have their own registered manager and registration already with the Care Quality Commission (CQC).</p> <p>Competitive tendering process: commissioners will have sufficient time to increase market interest, create new opportunities for new providers to enter the marketplace through market engagement, and undertake soft market testing to understand their various models and explore value for money and best practice.</p>	

6 Next Steps

- 6.1 Commissioners to work with procurement to establish procurement timelines and establish a governance process.
- 6.2 Commissioners to pull together working groups/task and finish with other service departments e.g., Children Trust and Social Services, Early Help, Family Hubs etc
- 6.3 Commissioners to develop a full coproduction/engagement plan with service users, families, and practitioners and current service providers to improve services and pathways.
- 6.4 Commissioners to lead on the development and agree the service models that are fit for purpose on a local level.
- 6.5 Commissioners to hold a soft market testing event.
- 6.6 Commission all contracts to commence on 1st April 2025 through an open and competitive tendering process and where possible, reduce the number of contracts, and ensure all needs are met.

- 6.7 In order to ensure a fully informed decision, a fully costed model of an inhouse service will be developed, to ensure comparative costs are fully understood. This will be brought to a future Executive Committee later in 2024.

7 Implications (including financial implications)

7.1 Resources, Financial and Transformation

7.1.1 This report is seeking an initial decision to go out to procurement so that the new contracts can commence from 1st April 2025. The funding for the above is currently all funded from the Public Health Grant as set out under **Appendix A**.

7.1.2 Four of the six contracts are fully funded by the Council's ringfenced Public Health Grant, and the current contract value reflects the budget allocated to each service. The two Oral Health contracts are partly funded by ring-fenced grants received from Northamptonshire ICB, with the remainder funded by the respective Council's Public Health Grant.

7.2 Legal and Governance

7.2.1 Having reviewed the contents of this report, legal opinion is that the Services can be provided by an external provider subject to the Services being procured in accordance with the Public Regulations 2015 (as amended).

7.2.2 The implication of the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) as amended should be considered before the procurement of the Services.

7.2.3 If TUPE applies, relevant TUPE provisions (as it affects both the NNC and the potential provider) should be set out in the tender documents and the service contract to be executed between the parties.

7.2.4 Any contract award should also be compliant with grant funding conditions

7.3 Relevant Policies and Plans

7.3.1 Active fulfilling lives. By supporting people to live independent and fulfilling lives with targeted health support.

7.3.2 Building brighter futures as we continuously strive to ensure every child has equal access to a high standard of education and we will support disadvantaged and vulnerable children to help them grow their skills, confidence and abilities.

7.3.3 Connecting communities. North Northamptonshire are always looking to find effective ways of connecting with our communities.

7.3.4 Modern public services Continuing to level up our services to meet minimum expected standards.

7.3.5 Meeting these objectives will assist the council in meeting its commitments as stated in the [Corporate Plan 2021/25](#).

7.4 Risks

Fig.2

Risks	Mitigations	Residual Risk
Commissioning and procurement	The commissioner will pull together a working group to ensure the progress is on track. To ensure the project is tabled at relevant governance boards to get approval to ensure the procurement processes start as soon as possible. Procurement timeline drafted	Medium
The market is not vibrant enough	The intention is to engage with a wider market to stimulate interest and bring in new entrants.	Medium

7.5 Consultation

7.5.1 Both North and West Northamptonshire Council commissioners have engaged in prior discussion and engagement with elected members and have included their views and feedback within the report during October 2023 onwards. A Joint Executive Board meeting was also held on 20th December which also provided a further opportunity for elected members across both NNC and WNC to review and feedback and agree to progress to Shared Services Joint Committee in early January 2024 on recommissioning the services jointly or independently.

7.5.2 A children's needs analysis has been carried out to understand where the gaps in services which will support the commissioning of the service model/pathways for children and young people services.

7.5.3 Sexual health needs analysis has been carried out so the identified gaps will be incorporated within the new service

7.5.4 This report will also be shared with the Children's Trust to gain their views.

7.5.5 Further consultation and engagement with users of services, practitioners' offices, and providers will form part of the commissioning and remodelling process. Working groups will be set up to take forward the service specification and model work.

7.5.6 As part of the re-modelling as well as commissioner-led work, there will be robust engagement with key stakeholders including residents/service users.

Each service will undertake a service review to inform models and service provision. The CYP services review will support modelling and procurement.

7.6 Consideration by Executive Advisory Panel

7.6.1 This report has not been considered by an Executive Advisory Panel.

7.7 Consideration by Scrutiny

7.7.1 This report has not been considered by the Council's scrutiny function.

7.8 Equality Implications

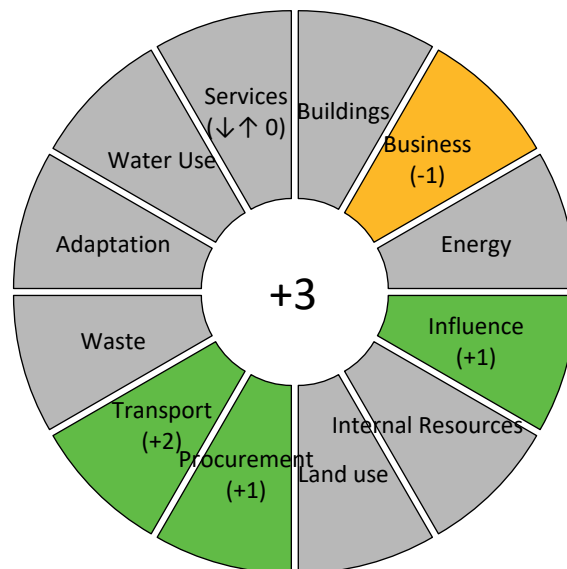
7.8.1 These contracts will maintain service delivery against the Equality Act 2010.

7.9 Climate Impact

7.9.1 The Council will work with providers to ensure that support is offered in locations local to residents to minimise travel and reduce carbon footprint.

7.9.2 With the Council's declaration of a climate emergency in July 2021 and the approval of the Carbon Management Plan in December 2022, we have committed to working towards becoming a carbon neutral council by 2030.

7.9.3 Figure 3 Carbon Climate Management Tool



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18/01/24 v1

North Northamptonshire Council has committed to being a carbon neutral organisation by 2030, 5 yrs & 11 mos away.

7.10 **Community Impact**

- 7.10.1 Local services will maximise community impacts through local employment, apprenticeship, training, and development opportunities within primary care and community-based services to bring social value, and impact/economic growth where possible.

7.10 **Crime and Disorder Impact**

- 7.10.1 Allowing North Northamptonshire Council to work independently will allow us to build better local partnerships with agencies such as the police, youth offending service, social workers, and education authorities. Under Section 17 of the Crime and Disorder Act 1998 any criminal behaviour will be reported directly to the police either by a provider or North Northamptonshire Council.

8 Background Papers

- 8.1 None

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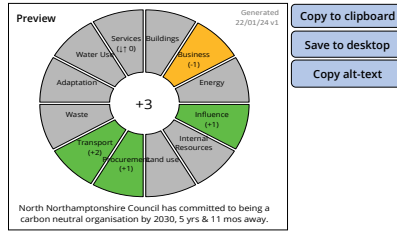
By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Climate Change Impact Assessment Tool (v1)

Directorate & Service Area	Public Health and Wellbeing
Report Name	Inhouse vs external commissioning paper
Report date	17/01/24
Report author & role	Nicola McCann Commissioning Officer
Proposal Summary	to seek approval as to whether the Public Health Services (listed below) should be provided in house within NNC or
Export filename	inhouse vs external commissioning paper - CCIA 17.01.2024.png



Category	Impact	Notes / justification for score / existing work (see guidance sheet or CCIA detailed notes for more information)	Score (-5 to +5)	Mitigations (if the impact is negative, please provide a)
Buildings	Building construction			
Buildings	Building use			
Buildings	Green / blue infrastructure			
Buildings				
Business	Developing green businesses			
Business	Marketable skills & training	Some providers staff may require training, we will look to reduce carbon footprint during this, minimising electricity use, minimising heating	-1	Keeping electricity and heating to a minimum, use for when the room is in use only
Business	Sustainability in business			
Business				
Energy	Energy efficiency			
Energy	Reducing energy demand			
Energy	Switching to low-carbon energy supply			
Energy				
Influence	Communication & engagement			
Influence	Wider influence			
Influence	Working with communities			
Influence	Working with partners	working with partners with similar values to ours in relation to climate change, include climate change values in the initial tender	+1	
Influence				
Internal Resources	Material / infrastructure requirement			
Internal Resources	Staff time requirement			
Internal Resources	Staff travel requirement			
Internal Resources	External funding			
Internal Resources				
Land use	Carbon storage			
Land use	Improving biodiversity adaptation			
Land use	Natural flood management			
Land use				
Procurement	Food & Drink			
Procurement	Products			
Procurement	Single-use plastic			
Procurement	Services	We will make sure providers have a carbon reduction plan in place as part of the tender exercise	+1	
Procurement				
Transport	Decarbonising vehicles			
Transport	Improving infrastructure			
Transport				
Transport	Demand reduction	Staff located in North Northamptonshire and offering in house services may decrease our carbon emissions as we will work from North Northamptonshire council rather than two different councils. We will make sure the provider has a carbon reduction plan in place	+2	
Transport	Supporting people to use public transport			
Transport	Supporting people to use active travel			
Transport				
Waste	End of life disposal / recycling			
Waste	Waste volume			
Waste				
Adaptation	Drought vulnerability			
Adaptation	Flooding vulnerability			
Adaptation	Heatwave vulnerability			
Adaptation				
Water Use	Improving water-use efficiency			
Water Use				
Services				
Other	Other 2			
Other	Other 3			
Other	Other 4			

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EXECUTIVE 15th February 2024

Report Title	Determination of the Admission Arrangements for Local Authority Maintained (Community and Voluntary Controlled) schools in North Northamptonshire for the 2025 intakes
Lead Member	Cllr Scott Edwards – Executive Member for Children, Families, Education & Skills
Report Author	Jan Baines, School Admissions Manager

Key Decision	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	N/A
Which Corporate Plan priority does the report most closely align with?	Better, brighter futures

List of Appendices

- Appendix A** – Determined admission arrangements for 2025 - 2026 for community and voluntary controlled schools in North Northamptonshire
- Appendix B** – North Northamptonshire Council Primary Co-ordinated Scheme for the 2025 Intake
- Appendix C** – North Northamptonshire Council Secondary Co-ordinated Scheme for the 2025 Intake
- Appendix D** – A copy of the Equality Screening Assessment
- Appendix E** – A copy of the Climate Change Impact Assessment (CCIA)

1. Purpose of Report

- 1.1. North Northamptonshire Council is the admission authority for all of the community and voluntary controlled (VC) schools in its area. This report has been prepared to enable the Executive to determine (formally agree) the admission arrangements for the Council's community and voluntary controlled

schools; to approve the co-ordinated schemes and to confirm the Relevant Area.

- 1.2 North Northamptonshire Council, as the local authority (LA) for the area, has a duty to act in accordance with the provisions of the School Admissions Code (2021) and the law relating to school admissions. The Council must determine admission arrangements for its schools every year, even if the arrangements have not changed from the previous year and no consultation has been required. This statutory requirement must be carried out by 28th February in the determination year. It is the duty of admission authorities to ensure that admission arrangements are compliant with the School Admissions Code (2021).
- 1.3 The LA must also formulate and publish 'co-ordinated schemes' for the admission of pupils to publicly funded mainstream schools in the area.
- 1.4 The School Standards & Framework Act (1998) requires local authorities to define the parameters of a 'relevant area'. The 'relevant area' is defined as the area for a school within which the admission authority for the school must consult all other prescribed schools on its admission arrangements for maintained schools.

2. Executive Summary

- 2.1 Admissions arrangements for all maintained schools must comply with the requirements of the School Admissions Code (2021). The LA proposed to reduce the Published Admission Number (PAN) of some of its schools, so a consultation was required. There were no other proposed changes.
- 2.2 Consultation on changes to the admission arrangements took place from 15th November 2023 to 31st December 2023.
- 2.3 The admission arrangements which the Executive are asked to determine for community and voluntary controlled schools in North Northamptonshire are set out in **Appendix A**: 'Determined admission arrangements for 2025 - 2026 for community and voluntary controlled schools in North Northamptonshire'.
- 2.4 Timetables for the Co-ordinated Admissions Schemes for 2025-2026 meet the requirements of the Schools Admissions Code and are attached in the following appendices:

Appendix B: 'North Northamptonshire Council Primary Co-ordinated Scheme for the 2025 Intake'.

Appendix C: 'North Northamptonshire Council Secondary Co-ordinated Scheme for the 2025 Intake'.
- 2.5 The dates in the co-ordinated scheme timetables are set annually. The schemes indicate the activities within the process that have to be followed to enable the LA to allocate school places on the statutory National Offer Days.

2.6 The “Relevant Area”

The relevant area for North Northamptonshire schools will remain as the North Northamptonshire Council area and its neighbouring local authorities.

3. Recommendations

3.1 The Executive is asked to:

- i) Determine the admission arrangements for community and voluntary controlled schools as detailed in **Appendix A**
- ii) Agree the two Co-ordinated Schemes for the 2025 intakes as detailed in **Appendix B** and **Appendix C**.
- iii) Approve the setting of the relevant area for schools in the authority.

3.2 Reasons for Recommendations

- All admission authorities must determine the admission arrangements for their schools annually. Consultation on reducing the PANs of some schools because of falling pupil numbers in the area of the schools.
- It is the duty of local authorities to formulate and publish a co-ordinated scheme for the admission of pupils to all schools in the area.
- The LA must review the relevant area every two years.

3.3 Alternative Options Considered: All the above are statutory requirements and, therefore, there are no alternative options available.

4. Report Background

4.1 The Local Authority (LA) has a duty to act in accordance with the statutory provisions of the School Admissions Code (2021) and the law relating to school admissions. All admission authorities must determine admission arrangements every year, even if these have not changed from the previous year and a consultation has not been required. This is a statutory requirement that must be carried out by 28th February in the determination year.

4.2 School admission arrangements for all mainstream state schools must be agreed annually and it is the duty of admission authorities to ensure that admission arrangements are compliant with the School Admissions Code (2021).

4.3 Each year, all local authorities must formulate and publish on their website, a scheme to co-ordinate admissions to the normal year of entry for all publicly funded schools within their area. Applications will be processed in accordance with the timetables set out in these schemes.

- 4.4 The LA must review the relevant area every two years - this was last done in 2022 for the 2023 admission round.

5. Issues and Choices

5.1 Admission Arrangements Consultation

- 5.2 The Local Authority consulted on reducing the Published Admission Number (PAN) for the following schools because of projected falling pupil numbers and, in the case of Earls Barton, to control pupil numbers while building work is being undertaken at the school (the school will lose a classroom while improvements are made).

School	Current PAN	Proposed PAN for 2025 (for consultation)
Earls Barton Primary School	75	60
Higham Ferrers Junior School	90	60
Higham Ferrers Nursery and Infant School	90	60
Mawsley Primary School	45	30
Nassington Primary School	20	15

- 5.3 These were the only proposed changes to the admission arrangements; the rest of the admission arrangements remain unchanged from last year.
- 5.4 With regard to Co-ordinated Schemes, the timetables have been set to comply with nationwide statutory deadlines and in conjunction with colleagues in other LAs.

6. Next Steps

- 6.1 If approved by the Executive, the admission arrangements will come into effect from September 2025 for the 2025-2026 academic year.

7. Implications (including financial implications)

7.1. Resources, Financial and Transformation

- 7.1.1 There are no resources or financial implications arising from the proposals.

7.2. Legal and Governance

- 7.2.1 Sections 13, 13A and 14 of the Education Act 1996 require councils that are Education Authorities to: ensure that efficient primary, secondary and further education is available to meet the needs of their population; ensure that their education functions are exercised with a view to promoting high standards ensuring fair access to opportunity for education and learning, and promote the fulfilment of learning potential; and secure that sufficient schools for providing primary and secondary education are available for their area.
- 7.2.2 The Education and Inspections Act 2006 requires an Education Authority to publish any proposed alterations to existing school places provision and the process for consultation on such proposals is governed by Regulation.

7.3. Relevant Policies and Plans

- 7.3.1 The determination of admission arrangements and setting of co-ordinated schemes are annual statutory requirements which must be carried out by admission authorities in accordance with the requirements of the School Admissions Code (2021).

7.4. Risk

- 7.4.1 Risk 1 – That the Council does not fulfil its statutory obligations as required by the School Admissions Code (2021).
- 7.4.2 Mitigation – The Council must determine the admission arrangements for its Community and Voluntary Controlled schools by 28th February 2024 and must publish a co-ordinated scheme for admission at the normal points of entry to all schools in the area.
- 7.4.3 Risk – An objection to the LA's admission arrangements may be made to the Office of the Schools Adjudicator (OSA).
- 7.4.4 Mitigation – Officers within the Council must ensure that all policies and procedures are Code-compliant.

7.5. Consultation

- 7.5.1 The admission arrangements for community and VC schools in the North Northants area for the 2025 intake were consulted on from 15th November – 31st December 2023.
- 7.5.2 In accordance with the requirements of the School Admissions Code, the following groups were consulted:
- a) parents of children between the ages of two and eighteen;

- b) other persons in the relevant area who in the opinion of the admission authority have an interest in the proposed admissions;
- c) all other admission authorities within the relevant area (except that primary schools need not consult secondary schools);
- d) whichever of the governing body and the local authority is not the admission authority;
- e) any adjoining neighbouring local authorities where the admission authority is the local authority

As well as through the Council’s website, social media and press releases were used to notify of the consultation as well as certain parties being emailed directly, i.e., neighbouring authorities, local schools, other admission authorities, governing bodies.

7.5.3 Outcome of the consultation

The LA received the following responses to the consultation:

School	Proposed PAN for 2025	Comment / objection made by	Comment
Nassington Primary School	15	Chair of School Governing Board, Executive Headteacher of Nassington	In agreement that the PAN for Nassington for 2025 should be 15.
Higham Ferrers Junior School	60	Headteacher of Higham Ferrers Junior School	Did not agree to reducing the PAN for the 2025 intakes as the projected pupil numbers are over 60.
Higham Ferrers Junior School	60	Chair of Governors of Higham Ferrers Junior School	Did not agree to reducing the PAN for the 2025 intake as the projected pupil numbers would be more than 60.
Mawsley Primary School	30	Headteacher of Mawsley Primary School	In full support of a reduction in PAN from 45 to 30 for September 2025.
Earls Barton	60	Headteacher of Earls Barton Primary School	Reduction in PAN for 2025 is subject to the building

			project being completed on time
--	--	--	---------------------------------

No objections were received for Mawsley Primary School and so the PAN for 2025 will be 30.

No objections were received for Nassington and so the PAN for 2025 will be 15.

The LA has carefully considered all of the responses to the consultation and has taken account of the latest forecasts of pupil numbers.

7.5.4 The Executive is asked to determine the following Published Admission Numbers (PANs) for the schools concerned for 2025:

School	Determined PANs for 2024	Proposed PANs for 2025	Executive to Determine PANs for 2025
Earls Barton Primary School	75	60	60
Higham Ferrers Junior School	90	60	90
Higham Ferrers Nursery and Infant School	90	60	60
Mawsley Primary School	45	30	30
Nassington Primary School	20	15	15

7.5.5 The PANs to be determined for all of the community and voluntary controlled schools can be found in **Appendix A: 'Determined admission arrangements for 2025 - 2026 for community and voluntary controlled schools in North Northamptonshire'**.

7.6. Consideration by Executive Advisory Panel (EAP)

7.6.1. This report has not been considered by an Executive Advisory Panel.

7.7. Consideration by Scrutiny

7.7.1 This report has not been taken to the Council's scrutiny committees.

7.8. Equality Implications

7.8.1 Equality Screening Assessment completed and there is no negative impact on any of the protected equality groups.

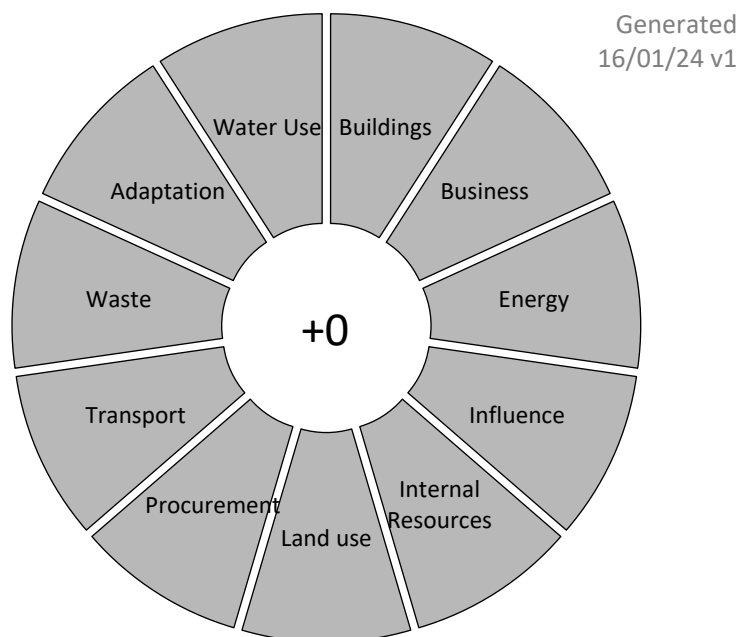
7.8.2 A copy of the Equality Screening Assessment is included with this report (**Appendix D**).

7.9. Climate and Environment Impact

7.9.1. Having run the Climate Change Impact Assessment (CCIA) tool, we found that there was no climate change impact or relevance to the climate change agenda in the proposed admission arrangements for 2025.

7.9.2 Please see **Appendix E** for a copy of the completed Climate Change Impact Assessment (CCIA).

Climate Impact



North Northamptonshire Council has committed to being a carbon neutral organisation by 2030, 5 yrs & 11 mos away.

7.10. Community Impact

7.10.1 No implications arising from any recommendations that are being proposed.

7.11. **Crime and Disorder Impact**

7.11.1 No implications arising from any recommendations that are being proposed.

8. Background Papers

8.1 School Admissions Code (2021) [School Admissions Code 2021
\(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/94222/school-admissions-code-2021.pdf)

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Admission arrangements for Community and Voluntary Controlled schools in North Northamptonshire for the 2025 intake

Contents

1. Admission Authorities	1
2. Community and Voluntary Controlled schools in North Northamptonshire.....	2
3. Definitions	8
4. Multiple Birth Groups	10
5. Fraudulent Applications	10
6. Conflicting Applications.....	10
7. Distance Measurements	11
8. Random Allocation.....	11
9. Late Applications	11
10. Children below Compulsory School Age	11
11. Admission outside the normal age group	12
12. Children of UK Service Personnel (UK Armed Forces) and Crown Servants	15
13. In-year Admissions.....	15
14. Waiting Lists	17
15. Appeals.....	18
16. Appendices.....	19

1. Admission Authorities

The admission authority of a school varies according to the type of school. As shown below in Table 1, the local authority (NNC) is responsible for determining the admission arrangements of Community and Voluntary Controlled schools.

Type of school	Admission Authority
Academies/Free Schools/UTCs	Academy Trust
Community Schools	Local Authority
Foundation Schools	Governing Body
Voluntary Aided (VA) Schools	Governing Body

Voluntary Controlled (VC) Schools	Local Authority
--	------------------------

Table 1: Admission authorities and school type (governance)

2. Community and Voluntary Controlled schools in North Northamptonshire

Community and Voluntary Controlled schools in North Northamptonshire are mostly organised into different generic groups. The schools in each of these groups generally share the same oversubscription criteria, although other features of a school's admission arrangements may vary from school to school (e.g., the Published Admission Number (PAN) or linked area may vary). The groups are as follows:

- Primary Schools – Rural
- Primary Schools – Urban
- Infant Schools – Urban
- Infant Schools – Urban with Linked Villages
- Junior Schools – Urban with Linked Villages

The oversubscription criteria for schools in each of these groups are listed on the following pages, together with details of the schools within the group. The Community and Voluntary Controlled schools which have oversubscription criteria unique to their school, are listed separately (see section 3.7).

Key:

CE - Church of England Voluntary Controlled

CEVC - Church of England Voluntary Controlled

PAN - Published Admission Number

2.1 Primary Schools – Rural

School	PAN	Linked Villages
Brigstock Latham's CE Primary School	15	Brigstock, Lyveden
Broughton Primary School	30	Broughton
Earls Barton Primary School	60	Earls Barton
Geddington CE Primary School	30	Geddington, Little Oakley, Newton-in-the-Willows
Great Doddington Primary School	20	Great Doddington
Grendon CE Primary School	15	Castle Ashby, Chadstone, Grendon

School	PAN	Linked Villages
King's Cliffe Endowed Primary School	30	Apethorpe, Blatherwyke, Bulwick, Deene, Deenethorpe, Fineshade, King's Cliffe, Laxton, Wakerley
Mawsley Primary School	30	Mawsley
Nassington Primary School	15	Fotheringhay, Nassington, Woodnewton, Yarwell
Titchmarsh CE Primary School	15	Clopton, Titchmarsh
Warmington School	15	Warmington

Table 2: Primary Schools (Rural)

How places are allocated

Places will be allocated to children who have an Education, Health and Care (EHC) Plan that names the school as appropriate provision.

Oversubscription Criteria

Where there are more applications for places at the school than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children who live in the linked villages for the school
3. Children with a sibling continuing at the school at the time of admission of the child
4. Other children

Allocation of places up to the Published Admission Number (PAN)

If the PAN is exceeded within any criterion, priority will be given to applicants whose home address is closest to the school.

Tie-breaker

Where two or more applications cannot otherwise be separated, random allocation will be used to decide who is allocated a place - see section 8 on page 11.

2.2 Primary Schools – Urban

School	PAN
Barton Seagrave Primary School	90
Corby Old Village Primary School	30

School	PAN
Croyland Primary School	60
Denfield Park Primary School	60
Henry Chichele Primary School	60
Meadowside Primary School	60
Alfred Lord Tennyson School	30

Table 3: Primary Schools (Urban)

How places are allocated

Places will be allocated to children who have an Education, Health and Care (EHC) Plan that names the school as appropriate provision.

Oversubscription Criteria

Where there are more applications for places at the school than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children with a sibling continuing at the school at the time of admission of the child
3. Children whose home address is closer to the preferred school than any other school
4. Other children

Allocation of places up to the Published Admission Number (PAN)

If the PAN is exceeded within any criterion, priority will be given to applicants whose home address is closest to the school.

Tie-breaker

Where two or more applications cannot otherwise be separated, random allocation will be used to decide who is allocated a place - see page 11.

2.3 Infant Schools – Urban

Infant School	PAN	Linked Junior School
Avenue Infant School, The	60	Park Junior School

Table 4: Infant Schools (Urban)

How places are allocated

Places will be allocated to children who have an Education, Health and Care (EHC) Plan that names the school as appropriate provision.

Oversubscription Criteria

Where there are more applications for places at the school than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children with a sibling continuing at the school or linked Junior school at the time of admission of the child
3. Children whose home address is closer to the preferred school than any other school
4. Other children

Allocation of places up to the Published Admission Number (PAN)

If the PAN is exceeded within any criterion, priority will be given to applicants whose home address is closest to the school.

Tie-breaker

Where two or more applications cannot otherwise be separated, random allocation will be used to decide who is allocated a place - see page 11.

2.4 Infant Schools – Urban with Linked Area

Infant School	PAN	Linked Area	Linked Junior School
Higham Ferrers Nursery & Infant School	60	Chelveston-cum-Caldecott, Higham Park	Higham Ferrers Junior School
South End Infant School	90	Higham Park Road, Newton Bromswold	South End Junior School

Table 5: Infant Schools (Urban with linked area)

How places are allocated

Places will be allocated to children who have an Education, Health and Care (EHC) Plan that names the school as appropriate provision.

Oversubscription Criteria

Where there are more applications for places at the school than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children who live in the linked area* for the school
3. Children with a sibling continuing at the school or linked Junior school at the time of admission of the child
4. Children whose home address is closer to the preferred school than any other school
5. Other children

*Linked Area

Please see **Appendix A** on pages 19 - 21 showing the map and postcodes of the linked area for Higham Ferrers Nursery & Infant School. **Appendix B** on page 23 contains the map and postcodes of the linked area for South End Infant School.

Additionally, a link to the interactive map of the linked areas for Higham Ferrers Nursery & Infant School and South End Infant School can be found here: [Linked Areas for Higham Ferrers and Rushden Schools](#)

Allocation of places up to the Published Admission Number (PAN)

If the PAN is exceeded within any criterion, priority will be given to applicants whose home address is closest to the school.

Tie-breaker

Where two or more applications cannot otherwise be separated, random allocation will be used to decide who is allocated a place - see page 11.

2.5 Junior Schools – Urban with Linked Area

Junior School	PAN	Linked Area	Linked Infant School
Higham Ferrers Junior School	90	Chelveston-cum-Caldecott, Higham Park	Higham Ferrers Nursery & Infant School
South End Junior School	90	Higham Park Road, Newton Bromswold	South End Infant School

Table 7: Junior Schools (Urban with linked area)

How places are allocated

Places will be allocated to children who have an Education, Health and Care (EHC) Plan that names the school as appropriate provision.

Oversubscription Criteria

Where there are more applications for places at the school than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children who live in the linked area* for the school
3. Children with a sibling continuing at the school or linked Infant School at the time of admission of the child
4. Children who attend the linked Infant school
5. Children whose home address is closer to the preferred school than any other school
6. Other children

*Linked Area

Please see **Appendix A** on pages 19, 20 and 22 for the map and postcodes of the linked area for Higham Ferrers Junior School.

Appendix B on pages 23-24 contains the map and postcodes of the linked area for South End Junior School.

Additionally, a link to the interactive map of the linked areas for Higham Ferrers Junior School and South End Junior School can be found here: [Linked Areas for Higham Ferrers and Rushden Schools](#)

Allocation of places up to the Published Admission Number (PAN)

If the PAN is exceeded within any criterion, priority will be given to applicants whose home address is closest to the school.

Tie-breaker

Where two or more applications cannot otherwise be separated, random allocation will be used to decide who is allocated a place - see page 11.

2.6 Schools with individual oversubscription criteria

Little Stanion Primary School

The Published Admission Number (PAN) for the Reception year of entry is **30**.

Places will be allocated to children who have an Education, Health and Care (EHC) Plan that names the school as appropriate provision.

Oversubscription Criteria

Where there are more applications for places at the school than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children who live in the Little Stanion and who have a sibling continuing at the school at the time of admission of the child
3. Children of teaching staff (including Head and Deputy Head Teachers) with a minimum of two years' service at the school
4. Other children who live in Little Stanion
5. Children who do not live in Little Stanion but have a sibling continuing at the school at the time of admissions of the child
6. Other children

Allocation of places up to the Published Admission Number (PAN)

If the PAN is exceeded within any criterion, priority will be given to applicants whose home address is closest to the school.

Tie-breaker

Where two or more applications cannot otherwise be separated, random allocation will be used to decide who is allocated a place - see page 11.

Whitefriars Primary School

The Published Admission Number (PAN) for the Reception year of entry is **60**.

Places will be allocated to children who have an Education, Health and Care (EHC) Plan that names the school as appropriate provision.

Oversubscription Criteria

Where there are more applications for places at the school than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children who live in the linked area* for the school (Knuston)
3. Children with a sibling continuing at the school at the time of admission of the child
4. Children whose home address is closer to the preferred school than any other school

5. Other children

*Linked Area

Please see **Appendix C** on page 25 for the map and postcodes of the linked area for Whitefriars Primary School.

Additionally, a link to the interactive map of the linked area for Whitefriars Primary School can be found here: [Linked Areas for Higham Ferrers and Rushden Schools](#)

Allocation of places up to the Published Admission Number (PAN)

If the PAN is exceeded within any criterion, priority will be given to applicants whose home address is closest to the school.

Tie-breaker

Where two or more applications cannot otherwise be separated, random allocation will be used to decide who is allocated a place - see page 11.

3. Definitions

Looked After Children (LAC)

Children who, at the time of making an application to a school, are:

- In the care of a local authority, or
- Being provided with accommodation by a local authority in exercise of its social services functions (see definition in Section 22(1) of the Children Act 1989)

Previously Looked After Children (PLAC)

Children who were looked after, but ceased to be so because they:

- Were adopted under the Adoption Act 1976 (Section 12) or the Adoption and Children Act 2002 (Section 46), or
- Became subject to a child arrangements order (as defined in Section 8 of the Children Act 1989 and amended in Section 12 of the Children and Families Act 2014). Child arrangements orders replace residence orders and any residence order in force prior to April 2014 is deemed to be a child arrangements order, or
- Became subject to a special guardianship order (see Section 14A of the Children Act 1989)

This includes children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. A child is regarded as having been in state care outside of England if they were in the care of or

were accommodated by a local authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

Sibling

A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify for a sibling link. For School Admissions purposes, the term sibling includes:

- half-brothers and half-sisters
- step-brothers and step-sisters
- adopted children
- children in foster care
- children living in the same family unit, including non-biological brothers and sisters – for example, when the parents are not married or in a civil relationship.

Cousins are not regarded as siblings.

Child's Home Address

The child's home address is defined as the address at which the child normally resides with their parent/carer on the closing date for applications (31 October for Secondary, 15 January for Primary).

When we refer to a child's home address, we mean the permanent residence of the child. This address should be the child's only or main residence which is:

- owned by the child's parents/carers, or
- leased to or rented by the child's parents/carers under a lease or written rental agreement of not less than six months' duration.

When parents live separately and the child spends time with each parent, the home address will be treated as the place where the child sleeps for most of the school week (i.e., Sunday night – Thursday night inclusive).

If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be used as the child's main address.

Where parents move house after the closing date, we can only use the new address if house moves have been confirmed through the exchange of contracts or the signing of a formal lease.

Documentary evidence of ownership or rental agreement may be required, together with proof of actual permanent residence at the property concerned.

4. Multiple Birth Groups

If the last child to be admitted to a particular school is from a multiple birth group, all other children in the group will be offered places at the school, even if it means exceeding the Published Admission Number. This will also apply to siblings in the same year group.

5. Fraudulent Applications

The LA has the right to investigate any concerns we may have about an application and to withdraw the offer of a place if it is considered that there is evidence that an applicant has made a fraudulent claim or provided misleading information.

6. Conflicting Applications

The LA can only process one application form. Where parental responsibility is shared, and where the adults with parental responsibility live at different addresses, it is important for the adults to agree which schools they wish to apply for, prior to making the application.

If multiple applications are received for the same child with conflicting address and/or preferences, or if the School Admissions team is made aware of a dispute between two parents, all applications will be placed on hold and will **not** be processed until:

- a new single application is made, signed by all parties; or
- written agreement is provided from both parents indicating which application they have agreed on; or
- a court order is provided confirming which parent's application carries precedence.

If no agreement can be made, parents are recommended to seek legal advice. If an agreement cannot be reached before the closing date, this may affect the chances of a child being allocated a place at their preferred school/s.

7. Distance Measurements

Distances are measured on a straight-line basis from the address point of the child's home to the address point of the school, using a geographical information system. Each address has a unique address point. The address point for a property does not change.

Where there are multiple applications from the same shared dwelling (e.g., flats) or where there are two home addresses are found to be the same distance from a school, a process of random allocation will be used to decide which address is used and which child gets priority.

8. Random Allocation

Where random allocation is required, an online randomiser will be used. The process will be supervised by someone independent of the school and a fresh round of random allocation will be used each time a child is to be offered a place from a waiting list.

9. Late Applications

Late applications are any common application forms (for the normal point of entry) received by the local authority after the statutory closing date of 15 January. Late applicants will not receive an offer of a school place by the local authority on National Offer Day (16 April or the next working day).

Late applications will be processed in the subsequent rounds of allocations between May and July (for more details, refer to the local authority's composite prospectus on the NNC website).

10. Children below Compulsory School Age

A child reaches compulsory school age on certain set days following their fifth birthday (or on the set day if the child's birthday falls on that day). The set days are: 31 December, 31 March and 31 August.

NNC provides for the admission of all children in the September following their fourth birthday. Where a place has been offered to a child at a school:

- a) That child is entitled to attend the school full-time in the September following their fourth birthday.
- b) Parents/carers may defer their child's entry to the allocated school until later in the school year but not beyond the point at which the child reaches compulsory school age, and not beyond the beginning of the final term of the school year for which the offer was made.
- c) Where parents/carers wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

11. Admission outside the normal age group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1.

11.1 Requests for admission to reception outside the normal age group (summer born children)

All children are entitled to a full-time school place in the September following their 4th birthday and most parents are happy for their child to start school at this point. However, parents/carers of summer born children (those born between 1 April and 31 August) who do not reach compulsory school age until a full year after they would normally start school, may request to delay their child's start to school until the September following the child's 5th birthday.

Process for requesting a delay in applying for a place in Reception

If parents wish to delay their summer born child's start at school until the September after their 5th birthday, there are two options open to parents:

1. Parents can make an in-year application for a **year 1** place for the September following their child's 5th birthday, as other children in the child's age group already attending school will be moving from reception to year 1 at this point. It is important to remember that some schools are likely to be full in year 1 and may be unable to offer a place.
2. If parents do not want their child to miss Reception, they may make a request for their child to be admitted out of their normal age group i.e., into Reception instead of year 1). This is a 'request' - parents do not have the right to insist that their child is admitted to a particular age group. The school's admission authority is responsible for deciding which year group a child should be admitted to.

Parents/carers of summer born children who wish to delay their child's school start by a full year but would like them to start in Reception, should still make their application for a Reception place for their child's normal year of entry before the primary application deadline of **15 January** in the offer year (the academic year in which the child turns 4). If a delay is agreed, this application can be withdrawn.

Parent/carers should also, if possible, make their request for admission out of the normal age group to the admission authority (NNC) by the same date - **15 January**. This is to enable sufficient time for requests to be processed prior to National Offer Day (16 April or the next working day). However, requests will still be considered after this date.

Parents/carers requesting Reception places at an NNC community or voluntary controlled school for the September following their child's 5th birthday, should email /write to School Admissions: admissions.NCC@northnorthants.gov.uk.

Making a request

In their request, parents/carers should identify which school(s) they would like to make their request for.

Parents/carers should provide some information about their child to explain why they think that their child should be educated out of their normal age group and start school in Reception rather than year 1. It is important for parents/carers to provide any additional evidence to support their request if they have any as this information will help the admission authority to make their decision on the appropriate year group for the child, e.g., parents/carers may be able to provide a report from the child's Early Years setting or evidence from a health or social care professional.

The request will then be considered by the admissions authority of the school (NNC) who must decide which will be the appropriate year group for the child when the child starts school. The decision will be made based on the circumstances of each case and in the best interests of the child concerned. This will include taking account of:

- the parent's/carer's views;
- information about the child's academic, social and emotional development;

- where relevant, the child's medical history and the views of a medical professional;
- whether the child may naturally have fallen into a lower age group if it were not for being born prematurely;
- the head teacher's views.

What happens next?

The admission authority will inform the parents/carers of its decision on which year group the child should be admitted to when they legally have to start school (i.e., to Reception or Year 1) and will set out clearly the reasons for their decision.

Request to delay starting Reception - agreed

If the request to be admitted outside normal age group is agreed by NNC, parents/carers will need to make an application for a place in Reception in the normal round of admissions in the following academic year. If an application for the normal reception year has been submitted, this can be withdrawn.

If parents get an agreement to apply for a place in Reception out of their child's normal age group, this does not mean that their child is guaranteed a place at their preferred schools when they apply in the following year. Places will be allocated on the basis of the school's published admission arrangements only.

Request to delay applying for a place in Reception - refused

If the request to be admitted outside normal age group is refused by NNC and it is decided that the appropriate year for the children to start school at compulsory school age is year 1, parents/carers have to decide whether they will accept a reception place in the normal year of entry, delay their child's start until the September after their 5th birthday and apply for a Year 1 place, or make a request to the admission authorities of other schools to see if they will accept an application for Reception outside the normal age group.

Parents/carers who are unhappy with NNC's decision on the appropriate year group for their child to start school at compulsory school age, should put their complaint in writing to School Admissions.

Parents/carers whose requests for delayed entry into Reception are refused (i.e., where NNC has decided that the appropriate year group in which a child should start school is year 1), do not have the right to appeal this decision. They have the right to appeal against the refusal of a place at a school for which they have applied but this right does not apply if they are offered a place at the school, but it is not in their preferred age group.

11.2 Requests for admission outside the normal age group (not summer born)

Parents/carers seeking a place for their child out of their normal age group at a Community or Voluntary Controlled school, must send their request to the School Admissions team at admissions.ncc@northnorthants.gov.uk.

The local authority (NNC), as the admission authority of the school, will consider the request and make a decision on the basis of the circumstances of each case and in the best interests of the child concerned.

This will include taking account of:

- the parent's/carer's views
- information about the child's academic, social and emotional development
- where relevant, the child's medical history and the views of a medical professional
- whether the child has previously been educated out of their normal age group
- whether the child may naturally have fallen into a lower age group if it were not for being born prematurely
- the views of the Head teacher of the school concerned.

NNC will write to parents setting out clearly the reasons for their decision about which year group a child should be admitted to.

Parents or carers do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

12. Children of UK Service Personnel (UK Armed Forces) and Crown Servants

For families of service personnel with a confirmed posting, or crown servants returning from overseas, the School Admissions team will:

- a) allocate a place in advance of the family arriving in the area (as long as one is available), provided the application is accompanied by an official letter that declares a relocation date. Admission authorities (i.e., bodies such as NNC, the local authority, academy trusts and governing bodies of schools) **must not** refuse to process an application and **must not** refuse a place solely because the family do not yet have an intended address, or do not yet live in the area.
- b) use the address at which the child will live when applying their oversubscription criteria, as long as the parents provide some evidence of their intended address. Admission authorities **must** use a Unit or quartering address as the child's home address when considering the application against their oversubscription criteria, where parents request this.

13. In-year Admissions

An in-year admission refers to an application for a school place made during the school year or an application for admission to a school made at the start of the school year for any year group other than the normal year of entry. The normal years of entry are Reception for entry to Primary schools and Infant Schools; Year 3 for Junior schools and Year 7 for children moving into Secondary schools.

Applications for in-year admissions to Voluntary Controlled and Community schools in North Northamptonshire, should be made online on NNC's School Admissions website: [Move school during the school year \(in-year\) | North Northamptonshire Council \(northnorthants.gov.uk\)](https://www.northnorthants.gov.uk/move-school-during-the-school-year-in-year)

In-year applications for school places in North Northamptonshire:

- should not be made more than 20 school days before they are required. Applications outside this timescale will not be processed
- should be made by a person with parental responsibility
- allow applicants to list up to 3 schools in order of preference.

The in-year process

When an in-year application is submitted, School Admissions will contact the parent's/carer's preferred schools to establish if there are places available in the child's year group.

If an application is made for a Foundation, Voluntary Aided, Academy or Free School, the application will be passed to the school for consideration as these types of schools are their own admission authority. The schools will confirm with School Admissions whether they are able to offer a place.

Place can be offered

If the school can offer a place, a letter will be sent to the parent/carer and the school's Head teacher confirming the place has been allocated and asking the Head teacher to arrange a start date.

Place cannot be offered

If it is not possible to offer a place at any of the schools for which a parent/carer has applied, and a child does not have a school place, a place will be offered at the nearest school to the child's home address with places available in the child's year group.

Where a school place cannot be offered, parents may ask for their child's name to be added to the waiting list for the school – see Section 14 below for more information on waiting lists. In addition, parents are entitled to appeal the decision to refuse a place – see Section 15 below).

The in-year admission process can take up to 15 school days. Children living in the local area should continue to attend their current school until an admission date has been agreed at the new school. School places cannot be reserved and therefore the School Admissions team processes and allocates places, where possible, close to the date the school place is required.

NNC's in-year co-ordination scheme

The 2021 School Admissions Code requires local authorities to publish an in-year co-ordination scheme providing details of how the in-year admission process will operate.

NNC's in-year co-ordination scheme can be found [here](#)

Child's Home Address

If families are moving into North Northamptonshire, documentary evidence in the form of a solicitor's letter to confirm exchange of contract or a copy of the signed tenancy or rental agreement may be required to verify the address.

Applications for overseas children

Parents who are not UK or Irish nationals should check they, and their children, have a right to reside in the UK before applying for a school place in England. It is not the responsibility of the admission authority or co-ordinated local authority to check.

Advice for foreign nationals who wish to apply for a state-funded school place should check that they have a [right of abode](#) or that the conditions of their immigration status otherwise permit them to access a state-funded school.

NNC will consider applications for places at state-funded schools from parents who are moving or returning to England or the UK. Where a place is refused, an appeal to an independent appeals panel will be offered.

For further information on the processing of applications from foreign nationals, or from another country, for a state-funded school place in England, please use the following link to the [DfE website](#).

Applications from Infant school children for Year 3 places at primary schools

NNC's School Admissions team is responsible for co-ordinating applications for Year 3 places at Junior schools.

If an application is made for a Year 3 place in a primary school instead of a Year 3 place in a Junior school, such an application will be considered processed as an in-year application, not as part of the coordinated scheme. This is because the normal year of entry for in a Primary school is Reception, not Year 3, and the co-ordinated scheme only applies to applications made for the normal year of entry for a school.

All applications for year 3 places in a primary school (instead of a junior school place) will be processed as in-year applications. The in-year application form may be completed online and can be found on the website under the heading 'Move school during the school year (in-year)'. A paper application form may also be requested from the School Admissions team.

In-year school places are not allocated more than 20 school days before the school place is required. Therefore, applications from children wanting a Year 3 place at a primary school in September (rather than in a junior school) will be processed as in-year applications from the middle of the summer term (June).

14. Waiting Lists

Following an unsuccessful application, a parent/carer may ask for their child's name to be placed on the waiting list for the school.

The School Admissions Code requires admission authorities to maintain a clear, fair, and objective waiting list until *at least* 31 December of each school year of admission. NNC maintains waiting lists for its schools for the whole of the academic year. Each child added will require the list to be ranked again in line with the published oversubscription criteria. Priority will not be given to children based on the date their application was received, or their name was added to the list. Looked after children or previously looked after children allocated a place at the school in accordance with a Fair Access Protocol will take precedence over those on a waiting list.

In North Northamptonshire, there are three terms in the school year: Spring, Autumn and Summer. The School Admissions team of the local authority (NNC) administers the waiting lists for all year groups for all Community and Voluntary Controlled schools.

Waiting lists will be held until the end of the school term in which parents applied and they will then be cleared before the start of the next term. If parents would like their child's name to remain on the waiting list, they must email the School Admissions Team before the start of each term. They will need to provide the child's full name, date of birth and address. Parents/carers should email

Admissions.NCC@northnorthants.gov.uk

15. Appeals

Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied.

Parents or carers will be informed of the reason they have been refused and of their right to appeal and in the decision letter that they receive from School Admissions. Those wishing to appeal should complete the online appeal form on the NNC website: [the Appeals page](#), where they also will find further information.

Parents or carers wishing to submit supporting evidence after lodging their appeal, should e-mail the appeals team - appealsteam.NCC@northnorthants.gov.uk - within 10 working days of the submission of the appeal.

Appeals against decisions not to offer a place at a school in the normal admissions round, must be lodged in writing, giving the reasons for appeal, by the date published on the Appeals website. Appeals received after this date will still be heard, but there is no guarantee they will be heard before the end of the school year in which the application is made.

Appeals lodged by the appropriate deadlines are heard within the following timescales:

a) for applications made in the normal admissions round, appeals must be heard within 40 school days of the deadline for lodging appeals;

- b) for late applications, appeals should be heard within 40 school days from the deadline for lodging appeals where possible, or within 30 school days of the appeal being lodged;
- c) for applications to sixth forms: i) where the offer of a place would have been conditional upon exam results, appeals must be heard within 30 school days of confirmation of those results; ii) where the offer of a place would not have been conditional upon exam results, appeals must be heard within 40 school days of the deadline for lodging appeals;
- d) for applications for in-year admissions, appeals must be heard within 30 school days of the appeal being lodged.

