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**North
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Council**

Meeting: Finance and Resources Scrutiny Committee
Date: Tuesday 10th May, 2022
Time: 7.00 pm
Venue: Council Chamber, Swanspool House, Wellingborough, Northants, NN8 1BP

To members of the Finance and Resources Scrutiny Committee

Councillors Mark Pengelly (Chair), Councillor Richard Levell (Vice-Chair), Valerie Anslow, Scott Brown, Jim Hakewill, Ken Harrington, Larry Henson, Ian Jelley, King Lawal, Paul Marks, Steven North, Mark Rowley and Malcolm Ward

Agenda			
Item	Subject	Presenting Officer	Page no.
01	Apologies		
02	Minutes of the Meeting held on 5 April 2022		5 - 10
03	Members' Declarations of Interest		
Items for discussion			
04	Budget Forecast 2021/22 as at period 11	Janice Gotts, Executive Director of Finance	11 - 34
05	Performance Indicator for Corporate Services 2021/22 as at period 11	Guy Holloway, Assistant Chief Executive	35 - 48
06	Progress of the Task & Finish Group for Maintained Nursery Schools (Verbal Update)		
07	Timetable Going Forward		
08	Close of Meeting		
<p>Adele Wylie, Monitoring Officer North Northamptonshire Council</p>  <p>Proper Officer Friday 29 April 2022</p>			

This agenda has been published by Democratic Services.

Committee Administrator: Raj Sohal

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Minutes of a meeting of the Finance and Resources Scrutiny Committee

Held at 7.00 pm on Tuesday 5th April 2022 in the Council Chamber, Swanspool House, Wellingborough, Northants, NN8 1BP

Present:-

Members

Councillor Mark Pengelly (Chair)
Councillor Valerie Anslow
Councillor Scott Brown
Councillor Jim Hakewill

Councillor Richard Levell (Vice Chair)
Councillor Larry Henson
Councillor Paul Marks
Councillor Malcolm Ward

Officers

Mark Dickenson

Assistant Director – Finance and Strategy,

Claire Edwards

Assistant Director – Finance Accountancy

Janice Gotts
Guy Holloway
Carol Mundy
Raj Sohal
Louise Tyers

Executive Director – Finance
Assistant Chief Executive
Senior Democratic Services Officer
Democratic Services Officer
Senior Democratic Services Officer

Also in attendance

Councillor Lloyd Bunday
Councillor Jason Smithers

Executive Member
Leader of the Council

34 Apologies

Apologies for absence were received from Councillors: Ken Harrington, Ian Jelley, King Lawal, Steven North and Mark Rowley.

35 Minutes of the Meeting held on 1 February 2022

RESOLVED that:

The minutes of the meeting held on 1st February 2022 were approved as a correct record.

36 Members' Declarations of Interest

The Chair invited those who wished to do so to declare interests in respect of items on the agenda.

No declarations were made.

37 Budget Forecast 2021/22 as at period 10

The Committee considered a report by the Executive Director of Finance, which set out the material financial issues identified in February 2021, based on income and expenditure at the end of January 2022.

During discussion, the principal points were noted:

- The report stated that the 100% relief rate had been reduced to 66%, and that this would level out over the course of the financial year. Members queried whether this had in fact levelled out since period 7 budget monitoring.
- Regarding the format of the report, members commented that in future, it would be helpful to receive information concerning the respective percentage amount of the budget each overspend and underspend related to. Officers agreed to incorporate percentage figures into future budget reports.
- The Chair queried when the Corby legacy accounts would be closed and signed off on for the 2021/22 year and similarly, whether officers anticipated any problems in this area.
- Regarding asset capital management, the Chair posited that it would be important for scrutiny to be aware of the authority's resources and assets.
- The report illustrated that the pressure on home-to-school transport had increased drastically since period 7 monitoring. Members queried what information had since come to light, to account for such a large increase in this pressure.
- Members queried how the additional pressure of £10k had arisen, relating to additional audit fees for Kettering.
- Regarding the Chester House Estate, members queried how officers had forecasted a break-even position for this asset, since an overspend pressure had initially been predicted in its original business plan.
- Members queried how the £655k underspend, outlined in the report, relating to the authority's commercial estate portfolio had been achieved.
- One member expressed concern regarding the financial scrutiny of the Northamptonshire Children's Trust. They noted that within six months of operations, the Children's Trust had not spent the carried-over reserve funds of £800K, and there was no indication of what such retained funds should have been spent on. Delete the following with no indication provided of what these retained funds were not spent on. The member posited that without sufficient staff and resources to operate effectively, the authority may be providing the Trust with funding it did not require. As a consequence, it was requested that the Finance and Resources Scrutiny Committee receive greater information relating to why such underspends were occurring, in order to determine whether Council funding should be redirected to other areas of need.