16. Appendices

Please see the following pages for the postcodes and maps of linked areas

Appendix A - Postcodes and maps of the linked area for both Higham Ferrers Nursery & Infant School and Higham Ferrers Junior School – pages 19 - 22

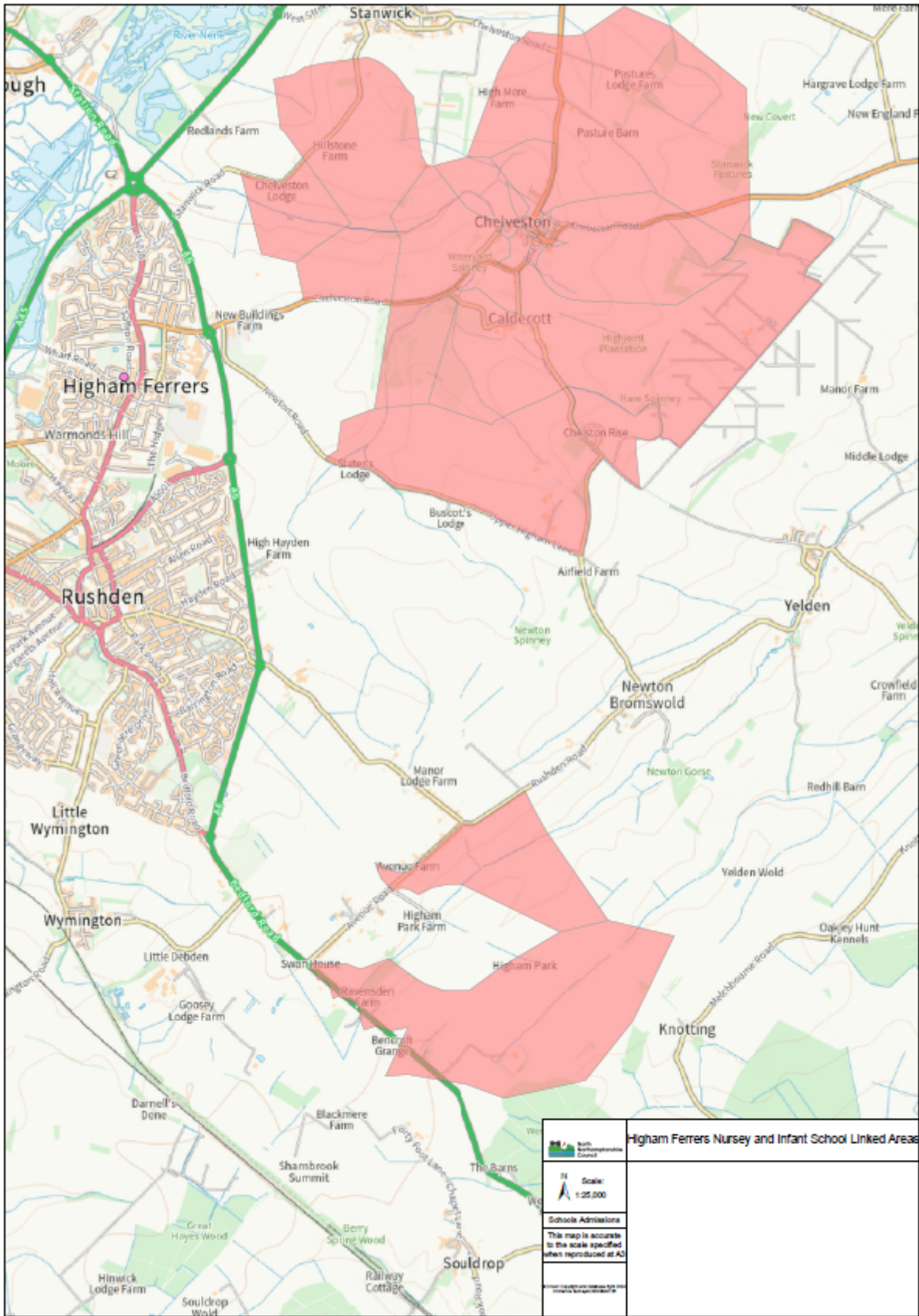
Appendix B - Postcodes and maps for the linked areas for both South End Infant School and South End Junior School – pages 23 - 24

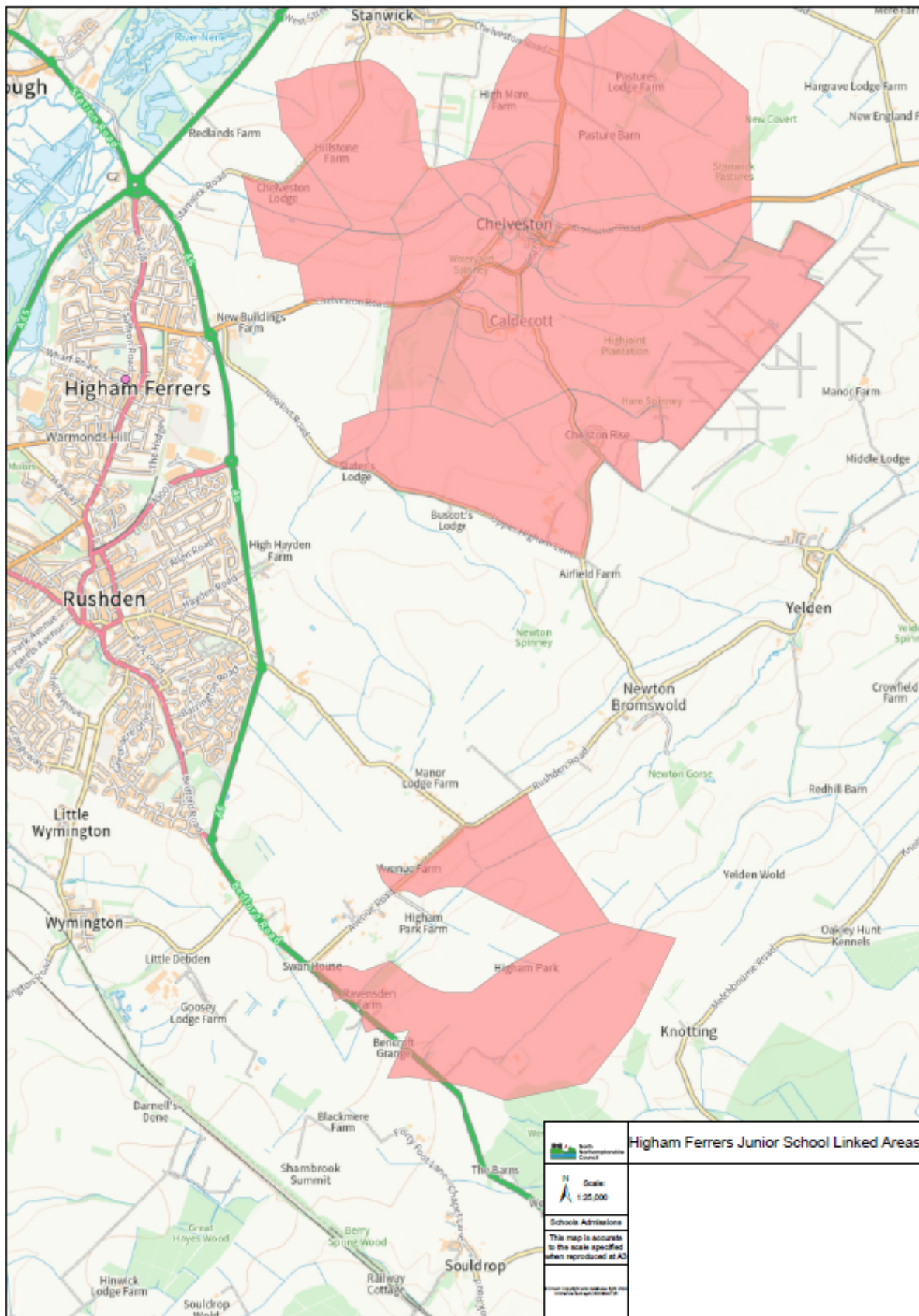
Appendix C - Postcodes and maps for the linked areas for Whitefriars Primary School – page 25

Appendix A – Postcodes and maps for the linked area for both Higham Ferrers Nursery & Infant School and Higham Ferrers Junior School

Schools	Linked area	Postcodes in the Chelveston-cum-Caldecott area
Higham Ferrers Nursery & Infant School and Higham Ferrers Junior School	Chelveston-cum-Caldecott	NN10 0SQ NN10 0SU NN10 0SW NN10 8LB NN9 6AA NN9 6AB NN9 6AD NN9 6AE

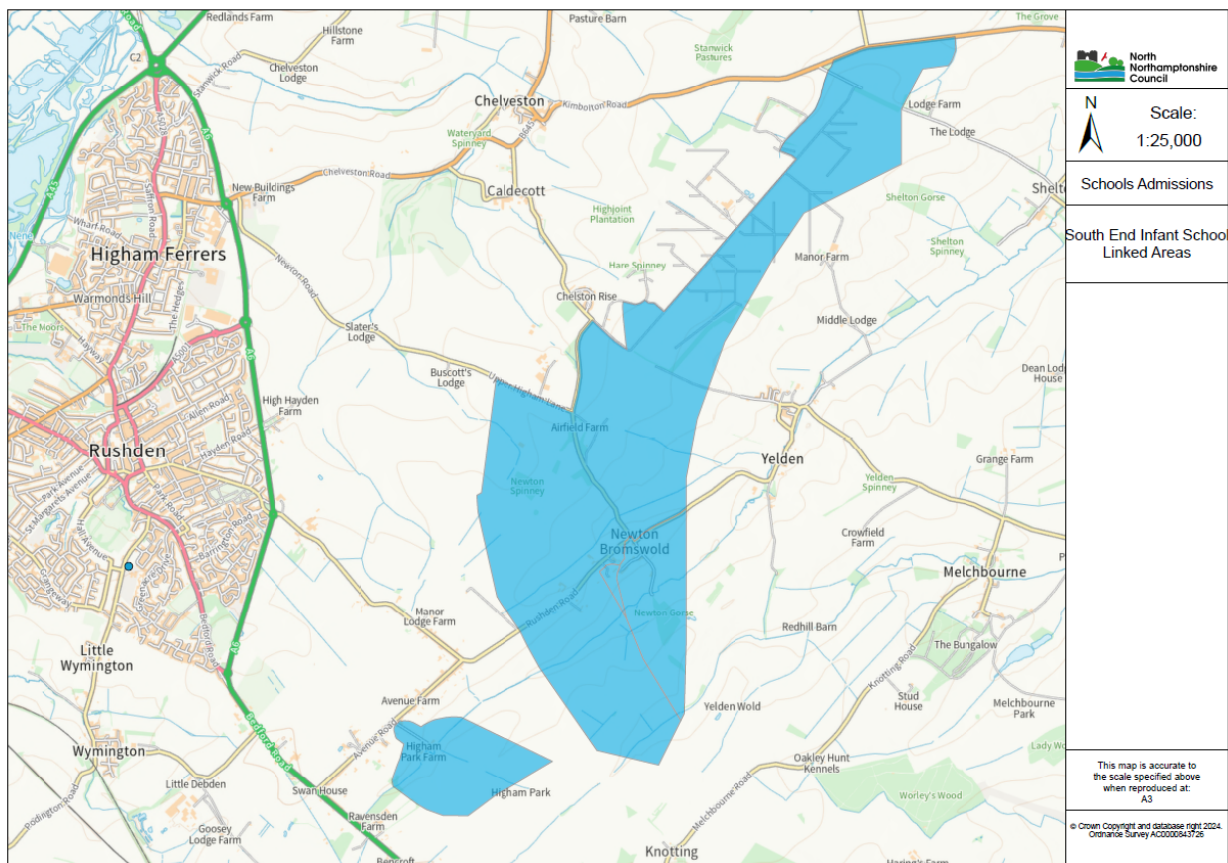
		NN9 6AF NN9 6AG NN9 6AH NN9 6AJ NN9 6AL NN9 6AN NN9 6AP NN9 6AQ NN9 6AR NN9 6AS NN9 6AT NN9 6AU NN9 6AW NN9 6AX NN9 6AY NN9 6GS NN9 6QF NN9 6QG NN9 6RA
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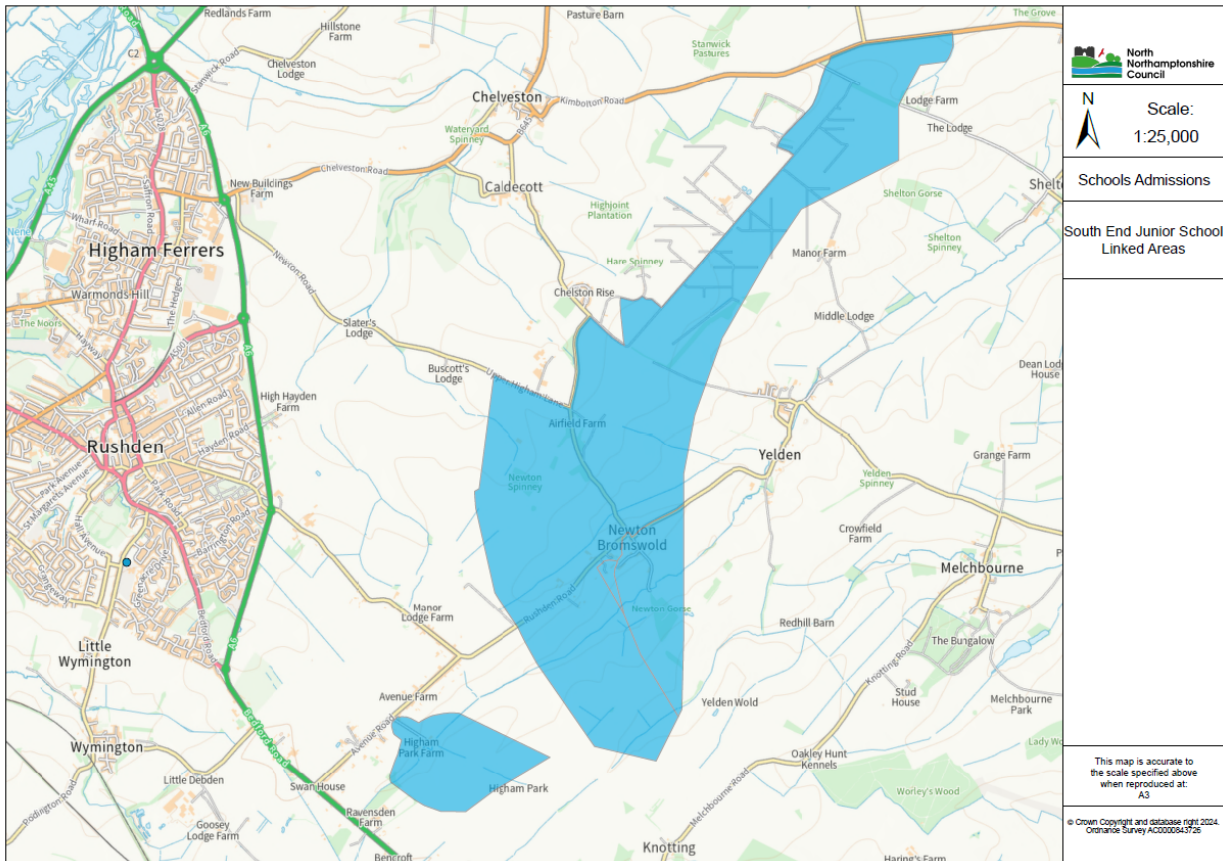




Appendix B – Postcodes and maps for the linked areas for both South End Infant School and South End Junior School

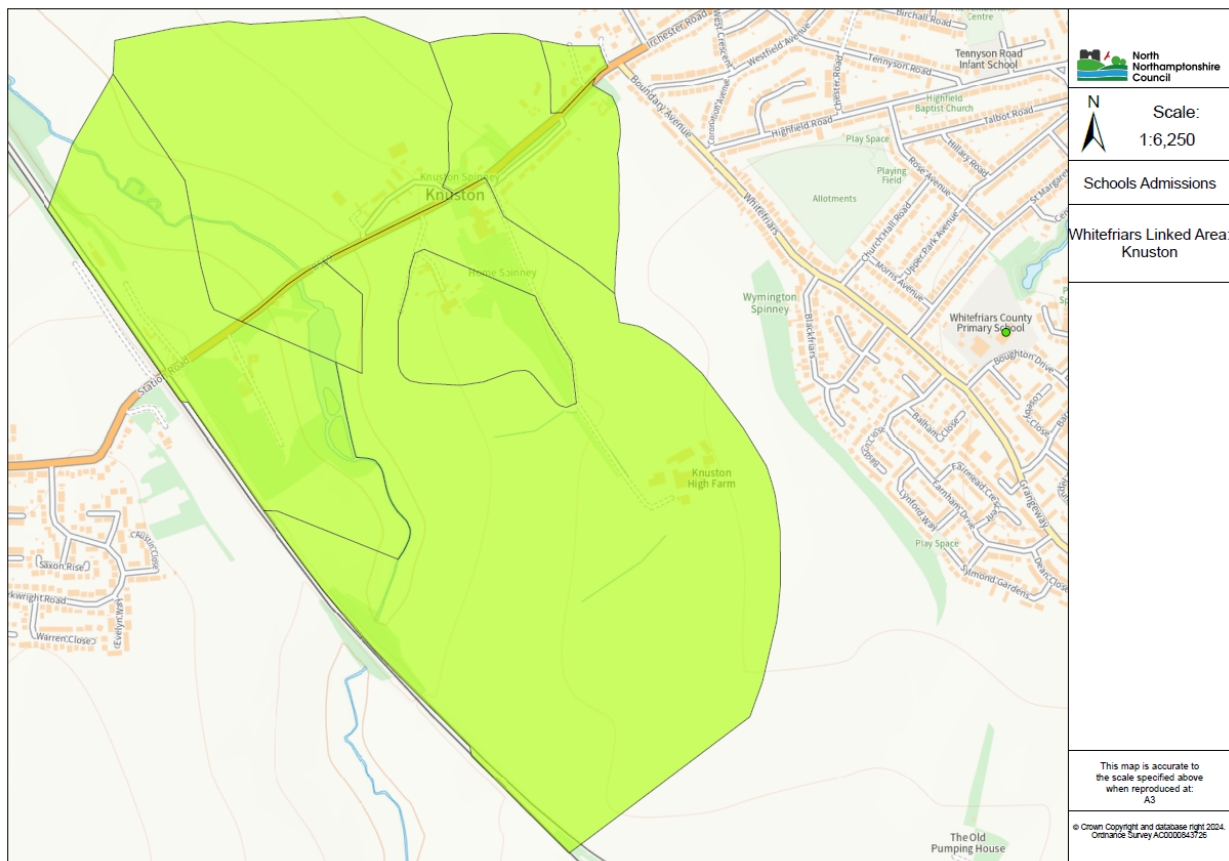
Schools	Linked area	Postcodes in the Newton Bromswold area
South End Infant School	Newton Bromswold	NN10 0SL
South End Junior School		NN10 0SP
		NN10 0SR
		NN10 0SS





Appendix C – Postcodes and map for the linked area for Whitefriars Primary School

School	Linked area	Postcodes in the Knuston area
Whitefriars Primary School	Knuston	NN29 7EP NN29 7ER NN29 7ES NN29 7ET NN29 7EU NN29 7EX NN29 7EY



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Co-ordination Scheme for Entry to Primary Schools in North Northamptonshire in 2025

Section 1 - Timetable for Primary Co-ordinated Admissions Scheme for September 2025 intake

Date	Event
10 September 2024	Online applications open and information to parents/carers available on NNC website
12 December 2024	Reminder letter sent via schools to parents/carers of Year 2 children at infant schools advising them of the need to apply for a junior school place. Email also sent to schools to remind parents/carers of the need to apply for Reception.
15 January 2025	Closing date for applications (Statutory). Late applications, i.e., those received after midnight on 15 January 2025, will not be processed until additional rounds of allocations (see below)
11 February 2025	NNC sends applications to other Local Authorities (LAs) and Own Admission Authority (OAA) schools (if applicable)
15 February 2025	EHC team to have informed the School Admissions team about any pupils with an EHC Plan and details of the named school (Statutory)
28 February 2025	OAA schools send ranked lists to NNC (if applicable)
21 March 2025	NNC applies agreed Scheme for North Northamptonshire schools, informing other LAs of offers to be made to their residents
15 April 2025	Primary schools informed by NNC of the final allocations via S2S, which may include offers made to pupils living in other LAs
16 April 2025	National Offer Day - offers made to parents/carers by NNC
By 18 April 2025	Schools' final allocation lists (ATFs) uploaded onto the S2S secure site
7 May 2025	School Admissions begins to share late applications with other LAs
9 May 2025	Cut-off date for consideration for inclusion in first additional round of allocations
19 May 2025	1st additional round of allocations <i>begins</i> and may take several weeks. At the end of the round, parents & schools informed of new offers
13 June 2025	Cut-off date for consideration for inclusion in second additional round of allocations
23 June 2025	2nd additional round of allocations <i>begins</i> and may take several weeks. At the end of the round, parents & schools informed of new offers
4 July 2025	Cut-off date for consideration for inclusion in third additional round of reallocations
11 July 2025	3 rd additional round of allocations <i>begins</i> and may take several weeks. At the end of the round, parents & schools informed of new offers
18 July 2025	Where no previous application has been submitted, places at junior schools are allocated to children living in the North Northamptonshire Council area who are currently in infant schools. Letters sent to parents/carers to advise them of the places offered.
1 August 2025	Co-ordination of in-year application process commences

Section 2

Elements of the Scheme

2.1 Regulations

The School Admissions (Co-ordination of Admission Arrangements) (England) Regulations¹ (2008) require all local authorities (LAs) to have a scheme to co-ordinate admission arrangements for all publicly funded schools in its area (excluding special schools). The purpose of a co-ordinated scheme is to establish mechanisms for ensuring, as far as is reasonably practicable, that every parent of a child living within the LA who has applied for a school place in the normal admission round, receives an offer of a single school place on the same day, National Offer Day (16 April or the next working day). All mainstream state schools must comply with the agreed scheme.

2.2 Applying for a place in a Primary, Infant or Junior school

The normal point of entry to Primary or Infant school is Reception. The normal point of entry to Junior school is Year 3. The local authority (North Northamptonshire Council, (NNC) co-ordinates the process of allocating places to these year groups.

2.3 Application forms

The Common Application Form (CAF), whether online or paper, must allow parents to both apply for a Reception place at any Primary or Infant school (or Year 3 at Junior school) and to give reasons for their preferences. If parents apply directly to a school, the governing body/academy trust must inform the local authority. All applications for the point of entry at schools are co-ordinated by the local authority (NNC), up to and including 31 July.

2.4 Residence in another local authority

Parents resident in one local authority area who wish to apply for a Reception place at a Primary or Infant school, or Year 3 at a Junior school maintained by a different local authority, must apply using the CAF (online or paper) provided by the local authority in which they live (i.e., by the home local authority).

2.5 Exchange of information

Local authorities and admission authorities in the area must exchange information on applications received and potential offers to be made by the dates specified in the scheme (see Section 1). A maintaining local authority must inform the home local authority if it intends to offer a place at one of its schools to an applicant living in a different local authority area. Local authorities should exchange information on applications across their borders and seek to eliminate multiple offers across local authority borders wherever possible. The exchange of data must, where possible, be carried out using secure data protection systems.

2.6 Information for Parents

Please note that throughout this scheme, the term “parent” refers to individual parents as well as those with parental responsibility for the child, e.g., carers.

Parents who live within the North Northamptonshire Council (NNC) area are encouraged to apply online.

The benefits of using the online application process are as follows:

1. Parents are less likely to make errors as the system guides them through the whole process;
2. Parents may change preferences up until midnight on the closing date;
3. On National Offer Day, parents will be able to log on to the system to find out which school has been allocated. A letter naming the allocated school will be posted on National Offer Day to all parents who applied using the paper application form;
4. Parents will receive an email with details of the school offered;
5. Parents will be helping to reduce paper usage if they apply online.

The 'Applying for a Primary School Place in North Northamptonshire 2025-26' composite prospectus will be available in PDF format on the School Admissions pages of NNC's website from 12 September 2024. Paper copies of the composite prospectus may be obtained by request from:

School Admissions
North Northamptonshire Council
Tithe Barn Office Block
Tithe Barn Road
Wellingborough
NN81BN

The prospectus contains important information about:

- How to apply online
- Primary, Infant and Junior schools in each area of North Northamptonshire
- How to complete a common application form
- The Published Admission Number (PAN) for each school
- The oversubscription criteria for all the mainstream state schools (primary, infant and junior) in the NNC area
- Whether individual schools were oversubscribed in September 2024
- Key dates in the application and allocation process
- Children with special educational needs
- Home-to-school transport
- The process for late applications
- Contact details for the NNC School Admissions Team

2.7 Parents living in the North Northamptonshire Council area wanting to complete a paper application form

Requests for paper application forms and composite prospectuses (for those who do not have access to the internet) should be made to the NNC School Admissions Team.

2.8 The Common Application Form (CAF)

The local authority must provide a common application form (CAF) that enables parents to express their preference for a place at any state funded school, with a minimum of 3 preferences in rank order, allowing them to give reasons for their preferences. While parents may express a preference for any state funded school – regardless of whether it is in the local authority area in which they live - admission authorities cannot give any guarantees that a preference will be met.

In NNC, parents are encouraged to apply online, wherever possible. It is the responsibility of all those making an application to ensure that they:

a) submit the application on time. They will receive an email which confirms that the submission has been successful. Every time a change is made to the application and every time an application is just opened to check it, the application must be re-submitted.

or

b) request confirmation of a paper application by emailing the School Admissions Team Admissions.NCC@northnorthants.gov.uk. It is not the responsibility of the School Admissions Team to send parents reminders to apply.

The application form (either online or paper) will ask the parent (the applicant) to provide the following information:

- The names of three schools listed in order of preference. If the applicant is resident in another local authority area where more than 3 preferences are permitted, NNC will allow the same number of preferences as permitted in home local authority
- Details of siblings (if relevant) who attend the preferred school/s
- Details of the child for whom the application is being made (address, date of birth, any relevant medical information or special social circumstances)
- Confirmation that the child has an EHC Plan (if applicable)
- Reasons for their preferences
- The name of the child's current school
- Details about the person completing the application (name, address, relationship to the child, contact details)

Paper applications

Parents using paper application forms will be required to return completed application forms to the School Admissions Team at North Northamptonshire Council by midnight on **15 January 2025**. Applications received after this date will be treated as late applications and will not be processed until after the on-time applications have been dealt with, i.e., after National Offer Day (16 April 2025). It is strongly recommended that parents use recorded delivery and obtain a receipt when posting their application forms.

When posting applications forms, parents are responsible for ensuring that they use the correct postage. Application forms posted before the closing date but *not received* by NNC until after the closing date, because of insufficient postage, will be treated as late.

Supporting documents

Online applications - Parents may submit supporting documentation online when they complete the application form (e.g., proof of a house move or evidence of a medical / social need).

Paper applications - Parents may post supporting information to the School Admissions Team at North Northamptonshire Council. Parents must include: the name of child, date of birth and the name(s) of the school(s) the parent is applying for.

If a house move takes place after the closing date, the school allocation will be based on the address the School Admissions team holds at the closing date for applications (15 January 2025).

2.9 Supplementary Information Forms (SIFs)

In some cases, admission authorities of some schools - Foundation, Voluntary Aided and Free schools and Academies - will need to ask for SIFs to be completed in order to process applications. The SIFs must only request additional information when it has a direct bearing on decisions about oversubscription criteria or for the purpose of selection by aptitude or ability. Places must be allocated on the basis of the oversubscription criteria only. Information about the schools which require a SIF can be found on the individual school's website and links to SIFs for schools which require them will be available on the NNC website from September 2024. Details of the admission arrangements for schools as well as the schools which require a SIF to be completed can be found NNC's composite prospectus 'Applying for a Primary School Place in North Northamptonshire 2025-26.'

Supplementary Information Forms must be returned to the preferred school by 15 January 2025 unless otherwise advised in the school's admission arrangements.

2.10 Applications for schools which are their own admission authorities (OAAs) - Foundation, Voluntary Aided, Free Schools and Academies

These schools are their own admission authorities, responsible for setting the admission arrangements for their schools and for deciding which children are allocated places. The School Admissions Team will ensure that parents' preferences are logged on the School Admissions database.

All applications received by the School Admissions team will be passed on to then Foundation, Voluntary Aided, Free schools and Academies by the date shown on the scheme timetable in Section 1 and the schools will be required to rank applicants as described in section 2.13. Parents who do not submit on time CAFs to the LA will not be included in the ranking lists with on-time applicants. The LA will check all OAA lists to ensure that this procedure is followed correctly.

2.11 Applications for schools outside situated outside NNC and applications for North Northamptonshire schools from families living in other LAs

Applications from residents in the North Northamptonshire Council area for schools in other LAs will be logged on the Admissions database and information relating to those preferences and any additional information will be electronically forwarded to the relevant maintaining local authority by the date shown on the scheme timetable in Section 1.

Similarly, the School Admissions Team will receive applications forwarded from other LAs for schools in North Northamptonshire. These will be added to the database and passed on to Foundation, Voluntary Aided, Free schools or Academies as appropriate. Regardless of the type of school, NNC will process all applications for places in mainstream schools in North Northamptonshire.

2.12 Multiple Applications

The School Admissions team can only process one application. If more than one application is made by the same applicant for a child prior to the closing date, only the latest-dated application form will be processed. Any previously submitted application forms will not be processed.

If an offer of a school place has already been made by the LA and the applicant has chosen to submit further applications, the latest-dated application will take priority over any previous applications.

If it is possible to offer a place at one of the preferences on the latest-dated application, an offer will be made and the previous offer will be withdrawn without further reference to the applicant.

Applicants seeking to withdraw applications must place their requests in writing (email/letter) to the School Admissions Team, prior to the subsequent allocation round.

Where there may be multiple applications from parents who are separated, parents will need to refer to section 2.23 of this scheme for further guidance.

2.13 How the co-ordination process produces the offer of a single school place

All schools have a Published Admissions Number (PAN). This is the number of school places available at the normal point of entry. Admission authorities (Local Authorities, Foundation, Voluntary Aided, Free schools and Academies) must process all the applications they receive and, if there are more applications than places available, they must apply the school's oversubscription criteria to all applicants. This process can be carried out by the School Admissions Team on behalf of Own Admission Authority schools as part of a Service Level Agreement (SLA). Any school wishing to use this service should inform the School Admissions team by 1 August in the year prior to the year of admission. School Admissions will always confirm all offers made with the school in question.

The local authority must allocate a place at the highest preference school where the child can be offered a place.

- If a child qualifies for a place at all 3 preference schools, the LA will offer a place at the school that is ranked highest on the CAF. The child's name will then be removed from the ranked list(s) at the lower preference schools where they qualified for a place so that other children may be offered a place at these schools.

- If a child can be offered a place at only one of their preference schools, they will be offered a place at that school regardless of the preference order on the common application form.
- If a child cannot be offered a place within the PAN of any of their preferred schools, the LA will offer a place at the nearest school with a place available (i.e., at the school nearest to the home address which has not reached the PAN and therefore has a place or places available at the time).
- If a child is offered a place at a school which was not their first preference, they can request to be added to the waiting list for any of the schools which was a higher preference than the school offered.
- Parents have the right to appeal against refusal of a place at any school for which they have applied, unless a higher preference has been allocated. Information about how to make an appeal is published on the NNC website.

All OAA schools are responsible for returning a ranked list of all applicants to the local authority by the date stated in the scheme timetable. Some schools will be oversubscribed, others undersubscribed. The surplus places at undersubscribed schools will be allocated to children who were unable to obtain places at their preferred schools.

After National Offer Day (15 January 2023), the local authority will publish details on the website showing how places were allocated at all schools in the authority.

OAA schools using random allocation as a tie-breaker, or as one of their oversubscription criteria, must send ranked lists of applicants to the School Admissions team. The ranked list must include all children in the individual bands and not just those ranked up to the school's PAN.

All schools which are their own admission authority must return the ranked allocation lists to the School Admissions Team by the date shown in the scheme timetable in Section 1.

For local authority schools (Community and Voluntary Controlled schools), the School Admissions Team will be responsible for applying the oversubscription criteria if the number of applications exceeds the Published Admission Number (PAN) of the school.

Where it is not possible to offer a place at any of the preferred schools, a place will be allocated at the school closest to the home address where places are available at the time of allocation. Some children in this situation will be eligible for assistance with transport. Parents will be referred to the school travel assistance pages of NNC's website.

A single place will be identified for each child by the end of this co-ordination process.

When schools have more applications than places available, places will only be allocated up to the limit of the school's PAN. In the case of OAA schools - Foundation, Voluntary Aided, Free schools and Academies - the admission authorities of these schools **must** notify their local authority if they intend to increase the school's PAN and reference to the change should be made on the school's website. Where further capacity is required to provide every child with a school place, the local authority will consult relevant schools to reach an agreement.

2.14 Protocol for children with Education, Health and Care (EHC) Plans

Applications for places in mainstream schools from children who have EHC Plans are processed by the EHC team, not by the School Admissions team. Reviews of EHC Plans, discussions with parents about preference and placement enquiry procedures, will all be undertaken by the EHC team at NNC. Placement decisions will be made by the date shown on the scheme timetable in Section 1. The admission of children with EHC plans, where the school is named in the plan, will take priority over all other children.

The EHC Team will inform parents of the school allocated for their child on or around or around the date shown on the scheme timetable in Section 1. There may be circumstances where pupils have not been informed of the school allocated by this date. In these cases, schools may be required to admit children over PAN.

The offer of a school place will be made by the EHC Team who will also amend the EHC plan accordingly.

2.15 Notification of offers to all schools or other Local Authorities

As part of the co-ordination process, other LAs will be informed electronically by the date shown on the scheme timetable in Section 1 of any offers of school places that NNC can make to their residents.

All schools, including Foundation, Voluntary Aided and Free schools or Academies, will be informed of the final offers (which may include offers made to pupils living in other LAs) by the date shown in the scheme timetable in Section 1. In the normal admissions round, offers of primary places must be sent by the home local authority and schools must not contact parents about the outcome of their applications until after these offers have been received.

2.16 Late applications

Every effort will be made to encourage parents to complete application forms by the closing date of **15 January 2025**. If an application form is received *after 15 January 2025*, it will not be possible to consider it until all the on-time applications have been processed. Late applicants will not receive an offer of a school place on National Offer Day (16 April or the next working day). Late applications will be considered from the relevant additional round of allocations, the date of which is published in the composite prospectus - 'Applying for a Primary School Place in North Northamptonshire 2025-26' and in the scheme timetable in Section 1.

In NNC's co-ordinated scheme, parents/carers will not be allowed to have more than three live primary or secondary preferences at any point in time, prior to the offer date. Parents will not be allowed to change the order or schools listed as preferences after the closing date. After this date, changes to preferences must be made on a late application form which will be processed in the further rounds of allocation (see Section 1).

NNC will forward any late applications for OAA schools directly to the schools for their consideration (by the agreed timelines in the scheme). If places are not available at the preferred school, the School Admissions Team must be informed by the school so that a place can be offered at an alternative school with places available. If the alternative school is its own admission authority, details of the application will be sent to the school before an allocation is made by the local authority.

N.B. The co-ordinated process in North Northamptonshire continues up to and including 31 July of each year. From 1 August, the in-year process commences.

2.17 Right to appeal

Parents have the right to appeal against refusal of a place at any school for which they have applied. When an admission authority informs a parent of a decision to refuse a place, it **must** include the reason why admission was refused; information about the right to appeal; the deadline for lodging an appeal and the contact details for making an appeal. Parents **must** be informed that, if they wish to appeal, they **must** set out their grounds for appeal in writing. Admission authorities **must not** limit the grounds on which appeals can be made.

The admission authority **must** establish an independent appeals panel to hear appeals. The panel will decide whether to uphold or dismiss the appeal. Where a panel upholds the appeal, the school is required to admit the child.

2.18 Waiting lists

The School Admissions Code requires admission authorities to maintain a clear, fair, and objective waiting list until *at least* 31 December of each school year of admission. NNC will maintain waiting lists for its schools – Community and Voluntary controlled schools - for the whole of the academic year. Each child added will require the list to be ranked again in line with the published oversubscription criteria. Priority will not be given to children based on the date their application was received, or their name was added to the list. Looked after children or previously looked after children allocated a place at the school in accordance with a Fair Access Protocol will take precedence over those on a waiting list.

The School Admissions team of the local authority (NNC) administers the waiting lists for all year groups for all Community and Voluntary Controlled schools. In addition, The School Admissions team administers the waiting lists for some OAA school, at their request.

Parents who have been refused a place at a school (this could be after National Offer Day, after an unsuccessful appeal or after making a late application) are entitled to place their child's name on a waiting list. Parents must contact the School Admissions Team to request that their child's name is added to the school's waiting list. After the Primary National Offer Day, applications, whether on time or late, will be processed in the same way.

If a place becomes available, the school's oversubscription criteria will be applied to the children on the waiting list to determine who should be allocated the available place. Any places that become available after the initial allocations will be reallocated in the additional rounds of allocation (see Section 1). The local authority continues to co-ordinate the allocation of places to the year of entry at all schools up to and including 31 July. This requires all OAA schools to ensure that there is prompt, clear and regular communication with the School Admissions Team regarding the ranking lists for each round of allocations. No allocation will be made by the School Admission Team without prior agreement with the individual admission authority.

For over-subscribed Community and Voluntary Controlled schools, the School Admissions Team will retain a waiting list until the end of the 2025 Autumn term (31 December). Waiting lists will be cleared after 31 December and will be re-established at the beginning of the Spring term. Waiting lists will be held until the end of the school term in which parents applied and they will then be cleared before the start of the next term. Parents who would like their child's name to remain on the waiting list in the following term must request this by emailing/writing to the School Admissions Team before the start of the next term. They will need to provide the child's full name, date of birth and address to Admissions.NCC@northnorthants.gov.uk

Parents will be required to complete a new application form if they want their children to remain on a school's waiting list in the following academic year, as the application will then be for a different year group.

For OAA schools (i.e., Foundation, Voluntary Aided, Free schools and Academies) which manage their own waiting lists, parents may need to contact the individual schools directly to ask for information about the school's waiting list policy.

2.19 Applying for a place in a Junior School

The normal point of entry to Junior Schools is Year 3 and the LA co-ordinates the process of allocating places to these schools in this year group.

Parents of children who are in Year 2 at an Infant school and who want them to attend a Year 3 in a Junior in September 2025 need to apply for places in Junior schools using the Common Application Form.

Parents of children in Year 2 at an Infant school should not apply for a place in Year 3 at a **Primary** school on the Common Application Form, as this form is only used for applications at the normal point of entry to a school. As Year 3 is **not** the normal point of entry for a Primary school, any applications for a place in Year 3 in a Primary school for September 2025 should be made on an in-year application form, in accordance with the LA's in-year process.

In-year applications for a Year 3 place at a Primary school should be made from June 2025.

2.20 National Offer Day

The School Admissions Team will notify all on-time applicants of their school offer on National Offer Day (16 April or the next working day) by email (for all online applicants) or by post (a first-class letter will be sent to all applicants who submitted a paper application). The communication will include information about how to find out how school places have been allocated in the North Northamptonshire Council area and, if necessary, information about how to appeal. In addition, breakdowns to show how places were allocated in accordance with each school's oversubscription criteria will be published on the NNC website. Links to this page will be provided on all offer emails and letters.

The School Admissions Team will assume that the place has been accepted unless communication from the parent is received to advise to the contrary.

2.21 Rejection of a school place

Parents will be required to notify the relevant admission authority and the School Admissions Team in writing (by email or letter) if they **do not** propose to accept the school place offered. These places will then be reallocated following the process as set out above in 2.13. Places will not be removed until the School Admissions Team has been advised by the parent that they have secured an alternative school place for their child.

Schools which are their own admissions authority must inform the School Admissions Team as soon as a place is rejected so that the School Admissions Team has an accurate picture of the availability of school places prior to the reallocation dates.

2.22 Definition of a sibling and sibling link for Community and Voluntary Controlled schools

Some schools give priority to children whose brother(s) or sister(s) are already on roll at a preferred school (this is called a sibling link). A sibling is defined as a child's brother or sister. NNC's definition of 'sibling' for Community and Voluntary Controlled schools states that a sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify for a sibling link and includes:

- half-brothers and half-sisters
- step-brothers and step-sisters
- adopted children
- children in foster care
- children living in the same family unit, even if they are not biological brothers and sisters – for example when the parents are not married/in a civil relationship.

Cousins are not regarded as siblings.

The sibling link will only be valid if the sibling will be attending when the child applying starts school. This means that it will not count as a sibling link if a child wants a place in a Primary school, but their brother is in Year 6 and will therefore have left the school when the child applying starts at the school.

Some admission authorities have different definitions of a sibling and sibling link. Parents are advised to check the information in the LA's composite prospectus or in the school's admission arrangements available on the school's website to see what the school's definition is.

2.23 Parents who do not live together

NNC's definition of a child's home address states that when parents live separately and the child spends time with each parent, the home address will be treated as the place where the child sleeps for most of the school week (i.e., Sunday night – Thursday night inclusive).

If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be used as the child's main address.

Other admission authorities may have different definitions of a child's home address. Parents are advised to check the school's individual admission arrangements on their website or in the LA's composite prospectus.

Documentary evidence of ownership or rental agreement may be required, together with proof of actual permanent residence at the property concerned.

The LA can only process one application form. Where parental responsibility is shared, and where the adults with parental responsibility live at different addresses, it is important for the adults to agree which schools they wish to apply for, prior to making the application.

If multiple applications are received for the same child with conflicting address and/or preferences, or if the School Admissions team is made aware of a dispute between two parents, all applications will be placed on hold and will **not** be processed until:

- a new single application is made, signed by all parties; or
- written agreement is provided from both parents indicating which application they have agreed on; or

- a court order is provided confirming which parent's application carries precedence.

If no agreement can be made, parents are recommended to seek legal advice. If an agreement cannot be reached before the closing date, this may affect the chances of a child being allocated a place at their preferred school/s.

Further information on parental responsibility can be found on the [DfE website](#)

2.24 Children who are part of a multiple birth group

In accordance with paragraph 2.16 (g) of the School Admissions Code (2021), if the last child to be admitted to a particular school is from a multiple birth group, all other children in the group will be offered places at the school, even if it means exceeding the Published Admission Number. This will also apply to siblings in the same year group.

These children will remain as 'excepted pupils' for the time they are in an infant class (Reception, Year 1 and Year 2) or until class numbers fall back to the current infant class limit. Own admission schools may have their own policy in place concerning multiple births and parents should check by visiting the school's website.

2.25 Random allocation

Random allocation, when used as a tie-breaker within an oversubscription criterion for a Community or Voluntary Controlled school, will be observed by an independent person (not employed by the local authority or with a connection to the school). This is to ensure that the process is administered correctly.

If a place is allocated from the waiting list after the initial round of allocations, and the tie-breaker is used, a new round of random allocation will be performed but not observed.

2.26 Definition of Looked After and Previously Looked After Children ('Children in Care')

The highest priority in the oversubscription criteria for all schools must be given to 'looked after children' and 'previously looked after children'. A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.

'Previously looked after children' are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). This includes children who appear, to the admission authority, to have been in state care outside England prior to adoption.

2.27 Summer born children

Children born between 1 April and 31 August (inclusive) are known as summer born children. These children do not reach Compulsory School Age (CSA) until a full year after they would normally have started school in Reception, the point at which other children in the age range are beginning Year 1.

If a parent has made the decision that they feel it is not in their child's best interests to start school before the child reaches CSA, they may be happy for their child to enter straight into Year 1 to join their peers. In this case, they would need to apply for a Year 1 place at their preferred schools at the end of the academic year in which the rest of their child's normal year group are finishing Reception.

If a parent feels it would be in their child's best interests to enter Reception at this point, however, the School Admissions Code (2021) allows parents/carers of summer born children to request that they are admitted outside their normal age group, into Reception rather than Year 1.

It should be noted that this is a "request" and parents do not have the right to insist that their child is admitted to a particular age group. The admission authority of the school is responsible for making the decision on which year group a child should be admitted to when the child is of CSA.

Paragraph 2.19 of the School Admissions Code (2021) requires that, in any circumstance where a parent/carer requests their child is admitted out of their normal age group, the admission authority of the preferred school must make a decision on the basis of the circumstances of the case and in the best

interests of the child concerned. This will require the admission authority to take account of the child's individual needs and abilities and to consider whether these can best be met in Reception or Year 1. It will also involve taking account of the potential impact on the child of being admitted to Year 1 without first having completed the Reception year. The views of the head teacher must be taken into account.

Parents/carers of summer born children who could start school in September 2025, who wish to delay applying for a Reception place to start in September 2025, should make their application for a Reception place for their child's normal year of entry before the deadline **on 15 January 2025**. They should also make their request for admission to their preferred schools out of the normal age group by the same date: **15 January 2025**. This is to enable sufficient time for requests to be processed prior to National Offer Day (16 April or the next working day). Requests to delay applying will still be considered after this date, however.

If an admission authority agrees to the parent's request, their application for the normal age group will be withdrawn before a place is offered for the normal year of entry and they must make a new application for that school as part of the main admissions round in the following year. One admission authority cannot be required to honour a decision made by another admission authority on admission out of the normal age group. Parents/carers should therefore consider whether to request admission out of the normal year group at all their preference schools, rather than just their first preference school.

The admission authority for all Community and Voluntary Controlled schools is NNC, whereas the admission authority for Foundation, Voluntary Aided and Free schools or Academies, is either the Governing Body (VA and Foundation Schools) or the Academy Trust (Academies and Free Schools).

If parents have listed more than one preferred school on their application form, they must make the request to delay their child's Reception application to each of the schools. They should then only apply for a place in Reception the following year at schools whose admission authorities have agreed to the delay.

The following steps will be required depending on the type of school they are applying for.

A. If the preferred school is a Community or Voluntary Controlled school:

1. Parents/carers make a formal written request (with reasons for the request) to School Admissions at NNC (as this is the admission authority for these schools);
2. Parents/carers can supply School Admissions with supporting information from a professional and/or Early Years practitioner, if available, at the point of request;
3. School Admissions will consult with the Head teacher of the preferred school and take into consideration any evidence supplied in order to make a decision.

B. If the preferred school is a Foundation, Voluntary Aided, Free school or an Academy (or your preferred school is a Community or Voluntary Controlled school outside Northamptonshire):

1. Parents/carers make a formal written request (with reasons for the request) to the preferred school;
2. Parents/carers can supply the school with supporting information from a professional and/or Early Years practitioner, if available, at the point of request;
3. The preferred school will then approach their admission authority with the reasons and evidence supplied by the parents/carers so that a decision can be made (by the admission authority) in consultation with the Head teacher of the school;
4. Following their decision, the admission authority should then inform the parents/carers of their decision in writing, giving detailed reasons if the request is refused.
5. If they agree to the request, the request and written confirmation from the admission authority of the preferred school that they agree to the parent's/carer's request to delay their application to Reception for a year, must be sent to School Admissions at NNC by either the parent or the school so the Admissions database can be adjusted to accept a Reception application for the following year.

What happens next?

A. If the admission authority of a school agrees to the parents/carers request to delay applying for a Reception place for a year:

- School Admissions will write to the parents/carers confirming that an application for **that school** can be made in the following year. A copy of the letter sent by School Admissions to the parents/carers will also be sent to the Head teacher of the school(s) concerned;
- If parents/carers have made an application for Reception in the normal year of entry, this application will be withdrawn and a place will not be offered on National Offer Day (16 April or the next working day);
- Parents/carers will then need to submit an application for the schools whose admission authorities have agreed to the delay for Reception the following year;
- Parents/carers should only apply a full year later for a Reception place at schools whose admission authorities have agreed to a delayed application for their child;
- The new application will be processed as part of the normal admissions round in the following year, according to the oversubscription criteria of each school stated as a preference;
- While a school may agree to a delayed application, there is no guarantee that the child will be allocated a place at that school in the following admissions round as other children may have a higher priority within the school's oversubscription criteria. No additional priority will be given to an applicant applying under the summer born policy, nor will they be penalised;
- If it is not possible to offer a place at one of the preferred schools, the Local Authority will make every effort to allocate a Reception place (rather than a Year 1 place) at an alternative school. However, because NNC is not the admissions authority for all schools, a school approached as an alternative school would have to agree to the delayed entry;
- If the Local Authority is unable to offer a place at one of your preferred schools, it **may** not be possible to offer a place in Reception at another school (if they do not agree to a delayed application). In this case, the child would be offered a place at a school in Year 1 at the nearest school to their home address with a place available.

N.B. If the admission authority of a school rejects the parents/carers request to delay applying for a Reception place for a year:

- Parents/carers will receive a letter from the admission authority of the preferred school providing reasons for refusal.
- Assuming an application for a Reception place for the normal year of entry was submitted on time (by 15 January 2025), parents/carers will receive an offer of a school place on National Offer Day (16 April or the next working day).
- Parents/carers then need to decide if they will accept the place offered for their normal year of entry on National Offer Day or decline that place and apply for Year 1 place for the following September when their child is compulsory school age. If a parent/carer chooses to decline the place, they must put this in writing to the School Admissions Team (information about how to do this will be included in the offer email);
- Parents/carers who have not applied for a Reception place in their normal year of entry will need to apply as soon as possible if they decide that they would prefer their child to start in Reception rather than waiting until they reach Compulsory School Age and start school in Year 1. Applications received after the deadline on 15 January 2025 will be classed as late applications (see our website for more information on late applications).

2.28 Summer born children continuing at current nursery setting

Parents/carers of summer born children have the option for their children to stay in an Early Years setting rather than starting school. Children can attend an Early Years setting until the end of the Funding Block (Term) in which they turn 5. To ensure that the Early Years setting can secure the funded place for ~~your~~ your child/children for September 2025, parents/carers must notify their Early Years setting before the end of the Spring Funding Block (Term) 31 March of the year in which they would normally be starting school. The Early Years setting can then consider the number of children at the setting when allocating places for September 2025. If parents/carers do not notify their Early Years setting until after nursery allocations have been released, nursery schools and classes will be under no obligation to offer a place above their normal intake number. Children can, of course, be considered for a place through the normal waiting list process.

2.29 Admission of children out of their normal year group (out of cohort)

North Northamptonshire Council's policy is for children to be educated within their correct chronological year group where possible, with the curriculum differentiated as necessary to meet the needs of individual children. This is in line with DfE guidance which states that "in general, children should be educated in their normal age group".

Parents/carers may, however, seek a place for their child out of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1. They must put their request in writing to the School Admissions Team (for Community and Voluntary Controlled schools) and directly to the school for schools which are their own admission authority, at the time of application.

The admission authority of the school will consider the request and make a decision on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of:

- the parents/carers views;
- information about the child's academic, social and emotional development;
- where relevant, the child's medical history and the views of a medical professional;
- whether the child has previously been educated out of their normal age group;
- whether the child may naturally have fallen into a lower age group if it were not for being born prematurely;
- the views of the Head teacher of the school concerned.

The admission authority of the school MUST set out clearly for parents the reasons for their decision about the year group a child should be admitted to.

Parents/carers do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

Schools for which the local authority is not the admission authority may have a different process. Please check individual schools' admission arrangements directly with the schools or on their websites to ensure you are following the correct procedure.

Please see further information in the School Admissions Code (2021) about the admission of children outside their normal age group.

2.30 Sharing information with schools

When sharing information regarding the co-ordinated scheme with schools, the local authority (NNC) will:

- Supply information about what is required in the co-ordination process;
- Support schools in the co-ordinated process;
- Be clear about the dates when information should/must be returned to the LA.

If schools already have a Service Level Agreement (SLA) with the School Admissions Team, the team will carry out the agreed work and will share with the school the outcome of applications made to the school by sending out lists of successful applicants.

Schools wishing to establish a Service Level Agreement (SLA) for the co-ordination process should contact the School Admissions Team as soon as possible to discuss their requirements.

2.31 Relevant Area

The relevant area for schools in North Northamptonshire is the area comprising North Northamptonshire and all adjoining local authorities.

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Co-ordination Scheme for Entry to Secondary Schools in North Northamptonshire in 2025

Section 1

Timetable for Secondary Co-ordinated Admissions for September 2025

Date	Event
10 September 2024	Online applications open and information to parents/carers
10 October 2024	Generic reminder letters sent via schools for parents of Year 6 Primary and Junior school children, advising them of the need to apply for a year 7 place. Email sent to schools asking them to remind parents of the need to apply
31 October 2024	Closing date for applications (Statutory). Late applications, i.e., those received after midnight on 31 October 2024, will not be processed until additional rounds of allocation (see below)
26 November 2024	North Northamptonshire Council (NNC) sends applications to other Local Authorities (LAs) and Own Admission Authority (OAA) schools
15 January 2025	Own Admission Authority schools send ranked lists back to NNC (if applicable)
7 February 2025	NNC applies agreed Scheme for North Northamptonshire schools, informing other LAs of offers to be made to their residents
15 February 2025	EHC team to have informed the School Admissions team about any pupils with an EHC Plan and details of the named school (Statutory)
28 February 2025	Secondary schools informed by NNC of the final allocations, informing other LAs of offers to be made to their residents
3 March 2025	National Offer Day - offers made to parents/carers by NNC and Secondary schools informed via S2S (Statutory)
By 5 March 2025	Schools' final allocation lists (ATFs) uploaded onto the S2S secure site
From 21 March 2025	Start to share late applications received by NNC with other LAs
4 April 2025	Cut-off date for consideration for inclusion in first additional round of allocations
23 May 2025	Cut-off date for consideration for inclusion in second additional round of allocations
27 June 2025	Cut-off date for consideration for inclusion in third additional round of allocations
15 April, 2 June and 7 July 2025	Additional rounds of allocations will <u>start</u> on these dates
18 July 2025	Places allocated to children living in the North Northamptonshire Council area, who are currently in primary school and who have not submitted an application for a place in year 7. Letters sent to parents to advise of the places offered
1 August 2025	In-year co-ordination commences

Section 2

Elements of the Scheme

2.1 Regulations

The School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 require local authorities (LAs) to have a scheme to co-ordinate admission arrangements for all publicly funded schools in its area (excluding special schools). The purpose of a co-ordinated scheme is to establish mechanisms for ensuring, as far as is reasonably practicable, that every parent of a child living within the LA who has applied for a school place in the normal admission round, receives an offer of a single school place on National Offer Day (1 March or the next working day). All schools must comply with the agreed scheme.

2.2 Applying for a place in a Secondary school

The normal point of entry to Secondary school is Year 7 and the local authority co-ordinates the process of allocating places at these schools in this year group.

2.3 Application forms

The Common Application Form (CAF), whether online or paper, must allow parents to both apply for a Year 7 place in any Secondary school and to give reasons for their preferences. If parents apply directly to a school, the governing body/academy trust must inform the local authority. All applications for the point of entry at schools are co-ordinated by the local authority (NNC) up to and including 31 July.

2.4 Residence in another local authority

Parents resident in one local authority who wish to apply for a place in Year 7 at a Secondary school maintained by a different local authority, must apply using the Common Application Form (online or paper) for the local authority in which they live (i.e. their home local authority).

2.5 Exchange of information

Local authorities and admission authorities in the area must exchange information on applications received and potential offers to be made by the dates specified in the scheme (see Section 1). A maintaining local authority must inform the home local authority if it intends to offer a place at one of its schools to an applicant living in a different local authority area. Local authorities should exchange information on applications across their borders and seek to eliminate multiple offers across local authority borders wherever possible. The exchange of data must, where possible, be carried out using secure data protection systems.

2.6 Information for parents

Please note that throughout this scheme the term “parent” refers to individual parents as well as those with parental responsibility for the child, e.g. carers.

Parents who live within the North Northamptonshire Council (NNC) area are encouraged to apply online.

The benefits of using the online application process are as follows:

1. Parents are less likely to make errors as the system guides them through the whole process;
2. Parents are able to change or amend preferences up until midnight on the closing date;
3. On National Offer Day, parents will be able to log on to the system to find out which school has been allocated (a letter naming the allocated school will be posted on National Offer Day to all parents who applied using the paper application form);
4. Parents will receive an email with details of the school offered;
5. Parents will be helping to reduce paper usage if they apply online.

The 'Applying for a Secondary School Place in North Northamptonshire 2025-26' composite prospectus will be available on the School Admissions pages of NNC's website from September 2024. Paper copies of the composite prospectus may be obtained by request from:

School Admissions
North Northamptonshire Council
Tithe Barn Office Block
Tithe Barn Road
Wellingborough
NN8 1BN

The prospectus contains information about:

- How to apply online
- Secondary schools in each area of North Northamptonshire
- How to complete a common application form
- The Published Admission Number (PAN) for each school
- Each school's oversubscription criteria
- Whether individual schools were oversubscribed in September 2024
- Key dates for the application and allocation process
- Children with special educational needs
- Home-to-school transport
- The process for late applications
- Contact details for the NNC School Admissions Team

2.7 Parents living in the North Northamptonshire Council area wanting to complete a paper application form

Requests for paper application forms and composite prospectuses (for those who do not have access to the internet) should be made to the NNC School Admissions Team.

2.8 The Common Application Form

The local authority must provide a common application form (CAF) that enables parents to express their preference for a place at any state funded school, with a minimum of 3 preferences in rank order, allowing them to give reasons for their preferences. While parents may express a preference for any state funded school – regardless of whether it is in the local authority area in which they live - admission authorities cannot give any guarantees that a preference will be met.

In NNC, parents are encouraged to apply online, wherever possible. It is the responsibility of all those making an application to ensure that they:

a) submit the application on time. They will receive an email which confirms that the submission has been successful. Every time a change is made to the application and every time an application is just opened to check it, the application must be re-submitted.

or

b) request confirmation of a paper application by emailing the School Admissions Team

Admissions.NCC@northnorthants.gov.uk. It is not the responsibility of the School Admissions Team to send parents reminders to apply.

The application form (either online or paper) will ask the parent (the applicant) to provide the following information:

- The names of three schools listed in order of preference. If the applicant is resident in another local authority area where more than 3 preferences are permitted, NNC will allow the same number of preferences as permitted in home local authority
- Details of siblings (if relevant) who attend the preferred school/s
- Details of the child for whom the application is being made (address, date of birth, any relevant medical information or special social circumstances)
- Confirmation that the child has an EHC Plan (if applicable)
- Reasons for their preferences
- The name of the child's current school

- Details about the person completing the application (name, address, relationship to the child, contact details)

Paper applications

Parents using paper application forms will be required to return completed application forms to the School Admissions Team at North Northamptonshire Council by midnight on **31 October 2024**. Applications received after this date will be treated as late applications and will not be processed until after the on-time applications have been dealt with, i.e., after National Offer Day (3 March 2025). It is strongly recommended that parents use recorded delivery and obtain a receipt when posting their application forms.

When posting applications forms, parents are responsible for ensuring that they use the correct postage. Application forms posted before the closing date but *not received* by NNC until after the closing date, because of insufficient postage, will be treated as late.

Supporting documents

Online applications - Parents may submit supporting documentation online when they complete the application form (e.g., proof of a house move or evidence of a medical / social need).

Paper applications - Parents may post supporting information to the School Admissions Team at North Northamptonshire Council. Parents must include: the name of child, date of birth and the name(s) of the school(s) the parent is applying for.

If a house move takes place after the closing date, the school allocation will be based on the address the School Admissions team holds at the closing date for applications (31 October 2024).

2.9 Supplementary Information Forms (SIFs)

In some cases, admission authorities of some schools - Foundation, Voluntary Aided, Free schools and Academies - will need to ask for SIFs to be completed in order to process applications. The SIFs must only request additional information when it has a direct bearing on decisions about oversubscription criteria or for the purpose of selection by aptitude or ability. Places must be allocated on the basis of the oversubscription criteria only. Information about the schools which require a SIF can be found on the individual school's website and links to SIFs for schools which require them will be available on the NNC website from September 2024. Details of the admission arrangements for schools as well as the schools which require a SIF to be completed can be found NNC's composite prospectus 'Applying for a Secondary School Place in North Northamptonshire 2025-26.'

Supplementary Information Forms must be returned directly to the preferred school by 31 October 2024 unless otherwise stated in the schools' admission arrangements.

2.10 Applications for schools which are their own admission authorities (OAAs) - Foundation, Voluntary Aided, Free Schools and Academies

These schools are their own admission authorities, responsible for setting the admission arrangements for their schools and for deciding which children are allocated places. The School Admissions Team will ensure that parents' preferences are logged on the School Admissions database.

All applications received by the School Admissions team will be passed on to then Foundation, Voluntary Aided, Free schools and Academies by the date shown on the scheme timetable in Section 1 and the schools will be required to rank applicants as described in section 2.13. Parents who do not submit on time CAFs to the LA will not be included in the ranking lists with on-time applicants. The LA will check all OAA lists to ensure that this procedure is followed correctly.

2.11 Applications for schools outside the LA and for North Northamptonshire schools from families living in other LAs

Applications from residents in the North Northamptonshire Council area for schools in other LAs will be logged on the Admissions database and information relating to those preferences and any additional information will be electronically forwarded to the relevant maintaining local authority by the date shown on the scheme scheme timetable in Section 1.

Similarly, the School Admissions Team will receive applications forwarded from other LAs for schools in North Northamptonshire. These will be recorded and passed on to OAA schools as appropriate. If the application is for a Community or Voluntary Controlled school, the School Admissions Team will process applications along with all other applications for NNC schools.

2.12 Multiple applications

If more than one application is made for a child prior to the closing date, only the latest dated application form will be processed. Any previously submitted application forms will not be processed.

If an offer of a school place has already been made by the LA and the applicant has chosen to submit further applications, the latest-dated application will take priority over any previous applications.

If it is possible to offer a place at one of the preferences on the latest-dated application, an offer will be made and the previous offer will be withdrawn without further reference to the applicant.

Applicants must place any requests to withdraw applications in writing to the School Admissions Team (by letter or email) prior to the reallocation round.

Where there may be multiple applications from parents who are separated, parents will need to refer to section 2.21 of this scheme for further guidance.

2.13 How the co-ordination process produces the offer of a single school place

All schools have a Published Admissions Number (PAN). This is the number of places available at the normal point of entry. Admission authorities (Local Authorities and OAA schools) must process all the applications they receive and, if there are more applications than places available, they must apply their oversubscription criteria to all applicants. This process can be carried out by the School Admissions Team on behalf of OAA schools as part of a Service Level Agreement (SLA). Any school wishing to use this service should inform the School Admissions team by 1 August in the year prior to the year of admission. School Admissions will always confirm any offer made with the school in question.

The local authority must allocate a place at the highest preference school where the child can be offered a place.

- If a child qualifies for a place at all 3 preference schools, the LA will offer a place at the school that is ranked highest on the CAF. The child's name will then be removed from the ranked list(s) at the lower preference schools where they qualified for a place so that other children may be offered a place at these schools
- If a child can be offered a place at only one of their preference schools, they will be offered a place at that school regardless of the preference order on the common application form
- If a child cannot be offered a place within the PAN of any of their preferred schools, the LA will offer a place at the nearest school with a place available (i.e. the nearest school which has not reached their PAN and therefore has a place/places available at the time)
- If a child is offered a place at a school which wasn't their first preference, they can request to be added to the waiting list for any of the schools which was a higher preference than the school offered
- Parents have the right to appeal against refusal of a place at any school for which they have applied, unless a higher preference has been allocated. Information about how to make an appeal is published on the local authority's website

All OAA schools are responsible for returning a ranked list of all applicants to the local authority by the date stated in the scheme timetable. Some schools will be oversubscribed, others undersubscribed. The surplus places at undersubscribed schools will be allocated to children who were unable to obtain places at their preferred schools.

The local authority will publish details of how places at all schools were allocated on its website.

OAA schools using random allocation as a tie-breaker, or as one of their oversubscription criteria, must send ranked lists to the School Admissions team. The ranked list must include all children in the individual bands and not just those ranked up to the school's PAN.

All schools which are their own admission authority must return the ranked allocation lists to the School Admissions Team by the date shown in the scheme timetable in Section 1.

For local authority schools (Community and Voluntary Controlled schools), the School Admissions Team will be responsible for applying the oversubscription criteria if the number of applications exceeds the Published Admission Number (PAN) of the school.

Where it is not possible to offer a place at any of the preferred schools, a place will be allocated at the school closest to the home address where places are available at the time of allocation. Some children in this situation will be eligible for assistance with transport costs. Parents will be referred to the school travel assistance information on NNC's website.

A single place will be identified for each child by the end of this co-ordination process. When schools have more applications than places available, places will only be allocated up to the limit of the school's PAN. The admission authorities of OAA schools **must** notify their local authority of their intention to increase the school's PAN and reference to the change should be made on the school's website. Where further capacity is required to provide every child with a school place, the local authority will consult relevant schools to reach an agreement.

2.14 Protocol for children with Education, Health and Care (EHC) Plans

Reviews of EHC Plans, discussions with parents about preference and placement enquiry procedures, will all be undertaken by the EHC team at NNC. Placement decisions will be made by the date shown on the scheme timetable in Section 1. The admission of children with EHC plans, where the school is named in the plan, will take priority over all other children.

The EHC Team will inform parents of the school allocated for their child on or around the date shown on the scheme timetable in Section 1. There may be circumstances where pupils have not been informed of the school allocated by this date. In these cases, schools may be required to admit children over PAN.

The offer of a school place will be made by the EHC Team who will also amend the EHC plan accordingly.

2.15 Notification of offers to all schools or other local authorities

As part of the co-ordination process, other LAs will be informed electronically by the date shown on the scheme timetable in Section 1 of any offers of school places that NNC is able to make to their residents. All schools, including OAA schools, will be informed of the final offers, which may include offers made to pupils living in other LAs, by the date shown in the scheme timetable in Section 1. Schools **must not** communicate with parents until *after* the offer from NNC has been sent.

2.16 Late applications

Every effort will be made to encourage parents to complete application forms by the closing date of **31 October 2024**. If an application form is received *after 31 October 2024*, it will not be possible to consider it until all the on-time applications have been processed. Late applicants will not receive an offer of a school place on National Offer Day (1 March or the next working day). Late applications will be considered from the relevant reallocation date published in the scheme timetable in Section 1).

In the co-ordinated scheme in North Northamptonshire, parents will not be allowed to have more than three live primary or secondary preferences at any point in time, prior to the offer date. Parents will not be allowed to change the order of schools listed as preferences after the closing date. After this date, changes to preferences must be made on a late application form which will be processed in the further rounds of allocation (see Section 1).

For Foundation, Voluntary Aided, Free schools and Academies, NNC will forward any late applications directly to the schools for their consideration (by the agreed timelines). If places are not available at the preferred school, the School Admissions Team must be informed by the school so that a place can be offered at an alternative school with places available. If the alternative school is its own admission authority, details of the application will be sent to the school before an allocation is made by the local authority

NB: The co-ordinated process in North Northamptonshire continues up to and including 31 July of each year. From 1 August, the in-year process commences.

2.17 Right to appeal

Parents have the right to appeal against refusal of a place at any school for which they have applied. When an admission authority informs a parent of a decision to refuse a place, it **must** include the reason why admission was refused; information about the right to appeal; the deadline for lodging an appeal and the contact details for making an appeal. Parents **must** be informed that, if they wish to appeal, they **must** set out their grounds for appeal in writing. Admission authorities **must not** limit the grounds on which appeals can be made.

The admission authority **must** establish an independent appeals panel to hear the appeal. The panel will decide whether to uphold or dismiss the appeal. Where a panel upholds the appeal the school is required to admit the child.

2.18 Waiting lists

The School Admissions Code requires admission authorities to maintain a clear, fair, and objective waiting list until *at least* 31 December of each school year of admission. NNC will maintain waiting lists for its schools – Community and Voluntary controlled schools - for the whole of the academic year. Each child added will require the list to be ranked again in line with the published oversubscription criteria. Priority will not be given to children based on the date their application was received, or their name was added to the list. Looked after children or previously looked after children allocated a place at the school in accordance with a Fair Access Protocol will take precedence over those on a waiting list.

The School Admissions team of the local authority (NNC) administers the waiting lists for all year groups for all Community and Voluntary Controlled schools. In addition, The School Admissions team administers the waiting lists for some OAA school, at their request.

Parents who have been refused a place at a school (this could either be after National Offer Day, after an unsuccessful appeal or after making a late application) may wish to place their child's name on a waiting list. Parents must contact the School Admissions Team in order to request that their child's name is added to the waiting list. Following Secondary National Offer Day, there will be no distinction drawn on school waiting lists between on time and late applications: all applications will be ranked in accordance with schools' oversubscription criteria.

If a place becomes available, the school's oversubscription criteria will be applied to the waiting list to determine who should be allocated the available place. Any places that become available after the initial allocation will be reallocated in rounds of reallocation (see Section 1) by the School Admissions Team. The local authority continues to co-ordinate the allocation of places at all schools up to and including 31 July. This requires all schools which are their own admission authority to ensure clear and up-to-date communications with the School Admissions Team regarding the ranking lists for each round of allocations. No allocation will be made by the School Admission Team without prior agreement with the individual admission authority.

For over-subscribed Community and Voluntary Controlled schools, the School Admissions Team will retain a waiting list until the end of the 2025 Autumn term (31 December). Waiting lists will be cleared after 31 December and will be re-established at the beginning of the Spring term. Waiting lists will be held until the end of the school term in which parents applied and they will then be cleared before the start of the next term. Parents who would like their child's name to remain on the waiting list in the following term must request this by emailing/writing to the School Admissions Team before the start of the next term. They will need to provide the child's full name, date of birth and address. Admissions.NCC@northnorthants.gov.uk

Parents will be required to complete a new application form if they want their children to remain on a school's waiting list in the following academic year, as the application will then be for a different year group.

For OAA schools (i.e., Foundation, Voluntary Aided, Free schools and Academies) which manage their own waiting lists, parents may need to contact the individual schools directly to ask for information about the school's waiting list policy.

2.19 National Offer Day

The School Admissions Team will notify all on-time applicants of their school offer on National Offer Day (1 March or the next working day) by email (for all online applicants) or by post (a first class letter will be sent to all applicants who submitted a paper application). The communication will include information about how to

find out how school places have been allocated in the North Northamptonshire Council area and, if necessary, information about how to appeal. In addition, breakdowns of how places were allocated in accordance with each school's oversubscription criteria will be published on the NNC website. Links to this page will be provided on all offer emails and letters.

The School Admissions Team will assume that the place has been accepted unless communication from the parent is received to advise to the contrary.

2.20 Rejection of a school place

Parents will be required to notify the relevant admission authority and the School Admissions Team in writing (by email or letter) if they **do not** propose to accept the school place offered. These places will then be reallocated following the process as set out above in 2.13. Places will not be removed until the School Admissions Team has been advised by the parent that they have secured an alternative school place for their child.

Schools which are their own admissions authority must inform the School Admissions Team as soon as a place is rejected so that the School Admissions Team has an accurate picture of the available school places prior to the reallocation dates.

2.21 Definition of a sibling and sibling link for Community and Voluntary Controlled schools

Some schools give priority to children whose brother(s) or sister(s) are already on roll at a preferred school (this is called a sibling link). A sibling is defined as a child's brother or sister. NNC's definition of 'sibling' for Community and Voluntary Controlled schools states that a sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify for a sibling link and includes:

- half-brothers and half-sisters
- step-brothers and step-sisters
- adopted children
- children in foster care
- children living in the same family unit, even if they are not biological brothers and sisters – for example when the parents are not married/in a civil relationship.

Cousins are not regarded as siblings.

The sibling link will only be valid if the sibling will be attending when the child applying starts school. This means that it will not count as a sibling link if a child wants a place in a Primary school, but their brother is in Year 6 and will therefore have left the school when the child applying starts at the school.

Some admission authorities have different definitions of a sibling and sibling link. Parents are advised to check the information in the LA's composite prospectus or in the school's admission arrangements available on their website to see what their definition is.

2.22 Parents who do not live together

NNC's definition of a child's home address states that when parents live separately and the child spends time with each parent, the home address will be treated as the place where the child sleeps for most of the school week (i.e., Sunday night – Thursday night inclusive).

If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be used as the child's main address.

Other admission authorities may have different definitions of a child's home address. Parents are advised to check the school's individual admission arrangements on their website or in the LA's composite prospectus.

Documentary evidence of ownership or rental agreement may be required, together with proof of actual permanent residence at the property concerned.

The LA can only process one application form. Where parental responsibility is shared, and where the adults with parental responsibility live at different addresses, it is important for the adults to agree which schools they wish to apply for, prior to making the application.

If multiple applications are received for the same child with conflicting address and/or preferences, or if the School Admissions team is made aware of a dispute between two parents, all applications will be placed on hold and will **not** be processed until:

- a new single application is made, signed by all parties; or
- written agreement is provided from both parents indicating which application they have agreed on; or
- a court order is provided confirming which parent's application carries precedence.

If no agreement can be made, parents are recommended to seek legal advice. If an agreement cannot be reached before the closing date, this may affect the chances of a child being allocated a place at their preferred school/s.

Further information on parental responsibility can be found on the [DfE website](#)

2.23 Random allocation

Random allocation, when used as a tie-breaker within an oversubscription criterion for a Community or Voluntary Controlled school, will be observed by an independent person (not employed by the local authority or with a connection to the school). This is to ensure that the process is administered correctly.

If a place is allocated from the waiting list after the initial round of allocations, and the tie-breaker is used, a new round of random allocation will be performed but not observed.

2.24 Definition of Looked After and Previously Looked After Children ('Children in Care')

The highest priority in the oversubscription criteria for all schools must be given to 'looked after children' and 'previously looked after children'. A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.

'Previously looked after children' are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). This includes children who appear, to the admission authority, to have been in state care outside England prior to adoption.

2.25 Admission of children out of their normal year group (out of cohort)

North Northamptonshire Council's policy is for children to be educated within their correct chronological year group where possible, with the curriculum differentiated as necessary to meet the needs of individual children. This is in line with DfE guidance which states that "in general, children should be educated in their normal age group".

Parents/carers may however seek a place for their child out of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. They must put their request in writing to the School Admissions Team (for Community and Voluntary Controlled schools) and directly to the school for schools who are their own admission authority, at the time of application.

The admission authority of the school will consider the request and make a decision on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of:

- the parent's/carer's views;
- information about the child's academic, social and emotional development;
- where relevant, the child's medical history and the views of a medical professional;
- whether the child has previously been educated out of their normal age group;
- whether the child may naturally have fallen into a lower age group if it were not for being born prematurely;
- the views of the Head teacher of the school concerned.

The admission authority of the school **MUST** set out clearly for parents the reasons for their decision about the year group a child should be admitted to.

Parents/carers do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

Schools for which the local authority is not the admission authority may have a different process. Please check individual schools' admission arrangements directly with the schools or on their websites to ensure you are following the correct procedure.

Please see further information in the School Admissions Code (2021) about the admission of children outside their normal age group.

2.26 Sharing information with schools

When sharing information regarding the co-ordinated scheme with schools, the local authority (NNC) will:

- Supply information about what is required in the co-ordination process;
- Support schools in the co-ordinated process;
- Be clear about the dates when information should/must be returned to the LA.

If schools already have a Service Level Agreement (SLA) with the School Admissions Team, the team will carry out the agreed work and will share with the school the outcome of applications made to the school by sending out lists of successful applicants.

Schools wishing to establish a (SLA) for the co-ordination process should contact the School Admissions Team as soon as possible to discuss their requirements.

2.27 Relevant Area

The relevant area for schools in North Northamptonshire is the area comprising North Northamptonshire and all adjoining local authorities.



Equality Screening Assessment

The Equality Screening Assessment form must be completed to evidence what impact the proposal may have on equality groups within our community or workforce. Any proposal that identifies a negative impact must have a full Equality Impact Assessment completed before the proposal progresses further.

1: Proposal

Page 129

Requirement	Detail
Title of proposal in relation to the Equality Screening Assessment	Determination of school admission arrangements for community and voluntary controlled schools in North Northamptonshire for September 2025-26 admissions.
Type of proposal: new policy / change to policy / new service / change to service / removal of service / project / event/ budget	Annual determination of school admission policies for the 2025 intakes. Proposed reduction in the published admission numbers (PANs) of five community schools.
What is the objective of this proposal?	It is a statutory requirement for admission authorities to determine the admission arrangements for their schools by 28 Feb each year for the next academic year. NNC is the admission authority for all community and voluntary controlled schools in the local authority area. NNC must consult if they are proposing to make any changes to their admission arrangements.

Requirement	Detail
<p>Has there been/when will there be consultation on this proposal? (List all the groups / communities, including dates)</p>	<p>Yes. Consultation took place is from 15 November to 31 December 2023. In accordance with the requirements of the School Admissions Code (2021), the following groups must be consulted:</p> <ul style="list-style-type: none"> a) parents of children between the ages of two and eighteen; b) other persons in the relevant area who in the opinion of the admission authority have an interest in the proposed admissions; c) all other admission authorities within the relevant area (except that primary schools need not consult secondary schools); d) whichever of the governing body and the local authority is not the admission authority; e) any adjoining neighbouring local authorities where the admission authority is the local authority
<p>Did the consultation on this proposal highlight any positive or negative impact on protected groups? (If yes, give details)</p>	<p>No</p>
<p>What processes are in place to monitor and review the impact of this proposal?</p>	<p>When changes are proposed to admission arrangements, all admission authorities must consult on their admission arrangements (including any supplementary information form) that will apply for admission applications the following school year.</p> <p>All admission authorities must determine their admission arrangements, including their PAN, every year, even if they have not changed from previous years and a consultation has not been required. Proposed changes must be consulted on prior to determination.</p> <p>Following determination of arrangements, any objections to those arrangements must be made to the Schools Adjudicator. Objections to admission arrangements must be referred to the Schools Adjudicator by 15 May in the determination year.</p>

Requirement	Detail
	Admission authorities review their admission arrangements annually.
Who will approve this proposal? (Committee, CLT)	Executive – Please state which Executive.

2: Equality Consideration

In turn, consider each protected group to ensure we meet our legal obligations of the Equality Act (2010).

Protected Groups as indicated below.	General Equality Duty Considerations	Changes	Impact
Age Different age groups that may be affected by the proposal in different ways.	<ul style="list-style-type: none"> • Include factual evidence of how people in this group may be affected. • Consider the outcomes and processes. • Does this seek to eliminate discrimination? • Does this promote fostering good relations? 	<ul style="list-style-type: none"> • What changes can be made to mitigate any negative impact? • Are there opportunities to remove possible barriers or disadvantages that a group may face? 	Delete as appropriate. There can be more than one answer per protected group.
Sex Is one sex affected more than another or are they affected the same?	<p>The sex of the child, parent or carer does not form any part of the considerations for admission during this process.</p> <p>The sex of the child will form part of the criteria for single sex schools.</p>	Keep up-to-date with DfE guidance on sex/intersex admissions.	Neutral
Disability	Children with disabilities (who are suitable for mainstream education) will apply using the School Admissions application process.	If parents are refused a place at a school, they are entitled to appeal that decision. Parents have a statutory right to appeal against the	Positive

Protected Groups as indicated below.	General Equality Duty Considerations	Changes	Impact
It is likely to have an effect on a particular type of disability? Why?	Children who have Education, Health and Care plans (EHCPs) apply through a separate process.	refusal of a place at a school for which they have applied. An independent school admission appeals panel is established to hear each appeal. The panel decides whether a place can be offered at the school being appealed for.	Delete as appropriate. There can be more than one answer per protected group.
Gender Reassignment Will there be an impact on trans males and/or trans females?	Gender reassignment of the child, parent or carer does not form any part of the considerations for admission during this process.	Gender neutral terms are used to ensure family/child do not feel excluded.	Positive
Race Are people from one ethnic group affected more than people from another ethnic group?	Race of the child, parent or carer does not form any part of the considerations for admission during this process.	The School Admissions Team do not currently collect data on the percentages of children who are allocated their first school preference in relation to their ethnic group – perhaps this is an area to look at in the future.	Neutral
Sexual Orientation Are people of one sexual orientation affected differently to people of another sexual orientation?	Sexuality of the child, parent or carer does not form any part of the considerations for admission during this process.		Neutral
Marriage & Civil Partnership Are people in a Marriage or Civil Partnership treated less favourably?	N/A		Neutral
Pregnancy & Maternity Are people who are pregnant, or have a baby of 6 months old or younger, effected by this proposal?	N/A		Neutral

Protected Groups as indicated below.	General Equality Duty Considerations	Changes	Impact
Religion or Belief Does the proposal effect people differently depending on whether they have or do not have a religion or a belief?	<p>Schools designated by the Secretary of State as having a religious character (commonly known as faith schools) may use faith-based oversubscription criteria and allocate places by reference to faith where the school is oversubscribed.</p> <p>Schools designated by the Secretary of State as having a religious character (commonly known as faith schools) may use faith-based oversubscription criteria³⁰ and allocate places by reference to faith where the school is oversubscribed.</p> <p>NNC is not the admission authority for any schools with faith-based admission criteria.</p>		Neutral
Health & Wellbeing 1. Health behaviours (E.g. diet, exercise, alcohol, smoking) 2. Support (E.g. community cohesion, rural isolation) 3. Socio economic (E.g. income, education). 4. Environment (E.g. green spaces, fuel poverty, housing standards).	<p>The admission arrangements include giving priority to looked after and previously looked after children. Schools may give priority in their admission oversubscription criteria to siblings of children already on roll at a school and priority may also be given can also be given to children of school staff to improve staff retention and recruitment.</p>	<p>Transport may be available for parents and they are informed about how to contact the School Transport Team/ how to apply. Late applications can result in children not being allocated their preferred school or having to travel further to get there.</p>	Positive

3: Equality Impact

Question	Response
What overall impact does the proposal have on the protected groups? If a negative impact is identified anywhere in section 2, the response will be Negative Impact.	No Impact
Does an Equality Impact Assessment need to be completed? (Yes, if any negative impact is found.)	No – no negative impact
Copy attached to relevant report?	Yes
Is this document going to be published with the relevant report?	No

4: Ownership

Question	Response
Directorate	Education
Service area	School Admissions
Lead officer's name	Jan Baines
Lead officer's job title	School Admissions Manager
Lead officer's contact details	Jan.Baines@northnorthants.gov.uk
Lead officer's signature	<i>Jan Baines</i>
Date completed	06/12/2023

Completed forms must be sent to Equalities@northnorthants.gov.uk

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EXECUTIVE 15th February 2024

Report Title	Highways and Transport Block Funding 2024-25
Lead Member	Councillor Matthew Binley, Executive Member for Highways, Travel & Assets
Report Author	Graeme Kane, Assistant Director for Highways and Waste Chris Wragg, Head of Strategic Transport

Key Decision	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	N/A
Which Corporate Plan priority does the report most closely align with?	Safe and thriving places

List of Appendices

Appendix A - A copy of the Climate Change Impact Assessment (CCIA)

1. Purpose of Report

- 1.1. To inform the Executive of the grants received from the Department for Transport (DfT) for infrastructure improvements and the intention to spend these amounts on the highways network.

2. Executive Summary

- 2.1. Each year, the Department for Transport provides annual allocations of capital funding for the maintenance and improvement of local transport and highway networks to achieve the policies and outcomes set out in local transport and highway authorities Local Transport Plans.

- 2.2. Both the Highways Maintenance Block and the Potholes Fund are intended for maintenance of our highways, such as resurfacing or bridge repairs. The Integrated Transport Block is intended for small scale improvement work, such as road safety engineering or improved footways or pedestrian crossings.
- 2.3. It is recommended that the funding is used to progress several highways schemes and routine maintenance. These are selected based on their potential to improve the network in accordance with the priorities laid out in the Northamptonshire Transportation Plan. The funding is used to progress as many of the priority schemes that can be funded from the grants.
- 2.4. This funding is part of a package of investment proposed by the Council. On 21st December 2023, the Executive approved receipt of £1.069m for both 2023/4 and 2024/5 from the DfT as part of their Network North plan of transport improvements. The Council is also proposing to invest a further £3m for each of the following three financial years. This will represent the Council's biggest investment in the maintenance of North Northamptonshire's highways network since its inception as a unitary authority.

3. Recommendations

- 3.1. It is recommended that the Executive:
 - a) Note and accept the receipt of the government grants totalling £9.768m made up of the following:
 - Highways Maintenance Block needs element - £3.735m
 - Highways Maintenance Block incentive element (subject to confirmation) - £0.934m
 - Potholes Fund - £3.735m
 - Integrated Transport Block funding - £1.364m
 - b) Agree to spend the grants on maintaining and upgrading the highway network in line with the Northamptonshire Transportation Plan and to deliver the current priorities in the list of identified maintenance schemes.
- 3.2. Reason for Recommendations: Utilisation of government grant to support and maintain the Council's Highways infrastructure and transport network.
- 3.3. Alternative Options Considered – Options would include not spending the money and allowing DfT to recoup it. Alternatively, the Council could choose to spend the money on schemes that are not a priority in line with their Northamptonshire Transportation Plan. Neither option is recommended.

4. Report Background

- 4.1. Each year, the Department for Transport (DfT) provides local highway and transport authorities with annual allocations of capital funding for the maintenance and improvement of their transport and highway networks to achieve the policies and outcomes set out in their Local Transport Plans.
- 4.2. The Council has been notified of the following allocations for 2024/25:
- Highways Maintenance Block needs element - £3.735m
 - Highways Maintenance Block incentive element - £0.934m
 - Potholes Fund - £3.735m
 - Integrated Transport Block Funding - £1.364m

These are all firm allocations, and identical to the initial allocations for 2023/24, except for the Highway Maintenance block incentive element which is an indicative allocation pending further engagement with local authorities.

- 4.3. This funding is part of the Council's overall investment into North Northamptonshire's highways network. It is combined with the funding already received from the DfT as part of their recently announced eleven-year programme of highway maintenance investment using funding from the cancellation of the northern sections of HS2. North Northamptonshire Council has been allocated £1.069m for both 2023/4 and 2024/5, additional to the allocations in 4.2 above. This funding was approved by Executive in December 2023.
- 4.4. As part of the draft budget for 2024/25 and Medium-Term Financial Plan, the Council is proposing to allocate within the capital programme a further £3million for each of the next three years (2024/25, 2025/26 and 2026/27) for highways maintenance. This decision is subject to Full Council's approval on 22nd February 2024. With these funding streams combined, it makes up the biggest investment the authority has made into the local highways network since its inception as a unitary authority.
- 4.5. This combined package of funding will support projects which will be prioritised from a list of schemes as having the best fit with the Northamptonshire Transportation Plan (the authority's Local Transport Plan), which the Council has a statutory duty to deliver. The benefits include:
- Maintaining the existing highways infrastructure assets
 - Investing in and improving the highways infrastructure
 - Improving access by cycle and foot, including safety improvements
 - Improved safety and traffic flows by upgrading traffic signals.
- 4.6. The improvements to cycling and pedestrian networks will be informed by the Corby and Kettering Local Cycling and Walking Infrastructure Plans (LCWIPs) which have recently been adopted by the Executive. Feedback from residents and the Council's highways inspector regarding safety and accessibility of the network will also inform priorities for promoting active travel.

4.7. **Highways Maintenance Block and Potholes Fund £8.404m.**

This funding is used to support routine maintenance of the highways network to a safe standard in accordance with the Northamptonshire Asset Management Plan and Network Management Plan. As part of this, it also delivers the annual Capital Maintenance Programme which consists of a range of maintenance schemes across the Council which are developed annually based on need. The Council, with its contractor, will develop an Annual Plan, which will include the programme of highways maintenance works for the year ahead. This funding will enable the delivery of that programme on a prioritised basis. In line with DfT guidance, this programme will be published which will allow local people to see for themselves how the money is being spent.

4.8. The Maintenance Fund is made up of the following funding streams from DfT:

Pothole Fund	£3,735,000
Incentive Fund	£934,000
Highways Maintenance Block	£3,735,000

4.9. **Integrated Transport Block £1.364m.**

This proposal delivers several comparatively small-scale measures which will contribute towards achieving the objectives in the Northamptonshire Transportation Plan. These are principally around extensions to the walking and cycling networks (including new crossings), the maintenance of traffic signals and Road Safety engineering measures.

4.10. In addition, the block allocation is being used to fund contributions agreed by the former County Council for the A14 Cambridge – Huntingdon scheme, as part of funding contributions sought from local authorities along the A14 corridor. The County Council had originally agreed to fund £1.5million of the costs of this £1.5bn scheme, at the rate of £60,000 per annum for 25 years commencing in 2020/21. North Northamptonshire Council has agreed with the DfT to pay £37,371 per annum of this contribution for 25 years with a revised start date of 2022/23. £37,371 represents 62.3% of the £60,000 contribution agreed by the County Council, as 62.3% of the Northamptonshire length of the A14 is within North Northamptonshire.

5. Issues and Choices

5.1. Options would include not spending the money and allowing DfT to recoup it. Alternatively, the Council could choose to spend the money on schemes that are not a priority in line with their Northamptonshire Transportation Plan. Neither option is recommended.

6. Next Steps

6.1. Once approved, the budget will be allocated to specific highway schemes. It is anticipated that most of these schemes will be delivered by the Council's highway services provider, Kier.

7. Implications (including financial implications)

7.1. Resources, Financial and Transformation

7.1.1 The budget requirements are funded from contributions from external grants from the DfT. The grants are intended for the purpose of improving or maintaining the highways network. There is no requirement for the Council to undertake borrowing to support these schemes.

7.1.2 Whilst this report reflects continuous improvement in services, it does not form part of the Council's Transformation Plan.

7.1.3 The £3.0m of Highways – road condition works capital funding from the Council's own resources which is included in the draft capital programme for 2024/5 compliments and extends the capital works funded from DfT grants.

7.2. Legal and Governance

7.2.1 The Council must utilise this DfT funding in line with the restrictions and requirements as set out in the agreements linked to that funding.

7.2.2 Temporary Traffic Regulation Orders may be required for some of the works being funded to be carried out.

7.2.3 The funding helps to deliver the objectives of the Northamptonshire Transportation Plan (the Council's Local Transport Plan), which the Council has a statutory duty to deliver.

7.3. Relevant Policies and Plans

7.3.1 The proposal will assist the Council in meeting the priorities in the Corporate Plan around:

- Safe and Thriving Places
 - Maintain our highways infrastructure to help people move safely around North Northamptonshire
 - Enable people to travel across North Northamptonshire and beyond
- Green, sustainable Environment
 - Promote sustainable, active travel
 - Embed low carbon technology, sustained and improved green infrastructure, and sustainable forms of transport fit for the future.

7.3.2 The proposal will assist the Council in delivering the objectives of the Northamptonshire Transportation Plan (the Council's Local Transport Plan), which the Council has a statutory duty to deliver.

7.4. Risk

- 7.4.1 These schemes will form part of the authority's Capital Programme. The deliverability of the Capital Programme is monitored by each accountable project manager and senior officer. There is further review throughout the financial year reported through the Executive.
- 7.4.2 If any overspends or emerging pressures are identified during the year, then mitigating actions will be sought and management interventions undertaken.
- 7.4.3 Details of pressures, risks and mitigating actions implemented will be provided as part of the project highlight reports as the year progresses and reported through the Strategic Capital Board.
- 7.4.4 There is a risk that delays, and cost increases may arise as a result of the significant volatility within the supply chain and high inflation rates arising from the current, national (and international) economic situation. This generally relates to the supply and price of materials with projects requiring increased lead in times. Whilst every attempt is made to cost these implications into the project, the risks remain.
- 7.4.5 The schemes are fully funded by the DfT.

7.5. Consultation

- 7.5.1 Highway improvement schemes are often suggested or requested by Councillors or members of the public. They are assessed against the priorities of the Northamptonshire Transportation Plan. If they are subject to a Traffic Regulation Order (TRO) then public consultation is carried out through this process. In advance of any works, communication is shared with Councillors and local communities to minimise the impact of any works or road closures.

7.6. Consideration by Executive Advisory Panel

- 7.6.1 The Prosperous Communities Executive Advisory Panel (EAP) considered the development of the Local Transport Plan at their meeting held on 11th May 2023. The EAP also received a presentation on 5th July 2023 regarding the Council's Highways Asset Maintenance prioritisation matrix which is the approach adopted to prioritise the investment in, and maintenance of, the highways network. The Sustainable Communities EAP considered the Corby Local Cycling and Walking Infrastructure Plan (LCWIP) on 26th April 2023 and most recently at their meeting on 9th November 2023. The progress and contents of the Kettering LCWIP was considered by the Sustainable Communities EAP on 9th August 2023.
- 7.6.2 The EAPs may choose to examine highway and transport schemes and the development of a new North Northamptonshire Local Transport Plan in the future.

7.7. Consideration by Scrutiny

7.7.1 The Place and Environment Scrutiny Committee considered the performance of the Council's highways contract at their meeting held on 19th December 2024. The minutes of this meeting can be found via the link listed in Section 8 of this report. The Scrutiny Committee may choose to scrutinise highways schemes and the development of a new North Northamptonshire Local Transport Plan in the future.

7.8. Equality Implications

7.8.1 An overall Equalities Screening Assessment has been completed for the programme of works and no negative impacts to groups with protected characteristics were identified as a result of that screening. Where applicable, an Equalities Screening Assessment will be conducted for individual highways schemes to ensure they consider and support all residents including those with protected characteristics.

7.8.2 The highways and transport system is used by all who travel across North Northamptonshire. The initial list of schemes identified focuses on maintenance activity, and all sectors of the community can be expected to benefit from a more even carriageway or footway surface. It will be of proportionately greater benefit to the older age groups, those with disabilities, particularly those who have difficulty walking and/or need to use a wheelchair, and those who are pregnant or using pushchairs. There are no identified negative impacts on the nine protected characteristics within the Equalities Act 2010 as a result of this increased funding and maintenance activity.

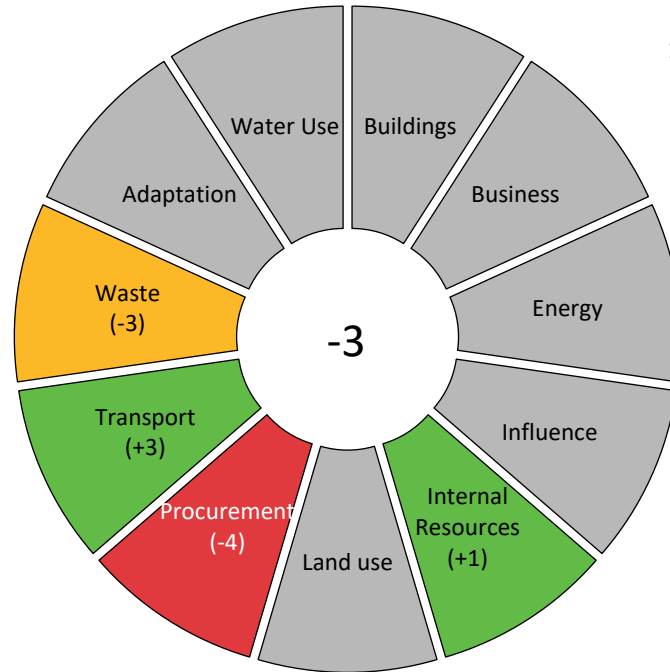
7.9. Climate Impact

7.9.1 While the proposals within this report are similar to those of previous years, as a capital scheme the carbon impacts need to be compared with the impact of not undertaking the works.

7.9.2 The elements which have been scored are as follows:

- Internal Resources (+1): The proposal uses grant funding which has already been obtained.
- Procurement (-4): As a capital scheme the proposal uses materials and other resources which would not otherwise be expended.
- Transport (+3): The proposal has benefits in terms of improving facilities for active travel and public transport.
- Waste (-3): Highway maintenance and construction activities generate waste material.

The overall score is -3.



North Northamptonshire Council has committed to being a carbon neutral organisation by 2030, 5 yrs & 11 mos away.

7.9.3 Viewed alone, the Integrated Transport Block expenditure would have either a neutral or slightly positive impact. The Maintenance spend has a negative impact because it uses materials and other resources to renew the highway in its existing configuration. However, the alternative of not undertaking the maintenance would make the roads less easy to use for all users in the long term, including active travel and public transport. It could also be expected to increase the resources that would be used if and when maintenance was undertaken at a future date, as long-term deterioration would increase the requirement for major reconstruction.

7.9.4 The highway industry continues to explore the options for zero-carbon maintenance and construction activity. Zero-carbon maintenance activity is currently possible, but only at a cost which would severely limit the level of activity that could be undertaken and lead to further deterioration in the road network.

7.10 Community Impact

7.10.1 These proposals can be considered to have a positive impact on the community as the programme delivers the infrastructure to support and connect communities. An efficient highway network supports all manner of social benefits including access to education, healthcare, social networks and economic opportunities.

7.11 Crime and Disorder Impact

7.11.1 There are no evident crime and disorder implications of the proposals in this report.

8 Background Papers

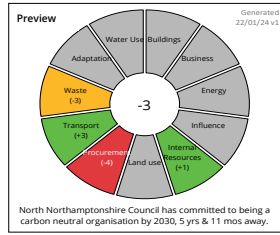
8.1 Northamptonshire Transportation Plan
[Highways plans and strategies | North Northamptonshire Council](#)
[\(northnorthants.gov.uk\)](#)

8.2 Agenda for Place and Environment Scrutiny Committee on Tuesday 19th December, 2023, 7.00 pm - North Northamptonshire Council
[\(moderngov.co.uk\)](#)

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Climate Change Impact Assessment Tool (v1)

Directorate & Service Area	Place & Economy/Highways
Report Name	Highways & Transport Block Funding 2024-25
Report date	15/02/24
Report author & role	Graeme Kane, Assistant Director, Highways & Waste
Proposal Summary	To inform the Executive of the grants received from the Department of Transport (DT) for infrastructure improvements and the intention to spend these amounts on the highways network
Export filename	Highways & Transport Block Funding 2024-25 CCIA 15.02.2024 .png



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- Save to desktop
- Copy alt-text



Category	Impact	Notes / justification for score / existing work (see guidance sheet or CCIA detailed notes for more information)	Score (-5 to +5)	Mitigations (If the impact is negative, please provide a mitigating action for reducing the impact going forward)
Buildings	Building construction	N/A		
Buildings	Building use	N/A		
Buildings	Green / blue infrastructure	N/A		
Buildings				
Business	Developing green businesses	N/A		
Business	Marketable skills & training	N/A		
Business	Sustainability in business	N/A		
Business				
Energy	Energy efficiency	N/A		
Energy	Reducing energy demand	N/A		
Energy	Switching to low-carbon energy supply	N/A		
Energy				
Influence	Communication & engagement	N/A		
Influence	Wider influence	N/A		
Influence	Working with communities	N/A		
Influence	Working with partners	N/A		
Internal Resources	Material / infrastructure requirement	N/A		
Internal Resources	Staff time requirement	The staff time taken in implementing these proposals is similar to the time which would be taken in dealing with complaints if they were not implemented.		
Internal Resources	Staff travel requirement	There is negligible staff travel associated with this proposal.		
Internal Resources	External funding	External funding has already been allocated to the Council by the Department for Transport. Specific allocations are made for Maintenance/Potholes and for Interated Transoort	+1	
Internal Resources				
Land use	Carbon storage	N/A		
Land use	Improving biodiversity adaptation	N/A		
Land use	Natural flood management	N/A		
Land use				
Procurement	Food & Drink	N/A		
Procurement	Products	This is essentially a construction activity, which will use more resources that if the activity was not undertaken (However, the scale of impact is similar to previous years)	-2	We continue to follow industry developments to reduce the amount of material used in road maintenance/improvements.
Procurement	Single-use plastic	Possible use in supply of some materials eg kerbing, but negligible		
Procurement	Services	This is essentially a construction activity, which makes more use of supplier services than if it was not undertaken. (However, the scale of impact is similar to previous years)	-2	We continue to follow industry developments to reduce the consumption of services in road
Procurement				
Transport	Decarbonising vehicles	There are elements of this scheme which, by making the road surface better, make all travel more tractive. There are some measures which seek to reduce traffic and others which seek to increase active travel or public transport. Overall, the net impact is probably negligible change		
Transport	Improving infrastructure	Are regards the Integrated Transport Block, the proposals are likely to encompass some small scale improvements to active travel facilities	+1	
Transport	Demand reduction	N/A		
Transport	Supporting people to use public transport	As regards the Integrated Transport Block, the proposals are likely to encompass some small scale improvements to public transport infrastructure.	+1	
Transport	Supporting people to use active travel	Are regards the Integrated Transport Block, the proposals are likely to encompass some small scale improvements to active travel facilities	+1	
Transport				
Waste	End of life disposal / recycling	Highway maintenance activities will produce waste materials	-1	We continue to explore opportunities to increase the use of recyclec materials and reduce the amount of waste generated when road repairs are undertaken.
Waste	Waste volume	Highway maintenance activities will produce waste materials	-2	We continue to explore opportunities to increase the use of recyclec materials and reduce the amount of waste generated when road repairs are undertaken.
Waste				
Adaptation	Drought vulnerability	This proposal concerns maintenance and minor improvements to existing highway infrasctrurtrue. It does not inherently improve or reduce their vulnerability to drought.		
Adaptation	Flooding vulnerability	This proposal concerns maintenance and minor improvements to existing highway infrasctrurtrue. It does not inherently improve or reduce their vulnerability to flooding.		
Adaptation	Heatwave vulnerability	This proposal concerns maintenance and minor improvements to existing highway infrasctrurtrue. It does not inherently improve or reduce their vulnerability to heatwaves.		
Adaptation				
Water Use	Improving water-use efficiency	N/A		
Other	Other 1			
Other	Other 2			
Other	Other 3			
Other	Other 4			

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EXECUTIVE 15th February 2024

Report Title	Communities Strategy and Strategic Investment into the Voluntary, Community and Social Enterprise Sector
Lead Member	Cllr Mark Rowley – Executive Member for Housing, Communities and Levelling Up
Executive Director	Jane Bethea, Director of Public Health and Wellbeing
Report Author	Kerry Purnell, Assistant Director Communities and Leisure

Key Decision	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there public sector equality duty implications?	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	N/A
Which Corporate Plan priority does the report most closely align with?	Active, fulfilled lives

List of Appendices

Appendix A: North Northamptonshire Council Communities Strategy

Appendix B: A copy of the Climate Change Impact Assessment (CCIA)

1. Purpose of Report

- 1.1. This report introduces the Council’s Communities Strategy. It has been co-produced with representatives from across the Voluntary, Community and Social Enterprise (VCSE) sector.
- 1.2. The report also sets out the proposed new VCSE strategic grants framework for period of three years from 1st April 2024, which replaces the previous strategic grant arrangements which North Northamptonshire Council inherited from the former sovereign councils.
- 1.3. It also details the proposed new VCSE Infrastructure support arrangements which will be tendered and contracted for three years from 1st September 2024.

2. Executive Summary

- 2.1. The Voluntary, Community and Social Enterprise (VCSE) sector provides valuable support to people across North Northamptonshire. The range and geographical coverage of organisations in the sector is comprehensive. There are currently 168 VCSE member organisations connected to the VCSE locality-based networks in Kettering and Corby and 200 across Wellingborough and East Northants, many of whom operate successfully without funding from the Council. They range from small volunteer-run community groups to larger charities, some of which provide very specialised work such as debt casework, mental health counselling, support to victims of domestic abuse, and drug treatment and recovery.
- 2.2. The purpose of this strategy is to emphasise and strengthen the role the VCSE, residents and communities have in delivering the North Northamptonshire Council's Corporate Plan and the Northamptonshire Integrated Care System's Live Your Best Life Strategy, particularly within the context of the new Place-based delivery models.
- 2.3. The Communities Strategy is a North Northamptonshire Council strategy, but it also brings together the key themes which underpin a number of national and local agendas into a co-ordinated framework for effective partnership working with the VCSE. This will be achieved through mutually beneficial relationships between all directorates within the Council, with the VCSE and Town and Parish Councils, but can also support positive relationships across all organisations, across sectors and with residents and their communities, which will drive innovation, collaboration and meaningful co-production.
- 2.4. The Strategy has five principal aims, for 2024 to 2027, which are to:
 - Emphasise and strengthen the role the VCSE sector, residents and communities have in delivering the Council's corporate objectives, and within the context of the countywide Live Your Best Life Strategy for the Integrated Care System, particularly within the context of the new Place-based delivery models;
 - Develop a co-ordinated vision and framework for effective partnership working on equal terms, and, wherever possible, co-production with VCSE organisations and groups, along with Town and Parish Councils;
 - Set out the Council's approach to financial investment into the VCSE, which promotes sustainability, through access to a range of funding sources, including strategic and small grant giving by the Council; and future infrastructure support into the sector;
 - Strengthen the ability of the VCSE sector to deliver services and connect communities through engaging residents, leading community action, supporting volunteering, supporting people in the most vulnerable situations, and brokering relationships between statutory bodies and communities;

- Provide a framework to support innovative approaches which facilitate necessary change, given the shifting needs of local communities in the wake of the pandemic and the current economic climate.

2.5. The Strategy introduces eight key themes, six* of which will form a significant part of the ask the Council will make of the future providers of the VCSE Infrastructure support contract, which will be tendered for delivery. The remaining two themes will be co-ordinated and delivered by Council officers.

The themes are:

- Capacity Building and back-office support for the VCSE*;
- Funding Support for the VCSE*;
- Co-ordination of VCSE involvement and leadership for the Integrated Care System and the Place Programme*;
- Developing mutually beneficial relationships*;
- Co-ordination and promotion of best practice across the VCSE*;
- Volunteering support, promotion and best practice*;
- Supporting communities to take on assets and services where appropriate to do so;
- Delivery of the VCSE grants programme.

2.6. It is proposed that the new VCSE strategic grants framework for 2024-2027 focuses on the following themes:

- Core cost support to the Community Centres which were supported by the former sovereign Councils;
- Financial Inclusion;
- Community Transport;
- Prevention of Social Isolation for Older People;
- Community Mental Health and Wellbeing;
- Increasing resilience in the VCSE to provide support for vulnerable residents, as identified through the new Support North Northants (SNN) service;
- Promotion and Advocacy for Equalities.

3. Recommendations

3.1. It is recommended that the Executive:

- a) Approves the Communities Strategy for adoption;
- b) Approves the proposed VCSE Strategic grants framework and the proposed VCSE Infrastructure support arrangements for the period 2024-2027.
- c) Delegates authority to the Executive Member for Housing, Communities and Levelling Up, in consultation with the Director of

Public Health and Wellbeing to procure the new VCSE Infrastructure support contract and undertake any activities required to deliver this strategy.

3.2. Reasons for Recommendations:

- The previous strategic VCSE grant arrangements inherited from sovereign councils end on 31st March 2024 (some have been in place since 2017, pre-Covid and pre-North Northamptonshire Council) and new arrangements are required;
- The previous arrangements for VCSE infrastructure support also come to an end on 31st March 2024 and new, more robust, arrangements are required;
- There has been a huge shift in the strategic context within which the Council and the VCSE are now working, largely due to the development of the Integrated Care System (ICS) and the new Place-based delivery models, including the Council's Levelling Up agendas for its 'left behind' neighbourhoods, all of which have already resulted in a strengthened collaboration and governance for the VCSE;
- The Place-based delivery models have also brought about emerging priorities from the new Community Wellbeing Forums and Local Area Partnerships (LAPs), and the emergence of the new VCSE-led, whole-system, early intervention service, Support North Northants (SNN), which is providing evidence of need on the ground in communities;
- The work undertaken by the Northamptonshire County Association for Local Councils (NCALC) between 2021 and 2023 which reported on the relationship between Principal and Local Councils and included approaches to devolution of assets and services.
- In summary a Communities Strategy is required to set out the Council's approach to working with and investing in the VCSE within the context of these strategic contexts.

3.3. Alternative Options Considered:

3.3.1 The alternative option would be to not have a Communities Strategy. However, this would not be a recommended approach as the Strategy sets out how the Council wishes to work with the VCSE, as equal partners, recognising the valuable role the sector plays in supporting the communities of North Northamptonshire.

3.3.2 It also identifies the key themes for the new VCSE Infrastructure contract and lays the foundation for the Council's new VCSE strategic grants programme, both of which are needed to replace legacy arrangements inherited by the Council in 2021. Without the Strategy the VCSE would not have reassurance about future funding opportunities, nor about the critical support it has stated it requires moving forward, to help the sector to grow, become more sustainable and to attract more inward investment into North Northamptonshire, for the benefit of our communities.

- 3.3.3 A number of options were considered as part of the Council's budget setting for 2024-25, in relation to the future funding envelope for the VCSE Strategic grants from 1st April 2024. This included removing all funding and ceasing the programme, to a variety of proposals which might result in the funding being reduced to a greater or lesser extent. Ultimately the Council's Executive are committed to retaining the funding at the same levels as before, £671,771, whilst recognising that new grant arrangements would be required to replace those that are expiring on 31st March 2024.
- 3.3.4 In summary, not having a Communities Strategy could result in missed opportunities for VCSE organisations to collaborate effectively with one another to share knowledge, expertise and resource, and for the Council to work in effective strategic and operational partnerships with the hundreds of VCSE organisations which operate locally and add so much economic and social value to the North Northamptonshire economy and social fabric.

4. Report Background

- 4.1. The VCSE provides valuable support to people across Northamptonshire. The range and geographical coverage of organisations in the sector is comprehensive. There are currently 168 VCSE member organisations connected to the VCSE locality-based networks in Kettering and Corby and 200 across Wellingborough and East Northants, many of whom operate successfully without funding from the Council. They range from small volunteer-run community groups to larger charities, some of which provide very specialised work such as debt advocacy and casework, mental health counselling, support to victims of domestic abuse, and drug treatment and recovery.
- 4.2. Over the last 18 months the VCSE across North Northamptonshire has become stronger, largely due to the emergence of the ICS Place Programme. This has seen the VCSE strengthen its collaboration within the sector and work closely with statutory partners to influence the development of the Place Programme including leadership and co-ordination of the four new Community Wellbeing Forums (CWFs) and seven Local Area Partnerships (LAPs). A new governance for the VCSE has been embedded as part of the ICS, with a strategic Oversight Group reporting into the Place Delivery Board, the four VCSE CWF chairs sitting on the North Health and Wellbeing Board and a wider VCSE Operational Engagement group being established to complement the four locality VCSE networks that already existed.
- 4.3. It has been the ambition of the Communities and Leisure Directorate to develop a Communities Strategy for the Council since Vesting Day. This direction of travel was presented to the Council Executive in a report in March 2022 which outlined the intention to develop a Strategy which would include:
- Adoption of a corporate commitment to working in equal partnership through co-production;

- Strengthening the ability of the VCSE sector to deliver projects and connect communities through engaging residents, leading community action, supporting people in the most vulnerable situations and brokering relationships between statutory bodies and communities; and
 - VCSE Infrastructure support arrangements to improve sustainability and increase growth in the VCSE sector, developing fit for purpose, sustainable organisations able to deliver high quality projects with diversified income streams and less reliance on grants, with a more commercial focus and which are flexible and adaptable to change.
- 4.4. The Executive report dated 17th March 2022 secured approval to extend the VCSE strategic grants inherited from the former councils for a further 2 years until 31st March 2024. These grants included funding the former councils committed to VCSE infrastructure support.
- 4.5. The delay in developing this Communities Strategy, whilst not planned, has been fortuitous, as there have been some significant changes during the intervening period, to the strategic context within which the Council and the VCSE are operating.
- 4.6. Not only has the Council adopted its Corporate Plan, but it has also begun to develop its Big50 for 2050. The VCSE has an important role to play in helping the Council to deliver almost all of its strategic objectives as they relate to outcomes for our people and places, and also align with the reason for being for many of our VCSE organisations.
- 4.7. However it is important to ensure that where the Council is grant funding VCSE delivery, the investment is demonstrably contributing to its strategic priorities.
- 4.8. Over the last 18 months the county as a ‘system’ of partners from across the public and VCSE sectors, has also developed its approach to integrated health and care through Integrated Care Northamptonshire (ICN). A new 10 year Live Your Best Life Strategy was adopted in late 2022, The ambition of this strategy is for residents to ‘live their best life’ in all aspects: health and wellbeing, education, housing and employment.
- 4.9. The ICS Strategy sets out a collaborative direction of travel for the people of Northamptonshire to achieve a shared vision over the next 10 years to deliver better outcomes for residents throughout their lifetime; from pregnancy to early years, to improved education and employment opportunities, to social connection and better access to health and care services. It also recognises that, like many areas, North Northamptonshire faces a number of challenges which continue to place pressure on the Council and on health and care services. North Northamptonshire faces significant demand from a growing older population and working age adults, as well as the children population. These are happening at a time when operating cost pressures are high, with utility costs rising and people feeling the impact of the rising cost-of-living. It is clear that organisations, and their services, must adapt to ensure that they meet

the challenges ahead. Through shared working and VCSE and community involvement, we have the best opportunity to respond to these challenges.

- 4.10. During the latter half of 2022 the ICS Place Programme was developed as part of the county-wide ICS Operating Framework. The ICS approach to delivery is all about connecting strategic decision making, from the Integrated Care Board and the county-wide thematic strategic collaboratives, through to place, utilising the new CWFs and LAPs; and putting communities at the heart of what we do.
- 4.11. The seven LAPs in North Northamptonshire have used LAP profiles, based on a range of Public Health and other data, alongside of local intelligence that LAP members have brought to the table, to identify a number of priorities. The first round of priorities was identified following a series of community events held in the spring of 2023 and the second round was identified in the autumn of 2023. These priorities and the subsequent action plans that have been developed have helped inform some of the new themes for the VCSE Strategic grants programme proposed in this report.
- 4.12. In addition, as part of the ICS Place Programme, the VCSE in North Northamptonshire have introduced a new VCSE-led whole-system, early intervention service, Support North Northants (SNN). Mobilised in the second half of 2023, as a test and learn programme, SNN currently has 12 months seed funding from three different funding partners across the ICS to help the VCSE prove the concept.
- 4.13. SNN is a system-wide collaborative service model with the VCSE, statutory and other agencies to provide co-ordinated earlier intervention and prevention of escalation of issues for adults over 18 and their families. It aims to guide people to the right services, pathways and support networks quickly, and to build greater levels of community resilience by increasing capacity in the VCSE to provide wrap-around support. The key principles are:
 - Don't give up on people' and catch people early;
 - Person-centred and strengths-based support, based on holistic assessments;
 - Builds personal and community resilience, invests in and builds capacity within VCSE services to meet identified local needs;
 - Help people to help themselves;
 - Effective use of public and community assets, skills, talents, resources through effective case co-ordination.
- 4.14. A small SNN team of 11 staff has been recruited, hosted across three VCSE organisations, and additional investment has been made into other VCSE organisations to provide key support services which have been identified as gaps early on, such as benefits checks for all SNN service-users, home repairs and safety modifications where needed. SNN is a practical, emerging example of the collaboration within the VCSE and across the sectors, which this Strategy seeks to foster. It is also identifying barriers which prevent residents from Living Their Best Life, which have also informed the new priorities for the VCSE strategic grants programme.

- 4.15. Family hubs are part of a national programme designed to improve access and understanding of services which support children, young people and families. The hubs act as an umbrella for a range of services, giving people one entry point to access support, guidance and information. At the core of every family hub is a great Start for Life offer supporting families from pregnancy up to a child's second birthday. Support is also available to families of children aged up to 19, or children with special educational needs and disabilities (SEND) aged up to 25.
- 4.16. North Northamptonshire is one of the 75 local authority areas named by the DfE as eligible to receive a share of the national funding for the Family Hubs and Start for Life programme for the period 2022-2025. For North Northamptonshire services are centred around the four areas – Wellingborough, Corby, East Northants and Kettering. Each area's offer will include a network of physical sites within local communities, alongside online support, services and information.
- 4.17. Physical locations are being developed as 'hubs', centred around existing services. In addition to the physical hubs, the new model will introduce other ways to access services, including additional online and self-service routes. The family hubs programme forms part of the wider early help offer available to families within North Northants. It is a transformative piece of work aiming to redesign the offer for parents and families, so they receive a more joined-up service, with support from a skilled workforce. It aims to transform access to and awareness of services so people can find the help they need when they need it. It also aims to reach those who are currently under-served.
- 4.18. The VCSE has a critical role to play in both shaping the Family hubs offer in North Northamptonshire and being part of the delivery partnerships to provide valuable and local services to children and families.
- 4.19. In 2021-22 a cross party Scrutiny Panel was established by the Council to review and understand the underlying data related to the three neighbourhood areas in Corby, Kettering and Wellingborough highlighted as 'left behind'. Engagement activity was undertaken with residents in those neighbourhoods to understand the challenges and opportunities and also to explore the views of partner agencies, including the VCSE organisations, working in those communities. Learning was also considered from programmes already delivered in those areas.
- 4.20. Recommendations were made and a Levelling Up Action Plan has been developed, to both set out the Council's strategic intent to level up these neighbourhoods and so that progress against those recommendations can be demonstrated and tracked. Many of the recommendations relate to how the Council engages and communicates with, funds and problem solves with the VCSE in those neighbourhoods and are therefore relevant to the Communities Strategy.
- 4.21. In 2021 NCALC received Community Renewal Funding to deliver a project aimed to be an investment in communities and place. Along with mapping all

assets, functions, services and facilities within each parish, it aimed to start the work towards developing a devolution framework and enhancing the confidence, knowledge and skills of Parish and Town Councils to generate effective business cases to achieve successful bids through the Community Right to Bid process for community assets.