In response, the Executive Director of Finance clarified that:

- The relief rate had levelled out since period 7 however, the government had introduced additional relief. The authority would aim to draw this rate up towards the end of the year and did not anticipate any major issues.

- In net terms, the anticipated savings against the rate of inflation had been achieved.
- Delays in closing accounts had been inherited from the legacy authorities. This, in addition to issues with staff retention and resources, had caused a delay in the closing of the Corby accounts.
- Social distancing on public transport, as well as higher student numbers and contractors' quotes from revised contracts, had led to increased expenditure surrounding home-to-school transport.
- The £10k pressure pertaining to the Kettering audit had arisen as a result of additional required work. The authority had put forward representation to disagree with the auditors for additional levied fees however, through arbitration, a decision was taken independently that these costs were appropriate.
- Since the opening of the Chester House Estate, its performance had outperformed predictions, generating greater revenue and leading to a forecasted break-even position.
- The authority's commercial estate portfolio had performed better than anticipated. Therefore, the forecasted income for such assets was greater than the budgeted funding (a favourable variance of £655k).

RESOLVED that:

The Committee noted the report.

38 Performance Indicator for Corporate Services 2021/22 - Period 10

The Committee considered a report by the Assistant Chief Executive, which provided an update on the performance of the Council's corporate support services as at Period 10, as measured by performance indicators.

During discussion, the principal points were noted:

- Members queried why some performance indicators listed in the report were green but showed red arrows.
- Members informed officers that they would like to see greater detail against red performance indicators, to gain understanding of what was being done to improve services (such as action plans and timescales). The Chair suggested that if performance indicators remained red at multiple meetings, the Committee should invite service leaders to attend and address scrutiny.
- Members queried what an individual rights request was.

In response, the Assistant Chief Executive clarified that:

- Service areas that performed well were illustrated as green however, if performance appeared to be deteriorating, red downward directional arrows were placed on these indicators. Similarly, services that had not performed well but were improving received indicators to demonstrate improvement.
- Officers would seek to improve the level of detail, pertaining to performance indicators, provided in Committee reports.
- An individual rights request would allow North Northamptonshire residents to access any information the authority might hold on them, existing across multiple service areas and databases.

RESOLVED that:

The Committee noted the report.

39 Proposed Corporate Plan Performance Indicator set for Corporate Services 2022/23

The Assistant Chief Executive invited members of the Committee to review and provide feedback on the proposed Corporate Plan Performance indicators for corporate services 2022/23.

During discussion, members queried:

- Whether it would be possible to pay invoices owed to smaller local suppliers more quickly than to larger corporations, since these smaller businesses may require cash flow sooner.
- Whether the Committee should scrutinise the carbon footprint of North Northamptonshire Council and how it could be mitigated.

In response, the Assistant Chief Executive clarified that:

- While the fulfilment of invoices may have a larger impact on smaller businesses, the authority aimed to pay all suppliers as quickly as possible.
- A range of new indicators relating to the authority's carbon footprint management had been included in the report that previously went to the Scrutiny Commission. The Climate Change, Environment and Growth Executive Advisory Panel also sought to identify indicators and set targets for reducing the Council's carbon footprint. The authority would need to carry out work around carbon counting, to assess the impact.

The Leader of the Council assured the Committee that it was important to the Executive, as a whole, that the authority utilised its budget spend locally, wherever possible. Regarding carbon management, he explained that it would be necessary for North Northamptonshire Council to first establish its current baseline of emissions, to determine carbon targets and reduce its carbon footprint.

RESOLVED that:

The Committee noted the report.