- 4.22. The work towards developing a devolution framework resulted in Local Councils across North Northamptonshire being better informed about and prepared for any future transfer of assets and services. Some of the “nuts and bolts” of devolution were put in place, but the Council through its Statement of Intent was and remains clear that it has no intention to undertake any wholesale devolution of assets and services in the near future. The Statement from North Northamptonshire Council states:

*NNC “understands that the appetite for and capacity of towns and parishes to take on increased roles in local service delivery and place-shaping varies significantly between individual local councils”. NNC “wants to support communities when they wish to take on additional responsibilities; but the Council is not looking to force assets onto towns & parishes. The Community Asset Transfer Policy is there to enable NNC to respond if / when town or parish councils want to explore taking on an asset or service. **The transfer of assets or services is an opportunity and there will be a place-led approach which responds to local demand or aspirations from communities.***

- 4.23. “Listening Events” which were held with Council officers and Councillors went some way to establishing a meaningful dialogue between the Council and the Local Councils in its area.
- 4.24. There is further work to do to ensure that if there are any further transfer of assets and services, the process is well-managed, thoughtful, and fair. This will therefore form a theme for this strategy.
- 4.25. In preparing this strategy, the current VCSE Infrastructure organisations (SERVE and Groundwork Northamptonshire) have engaged with organisations across the VCSE locality networks, and the first North Northamptonshire sector-wide engagement event was held in person at the end of September 2023, where over 100 VCSE organisations were represented. These sessions highlighted the vital role the sector plays in delivering commissioned, grant-funded and voluntary services, often to people in the most vulnerable situations. The sector is seen as innovative, dynamic, flexible and responsive, making it a key partner in delivering effective and efficient services.
- 4.26. At the engagement event the sector was asked to consider the following questions, the feedback from which has informed this Strategy:
- What are the biggest challenges facing the VCSE locally currently?
 - What are the opportunities?
 - What support do you think should be offered under future VCSE Infrastructure arrangements?

- If NNC could only invest in a few strategic priorities for the sector, what would they be?
- 4.27. The North VCSE Oversight Group leaders from the sector have proactively helped to shape this Strategy, by engaging with the VCSE through their networks, specifically to influence the focus for the new VCSE Infrastructure offer. They have offered constructive comment on the initial drafts of the Strategy.
- 4.28. A series of co-production meetings have also been held with VCSE partners who deliver against the emerging themes identified as priorities for future investment through the VCSE strategic grant funding the Council distributes. These meetings have been open, frank and transparent to inform what needs to be funded and why, what is currently working and why and the challenges and opportunities for VCSE partners to collaborate even more effectively, to ensure the Council can maximise the reach and impact of its financial investment.

5. Issues and Choices

- 5.1. The current strategic VCSE grant arrangements total £671,771 per annum. It should also be noted that the strategic grant arrangements are not the only grant funding NNC provides to the VCSE. Currently, during 2023-2024 also NNC invests in the VCSE through:
- **Discretionary (Small) grants**, up to £5,000 per grant – £120,000 p.a.
 - **Shared Prosperity Funding** – £255,000 in 2023-24 and £400,00 in 2024-25 with a focus on projects which support young people in left behind areas and supporting community/VCSE sector with bid writing and funding support; community mental health & wellbeing; connecting communities to services & services to communities and volunteering in all areas.
 - **Shared Prosperity Funding for Rural Communities** £72,000 for 2023-24 and £218,000 for 2024-25.
 - **Member Empowerment Fund**- £156,000 p.a. whilst not specifically targeted at VCSE organisations, invests in projects that matter to local communities.
 - **Household Support Fund 4** for 2023-24, £570,000 with a focus on supporting all Vulnerable Households in Financial Hardship through Home Improvements, Food Poverty, Tenancy Support, Benefit Advice and Budget Management.
 - **£250,000 COMF funding** in 2023-24 to support the test and learn phase for Support North Northants
 - **£129,000 Well Northants Programme** community grants in the three left behind neighbourhoods.
 - **Multiply funding** (commissioned by Adult Learning Service), supporting residents with numeracy skills, £273,500 for 23-24.
 - There will also be other commissioned contracts from NNC services into the VCSE.

- 5.2. The investment detailed above, including the current strategic grant agreements totals £1.82m for 2023-2024.
- 5.3. Part of the current VCSE strategic grant arrangements relate to Infrastructure support to the VCSE by certain VCSE partners. Infrastructure arrangements, normally funded by Local Authorities and delivered through contractual arrangements, include functions such as:
- Capacity building in the sector to ensure back-office functions and governance arrangements are robust and organisations are commissioning-ready should they wish to bid for grants and contracts;
 - Improving sustainability and increasing growth in the VCSE sector, developing fit for purpose, sustainable organisations able to deliver high quality projects with diversified income streams and less reliance on grants, with a more commercial focus and which are flexible and adaptable to change;
 - Funding and bid-writing support;
 - Volunteering best practice;
 - Supporting networking, collaboration and co-ordination across the sector and with statutory partners to ensure the VCSE has a voice in strategic and operational decision making through genuine co-production;
 - Supporting the sector to promote and enable social and community action; and
 - Supporting the sector to demonstrate impact and return on investment and contribute to the social value agendas.
- 5.4. However, the infrastructure arrangements inherited by the Council from the former sovereign councils are relatively light touch and constitute a total investment of only £58,000 across North Northamptonshire, through two providers, SERVE for Wellingborough and Groundwork Northamptonshire across Corby and Kettering. East Northants currently has no funded Infrastructure support.
- 5.5. Under the former councils, the arrangements were delivered through annual grant agreements. For a Unitary Authority with a population the size of North Northants these legacy Infrastructure arrangements are not sufficient nor robust enough to build capacity in the sector as set out above, under the ambitions set out in this Community Strategy.
- 5.6. National best practice is for Councils to formally tender VCSE Infrastructure contracts, to run for at least 3 years, to ensure these contracts deliver against strategic priorities for the Council, as well as meeting the needs of the sector, and to embed collaboration across and strong leadership of the sector into these contractual requirements. It is intended that for the Council that the new Infrastructure contract will have a significant role in delivering the Communities Strategy, with and on behalf of the Council, and with the sector and wider partners.

- 5.7. This assessment of the current situation was evidenced at the engagement session with over 100 representatives from the VCSE where future Infrastructure requirements were discussed at length. There is a huge appetite for collaboration across the sector in North Northamptonshire, but VCSE organisations said they would benefit from additional support for such issues as bid writing support, shared back-office functions such as training and professional development, HR, finance, procurement, legal, insurance and transport, communications and marketing, safeguarding, risk management, volunteer management, sharing resources and best practice, workforce recruitment, development and retention, governance and policy, commerciality and financial sustainability.
- 5.8. The sector also discussed the benefit of an annual state of the North Northamptonshire VCSE report and sharing expertise in demonstrating return on investment, all to help show the impact the VCSE has locally on services and outcomes for communities.
- 5.9. The Council does not have a statutory duty to fund the voluntary sector or commission projects from organisations within it. However, in recent years, financial cuts both nationally and locally have put significant pressure on the organisations within the sector. In some cases, organisations have been forced to use their reserves to continue operating, which of course is not sustainable in the long-term.
- 5.10. It is proposed to tender a new VCSE Infrastructure contract with an annual value of £200,000 for three years from September 2024 at the latest, to significantly support the delivery of this strategy. This, in turn will provide the support to the VCSE that is both needed and has been requested, to enable the sector to continue grow in reach, depth and resilience, to become less dependent on grant funding from the Council in the future and to continue to deliver positive outcomes for our residents and communities.
- 5.11. The Infrastructure contract will be funded from the VCSE strategic grants allocation within the Council's MTFP.
- 5.12. The current strategic grant funding arrangements with VCSE organisations were inherited from the former sovereign councils and involve a mixture of grants, service level agreements and contracts. Some of those arrangements have been in place for some considerable time, since 2017 in some cases.
- 5.13. The current funding arrangements with VCSE organisations created by the sovereign councils were subject to an application process and were awarded accordingly. Whilst, overall, the current arrangements are performing well, and grant agreements are monitored, they are out of date, offer a somewhat scattergun approach to what services are funded, and where, and as such do not provide the consistency and transparency to which the Council might now aspire. In addition, they do not necessarily reflect the Council's corporate priorities, and are not aligned with other system-wide ambitions for the area such as the 10 Live Your Best Life Strategy ambitions and the emerging local priorities being determined by the Local Area Partnerships.

- 5.14. In early 2022 a review was undertaken of the funding the Council provides to support some of the core costs of some of its devolved community centres, as inherited from the sovereign councils as part of the former VCSE Strategic Grant arrangements. This is in recognition that there is a range of arrangements in place across the Council area in relation to the ownership, management and funding arrangements for community centres.
- 5.15. All centres in the East Northants locality are devolved to either Town or Parish Councils or other community organisations. The former East Northamptonshire Council did not award community grants to any organisations running community buildings.
- 5.16. In Wellingborough all community centres are devolved or have never been owned by the Council. Hemmingwell Community and Skills Centre is in the process of being transferred to Greatwell Homes as it is located on their land. There is a long-term lease in place with a community organisation which runs the centre. Hemmingwell Community Centre receives £10,000 p.a. from the Council towards core costs. Two other centres, Glamis Hall and the Victoria Centre also receive core funding of £10,000 and £11,326 p.a. respectively.
- 5.17. The three devolved centres in the Kettering area, (Crescents Community Centre, Burton Latimer Community Centre and Highfields) do not receive Council funding for core costs. However, there are seven which are still operated in-house by the Communities and Wellbeing service:
- Ise Valley Pavilion
 - Melton Street Community Centre
 - North Park Pavilion
 - Northampton Road Pavilion
 - Rockingham Pleasure Park Pavilion
 - Rothwell Community Centre
 - Counties Community Centre
- 5.18. They are used by a number of regular hirers as well as one-off bookings, such as for parties or celebrations. Most are regularly hired, however, due to the condition of some of the buildings, usage is limited in some, two of which (Rockingham and Northampton Road Pavilions) are being considered as part of the emerging Leisure Facilities Strategy.
- 5.19. Staffing for the Kettering area centres is covered by the Communities and Wellbeing service via a Community Services Assistant who oversees the repairs and maintenance of these centres, along with 2 part-time Site Assistants who open/close for hirers and maintain the centres.
- 5.20. The cost to the Council to manage these in-house community centres is £160,000 annually with an income targeted for them on £86,500.
- 5.21. The Council continues to look at opportunities to devolve the remaining in-house centres, for example the Counties Community Centre is being proposed for 2024-25. It was previously devolved but brought back in-house when the

Community Association folded. A new Community Association is now interested in taking on the running of the centre. There are challenges with further devolution as some centres need significant capital investment in order to bring them up to a standard where they can be transferred to communities, but the Council will continue to explore these opportunities as appropriate.

- 5.22. In 2012 the former Corby Borough Council devolved 12 Council-owned community facilities to community groups, to run on behalf of the council. Leases were agreed at a peppercorn rent and grants were awarded towards the core utility and running costs previously met in house.
- 5.23. These grants were awarded annually and ten of the centres currently receive grant funding support from North Northamptonshire Council as part of the legacy grant agreements taken on by the new authority in 2021. Two of them are sports facilities not community centres*. The Autumn Centre, which receives specific council funding for providing day care services for older people and people with dementia, does not receive a separate grant towards core running costs.
- 5.24. The currently funded devolved community facilities which receive funding towards core costs from the Council VCSE strategic grants allocation are:

Devolved Community Facility	Amount Council Funded per annum
Kingswood Community Centre (Corby)	£17,200
Danesholme Communicare Centre (Corby)	£11,660
Beanfield Community Centre (Corby)	£11,660
Stephenson Way Community Centre (Corby)	£8,660
Ennerdale Community Centre (Corby)	£8,660
Oakley Vale Community Centre (Corby)	£8,330
Arran Community Centre (Corby)	£5,000
Woodsend Bowls Club* (Corby)	£3,240
Corby Olympic Boxing Club* (Corby)	£1,170
Hemmingwell Community Centre (Wellingborough)	£10,000
Glamis Hall (Wellingborough)	£10,000
The Victoria Centre (Wellingborough)	£11,326
Total	£106,906

- 5.25. Service Level agreements are in place which contain agreed services for each centre which receives a grant towards core costs to deliver, such as:

- Managing the Property for the benefit of all residents within the area;
 - Providing access to groups and individuals who wish to hire the property;
 - Actively promoting the facilities available at the property to the community;
 - The Board should be actively involved in contributing to local community events;
 - The Board should foster good relationships with partners, resident groups and the community;
 - Maintaining an activity programme and actively encourage new activities to increase the services delivered for all ages and abilities at the Property.
- 5.26. The Council, as landlord, is still responsible mainly for external repairs and maintenance, as well as fixtures such as heating systems, for which there is a revenue budget of £53,160, which is in addition to the £671,771 from which the grants for core costs are allocated. The budget is predominantly spent on monthly maintenance checks, minor repairs, fire equipment testing and when required, replacements, gas testing and labour costs. The budget is under pressure most years.
- 5.27. The community organisations, as leaseholders, are mainly responsible for internal repairs and décor of the buildings.
- 5.28. Across the Council area, Corby is distinct in that a larger number of community organisations running council owned community facilities have the benefit of a peppercorn rent, as well as an annual grant to contribute to core costs. There are no similar arrangements in either the Kettering or East Northants localities.
- 5.29. As part of the review into the VCSE strategic grant arrangements the Council has considered harmonising its approach across geographic areas and in line with strategic context outlined in priorities as outlined in section 4 above. This applies equally to investment in community centres as it does to other grant themes.
- 5.30. As a result of legacy arrangements under the former Councils, there is disparity between the devolved centres where core grants are provided and those in other parts of the Council area which are not funded in the same way. If allowed to continue this could lead to the question of parity of grant funding across the Council, arising to claims from organisations in other geographic areas of the Council and potentially an increased demand for annual revenue expenditure.
- 5.31. If the Council continues to fund the community centres as it currently does, and Council funding is expected year on year, there may be limited incentive for the community associations to improve their business model or to seek other external funding streams.
- 5.32. The proposal to harmonise investment into community centres by removing the core grants to the devolved centres has been carefully considered. A

consultation, by way of a survey and face to face discussions, was undertaken to ascertain feedback on any effect that a cessation or reduction of the grant arrangements would have on the organisations running the affected community centres. Specifically, they were asked:

- What effect, if any, the proposal is likely to have on operating times and services offered at the centre?
- How any likely effects could be mitigated e.g. cost savings, income generation, other external funding opportunities, tapered support etc?
- The level of unrestricted reserves of the organisation e.g. 3 months?
- Whether there are any other unique factors the council should be considering?

5.33. The overall feedback was that short notice, total withdrawal of grants from the centres would have a detrimental effect, with several voluntary management groups stated that without time to mitigate the potential impact, they may have no option but to cease functioning and hand the keys back to the council. The main factors cited were:

- Low level of reserves and where reserves have been built up, this has taken several years of sustained effort;
- High utility bills, especially where just coming off fixed tariffs;
- Heavy reliance on volunteers, with a potential over reliance on a small number of people;
- Some responsibility for ongoing repairs and maintenance;
- High insurance costs, especially where potential vandalism is a factor;
- Where the only cost reduction is staffing, this is often caretaking staff, without whom there would be a reduction in access to the building and therefore services, and everyday health and safety checks on buildings and appliances;
- Inability to raise prices to cover the extra income needed due to the economics of the area, and the potential of losing trade patronage through overpricing;
- Difficulty of raising external income through lack of resource, not being in a priority area or, where applications are made, the competition for funds within the sector means not many bids are successful or sustained;
- All the centres highlighted the 'social' value of their venues and added value of a range of services within the community, often in deprived areas, offering a safe space for people across a range of ages and cultural backgrounds to meet. The impact of loss of local services and access points would be amplified in deprived areas;
- In many cases, the centres host or co-ordinate initiatives as a partner to the Council for example, warm spaces, local forum meetings, public health initiatives and are working towards building community capacity and resilience which the Council is trying to promote;
- Organisations pointed out that they act as custodians and users of council buildings that would otherwise be a larger liability to the council beyond any loss of community services and goodwill.

- 5.34. Having a place where everyone has the best opportunities and quality-of-life is paramount to the vision of North Northamptonshire. Well run and active community centres contribute to the corporate plan by hosting activities which help people live healthier, more active, independent and fulfilled lives; as well as providing efficient, effective and affordable services that make a real difference to the local community and further afield. This was taken into account when considering the option to withdraw or reduce the funding which contributes to the core costs of these devolved community centres, especially as they are largely situated in 'left behind' or deprived neighbourhoods.
- 5.35. It is proposed by the Executive at this time, that the funding which contributes to the core costs of these devolved community centres is maintained for 2024-25 and reviewed on an annual basis.
- 5.36. However the Council intends, through its increased investment in VCSE Infrastructure support, to work with devolved community centres and other VCSE organisations to help them to become more financially sustainable so as to reduce reliance on Council funding in the future. In return for the additional Infrastructure support the Council expects recipients of core funding to work with the future Infrastructure organisations to further develop financially sustainable operating models.
- 5.37. A review of current grant allocations to cluster them against themes and assess them against the Council's Corporate priorities, the 10 Live Your Best Life ambitions, the intelligence emerging from the new Local Area Partnerships and engagement with the VCSE networks has identified a small number of key themes. In addition to the increased investment into VCSE Infrastructure, support for the following themes are proposed for funding by the Council from the VCSE strategic grants allocation:
- **Financial Inclusion** (benefits checks and advice, debt and money management advice and education, intensive case work for Debt Recovery Orders, IVAs, tribunal support and advocacy);
 - **Community Transport** (to contribute to community-led transport offers across all localities for medical appointments and other social and employment purposes)
 - **Prevention of Social Isolation for older people** (Support for over 60s to remain independent at home and to be an active part of the local community through practical support to access local groups and activities, Volunteer recruitment and support and outreach services)
 - **Community Mental Health and Wellbeing** (co-ordination and use of Community wellbeing champions to support residents struggling with anxiety and low-level mental health challenges to manage day to day activities and access services which are there to support them)
 - **Increasing resilience through specific commissions to the VCSE** to provide support for vulnerable residents, as identified through the Support North Northants (SNN) service;
 - **Promotion and Advocacy for Equalities** (outreach and promotion campaigns about residents' rights, advice, guidance and casework related to discrimination).

- 5.38. New project specifications are being co-produced with VCSE providers and expressions of interest will be sought from the sector. New grant agreements will be established to run for three years from 1st April 2024, in recognition that short term funding does not support the sector to efficiently mobilise, then embed projects and develop exit strategies for sustainable delivery.
- 5.39. Organisations which receive funding will be required to ensure there is delivery across the NNC area, to prevent the postcode lottery which is currently in place. They will potentially be delivered through a lead provider model whereby the Council tenders a project brief and awards a Grant Agreement to one VCSE organisation to deliver against the funding criteria, but that organisation collaborates with others to ensure efficient service delivery across all four North Northamptonshire localities. This will further foster the ethos of collaboration and leadership across the VCSE.
- 5.40. Rationalisation and streamlining of the current strategic grant programme will allow for more robust oversight of future agreements and therefore service delivery, to ensure NNC is securing best value, impact and outcomes for its investment.
- 5.41. As part of the Council's Budget Setting process for 2024-25 a series of options in relation to the £671,771 budget for VCSE Strategic Grants were carefully considered by the Council's Executive Members:

	Option	Description	Impact/ Comment
1	Do Nothing	Leave as is and continue to invest £671,771 into the VCSE rolling the current grant agreements forward	Does not align with strategic priorities. Disparity and lack of consistency in what is funded and where.
2	Increase investment in Infrastructure, cease funding to community centres, harmonise strategic grants into 3-4 key themes	Contract for Infrastructure at £200k p.a. Retain £250k for other key themes. Withdraw devolved community centre funding	Will strengthen VCSE and deliver the Communities Strategy. Will fund some identified key themes. Could attract negative feedback re reduced investment and withdrawal of funding to community centres.
3	Increase investment in Infrastructure, harmonise strategic grants into 3-4 key themes and retain funding to community centres	Contract for Infrastructure at £200k p.a. Retain £250k for other key themes. Provide core cost grants to a community centre in Kingswood, Hemmingwell/Queensway and Avondale and Grange.	Will strengthen VCSE and deliver the Communities Strategy. Will fund some identified key themes. Provides reassurance that NNC values community centres but has to prioritise its investment in most deprived areas. Could attract negative feedback re reduced investment and

	Option	Description	Impact/ Comment
	but only 3 in the Left Behind neighbourhoods		withdrawal of funding to some community centres.
4	Increase investment in Infrastructure, but cease all other elements of the VCSE Strategic grants	Contract for Infrastructure at £200k p.a. Cease all other strategic grants and funding to devolved community centres	Will strengthen VCSE and deliver the Communities Strategy. Could attract negative feedback re heavily reduced investment and withdrawal of funding to community centres.
5	Increase investment in Infrastructure, and retain funding to community centres but only 3 in the Left Behind neighbourhoods	Contract for Infrastructure at £200k p.a. Cease all other strategic grants apart from core cost grants to a community centre in Kingswood, Hemmingwell/ Queensway and Avondale and Grange.	Will strengthen VCSE and deliver the Communities Strategy. Provides reassurance that NNC values community centres but has to prioritise its investment in most deprived areas. Could attract negative feedback re heavily reduced investment and withdrawal of funding to some community centres.
6	Increase investment in Infrastructure, harmonise strategic grants into 6 key themes and retain funding to all currently funded devolved community centres	Contract for Infrastructure at £200k p.a. Retain £366k for other key themes. Continue to fund £107k for devolved community centres.	Will strengthen VCSE and deliver the Communities Strategy. Will fund some identified key themes. Provide reassurance that NNC values community centres. Mitigates risk of negative feedback.

5.42. Following review of a variety of options the funding envelope for the VCSE Strategic grants will remain at £671,771 as per **Option 6** above, in recognitions of the Council's continued commitment to valuing and supporting the VCSE, but new grant arrangements will be put in place for April 2024 for the proposed new grant themes.

5.43. The aims for the Communities Strategy are:

- Emphasise and strengthen the role the VCSE sector, residents and communities have in delivering the Council's corporate objectives, and within the context of the countywide Live Your Best Life Strategy for the ICS;
- Develop a co-ordinated vision and framework for effective partnership working on equal terms, and, wherever possible, co-production with the VCSE groups and Town and Parish Councils;
- Set out the Council's approach to financial investment into the VCSE, which promotes sustainability, through access to a range of funding

sources, including strategic and small grant giving by NNC; and future infrastructure support into the sector;

- Strengthen the ability of the VCSE sector to deliver services and connect communities through engaging residents, leading community action, supporting volunteering, supporting people in the most vulnerable situations, and brokering relationships between statutory bodies and communities;
- Provide a framework to support innovative approaches which facilitate necessary change, given the shifting needs of local communities in the wake of the pandemic and the current economic climate.

5.44. The outcomes for the Strategy are:

- Improve sustainability and increase growth in the VCSE sector, developing fit for purpose, sustainable organisations able to deliver high quality services with diversified income streams and less reliance on grants, with a more social enterprise focus and which are flexible and adaptable to change;
- Strengthen the ability of the VCSE sector to deliver services and connect communities through engaging residents, leading community action, supporting people in the most vulnerable situations and brokering relationships between statutory bodies and communities;
- Encourage mutually beneficial relationships across sectors and communities that use smarter ways of working and collaboration to achieve what we cannot alone;
- Provide clarity about the role of sectors in building strong communities;
- Align key themes underpinning current strategic thinking, including place-based working, asset-based community development, devolution of assets and services to communities, shifting the focus to early help and prevention; and shaping demand to reduce costs in statutory services.

5.45. The aims will be delivered through 8 strategic themes:

5.45.1. **Theme 1**

Building quality and capacity within the VCSE sector and providing back-office support to enable sustainable growth, demonstrate return on investment and social impact, maximise resources across the sector, all to achieve positive outcomes for our communities

5.45.2. **Themes 2 and 3**

Building mutually beneficial relationships across sectors, with commissioners of services, and with communities by creating equal partnerships by promoting co-production and asset-based community development best practice, sharing information, skills, assets and resources, creating spaces to come together, utilising evidence and celebrating success.

5.45.3. **Theme 4**

Innovative income generation and investment into VCSE to ensure financial sustainability in a mixed model and enterprise culture, encompassing commissioning, maximising national and regional opportunities.

5.45.4. **Theme 5**

Developing our people assets, by increasing resident action and taking a strategic approach to volunteering, providing a platform for opportunities, brokerage, data collection and impact monitoring.

5.45.5. **Theme 6**

Developing our physical assets and services through Town and Parish Councils and community involvement and through supporting communities to take on assets and services asset transfer.

5.45.6. **Theme 7**

Co-ordination of the North Northamptonshire VCSE to embed the sector in the ICS and the Place programme, through ongoing leadership and support to Community Wellbeing Forums and Local Area Partnerships, and to ensure the VCSE plays an active part in the Family Hubs programme, and that there and representation at Executive Board level.

5.45.7. **Theme 8**

Co-ordination of investment into the VCSE through the delivery of a range of strategic and smaller grant programmes into the VCSE, based on robust and transparent policies, procedures and governance to include:

- New VCSE Infrastructure contract arrangements, at a £200,000 investment per annum for 3 years, which will play a key role in supporting the delivery of this strategy
- Small (Discretionary grants) grants up to £25,000 per award (£120,000 per annum for 2024-2027)
- Member Empowerment Fund (£156,000 p.a)
- Shared Prosperity Funds (£618,00 2024-2025 only)
- New VCSE Strategic grant arrangements (£471,771 p.a. for 2024-2027) to cover key strategic themes of community transport, financial inclusion, equalities, older peoples' social isolation, low Level mental health support within communities, building VCSE capacity and community resilience as well as continued contribution to core costs of some devolved community centres.

- 5.46. This Strategy runs from 2024 to 2027 and there are a number of key Council services, partners projects that will drive delivery of the themes, and the elements within themes. For example, the Council will facilitate the VCSE grant programmes under Theme 8 but the VCSE organisations deliver against the grant agreements. Town and Parish Councils will play a lead role, along with NCALC, to help the Council to deliver against Theme 6.
- 5.47. There is a crucial role for the VCSE organisations as future Infrastructure contract holder/s, to lead delivery of specific themes, namely Themes 1, 2, 3, 4, 5 and 7. These include capacity building, funding support, volunteering and co-ordination of the VCSE role within the ICS, to name a few. The details and scale of this contract will be explored and delivered through a robust procurement process.

6. Next Steps

- 6.1. To finalise the project briefs for the new strategic grant arrangements and to circulate to the VCSE for Expressions of Interest to be submitted.
- 6.2. To work with legal and procurement to prepare the VCSE Infrastructure contract for tender.
- 6.3. To establish a relevant forum with representatives from Town and Parish Councils.
- 6.4. To continue to drive positive engagement and communications with and across the VCSE, in particular to promote the new Strategy and any of the new funding opportunities.

7. Implications (including financial implications)

7.1. Resources, Financial and Transformation

- 7.1.1 Funding for the delivery of this Strategy exists within the Medium-Term Financial Plan (MTFP) as part of the £671,771 allocated for the VCSE strategic grant arrangements and as part of the wider service budget for the Communities and Wellbeing service. Some of the funding for the other VCSE grants programmes comes from external sources and is also tabled below:

Grant/Contract	Amount	Funding Source
VCSE Infrastructure contract	£200,000	NNC MTFP
Core cost grants to community centres, VCSE strategic grants	£107,000	NNC MTFP
Financial Inclusion, VCSE strategic grant	£110,000	NNC MTFP

Grant/Contract	Amount	Funding Source
Community Transport, VCSE strategic grant	£ 60,000	NNC MTFP
Prevention of social isolation for older people, VCSE strategic grant	£ 60,000	NNC MTFP
Community mental health and wellbeing, VCSE strategic grant	£ 60,000	NNC MTFP
Increasing resilience in the VCSE to support vulnerable people via SNN, VCSE strategic grant	£ 60,000	NNC MTFP
Promotion and Advocacy for Equalities, VCSE strategic grant	£ 15,000	NNC MTFP
VCSE Discretionary small grants programme	£120,000	Public Health
VCSE Discretionary small grants	£400,000	Shared Prosperity Funding
VCSE Discretionary small grants for rural communities	£218,000	Shared Prosperity Funding
Member Empowerment Fund	£156,000	NNC MTFP

7.2 Legal and Governance

- 7.2.1. A standard grant agreement will be issued for the delivery of projects by the VCSE on behalf of the Council under the VCSE strategic grant arrangements.
- 7.2.2. The Infrastructure contract will be procured and awarded in accordance with all legal requirements, including relevant legislation and the Council's Contract Procedure Rules.
- 7.2.3. A member of the Council's in-house Legal team will be an advisor throughout the process and up to execution of any resulting contracts.
- 7.2.4. All reports relating to a procurement which require legal review and/or comment to be provided to the Legal officer with conduct of the matter to which the report relates.
- 7.2.5. Governance of the strategy will primarily sit with the Council but from a partnership viewpoint. The new VCSE Infrastructure contract and VCSE grant arrangements will be robustly monitored. Annual Delivery Plans will be produced, and milestones, outputs and outcomes will be tracked.
- 7.2.6. Practical delivery of collaborative projects within communities will be delivered through the LAPs, and informed and supported by the partners at the Community Wellbeing Forums. This work is governed by the North Place Delivery Board as part of the ICS Operating Framework.

7.3 Relevant Policies and Plans

7.3.1 The North Northamptonshire Councils Corporate plan adopted in 2021 has key commitments which are key to this Strategy. These include:

- **Helping people to lead active, fulfilled lives** – helping people be more active, independent, and fulfilled
- **Building better, brighter futures** – caring for young people, providing them with a high-quality education and opportunities to help them flourish
- **Develop safe and thriving places** – enabling a thriving and successful economy that shapes great places to live, learn, work and visit
- **Create a green, sustainable environment** – taking a lead on improving the green environment, making the area more sustainable for generations to come
- **Build connected communities** – ensuring communities are connected with one another so they are able to shape their lives and areas where they live
- **Develop modern public services** – providing efficient, effective, and affordable services that make a real difference to all our local communities.

[Corporate plan | North Northamptonshire Council
\(northnorthants.gov.uk\)](https://www.northnorthants.gov.uk/corporate-plan)

7.4 Risk

7.4.1. There is a risk that the expressions of interests received for the new VCSE strategic project briefs will not meet the criteria for effective awards of new grant agreements. However, this is being addressed through co-production of the new project briefs with representatives from the VCSE.

7.4.2. Some existing VCSE grant recipients may no longer receive these grants from the Council. The grant recipients were informed in writing in late 2022 of the impending changes to the strategic grant arrangements and many have been directly engaged with through the VCSE engagement undertaken to develop this strategy. Any VCSE organisations unable to apply for new VCSE strategic grants will still be able to apply for Council funding awarded through other VCSE grant programmes as outlined in 7.1.1. of this report.

7.5 Consultation

7.5.1. An extensive range of VCSE organisations of different sizes, have been engaged and consulted during the development of this strategy.

7.6 Consideration by Executive Advisory Panel

7.6.1 The draft Strategy was considered by the Active Communities EAP on 2nd February 2024 and Prosperous Communities EAP on 24th January and feedback and suggested amendments have been incorporated into this report.

7.7 Consideration by Scrutiny

7.7.1 This report was considered by the Place and Environment Scrutiny Committee on 5th February 2024 and feedback and suggested amendments have been incorporated into this report. The committee recommended the Strategy and VCSE investment proposals to Executive for approval.

7.8 Equality Implications

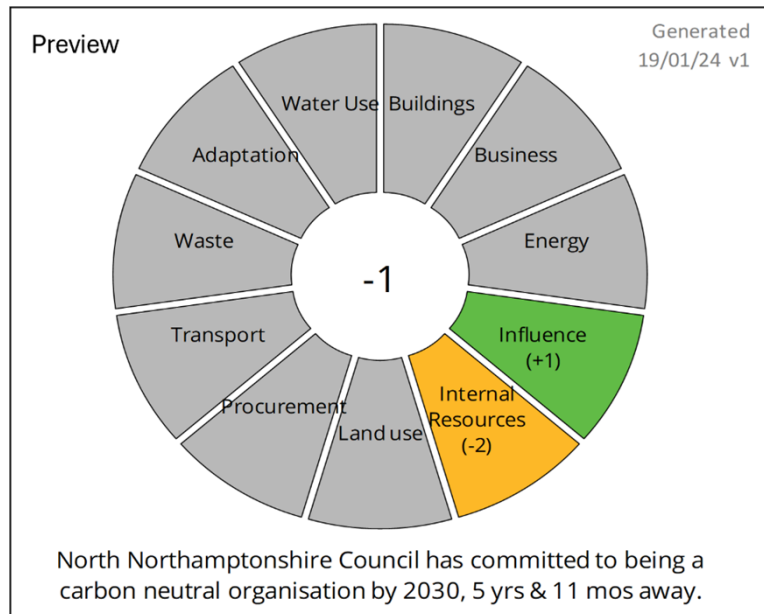
7.8.1. An initial Equality Screening Assessment (ESA) has been undertaken for both the Strategy and the new VCSE strategic grant arrangements. Both identified a positive impact as they should benefit all communities by strengthening the VCSE sector and partnerships, increasing resident involvement and advocacy, fostering good relations and seeking to eliminate discrimination by strategically targeting resources to support vulnerable people.

7.8.2. Exactly how protected groups will specifically benefit will depend largely on the grant applications the Council awards. The Council wishes for VCSE organisations to come forward with evidence of local need and how they intend to address it, however as part of the expressions of interest and the tender process for the Infrastructure contract, the Council will request that potential grant recipients explain how they will engage with/support diverse communities. This activity will then be assessed through grant / contract monitoring and evaluation.

7.9 Climate and Environment Impact

7.9.1. The Council declared a climate change emergency in June 2021, and is committed to reducing its climate impact both within its own Council buildings and in working with businesses and the wider community to achieve net zero energy emissions.

7.9.2. Through the new VCSE project briefs and grant agreements the Council will seek to encourage organisations to consider the environmental and climate impact of their projects, in line with the Council's priorities in this area.



7.1.3. All the VCSE organisations funded by the Council are local to Northamptonshire, with many locally based in the area of delivery. In being locally based, including the use of technology for meetings, reduces the carbon footprint.

7.1.4. A Climate Change Impact Assessment has been undertaken with the overall assessment indicating a negative impact due to the influence the Council can bring to bear through working with communities and the VCSE.

7.1.5. The Climate Change Impact Assessment has identified a negative score (-2) regarding staff travel requirement with the move of officers working in the community and may increase travel. The mitigation is to encourage staff to use alternative sustainable modes of transport, such as bikes, electric vehicles or public transport.

7.1.6. The additional negative score was identified (-1) with regards to working with partners and the mitigation for this impact, is to encourage those partners and organisations to take them to take a similar approach to climate control in line with the Councils.

7.10 Community Impact

7.10.1 Delivery of this strategy will have many positive impacts for residents across North Northamptonshire. Through the new Infrastructure contract and the VCSE grant funding arrangements, the Council funds projects which demonstrate how they support the Council's priorities and in addition how they contribute to positive activities such as volunteering, community involvement, tackle poverty, increase household income, improve social mobility, address inequality; and promote social inclusion and community resilience.

7.11 **Crime and Disorder Impact**

7.11.1 None directly identified, however a strong and vibrant VCSE often supports cohesive communities which has a positive effect on reducing crime and disorder.

8 Background Papers

8.1 Report to NNC Executive, Strategic voluntary sector grant agreements and programme of work to define the future working arrangements with Voluntary, Community and Social Enterprise Sector, 17th March 2022

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**North
Northamptonshire
Council
Communities
Strategy
2024-2027**

Foreword – Councillor Mark Rowley - Executive Member for Housing, Communities and Levelling Up

North Northamptonshire's Voluntary, Community and Social Enterprise Sector (VCSE) is vital to the life of our area. Our voluntary and community organisations, and local groups help to connect communities, support individuals, deliver services and bring people together. The sector is innovative, dynamic and resourceful. It does not just fill the gaps in between public services; it's more often the first port of call for people, where they go for friendship, support and to give something back to their local area. Which is why it's so diverse.

What does the phrase VCSE really mean? Voluntary and community groups of every shape and size, and now joined by an emerging social enterprise sector. They have seen huge changes over the last few years, positives and negatives. The pandemic, financial challenges and the cost-of-living crisis have prompted a re-focus within the sector, a fresh look at what is being delivered and achieved, what is needed and what the aspirations are. Quality and sustainability are essential not just for survival, but to thrive. Relationships have changed, but those that have emerged are stronger than ever, with more collaboration, within and across sectors, and greater recognition and valuing of voluntary and community groups.

What makes our voluntary and community groups in North Northamptonshire so special are people. An army of volunteers, staff, friends and neighbours working tirelessly to build their local community and help the most vulnerable, at risk and in need.

And we have never needed them more. Ongoing public sector austerity, the huge impact of the pandemic, the cost-of-living crisis, economic, demographic and social pressures are unprecedented. Voluntary and community groups are best placed to deal with these challenges, and best placed to respond, in the right place at the right time, at the heart of our communities.

But they cannot do this alone, and nor should they simply be given money to respond. As a new and developing Council, we want to foster and enable a new spirit and culture of working together across sectors and communities, a strengths and asset-based approach where we all have a contribution to make, and resources and skills are invested collaboratively, equally and transparently.

Our new Place Development Programme, as part of the Integrated Care System (ICS), seeks to drive this way of working, bringing public services, residents and voluntary and community groups and local businesses together through the four Community Wellbeing Forums and seven Local Area Partnerships, to make positive change happen. And the Sector can play a significant role in helping to shape, influence and deliver our Vision 50 ambitions for North Northamptonshire.

The challenges we face present fresh opportunities, but we need to be brave enough to change how we work, break down our silos and sector barriers and build mutually beneficial relationships.

That is why we have produced this strategy. It's not one just for the 'VCSE', it's a vision for us all to achieve our common goals. I am delighted that North Northamptonshire Council are continuing to invest in the Voluntary, Community and Social Enterprise sector, not only maintaining the levels of funding from recent years, but enhancing the

offer through new funding streams such as the creation of the Member Empowerment Fund and the allocation of external investment from the Shared Prosperity Fund as well as short term funding such as the Household Support Fund. I am also pleased that through this Strategy we will be significantly increasing investment in VCSE infrastructure support, so that we can continue to raise the profile of the sector by supporting hundreds of groups and organisations to do new activities, deliver services, support volunteers and become more financially sustainable.

Finally, thank you for taking the time to read this strategy and for your continuing support in our vision for to build strong communities in North Northamptonshire, 'a place where everyone has the best opportunities and quality of life'.

Cllr Mark Rowley

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Contents

1. About this Strategy	1
2. Strategic and Operational Context	1
3. Roles of the VCSE and Communities	9
4. Aims and Outcomes of the Strategy	12
5. Current VCSE Infrastructure Arrangements and Grant Programme	14
6. Communities Strategy Themes	15
7. Delivering the Strategy	19
8. Governance	20

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1. About this Strategy

This purpose of this strategy is to emphasise and strengthen the role the Voluntary, Community and Social Enterprise Sector (VCSE), residents and communities have in delivering the North Northamptonshire Council’s Corporate Plan and the Northamptonshire Integrated Care System’s Live Your Best Live Strategy.

It is a North Northamptonshire Council Strategy but it also brings together the key themes which underpin a number of national and local agendas into a co-ordinated vision for effective partnership working with the VCSE.

This will be achieved through mutually beneficial relationships between all directorates within the Council, with the VCSE but also can support positive relationships across all organisations, across sectors and with residents and communities, which will drive innovation, collaboration and meaningful co-production.

2. Strategic and Operational Context

2.1. North Northamptonshire’s VCSE

The VCSE provides valuable support to people across North Northamptonshire. The range and geographical coverage of organisations in the sector is comprehensive. There are currently 168 VCSE member organisations connected to the VCSE Locality based networks in Kettering and Corby and 200 across Wellingborough and East Northants, many of whom operate successfully without funding from the Council. They range from small volunteer-run community groups to larger charities, some of which provide very specialised work such as debt casework, mental health counselling, support to victims of Domestic Abuse, and drug treatment and recovery.

2.2. NNC’s Strategic Priorities

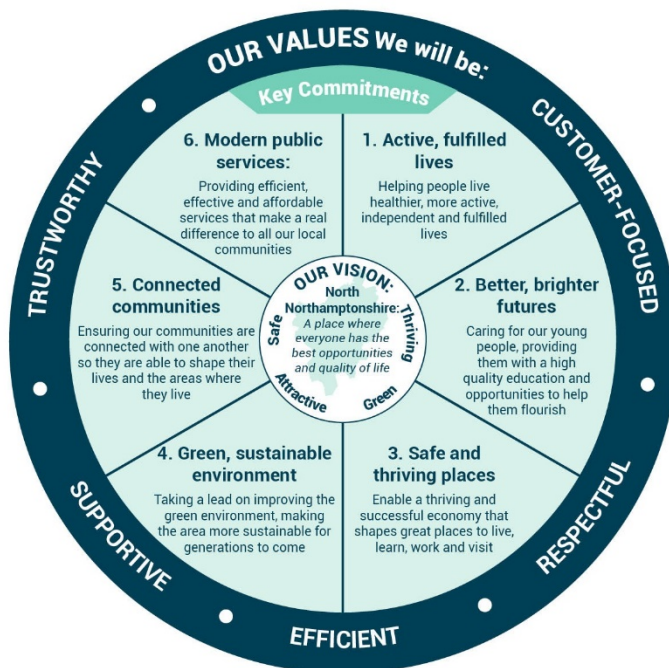


Figure 1 - NNC Corporate Plan 2021-2025

As a new Council vested in 2021, North Northamptonshire Council developed and adopted its first Corporate Plan in late 2021. The main focus for the Council is to ensure North Northamptonshire is, **‘a place where everyone has the best opportunities and quality of life’**.

During 2023 the Council has also been developing with its key partners, including the VCSE, its Big50 Future Vision which sets out the vision for 2050 for North Northamptonshire as an area, with the draft priorities for North Northamptonshire being:

- A proud place
- A prosperous place
- A proactive place

The VCSE has a role to work alongside the Council in delivering almost all of its strategic objectives as they relate to outcomes for our people and places, and align with the raison d’etre for many of our VCSE organisations. However it is important to ensure that where the Council is grant funding VCSE delivery, the investment is demonstrably contributing to its strategic priorities.

2.3. The Integrated Care System

Over the last 18 months the county as a ‘system’ of partners from across the Public and VCSE sectors, has also developed its approach to integrated health and care through Integrated Care Northamptonshire (ICN). A new 10 year Live Your Best Life Strategy was adopted in late 2022, the ambition of this strategy is for residents to ‘live their best life’ in all aspects: health and wellbeing, education, housing and employment.

It sets out a collaborative direction of travel for the people of Northamptonshire to achieve our shared vision over the next 10 years to deliver better outcomes for residents throughout their lifetime; from pregnancy to early years, to improved education and employment opportunities, to social connection and better access to health and care services.

It also recognises that, like many areas, North Northamptonshire faces a number of challenges that continue to place pressure on the Council and on health and care services. We face significant demand from our growing older population and working age adults, as well as our children population. These are happening at a time when operating cost pressures are high, with utility costs rising and people feeling the impact of the rising cost of living. It is clear that organisations, and their services, must adapt to ensure that they meet the challenges ahead. We know that through shared working and VCSE and community involvement, we have the best opportunity to respond to these challenges.

The Live Your Best Life strategic objectives are summarised below:

Ambition	Outcome
The best start in life	<p>Women are healthy and well during and after pregnancy.</p> <p>All children grow and develop well so they are ready and equipped to start school.</p>
Access to the best available education and learning	<p>Education settings are good and inclusive and children and young people, including those with special needs perform well.</p> <p>Adults have access to learning opportunities which support them with work and life skills.</p>
Opportunity to be fit, well and independent	<p>Children and adults are healthy and active and enjoy good mental health.</p> <p>People experience less ill-health and disability due to lung and heart diseases.</p>
Employment that keeps them and their families out of poverty	<p>More adults are employed and receive a 'living wage'.</p> <p>Adults and families take up benefits they are entitled to.</p>
Good housing in places which are clean and green	<p>Good access to affordable, safe, quality accommodation and security of tenure.</p> <p>The local environment is clean and green with lower carbon emissions.</p>
To feel safe in their homes and when out and about	<p>People are safe in their homes, on public transport and in public places.</p> <p>Children and young people are safe and protected from harm.</p>
Connected to their families and friends	<p>People feel well connected to family, friends and their community.</p> <p>Connections are helped by public transport and technology.</p>
The chance for a fresh start, when things go wrong	<p>Ex-offenders and homeless people are helped back into society.</p> <p>People have good access to support for addictive behaviour and take it up.</p>

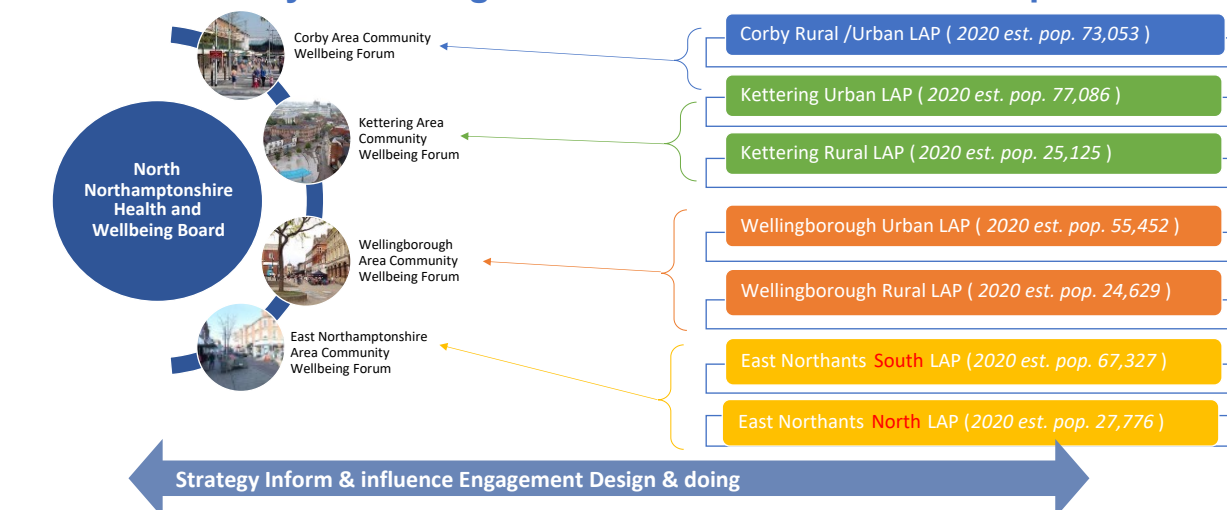
2.4. Community Wellbeing Forums

- Enable local statutory and VCSE partners to work together in a place to share organisational priorities and initiatives to improve health and wellbeing of local people through engagement and strengthened relationships with each other and communities.
- Influence and inform the North Northamptonshire health and wellbeing ambitions.
- Review evidence on local health needs, social and economic determinant of health and wellbeing and identify issues that need addressing.
- Provide partnership action to unblock challenges that LAPs feel unable to tackle and where 'at scale' solutions are needed, including joint commissioning / pooled budget arrangements.
- Provide oversight and conduit for effective community engagement.
- Enable local leaders influence policy to access the right resource and capabilities to deliver their functions.

2.5. Local Area Partnerships

- Represent local areas and give a voice to residents, translating strategy into local action.
- Build a local relationship with communities and support them to live their best lives.
- Put community involvement & engagement at the heart of improving health and wellbeing.
- Contribute to system-wide priorities by utilising strong evidence-based information and deep local insight from frontline services and communities.
- Grasp opportunities together to work together on locally identified priorities and projects to improve areas people lives to meet local needs.
- Enable local community design and doing through improved understanding of communities.

Area Community Wellbeing Forums Local Area Partnerships



The LAPs have used newly developed LAP profiles, based on a range of Public Health and other data, alongside of local intelligence that LAP members have brought to the table, to identify a number of priorities.

The first round of priorities were identified following a series of community events held in the spring of 2023 and the second round were identified in the autumn of 2023. Partnership task and finish groups have been convened to work on these priorities and actions plans have been developed for each.

Summary of LAP priorities 2023:

LAP	Priority One (Spring 2023)	Priority Two (Autumn 2023)
Corby	Community Transport (lack of medical transport offer)	Support for Cost of Living & wellbeing. Expanding education & training around mental health & wellbeing.
Kettering Urban	Improving engagement with young people who require more targeted support for mental health & wellbeing.	Public and professional awareness of available services.
Kettering Rural	Access to services in rural villages.	Support for anxiety which is a barrier to accessing services.
Wellingborough West	Young People engagement to ensure voice is heard & awareness of local services.	Access to affordable household essentials.
Wellingborough East	Young People engagement to ensure voice is heard & awareness of local services.	Navigating support for substance misuse.

LAP	Priority One (Spring 2023)	Priority Two (Autumn 2023)
East Northants North	Community Transport expansion through volunteer recruitment.	Rural Isolation & awareness of wellbeing support.
East Northants South	Community Transport expansion through volunteer recruitment.	Support for Parents & Carers of Under 18s.

LAPs have also undertaken an asset mapping programme to identify the broad range of physical assets and services across North Northamptonshire, which have been mapped using interactive GIS software.

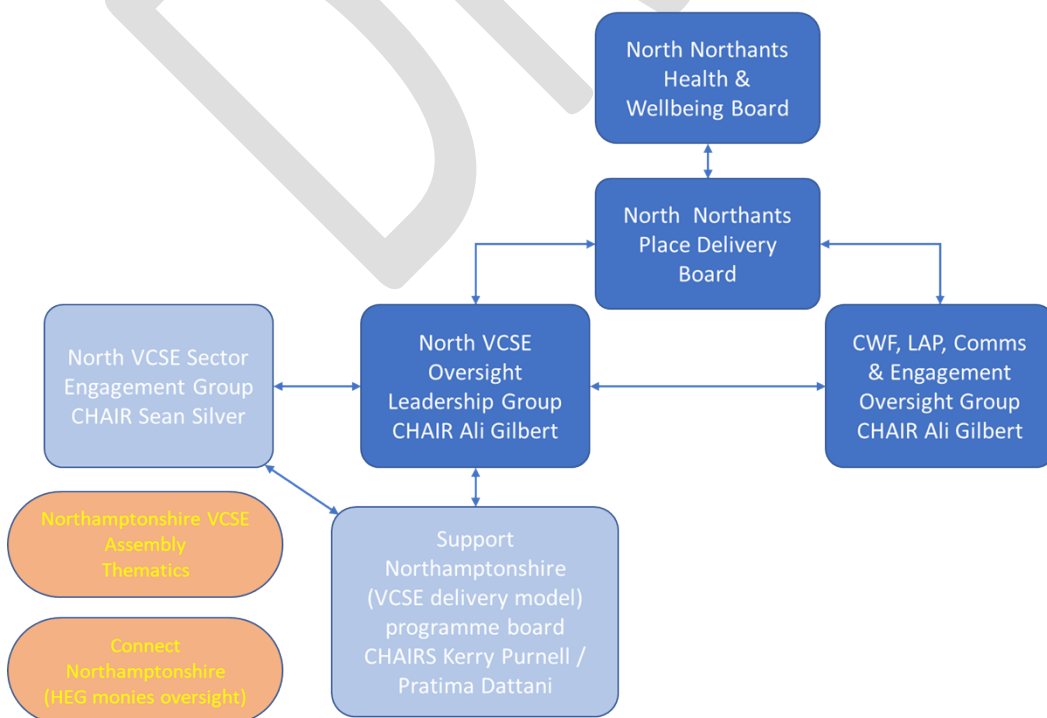
In response to the development of ICN the VCSE across North Northamptonshire has become stronger, largely due to the emergence of the Integrated Care System (ICS) Place Programme.

The advent of the ICS Place Programme has seen the sector strengthen its collaboration within and across the sector, and work closely with statutory partners to influence the development of the programme including leadership and co-ordination of the new four CWFs and seven LAPs.

A new governance arrangement for the VCSE has been embedded as part of the ICS, with a strategic Oversight Group reporting into the Place Delivery Board, the four VCSE chairs of the Community Wellbeing Forums sitting on the North Health and Wellbeing Board and a wider North ICS VCSE operational Engagement Group being established to complement the locality VCSE networks that already existed.

Figure 3 - VCSE Place Programme Governance

North Place Development Programme Governance



2.6. Shaping Demand - the role of prevention and early intervention

To reduce demand on services we must make substantial cultural changes, placing residents, communities and the VCSE sector at the heart of improving community resilience. A variety of techniques for understanding and managing demand are now emerging across a range of public services, including:

- Customer insight, using tools such as service user panels, customer journey mapping, analysis of multi-agency data sets, risk stratification, to build a clearer picture of how and why people engage with public services.
- Changing the relationship between citizen and state, empowering and enabling residents and communities to take action, devolving services and assets to Local Councils and community groups and encouraging greater community cohesion and resilience.
- Investing in prevention and early intervention, for example through social prescribing, an approach that links patients in primary care and residents with non-clinical sources of support within the community. In North Northamptonshire this includes Primary Care link workers based in GP Practices, Activity on Referral Schemes and SPRING Social Prescribing, a Health and Public Health funded outcomes focussed model delivered by a collaboration of organisations to provide interventions for residents with one or more long term health condition.
- Designing and integrating services around the user by involving users in the design and delivery of services, improving integration of delivery, co-production, increasing self-management, peer-to-peer and community support.

2.7. Support North Northants (SNN)

A new VCSE-led whole-system, early intervention service, Support North Northants (SNN), has been mobilised in the second half of 2023, as a test and learn programme. It has 12 months seed funding from three different funding partners across the System to help the VCSE prove the concept.

SNN is a system-wide collaborative service model with the VCSE, statutory and other agencies to provide earlier intervention and prevention of escalation of issues for adults over 18 and their families. It aims to guide people to the right services, pathways and support networks quickly, and to build greater levels of community resilience by increasing capacity in the VCSE to provide wrap-around support. The key principles are:

- Don't give up on people' and catch people early.
- Person-centred and strengths-based support, based on holistic assessments.
- Build personal and community resilience, invests in and builds capacity within VCSE services to meet identified local needs.
- Help people to help themselves.

- Effective use of public and community assets, skills, talents, resources through effective case co-ordination.

A small SNN team of 11 staff has been recruited, hosted across three VCSE organisations, and additional investment has been made into other VCSE organisations to provide key support services which have been identified as gaps early on, such as benefits checks for all SNN service-users and home repairs and safety where needed. SNN is a practical emerging example of the collaboration within the VCSE and across the sectors, which this strategy seeks to foster.

2.8. Family Hubs Programme

Family hubs are part of a national programme designed to improve access and understanding of services which support children, young people and families. The hubs act as an umbrella for a range of services, giving people one entry point to access support, guidance and information. At the core of every family hub is a great Start for Life offer supporting families from pregnancy up to a child's second birthday. Support is also available to families of children aged up to 19, or children with special educational needs and disabilities (SEND) aged up to 25.

North Northamptonshire is one of the 75 local authority areas named by the DfE as eligible to receive a share of the national funding for the Family Hubs and Start for Life programme for the period 2022-2025. For North Northamptonshire services are centred around the four areas – Wellingborough, Corby, East Northants and Kettering. Each area's offer will include a network of physical sites within local communities, alongside online support, services and information.

Physical locations are being developed as 'hubs', centred around existing services. In addition to the physical hubs, the new model will introduce other ways to access services, including additional online and self-service routes. The family hubs programme forms part of the wider early help offer available to families within North Northants. It is a transformative piece of work aiming to redesign the offer for parents and families so they receive a more joined-up service, with support from a skilled workforce. It aims to transform access to and awareness of services so people can find the help they need when they need it. It also aims to reach those who are currently under-served.

The VCSE has a critical role to play in both shaping the Family hubs offer in North Northamptonshire and being part of the delivery partnerships to provide valuable and local services to children and families.

2.9. Levelling Up in Our 'Left Behind' Neighbourhoods

In 2021-22 a cross party Scrutiny Panel was established by the Council to review and understand the underlying data related to the three neighbourhood areas in Corby, Kettering and Wellingborough highlighted as '*left behind*'.

Engagement activity was undertaken with residents in those neighbourhoods to understand the challenges and opportunities and also to explore the views of partner agencies, including the VCSE organisations, working in those communities. Learning was also considered from programmes already delivered in those areas. Recommendations were made and a Levelling Up Action Plan has been developed,

to both set out the Council's strategic intent to level up these neighbourhoods and so that progress against those recommendations can be demonstrated.

2.9. Northamptonshire County Association for Local Councils (NCALC) Community Asset Mapping project 2021-23

NCALC received Community Renewal Funding to deliver a project aimed to be an investment in communities and place. It included:

- developing a robust devolution framework in partnership with the two new Unitary Authorities, Parish and Town Councils across Northamptonshire and NCALC;
- building capacity within the Parish and Town Council sector across Northamptonshire through capacity funding to enable them to map all assets, services, functions and facilities within their parish;
- generating a comprehensive register of all assets, services, functions and facilities owned and managed by both the Unitary Authorities and the Parish and Town Councils across Northamptonshire;
- enhancing the confidence, knowledge and skills of Parish and Town Councils to generate effective business cases to achieve successful bids through the Community Right to Bid process for community assets.

The project resulted in Local Councils across North Northamptonshire being better informed about and prepared for and future devolution of assets and services. Some of the “*nuts and bolts*” of devolution were put in place, such as the Statement of Intent from North Northamptonshire Council (NNC) which states:

- NNC “understands that the appetite for and capacity of towns and parishes to take on increased roles in local service delivery and place-shaping varies significantly between individual local councils.”
- NNC “wants to support communities when they wish to take on additional responsibilities; but the Council is not looking to force assets onto towns & parishes.”
- “The Community Asset Transfer Policy is there to enable NNC to respond if / when town or parish councils want to explore taking on an asset or service.”
- **The transfer of assets or services is an opportunity and there will be a place-led approach which responds to local demand or aspirations from communities.**

The policies on Asset Transfer and Assets of Community Value have been adopted by the Council. “Listening Events” which were held with NNC Officers and Councillors went some way to establishing a meaningful dialogue between NNC and the Local Councils in its area. There is further work to do to ensure that if there are any devolution of assets and services, the process is well-managed, thoughtful, and fair. This will therefore form a theme for this strategy.

Whilst all these strategic and operational approaches contribute to building strong communities, there is a broader recognition of what makes a strong community, beyond a specific service or theme. All people who live and work in the community can contribute, in particular the VCSE sector and residents.

This new Communities Strategy seeks to promote the whole view of what builds strong communities, and the roles different organisations, sectors and residents can play in achieving this.

3. Roles of the VCSE and Communities

3.1. VCSE

The changing financial, social and demographic environment places increasing emphasis on collaboration with and delivery by the VCSE sector to achieve the strategic goals of the Council and its strategic partners. We must continue to recognise the importance of this sector, and work with its members to ensure there is sufficient capacity and sustainability within it.

In preparing this strategy, the current VCSE Infrastructure Organisations have engaged with organisations across the VCSE locality networks, and the first sector-wide engagement event was held in person at the end of September 2023, where over 100 VCSE organisations were represented. These sessions highlighted the vital role the sector plays in delivering commissioned, grant-funded and voluntary services, often to people in the most vulnerable situations. The sector is seen as innovative, dynamic, flexible and responsive, making it a key partner in delivering effective and efficient services.

At the engagement event the sector was asked to consider the following questions:

- What are the biggest challenges facing the VCSE locally currently?
- What are the opportunities?
- What support do you think should be offered under future VCSE infrastructure arrangements?
- If NNC could only invest in a few strategic priorities for the sector, what would they be?

The feedback is summarised in the table below:

Challenges	Opportunities	Infrastructure	Investment Priorities
<p>unding support: longer term funding; more streamlined applications & monitoring; too short notice for bids</p>	<p>oraries & other assets as core community hubs</p>	<p>ared back-office functions - HR, recruitment, training, finance, admin, legal, procurement, insurance, Equality Impact Assessments, comms, marketing, PR, IT, safeguarding, health & safety, DBS, risk management and Business Continuity</p>	<p>outh Offer</p>

Complexity of clients & struggle to get referrals to other agencies met	Collaboration across VCSE	Funding support, bid writing, funding fairs and collaborative applications	Social Isolation for older people
Sustainable workforce	Asset mapping to increase awareness of local offers	Promoting best practice	Financial Inclusion (cost of living)
Cost of back-office functions	Quality multi-purpose hubs each town centre	Networking & information sharing	Life and employability skills. SOL training
Increase in core costs to run	Use SNN & Social prescribing to identify service gaps	Commercial upskilling	Family / Community hubs
Lack of commercial skills	Collate better data on sector to show impact	Leadership & coordination - CEO network & leadership development	Physical activity
Communication across sector & with partners	Make use of collective experience	Volunteering best practice, database, portal	Low level mental health / wellbeing
Fragmented sector, overlap and duplication of services	Release public assets to sector	Core engagement events for sector and with NNC and other statutory partners / commissioners	Community Transport
Current infrastructure support not agile enough	VCSE knowledge 'hub' for local areas	Ensuring VCSE voice is heard locally & nationally	Social & affordable housing & homelessness prevention
VCSE is picking up some statutory work due to overstretched services	Customer /person-centred (empowering customers to help themselves)	Shared values, treat sector as equal partner	Equalities and Prevention/ tackling Discrimination
Getting residents voice into decision making	Confidence of sector is increasing	Policy frameworks	
Too much jargon		Governance support	
		Providing or contributing to an annual state of the VCSE report in North Northants	

The engagement also identified the important role the sector plays in enabling engagement with the people of North Northamptonshire, often acting as broker between public services and communities. Through its proximity to local people, the sector can build more trusting, open and strong relationships.

Relationships are regarded as relatively strong between the VCSE and public sector agencies, but the need to strengthen partnership working and to provide more clarity on organisational aims and priorities, given the Council and the ICS are still relatively new, was identified.

However, relationships between the VCSE and private sector are not perceived to be as strong, nor is there as much investment in the VCSE from businesses as might be possible. To date there has not been much reach by the Local Area Partnerships into local business communities and greater problem solving with businesses is one of the recommendations made in the Levelling Up Scrutiny report. This all reinforces the need for this to remain as an area of focus for the new strategy.

Overall, Council officers and VCSE partners identified the need to work more collaboratively, building better relationships and making better use of assets, funding and resources, better understanding of expertise and mapping of services, alongside increasing volunteering, developing social enterprise and improving communication.

The North VCSE Oversight Group leaders from the sector have proactively helped to shape this strategy, by engaging with the VCSE through their networks, specifically to influence the focus for the new VCSE Infrastructure offer. They have offered constructive comment on the initial drafts of the Strategy.

In addition, a series of co-production meetings have been held with VCSE partners delivering across the emerging themes identified as priorities for future investment through the VCSE Strategic grant funding the Council distributes. These meetings have been open, frank and transparent to inform what needs to be funded and why, what is currently working and why and challenges and opportunities for VCSE partners to collaborate even more effectively, to ensure the Council can maximise the reach and impact of its financial investment.

3.2. Role of Communities

There is a joint role for public services, the private sector and the VCSE, alongside individual residents and other local stakeholders, in building strong communities. When we refer to community, we see this as everyone who lives and works in that place, regardless of 'sector' or as a collective group of individuals with commonality i.e. the BAME community or refugee

Strong communities are ones where individuals and families have opportunities to improve their health and wellbeing, achieve their aspirations through education and employment, feel safe, can enjoy their environment and can play an active part in their local community.

Local people are often best placed to support each other and take positive action to improve their area. Individual residents can take action that has a huge impact on their family, friends and neighbours, from volunteering with a local group, improving their own health and wellbeing, or just by being neighbourly.

We have a strong network of VCSE groups working with all ages, in all areas, on a wide range of issues. They offer the activity, advice, information and support that help individuals and families stay strong, recover from crisis, and thrive. Communities, in the broadest sense, provide the first response to challenges, often long before statutory agencies are asked for or are required to help.

In recognising that community resilience delivers strategic outcomes, the Council's role is to encourage and enable residents and communities to take action, in addition to delivering core services. It makes people safer, healthier and wealthier and as such reduces demand on public services enabling them to focus on those most in need.

The private sector also benefits from a strong community, in terms of access to an educated, skilled and healthy workforce, a safe and attractive environment surrounding its premises and a stronger consumer base, and as such has a role in supporting local community action. We see this through the increasing use of Corporate Social Responsibility, Social Value, employee volunteering and business engagement.

Again, mutually beneficial relationships across organisations and sectors and with communities will be vital to success. Strong communities cannot be achieved by working alone or in silos.

4. Aims and Outcomes of the Strategy

4.1. Aims

- Emphasise and strengthen the role the VCSE sector, residents and communities have in delivering the Council's corporate objectives, and within the context of the countywide Live Your Best Life Strategy for the ICS;
- Develop a co-ordinated vision and framework for effective partnership working on equal terms, and, wherever possible, co-production with the VCSE groups and Town and Parish Councils;
- Set out the Council's approach to financial investment into the VCSE, which promotes sustainability, through access to a range of funding sources, including strategic and small grant giving by NNC; and future infrastructure support into the sector;
- Strengthen the ability of the VCSE sector to deliver services and connect communities through engaging residents, leading community action, supporting volunteering, supporting people in the most vulnerable situations, and brokering relationships between statutory bodies and communities; *and*
- Provide a framework to support innovative approaches which facilitate necessary change, given the shifting needs of local communities in the wake of the pandemic and the current economic climate.

4.2. Outcomes

- Improve sustainability and increase growth in the VCSE sector, developing fit for purpose, sustainable organisations able to deliver high quality services with diversified income streams and less reliance on grants, with a more social enterprise focus and which are flexible and adaptable to change;
- Strengthen the ability of the VCSE sector to deliver services and connect communities through engaging residents, leading community action,

supporting people in the most vulnerable situations and brokering relationships between statutory bodies and communities;

- Encourage mutually beneficial relationships across sectors and communities that use smarter ways of working and collaboration to achieve what we cannot alone:
- Provide clarity about the role of sectors in building strong communities; *and*
- Align key themes underpinning current strategic thinking, including place-based working, asset-based community development, devolution of assets and services to communities, shifting the focus to early help and prevention; and shaping demand to reduce costs in statutory services.

4.3. What Will Success Look Like:

- All organisations, businesses, voluntary, community and social enterprise groups and individual residents see themselves as having a valued role in maximising community assets, taking positive action within communities and providing solutions to local challenges, creating and maintaining strong communities;
- North Northamptonshire has a thriving voluntary, community and social enterprise sector, with a significant role in achieving strategic priorities by delivering services and connecting communities; and
- There are strong relationships between people across sectors and communities, based on equality, trust and effective collaboration, not defined by sector or service, which ensure we are working together in partnership for the benefit of North Northamptonshire and all its residents.

5. Current VCSE Infrastructure Arrangements and Grant Programme

5.1. Current VCSE Infrastructure Arrangements

Part of the current VCSE strategic grant arrangements relate to infrastructure support to the VCSE by certain VCSE partners. Infrastructure arrangements, normally funded by Local Authorities and delivered through contractual arrangements, include functions such as:

- Capacity building in the sector to ensure back-office functions and governance arrangements are robust and organisations are commissioning-ready should they wish to bid for grants and contracts;
- Improving sustainability and increasing growth in the VCSE sector, developing fit for purpose, sustainable organisations able to deliver high quality projects with diversified income streams and less reliance on grants, with a more commercial focus and which are flexible and adaptable to change;
- Funding and bid-writing support;
- Volunteering best practice;

- Supporting networking, collaboration and co-ordination across the sector and with statutory partners to ensure the VCSE has a voice in strategic and operational decision making through genuine co-production;
- Supporting the sector to promote and enable social and community action;
and
- Supporting the sector to demonstrate impact and return on investment and contribute to the social value agendas.

However, the infrastructure arrangements inherited by NNC from the former sovereign councils are relatively light touch and constitute a total investment of only £58,000 across North Northamptonshire, through two providers, SERVE for Wellingborough and Groundworks across Corby and Kettering. East Northants currently has no funded infrastructure support.

Under the former Councils the arrangements were delivered through annual grant agreements. For a Unitary Authority with a population the size of North Northants these legacy infrastructure arrangements are not sufficient nor robust enough to build capacity in the sector as set out above, under the proposed ambitions of this Community Strategy.

National best practice is for Councils to formally tender VCSE Infrastructure contracts, to run for at least three years, to ensure these contracts deliver against strategic priorities for the Council, as well as meeting the needs of the sector, and to embed collaboration across and strong leadership of the sector into these contractual requirements. It is intended that for NNC, that the new Infrastructure contract will have a significant role in delivering the Communities Strategy, with and on behalf of the Council, and with the sector and wider partners.

5.2. Current VCSE Grant Programmes

The Council does not have a statutory duty to fund the voluntary sector or commission projects from organisations within it. However, in recent years, financial cuts both nationally and locally have put significant pressure on the organisations within the sector. In some cases, organisations have been forced to use their reserves to continue operating, which of course is not sustainable in the long-term.

The current strategic grant funding arrangements with VCSE organisations were inherited from the former District and Borough Councils and involve a mixture of grants, service level agreements and contracts. Some of those arrangements have been in place for some considerable time (since 2017 in some cases) and most have extensions to the original agreement periods to support their transfer into NNC from 1 April 2021.

In March 2022, the Council's Executive agreed to extend the grants inherited from the former sovereign councils for a further two years until 31st March 2024, when the current arrangements come to an end.

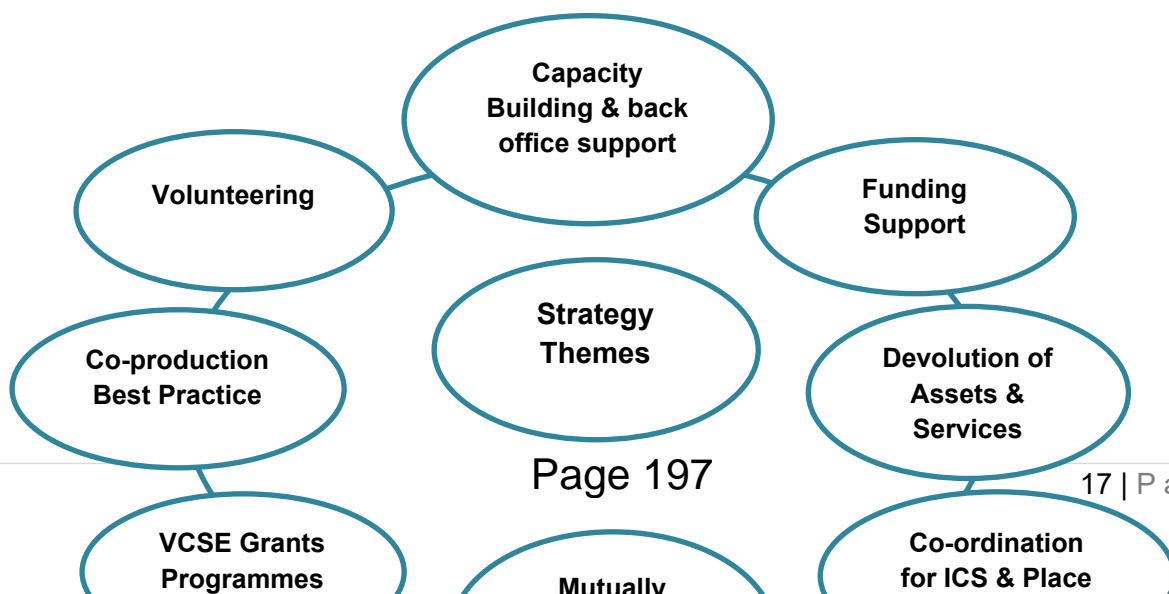
The current funding arrangements with VCSE organisations created by the sovereign councils were subject to an application process and were awarded accordingly. Whilst, overall, the current arrangements are performing well, and grant agreements are monitored, they are out of date, offer a somewhat scattergun approach to what services are funded, and where, and as such do not provide the consistency and transparency to which the Council might now aspire. In addition, they do not necessarily reflect the Council’s corporate priorities, and are not aligned with other system-wide ambitions for the area such as the 10 Live Your Best Life Strategy ambitions and the emerging local priorities being determined by the Local Area Partnerships.

The current strategic VCSE grant arrangements total £671,771 per annum. It should also be noted that the strategic grant arrangements are not the only grant funding NNC provides to the VCSE. Currently also NNC invests in the VCSE through programmes such as Discretionary Small grants, Shared Prosperity grants, the Member Empowerment Fund, Household Support Fund, Multiply and the Well Northants programme, The Council’s investment into the VCSE during 2023-2024 will be circa £1.82m.

The funding envelope for the VCSE Strategic grants will remain at £671,772 in recognitions of the Council’s continued commitment to valuing and supporting the VCSE, but new grant arrangements will be put in place for April 2024.

6. Communities Strategy Themes

To achieve our vision of strong communities, through a thriving and sustainable VCSE sector, improved partnership working across sectors, and empowered and active residents, we have identified eight key themes:



6.1. Theme 1

Building quality and capacity within the VCSE sector and providing back-office support to enable sustainable growth, demonstrate return on investment and social impact, maximise resources across the sector, all to achieve positive outcomes for our communities.

Outcomes

- Increased sustainability, skills, quality, governance and capacity within the VCSE sector to meet community needs;
- A VCSE sector which can demonstrate its impact on residents and communities in North Northamptonshire and is valued by other sectors and stakeholders;
- Increased understanding of the size and scale of the sector, creating a vision for growth and optimising collaborative networking, communications and marketing across a range of media;
- A robust governance within the sector at appropriate levels, to build strength, consistency, trust and confidence; A co-ordinated approach to business continuity planning in preparation to support the Council's Emergency Planning;
- An established VCSE CEO Network and improved support for Trustee recruitment and retention (introducing and encouraging wider breadth of experience and diversity); *and*
- The VCSE are able to evidence Social Return on Investment (SROI).

6.2. Themes 2 & 3

Building mutually beneficial relationships across sectors, with commissioners of services, and with communities by creating equal partnerships by promoting co-production and asset-based community development best practice, sharing information, skills, assets and resources, creating spaces to come together, utilising evidence and celebrating success.

Outcomes

- Improved understanding of local needs and assets, opportunities and challenges, and ways to address them;
- Provision of an annual State of the VCSE report for North Northamptonshire to inform gaps in support and barriers to excellence across all parts of the sector, so that this strategy and delivery plans can remain agile and fit for purpose;
- Reduced barriers to engagement and participation by residents, businesses and organisations;

- Infrastructure support provided to the Sector is inclusive, and demonstrably covers all localities and all-inclusive communities across North Northamptonshire;
- Robust projects that bring together a range of organisations and people from across sectors and communities and deliver long term outcomes for North Northamptonshire;
- Information and resources are shared across the North Northamptonshire VCSE and wider System;
- Delivery of a clear vision, inclusive culture, and inspiring messages, through effective structures for communication;
- Ensuring statutory partners understand the structures, routes to engage, work with and support the VCSE;
- VCSE organisations state they are treated as equal partners;
- Strategic priorities are aligned with local communities to deliver joint action; *and*
- Local people have the tools and support to take action.

6.3. Theme 4

Innovative income generation and investment into VCSE to ensure financial sustainability in a mixed model and enterprise culture, encompassing commissioning, maximising national and regional opportunities.

Outcomes

- Effective, and where appropriate collaborative, bid writing and project development which levers in new funding into North Northamptonshire and delivers innovative solutions to local issues;
- Innovative and creative responses to opportunities and challenges are embraced and encouraged;
- The grants, funding and commissioning delivered by NNC addresses inequalities and ensures that all our inclusive communities are served, and that when VCSE organisations are funded or commissioned that they meet equality outcomes and can evidence this;
- Increased involvement of the private sector in supporting local communities and the VCSE sector and in delivering against North Northamptonshire's strategic and local area priorities;
- Increased inward investment into the Council area from external sources;
- Increased number of collaborative applications for funding;
- A VCSE sector that is responsive to outsourcing of public services, personalisation, co-production, integration and has an enterprise culture;
- Increased partnership, co-ordination and collaborative working within the VCSE sector to maximise value, efficiency, resources and skills;
- Reduction in the number of organisations that face financial difficulty which puts residents and communities at risk;
- Increased third sector growth in terms of mutuals, cooperatives and social enterprises; *and*

- Strong connectivity between the VCSE and public sector commissioners, co-design and production of services, to ensure that services, which are developed and delivered, focus on improving outcomes for individuals and communities, not organisational structures.

6.4. Theme 5

Developing our people assets, by increasing resident action and taking a strategic approach to volunteering, providing a platform for opportunities, brokerage, data collection and impact monitoring.

Outcomes

- Increased numbers of VCSE organisations and residents participating in local decision making and co-production of services and evidence of their involvement making a clear impact;
- A co-ordinated best practice support offer for volunteering, which meets the needs of volunteers, organisations and businesses across the Council area;
- Increased amount and quality of volunteering and social capital within our communities;
- Establishment of employee volunteering schemes across public and private sector organisations; *and*
- Improved range of positive activities and vocational opportunities which support personal & vocational development.

6.5. Theme 6

Developing our physical assets and services through Town and Parish Councils and community involvement and through asset transfer.

Outcomes

- An established working group with Town and Parishes Council representatives, NCALC and NNC officers to discuss opportunities, challenges, risks and dependencies relating to the transfer of assets and services and challenges relating to devolution and town twinning;
- A co-produced process map which details the necessary steps to be taken for the transfer of assets and services to Town or Parish Councils, should there be a wish in the future for devolution to take place.
- Improved awareness and valuing of community ownership and resilience; *and*
- Increased numbers of community groups managing community assets, where appropriate.

6.6. Theme 7

Co-ordination of the North Northamptonshire VCSE to embed the sector in the ICS and the Place programme, through ongoing leadership and support to Community Wellbeing Forums and Local Area Partnerships, ensure the VCSE plays an active part in the Family Hubs programme, and ensure there is representation at Executive Board level across all relevant programmes.

Outcomes

- A strong network of VCSE engagement with the ICS, through attendance at LAPs and active contribution to LAP projects, events and activities, creating a new way of working into the future;
- CWF's and LAP's remain with VCSE at the heart, advocate, trouble shoot and motivate a continued engagement; *and*
- Increased representation in ICS structures where VCSE contribution is beneficial.
- Active involvement of the sector both to influence and as delivery partners, in Family Hubs.

6.7. Theme 8

Co-ordination of investment into the VCSE through the delivery of a range of strategic and smaller grant programmes into the VCSE, based on robust and transparent policies, procedures and governance to include:

- New VCSE Infrastructure contract arrangements, at a £200,000 investment per annum for 3 years, which will play a key role in supporting the delivery of this strategy;
- Small (Discretionary grants) grants up to £25,000 per award (£120,000 per annum for 2024-2027);
- Member Empowerment Fund (£156,000 per annum);
- Shared Prosperity Funds (£618,00 2024-2025 only); *and*
- New VCSE Strategic grant arrangements (£471,771 per annum for 2024-2027) to cover emerging strategic themes such as community transport, financial inclusion, race equality, older peoples' social isolation, low level mental health support within communities, building VCSE capacity and community resilience.

Outcomes for this investment (outside of Infrastructure which is covered in this strategy) will be set out in the relevant Grant Application processes and/or project briefs to be funded and will be monitored through robust Grant Agreements.

7. Delivering the Strategy

There are a number of key NNC services, partners projects that will drive delivery of the themes, and elements within themes. For example, NNC facilitates the VCSE grant programmes under Theme 8 but the VCSE organisations deliver against the grant agreements. Town and Parish Councils will play a lead role, along with NCALC to help NCC deliver against Theme 6.

There is a crucial role for the VCSE organisations as future Infrastructure contract holder/s, to lead delivery of specific themes, namely Themes 1, 2, 3, 4, 5 and 7. These include capacity building, funding support, volunteering and co-ordination of the VCSE role within the ICS, to name a few. The details and scale of this contract will be explored and delivered through a robust procurement process.

The Council declared a climate change emergency in June 2021, and is committed to reducing its climate impact both within its own Council buildings and in working with businesses and the wider community to achieve net zero energy emissions.

The Council takes the responsibility of reducing emissions in the local area seriously, and we take care to ensure our impact on the environment is as little as possible. We understand that we have a direct responsibility to address climate change, and we know that each small change we make adds up. Everyone within the Council is held accountable for helping to achieve carbon neutrality, from personal steps like how they travel to work, to wider actions that can be taken, such as factoring in carbon reduction into service planning and project development.

Through the new VCSE project briefs and grant agreements the Council will seek to encourage organisations to consider the environmental and climate impact of their projects, in line with the Council's priorities in this area.

Through the strategy the aim is to fund VCSE organisations that are local to Northamptonshire and to see many locally based in the area of delivery. In being locally based, including the use of technology for meetings, reduces the carbon footprint.

8. Governance

Governance of the strategy will primarily sit with the Council, but from a partnership viewpoint.

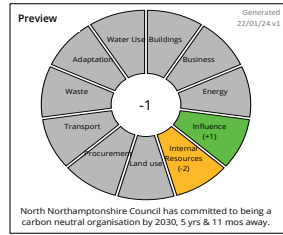
The new VCSE Infrastructure contract and VCSE grant arrangements will be robustly monitored. Annual Delivery Plans will be produced, with milestones, outputs and outcomes tracked by the Communities and Wellbeing team at the Council.

Practical delivery of collaborative projects within communities will be delivered through the Local Area Partnerships, and informed and supported by the partners at the Community Wellbeing Forums. This work is governed by the North Place Delivery Board as part of the ICS Operating Framework.

Climate Change Impact Assessment Tool (v1)



Directorate & Service Area	Hierarchy: Communities & Wellbeing Service Communities & Leisure Public Health & Wellbeing
Report Name	North Northamptonshire Council Communities Strategy
Report date	17/01/24
Report author & role	Kerry Purnell Assistant Director - Communities & Leisure
Proposal Summary	This purpose of this strategy is to emphasise and strengthen the role the Voluntary, Community and Social Enterprise Sector (VCSE), residents and communities have in delivering the North Northamptonshire Council's Corporate Plan and the Northamptonshire Integrated
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Category	Impact	Notes / justification for score / existing work (see guidance sheet or CCIA detailed notes for more information)	Score (-5 to +5)	Mitigations (If the impact is negative, please provide a mitigating action for reducing the impact going forward)
Buildings	Building construction	As part of the proposal, no construction will be undertaken		
Buildings	Building use	Not applicable		
Buildings	Green / blue infrastructure	Not applicable		
Buildings				
Business	Developing green businesses	Not applicable		
Business	Marketable skills & training	Not applicable		
Business	Sustainability in business	Not applicable		
Business				
Energy	Energy efficiency	Not applicable		
Energy	Reducing energy demand	Not applicable		
Energy	Switching to low-carbon energy supply	Not applicable		
Energy				
Influence	Communication & engagement	Not applicable		
Influence	Wider influence	Not applicable		
Influence	Working with communities	Through the work aligned to the Community Strategy, gives the council an opportunity to encourage residents to consider their approach to climate change and there is the possibility that some of the projects that are identified through our work to consider greener approaches.	+2	
Influence	Working with partners	By only working with partners who have a similar approach to climate change as us, could have a negative effect with regards to our relationship with the VCSE. Ideally we would encourage organisations, when for example they are applying for funding to be asked about their approach and encourage a positive approach to the climate agenda.	-1	Encouraging all organisations to consider there approach, in line with the council's to climate change
Influence				
Internal Resources	Material / infrastructure requirement	Not applicable		
Internal Resources	Staff time requirement	There are no changes to staffing resources to deliver the strategy		
Internal Resources	Staff travel requirement	There is the possibility that staff will have increased travel requirements due to working out in the community.	-2	Staff will be encourage to consider alternative sustainable modes of transport.
Internal Resources	External funding	Not applicable		
Internal Resources				
Land use	Carbon storage	Not applicable		
Land use	Improving biodiversity adaptation	Not applicable		
Land use	Natural flood management	Not applicable		
Land use				
Procurement	Food & Drink	Not applicable		
Procurement	Products	Not applicable		
Procurement	Single-use plastic	Not applicable		
Procurement	Services	Not applicable		
Procurement				
Transport	Decarbonising vehicles	Not applicable		
Transport	Improving infrastructure	Not applicable		
Transport	Demand reduction	Not applicable		
Transport	Supporting people to use public transport	Not applicable		
Transport	Supporting people to use active travel	Not applicable		
Transport				
Waste	End of life disposal / recycling	Not applicable		
Waste	Waste volume	Not applicable		
Waste				
Adaptation	Drought vulnerability	Not applicable		
Adaptation	Flooding vulnerability	Not applicable		
Adaptation	Heatwave vulnerability	Not applicable		
Adaptation				
Water Use	Improving water-use efficiency	Not applicable		
Other	Other 1			
Other	Other 2			
Other	Other 3			
Other	Other 4			

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EXECUTIVE 15th February 2024

Report Title	Levelling Up in North Northamptonshire Plan 2024 - progress report
Lead Member	Councillor Mark Rowley, Executive Member for Housing Communities and Levelling Up
Report Author	David Watts – Executive Director of Adults, Health Partnerships and Housing (DASS)

Key Decision	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	N/A
Which Corporate Plan priority does the report most closely align with?	All

List of Appendices

Appendix A – Levelling-Up North Northamptonshire Plan v2.1 December 2023

Appendix B – Levelling-Up Progress Summary v1.1 December 2023

Appendix C – Copy of Climate Change Impact Assessment Tool

1. Purpose of Report

- 1.1. To provide the Executive with a progress report for the Levelling up action plan and agree the proposed steps for further consideration of the progress report, as set out on page 5 of **Appendix A**.

2. Executive Summary

- 2.1. An amended motion at Full Council on 28th July 2021 called for the Scrutiny Commission to review the underlying data and associated report relating to areas highlighted as “left behind” and bring forward a proposed plan to work towards Levelling Up those left behind areas.

- 2.2. The Scrutiny Review concluded its work with a report to Scrutiny Commission on 5th July 2022. The content of the final report was subsequently agreed by the Executive on 25th August 2022, and the proposed plan to be progressed under the political leadership of the Executive Member for Housing, Communities and Levelling-Up, with the Executive Director for Adults, Health Partnerships and Housing.
- 2.3. **Appendix B** provides a summary position for the programme to date, setting out some of the key achievements

3. Recommendations

- 3.1. It is recommended that the Executive:
- a) Notes the progress against the Levelling Up Plan in North Northamptonshire.
 - b) Requests the Scrutiny Management Board consider if the report should be received and considered by any of its scrutiny committees.
 - c) Recommends to Full Council that the progress report is received by Full Council in quarter one of the 2024 – 2025 municipal year, as set out in the governance for the plan in **Appendix A**, following consideration by the relevant Scrutiny committees, as determined by the Scrutiny Management Board.
- 3.2. Reason for Recommendations:
- i) The levelling up agenda is both a national and local priority and of importance to council members. The scrutiny review was undertaken because of an amended motion and discussion at Full Council.
 - ii) The recommendations seek approval from the Executive to progress the update through the governance set out in **Appendix A** (Page 4).
- 3.3. Alternative Options Considered:
- i) Do not follow the governance set out in the Levelling Up plan, and transfer reporting activity to Business as Usual activity.
- 3.4. Whilst it would be expected that this activity will eventually transfer into business as usual activity and be subsumed into the corporate plan priorities, it is felt that there should be 1 – 2 full reporting cycles including scrutiny and Full Council prior to transferring this activity to business as usual.

4. Report Background

- 4.1. An amended motion at Full Council on 28th July 2021 called for the Scrutiny Commission to review the underlying data and associated report relating to areas highlighted as “left behind” and bring forward a proposed plan to work towards Levelling Up those left behind areas.
- 4.2. The Scrutiny Review concluded its work with a report to Scrutiny Commission on 5th July 2022. The content of the final report was subsequently agreed by the Executive on 25th August 2022, and the proposed plan to be progressed under the political leadership of the Executive Member for Housing, Communities and Levelling-Up, with the Executive Director for Adults, Health Partnerships and Housing.
- 4.3. Links to the full report are provided in the background papers section of this report.
- 4.4. A governance structure is in place to maintain momentum and ensure delivery of a Levelling Up plan that was informed by the Levelling-Up Scrutiny review.
- 4.5. Recognising delivery of the plan needed to be managed through a matrix approach. This means that there are already services or partnership arrangements delivering aspects of the plan’s recommendations, however it is important for any developments to be cognisant of the Levelling-Up Plan.
- 4.6. Whilst parts of the plan will be delivered through Business as Usual (BAU) activity, there will be commitment and work required that may require individuals or teams to complete work in addition to their BAU roles or to set up task and finish groups to deliver. Where this happens, that activity will be directly monitored through the Levelling Up Delivery Group.
- 4.7. **Appendix B** provides a summary of work delivered to date. Where that work is led through a service or partnership the respective service or partnership is referenced in the progress summary.
- 4.8. Whilst the governance and matrix management approach to managing this activity has proven complicated, there are a significant number of milestones achieved. Where the “Key project progress” column in **Appendix B** states “refer to...” this indicates that key evidence on progress is held in full through those pieces of work by the service, report or partnership referenced.
- 4.9. A summary table of key achievements for each recommendation is included below:

Priority	Levelling Up Plan Recommendation	Examples of Key Achievements
Short term	Improving engagement and communications	Establishment of Local Area Partnerships and Community Wellbeing Forums as systematic approach to community engagement and collaborative problem solving

		<p>Well Northants Programme resident-led Neighbourhood Action Groups and Plans for the 3 left behind communities. Numerous community engagement events run e.g: Residents engaged – 606 Winter 2023 engagement events in Kettering and Corby providing small hampers as part of an engagement opportunity with key stakeholders. Over 100 attendees across two events. October 2023 engagement event in Kettering engaging families and young people. Over 100 attendees. Seeing a sustainable group developing out of a pilot tots group implemented as part of PB a year ago.</p>
		<p>FreshFest event held in Wellingborough in Sept 23 through the LAP to promote local offer to young people. 63% of young people were from left behind areas.</p>
		<p>Over 50 Warm Spaces supported during winters 2022-3 and 2023-4.</p>
	Businesses, communities, networking and problem solving	<p>Well Northants Programme resident-led Neighbourhood Action Groups and Plans for the 3 left behind communities. Numerous community engagement events run: Social Action Project in place to clean up the Grange Shopping Area. Working collaboratively with the Kettering Wombles, GRC, Co Op, Wider Community and NNC. Linking and supporting VCSE development (Brightways/ Groundworks group), to develop a bicycle project in Avondale and the Grange which will be linked to HMO 5 Wells, focusing on employability skills</p>
		<p>Establishment of Local Area Partnerships and Community Wellbeing Forums as systematic approach to community engagement and collaborative problem solving.</p>
	Pride in our neighbourhoods- street scene	<p>Adopted a new strategy for Tackling Litter and Fly-tipping. Commenced pilot project with Probation Service on Rapid Deployment Project – to target resources for such things as cleansing, graffiti removal, vegetation clearance and removal, ditch clearances.</p>
	Install more bleed boxes	<p>Largely funded by Police, Fire and Crime Commissioners Office many new bleed</p>

		boxes installed and interactive map produced
Medium Term	Supporting Community and Voluntary groups to write bids and develop projects	<p>Funding Fair delivered to support VCSE LAPs supported to develop ideas for projects which contribute to LAP action plans and to submit bids for funding</p> <p>VCSE organisations supported to submit bids for various NNC VCSE grant programmes e.g £4000 of Member Empowerment funding has been allocated to the left behind areas.</p> <p>Residents supported to bid and deliver projects funded through the Well Northants Participatory Budgeting programme.</p> <p>VCSE organisations engaged around their future requirements for funding support and bid writing to inform draft Communities Strategy and future VCSE Infrastructure support arrangements to be tendered during 2024.</p> <p>Communities in Sheds project Corby and the new Pump Track at Kingswood Neighbourhood Centre, both community led projects completed during 2022-3, supported by NNC.</p>
	Crowd Funding	
	The return on investment of strategically investing in local youth work	<p>Total of £105,000 recently invested in youth related projects in xx through Shared Prosperity Funding:</p> <p>£24,000 for Queensway for positive activities for young people and youth games equipment; £24,000 for Avon Dale and Grange for a safe space and events and equipment for young people, and for an early years drop in centre, and for new baby changing facilities; £35,000 for Kingswood and Hazel Leys for the Kingswood Urban Activity project for young people and education programmes around vaping and drug substance misuse as well as a young person's music project. Projects being delivered across all 3 areas were also funded (£22,000) for drugs education, life skills, wellbeing support, detached youth work and therapeutic art sessions all for young people.</p> <p>Best Practice review undertaken</p> <p>Well Northants programme is co-ordinating a Youth Work asset mapping exercise to link in with the VCSE thematic group and Family Hubs youth offer. This is being done with Childrens Trust, Northamptonshire Sport and local youth groups in Kingswood and Hazel Leys. And</p>

		is supporting Kingswood & Hazel Leys Youth Projects. Work to date has been to ensure groups are linked with Northamptonshire Association of Youth Clubs (NAYC).
	Strategies and approaches to address county lines, drug dealing and knife crime	Knife Angel Knife Crime awareness programme delivered during 2022. Multi-agency needs assessment undertaken to inform the new Serious Violence Strategy for Northamptonshire and a draft strategy has been produced to inform future investment. Combatting Drugs Partnership established during 2022 across the county which is leading on the work to address County Lines.
Longer Term	Community Hub Strategy	
	Estate Regeneration Strategy	Housing Repairs backlog project underway with positive results
	Safer Streets- Street Lighting and CCTV	Safer Streets Government funded programmes delivered during 2021-2023. New Closed Circuit Television (CCTV) cameras installed on both Hemmingwell and Queensway estates in Wellingborough. Police, Fire and Crime Commissioner committed funding to Safer Streets Lite projects during 2022-23 which saw improved street lighting in Kingswood and improvements to the underpass on the Queensway estate, in conjunction with students from Wheelers Academy
	Putting communities at the heart of levelling up	This is at the heart of the Well Northants programme, which takes an asset-based community development approach.

4.10. Further work is to be developed under the following themes:

- Increase engagement of businesses in Local Area Partnerships;
- To include exploration of a crowd funding platform in the new VCSE Infrastructure contract requirements;
- Funding opportunities to be explored to support a co-produced piece of work with the VCSE on what is a community hub, what works currently within NN or elsewhere, best practice and how to apply a community hub strategy within the context of place within North Northamptonshire;
- Further development work towards a Youth Offer for North Northamptonshire
- Complete development of a Housing Strategy;
- Embed the principles of the Well Northants programme around asset-based community development into business as usual by aligning it with the LAP work programme.

5. Issues and Choices

- 5.1. The Executive is asked to consider the future reporting arrangements as part of this report's recommendations.

6. Next Steps

- 6.1. Progress will continue to be monitored through the internal governance process for the Delivery Group.
- 6.2. Further "next steps" are set out in the body of this report and recommendations and are subject to decisions of the Executive at its meeting on 15th February 2024.

7. Implications (including financial implications)

7.1. Resources, Financial and Transformation

- 7.1.1. At this point no specific budget has been required to facilitate the work to date including that of the Levelling-up North Northamptonshire Delivery Group, however the following identifies some of the resources that were required through officer time:

- i. Lead officers identified to own and lead delivery of each of the recommendations.
- ii. Other officers from across directorates to be nominated to support in the delivery of cross-cutting recommendations.

- 7.1.2. Officers involved in the delivery of the plan should monitor external funding/grant opportunities to deliver the plan.

- 7.1.3. Where there are budget requests required in order to deliver recommendations that have financial requirements in order to deliver them, any requests will be built into the Council's budget setting process and will seek to identify external and partner funding.

7.2. Legal and Governance

- 7.2.1. Legal and governance implications of each recommendation and any associated activity are considered as plans are designed and monitored through the appropriate governance route where delivery is delivered outside of the Levelling-Up North Northamptonshire Delivery Group.

7.3. Relevant Policies and Plans

7.3.1. The scrutiny review has followed the Scrutiny Procedure Rules set out in the Council's Constitution. 7.3.2. Relevant links can be made to all elements of the Corporate Plan, however, it may be necessary to consider whether aspects of the corporate plan may need to be amended, at such points when it is periodically reviewed, to reflect any decisions made.

7.4. Risk

7.4.1. There are no significant risks arising from the proposed recommendations in this report as most of the activity is delivered in a dispersed way with other group groups and governance monitoring and managing the risks associated with the activity they are delivering.

7.5. Consultation

7.5.1. Evidence to develop the final report was obtained through a variety of engagement events throughout the period of the scrutiny review.

7.5.2. The report containing a summary of the work undertaken and output from those sessions is available on the link referenced in the background papers at paragraph 8.1.1 of this report.

7.6. Consideration by Executive Advisory Panel

7.6.1. Current progress was updated at the Prosperous Communities Executive Advisory Panel held on 24th January 2024, in order to shape later approaches to delivering against the plan. The Panel acknowledged the progress underway and provided feedback about relevant projects which has been included in this report.

7.7. Consideration by Scrutiny

7.7.1. This report recommends that Scrutiny Management Board at its meeting of 29th March 2024. If Scrutiny Management Board considers whether any additional scrutiny is required in addition to the public discussions at both Executive (18th January 2024) and the Prosperous Communities Executive Advisory Panel (EAP) on 24th January 2024. Feedback will be collated and included for updates to Full Council.

7.8. Equality Implications

7.8.1. There are nine protected characteristics that are afforded protection against less favourable treatment within the Equality Act (2010). These are:

- (a) Age

- (b) Race
- (c) Sex
- (d) Gender Reassignment
- (e) Sexual Orientation
- (f) Marriage and Civil Partnership
- (g) Religion or Belief
- (h) Disability
- (i) Pregnancy and Maternity

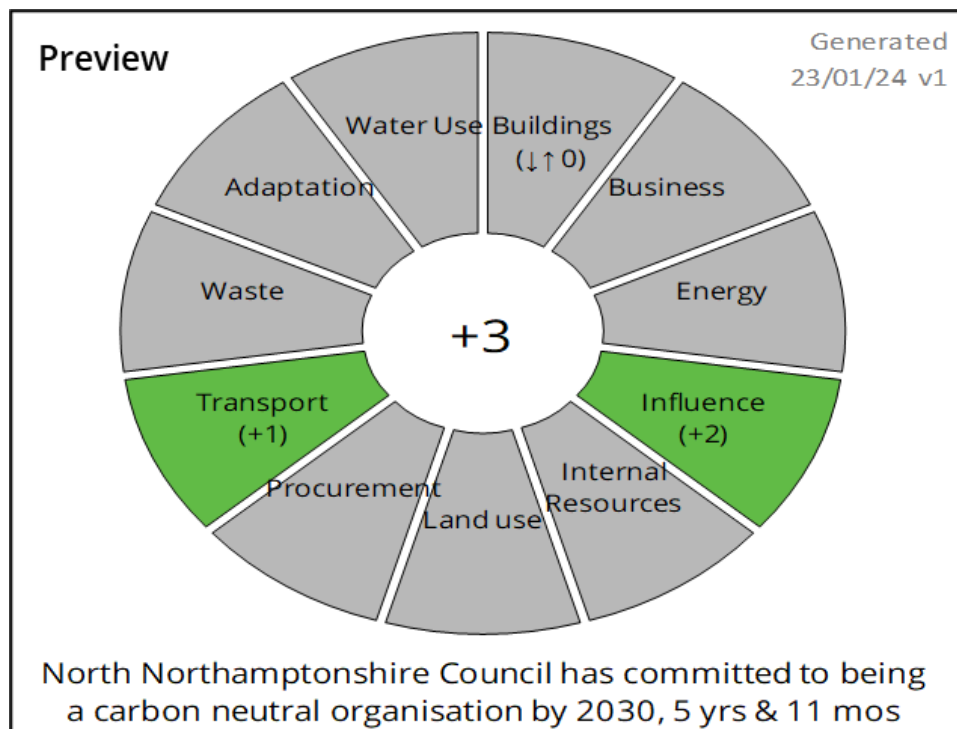
7.8.2. The three aims of the General Equality Duty, which must be considered consider in our decision-making processes, are:

- (a) Eliminate unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Act.
- (b) Advance the equality of opportunity between those who share a protected characteristic and those that do not share it.
- (c) Foster good relations between those who share a protected characteristic and those that do not share it.

7.8.3 Equality Impact Assessments will be undertaken for each of the recommendations as specific pieces of work are progressed to implementation to provide a greater understanding of the impacts on local communities.

7.9. **Climate and Environment Impact**

7.9.1 There are no direct impacts following the work to date. However, a Climate Change Impact Assessment has been undertaken which has demonstrated a likely small positive impact:



7.9.2 Delivery of environmental changes set out to be developed in the plan could positively benefit those communities.

7.10. Community Impact

7.10.1 The plan is expected to positively impact on communities identified as left behind.

7.11. Crime and Disorder Impact

7.11.1. Elements of this plan are expected to positively impact on aspects of crime and disorder in the areas that are the focus of this plan. Some pieces of work may be delivered at a locality wide basis impacting across North Northamptonshire.

7.11.2. Where another delivery group is responsible this is referenced in the progress summary at **Appendix B**.

8. Background Papers

8.1. The following background papers are relevant to this update report:

8.1.1. Levelling Up North Northamptonshire report presented to NNC Executive 25 August 2022 (pp 272 – 318) ([Public Pack\)Agenda Document for Executive, 25/08/2022 14:00 \(moderngov.co.uk\)](https://www.moderngov.co.uk/25/08/2022/14:00)

8.1.2. Left behind? Understanding communities on the edge (2019) – full report

[local trust ocsi left behind research august 2019.pdf \(localtrust.org.uk\)](#)

- 8.1.3. Left behind? Understanding communities on the edge (2019) – summary report
[Local-Trust-Left-Behind-Report-Executive-Summary-December-2019.pdf \(localtrust.org.uk\)](#)
- 8.1.4. Left behind? Understanding communities on the edge (2020) – interim data set
[Left-Behind-Areas-IMD-2019-REVISED-SLIDE-DECK-with-revised-unemployment-slide-Read-Only-copy.pdf \(localtrust.org.uk\)](#)
- 8.1.5. The strength of community and charitable giving in 'Left Behind' neighbourhoods (2021)
[The All Party Parliamentary Group publishes our report on the strength of community and charitable giving in 'Left behind' neighbourhoods - OCSI](#)
- 8.1.6. Scrutiny Review in to Levelling Up Communities (24 August 2021)
<https://northnorthants.moderngov.co.uk/documents/s2211/Scrutiny%20Review%20in%20to%20Levelling%20Up%20Communities.pdf>
- 8.1.7 Scrutiny Review – Levelling Up Communities scoping document (24 August 2021)
[Blank Scrutiny Scoping Document \(moderngov.co.uk\)](#)

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December 2023



Page 27

Appendix A

Levelling-Up North Northamptonshire Plan



The Plan

Page 3 [Background](#)

Page 4 [Governance for the plan](#)

Page 5 [Measuring our progress against the plan](#)



Background

The need to understand left behind communities and develop plans nationally and locally to level up those areas are high on both national and local government agendas.

Following a Levelling Up Scrutiny review a number of priority, medium-term and longer-term priority recommendations, set out opposite, were approved by the Executive on 25 August 2022 to form the basis of a Levelling up Plan for the council and its partners.

The Executive also agreed that the Executive Member for Housing, Communities and Levelling-Up would provide political leadership for the plan.

Other recommendations set out in the final report will not be lost and officers will ensure these are distributed to service areas to consider inclusion in other transformation and improvement plans.

The full report is available on the following link:

[PowerPoint Presentation \(modern.gov.co.uk\)](https://modern.gov.co.uk)

Priority recommendations

1. Communications and information sharing were highlighted as weaknesses at times and the council should engage with communities around the preferred ways that key information can be shared
2. There are opportunities to work closer with local businesses on community projects and issues and setting up a forum or networking event with key business to explore this could be achieved quickly
3. Consider how to improve street scene in left behind areas both through council services but also community partnership approaches including fund raising
4. Consider how to support and raise funds for additional bleed kit boxes in priority areas across North Northamptonshire

Medium-term recommendations

1. The council should consider how to work with partners to produce guidance to enable small, medium & large organisations to develop ideas sufficiently to be ready to be included in bids when funding is available
2. The council could explore procuring a crowd funding platform to enable organisations to leverage other funding, sponsorship and support to get behind projects they wish to progress
3. Youth work was seen as a priority & the scrutiny review group recommend that a cost-benefit exercise could be undertaken to determine return on investment of strategically investing in local youth work
4. All partners should work together to review and update the current strategies and approaches to address county lines, drug dealing and knife crime

Longer Term recommendations

1. The council will benefit from working closely with partners and communities to develop a community hub strategy that focuses on the needs of those communities rather than a one size fits all approach
2. Poor quality of housing was identified across the wards where this work was undertaken and a strategy that considers larger scale ambitious regeneration of some of these estates could be considered
3. Consider a longer term approach to monitor and update on outcomes and successes specifically related to this agenda in ways that engage our communities
4. Consider how to develop a strategy to improve street lighting and CCTV and how this could be piloted in Levelling up communities on the theme of "Safer Streets"



Governance for the plan

Full Council - June 2024

- **Annual progress report** (Q1 next municipal year after scrutiny commission report)
- **Lead Member:** Executive member for Housing, Communities and Levelling-Up
- **Lead Officer:** Executive Director for Adults, Health Partnerships and Housing

Scrutiny Management Board – 29 March 2024

- **Annual Progress report** (End Q4)
- **Lead Member:** Executive member for Housing, Communities and Levelling-Up
- **Lead Officer:** Executive Director for Adults, Health Partnerships and Housing

Executive – 18 January 2024 & June 2024 (tbc)

- **Bi-Annual Progress report** (End of Q2 and Q4)
- **Lead Member:** Executive member for Housing, Communities and Levelling-Up
- **Lead Officer:** Executive Director for Adults, Health Partnerships and Housing

Executive Member for Housing, Communities and Levelling-Up – 03 October 2023, 02 January 2024, 02 April 2024

- **Quarterly Progress Report**
- **Lead Officer:** Executive Director for Adults, Health Partnerships and Housing
- **Purpose: Highlights & Options appraisals for approval** (these may need to go to CLT, Executive or Full Council dependent on value)

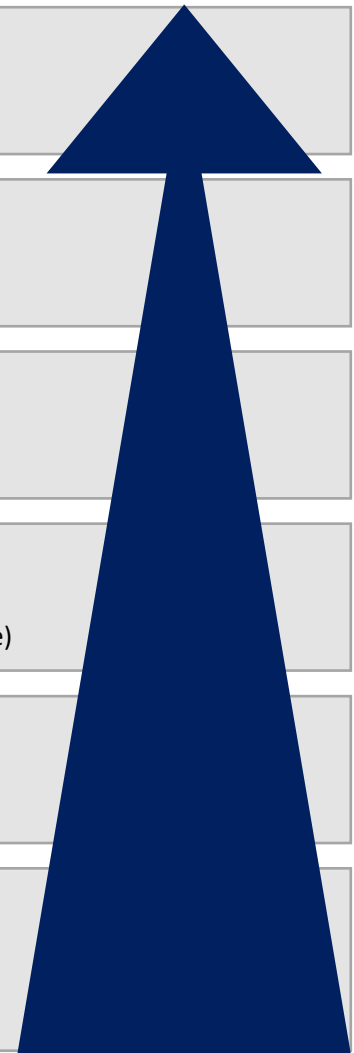
Executive Advisory Panel – Prosperous Communities – 24 January 2024

- **Lead Member:** Executive Member for Housing, Communities and Levelling-Up
- **Lead Officer:** Executive Director for Adults, Health Partnerships and Housing
- **Purpose:** Options appraisals for discussion and refinement (ad-hoc when required)

Levelling Up Delivery Group - Monthly meetings commenced 26 June 2023

- **Monthly Light-touch highlight reports:** by priority Leads
- **Options appraisals:** for discussion and endorsement
- **Chair:** Executive Director for Adults, Health Partnerships and Housing

Page 220





Measuring our progress against the plan

	Recommendation	How we will know we have delivered
Priority	Communications and information sharing were highlighted as weaknesses at times and the council should engage with communities around the preferred ways that key information can be shared	<ul style="list-style-type: none"> i. Review of work already undertaken or taking place ii. Document capturing Comms & engagement approaches produced iii. Gaps identified and action plan developed iv. An agreed approach to co-production has already been developed by Childrens Services- shared and adopted v. We will see evidence of these being implemented
	There are opportunities to work closer with local businesses on community projects and issues and setting up a forum or networking	<ul style="list-style-type: none"> i. Review of work already undertaken or taking place ii. Document business networks already in place iii. Action plan for greater connection between businesses and communities and align to new VCSE Infrastructure arrangements iv. Evidence of business and community collaboration will be seen
	<p>Consider how to improve street scene in left behind areas both through council services but also community partnership approaches including fund raising</p> <p>Consider how to support and raise funds for additional bleed kit boxes in priority areas across North Northamptonshire</p>	
Medium-Term	The council should consider how to work with partners to produce guidance to enable small, medium & large organisations to develop ideas sufficiently to be ready to be included in bids when funding is available	<ul style="list-style-type: none"> i. Review of fundraising support and guidance already in place ii. Include delivery of recommendation in new VCSE Infrastructure contract arrangements
	The council could explore procuring a crowd funding platform to enable organisations to leverage other funding, sponsorship and support to get behind projects they wish to progress	<ul style="list-style-type: none"> i. Review of crowd funding platforms in use and used by NN Organisations ii. Include delivery of recommendation in new VCSE Infrastructure contract arrangements
	<p>Youth work was seen as a priority & the scrutiny review group recommend that a cost-benefit exercise could be undertaken to determine return on investment of strategically investing in local youth work</p> <p>All partners should work together to review and update the current strategies and approaches to address county lines, drug dealing and knife crime</p>	
Longer-Term	The council will benefit from working closely with partners and communities to develop a community hub strategy that focuses on the needs of those communities rather than a one size fits all approach	<ul style="list-style-type: none"> i. Review of work already undertaken or taking place ii. Develop strategy and action plan iii. Implementation
	Poor quality of housing was identified across the wards where this work was undertaken and a strategy that considers larger scale ambitious regeneration of some of these estates could be considered	
	<p>Consider a longer-term approach to monitor and update on outcomes and successes specifically related to this agenda in ways that engage our communities</p> <p>Consider how to develop a strategy to improve street lighting and CCTV and how this could be piloted in Levelling up communities on the theme of "Safer Streets"</p>	<ul style="list-style-type: none"> i. Link to Comms and Engagement Plan above with focus on celebrating success ii. Review the work Safer Streets Programme has already undertaken and identify any gaps iii. Feed into strategic review of CCTV provision

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Appendix B

December 2023



Levelling-Up North Northamptonshire Progress Summary

		Recommendation		Date	Project/Milestones Achieved	Key Project Progress and where reports to	Risks/Issues/Challenges
1	Priority - Immediate Recommendations	Improving engagement and communications (immediate)	Communication and information sharing were highlighted as weaknesses at times and the council should engage with communities around the preferred ways that key information can be shared	July 2023	<ul style="list-style-type: none"> Comms re the new round of grants under Well Northants Comms re the Rural Share Prosperity Funding Messages to Local Area Partnerships (LAP) and Community Wellbeing Forum (CWF) networks Surveys on LAP priorities being undertaken in targeted areas Young People’s (YP) engagement event run on 10th August on the Grange 4 Active Family Fun Days run during August, one in each locality where lots of residents could take part in activities but also engage with local services 	<ul style="list-style-type: none"> Well Northants (WN) reports to WN Oversight Board Refer to reports to Place Delivery Board Refer to North Northamptonshire Council (NNC) reports to Members’ Oversight Group on grant programmes 	
				Aug to Nov 2023	<ul style="list-style-type: none"> Promotion of grants available through Household Support Fund – 4th wave of funding (HSF4) Workshop held across various themes 13 September 2023 to discuss Levelling Up Plan - ‘As is’ position statement notes taken As is position statement report being drafted to cover what has been achieved under this recommendation from such programmes as Well Northants, A New Sense of Place (Integrated Care System Place Programme), Kingswood and Hazel Leys (KHL) Big Local in Corby, Northamptonshire Sport (NSport) Place Based Approaches, Culture, Tourism & Heritage offer, Library service offer. Active Communities Awards event held November 2023 involving VCSE as well as sports clubs and leisure providers FreshFest event held in Wellingborough in Sept 23 through the LAP to promote local offer to young people. 63% of young people were from left behind areas (Hemmingwell, Kingsway, Queensway & Victoria) Cost of living crisis event held at Avondale Grange to promote what support is available for residents 	<ul style="list-style-type: none"> Refer to Well Northants reports to Oversight Board Refer to reports to Place Delivery Board Refer to NNC reports to Members’ Oversight Group for grants programmes Refer to report on HSF4 progress 	
1a			Businesses, communities,	There are opportunities to work closer with local businesses on community	Jul 2023	<ul style="list-style-type: none"> Agreed strategic governance for Voluntary, Community and Social Enterprise (VCSE) organisations across the Integrated Care 	<ul style="list-style-type: none"> Refer to reports to Place Delivery Board

		networking and problem solving	projects and issues and setting up a forum or networking		<ul style="list-style-type: none"> System (ICS) for both the North (N) and West (W) Northamptonshire place delivery areas. North VCSE governance already in place ICS Place Programme- VCSE Strategic and Operational engagement and LAPs (ongoing) and LAPs. LAP task groups for first round of priorities mobilised and work underway Business & Intellectual Property Centre (BIPC) programme for start-ups and Small to Medium Enterprises (SME) - ongoing Well Northants Programme delivery in the 3 left behind neighbourhoods 	<ul style="list-style-type: none"> Refer to Well Northants reports to Oversight Board 	Mitigation: Engagement on Place through North Northamptonshire Business Network (NNBN) and other networks to be considered
				Aug – Nov 2023	<ul style="list-style-type: none"> VCSE engagement event held 27 September 2023 re co-production of new Communities Strategy and new Infrastructure and strategic grant arrangements (110 orgs involved) ICS Place Programme- VCSE Strategic & Operational engagement and LAPs (ongoing) and LAPs- 2nd round of LAP priorities agreed Business and Intellectual Property Centre (BIPC) programme for business start-ups and SMEs (ongoing) Wellingborough LAP event Freshfest held Kettering Well NH engagement event held 	<ul style="list-style-type: none"> Refer to reports to Place Delivery Board 	<ul style="list-style-type: none"> Risk: Business not sufficiently engaged in LAP or Well Northants work Mitigation: Engagement on Place through NNBN and other networks to be considered Risk: staff vacancies in WN programme limiting delivery at present Mitigation: Staffing restructure proposal for Communities and Wellbeing team being developed with Public Health (PH) funding to embed WN and Place programme for future
2		Pride in our neighbourhoods	Consider how to improve street scene in left behind areas both through council services but also community partnership approaches including fund raising	Jul 2023	<ul style="list-style-type: none"> Working with housing providers to remove focal points for environment crime. (communal containers / insecure storage) Commenced pilot project with Probation Service on Rapid Deployment Project – to target resources for cleansing, graffiti removal, vegetation clearance and removal, ditch clearances etc 	<ul style="list-style-type: none"> Council approved Strategy for Tackling Litter & Fly-Tipping approved by EXECUTIVE 26th August 2021 	
2a	Long Term	Safer Streets - thriving communities	Consider how to develop a strategy to improve street lighting and CCTV and how this	Jul to Nov 23	<ul style="list-style-type: none"> Safer Streets Government funded programmes delivered during 2021-2023. Have seen new Closed Circuit Television 	<ul style="list-style-type: none"> Refer to Community Safety Partnership Board 	

		could be piloted in Levelling up communities on the theme of “Safer Streets”		(CCTV) cameras installed on both Hemmingwell and Queensway estates in Wellingborough		
				<ul style="list-style-type: none"> Whole review of NNC’s CCTV infrastructure including cameras, networking, monitoring arrangements, repairs and maintenance arrangements, contracts and costs is underway and an as is position statement is being pulled together to inform future options 		<ul style="list-style-type: none"> Reports as part of NNC Transformation Programme
2b	Communities at the heart of Levelling Up	Consider a longer-term approach to monitor and update on outcomes and successes specifically related to this agenda in ways that engage our communities	Jul to Nov 23	<ul style="list-style-type: none"> Well Northants Programme which is delivering bottom-up community development work across the Left Behind neighbourhoods: Queensway, Avondale and Grange, Kingswood and with some inclusion groups. Each area has a community profile and an action plan New round of Well Northants Participatory Budgeting grants for community led projects held during 2023 Ongoing delivery of previously funded projects ICS Place programme- function of Local Area Partnerships as networks which bring together statutory partners, VCSE organisations and community members to problem solve issues of local importance based on data and local intelligence. LAPs cover all areas but include the Left Behind neighbourhoods LAP action plans finalised for presenting to CWFs in Sept. Multi-Agency task groups in place for LAP priorities. Wellingborough: engagement of YP to enable their voice to be heard and substance misuse Kettering urban: engagement with YP re their Mental Health (MH) and wellbeing and access to services Corby: Community Transport and access to essentials through cost of living crisis/low level mental health and wellbeing support 	<ul style="list-style-type: none"> Refer to Well Northants Oversight Group reports Refer to Place Delivery Board papers 	<ul style="list-style-type: none"> Risk: Staffing issues as of 3.5 Community Development Workers (CDW) only one working full time at present due to staff leaving and long-term sickness Mitigation: Longer term proposal is to align the WN work with the Place Programme Risk: Partners in LAPs do not own actions Mitigation: regular communications to be provided to LAP network members and CWF partners re progress. LAP Co-ordinators liaise with key partners
3	Supporting EM Knife Crime to install more bleed boxes -	Consider how to support and raise funds for additional bleed kit boxes in priority areas across North Northamptonshire	Jul to Nov 23	<ul style="list-style-type: none"> There is now a list of all bleed boxes installed across the area. This data is being collated for sharing. https://www.google.com/maps/d/viewer?mid=1Hs-ohqsA8Q-tjK_PMR2OaDG0k2M2lpIS&hl=en_US&ll=52.29135417751705%2C-0.8733280500000085&z=9 	<ul style="list-style-type: none"> Refer to Community Safety Partnership Board 	

				<ul style="list-style-type: none"> Communities are regularly made aware of funding opportunities through NNC grant programmes. Most in NN have been funded from the Office of the Police, Fire and Crime Commissioner. 		
4	Medium Term Recommendations	Supporting Community and Voluntary groups to write bids and develop projects	The council should consider how to work with partners to produce guidance to enable small, medium & large organisations to develop ideas sufficiently to be ready to be included in bids when funding is available	Jul 2023 <ul style="list-style-type: none"> Current VCSE infrastructure Support is in place covers funding support but is limited Funding information shared at least monthly by VCSE Infrastructure Organisations VCSE Engagement forums in place Previous completion of Communities in Sheds project Corby and the new Pump Track at Kingswood Neighbourhood Centre, both community led projects during 2022-3, supported by NNC Aug-Nov 2023 <ul style="list-style-type: none"> Work for Community strategy development, grant review and VCSE engagement scoped in Aug 23 2023 Funding Fair for VCSE held Community Strategy development and new VCSE Infrastructure Arrangements to ensure VCSE get the right support to access funding support, encourage collaboration and ability to sector to make more strategic funding bids to large external funding pots. Strategy co-produced with Sector, via an engagement event held end of September 2023 and liaison with VCSE Oversight Group. Strategy drafted and coming to Exec in Feb 2024 	<ul style="list-style-type: none"> Communities Strategy once adopted will report to Public Health SLT and to the VCSE Oversight Group 	
4a		Crowd funding to deliver great outcomes	The council could explore procuring a crowd funding platform to enable organisations to leverage other funding, sponsorship and support to get behind projects they wish to progress	<ul style="list-style-type: none"> Not yet progressed will form part of new VCSE Infrastructure arrangements from Autumn 2024- will be included in the Contract tender specification 	<ul style="list-style-type: none"> Will be monitored as part of new VCSE Infrastructure contract arrangements from Sept 2024 	

5		The return on investment of strategically investing in local youth works	Youth work was seen as a priority & the scrutiny review group recommend that a cost-benefit exercise could be undertaken to determine return on investment of strategically investing in local youth work	Jul 2023	<ul style="list-style-type: none"> • Best practice review to see what can be done and meet with Childrens and other NNC colleagues. • To meet with interested leads, eg from Northamptonshire Children’s Trust (NCT)/Voluntary impact and the emerging Youth Collaborative that West Northamptonshire Council is working on. • Get clarity from the Levelling Up (LU) steering group on "return on investment" 	<ul style="list-style-type: none"> • An outline of a youth strategy/approach has been drafted following a best practice review. • Liaised with Childrens Services consulted NNC Leisure Services manager who had previously been contacted by interested colleagues in NCT, Voluntary Impact and the University. • Made links with WNC colleagues who have already started looking at a Youth Collaborative. 	<ul style="list-style-type: none"> • Risk: capacity to do this work • Mitigation: interim capacity allocated until September
				Nov 2023	<ul style="list-style-type: none"> • Workshop completed – 06 December 2023 	<ul style="list-style-type: none"> • Drafted terms of reference for the youth offer working group. • Liaised with Children’s re: governance, priorities and way forward. Family Hubs to consider a youth sub-group • Developed workplan for stakeholder workshop for December 6th. • Developed business case for funding for the youth offer for Public Health Senior Management Team (PH SMT) and looked at evidence on return on investment. • Made links with Regional Coordinator of youth voice for youth council. • Workshop for stakeholders on the youth offer booked for 6th December and invitations sent out. 	<ul style="list-style-type: none"> • Risk: funding not allocated • Mitigation: business case developed; involving wider stakeholders
6		Assessing current strategies and approaches to address county lines, drug	All partners should work together to review and update the current strategies and approaches to address county		<ul style="list-style-type: none"> • Knife Angel visit and awareness programme delivered in Corby and Wellingborough during 2022 • As part of the new Serious Violence Duty, a partnership Strategic Needs Assessment has been 	<ul style="list-style-type: none"> • Reports to the Community Safety Partnership 	

		dealing and knife crime	lines, drug dealing and knife crime		<p>completed of which Knife Crime forms a key part. Once finalised a Partnership action plan will be developed</p> <ul style="list-style-type: none"> • Safer streets lite has seen additional improvements in various areas across North Northamptonshire including improved lighting and CCTV 		
7		Developing a community hub strategy	The council will benefit from working closely with partners and communities to develop a community hub strategy that focuses on the needs of those communities rather than a one size fits all approach	Jul to Nov 2023	<ul style="list-style-type: none"> • This work has not specifically started yet although there are many positive connections with VCSE led community hubs, and NNC support for them such as the Grange in Kettering, Communities in Sheds at Hazel leys in Corby. A number of community hubs are delivered from NNC devolved community centres which continue to receive funding support for core costs from NNC and will continue to do so in 2024-5, these include: <ul style="list-style-type: none"> • The Victoria Centre, Wellingborough • Glamis Hall, Hemmingwell, Wellingborough • Kingswood Community Centre, Corby • Danesholme Community Centre, Corby • Beanfield Community Centre, Corby • Funding opportunities to be explored to support a co-produced piece of work with the VCSE on what is a community hub, what works currently within NN or elsewhere, best practice and how to apply a community hub strategy within the context of place within NN. 		<ul style="list-style-type: none"> • Capacity to undertake this work and ability to secure external funding to support it
8		Developing an estate regeneration strategy	Poor quality of housing was identified across the wards where this work was undertaken and a strategy that considers larger scale ambitious regeneration of some of these estates could be considered	Jul to Nov 2023	<ul style="list-style-type: none"> • Additional funding agreed for 2023/2024 financial year to reduce repairs backlog • Housing strategy development underway 		

Update– September 2023 Workshop re community and VCSE engagement, business engagement, funding		
<p>Well Northants</p> <p>Happening now and since 2022:</p> <p>Public Health funded programme. Well Northants aims to empower communities so they can become more connected, more resilient and improve their wellbeing. This is key to addressing health inequalities.</p> <ul style="list-style-type: none"> 4 targeted areas, public health funded include: <ul style="list-style-type: none"> Queensway - Wellingborough Kingswood – Corby Avondale Grange – Kettering 3 full time community development officers communicate and engage with residents in the key areas, in cafes, out on the streets (door knocking) and community groups Consultation events in the community and running of local events, Participatory Budgeting voting events where residents vote on funding for the ideas that can help their well being University of Northampton are involved in the research and validation of outcomes, ongoing evaluation on the engagement of residents Residents have a say in the action plans – Resident Voice – Residents at the heart - (CSEAD model London) – Information collated and added on to the Local profile for each area. Receiving lots of good intel and information form the residents Neighbourhood Action Groups (NAG) – engaging directly asking how we can help and what projects they are able to take on long term? What do they want? <p>Challenges, Questions, Observations from the communities in the WN areas:</p>	<p>Integrated Care System Place Programme - LAPs (Local Area Partnerships) and Community Wellbeing Forums (CWFs)</p> <p>Happening now and since early 2023:</p> <ul style="list-style-type: none"> 7 LAPs across NN. LAP profiles developed by Public and used to help inform LAP priorities Wide engagement with local partners and stakeholders has led to identification of priorities in LAP areas and development of LAP action plans, which are now being delivered through LAP task groups. LAP networks established for sharing of information across a wide range of organisations from across the sectors LAPs have led on asset mapping of buildings and services delivered from them across NN, information has been GIS-mapped onto an interactive map which will be available to local services and partners. 4 CWFS established to act as local strategic partnerships between statutory partners ae VCSE and community representatives. CWFs have a focus on sharing organisational priorities with LAPs, helping LAPs unblock barriers ti progress and on how partners collectively and collaboratively engage with communities. <p>Challenges, Questions, Observations:</p> <ul style="list-style-type: none"> Asset Mapping - How can we effectively communicate this out? How can we make it publicly accessible? How best to keep up to date? How to link to emerging Family Information Service platforms? 	<p>Culture, Tourism and Heritage</p> <p>Happening now:</p> <ul style="list-style-type: none"> Discover Northants (DN) tourism hub at @ Rushden lakes 11 interactive screens for public use Promotes the local offer such as around events, days out, accommodation, town and village centres, under the premise of ‘Where to Next’ to encourage people to explore more of what Northamptonshire has to offer Providing opportunities for businesses and communities to collaborate on local projects <p>Challenges, Questions, Observations:</p> <ul style="list-style-type: none"> The need for everything to be on the same directory, access to all services as a community point of contact Digitally excluded – looking at physical prints, rare in paperless environment, essential for affordability of residents (printing costs) and reduction are carbon footprint for those using the service – Paperless world impact <p>Kingswood and Hazel Leys Big Local (KHL) Corby</p> <p>Happening now and since 2014:</p> <ul style="list-style-type: none"> 10 year Lottery Funded programme since 2014, have supported to set up community hubs and facilities – fully community driven – Learning from established engagement methods on what can be scalable and adopted across the areas. Key achievements since 2021 are the Community in Sheds project at Hazel Leys and the new pump track (Kingswood Active) project at Kingswood Community Centre

<ul style="list-style-type: none"> • Apathy with the council, negative feelings, and language from past council projects • Time it takes for projects / projects not being completed • Sustainability after council initial set up, leaving a positive legacy • Heard this before (Well Northants, have been able to show some positive impacts) • How do we dispel the “myths” of nothing here, nothing to do and no money? • We need to get past the immediate issues in the community, CCTV and lights, Anti-social behaviour, and cost of living crisis, before tackling the Health and Well Being aspects. How do we push past these barriers? • Is the Council best placed to engage on this? Do we need to outsource to the voluntary sector? 	<p>Family Information Service and Family Hubs</p> <p>Emerging programme happening now:</p> <ul style="list-style-type: none"> • Family hub engagement – SEND strategy co-production charter, developed from SEND perspective but is going to be adopted across the board • Family hub development has helped to understand the communities overall • New roles and recruitment in family information service taking place to bolster efforts • For ages 0-19 (25 with SEND needs), asset mapping and public facing FIS portal is being investigated for family and children’s activities as this is a DofE requirement • Looking to go digital in 2 years, where partners can update – small internal team to drive it forward and create suitability and sustainability • Communication and marketing strategy - lots of engagement happening, collective not knowing what is going on, difficult internally and how this is perceived internally and externally – this project is to pull that all into one and celebrate success • Voice of the child project, how the young people interact with the community (links into work also being done with LAP’s and young people) • Website is being updated with the goal to share information effectively and all coming from the same directory <p>Challenges, Questions, Observations:</p> <ul style="list-style-type: none"> • Different routes into asset mapping information necessary for residents to access the information, parents/careers and the children included. How is this achievable? • Understanding and information on the grants that are available • Does the name family hub alienate residents for tapping into this resource? Alternate names? • What is the current youth offer? Voluntary? links to asset mapping • Youth worth / offer strategy - County wide & link in? • One stop shop increase • A rise in young children presenting to Accident and Emergency (A+E) for substance misuse • What do young people really want? 	<ul style="list-style-type: none"> • Kingswood and Hazel Ley’s estates have Neighbourhood Centre’s, which create a central hub for the community, Hazelwood Neighbourhood Centre is managed by North Northants Council. Kingswood Neighbourhood Centre is leased and managed by Linwood Co-Operative Ltd, with grant funding from NNC, to assist with core running costs of the facility.
<p>Library Service:</p>	<p>General Comments</p>	<p>Businesses, communities, networking, and problem solving</p>

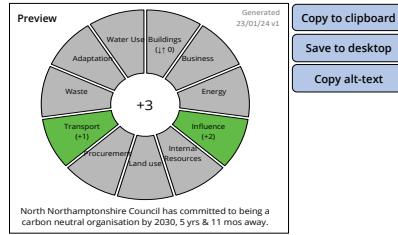
<p>Happening now:</p> <ul style="list-style-type: none"> Assists those who are not online to get online fill in forms and surveys, also help them to print if needed - Integral point of contact in the community especially for the aging population Libraries are more affordable for a lot of people during the crisis Libraries as community hubs Warm Spaces <p>Challenges, Questions, Observations:</p> <ul style="list-style-type: none"> Paperless impact with the aging population, digitally inaccessible in a paperless world. How to keep this support and remain cost effect, efficient and carbon neutral? 	<p>Challenges, Questions, Observations:</p> <ul style="list-style-type: none"> Integrated Care System (ICS) Portal has been set up to capture all consultations from all teams Integrated Care Partnership (ICP) engagement portal (knowledge Hub) established for partners to share what community engagement they are undertaking and the outputs of such engagement Family Hubs Engagement and consultation team, small team but expanding, funnel information through them – A draft strategy has been submitted Communication digital v traditional - social media and press releases, older population, digital not fit for purpose – Affordability and access During covid foodbanks and supermarkets were good for advice. Can we use these sorts of touchpoints in local communities? Community champions, local corner shop attendant, the childminder etc - Fonts of knowledge, untapped sources Making every contact count – Example - refuge collection officers, any frontline staff being approached with questions from the public and knowing where to signpost Frontline staff in all sorts of roles are eyes on the ground, they know the community, they can see unusual behaviours and can report – They need empowering Offer on the Highstreet a one stop shop for assistance, advice, and information How we brand? Trusted brands display the family hub kite mark How do the different generations get their information? 	<p>Happening Now:</p> <ul style="list-style-type: none"> Good business networks but need to cover a wider geography, need a focused geography strategy BIPC work is expanding in NN now. Rushden lakes, recruit lakes, Job centre is actively involved See information re DN Tourism Hub Vision 50 conference identified the youth and employment issue, with linking businesses, also identified in LAPs work <p>Challenges, Questions, Observations:</p> <ul style="list-style-type: none"> How do we engage and reach out to businesses? Use of North Northants Business Network Local shops and businesses are more likely to engage in LAPs due to being local residents Could connect businesses via the NNC website Environmental issues are a big draw for businesses Perceptions of youth for jobs, comparison of jobs and which life paths to go down How do we connect businesses to communities? Voluntary brokerage i.e., business to Wellie Wombles Planners to be involved with businesses & Social Return on Investment (SROI) & pride in area/maintenance
<p>Supporting Community and Voluntary sectors (Funding)</p> <p>Happening Now:</p> <ul style="list-style-type: none"> Strategic grants to VCSE and community centres LAP funding available to kick start projects and deliver events NN Discretionary (small) grants programme, always oversubscribed. Shared Prosperity Fund (SPF) providing additional investment into VCSE via small grants in 2023-4 and 2024-5, a significant amount of which is being targeted to the left behind neighbourhoods Member Empowerment Funds (MEF) – Could contribute – crowd funding potential, could be used as an accelerator 	<p>NN Leisure</p> <p>Happening Now:</p> <ul style="list-style-type: none"> Leisure outreach with young people and families. Several new PH funded projects- Active Families, Wellbeing Walks co-ordination, Active Buddy programme to support people who want to get active but want someone to be active with Family Fund days over the summer (Feedback on summer 2023 were incredible) Free swimming during school holidays Public Health funded for a year - has been evaluated 	

<ul style="list-style-type: none"> • HSF4 - grants to VCSE to support most vulnerable groups during 2023-24 • WN Participatory Budgeting (community voting days) • Dignity in crisis project - helps people who have not been in crisis before e.g. setting up payment plans for furniture, so it does not feel like a donation and discreet conversations on food parcels • Kettering General Hospital (KGH) project – In work poverty <p>Challenges, Questions, Observations:</p> <ul style="list-style-type: none"> • Understanding where the links are across services and local projects • Link in centrally for VCSE • Funding support i.e., bid writing, form completing • Crowd funding has been positive in other areas, NNC possible to implement, 'seed' funding? - Crowd funding platform • Assuming literacy skills and ability to understand the information • Proportionate grants infrastructure to the value amount • Consider change in grant framework, grant applications • What legacy are we going to leave? • Building community connections • Does the funding need to be looked at and altered, re-distribution? • More promotions on projects like Dignity in crisis, HSF4 and warm spaces • More signposting for the grants that are available? • Reaching out to the communities, did they receive the funding? Have they seen an impact 	<ul style="list-style-type: none"> • Holiday Activity Fund (HAF) – DfE funded and delivered by NSport in partnership with many local organisations across NN • Development of new Active Communities Framework, has involved public and VCSE surveys to understand what stops people being more active 	
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Climate Change Impact Assessment Tool (v1)

Directorate & Service Area	Communities and Leisure-
Report Name	Leveling Up Progress Update Feb 2024
Report date	22.1.24
Report author & role	Kerry Purnell, Assistant Director Communities and Leisure
Proposal Summary	To provide the Executive with a progress report for the Levelling up action plan and agree the proposed steps for further consideration of the progress report
Export filename	Leveling Up Progress Update Feb 2024 CCIA 22.1.24 .png



Category	Impact	Notes / justification for score / existing work (see guidance sheet or CCIA detailed notes for more information)	Score (-5 to +5)	Mitigations (If the impact is negative, please provide a mitigating action for reducing the impact going forward)
Buildings	Building construction	N/A	-	
Buildings	Building use	not applicable at this time	-	
Buildings	Green / blue infrastructure	Not applicable	-	
Buildings		Not applicable	-	
Business	Developing green businesses	Not Applicable		
Business	Marketable skills & training	Not applicable		
Business	Sustainability in business	Not applicable		
Business		Not applicable		
Energy	Energy efficiency	Not Applicable		
Energy	Reducing energy demand	Not applicable		
Energy	Switching to low-carbon energy supply	Not applicable		
Energy		Not applicable		
Influence	Communication & engagement	One of the recommendations in the Levelling Up Action Plan is about improved comms and engagement with communities and residents in the left behind areas, the Council can use this as an opportunity to promote its climate change agenda	+1	
Influence	Wider influence			
Influence	Working with communities	As above		
Influence	Working with partners	We will take every opportunity eg through organisations applying to the Council for funding to support projects in the left behind areas to be asked about their approach to climate change	+1	
Influence				
Internal Resources	Material / infrastructure requirement	Not applicable		
Internal Resources	Staff time requirement	Not applicable, there are no additional staffing requirements at present to deliver Levelling Up Plan as all being delivered through business as usual		
Internal Resources	Staff travel requirement	No additional staff travel requirements identified at this time as all recommendations are being delivered through business as usual		
Internal Resources	External funding	Not Applicable		
Internal Resources		Not applicable		
Land use	Carbon storage	Not Applicable		
Land use	Improving biodiversity adaptation	Not applicable		
Land use	Natural flood management	Not applicable		
Land use		Not applicable		
Procurement	Food & Drink	Not Applicable		
Procurement	Products	Not applicable		
Procurement	Single-use plastic	Not applicable		
Procurement	Services	Not Applicable		
Procurement		Not applicable		
Transport	Decarbonising vehicles	Not Applicable		
Transport	Improving infrastructure	not applicable at this time		
Transport	Demand reduction	Not applicable		
Transport	Supporting people to use public transport	Projects in the left behind areas can be used to encourage residents to use public and active travel options	+1	
Transport	Supporting people to use active travel	Projects in the left behind areas can be used to encourage residents to use public and active travel options	+1	
Transport				
Waste	End of life disposal / recycling	Not Applicable		
Waste	Waste volume	Not applicable		
Waste		Not applicable		
Waste		Not applicable		
Adaptation	Drought vulnerability	Not Applicable		
Adaptation	Flooding vulnerability	Not applicable		
Adaptation	Heatwave vulnerability	Not Applicable		
Adaptation		Not applicable		
Water Use	Improving water-use efficiency	Not Applicable		
Water Use		Not applicable		
Other	Other 1			
Other	Other 2			
Other	Other 3			
Other	Other 4			

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EXECUTIVE 15th February 2024

Report Title	Corby Business Academy SEND Provision
Lead Member	Cllr Scott Edwards, Executive Member for Children, Families, Education & Skills
Report Author	David Watts – Executive Director of Children’s Services (Interim) Alison Meachem – Head of Access and Sufficiency

Key Decision	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	N/A
Which Corporate Plan priority does the report most closely align with?	Better, brighter futures

List of Appendices

Appendix A – Climate Change Impact Assessment tool

1. Purpose of Report

- 1.1. To provide Members with the necessary information to consider and approve the capital project of Corby Business Academy SEND Provision.
- 1.2. To advise members that the costs will be funded primarily by Higher Needs Funding.

2. Executive Summary

- 2.1. This report will provide details to allow Members to consider the information and decide on the proposal.

- 2.2. The report provides the details relating to North Northamptonshire Council's statutory obligation of providing appropriate learning facilities and spaces for pupils and staff - a safe environment conducive to teaching and learning.
- 2.3. The report provides the details relating to North Northamptonshire Council's statutory obligation of providing appropriate enhancement of an existing school to meet the growing demand of SEND school places in the Council area.
- 2.4. The report also sets out the benefits of progression of this proposal, the cost of the works to extend the SEND provision.
- 2.5. Finally, the report will set out the risks should the proposal not be accepted.

3. Recommendations

- 3.1. It is recommended that the Executive:
 - a) Approve the proposed Capital Project of Corby Business Academy SEND provision.
 - b) To note the scheme will be funded primarily by Higher Needs Funding.
 - c) Delegate authority to the Executive Member for Children, Families and Education, in consultation with the Executive Director of Children's Services and the Executive Director of Place and Economy, to authorise all necessary legal, property and financial agreements to ensure effective delivery of the scheme.
- 3.2. Reasons for Recommendations:
 - Corby Business Academy has enough physical space that can be utilised to support the severe shortage of specialist spaces in North Northamptonshire as result of falling rolls.
 - This project provides NNC the support to increase sufficiency of SEND places by creating 28 SEND places within the school.
 - School place planning duties (s13-14 Education Act 1996) The Council as an education authority has a duty to promote high standards of education and fair access to education. It also has a general duty to secure sufficient schools in their area, and to consider the need to secure provision for children with SEN. This includes a duty to respond to parents' representations about school provision. These are referred to as the school place planning duties.
 - If we do not provide the Corby Business Academy SEND provision, out of necessity we may need to seek SEND places in the independent sector which will have significant budget implications.

- There would also be implications on home to school transport costs if the pupils are placed out of county or out of area because of not creating these places.
- 3.3. Alternative Options Considered: The other option was to do nothing; this would not support the Council's school place planning duties.

4. Report Background

- 4.1. Corby Business Academy is a secondary school who have expressed an interest in expanding the current SEN provision within the existing school. The original school was designed to accommodate a SEN provision of which included complex needs. Over the years the school's intake has been directed at more ambulant students therefore certain areas such as a hydrotherapy pool are no longer required. A refurbishment of these areas together with space re-planning could increase the teaching space footprint and increase pupil numbers.
- 4.2. The school has underused areas such as a Hydrotherapy Pool / Changing Rooms / Hygiene Room which could be refurbished to be used as teaching spaces. Together with some rooms that would benefit from an increase in area such as the Sensory Room. Existing Classrooms CL6 / ML4 / BL4 / DU6 are all slightly undersized but this is reflected in the capacity figures. As the pupils would only spend 50% of their time within the provision the existing toilet provision would be adequate for their use.
- 4.3. The feasibility study shows the project would create Classroom 1 (55.6m²) and Classroom 2 (76.8m²) which would equate to an additional 28 pupil places.

5. Issues and Choices

- 5.1. This proposal relates directly to the Council's duty as an education authority to promote high standards of education and fair access to education.
- 5.2. The Council has a general duty to secure sufficient schools in their area, and to consider the need to secure provision for children with SEN. This includes a duty to respond to parents' representations about school provision. These are referred to as the school place planning duties.
- 5.3. The Council has a statutory obligation of providing appropriate enhancement of an existing school to meet the growing demand of SEND school places in the Council area.
- 5.4. The proposal will assist the Council in fulfilling its statutory obligations, therefore it has a duty to pursue this project approval.

6. Next Steps

- 6.1. If approved, the Funding Agreement will be finalised, and the school will start the procurement process.

7. Implications (including financial implications)

7.1. Resources, Financial and Transformation

- 7.1.1. The project proposal would create Classroom 1 (55.6m²) and Classroom 2 (76.8m²) which would equate to an additional 28 pupil places.

- 7.1.2. The Scheme is being funded by Higher Needs funding.

- 7.1.3. The school and consultant design team have a proven track record of delivering projects on budget and on time. It is proposed that the works will be project managed by the school and their appointed Design Team and the Council will act as the funding body only.

- 7.1.4. Any works progressed will be governed by a legally binding funding agreement between each party, that restricts the Council's maximum financial liability in respect of this scheme.

- 7.1.5. The market is experiencing considerable volatility currently, and we are recommending mitigating the impact of this volatility on tender prices by including 30% client-side contingency on all Education Capital Projects.

- 7.1.6. The sum up to a maximum of £543,900 (including the project Contingent Sum of 30%) or any part thereof to be paid to the recipient in accordance with The Legal Funding Agreement. Payments will be made against an agreed milestone payment schedule.

- 7.1.7. A Business Case has been developed following a Feasibility Study which demonstrates that the proposal is necessary to ensure that NNC fulfils its place planning duties and increase sufficiency of SEND places by creating 28 SEND places within the school.

- 7.1.8. The Estimated Delivery Schedule is showing the project completing in September 2024.

7.2 Legal and Governance

- 7.2.1 Under school place planning duties (s13-14 Education Act 1996), the Council as an education authority has a statutory duty to promote high standards of education and fair access to education. It also has a general duty to secure sufficient schools in their area.

7.2.2 Local authorities must provide appropriate maintenance of the existing school estate and it provides an opportunity to meet our statutory responsibilities to provide sufficiency of school places in the Council area.

7.3. Relevant Policies and Plans

7.3.1 These proposals will assist the Council in meeting its commitments in the long term by providing better, brighter futures: We will care for our young people, providing them with a high-quality education and opportunities to help them flourish as well as safe and thriving places to live and learn, work and visit.

7.4. Risk

Risk(s) Associated with delivering the proposal

Risk	Mitigation	Residual Risk
Costs higher than available budget due Market Volatility	30% Client Side has been included in the project costs to mitigate against the potential market fluctuations resulting in funding gaps and overcommitment of the Capital Programme.	Amber
Works undertaken impact on day-to-day school operation	Works to be planned in conjunction with schools and programmed to minimise impact.	Green

Risk(s) associated with not undertaking the proposal

Risk	Risk Rating
NNC has a statutory obligation in respect of the providing safe and fit for purpose school buildings in North Northamptonshire. Taking no action represents a clear and immediate risk to the Council's statutory obligations.	Red

7.5. Consultation

7.5.1 Consultation on the new building would be through the planning system so members of the public would be consulted as part of this process.

7.5.2 Ward Members have been consulted as part of the business case process.

7.6. Consideration by Executive Advisory Panel

7.6.1 This report has not been considered by the Executive Advisory Panel.

7.7. Consideration by Scrutiny

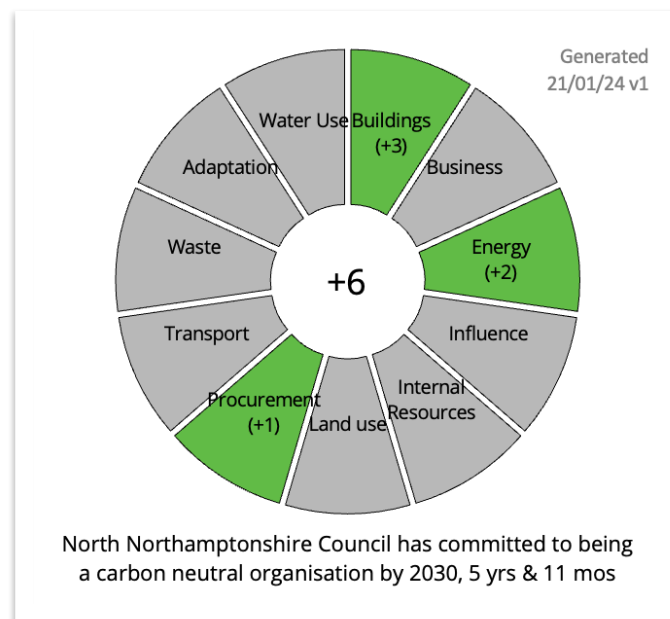
7.7.1 The report is eligible for call in by the Scrutiny Commission.

7.8. Equality Implications

7.8.1 An equality assessment form has been completed and confirms no negative impact.

7.9. Climate and Environment Impact

7.9.1 The Council, having declared a climate change emergency in June 2021, is committed to reducing its climate impact both within its own Council buildings and in working with businesses and the wider community to achieve net zero energy emissions.



7.10. Community Impact

7.10.1 This proposal will lead to improvements of the school allocated from the above funding.

7.11. **Crime and Disorder Impact**

7.11.1 This scheme will have no direct Crime and Disorder Impact.

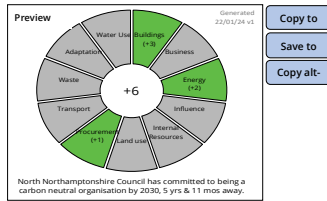
8. Background Papers

8.1 None

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Climate Change Impact Assessment Tool (v1)

Directorate & Service Area	Childrens Services - Education
Report Name	Corby Business Academy SEND Provision
Report date	15th February 2024
Report author & role	Esther Dyer - Project Manager
Proposal Summary	Approve the proposed Capital Project of Corby Business Academy SEND provision to support NNC's duty to provide SEND places by creating 28 new pupil places within the school.
Export filename	Corby Business Academy SEND Provision CCA 15th February 2024 .png



Category	Impact	Notes / justification for score / existing work (see guidance sheet or CCIA detailed notes for more information)	Score (-5 to +5)	Mitigations (If the impact is negative, please provide a mitigating action for reducing the impact going forward)
Buildings	Building construction	The new Building Regulations ensures everything is directed at reducing carbon as standard - Examples: Efficient electrical heating ,Overheating calculations are now required, Insulation levels have been increased. The SBEM will require PV's on the roof to achieve approval.	+3	
Buildings	Building use			
Buildings	Green / blue infrastructure			
Business	Developing green businesses			
Business	Marketable skills & training			
Business	Sustainability in business			
Energy	Energy efficiency	Retrofitting, the use of LED lighting, air source heat pumps.	+2	
Energy	Reducing energy demand			
Energy	Switching to low-carbon energy supply			
Influence	Communication & engagement			
Influence	Wider influence			
Influence	Working with communities			
Influence	Working with partners			
Internal Resources	Material / infrastructure requirement			
Internal Resources	Staff time requirement			
Internal Resources	Staff travel requirement			
Internal Resources	External funding			
Land use	Carbon storage			
Land use	Improving biodiversity adaptation			
Land use	Natural flood management			
Procurement	Food & Drink			
Procurement	Products			
Procurement	Single-use plastic	No contractor is employed unless they have demonstrated their policies for Environmental Impact and carbon reduction.	+1	
Procurement	Services			
Transport	Decarbonising vehicles			
Transport	Improving infrastructure			
Transport	Demand reduction			
Transport	Supporting people to use public transport			
Transport	Supporting people to use active travel			
Waste	End of life disposal / recycling			
Waste	Waste volume			
Adaptation	Drought vulnerability			
Adaptation	Flooding vulnerability			
Adaptation	Heatwave vulnerability			
Water Use	Improving water-use efficiency			
Other	Other 1			
Other	Other 2			
Other	Other 3			
Other	Other 4			

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EXECUTIVE 15th February 2024

Report Title	Capital Outturn 2023/24 – Draft Outturn as at Period 9
Lead Member	Councillor Lloyd Bunday, Executive Member for Finance and Transformation
Report Authors	Janice Gotts, Executive Director of Finance and Performance Janice.gotts@northnorthants.gov.uk

Key Decision	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	N/A
Which Corporate Plan priority does the report most closely align with? Our priorities for the future North Northamptonshire Council (northnorthants.gov.uk)	All

List of Appendices

Appendix A – General Fund Monitoring

Appendix B – Housing Revenue Account (HRA) Monitoring

Appendix C – Development Pool

1. Purpose of Report

- 1.1 This report sets out the provisional capital outturn position for 2023/24 as at period 9 for North Northamptonshire Council (NNC), including requests to re-phase scheme expenditure profiles.
- 1.2 The report details the latest capital budgets (2023/24) for the General Fund (GF) and the Housing Revenue Account (HRA) Capital Programme, including new schemes which have been approved since 1st April 2023.

2. Executive Summary

- 2.1 This report sets out the draft 2023/24 outturn as at period 9 for the Council's capital programme.
- 2.2 It provides commentary on the Council's current financial outturn position for 2023/24 as at period 9 for both the GF and the HRA Capital Programmes. It should also be recognised at this point that the final outturn position may be affected by any changes arising from the outstanding audits for the legacy authorities.
- 2.3 The Council will continue to assess and refine its capital profiling as part of the capital monitoring for 2023/24 prioritising schemes and focussing on deliver ability. The outturn position presented in the report is based on the best available data and information of the operations of the Council. The review of profiling of the capital programme is currently ongoing and has not been reflected within this report.

3. Recommendations

- 3.1 It is recommended that Executive:
- a. Note the draft capital outturn position as at period 9 for the General Fund (GF) Capital Programme and Housing Revenue Account (HRA) Capital Programme for 2023/24.
 - b. Note the new schemes that have been approved since 1st April 2023.
- 3.2 Reason for Recommendations: This is in line with the Council's constitution and financial regulations in relation to governance.
- 3.3 Alternative Options Considered: This report is on the forecasted out-turn and therefore alternative options are not proposed.

4. Report Background

- 4.1 The Capital Programme is the Council's plan for investing in assets to efficiently deliver its statutory services, and to improve and shape the local infrastructure of North Northamptonshire, with the benefits lasting over several years.
- 4.2 Resources come from several sources including Government grants, capital receipts from surplus land and buildings, revenue contributions, other external contributions and borrowing. The Council is required to set a balanced revenue budget and therefore must ensure that where borrowing is proposed to fund the cost of capital that the cost of servicing the debt is affordable within the Council's revenue budget.

- 4.3 The Council captures its projected capital expenditure within the Capital Programme to ensure effective monitoring and ensure transparency. In year changed to the Capital Programme are approved by Executive, unless authority has been delegated or Full Council approval is required, in accordance with the Council's constitution.
- 4.4 This report provides an update to the Capital Programme 2023/24 as adopted by the Council in February 2023 and updated in subsequent reports to Executive.
- 4.5 The programme has been split into three areas:
- General Fund Committed Capital Programme containing schemes approved by Council, the majority of which are in the process of being delivered.
 - General Fund Development Pool containing schemes which are in the early stages of their lifecycle and are not ready to commence. The Development Pool comprises the schemes that the Council would be prepared to take forward, subject to final negotiations, confirmation and evidencing of funding and submission of robust business cases to the Capital Approvals Board for approval by Cabinet.
 - Housing Revenue Account Capital Programme which contains schemes that are either committed or in their early stages of their life cycle.

Capital Approval Process

- 4.6 The Capital Approval Governance process aims to provide greater emphasis on the link to strategic priorities and achievement of benefits and outcomes. As part of this each submission is requested to identify any contribution to reducing carbon and/or how the development or investment will support a zero-carbon agenda.
- 4.7 The governance process requires that Directorates submit business cases to the officer led Strategic Capital Board for initial consideration. Each scheme requires approval to enter the development pool or as a commitment in the main programme. The business case must set out the requirement for funding and any funding streams available (e.g. grant), how it meets the Council's strategic priorities, risk analysis and expected outcomes and benefits.
- 4.8 The Strategic Capital Board meets monthly to scrutinise new proposals and consider the progress/risks in relation to schemes already in delivery as well as update on potential schemes which may be in the future pipeline. The board is chaired by the Executive Director of Finance and Performance and consists of the Executive Directors from each of the Directorates, the Monitoring Officer and finance/project management support.
- 4.9 In line with the agreed process, schemes progress from the Strategic Capital Board to initially be considered by the Council's Deputy Leader and the Executive Member for Finance and Transformation. Following review, the

capital scheme proposals are reported to Executive for approval each month through the Capital Update Report. If approved, such proposals will be incorporated within the Council's Capital Programme.

5. Issues and Choices – Forecast Outturn as at Period 9 2023/24

Draft Capital Outturn P9 2023/24

- 5.1 The outturn forecast for 2023/24 at period 9 in respect of the GF Capital Programme shows a revised capital budget position of £94.2m, including slippage and in-year approved programmes. The outturn position is currently estimated at a spend of £59m, which represents movement (slippage/underspend) of £35.1m against the budget.

Table 1

Directorate	General Fund Capital Programme 2023/2024								
	Original Budget	Draft Brought forward Budget	Approved in year	Revised Budget	YTD Actual P9	Forecast P6	Forecast P9	Variance to Budget	Movement to P6 Forecast
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Place and Economy	30,734	15,892	5,325	51,951	17,743	35,495	32,887	(19,064)	(2,608)
Children and Education	5,184	7,997	4,534	17,715	6,812	13,134	12,004	(5,711)	(1,130)
Adults, Health Partnerships and Housing and Communities and Leisure	1,811	7,216	12,599	21,626	7,188	13,327	13,296	(8,330)	(31)
Enabling and Support Services	1,079	1,867	0	2,946	402	2,160	855	(2,091)	(1,305)
Total	38,808	32,972	22,458	94,238	32,145	64,116	59,042	(35,196)	(5,074)

- 5.2 The range of schemes delivered or in progress during 2023/24 include Corby Towns Fund – 6th Form College and Train Station to Town Centre, Street Lighting upgrades, a number of school related improvements such as completion of work Prince William Academy, delivery of highways maintenance programme, Disabled Facilities Grants and the Refugee Resettlement Programme.
- 5.3 A proportion of the capital programme includes projects that were already in flight within the legacy authorities as well as new schemes. Focus has also been on those projects which have grant funding in order to ensure that any grant terms and conditions are met and minimise the potential risk of repayment and/or loss of grant.
- 5.4 The deliverability of the programme in future must also take into account the current and potential cost related to inflationary pressures. This may require some scoping changes or other mitigation if schemes are to remain within the original budget envelope.

5.5 General Fund Capital Programme Funding

For the General Fund capital programme funding sources have been identified to cover the MTFS capital budget requirements, including the original MTFS budget of £38.8m, together with funding for the slippage (£32.9m) and in-year approved schemes (£22.5m). Below shows the anticipated funding source for the in-year expenditure for 2023/24, estimated at period 9 as £59m.

Table 4

Directorate	Discretionary Funding	Capital Receipts and Reserves	Capital Grants	S106	Total
	£'000	£'000	£'000	£'000	£'000
Place and Economy	4,938	902	26,191	856	32,887
Children and Education	2,470	0	8,722	812	12,004
Adults, Health Partnerships and Housing and Communities and Leisure	7,713	109	5,322	152	13,296
Enabling and Support Services	285	570	0	0	855
Total	15,406	1,581	40,235	1,820	59,042

5.6 Development Pool

The Development Pool was fully reviewed as part of the 2023/24 MTFP work, as presented to Budget Executive on 9th February 2023. Additionally, a number of schemes were added back to the development pool as part of the 2022/23 draft out-turn report, as presented in June 2023. The current development pool is detailed in **Appendix C**. The development pool for 2024/25 has also been reviewed as part of the 2024/25 MTFP work.

5.7 HRA Capital Programme

The outturn for the HRA Capital Programme shows a revised a budget for 2023/24 of £23.4m, including slippage from 2022/23 of £8.7m. There have been no further approvals since budget setting. The outturn is showing a forecast spend of £8m, which represents an underspend of £15.4m compared to budget, and which will be reviewed and re-profiled considering the latest position. Detailed analysis by project shown in **Appendix B**.

Table 5

HRA Capital Programme 2023/2024									
Directorate	Original Budget	Draft Brought forward Budget	Approved in year	Revised Budget	YTD Actual P9	Forecast P6	Forecast P9	Variance to Budget	Movement from P6 Forecast
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Corby	10,375	5,706	0	16,081	2,672	5,042	5,583	(10,498)	591
Kettering	4,253	3,012	0	7,265	1,393	2,687	2,413	(4,852)	(253)
Total	14,627	8,719	0	23,346	4,065	7,729	7,996	(15,350)	338

5.8 A significant proportion of the budget is forecast not to be spent in 2023/24 as initially planned. Some schemes are forecast to underspend due to experiencing delays in finalising new contractual arrangements and identifying new housing development sites for new build properties which is currently being reviewed by officers.

5.9 Virements have been reflected in **Appendix B** for the HRA capital programme relating to the housing tenancy capital schemes, which is a ringfenced fund. The overall purpose of these budgets has not changed, which is to enhance and maintain the current housing stock.

6 Next Steps

6.1 Monitoring of capital schemes will continue throughout the year and a further report presented to Executive as a draft out-turn following 31st March year end.

6.2 The brought forward balances are still subject to external audit. Any adjustments required because of the outstanding audits for the Council for 2021/22 and 2022/23 will be reported back to Executive.

7 Implications (including financial implications)

7.1 Resources, Financial and Transformation

7.1.1 The financial implications are set out in the detail of the report.

7.2 Legal and Governance

7.2.1 The council must utilise funding and deliver schemes in line with the restrictions and requirements as set out in the agreements linked to that funding and the requirements as set out in the Council's Constitution, in particular the budget setting and policy framework and the financial regulations.

7.3 Relevant Policies and Plans

7.3.1 The schemes provide a strategic fit with the Council's priorities as set out within the Corporate Plan.

7.4 Risk

7.4.1 The deliverability of the 2023/24 Capital Programme is monitored by the relevant accountable project manager and senior officer. There are a number of risks to be managed throughout the year and these are highlighted in the paragraphs below.

7.4.2 With most capital projects there is a risk that delays, and cost increases may arise as a result of the impact of inflation. Generally, this relates to the supply and price of materials with projects requiring increased lead in times. Whilst every attempt is made to cost these implications into the project, the risks remain. However, it must be recognised that the current "Cost of Living Crisis" has driven up the level of inflation, which is much higher than in previous periods and indeed when funding bids were originally submitted. This therefore poses a risk to the deliverability of the projects as originally envisaged, where reductions to the scope of projects may be required to ensure budgets are not overspent.

7.4.3 If any overspends or emerging pressures are identified during the year for whatever reason, then mitigating actions will be sought and management interventions undertaken.

7.4.4 There is a risk in relation to funding, particularly S106 where works may be required to take place in advance of S106 triggers/funding being payable. This occurs where a road or school is needed to provide infrastructure for the first residents/businesses utilising the site. Where this is the required, the Council will fund costs at risk in relation to the funding being received to reimburse its costs.

7.4.5 The brought forward figures in this report from 2022/23 remain in draft. The position is provisional as the annual statutory audit of accounts for the authority is still to be completed. Until the Statement of Accounts are signed off by the External Auditors, there could be required amendments to the carry forward balances between financial years.

7.5 Consultation

7.5.1 The 2023/24 Capital Strategy and Capital Programme were subject to consultation prior to approval by Council on 23rd February 2023.

7.6 Consideration by Executive Advisory Panel

7.6.1 Not applicable

7.7 Consideration by Scrutiny

7.7.1 The report will be considered at a future meeting of the Finance and Resources Scrutiny Committee.

7.8 Equality Implications

7.8.1 None specific within this report

7.9 Climate and Environment Impact

7.9.1 With the Council's declaration of a climate emergency in July 2021 and the approval of the Carbon Management Plan in December 2022, we have committed to working towards becoming a carbon neutral council by 2030.

7.9.2 Significant progress has since been made and reported into the Climate, Growth and Environment Executive Advisory Panel at regular intervals throughout 2022.

7.9.3 During 2023, significant progress on climate action has been made and reported to the Sustainable Communities Executive Advisory Panel at regular intervals throughout the year. The initial focus has been to identify mechanisms, procedures and systems that will provide a solid foundation for further development of climate action as we plot our course towards reaching the Council's target of becoming carbon neutral by 2030 and complying with the national legal requirement of achieving Net Zero by 2050, or sooner.

7.9.4 The climate impact of each capital project will be considered and managed within the relevant scheme.

7.9.5 A number of the capital schemes include initiatives to offset/reduce carbon impact as a priority for the Council and in recognition of the Climate Emergency declared by the Council.

7.10 Community Impact

7.10.1 These proposals can be considered to have a positive impact on the community as the Capital Programme delivers the infrastructure to support, educate, connect and regenerate communities. This includes enhancing the cultural offer and promoting a positive environmental impact.

7.11 Crime and Disorder Impact

7.11.1 None specific within this report

8. Background Documents

8.1 The following background papers can be considered in relation to this report.

Capital Programme Budget 2023/24, approved by Council on 23rd February 2023, item C/208:

[Capital Programme Report 2023-26 - Feb Council.pdf \(moderngov.co.uk\)](#)

[Appendix A - Capital Programme 2023-26.pdf \(moderngov.co.uk\)](#)

[Appendix B - HRA Capital Programme 2023-26.pdf \(moderngov.co.uk\)](#)

[6. Appendix C - Development Pool.pdf \(moderngov.co.uk\)](#)

Capital Outturn 2022/23 – Provisional Outturn as at period 12, presented to Executive 8th June 2023, item 455:

[DRAFT P12 Draft Capital Outturn Report 2022-23.pdf \(moderngov.co.uk\)](#)

[Appendix A](#)

[Appendix B](#)

Capital Outturn 2023/24 as a Period 3, presented to Executive on 17th August 2023, item 489:

[Capital Outturn 202324 as at Period 3.pdf \(moderngov.co.uk\)](#)

[Appendix A](#)

[Appendix B](#)

[Appendix C](#)

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Appendix A

Appendix A	General Fund Capital Programme								
	Original Budget	Budget C/fwd	Approved in year	Revised Budget	P9 Actuals	P6 Forecast	P9 Forecast	Variance to Budget	Movement from P6 Forecast
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
DIRECTORATE - PLACE									
A509 Isham By pass	0	837	790	1,627	1,066	837	1,317	(310)	480
S106 Highways	500	128	0	628	0	128	0	(628)	(128)
Street Lighting LED Upgrade	2,157	3,033	0	5,190	0	2,688	2,688	(2,502)	0
Highways DFT LTP Integrated Transport Block 2023-24	2,102	210	(974)	1,338	322	1,500	710	(628)	(790)
Highways DFT Pothole Fund 2023-24	3,735	793	0	4,528	2,789	4,528	4,528	0	0
Highways DFT Incentive Block 2023-24	934	311	0	1,245	853	1,245	1,245	0	0
Highways DFT Maintenance Block 2023-24	3,735	185	0	3,920	1,958	3,920	3,920	0	0
Pothole repair additional funding 2023-24	0	0	1,494	1,494	681	1,494	1,494	0	0
High Street - Heritage Action Zone	0	195	371	566	416	566	566	0	0
HG0220 - Northamptonshire Superfast Broadband	562	550	0	1,112	229	1,111	930	(182)	(181)
Corby Town Fund Multi-Use Building	0	0	787	787	0	125	25	(762)	(100)
Corby Town Fund - 6th Form College	4,750	2,179	0	6,929	6,606	6,929	6,929	0	0
Corby Town Fund - Train Station to Town Centre	6,300	100	0	6,400	0	750	50	(6,350)	(700)
Priors Hall Sustainable Urban extension - A43/Steel Road junction	0	996	0	996	0	150	150	(846)	0
East Kettering (Hanwood Park) S106 Highways works	1,674	(23)	0	1,651	0	0	0	(1,651)	0
Property Stock Improvement & Compliance	326	337	0	663	183	663	663	0	0
Compulsory Purchase Order Fund	601	0	0	601	0	601	0	(601)	(601)
Garden Communities	0	1,428	0	1,428	27	500	40	(1,388)	(460)
LA Highways Maintenance additional funding	0	0	1,069	1,069	0	0	1,069	0	1,069
Disabled Facilities Grant NNC	2,200	0	0	2,200	1,347	2,500	1,900	(300)	(600)
Private Sector Housing - Home Repairs Grants	0	661	0	661	12	45	45	(616)	0
All other schemes (individual budgets under £500k)	1,158	3,972	1,788	6,918	1,253	5,215	4,618	(2,300)	(597)
TOTAL PLACE	30,734	15,892	5,325	51,951	17,743	35,495	32,887	(19,064)	(2,608)

	Original Budget	Budget C/fwd	Approved in year	Revised Budget	P9 Actuals	P6 Forecast	P9 Forecast	Variance to Budget	Movement from P6 Forecast
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
DIRECTORATE - CHILDREN AND EDUCATION									
Prince William School phase 3 works	0	3,813	0	3,813	3,007	3,813	3,813	0	0
Earls Barton School S106 works	1,290	204	0	1,494	96	1,000	350	(1,144)	(650)
Isebrook SEND College expansion - four seasons	0	827	0	827	601	822	822	(5)	0
Wollaston Secondary SEND Unit	0	0	561	561	555	561	561	0	0
Schools Minor Works 2022-2024	1,947	1,432	0	3,379	247	1,569	1,484	(1,895)	(85)
Rowan Gate Special School mobile to permanent	1,006	153	0	1,159	240	1,006	1,006	(153)	0
Kingswood Secondary Bulge	341	213	0	554	198	213	213	(341)	0
Avenue Infants School SEND provision	0	0	727	727	0	100	100	(627)	0
Children's Trust Planned Capital Maintenance Programme	600	225	0	825	74	825	650	(175)	(175)
Children's Residential Home Provision	0	762	0	762	0	762	762	0	0
All other schemes (individual budgets under £500k)	0	368	3,246	3,614	1,793	2,463	2,243	(1,371)	(220)
TOTAL CHILDREN AND EDUCATION	5,184	7,997	4,534	17,715	6,812	13,134	12,004	(5,711)	(1,130)

	Original Budget	Budget C/fwd	Approved in year	Revised Budget	P9 Actuals	P6 Forecast	P9 Forecast	Variance to Budget	Movement from P6 Forecast
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
DIRECTORATES - ADULTS, HEALTH PARTNERSHIPS AND HOUSING and COMMUNITIES AND LEISURE									
Community equipment capitalisation	540	0	0	540	0	540	540	0	0
Rough Sleepers Accommodation (RSAP)	0	542	0	542	576	542	542	0	0
Refugee Resettlement Programme 2023	0	3,711	3,234	6,945	5,961	6,945	6,945	0	0
Phase 2 Refugee Resettlement Programme	0	0	3,298	3,298	0	3,298	3,298	0	0
Housing and Homelessness Prevention	1,000	1,000	(1,000)	1,000	97	498	498	(502)	0
Kettering Library Roof works	0	0	6,807	6,807	0	0	174	(6,633)	174
All other schemes (individual budgets under £500k)	271	1,963	260	2,494	554	1,504	1,299	(1,195)	(205)
TOTAL ADULTS, HEALTH PARTNERSHIPS AND HOUSING and COMMUNITIES AND LEISURE	1,811	7,216	12,599	21,626	7,188	13,327	13,296	(8,330)	(31)

	Original Budget	Budget C/fwd	Approved in year	Revised Budget	P9 Actuals	P6 Forecast	P9 Forecast	Variance to Budget	Movement from P6 Forecast
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
DIRECTORATE - ENABLING SERVICES									
Revenues & Benefits System	0	720	0	720	300	600	470	(250)	(130)
IT Strategy	559	0	0	559	0	559	0	(559)	(559)
Infrastructure / Flexi & Remote Working	220	330	0	550	0	550	0	(550)	(550)
All other schemes (individual budgets under £500k)	300	817	0	1,117	102	451	385	(732)	(66)
TOTAL ENABLING	1,079	1,867	0	2,946	402	2,160	855	(2,091)	(1,305)

	Original Budget	Budget C/fwd	Approved in year	Revised Budget	P9 Actuals	P6 Forecast	P9 Forecast	Variance to Budget	Movement from P6 Forecast
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
TOTAL GENERAL FUND CAPITAL PROGRAMME	38,808	32,972	22,458	94,238	32,145	64,116	59,042	(35,196)	(5,074)

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Appendix B

Directorate - Housing		Original Budget	Revised Budget C/fwd.	Approved Budget in year	Virements	Revised Budget	P9 Actual	P6 Forecast	P9 Forecast	Variance to Budget	Movement to P6
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Housing Corby											
New Build	New Build	5,500	3,593			9,093	1,036	1,500	1,500	(7,593)	0
Hidden Homes		200				200	21	200	150	(50)	(50)
Estate Management		250				250	71	150	150	(100)	0
Roof Renewals		350				350	88	150	150	(200)	0
Electrical Upgrades	Decent Homes - Electrical Upgrades	385	1,024		(244)	1,165	239	385	385	(780)	0
Heating Upgrades	Central Heating Renewal	350	303			653	336	350	350	(303)	0
Compliance	Health & Safety and Fire Precautions	200	562			762	88	93	120	(642)	27
Disabled Adaptations	Improving access for disabled people	250	(58)			192	136	192	192	0	0
Supply Chain Upgrades	Property Stores Project	40	79			119	0	0	40	(79)	40
Kitchen & Bathrooms	Decent Homes - Kitchen & Bathroom Renewal	300	(107)			193	201	193	267	74	74
Doors & Windows	External Door Replacements	250	(24)			226	92	129	129	(97)	0
HRA - Unallocated Labour & Overheads	Unallocated Labour	1,500	278		0	1,778	12	1,000	1,500	(278)	500
HRA Housing Management System [CBC]	HRA Housing Management System [CBC]		20			20	10	0	0	(20)	0
Major Voids Works		400	(244)		244	400	323	400	450	50	50
Sheltered Housing		200				200	19	200	200	0	0
Energy Improvements		200	280			480	0	100	0	(480)	(100)
Total Corby Housing		10,375	5,707	0	0	16,081	2,672	5,042	5,583	(10,498)	591

Directorate - Housing		Original Budget	Revised Budget C/fwd.	Approved Budget in year	Virements	Revised Budget	P9 Actual	P6 Forecast	P9 Forecast	Variance to Budget	Movement to P9
Kettering Housing											
Kitchens & Bathrooms (Kettering)		400	163	0	(400)	163	72	100	100	(63)	0
Heating Upgrades (Kettering)		400	73	0	0	473	303	400	400	(73)	0
Roof Renewals (Kettering)		200	175	0	0	375	22	100	100	(275)	0
Disabled Adaptations (Kettering)		225	(50)	0	0	175	52	125	100	(75)	(25)
Electrical Upgrades (Kettering)		300	114	0	0	414	225	326	326	(88)	0
External Doors & Windows (Kettering)		300	11	0	0	311	29	150	150	(161)	0
Major Void Works (Kettering)		250	(84)	0	84	250	455	250	600	350	350
Energy Improvements (Kettering)		200	218	0	0	418	0	100	1	(418)	(99)
Sheltered Housing Communal Upgrades (Kettering)		50	47	0	0	97	10	50	50	(47)	0
Estate Maintenance (Kettering)		100	116	0	0	216	58	100	100	(116)	0
Compliance (Kettering)		60	(13)	0	13	60	44	60	60	(0)	0
Supply Chain Upgrades (Kettering)		25				25	10	25	25	0	0
Homes for the Future (Kettering)		758	104		0	862	77	200	200	(662)	0
Hidden Homes (Kettering)			(101)	0	303	202	15	202	202	0	0
New Build		985	2,239	0	0	3,224	21	500	0	(3,224)	(500)
Total Kettering Housing		4,253	3,012	0	0	7,265	1,393	2,687	2,413	(4,852)	(253)
Total Housing Revenue Account		14,627	8,719	0	0	23,346	4,065	7,729	7,996	(15,350)	338

Appendix C

Development Pool Forecast Expenditure 2023-24 Onwards

Scheme	Directorate	Scheme Description	2023-24 £000's	2024-25 £000's	2025-26 £000's	Total £000's	Funding Source
New Primary Schools	Children and Education	Glenvale and Priors Hall	6,000	6,000	600	12,600	S106
New Secondary Schools	Children and Education	Hanwood Park and Weldon village	10,000	20,000	20,000	50,000	S106
S106 Funded School Expansions	Children and Education	Expansions at Huxlow, Oakley Vale, Desborough and West Hill	-	650	9,000	9,650	S106
Alfred Street/Tennison Road Amalgamation	Children and Education	Merger of two schools	1,040	-	-	1,040	DFE
Sir Christopher Hatton Secondary School	Children and Education	Expansion	1,761	-	-	1,761	DFE/S106
Various SEND schemes	Children and Education	Schemes to provide new SEND capacity to meet demand across North Northants	7,599	4,352	150	15,440	DFE
Devolved Formula Capital	Children and Education	Maintained schools capital grant, allocated by school by DFE.	-	302	300	908	DFE
Schools Strategic Repairs and Maintenance	Children and Education	Funded from 'Schools Condition Allocation' Grant based on condition surveys for maintained schools.	-	1,000	1,000	2,000	DFE
Tithe Barn Road Office Refurbishment	Place	As described.	-	2,421	-	2,421	Discretionary
New Depot	Place	As described.	-	2,750	750	3,500	Discretionary
Recycling Project / Facility	Place	As described.	-	2,876	2,500	5,376	Discretionary
LTP Maintenance	Place	Non ring-fenced DfT grant for the maintenance of highways assets.	-	3,735	3,735	7,470	DfT
LTP Integrated Transport	Place	Non ring-fenced DfT grant for small scale improvements delivering the objectives of the Local Transport Plan.	-	1,551	1,551	3,102	DfT

Scheme	Directorate	Scheme Description	2023-24 £000's	2024-25 £000's	2025-26 £000's	Total £000's	Funding Source
Incentive fund	Place	Non ring-fenced DfT grant for the maintenance of highways assets.	-	934	934	1,868	DfT
Pothole Fund	Place	Ring-fenced DfT grant for the repair of potholes.	-	3,735	3,735	7,470	DfT
A509 Wellingborough Development Link Phase 1 (Isham Bypass)	Place	Road scheme.	7,552	12,787	30,656	50,995	DfT, Developer, LA
A43 Northampton to Kettering Phase 3 (Overstone Grange to Holcot/Sywell)	Place	Dualling of the A43 Northampton to Kettering (his section spans the boundary between Daventry and Wellingborough).	432	832	2,297	3,561	DfT, Developer, LA
Flood Alleviation	Place	As bid for from Environment Agency and funding secured from external bodies e.g. Anglian Water.	-	250	250	500	External Funding
Estate Stock Condition and compliance works	Place	Expenditure on NCC properties relating to replacement and repair of boiler and ventilation systems, roofs and building fabric works. Also covers health and safety, water quality and fire regulations requirements.	1,000	1,000	1,000	3,000	Capital Receipts
Public Health Schemes	Place	Awaiting confirmation of funding approval	-	101	-	101	Grant
Corby Town Fund	Place	Deliver of four projects Sixth Form College, Corby Station Link, Smart and Connected Corby and Multi-Use building.	-	-	-	1,735	External /s.106
UK Shared Prosperity Fund	Place	Grant bid left behind	-	-	-	1,495	Grant
Levelling Up Fund	Place	Two bids submitted one for Transformation through Green Growth (Stanton Cross R6 overbridge) Chester House Phase 2 and the Greenway) and for Improving Life Chances (Adrenaline Alley, Corby Station Link and Queensway, Wellingborough regeneration)	-	-	-	-	Grant
Grounds Maintenance Equipment replacement	Place	Capital budget to renew grounds maintenance equipment	-	-	-	400	Discretionary
Electric Vehicle charging points CIC & CEC	Place	Supply and installation of electric vehicle charging points for tenants use (includes previous Electric Charging scheme)	-	134	-	134	Capital Receipts
Future Way of Working Assets Implementation	Place	Capital budget to implement accommodation changes as part of the Future Way of Working implementation plan	-	1,500	-	1,500	Discretionary
Ladbrook Reservoir	Place	Further phase of capital works to the reservoir to meet the councils statutory duties.	-	330	-	330	Grant
Local Authority Tree Fund 2024/25	Place	Grant funding for tree planting in open space	-	-	80	80	Grant

Scheme	Directorate	Scheme Description	2023-24 £000's	2024-25 £000's	2025-26 £000's	Total £000's	Funding Source
Play Area investment in Country Parks	Place	To invest in new play equipment to support growth in parking income.	-	300	-	300	s.106
Public Sector Decarbonisation Fund	Place	Bid for external funds to decarbonise the Council's estate	-	1,000	-	1,000	Grant
Future Fleet (ex BCW Norse)	Place		-	397	-	397	Discretionary
Residential Zones/CPE	Place		-	20	-	20	Discretionary
CPO Fund	Place	Potential repurpose for Smiths land scheme	-	601	-	601	Capital Receipts
Device Management	Enabling	End of life replacement.	-	-	-	-	Discretionary
Northants Care Record	Adults	Integrating systems into the NHCP Northants Care Record for a single view of the patient/citizen for social workers and clinicians.	50	-	-	50	Discretionary
Leisure and Tourism Projects	Adults	Pemberton, Splash and Nene Leisure Centres	15	-	-	15	Discretionary
Social Care System Replacement	Adults		-	939	-	939	Discretionary
Castle Theatre	Adults		-	740	-	740	Capital Receipts
Rockingham Road Pavilion	Adults		-	300	-	300	Discretionary
Empty Properties	Adults		-	308	-	308	Capital Receipts
Burton Latimer Community Leisure	Adults		-	790	-	790	Grant & External Contributions
Corporate Systems	Enabling	Mainly Corporate IT Systems	243	-	-	243	Discretionary
Totals			35,692	72,635	78,538	194,140	

Discretionary Funding	308	11,203	3,250	15,161
Capital Receipts	1,000	2,783	1,000	4,783
Grant Funding	18,384	31,699	44,688	99,911
S106	16,000	26,950	29,600	74,285
Total	35,692	72,635	78,538	194,140

Page 163

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EXECUTIVE 15th February 2024

Report Title	Capital Programme Update 2023/24
Lead Member	Councillor Lloyd Bunday, Executive Member for Finance and Transformation
Report Author	Janice Gotts, Executive Director of Finance and Performance Janice.gotts@northnorthants.gov.uk

Key Decision	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	N/A
Which Corporate Plan priority does the report most closely align with? Our priorities for the future North Northamptonshire Council (northnorthants.gov.uk)	All

List of Appendices

None

1. Purpose of Report

- 1.1 The purpose of this report is to request approval for capital schemes that have come forward for inclusion within the Council's approved Capital Programme. Approval of the schemes and associated funding will allow these schemes to move forward to procurement and delivery.

2. Executive Summary

- 2.1 This report contains details of projects which have been submitted by officers through the Council's Strategic Capital Board as part of the Council's Capital Approval Process. Each scheme must complete a business case setting out the investment requested for inclusion in the Capital Programme, including the

purpose of the spend, the expected outcomes and the financial implications together with funding routes.

3. Recommendations

3.1 It is recommended that the Executive:

i) Approve the following changes into the capital programme:

- a. Manor School, Raunds SEND Provision - budget approval for £145k in 2024/25, to be funded from external grant.
- b. Corby Business Academy SEND Provision - budget approval for £544k, £2k in 2023/24, £542k in 2024/25, to be funded from external grant.
- c. End User Devices – virement of £441k from completed existing ICT schemes to End User Devices scheme, funding to remain as approved from capital receipts.
- d. Community Orchards – budget approval for 16K in 2023/24, to be funded from external grant.
- e. Mirco Woodlands – budget approval for £27.7k in 2023/24, to be funded from external grant.

3.2 Reasons for Recommendations: These are set out in greater detail within section 5 of the report, but can be summarised as helping to meet the Council's corporate plan objectives:

- Active, fulfilled lives
- Safe and Thriving Places
- Green sustainable environment
- Connected Communities

3.3 Alternative Options Considered:

- For those schemes which are grant funded, they are undertaken in accordance with the requirements of the grant conditions and, therefore, there is no alternative option proposed in this report.
- The budget virement in support of the ICT equipment could have been released, however, the replacement of end user devices is an important element of ensuring that the Council has the appropriate equipment to support and deliver services and further investment is required in this area.
- Where individual schemes are over £0.5m, separate reports are included elsewhere on this agenda, and these set out the wider options that were considered before reaching the proposals put forward.

4. Report Background

- 4.1 The Capital Programme is the Council's plan for investing in assets to efficiently deliver its services, and to improve the local infrastructure of North Northamptonshire, with the benefits lasting over a number of years. The Council is required to set a balanced revenue budget and therefore must ensure that where borrowing is proposed to fund the cost of capital that the cost of servicing the debt is affordable within the Council's revenue budget.
- 4.2 Resources come from several sources including Government grants, capital receipts from surplus land and buildings, revenue contributions, other external contributions and borrowing. The Council captures its projected capital expenditure within the Capital Programme to monitor the same, help to control costs and ensure transparency. Given that the Capital Programme is approved by Executive, changes to it are also approved by Executive unless authority has been delegated in accordance with the Council's constitution.
- 4.3 This report provides an update to the Capital Programme from 2023/24 as adopted by the Council in February 2023 and requests that the proposed changes are approved and reflected within the programme.

5. Issues and Choices – Further Detail on the Recommendations and Updates to the Capital Programme

- 5.1 **Manor School, Raunds SEND Provision – budget approval for £145k in 2024/25, to be funded from external grant** – Manor School is a secondary school in Raunds. This proposal looks to re-purpose the former Children's Centre just outside the main school site by transforming the space into two classrooms to accommodate an additional 14 SEND pupils.
- 5.2 **Corby Business Academy SEND Provision – budget approval for £544k, £2k in 2023/24, £542k in 2024/25, to be funded from external grant** – Corby Business Academy is a secondary school who currently have SEN provision for pupils with more complex needs that is currently under-utilised. This proposal is therefore to refurbish the current space to transform the space to accommodate an additional 28 SEND pupil places.
- 5.3 As this scheme is over £0.5m, there is a separate report elsewhere on this agenda which sets out further information on the proposal.
- 5.4 **End User Devices – virement of £441k from completed existing ICT schemes to End User Devices scheme, funding to remain as approved from capital receipts** – Phase 1 of the End User Devices project is now reaching completion, with new devices having been issued to staff in urgent need across the North Northamptonshire IT estate. Following on from Phase 1 there will be a major programme of review and replacement of end of life devices as part of the IT Strategy programme of works. Alongside the IT Strategy there is a need for capital budget provision to cover hardware provided by West Northamptonshire Council Digital, Technology and Innovation (WNC

DTI) for users who need to access systems which are still supported by WNC DTI. These users include both NNC staff and staff employed by the Northamptonshire Children’s Trust (NCT). NNC is responsible for paying 44% of the cost of devices provided to NCT staff.

- 5.5 The virement to the End User Devices project of £441k from approved IT capital projects which have all now finished and which have the following budgets remaining are as follows:

	Remaining Budget – proposed to vire
Scheme	£000’s
IT Security Solutions	75
Xpress merge electoral register	34
Ncloud Server Replacements	76
Office365 Implementation	81
Sharepoint 2007 Migration	79
Capita ONE to Cloud	96
TOTAL	441

- 5.6 **Community Orchards – budget approval of £16.350k in 2023/54, to be funded from external grant.** This would be to utilise external grant funding to implement an onward grant scheme to which local people will bid for funding to plant a new community orchard. Some of the funding will also be held back for the council to create two of our own community orchards.

- 5.7 Coronation Living Heritage Fund has made a grant award offer to set up our own grant scheme to help local community groups to plant orchards. These will be planted to celebrate the Coronation year and will provide a lasting commemoration for communities.

The scheme will help local groups to create their own community orchards which are excellent places for people to come together and use the area for community activities. Planting orchards also help to contribute to pollinator populations and help to improve local biodiversity levels.

- 5.8 The offer will be advertised to parish councils, schools and community groups. We are also working alongside Rockingham Forest Vision who will help to promote the scheme and Stamford Community Orchard Group who will offer talks and workshops. Community groups will be encouraged to create healthy, diverse and resilient orchards and will be assessed in their applications and plans.

- 5.9 The total cost of the project is £16,350 which will cover the costs of the creation of 30 orchards including those planted by NNC. This will cover the costs of trees, guards, stakes and workshops delivered by the Stamford Community Orchard Group.
- 5.10 **Mirco Woodlands – budget approval of £27.765k in 2023/24, to be funded from external grant.** This would be to utilise an external grant to plant and maintain two urban Mirco Woods in Stanwell Park, Wellingborough and Lake Avenue, Kettering.
- 5.11 Coronation Living Heritage Fund has made a grant award offer to select and prepare sites for Mirco Woods, and to plant and maintain them for three years. These will be planted to celebrate the Coronation year and will provide a lasting commemoration for communities.
- 5.12 This grant award is to design, plant and maintain two Mirco Woods which will be carried out using existing and volunteer resources, utilising the existing network of volunteers who work in partnership with the Council. Community groups, volunteers and schools will be involved throughout the project, assisting with tree planting and maintenance. The woodlands will also create new habitats which will benefit local biodiversity and will help to mitigate the effects of climate change.
- 5.13 The total cost of the project is £27,765 which will cover the costs of trees, fencing, gates and mulch as well as establishment costs for the three years following the initial planting season.

6. Next Steps

- 6.1 If approved, progress on the schemes will be monitored by project boards where appropriate.

7. Implications (including financial implications)

7.1 Resources, Finance and Transformation

- 7.1.1 The additional budget requirements in this report are funded from the use of external grants and virements. The funding source is set out in the recommendations in section 3 and within the scheme details as set out within section 5.

7.2 Legal

- 7.2.1 The Council must utilise funding and deliver schemes in line with the restrictions and requirements as set out in the agreements linked to that funding and the requirements as set out in the Council's Constitution, in particular the budget setting and policy framework and the financial regulations. In this regard any

new borrowing must be approved by Council. No new borrowing is identified in this report.

7.3 Risk

7.3.1 The deliverability of the 2023/24 Capital Programme is monitored by each accountable project manager and senior officer. There is further review throughout the financial year reported through the Executive.

7.3.2 If any overspends or emerging pressures are identified during the year, then mitigating actions will be sought and management interventions undertaken.

7.3.3 With most capital projects there is a risk that delays, and cost increases may arise as a result of the impact of inflation. Generally, this relates to the supply and price of materials with projects requiring increased lead in times. Whilst every attempt is made to cost these implications into the project, the risks remain. However, it must be recognised that the current “Cost of Living Crisis” has driven up the level of inflation, which is much higher than in previous periods and indeed when funding bids were originally submitted. This therefore poses a risk to the deliverability of the projects as originally envisaged, where reductions to the scope of projects may be required to ensure budgets are not overspent.

7.3.4 There is a risk in relation to funding, particularly where it is from third parties including grants. Appropriate agreements must be entered into to ensure that the funding is secured and spend is in accordance with any criteria stipulated by the funder, this includes both the nature of the spend and the timing (where a deadline applies).

7.3.5 The current uncertain economic context is also increasing interest rates associated with borrowing that is used to fund elements of the capital programme. This treasury risk impacts the overall affordability of the programme, which will be closely monitored and managed, but may lead to a reduced capital programme in the future.

7.4 Relevant Policies and Plans

7.4.1 The scheme provides a strategic fit with the Council’s priorities as set out within the Corporate Plan.

7.5 Consultation

7.5.1 The 2023/24 Capital Strategy and Capital Programme were subject to consultation prior to approval by the North Northamptonshire Authority in February 2023. The programme was approved by Council at its meeting on 23rd February 2023 and was subject to consultation from 22nd December 2022

to 27th January 2023. These changes are in addition to the approved programme.

7.6 Consideration by the Executive Advisory Panel

7.6.1 Not applicable.

7.7 Consideration by Scrutiny

7.7.1 The schemes recommended in this report have not been considered by Scrutiny. However, monitoring against the programme is subject to Scrutiny.

7.8 Equality Implications

7.8.1 Nothing specific within this report.

7.9 Climate and Environmental Impact

7.9.1 With the Council's declaration of a climate emergency in July 2021 and the approval of the Carbon Management Plan in December 2022, we have committed to working towards becoming a carbon neutral council by 2030.

7.9.2 Significant progress has since been made and reported into the Climate, Growth and Environment Executive Advisory Panel at regular intervals throughout 2022.

7.9.3 During 2023, significant progress on climate action has been made and reported to the Sustainable Communities Executive Advisory Panel at regular intervals throughout the year. The initial focus has been to identify mechanisms, procedures and systems that will provide a solid foundation for further development of climate action as we plot our course towards reaching the Council's target of becoming carbon neutral by 2030 and complying with the national legal requirement of achieving Net Zero by 2050, or sooner.

7.9.4 The climate impact of each capital project will be considered and managed within the relevant scheme.

7.9.5 A number of the capital schemes include initiatives to offset/reduce carbon impact as a priority for the Council and in recognition of the Climate Emergency declared by the Council.

7.9.6 The climate and environmental impact of each capital project will be considered and managed within the relevant scheme.

7.10 Community Impact

7.10.1 These proposals can be considered to have a positive impact on the community as the Capital Programme delivers a range of schemes to support and connect communities.

7.11 Crime and Disorder Impact

7.11.1 Nothing specific within this report.

8. Background Papers

8.1 The following background papers can be considered in relation to this report.

Capital Programme Budget 2023/24 – Full Council, 23rd February 2023 - [Capital Programme Report 2023-26 - Feb Council.pdf \(moderngov.co.uk\)](#)

[Improvement of facilities at Montsaye Academy, Rothwell, using banked Section 106 funding – 26th August 2021](#)

EXECUTIVE 15th February 2024

Report Title	Budget Forecast 2023-24 at Period 9
Lead Member	Councillor Lloyd Bunday, Executive Member for Finance and Transformation
Report Authors	Janice Gotts, Executive Director of Finance and Performance Janice.gotts@northnorthants.gov.uk

Key Decision	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	N/A
Which Corporate Plan priority does the report most closely align with?	All

List of Appendices

Appendix A – Savings Schedule

1. Purpose of Report

- 1.1. The revenue budgets (2023/24) and Medium-Term Financial Plans for North Northamptonshire Council for the General Fund and the Housing Revenue Account were approved by Council at its meeting on 23rd February 2023. The purpose of this report is to set out the forecast outturn position for the Council for 2023/24 for the General Fund the Housing Revenue Account and the Dedicated Schools Grant.
- 1.2. This monitoring report sets out the material financial issues identified since the 2023/24 budget was set, based on the income and expenditure as at the end of December 2023 (Period 9) and reflects the views of the Assistant Directors and budget managers within the Directorates.
- 1.3. As part of the ongoing monitoring process, work will continue to examine income and expenditure and activity data, against the available budgets to support the position presented and help to shape the medium-term financial plan.

2. Executive Summary

- 2.1 This report provides commentary on the Council's forecast for the revenue outturn position 2023/24. This is an early indication based on information available as at Period 9 (December 2023) – the forecast position for each of the funds is as follows:
- General Fund - overspend of £10.121m - (Period 8 - £8.552m).
 - Housing Revenue Account – overspend of £26k – (Period 8 – £121k).
 - Dedicated Schools Grant is forecasting a pressure of £9.100m (Period 8 - £9.019m).
- 2.2 The forecast is based on the emerging data for 2023/24 and the Council will continue to assess and refine the position on a regular basis using the latest intelligence available. The forecast presented in this report is based on the best available data and information of the operations of the Council and represents the view of the Budget Holders and Directors.
- 2.3 In order to help safeguard the financial position of the Council, officers will continue to seek efficiencies in year to offset the forecast overspend. The Council has a contingency budget and reserves available to call on to help fund in-year pressures, however, it will look to achieve alternative mitigations in the first instance before these are applied.
- 2.4 National factors continue to be challenging and the Council, like its residents and businesses are facing inflationary pressures which impacts on the cost of services with CPI in December 2023 at 4.0%. UK interest rates were left unchanged for the fourth consecutive time at 5.25% following the meeting on 1st February 2024. Interest rates were already at their highest for 15 years. The Bank of England had previously raised rates for the past 14 times in a row.

3. Recommendations

- 3.1 It is recommended that the Executive:
- a) Note the Council's forecast outturn position for 2023/24 as summarised in Section 4, alongside the further analysis, risks and other considerations as set out in Section 5 to Section 7 of the report.
 - b) Note the assessment of the current deliverability of the 2023/24 savings proposals in **Appendix A**.
- 3.2 Reason for Recommendations – to note the forecast financial position for 2023/24 as at Period 9 and consider the impact on this year and future years budgets.
- 3.3 Alternative Options Considered: The report focuses on the forecast revenue outturn against budget for 2023/24 and makes recommendations for the Executive to note the current budgetary position as such there are no specific choices within the report.

4. Report Background

General Fund

- 4.1 The Council's Revenue Budget for 2023/24 was set at the Council meeting on 23rd February 2023. The overall outturn forecast for the General Fund for 2023/24, as at Period 9 is a forecast overspend of £10.121m (Period 8 - £8.552m) against a budget of £339.034m. This is summarised in the Table below.

General Fund Forecast Outturn 2023/24				
Description	Net Budget	Forecast Position 31/03/24	Forecast Variance 31/03/24	Forecast Variance 31/03/24
	£'000	£'000	£'000	%
Net Available Resources	339,034	341,700	(2,666)	(0.79)
Total Corporate Costs	23,079	14,451	(8,628)	(37.38)
Children & Education	70,187	84,317	14,130	20.13
Adults, Health, Partnerships and Housing	126,182	137,062	10,880	8.62
Public Health & Communities	8,999	8,739	(260)	(2.89)
Place & Economy	70,436	68,694	(1,742)	(2.47)
Enabling & Support Services	40,151	38,558	(1,593)	(3.97)
Total Directorate Costs	315,955	337,370	21,415	6.78
Total Costs	339,034	351,821	12,787	3.77
Net Position	0	10,121	10,121	1.00

Note – Favourable variances are shown in brackets.

- 4.2 The forecast position at Period 9 is an overspend of £10.121m (Period 8 - £8.552m). The following table summarises the overspend.

	Report Ref	Net Budget	P8 Forecast	Movement in Forecast	P9 Forecast	
		£000	£000	£000	£000	%
Children & Education		70,187	12,196	1,934	14,130	20.13
Assistant Director of Education	5.14	5,793	1,165	(306)	859	14.83
Commissioning & Partnerships	5.16	1,114	178	(9)	169	15.17
Northamptonshire Childrens Trust - NNC Only	5.19	63,280	10,853	2,249	13,102	20.70
Adults, Health, Partnerships & Housing		126,182	10,880	0	10,880	8.62
Adult Services	5.33	99,897	11,285	0	11,285	11.30
Safeguarding and Wellbeing	5.36	9,901	178	0	178	1.80
Commissioning & Performance	5.38	13,677	(983)	0	(983)	0.00
Strategic Housing, Development and Property Services	5.40	2,707	400	0	400	14.78
Public Health & Communities		8,999	(260)	0	(260)	0.00
Public Health	5.43	0	0	0	0	0.00
Communities & Leisure	5.46	8,999	(260)	0	(260)	0.00
Place & Economy		70,436	(1,461)	(281)	(1,742)	0.00
Assets & Environment	5.49	4,050	(1,079)	(236)	(1,315)	0.00
Growth and Regeneration	5.51	4,602	114	27	141	3.06
Highways & Waste	5.53	57,882	(268)	(109)	(377)	0.00
Regulatory Services	5.55	3,237	(294)	26	(268)	0.00
Directorate Management	5.57	665	66	11	77	11.58
Enabling & Support Services		40,151	(1,509)	(84)	(1,593)	0.00
Finance & Performance	5.58	16,967	(1,418)	(98)	(1,516)	0.00
Chief Executive's Office	5.60	1,366	(454)	0	(454)	0.00
Chief Information Officer	5.62	10,405	298	81	379	3.64
Human Resources	5.64	3,932	(50)	0	(50)	0.00
Legal & Democratic Services	5.66	5,251	300	(67)	233	4.44
Customer Services	5.68	2,230	(185)	0	(185)	0.00
Available Resources	4.50	0	(2,666)	0	(2,666)	0.00
Corporate Costs	5.2	23,079	(8,628)	0	(8,628)	0.00
Total		339,034	8,552	1,569	10,121	2.99

Note – Favourable variances are shown in brackets.

- 4.3 The net budget was increased by £482k from £336.590m in Period 2 to £337.072m in Period 3. This reflects the use of the Climate Change reserve to support the development and operation of climate change projects and initiatives which was approved by the Executive at the meeting on 12th July 2023.

- 4.4 The net budget was increased in Period 6 by £1.962m from £337.032m to £339.034m. This reflects the use of the Transformation Reserve to fund the Education Case Management System (£1,362m) and the Development and Regulatory Case Management System (£600k).
- 4.5 It is estimated that Business Rates income for 2023/24 is £2.666m above the original budget, this was reflected in the Period 7 monitoring and is unchanged in Period 9 and results in the resources line increasing from £339.034m to £341.700m.

Housing Revenue Account

- 4.6 The Housing Revenue Account (HRA) is a separate ring-fenced account within the Council for the income and expenditure associated with its housing stock. The HRA does not directly impact on the Council's wider General Fund budget or on the level of council tax. Income to the HRA is primarily received through the rents and other charges paid by tenants and leaseholders.
- 4.7 Within North Northamptonshire prior to 1st April 2021 there were two HRA accounts, covering the sovereign Councils of Kettering and Corby respectively. As part of the move to a single unitary council for North Northamptonshire, there was a statutory requirement to create a single HRA for the area. Whilst North Northamptonshire Council must only operate one HRA it will, for a period of time, operate two separate Neighbourhood Accounts, these being:
- the Corby Neighbourhood Account - responsible for the stock that was managed by Corby Borough Council and
 - the Kettering Neighbourhood Account - responsible for the stock that was managed by Kettering Borough Council.
- 4.8 The Council's overall outturn forecast for the Housing Revenue Account as at Period 9, is a forecast overspend of £26k (Period 8 - £121k overspend) against the approved budget of £38.752m. This is summarised in the table below and further details are set out in Section 6. It is important to note that this is subject to continual review.

Housing Revenue Account Forecast Outturn 2023/24				
Directorate	Budget			P9 Forecast Variance at 31/03/24
	Expenditure	Income	Net	
	£'000	£'000	£'000	
Corby Neighbourhood Account	21,481	(21,481)	0	(264)
Kettering Neighbourhood Account	17,271	(17,271)	0	290
Net Position 2023/24 (under)/over	38,752	(38,752)	0	26

Dedicated Schools Grant

- 4.9 The Dedicated Schools Grant (DSG) is a ringfenced grant allocated to Local Authorities by the government to support a range of education related services.

4.10 The Council's overall outturn forecast for the DSG as at Period 9, is a forecast pressure of £9.100m (Period 8 - £9.019m) the Net Spend is forecast to be £129.687m against the approved budget of £120.663m. This is summarised in the table below and further details are set out in Section 7. It is important to note that this is subject to continual review.

Dedicated Schools Grants Forecast Outturn 2023/24								
Block	Gross Budget £'000	July DSG Allocation Adjustment £'000	Nov DSG Allocation Adjustment £'000	Revised Budget £'000	Recoupment £'000	Net Budget £'000	Forecast Net Spend £'000	Variance £'000
Schools Block	270,284	0		270,284	222,910	47,374	47,374	0
Central Schools Block	3,287	0		3,287	0	3,287	3,666	379
High Needs Block	57,851	74	(6)	57,919	11,152	46,767	55,488	8,721
Early Year Block	23,541	(382)		23,159	0	23,159	23,159	0
Total	354,963	(308)	(6)	354,649	234,062	120,587	129,687	9,100

National Context

4.11 The national, and indeed the global, economy continues to see significant inflationary pressures, with energy prices pushed to record levels, which in turn has contributed to high inflation. The Monetary Policy Committee (MPC) of the Bank of England has taken action to get inflation under control; this in part has resulted in higher interest rates.

4.12 The Bank of England kept the Base Rate unchanged at 5.25% on 1st February 2024. There had previously been fourteen consecutive increases since December 2021 and the rate is at its highest level for 15 years (February 2008 – 5.25%).

4.13 The inflation figures for December 2023 have seen some small movements to the inflation figures in November 2023. The 12-month CPI figure for December is 4.0% (November 3.9%) and the 12-month RPI figure for December is 5.2% (November 5.3%).

4.14 Councils like most organisations have experienced the impact of significant price rises, particularly around fuel and energy costs (for example, the street lighting PFI). A number of services are provided under contract, and the Authority is experiencing some pressure from suppliers regarding current arrangements and any new contracts entered in to. As part of the budget setting for 2023/24, the Council included growth to address forecast inflationary increases in light of the position known at the time.

4.15 Further risk to Local Government funding comes from the high street as individuals have less disposable income and businesses face higher energy and supply costs. This poses a risk for the Council's future income generation from business rates should businesses cease to trade. It may also see more people seeking to access Council Tax Support and other financial support which could reduce the overall Council Tax yield. The continued increases in interest rates also have an impact on the number of new homes that are being occupied which can also have an adverse impact on the Council Tax yield.

- 4.16 Alongside this there is a recognition that the demand for services may increase which will need to be taken into account as part of financial and service planning.
- 4.17 The context of the national and global economy along with potential changes to the local government financial landscape in the future through reforms are key considerations for the Council.

5. Overview of Forecast Position 2023/24

Available Resources and Corporate Costs

- 5.1 The Council is responsible for the collection of local taxes (Council Tax and Business Rates). At the end of December 2023 84.16% of Council Tax had been collected (December 2022 – 84.67%). Business Rates collection was 80.88% at the end of December 2023 (December 2022 – 83.12%).

Corporate Resources

- 5.2 The total net budget for Corporate Resources is £23.079m. The composition of the budget together with the forecast variances are shown in the following Table.

Description	Net Budget	P9 Forecast Variance	
		£'000	%
	£'000	£'000	%
Corporate Contingency	1,524	0	0.00
Minimum Revenue Provision (MRP)	7,970	0	0.00
Pay Contingency	1,406	(1,406)	(100.00)
Pay and Grading Review	2,479	(2,066)	(83.34)
Treasury	8,830	(5,156)	(58.39)
Bad Debts Provision	870	0	0.00
Total	23,079	(8,628)	(37.38)

- 5.3 The Council's Corporate Contingency Budget for 2023/24 was £3.746m, which represents around 1% of the net budget. The contingency budget is held to meet unknown or unplanned / unbudgeted costs. The recent pay award has resulted in a pressure of £2.222m this has been funded from the Contingency Budget leaving a balance of £1.524m. At this stage the Contingency Budget is currently assumed to be used in full during the year and this will include inflationary and demand pressures.
- 5.4 The Minimum Revenue Provision (MRP) reflects the minimum amount a Council must charge to the revenue budget each year to set aside a provision for repaying borrowing. This has been calculated as £7.970m which was an increase of £1.538m from 2022/23 and ensures that the provision is aligned to the MRP policy moving into the medium term.
- 5.5 The Council had set aside £5.708m in 2023-24 as a Pay Contingency to allow for annual increments and potential pay changes of 4%, as detailed at Section 5.3 the additional pressure from the payaward of £2.222m will be funded

through the Corporate Contingency Budget. This budget has been allocated to services in Period 8 to meet the increase costs. The annual increments have been charged across the authority and the cost of this has been absorbed through existing budgets, resulting in a saving within the overall Pay Contingency of £1.406m.

- 5.6 Additionally, a pressure of £2.479m was included in the 2023-24 budget, which reflected the initial costings for the implementation of the Pay and Grading review for staff recruited to interim contracts with North Northamptonshire Council, which is predominantly staff that have been appointed since 1st April 2021. Other staff transferred across to the new unitary authority on their existing terms and conditions through TUPE arrangements. The proposals for the new pay and grading structure are yet to be agreed, however the budget reflected the cost for a full year. It is now anticipated that this would not be implemented until February 2024, savings of £2.066m have been reflected in the Period 8 monitoring which is equivalent the costs over a 10-month period.
- 5.7 The net Treasury Management Budget for 2023/24 is £8.830m. The composition of the budget and the forecast outturn is as follows:

Description	Net Budget	P9 Forecast Variance
£'000	£'000	£'000
Investment Income	(3,173)	(5,810)
Borrowing Costs	11,273	0
Other Treasury Management costs	730	654
Total	8,830	(5,156)

- 5.8 The movement for investment income reflects the increase in the Bank of England base rate on future investments and is based on an average cash balance of £175.6m at a weighted average rate of 5.04% for a full year. This offsets the additional pressure of £654k, relating to increased bank charges of £232k, unrealised internal interest income of £267k and recovery of debt management expenses of £155k.
- 5.9 If interest rates remain high over the longer term this will also create risk in relation to acquiring new loans to finance future capital programmes. The current PWLB rate for borrowing over a 30-year period is around 5.50%, for every £1m borrowed this would be an additional interest payable of £55,000.
- 5.10 There continues to be risks around the overall cash and loan position for North Northamptonshire, not only from a volatile marketplace, but also due to the outstanding legacy audits for 2020/21 and the disaggregation of the opening position from Northamptonshire County Council. Any changes in these risks and balances will be reflected in future forecasts.
- 5.11 The bad debt provision for 2023/24 amounts to £870k – the bad debts position is based on the age of the debt which reflects the risks associated with the collection of the debt and is forecast to be delivered on budget.

Directorate Budgets

- 5.12 This section of the report provides an analysis of the forecast variations against the 2023/24 General Fund for each of the Directorates as set out in the table at paragraph 4.2.

Children's Services Directorate

- 5.13 The budget for Children's and Education Services includes the Commissioning and Partnerships including Northamptonshire Children's Trust and Education Services not funded by the Dedicated Schools Grant (DSG).

Assistant Director of Education

- 5.14 The **Assistant Director of Education** is responsible for all learning, pupil attainment and achievement and school improvement functions. The forecast outturn position for the **Assistant Director of Education** is set out in the following table (Period 8 - £1.165m).

Assistant Director of Education	£'000
Expenditure	10,156
Income	(4,363)
Net Budget	5,793
Forecast	6,652
Variance	859

- 5.15 The forecast variance relating to the **Assistant Director of Education** is set out in the following Table and explanations for the variances are provided in the table below.

Ref	Description	Budget	Forecast Variance	
			£'000	%
		£'000	£'000	
1	Employees	8,569	1,313	15.32
2	Supplies and Services	1,259	(186)	(14.77)
3	Income	(4,363)	(349)	8.00
4	Other budgets	328	81	24.70
	Total	5,793	859	14.83

- 1) The budget pressure within Education Services predominantly relates to staffing costs. The Education Health and Care (EHC) service is continuing to rely heavily on interim workers to fulfil its statutory obligations. This is due to increasing level of need, a high number of vacancies, and backlog of historic assessments. The service has started to gradually phase out the existing agency staff from July 2023. The service is making effort to fill all the vacant posts before the financial year-end. Also, the initiative to upskill the existing staff remains the service's priority in ensuring the future needs of children, young people and their families can be met. Whilst there are service areas with substantial amount of savings on salaries, particularly Educational Entitlement (£201k), Governance (£177k), Specialist Support (£322k) and

other service areas (£15k). The salary budget forecast pressure in EHC (£1.581m), Strategic Planning (£447k) results in a net pressure of £1.313m.

- 2) The forecast underspend for supplies and services of £186k relates to the reduced forecast spend on professional fees and hired services (£113k) and external legal fees (£53k) in Strategic Planning and Education Health Care service areas, respectively. In addition, there are other net minor savings of £20k. The Strategic Planning is one of the service areas contributing to the significant forecast overspend of £1.313m on salaries. As such, the forecast underspend of £113k will be used to partly mitigate the service's salary budget pressure.
- 3) Income has a forecast net benefit of £349k of which £338k relates to Teachers' Pension. The budget was set at £468k, while the forecast DSG contribution is £806k. Also, the School Improvement Monitoring and Brokering grant has now ceased, leaving the service with a pressure of £227k. Additionally, the EHC team is benefiting from the use of the residual Contain Outbreak Management Fund (COMF) of £220k. The funding will partly mitigate the staffing pressure associated with support to the most vulnerable Children and Young People. There are other net minor savings of £18k across the services.
- 4) In respect of the other budget areas, there is a pressure of £81k. There has been an increase in the spend against Educational Psychologist Trainees and the service is anticipating an increased bursaries payment to the respective cohort, resulting in a pressure of £45k. There are other net pressures of £36k, of which £83k relates to internal contributions and recharges that are not practically chargeable since the disaggregation of the budget between the North and the West.

Assistant Director Commissioning and Partnerships

5.16 The **Assistant Director of Commissioning and Partnerships** leads the commissioning functions for Children's Services across North Northamptonshire and the contract management of the Northamptonshire Children's Trust and the commissioning of education services. The Children's and Education Services remaining with the Council includes the Intelligent Client Function (ICF) for the Northamptonshire Children's Trust and the Local Authority statutory education functions as follows:

- Education Inclusion
- Education Psychology
- Support for children with Special Educational Needs and Disabilities (SEND)
- School Improvement
- Virtual Schools (lead in the North Northamptonshire Unitary Authority)
- School admissions and school place planning
- Early Education and Childcare

5.17 The forecast outturn position for the **Assistant Director of Commissioning and Partnerships** (excluding the Children's Trust) is set out in the following Table (Period 8 - £178k)

5.20 The forecast variance relating to the **Northamptonshire Children’s Trust** is set out in following Table and explanations for the variances are provided below the Table.

Ref	Description	Budget	Forecast Variance	
			£'000	%
		£'000	£'000	
1	Third Party Payments	67,645	13,102	19.37
2	Income	(4,365)	0	0.00
	Total	63,280	13,102	20.70

5.21 The Northamptonshire Children’s Trust delivers children’s social care and targeted early help on behalf of North Northamptonshire Council and West Northamptonshire Council. The Councils set the strategic outcomes and priorities and the Trust is responsible for delivering those outcomes. Services provided by the Trust include:

- Targeted early help services to children and families.
- Front door and safeguarding services
- Support and placements for Children in Care
- Support and placements for Disabled Children
- In house fostering and residential provision
- Commissioning of external placements and contracts
- Commissioned legal services and transport for children in care.

5.22 The total contract value for the Children’s Trust is £150.938m. The Council’s share of this is £66.654m this reflects how the contract sum is split between North Northamptonshire Council (44.16%) and West Northamptonshire Council (55.84%).

5.23 The Children’s Trust are forecasting an overspend of £29.670m – this is an increase of £5.093m to that previously reported to the Executive where the forecast pressure was £24.577m. The cost to the Council based on an overspend of £29.670m is £13.102m. If these pressures are not mitigated this will pose a significant financial risk to the Council. The Trust are looking at potential mitigations, however there is a risk that this position could worsen before year end. A key risk is the delivery of the efficiency savings of £7.672m which formed part of the contract sum. At present, the Trust is forecasting that £1.070m of these savings are at risk of non-delivery and are rated as Amber this could increase the overall pressure from £29.670m to £30.740m. The following table summarises the contract sum and the forecast variances (excluding the risk on savings).

Description	Contract Sum	Forecast Variance Period 8	Movement	Forecast Variance Period 9	
	£'000	£'000	£'000	£'000	%
Staffing	49,732	3,139	440	3,579	7.20
Other non staffing costs	358	0	0	0	0.00
Placements	66,286	20,952	2,355	23,307	35.16
Contracts	5,001	0	0	0	0.00
Children's Homes	3,767	214	0	214	5.68
Legal	4,788	511	0	511	10.67
Adoption	7,776	(79)	0	(79)	(1.02)
Transport	2,870	173	351	524	18.26
Other care	5,889	(88)	0	(88)	(1.49)
NCT Central - Other budget	(762)	(245)	0	(245)	32.15
Support Services / SLA	5,233	0	0	0	0.00
Other Costs	0	0	0	1,947	100.00
Total	150,938	24,577	3,146	29,670	19.66

5.24 The main pressure within the Children's Trust relates to placements for children in care – this amounts to £23.307m and is an adverse movement of £2.355m to the pressure of £20.952m reported in Period 8. The market and availability of placements remains challenging. The placements budget will continue to remain under pressure as it remains extremely volatile both locally and nationally. The Trust is working on how these pressures can be mitigated this year and how this can be reduced in future years. The following table provides further detail around the pressures from placements.

Description	Contract Sum	Forecast Variance Period 8	Movement	Forecast Variance Period 9	
	£'000	£'000	£'000	£'000	%
In House Fostering	8,532	(137)	0	(137)	(1.61)
Agecny Fostering	16,895	2,016	229	2,245	13.29
Independent Residential	31,087	7,279	1,158	8,437	27.14
Supported Accommodation	3,400	10,803	1,191	11,994	352.76
18+ Agency Placements	4,400	526	(339)	187	4.25
Welfare Secure	339	(211)	0	(211)	(62.24)
Parent & Baby	910	930	292	1,222	134.29
UASC	6,918	4	0	4	0.06
Remand Secure	300	185	(102)	83	27.67
Income	(6,495)	(443)	(74)	(517)	7.96
Total	66,286	20,952	2,355	23,307	35.16

- 5.25 The contract sum included a pay provision of 4%, this was in line with the provision that both North and West Northamptonshire Council included in their budgets. NCT are not aligned to national pay negotiations and a proposed offer aligned to West Northamptonshire Council would require additional funding of £1.007m a formal offer has been accepted by the Unions and this is reflected in the outturn. The forecast outturn also reflects a pressure of £1.087m for managed teams. A change control request to increase the contract sum by £2.094m has been made. In addition, there are further staff related pressures of £1.485m.
- 5.26 The legal services budget remains a challenge with increasing demand and additional inflationary costs in this area. The budget forecast is a projected overspend of £511k this is unchanged to Period 8.
- 5.27 The forecast overspend of £524k on Transport relates to a demand pressure of £228k (Period 8 - £174k) where demand pressures have continued to increase by around 9% as the number of journeys have increased from 50,645 journeys in 22/23 to an estimated 55,351 journeys in 2023/24. There has also been an average increase of around £4 per journey, which has resulted in a further pressure of £203k. There is pressure of £49k relating to the use of Public Transport and other pressures amount to £44k. There are further net pressures which amount to £1.749m.
- 5.28 As part of the contract negotiations, it was agreed an amount of £2.243m was included for one off investments – the Council’s share of this was £991k – it is currently forecast that this will be delivered within budget.
- 5.29 The Children’s Trust Budget is monitored in year through regular meetings between officers of both North and West Northamptonshire Councils and the Trust.

Adults, Health Partnerships and Housing

- 5.30 The revenue budget within this section covers Adult Social Services, Health Partnerships and Housing (excluding the HRA).
- 5.31 Under the 2014 Care Act, local authority Adults Services have a responsibility to make sure that people aged over 18 years who live in their areas are provided with personal day to day care (helping people get dressed, washed, going to the bathroom, eating etc) where they cannot do things for themselves or access family support. The service also provides other physical or psychological support to people with disabilities in order to help them live a full life. The overriding responsibility is to keep people safe and protect them from harm or neglect.
- 5.32 Care can take many forms and can be provided directly by the Council, through contracted organisations or families can receive a personal budget to buy suitable care for themselves. Although receiving formal or long-term care is subject to people meeting the Council’s eligibility criteria, the service also has a key responsibility for helping people to stay independent and preventing or delaying the need for care.

Assistant Director of Adult Services

- 5.33 The **Assistant Director of Adult Services** is responsible for the strategic planning, engagement, operational and statutory delivery of Adult Social Care. This includes the independent care budgets for all people aged over 18 and the social care and reablement teams. The forecast outturn position for the **Assistant Director of Adult Services** is set out in the following table (Period 8 £11.285m overspend).

Assistant Director of Adult Services	£'000
Expenditure	119,334
Income	(19,437)
Net Budget	99,897
Forecast	111,182
Variance	11,285

- 5.34 The forecast outturn relating to the **Assistant Director of Adult Services** is set out in the following table. The overspend assumes most savings detailed in **Appendix A** are achieved in year. However, £617k of the savings for the increase of the utilisation of Shaw PPP beds for Discharge to Assess is assumed to be at risk of delivery. These savings will continue to be tracked, and any further impact of the achievability will form part of future reports.

Ref	Description	Budget	Forecast Variance	
			£'000	%
		£'000	£'000	
1	Employees	9,195	289	3.14
2	Third Party payments	95,277	11,546	12.12
3	Transfer Payments	14,258	0	0.00
4	Income	(19,437)	(550)	2.83
5	Other budgets	604	0	0.00
	Total	99,897	11,285	11.30

- 1) The employee related costs are currently forecasting an overspend of £289k this is as a result of agency staff owing to the number of vacancies.
- 2) The main areas of spend in relation to Third Party Payments are in respect of independent care spend including Residential and nursing care for both 65+ year old and the 18-64 years old clients. The service is seeing a significant increase in service demand including more people and, in some areas, higher costs. Client numbers have increased since April 2022 by 25% in the 65+ cohort and 15% in the 18-64 cohort with similar costs to existing cohorts. Previously there had been 14 years of stable demand in the 65+ cohort so this level of increase is unprecedented.

During 2022-23 the council received an additional £6m of one-off funding which mitigated the pressures of this increased demand for part of the year, with similar allocations for 2023-24 being expected to meet need for the full year. There are currently no indications that there will be further grant funding that will offset this growth.

Whilst Thackley Green transferred on 1st July 2023, it is still in the transition stage and not yet at full capacity. This will result in some double running costs in the short term but will generate savings through demand management, promoting independence and delivering reablement programmes at a greater scale in future years.

In September 2023, increased spend controls were introduced within adult social care aiming to mitigate against the increased demand, however it is prudent to highlight a continued negative movement in the forecast as a result of this increased demand. It is important to note that whilst an additional £4.401m risk is being forecast at Period 9 compared to Period 7, the financial risk is higher; however, this is after mitigations have been applied across the directorate, these mitigations and interventions will be closely monitored. Transformation resources within the directorate have also been redirected in order to prioritise additional demand and cost management activity.

- 3) The transfer payments relate to direct payments these costs are currently forecast to be delivered on budget.
- 4) The main areas of income include client contributions to care costs. This is forecast that an additional £350k is received.
- 5) The main area of spend shown as Other include other support costs this is forecasted to be delivered on budget.

5.35 Due to the volatile nature of the Adults Social Care budget, there may be further emerging risks whilst we progress through the financial year. This may include an unexpected increase in demand during the winter period, e.g., an increase in flu and other respiratory diseases, unexpected provider failures, additional pressures from acute hospitals, changes in caseload and adverse weather. Mitigations would be sought to manage these pressures including, in exceptional circumstances, the use of reserves. This is an area the Council will continue to monitor closely.

Assistant Director of Safeguarding and Wellbeing

5.36 The **Assistant Director of Safeguarding and Wellbeing** is responsible for the strategic planning, engagement, operational and statutory delivery of key services for Adult Social Care. This includes ensuring services, practice and standards meet statutory requirements and that all professionals work together to deliver Making Safeguarding Personal to promote and secure the safety of local residents. The forecast outturn position for the **Assistant Director of Safeguarding and Wellbeing** is set out in the following table (Period 8 – overspend £178k).

Assistant Director of Safeguarding and Wellbeing	£'000
Expenditure	10,895
Income	(994)
Net Budget	9,901
Forecast	10,079
Variance	178

5.37 The forecast outturn relating to the **Assistant Director of Safeguarding and Wellbeing** is set out in the following table and explanations for the variances are provided below the Table.

Ref	Description	Budget	Forecast Variance	
			£'000	%
		£'000	£'000	
1	Employees	9,700	178	1.84
2	Premises	382	0	0.00
3	Transport	324	0	0.00
4	Supplies and Services	489	0	0.00
5	Income	(994)	0	0.00
	Total	9,901	178	1.80

- 1) The employee related costs are currently forecast to be overspent by £178k this is as a result of agency staff owing to the number of vacancies.
- 2) The premises costs include costs associated with the running of the internal provider services. These are forecast to be delivered on budget.
- 3) The transport costs include £203k for leased cars and other travel costs associated with running the internal care provision. These are forecast to be delivered on budget.
- 4) The supplies and services include £150k of professional fees for the DOLS service and £155k for non-staffing expenses across the internal care provision. These are forecast to be delivered on budget.
- 5) The main income sources are from client contributions towards their care. These are forecast to be delivered on budget.

Assistant Director of Commissioning and Performance

5.38 The **Assistant Director of Commissioning and Performance** is responsible for ensuring services, practice and standards meet statutory requirements and includes the commissioning and monitoring of Adults Social Care external contract. The forecast outturn position for the **Assistant Director of Commissioning and Performance** is set out in the following table (Period 8-£983k underspend).

Assistant Director of Commissioning and Performance	£'000
Expenditure	24,243
Income	(10,566)
Net Budget	13,677
Forecast	12,694
Variance	(983)

5.39 The forecast variance relating to the **Assistant Director Commissioning and Performance** is set out in following table and explanations for the variances are provided below the Table.

Ref	Description	Budget	Forecast Variance	
		£'000	£'000	%
1	Employees	4,408	65	1.47
2	Third party Payments	18,518	(1,048)	(5.66)
3	Income	(10,566)	0	0.00
4	Other	1,317	0	0.00
	Total	13,677	(983)	(7.19)

- 1) The employee related costs are currently forecast to be an overspend of £65k this is as a result of agency staff owing to the number of vacancies.
- 2) The main areas of spend in relation to Third Party Payments are in respect of Better Care fund expenditure and the PPP Shaw contract.

The annual budget for the PPP Shaw contract which is for the provision of six residential care homes across North Northamptonshire for the over 65s is £9.8m. There is a forecast pressure of £970k (9.8%) in relation to this contract. At the time the budget was set it was assumed that the inflationary increase would be £234k this was based on previous trends. The actual increase was based on average weekly earnings up to March 2023. A budget realignment exercise has taken place along with the identification of efficiencies which has resulted in mitigations of £2.018m.

- 3) The main income sources are the Improved Better Care Fund (£6.8m) and Client Contributions from PPP and Block purchased care provision (£1.4m). Other income sources include assistive technology pool contribution, this is forecast to be delivered on budget.
- 4) Other costs amount to £1.317m and is primarily made up of Community Equipment spend, this is forecast to be delivered on budget.

Assistant Director Strategic Housing, Development and Property Services

5.40 The **Assistant Director Strategic Housing, Development and Property Services** provides strategic direction and leadership for the delivery of the Housing Service and housing management, this includes support for homeless people. The forecast outturn position for the **Assistant Director Strategic**

Housing, Development and Property Services set out in the following table (Period 8 - £400k).

Assistant Director Strategic Housing, Development and Property Services	£'000
Expenditure	6,463
Income	(3,756)
Net Budget	2,707
Forecast	3,107
Variance	400

5.41 The forecast outturn relating to the Assistant Director **Strategic Housing, Development and Property Services** is set out in the following table. The forecast at Period 6 assumes that the service will be delivered on budget and that any savings detailed in **Appendix A** are achieved in year. Savings will continue to be tracked and changes to the deliverability will form part of future reports.

Ref	Description	Budget	Forecast Variance	
		£'000	£'000	%
1	Employees	2,275	200	8.79
2	Premises	203	0	0.00
3	Supplies and Services	3,451	200	5.80
4	Third Party Payments	501	0	0.00
5	Other	33	0	0.00
6	Income	(3,756)	0	0.00
	Total	2,707	400	14.78

- 1) The employee related costs are currently forecasting an overspend of £200k in relation to the homelessness service, this is as a result of additional agency costs.
- 2) The main area of spend in relation to premises include cost associated with temporary accommodation £141k. This is forecast to be delivered on budget.
- 3) The main areas of spend relate to temporary accommodation within the homelessness service. This is forecast to be overspent by £200k this is due to the increase in demand in the homelessness service.
- 4) The third-party payments include payments to private and independent contractors This is forecast to be delivered on budget.
- 5) Other costs include other minor costs. This is forecast to be delivered on budget.
- 6) Income is mainly made up of grants this includes the Homelessness Prevention grant (£1.019m), the Rough Sleepers Initiative (£926k) and other homelessness grants (£565k). In addition, there is income from property rents of £1.076m. The income is forecast to be delivered on budget.

- 5.42 All services across Adults, Health Partnerships and Housing undertake regular budget monitoring, track fluctuations in spend, and work to identify additional efficiencies and savings to either mitigate forecasted overspends within the directorate or to contribute to the overall corporate position in year of the Council. Ongoing work continues to identify any further efficiencies, savings or income that can be identified to improve the overall position in-year, to set budgets for the following year, and in contributing to the medium-term financial strategy.

Public Health and Communities

- 5.43 The **Director of Public Health and Wellbeing** is a statutory officer and the principal adviser on all health matters to elected members, officers, and partners, with a leadership role spanning health improvement, health protection and healthcare public health. This includes delivering core public health services in line with grant funding and statutory requirements.
- 5.44 The grant is ringfenced and any variances will result in a movement to or from reserves ensuring that all grant conditions are met.

Director of Public Health and Wellbeing	£'000
Expenditure	26,312
Income	(26,312)
Net Budget	(0)
Forecast	(0)
Variance	0

- 5.45 The forecast outturn relating to the **Director of Public Health and Wellbeing** is set out in following Table.

Description	Budget	Forecast Variance	
		£'000	%
	£'000	£'000	
Employees	4,891	0	0.00
Supplies & Services	6,808	0	0.00
Support Costs	1,240	0	0.00
Third Party Payments	7,620	0	0.00
Transfer Payments	5,635	0	0.00
Income	(26,312)	0	0.00
Other	118	0	0.00
Total	0	0	0.00

Assistant Director Communities and Leisure

- 5.46 The **Assistant Director Communities and Leisure** includes libraries, cultural facilities (such as museums, theatres, art galleries and heritage sites), sports and leisure facilities (such as swimming pools, tennis courts, golf, playing pitches, indoor courts/sports halls etc), archaeological archiving and activities and access to parks and open spaces for play and recreation. The Service is

also responsible for community grants as well as providing education and outreach services and advice and support, encouraging physical and mental wellbeing of residents through sport and leisure-based activities The forecast outturn position for the **Assistant Director Communities and Leisure** is set out in the following Table (Period 8 - £260k)

Assistant Director Communities and Leisure	£'000
Expenditure	17,944
Income	(8,945)
Net Budget	8,999
Forecast	8,739
Variance	(260)

5.47 The forecast outturn relating to the **Assistant Director of Communities and Leisure** is set out in following table and explanations for the variances are provided in the paragraphs that follow.

Ref	Description	Budget	Forecast Variance	
			£'000	%
	£'000	£'000	£'000	
1	Employees	7,661	0	0.00
2	Premises	3,034	0	0.00
3	Supplies & Services	4,106	140	3.41
4	Third Party Payments	3,699	0	0.00
5	Income	(8,945)	(400)	4.47
6	Other	(556)	0	0.00
	Total	8,999	(260)	0.00

- 1) The employee related costs are currently forecast to be delivered on budget.
- 2) The premises related costs are currently forecast to be delivered on budget.
- 3) The supplies and services costs are currently forecasting a pressure of £140k this is due to contractual increases. The service is continuing to look at how these costs can be mitigated.
- 4) The third-party payments are mainly made up of £2.893m for payments for the Ukraine resettlement programme these are currently forecast to be delivered on budget.
- 5) The main areas of income include £5.041m of grant income and £2.66m relating to fees and charges. The income is forecast to be £400k greater than budget and is a result of changes in VAT.
- 6) Other costs are forecast to be delivered on budget.

Place and Economy Directorate

5.48 The Place and Economy budget covers the following four functional areas plus Management Costs:

- Assets and Environment
- Growth and Regeneration
- Highways and Waste
- Regulatory Services

Assistant Director Assets and Environment

5.49 The **Assistant Director Assets and Environment**, includes Facilities Management, Property Estate Management, Energy and Fleet Management, Grounds Maintenance, Parks and Open Spaces and On and Off-street parking enforcement. It also includes Asset and Capital Management of the Council's corporate assets and capital programmes, together with the effective management of the Council's strategic assets and landholdings. Key income and cost drivers include parking income, number of visitors to country parks and open space, demand for commercial rental spaces, use of corporate workspaces and use of energy. The forecast outturn position for the **Assistant Director of Assets and Environment** is set out in the following table (Period 8 - £1.079m).

Assistant Director Assets and Environment	£'000
Expenditure	25,160
Income	(21,110)
Net Budget	4,050
Forecast	2,735
Variance	(1,315)

5.50 The forecast variance relating to the **Assistant Director Assets and Environment** is set out in following Table and explanations for the variances are provided below the Table.

Ref	Description	Budget	Forecast Variance	
		£'000	£'000	%
1	Employees	10,242	(698)	(6.82)
2	Premises	9,246	121	1.31
3	Transport	4,591	(193)	(4.20)
4	Supplies and Services	1,566	(4)	(0.26)
5	Third Party Payments	1,024	66	6.45
6	Income	(21,110)	(555)	2.63
7	Other	(1,508)	(52)	3.45
	Total	4,050	(1,315)	(32.47)

- 1) The underspend of £698k (6.81%) against Employees relates to staff underspends from vacant posts due to ongoing work on restructures. Work is underway to recruit to posts through the restructure during 2023/24.
- 2) The main areas of spend within Premises are Business Rates (£1.592m), Utilities (£3.392m), Building Repairs and Maintenance (£1.718m), Rents and Service Charges (£856k), Building cleaning (£538k) and other premises costs of £1.150m.

There is a pressure of £356k relating to outstanding liabilities for business rates (£283k), cleaning costs (£42k), Water charges (£29k) and further minor net pressures which amount to £2k. This is offset by a saving of £177k on utility costs across the service. There is also a £58k underspend on Repairs and Maintenance based on the current programme of works and the realignment of budgets to support repairs required across the portfolio.

- 3) The main areas of spend within Transport relates to Vehicle leasing (£3.047m), Fuel (£1.245m) and other transport costs (£299k).

There is an overall saving of £193k (4.26%) based on the current cost of fuel being lower than anticipated and reflects the reduction in the cost of fuel.

- 4) There is an overall saving of £4k (0.27%) on Supplies and Services. There is a pressure of £63k (23% of the £268k Equipment and Tools Budget) which relates to the maintenance of play equipment. This is offset by a saving of £67k mainly on Professional fees.
- 5) There is an overall pressure of £66k (6.49%) within Third Party Payments of which £46k relates to a Private Contractor for Ash dieback trees works. Other minor pressures amount to £20k.
- 6) The main income sources are Rent and Leases (£16.453m), Parking Income (£2.192m) and various other forms of income amounting to £2.464m.

There is a pressure of £86k relating to external income that the Council had budgeted to receive to fund posts for projects such as Corby Town Funds. This pressure is offset by additional grant funding received for tree maintenance within Environment Services of £116k (51% of £226k Grants budget). There is also additional income from rent reviews (£450k) and PCN income £75k.

- 7) Other minor net savings amount to £52k.

Assistant Director Growth and Regeneration

- 5.51 The **Assistant Director Growth and Regeneration** includes Planning Services, Economic Development, Growth and Infrastructure, Regeneration, Digital Infrastructure, Climate Change and Flood and Water Management. Key income/costs drivers include local demand and volume of applications for the Planning service, including major development fees, availability of Planning resources e.g., planning professionals and demand for economic activities. The forecast outturn position for the **Assistant Director of Growth and Regeneration** is set out in the following Table (Period 8 - £114k).

Assistant Director Growth and Regeneration	£'000
Expenditure	10,103
Income	(5,501)
Net Budget	4,602
Forecast	4,743
Variance	141

5.52 The forecast variance relating to the **Assistant Director Growth & Regeneration** is set out in following Table. Explanations for the variances are provided below the Table.

Ref	Description	Budget	Forecast Variance	
			£'000	%
		£'000	£'000	
1	Employees	6,329	68	1.07
2	Supplies and Services	3,668	324	8.83
3	Income	(5,501)	(193)	3.51
4	Other	106	(58)	(54.72)
	Total	4,602	141	3.06

- 1) There is a pressure of £68k (1.07%) within Employees which relates to agency costs to cover vacant posts, which are predominantly covering vacancies due to the restructure of the service and challenges with recruiting hard to fill posts, particularly in the Planning Service. Work is underway to recruit to these posts following the restructure in 2023/24.
- 2) There is a pressure of £324k within Supplies and Services. This variance relates to professional and legal fees associated with appeals and judicial reviews within Planning Management and Enforcement.
- 3) The main income sources are Planning Income (£2.89m) and other income, mainly external grants, which amounts to (£2.82m).

There is currently additional income of (£193k) (3.51%) forecast for planning income based on received and forecasted income for the financial year. This is due to Planning Performance Agreements that have been negotiated with a number of developers on major schemes.

The Department for Levelling Up, Housing and Communities responded to its consultation on increasing planning fees and performance which will result in an increase to Fees and Charges relating to Planning applications. The new fees will come into force from 6th December 2023. It should be noted that the forecast for the remaining year is influenced by the result of the current economy, with both inflationary cost increases and an increased cost of borrowing detrimentally affecting investment in development.

- 4) There are minor savings amounting to £58k.

Assistant Director Highways and Waste

5.53 The **Assistant Director for Highways and Waste** includes street cleaning, waste and recycling collections and disposals, including the household waste and recycling centres and Transport Management. The highways services maintain the extensive network of public roads, footpaths, and rights of way, including highway related infrastructure such as streetlights, traffic signals, bridges, gullies, and highway trees. Services also include School Transport and Concessionary fares. Key cost drivers include the tonnes of waste materials collected from households, businesses, and litter bins for recycling and disposal, variations to costs per tonnage, investment on various highway assets, as well as the impact of extreme weather conditions, school age population for school transport and the agility of the older population for concessionary fares. The forecast outturn position for the **Assistant Director of Highways and Waste** is set out in the following Table (Period 8 - £268k).

Assistant Director Highways and Waste	£'000
Expenditure	67,680
Income	(9,798)
Net Budget	57,882
Forecast	57,505
Variance	(377)

5.54 The forecast variance relating to the **Assistant Director for Highways and Waste** is set out in following Table. Explanations for the variances are provided below the Table.

Ref	Description	Budget	Forecast Variance	
			£'000	%
		£'000	£'000	
1	Employees	10,375	657	6.33
2	Supplies and Services	9,795	250	2.55
3	Transport	19,341	(559)	(2.89)
4	Third Party Payments	28,998	219	0.76
5	Income	(9,798)	(993)	10.13
6	Other	(829)	49	(5.91)
	Total	57,882	(377)	(0.65)

- 1) There is a pressure on Employees of £799k mainly relating to overtime and agency costs within Refuse and Recycling, work is ongoing to mitigate these pressures as part of a restructure. This is offset by a saving of £142k across the service due to vacant posts.
- 2) There is a pressure of £250k within Supplies and Services. This consists of a pressure of £65k relating to the Garden waste service (additional developer costs for ongoing direct debit solution) and £185k additional Highways maintenance and transport related work.

- 3) The main areas of spend within Transport relate to contract payments for Home to School Transport, Social Care Transport and Concessionary payments to transport operators.

The Department for Transport had requested that authorities continue to reimburse bus operators based on the average number of journeys in the winter months prior to the COVID-19 outbreak (December 2019 to February 2020).

The alternative is that the Council reverts to paying bus operators on the actual number of journeys. Reimbursing bus operators based on the average rather than the actual usage is estimated to be between £500k and £700k higher. The Council's support to the bus industry helps safeguard local bus services for residents throughout the pandemic and during the recovery period. The forecast underspend is £388k (13% of £2.868m Concessions budget).

The DfT are rebasing the reimbursement methodology for 2024/25 and announcements around this will be made later this year.

New bus service contracts to replace withdrawn commercial services and expansion of rural provision will now be introduced from April 2024, so limiting the costs incurred in 23/24. This, together with the high-level of Government grants which have been received has resulted in a £171k saving on the bus subsidy budget.

- 4) The main areas of spend relate to Waste Disposal (£17.470m), Street Lighting (£6.638m) and Highways Maintenance (£4.157m) and other third-party payments (£1.757m).

There are budgetary challenges with regard to Highways Maintenance and the increased requirement for repairs due to the deterioration of the highway network, together with the effect of inflation on the cost of services. Work is ongoing to identify how the service can be delivered differently in order to remain within the allocated budget; this may require a change in approach to maintaining the highways network.

There is a pressure of £219k within Third Party Services of which £254k relates to potholes and resurfacing required. There is also a pressure of £121k relating to the maintenance of grass verges. Work is ongoing to identify how the service can be delivered differently in order to remain within the allocated budget; this may require a change in approach to maintaining the highways network. There is a saving of £140k relating to the Waste disposal due to lower than anticipated tonnage levels and treatment costs. Other minor savings amount to £16k.

- 5) There is a favourable variance of £586k within income which relates to the Garden Waste subscription service performing better than initially predicted. It is worth noting that whilst subscriptions have gone up, the associated costs to deliver the service have also increased.

There is also additional income of £343k (112% of £307k Highways income budget) for Highways regulations and investigation searches arising

because of higher-than-expected residential developments coming forward, house sales and utility works. Other minor savings amount to £64k.

6) Other minor pressures amount to £49k.

Assistant Director Regulatory Services

5.55 The **Assistant Director Regulatory Services** includes Bereavement Services, Building Control and Local Land Charges, Emergency Planning, Environmental Health and Licensing, Trading Standards, Private Sector Housing and the Travellers Unit. The main income and cost drivers include the local economy and market for Building Control income, age/morbidity demographic rate for bereavement services (burials and cremations), public health demand for Environmental Health services, and legal/statutory obligations for building regulations and licensing. The forecast outturn position for the **Assistant Director of Regulatory Services** is set out in the following table (Period 8 - £294k).

Assistant Director Regulatory Services	£'000
Expenditure	7,486
Income	(4,249)
Net Budget	3,237
Forecast	2,969
Variance	(268)

5.56 The forecast variance relating to the **Assistant Director Regulatory Services** is set out in following Table. Explanations for the variances are provided below the Table.

Ref	Description	Budget	Forecast Variance	
		£'000	£'000	%
1	Employees	6,078	(414)	(6.81)
2	Premises	680	124	18.24
3	Income	(4,249)	12	(0.28)
4	Other	728	10	1.37
	Total	3,237	(268)	(8.28)

1) There is an underspend of £414k (6.81%) within Employees primarily relating to salary savings which is offsetting the pressure on agency costs to support service delivery across Regulatory Services pending the restructuring of the service during 2023/24. An MTFP saving for 2023/24 of £185k for the restructure within Regulatory Services was approved of which £155k has been identified, leaving a pressure of £30k which will be covered by vacancies across the service. Work is currently being undertaken within the service area to deliver the saving.

2) The main areas of spend relate to Grounds Maintenance £261k, Business Rates £135k, Utilities £215k and other premises costs of £69k.

There are pressures of £108k within premises relating to increased business rates and utility pressures in Bereavement Services. Other minor pressures amount to £16k.

- 3) The main income sources are Bereavement Services (£2.226m), Building Control and Local Land Charges Income (£1m), Licensing Income (£683k), other minor income sources which amount to (£340k).

The overall income forecast is a pressures of £12k. The forecast outturn for income from Bereavement Services is (£132k) higher than budget this is reflective of the 2022/23 outturn and activity levels remain similar in 2023/24. This is offset by a pressure on Building Control income where income levels are forecast to be £185k lower than budget with the forecast being based on 2022/23 activity levels due to a combination of unachievable income targets, market share reduction and the economic climate. Other minor savings amount to £41k.

- 4) Other minor pressures amount to £10k.

Place and Economy Management

- 5.57 This area includes the management costs for the Place and Economy Directorate and is forecasting a pressure of £66k due to agency costs and advertising (Period 8 - £66k).

Directorate Management	£'000
Expenditure	665
Income	0
Net Budget	665
Forecast	741
Variance	77

Enabling & Support Services

Finance, Performance, Procurement and Revenues and Benefits

- 5.58 The **Finance and Performance Service** is responsible for leading the management, development, performance and continuous improvement of all Finance, Audit and Risk services. The **Procurement Service** leads on all aspects of procurement delivery, category management, commissioning and contract management. The **Revenue and Benefits Service** is responsible for the collection of both Council Tax and Business Rates and in assessing, awarding and payment of benefits. The forecast outturn position for these services is set out in the following table (Period 8 – £1.418m).

- 4) The income budget relates to printing on behalf of third-party organisations. There is an anticipated pressure of £10k (Period 8 - £10k) as demand for these services has fallen.

Chief Information Officer

5.62 The **Chief Information Officer** is responsible for the delivery of efficient and effective management of all aspects of IT operations, Digital, IT programmes of work, IT commercial contracts and supplier relationships, IT Service delivery teams and for transforming the IT and Digital Services team. This includes managing IT services provided by West Northamptonshire Council. The forecast outturn position for the **Chief Information Officer** is set out in the following Table (Period 8 - £298k).

Chief Information Officer	£'000
Expenditure	10,407
Income	(2)
Net Budget	10,405
Forecast	10,784
Variance	379

5.63 The forecast variance relating to the **Chief Information Officer** is set out in following table and explanations for the variances are provided below the table.

Ref	Description	Budget	Forecast Variance	
			£'000	%
		£'000	£'000	
1	Employees	2,292	22	0.96
2	Supplies & Services	5,110	(27)	(0.53)
3	Third Party Payments	3,609	384	10.64
4	Other	(606)	0	0.00
	Total	10,405	379	3.64

- 1) Employee costs are forecast as a pressure of £22k (Period 8 - £100k). This comprises a pressure of £91k, arising from staff costs that were previously capitalised. These costs can no longer be treated as capital where the system is Cloud based, as this is a revenue cost. A further £268k pressure arises from agency costs and both are partially offset by forecast savings from vacant posts of £337k.
- 2) A saving of £27k is forecast in Supplies and Services, where the main areas of spend are software license costs, data line rental and telephone costs. The saving is made up of savings on software licences of £35k, mainly relating to Microsoft licences, offset by minor pressures of £8k.
- 3) Third Party Payments relate to the shared IT service with WNC. The pressure reflects estimated inflationary increases within this arrangement,

which amount to £384k (Period 8 - £384k). Detailed work is ongoing to identify and evaluate other pressures within the WNC IT Shared Service.

- 4) 'Other' relates to internal income recharges and these are forecast to be delivered on budget.

Customer and Governance

Assistant Director of Human Resources

- 5.64 The **Assistant Director of Human Resources** is responsible for the leadership, development and implementation of relevant strategies for the area and council, enabling the delivery of corporate HR priorities, including HR Advisory, Workforce Planning & Development, Learning & Development and Health & Safety. The forecast outturn position for the **Assistant Director of Human Resources** is set out in the following Table (Period 8 - £50k).

Assistant Director of Human Resources	£'000
Expenditure	5,469
Income	(1,537)
Net Budget	3,932
Forecast	3,882
Variance	(50)

- 5.65 The forecast outturn relating to the **Assistant Director of Human Resources** is set out in following Table:

Ref	Description	Budget	Forecast Variance	
			£'000	%
	£'000	£'000	£'000	
1	Employees	5,204	(66)	(1.27)
2	Supplies & Services	500	(53)	(10.60)
3	Third Party Payments	418	0	0.00
4	Other	(653)	(7)	1.07
5	Income	(1,537)	76	(4.94)
	Total	3,932	(50)	(1.27)

- 1) Employees budgets have forecast savings of £66k, which relate to transitional vacancies carried in year.
- 2) The main areas of spend in Supplies and Services arise from work on the Pay & Grading project (£100k) and I-learn licences (£91k) and both are forecast to be delivered on budget. There is a net forecast saving of £53k (Period 8 - £53k) arising from underspends against occupational health budgets (£40k) and other professional services budgets (£44k), partially offset by an increased demand for learning and development within the Adults Directorate (£31k).

- 3) The main area of spend in Third Party payments is the recharge from WNC for the shared Payroll function and this is forecast to be delivered on budget.
- 4) 'Other' relates to support service recharges. There are minor forecast savings totalling £7k.
- 5) Income is mainly generated through Inter Authority Agreements (IAA) with WNC and NCT and a net pressure of £76k is forecast. This arises from a pressure of £90k relating to apprenticeship delivery, partially offset by minor savings of £14k.

Assistant Director of Legal and Democratic Services

5.66 The **Assistant Director of Legal and Democratic Services** is responsible for developing and delivering a strong governance and ethical framework and the management of the internal Legal Services Team, Democratic & Election Services, FOI & Data Governance and Registration and the Coroners Services. The forecast outturn position for the **Assistant Director of Legal and Democratic Services** is set out in the following Table (Period 8 – £300k).

Legal Services	£'000
Expenditure	6,127
Income	(876)
Net Budget	5,251
Forecast	5,484
Variance	233

5.67 The forecast variance relating to the **Assistant Director of Legal Services** is set out in the following Table and explanations for the variances are provided below the Table.

Ref	Description	Budget	Forecast Variance	
			£'000	%
	£'000	£'000	£'000	
1	Employees	3,702	10	0.27
2	Supplies & Services	2,152	(15)	(0.70)
3	Third Party Payments	762	179	23.49
4	Other	(489)	(21)	4.29
5	Income	(876)	80	(9.13)
	Total	5,251	233	4.44

- 1) The forecast pressure on the Employees budget of £10k (Period 8 - £77k) is due to vacancies £1.339m (Period 8 - £1.272m), offset by the use of agency staff £1.349m (Period 8 - £1.349m). The majority of the use of agency staff is in Legal Services.

- 2) The main areas of expenditure within Supplies and Services are members allowances, ward initiative funds and external legal fees. There are minor forecast savings of £15k (Period 8 - £15k).
- 3) The main area of spend within Third Party Payments is the shared coroners service with WNC, where there is a forecast pressure of £179k (Period 8 - £179k).
- 4) 'Other' relates mainly to support service recharges, members travel expenses and staff mileage. There is a forecast saving of £21k (Period 8 - £21k) relating to a series of minor items.
- 5) The main areas of income are Legal fees (£200k) and Registration Services fees (£630k). There are also other minor income sources within the service (£46k). There is a forecast pressure of £80k within Registration Services due to a lower number of marriage ceremonies being delivered this year.

Assistant Director of Customer Services

- 5.68 The **Assistant Director of Customer Services** is responsible for leading and implementing the transformation and aggregation of all the Customer Service and Complaints teams and for setting the key priorities and direction for Customer Services and Complaints in line with the corporate plan. The role is also responsible for the leadership, development and implementation of customer and digital strategies for the council, to deliver an improved customer experience and the administration of the 'Blue Badges' parking scheme. The forecast outturn position for the **Assistant Director of Customer Services** is set out in the following Table (Period 8 – £185k).

Assistant Director Customer Services	£'000
Expenditure	2,338
Income	(108)
Net Budget	2,230
Forecast	2,045
Variance	(185)

- 5.69 The forecast outturn relating to the **Assistant Director of Customer Services** is set out in the following table.

Ref	Description	Budget	Forecast Variance	
			£'000	%
		£'000	£'000	
1	Employees	3,049	(158)	(5.18)
2	Supplies & Services	157	(27)	(17.20)
3	Other	(868)	0	0.00
4	Income	(108)	0	0.00
	Total	2,230	(185)	(8.30)

- 1) There is a forecast saving on Employees of £158k due to vacant posts within the Customer Service team (Period 8 - £140k).

- 2) Although the main area of spend within Supplies and Services relates to the issuing of Blue badges (£70k), the saving of £27k (Period 8 - £1k) arises from a series of minor budgets.
- 3) Other budgets are internal recharges and are expected to be delivered on budget.
- 4) The income budget relates to the issuing of blue badges (£80k) and rent from the NHS Phlebotomy unit in the Kettering Offices (£28k). These are anticipated to be delivered on budget.

6 Housing Revenue Account

- 6.1 Whilst North Northamptonshire Council must only operate one HRA it will, for a period of time, operate two separate Neighbourhood Accounts (Corby Neighbourhood Account and the Kettering Neighbourhood Account).

Corby Neighbourhood Account

- 6.2 The forecast position for the Corby Neighbourhood Account at the end of Period 9 shows an underspend of £264k (Period 8 - £158k underspend). This is summarised in the following Table:

Corby Neighbourhood Account			
	Current Budget 2023/24	Projection P9 2023/24	Forecast Variance
	£000	£000	£000
INCOME			
Rents - Dwellings Only	20,692	20,711	(19)
Service Charges	641	596	45
HRA Investment Income	148	148	0
Total Income	21,481	21,455	26
EXPENDITURE			
Repairs and Maintenance	6,440	6,755	315
General Management	5,438	4,895	(543)
HRA Self Financing	2,125	2,061	(64)
Revenue Contribution to Capital	4,875	5,061	186
Transfer To / (From) Reserves	807	807	0
Special Services	1,014	839	(175)
Other	782	773	(9)
Total Expenditure	21,481	21,191	(290)
Net Operating Expenditure	0	(264)	(264)

- 6.3 The forecast position for rental income from dwellings at Period 9 is £19k higher than budget – a rent gain of £68k is a result of the Right to Buy Sales being 15 less than the budgeted amount of 50 in 2022/23, resulting in a higher number of dwellings on 1st April 2023 resulting in a higher rental yield. RTB sales were budgeted at 50 the current forecast is 39 which results in a rent gain of £25k being the part year effect from RTB sales. The reduction is in part from the current economic climate and the increased costs in borrowing, however, this is reduced by a shortfall of £74k due to lost income from a higher void rate. The

number of sales and void rates are areas that will be closely monitored during the course of the year.

- 6.4 The pressure on income from Service Charges is £45k this is a result of a £19k increase in the budget not being realised and £26k of optional emergency alarm charges not being taken up in the sheltered schemes.
- 6.5 The forecast position for Period 9 includes a total reduction in expenditure of £290k (Period 8 - £190k). The movements are set out in Sections 6.6 to 6.10.
- 6.6 There are pressures on repairs and maintenance costs of £315k, which relate to the higher cost of general repairs (£316k), overspends on salaries due to agency costs (£30k), overspends on services costs due to disrepair claims (£139k), overspends on materials (£62k) and overspends on utilities (£32k). These are partly offset by savings on insurance of £50k and increased income from recharged services (£100k) and savings on equipment (£142k). There are other minor adverse variances of £28k.
- 6.7 There are savings of £543k in General Management and £175k in Special Services. This relates to salary savings due to vacant posts (£465k), savings on insurance (£194k), savings on services (£46k) and utilities (£42k) due to lower-than-expected costs. This is partially offset by an overspend on equipment (£30k). There were further minor favourable variances of £1k.
- 6.8 There is a saving of £64k against the HRA Self-financing line which relates to savings on loan interest charges due to loans not being enacted. This is as a result of a lower spend on the HRA capital programme resulting in a saving on interest costs.
- 6.9 The HRA holds a depreciation charge that recognises the cost of managing and maintaining the Council stock at the current level. This funding represents a revenue cost to the HRA that is then used to support the capital programme to deliver the required enhancements to the stock to keep it fit for purpose. The Revenue Contribution to Capital Expenditure (RCCO) as a minimum must equal the depreciation charge, owing to the increase in the value of the stock this has resulted in a higher depreciation charge of £186k, which will be available to fund future capital programmes.
- 6.10 There are savings within 'Other' of £9k which relates to the bad debt provision being £43k less than budgeted - owing to higher collection on arrears (Period 8 - £43k). This is partially offset by minor adverse variances of £34k.

Kettering Neighbourhood Account

- 6.11 The forecast position for the Kettering Neighbourhood Account at the end of Period 9 shows an overspend of £290k (Period 8 - £279k overspend). This is summarised in the following Table:

Kettering Neighbourhood Account			
	Current Budget 2023/24	Projection P9 2023/24	Forecast Variance
	£000	£000	£000
INCOME			
Rents - Dwellings Only	16,763	16,810	(47)
Service Charges	487	442	45
HRA Investment Income	21	21	0
Total Income	17,271	17,273	(2)
EXPENDITURE			
Repairs and Maintenance	4,632	5,062	430
General Management	2,988	2,668	(320)
HRA Self Financing	4,986	4,986	0
Revenue Contribution to Capital	3,268	3,604	336
Transfer To / (From) Reserves	(565)	(565)	0
Special Services	1,257	1,188	(69)
Other	705	620	(85)
Total Expenditure	17,271	17,563	292
Net Operating Expenditure	0	290	290

- 6.12 The forecast position for rental income from dwellings at Period 9 is £47k higher than budget – a rent gain of £67k is a result of the Right to Buy Sales being 14 less than the budgeted amount of 30 in 2022/23, resulting in a higher number of dwellings on 1st April 2023 resulting in a higher rental yield. RTB sales were budgeted at 30 the current forecast is 13 which results in a rent gain of £40k being the part year effect from RTB sales. The reduction is in part from the current economic climate and the increased costs in borrowing, however, this is reduced by a shortfall of £60k due to lost income from a higher void rate. The number of sales and void rates are areas that will be closely monitored during the course of the year.
- 6.13 There are pressures of £45k as a result of income from service charges being lower than budget.
- 6.14 The forecast position for Period 9 is a pressure in expenditure of £292k (Period 8 - £241k). The movements are set out in Sections 6.15 to 6.18.
- 6.15 There are pressures in Repairs and Maintenance of £430k, which relates to the higher cost for materials (£195k), overspends on salaries due to agency costs (£237k), overspends on services due to disposal costs (£21k) and subcontractor costs due to clearance costs (£70k). These are partly offset by savings on equipment costs (£14k) and cyclical maintenance costs (£95k). There are also minor adverse variances of £16k.
- 6.16 There are savings of £320k in General Management and £69k in Special Services. This relates to salary savings due to vacant posts (£373k); There were further minor favourable variances of £16k.

- 6.17 The HRA holds a depreciation charge that recognises the cost of managing and maintaining the Council stock at the current level. This funding represents a revenue cost to the HRA that is then used to support the capital programme to deliver the required enhancements to the stock to keep it fit for purpose. The Revenue Contribution to Capital Expenditure (RCCO) as a minimum must equal the depreciation charge, owing to the increase in the value of the stock this has resulted in a higher depreciation charge of £336k, which will be available to fund future capital programmes.
- 6.18 There are savings within 'Other' of £85k which relates to the bad debt provision being £85k less than budgeted - owing to higher collection on arrears (Period 8 - £98k). The contingency budget of £176k has been used in full to part fund the higher pay award.

7 Dedicated Schools Grant

- 7.1 The Dedicated Schools Grant (DSG) is a ring-fenced specific grant allocated to the Council by the Government to support a range of education related services.
- 7.2 The Department for Education (DfE) currently operate a four-block funding model for funding schools and pre-16 education including early years as set out in the following table:

Dedicated Schools Grant (DSG)			
Schools Block	Central Schools Services Block	High Needs Block	Early Years Block
The School's Block is the largest element of the DSG and is allocated to Schools and Academies for day-to-day spending in their individual budgets.	The Central Schools Block provides funding for local authorities to carry out central functions on behalf of maintained schools and academies.	The High Needs funding system supports provision for Children and Young People with Special Educational Needs and Disabilities (SEND) from their early years to age 25.	The Early Years Block provides funding for 2, 3 and 4-year-olds.

- 7.3 The original DSG Budget for 2023/24 amounts to £354.963m. After allowing for recoupment, which is where a local authority's DSG allocation is adjusted to reflect the grant that has been paid direct to academies. In July, the DSG allocation was revised to reflect a reduction of £537k, there was a reduction of £382k in the Early Years Block due to lower participation numbers, this was partially offset by a slight increase in the High Needs Block of £74k resulting from additional funding for special free schools. The DSG was further adjusted in the Nov allocation with a reduction of 6k to the High Needs Block as part of the import export allocation. The remaining reduction of £234k relates to the recoupment amount for the Schools Block and High Needs Block. The revised

net DSG budget for the Council is £120.587m. The forecast outturn is a pressure of £9.100m, this is summarised in the following Table:

Dedicated Schools Grants Forecast Outturn 2023/24								
Block	Gross Budget	July DSG Allocation Adjustment	Nov DSG Allocation Adjustment	Revised Budget	Recoupment	Net Budget	Forecast Net Spend	Variance
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Schools Block	270,284	0		270,284	222,910	47,374	47,374	0
Central Schools Block	3,287	0		3,287	0	3,287	3,666	379
High Needs Block	57,851	74	(6)	57,919	11,152	46,767	55,488	8,721
Early Year Block	23,541	(382)		23,159	0	23,159	23,159	0
Total	354,963	(308)	(6)	354,649	234,062	120,587	129,687	9,100

7.4 The national pressure on services to support the education of children with additional needs is well documented. This has been exacerbated by the ongoing impacts of COVID on children and young people's health and wellbeing. Many Councils are struggling to contain expenditure within the budget available to meet needs. The mitigation actions that are available often have front loaded costs and benefits are felt over the course of many years. Whilst funding has been increased, this has not reflected the full increase in needs that are being identified.

7.5 In the financial year 2022/23 NNC reported an overspend of £1.743m on the HNB. This was offset against the historic surplus of £2.573m brought forward from 2021/22. A net adjustment of £110k has been made to the reserves to reflect Early Years clawback, resulting in an opening reserves position of £720k. For 2023/24, pressures have continued to increase, and it is now forecast that the HNB will be overspent by £9.441m. The remaining reserves of £720k have been used to partly mitigate this, leaving a forecast overspend on the HNB of £8.721m. There's also a projected overspend in the central school's block, primarily attributed to the Schools Admissions services and School standards and effectiveness. The strain in these services is primarily related to staffing costs. The composition of these pressures prior to the use of reserves is as follows:

- The ongoing increase in the number of requests for Education, Health and Care Plans (EHCP), at Early Years and statutory school age, has exceeded the rate that was used in setting the budget, this pressure is forecast to be around £2.007m.
- Sufficiency issues in local SEND placements meaning greater use of Independent Providers at significantly higher cost, this pressure is forecast to be around £2.958m.
- The identification of historic commitments that remain outstanding and must now be paid is a one-off pressure and amount to around £500k.
- Pressures in Mainstream Top Ups are related to an ongoing increase in the number of requests for statutory assessment over and above the level budgeted for. By supporting mainstream schools to meet higher

levels of need, pressure is reduced on the specialist placement budgets, this pressure is forecasted to around £2.220m.

- Further analysis has been conducted on the Alternative Provision budget, the pressure is forecasted to be around £1.824m. This reflects the impact of the limited access NNC has to high quality AP places locally. As a result, more pupils are having to be provided with individual tutoring to ensure they have the required access to education. This significantly increases costs and restricts the breadth of curriculum that can be offered. Efforts are ongoing to create additional AP in NNC, including a strategic partnership with an outstanding Academy Trust that was brokered by DfE, and a bid for a new AP school in NNC, the outcome of which is due in Autumn 2023.
- The High Needs budget saw an increase due to an adverse movement in the import-export review and an increase in funding allocated to Special schools the net favourable effect was a £68k increase.
- The Central Schools Block covers funding allocated to LAs to conduct central education functions on behalf of pupils in maintained schools and academies in England. The School Standards and Effectiveness and School Admissions Services are both forecasting a pressure primarily relating to their staffing costs. The pressure is forecasted to be £379k.

7.6 Significant work has already been undertaken to put in place actions to mitigate pressures, these include:

- Collaborative work with two local special schools to create outreach service to support inclusion in mainstream settings and identify needs, and strategies to meet these, at the earliest opportunity.
- The creation of additional SEND places in Special Schools and Special School satellite provision on mainstream school sites.
- The creation of new SEND units in mainstream schools.
- Development of an early Years SEND provision.
- Partnership working with an outstanding Alternative Provision (AP) Academy Trust to create new capacity in NNC.
- Improved commissioning arrangements with independent providers to control costs and provide greater consistency of delivery.
- Joint commissioning work with health services to improve and widen provision of Speech and Language services.
- Greater focus on the Annual Review process to identify where needs have reduced or an EHCP is no longer required.
- Investment in the EHCP team to ensure needs are assessed in as accurate and timely manner as possible.

- Improved decision-making processes that ensure thresholds and funding decisions are robust and consistent.
- 7.7 This work is ongoing, and a key focus will be the identification of opportunities to create further capacity. NNC was not successful in a bid to DfE for a new Special Free School in the area, as such other routes to creating this capacity are being investigated. A separate bid for a Free AP provision is with DfE and an outcome is expected shortly.
- 7.8 Further opportunities to create SEND places are being developed in partnership with local Special and Mainstream schools. The impact of the outreach services is being assessed with a view to extending these and targeting resources as effectively as possible as part of a wider focus on inclusion. A simplification of EHCP funding through the adoption of a banded system will reduce pressure on the EHCP team and give schools and providers greater clarity and stability. The Education Case Management System will offer significantly improved financial functionality and rigour, improve parental access to information about the progress of an EHCP and create efficiencies in the EHCP process.
- 7.9 Where a local authority has an overall deficit on its DSG account at the end of the financial year, or where a surplus has substantially reduced during the year, they must provide information to the DfE about pressures and savings on the High Needs Budget as part of a DSG Deficit Management Plan. In addition, where there is a deficit, this will have an adverse impact on the Council's cashflow position and will impact on the resources available for investment – which will result in the investment income being lower.
- 7.10 Looking to 2024/25, it seems unlikely that any increase in government funding will meet the impact of the ongoing pressures identified, however the mitigation actions taken will continue to contribute to minimise these, but further actions will be required and the Schools Forum agreed to a transfer of funding from the Schools Block (SB) of the DSG to HNB, this amounts to circa £1.5m additional funding for the HNB. Forum will look at measures that will support inclusion in mainstream settings and provide challenge where any school may not be meeting this standard.
- 7.11 Identifying and meeting the needs of children and young people with SEND at the earliest opportunity and putting in place appropriate actions to meet these needs, remains the central focus of all of this work. Ensuring that the whole system works in an inclusive and joined up way is key to meeting this aspiration and to ensuring the efficient use of available resources to manage costs effectively.
- 7.12 At Spring Budget, the Chancellor announced additional funding for the existing early years entitlements worth £204m in 2023-24 (from September 2023) and £288m in 2024-25. This is for local authorities to increase hourly rates paid to childcare providers for the government's existing entitlement offers.
- 7.13 In July the Government announced that for 2023-24, that this will be distributed to LAs through a new standalone top-up grant called the Early Years Supplementary Grant (EYSG) the allocation received by NNC is £1.112m for

Sept 2023 to March 2024 and this will be allocated on a monthly basis out to providers. From 1st April 2024 the supplement grant will be removed, and the additional funding will form part of the base rate.

8 Conclusions

- 8.1 The P9 forecast for 2023/24 is an overspend of £10.121m (Period 8 - £8.552m) A contingency is held to help offset potential costs that were not known at the time of budget setting. Currently £1.524m of the contingency is available to meet further pressures. Service Directors will be working to mitigate these pressures in-year, including those of the Children's Trust. The Council also holds earmarked reserves which may be utilised if mitigations are not identified to fund the current pressures.
- 8.2 The key risks which are set out in the report will continue to be monitored and actions sought as required throughout 2023/24. The achievement of the approved savings targets is also integral to this process and will continue to be monitored and reported.

9 Implications (including financial implications)

9.1 Resources, Financial and Transformation

- 9.1.1 The financial implications are set out in this report. The current forecast position for the General Fund is an overspend of £10.121m (Period 8 - £8.552m) and the Housing Revenue Account is forecasting an overspend of £26k (Period 8 - £121k overspend), the Dedicated Schools Grant is forecasting a pressure of £9.100m (Period 8 - £9.019m).

8.2 Legal and Governance

- 9.2.1 The provisions of the Local Government Finance Act 1992 set out requirements for the Council to set a balanced budget with regard to the advice of its Chief Finance Officer (Section 151 Officer).
- 8.2.2 The robustness of the budget estimates and the adequacy of the proposed reserves were considered under Section 25 of the Local Government Act 2003 prior to the Council agreeing its 2023/24 budget.

8.3 Relevant Policies and Plans

- 9.3.1 The budget provides the financial resources to enable the Council to deliver on its plans and meet corporate priorities as set out in the Council's Corporate Plan.

8.4 Risk

- 8.4.1 The deliverability of the 2023/24 Revenue Budget is monitored by Budget Managers and Assistant Directors. Where any variances or emerging pressures

are identified during the year then mitigating actions will be sought and management interventions undertaken.

8.4.2 Details of pressures, risks and mitigating actions implemented will be provided as part of the finance monitoring reports as the year progresses. The main risks identified include demand led services such as Adult Social Care, children's services, and home to school transport together with the impact of high levels of inflation.

8.4.3 Whilst services will work hard to offset pressures, the Council holds a number of reserves to help safeguard against the risks inherent within the budget for 2023/24.

8.5 Consultation

8.5.1 The 2023/24 budget was subject to consultation prior to approval by Council in February 2023.

8.6 Consideration by Executive Advisory Panel

8.6.1 Not applicable.

8.7 Consideration by Scrutiny

8.7.1 The budget monitoring reports are presented to the Finance and Resources Scrutiny Committee for review after they have been presented to the Executive Committee.

8.8 Equality Implications

8.8.1 There are no specific issues as a result of this report.

8.9 Climate and Environment Impact

8.9.1 Among the new Council's priorities will be putting in place plans to improve the local environment and tackle the ongoing climate emergency. Where these have a financial impact then it will be reflected in the budget.

8.10 Community Impact

9.10.1 No distinct community impacts have been identified because of the proposals included in this report.

8.11 Crime and Disorder Impact

8.11.1 There are no specific issues arising from this report.

9 Issues and Choices

- 9.1 The report focuses on the forecast revenue outturn against budget for 2023/24 and makes recommendations for the Executive to note the current budgetary position and as such there are no specific choices within the report.

10 Background Papers

- 11.1 The following background papers can be considered in relation to this report.

Final Budget 2023/24 and Medium-Term Financial Plans, including the Council Tax Resolution, North Northamptonshire Council, 23rd February 2023.

Monthly Budget Forecast Reports to the Executive.

Appendix A							
Directorate	Assistant Director	Proposal Description	2023/24 £000	Red	Amber	Green	
Children & Education	Assistant Director Education	DFE SEND Review/Multi Agency SEND Self Assessment and Action Plan	Additional resources to meet the increase and clear the back log relating to Education and Health Care Plans. An additional amount of £700k was included in the 22/23 Budget.	(175)	(175)		
Children & Education	Assistant Director Education	Teachers Pensions	Budget Realignment for historical contribution for the Teachers Pensions Fund	(275)			(275)
Children & Education	Assistant Director Education	DSG Funding	Budget Realignment of the DSG contribution towards the historical contribution for the Teachers Pensions Fund	(462)			(462)
Children & Education	Commissioning & Partnerships	Additional Demand - Payments to other Establishments	Disaggregated Additional Demand - Payments to other Establishments Budget for Children, Families and Education, budget not utilised	(691)			(691)
Children & Education	Commissioning & Partnerships	Disaggregated Budget not required	Disaggregated Budget - budget not utilised	(412)			(412)
Adults, Health, Partnerships & Housing	Adult Services	CCG Discharge Packages Covid 19	Reversal of one off Covid Pressure relating to 2021/22	(513)			(513)
Adults, Health, Partnerships & Housing	Adult Services	Strengths based working	Transformation of adult social care pathways and processes to ensure focus on client outcomes, independence, better decision making and best practice approaches to reduce delays and spend.	(587)		(587)	
Adults, Health, Partnerships & Housing	Adult Services	Demographic and prevalence pressures adult social care	Reduction in demand due to Provider transformation Phase 1 - Specialist Care Centre	(1,189)		(1,189)	
Adults, Health, Partnerships & Housing	Adult Services	Staffing	Savings from review of wider staffing budget to fund Social Worker Market Forces	(100)			(100)
Adults, Health, Partnerships & Housing	Safeguarding and Wellbeing	Staffing	Disaggregation of Shared Lives to be managed within the wider provider services staffing	(23)			(23)
Adults, Health, Partnerships & Housing	Commissioning & Performance	Shaw PPP	Reduction in number of residential placements made in the independent sector owing to increase utilisation beds in PPP properties.	(1,192)		(1,192)	
Adults, Health, Partnerships & Housing	Commissioning & Performance	Shaw PPP	Increase utilisation of capacity within Discharge to Access	(1,058)	(617)	(441)	
Adults, Health, Partnerships & Housing	Commissioning & Performance	Contract Rationalisation	Increasing utilisation of framework providers for homecare and reduction of more expensive spot contracts	(67)			(67)
Adults, Health, Partnerships & Housing	Commissioning & Performance	Staffing	Saving of wider staffing budget to fund PBSS	(125)		(125)	
Adults, Health, Partnerships & Housing	Housing	Homelessness Policy Changes	Harmonisation of Homelessness Policies	(200)			(200)
Adults, Health, Partnerships & Housing	Housing	Maximisation of Grant	Capitalisation of posts for work relating to Disabled Facility Grants	(127)			(127)
Adults, Health, Partnerships & Housing	Director of Public Health	Realignment of Grant	Realignment of grant following disaggregation	(138)			(138)
Public Health & Communities	Communities	Income generation	Fees and Charges - Leisure	(195)			(195)
Public Health & Communities	Communities	Efficiencies	Legacy budgets no longer required	(42)			(42)
Public Health & Communities	Communities	Efficiencies	Review of Strategic Grants	(7)			(7)
Public Health & Communities	Communities	Staffing	Service Transformation	(360)			(360)
Public Health & Communities	Communities	Income Generation	External Funding for Events	(30)			(30)
Public Health & Communities	Communities	Efficiencies	Review of Neighbourhood Centres	(45)			(45)
Public Health & Communities	Communities	Income Generation	Introduce an E-Gym offer	(63)			(63)
Public Health & Communities	Communities	Income Generation	Repurposing of Public Health grant to fund wellbeing posts	(93)			(93)
Public Health & Communities	Communities	Public Health Grant	Grant funding to support services in addressing Public Health needs	(500)			(500)

Appendix A

Directorate	Assistant Director	Proposal Title	Proposal Description	2023/24 £000	Red	Amber	Green
Place & Economy	Growth & Regeneration	Increase in Fees & Charges	Increase in Fees & Charges	(10)			(10)
Place & Economy	Assets and Environment	Additional income	Garage Income	(10)	(10)		
Place & Economy	Assets and Environment	Assets & Environment redesign	Assets & Environment Service Improvement and Redesign	(95)		(95)	
Place & Economy	Assets and Environment	Grounds Maintenance	Operational changes to grounds maintenance costs & services	(57)		(57)	
Place & Economy	Assets and Environment	Grounds Maintenance	Purchase of equipment resulting in reduction in equipment hire charges	(15)		(15)	
Place & Economy	Assets and Environment	Grounds Maintenance	Purchase of equipment resulting in reduction in equipment hire charges	(30)		(30)	
Place & Economy	Assets and Environment	Pay/Salaries	Operational changes to cleaning services	(14)		(14)	
Place & Economy	Assets and Environment	Pay/Salaries	Operational changes to Council Buildings.	(31)		(31)	
Place & Economy	Assets and Environment	Rental Income	Additional income from rent reviews across the commercial portfolio.	(80)			(80)
Place & Economy	Assets and Environment	Enterprise Centre Business Case - Full year effects of previous decisions	Increase in income based on appointed operators business case.	(64)		(64)	
Place & Economy	Growth & Regeneration	Climate Change	Delivery of a range of climate change initiatives to reduce NNC's carbon footprint towards net zero	(250)			(250)
Place & Economy	Highways & Waste	Highways Contract	Demobilisation costs for existing highways contract - reverses one-off pressure which was reflected in the 22/23 Budget	(201)		(201)	
Place & Economy	Highways & Waste	Waste Management	Disposal tonnage - HWRC Residual Waste	(79)		(79)	
Place & Economy	Highways & Waste	Waste Management	Disposal tonnage - HWRC Wood Waste	(27)		(27)	
Place & Economy	Highways & Waste	Green Waste	Harmonisation of Green Waste Charges	(1,358)			(1,358)
Place & Economy	Highways & Waste	Promote food waste	Benefit of promoting the food waste service in the Corby and East Northants area	(50)		(50)	
Place & Economy	Highways & Waste	Refuse fees & charges	Increase refuse & recycling fees & charges	(135)		(135)	
Place & Economy	Highways & Waste	Highways fees & charges	Increase highways & transport fees and charges	(44)			(44)
Place & Economy	Highways & Waste	Review Litter bin network	Reduction in street cleaning costs	(5)			(5)
Place & Economy	Highways & Waste	HWRC Income	Increase income from HWRCs	(153)		(153)	
Place & Economy	Regulatory Services	Restructure	Rationalisation of service provision	(185)		(30)	(155)
Place & Economy	Regulatory Services	Specialist Equipment For Service Delivery	Base budget allocation for incident response released	(280)			(280)
Place & Economy	Regulatory Services	Increase in Fees & Charges	Increase in Fees & Charges	(227)		(227)	
Enabling Services	Finance & Performance	Pensions	Pension - Historical Pension Fund Deficit	(232)			(232)
Enabling Services	Finance & Performance	Pensions	Reduction in Employer's Pension Contribution Rate	(1,890)		0	(1,890)
Enabling Services	Finance & Performance	Pensions	Disaggregation of Legacy Pensions	(450)			(450)
Enabling Services	Finance & Performance	Housing Benefit Subsidy	Additional income relating to Housing Benefit Subsidy	(5)		(5)	
Enabling Services	Chief Executive's Office	Staffing	Staff Savings	(7)			(7)

Appendix A

Directorate	Assistant Director	Proposal Title	Proposal Description	2023/24 £000	Red	Amber	Green
Enabling Services	Chief Executive's Office	Communications	Communications - Savings on professional services not utilised.	(3)			(3)
Enabling Services	Chief Information Officer	ICT Disaggregation	Upfront work needed for ICT disaggregation - one-off, reversal of 2022/23 pressure	(100)			(100)
Enabling Services	Chief Information Officer	ICT Contract Rationalisation	Rationalisation of service contracts - largely mobile telephone contracts	(50)		(50)	
Enabling Services	Chief Information Officer	ICT application rationalisation	Rationalisation of service usage - largely Microsoft contract	(50)			(50)
Enabling Services	Human Resources	Pay and Grading Review	Delivery of Pay and Grading Review	(120)			(120)
Enabling Services	Legal Services	Fleet	Changes to the operational arrangements for the mayor	(19)			(19)
Enabling Services	Legal Services	Legal Income	Increase in Legal Income target	(150)			(150)
Enabling Services	Legal Services	Upper Tier Legal Services	Anticipated saving from bringing upper tier legal services in house	(100)			(100)
Enabling Services	Customer Services	Customer Services Replacement of Case Management System & Telephone System	Case management system and telephony replacement	(106)			(106)
Enabling Services	Customer Services	Uniforms	Reduction in Staff Uniforms	(8)			(8)
Enabling Services	Customer Services	Staffing	Transformation Staff Savings	(106)			(106)
Corporate	Corporate	Treasury Management	Reversal of Covid Pressure from 2021/22 for £342k - based on interest recovery by 2023/24	(342)			(342)
Corporate	Corporate	Treasury Management	Additional Income generated from higher than anticipated interest rates	(500)			(500)
Corporate	Corporate	Treasury Management	Reduced costs following the repayment of loans	(109)			(109)
			Total	(16,416)	(802)	(4,797)	(10,817)

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