40 Scrutiny Annual Report 2021/22

The Democratic Services Officer invited members of the Committee to contribute and comment on the Scrutiny Annual Report for 2021/22.

The Chair suggested that members liaise with officers outside of the meeting, to provide ideas for scrutiny, in drafting the report.

During discussion, members suggested that:

- Statutory guidance on overview and scrutiny should also include and extend to Executive Advisory Panels.
- It would be useful to see whether the key issues arising from the Scrutiny Conference had been narrowed down, to identify the scope of issues to be scrutinised by the Finance and Resources Scrutiny Committee and Scrutiny Commission, respectively.

RESOLVED that:

The Committee note the report and provide feedback to the relevant officer to enable the Annual Scrutiny Report to be completed.

41 Items for future discussion:

The Executive Director of Finance explained to the Committee that the budget should be finalised around September or November 2022. She suggested that members should begin to scrutinise the budget depending on which specific areas they would want to look at. A timetable for budget scrutiny would be drawn up and shared with the Committee. In the meantime, officers would continue to assess potential existing shortfall.

The Executive Director also clarified that in July 2022, the Committee could look at the Northamptonshire Children's Trust budget outturn position for 2021/22. Then again, in September, once final indicative figures had been established - before final decisions would be made in November.

Arising from the Executive meeting held on 29th March 2022, it was resolved that the Finance and Resources Scrutiny Committee would scrutinise maintained nursery provision. It was agreed that a task and finish group be established to scrutinise maintained nurseries.

The Chair assured the Committee that he would liaise with members to determine the membership and scoping of such task and finish group. He also asked when the internal audit of the maintained nurseries, agreed by the Executive, would take place.

The Executive Director clarified that the Internal Audit would take priority but wasn't sure how long this would take to complete, she expected it would be towards the end of July.

42 Close of Meeting

There was none.

Finance and Resources Scrutiny Committee 10th May 2022

Report Title	Budget Forecast 2021/22 as at Period 11
Report Authors	Janice Gotts Executive Director of Finance Janice.gotts@northnorthants.gov.uk
Lead Member(s)	Councillor Lloyd Bunday, Executive Member for Finance and Transformation

List of Appendices

Appendix A – Savings Schedule

1. Purpose of Report

- 1.1. The revenue budgets (2021/22) and Medium-Term Financial Plans for North Northamptonshire Council for the General Fund and the Housing Revenue Account were approved by the Shadow Authority at its meeting on 25 February 2021. The purpose of this report is to set out the forecast outturn position for the Council based on the Period 11 monitoring forecasts for the General Fund and the Housing Revenue Account.
- 1.2. The monitoring report sets out the material financial issues identified since the 2021/22 budget was set in February 2021, based on the income and expenditure as at end of February 2022 (Period 11) and the views of the budget managers.
- 1.3. The report recognises that the forecast outturn position is based on comparatively early indications of spend in the new Council. As previously reported, work is continuing to examine the spend and activity data, including the staffing details and forecasts, against the available budgets to ensure that the position presented is robust. This has also helped to shape the medium-term financial plan.
- 1.4. Some areas remain unchanged from Period 10 and the detail of those variations is included within the report for completeness.
- 1.5. This report was submitted to the Executive for consideration at its meeting on 14th April 2022.

2. Executive Summary

- 2.1 The report provides commentary on the Council's current forecast financial outturn position for 2021/22 for both the General Fund and the Housing Revenue Account. With the move to a new Unitary Council from 1 April 2022 and the continuing issues presented by COVID-19, financial forecasting remains challenging. The Council will continue to assess and refine the forecasts on a regular basis using the latest intelligence available. The forecast presented in the report is based on the best available data and information of the operations of the Council and the expected impact of the pandemic. However, determining the outturn under the current circumstances presents an element of risk which will continue to be closely monitored during the financial year.
- 2.2 As a new Unitary Council there are a number of areas which will impact on the forecast outturn that are still to be finalised. Most notably from a finance perspective these include the charging arrangements for the lead/host arrangements between West Northamptonshire Council and North Northamptonshire Council following Local Government Reorganisation; the forecasts for these areas are not yet available from the hosting authority. Therefore, these services remain forecast at budget at this stage with work continuing between the two authorities to confirm the charges.
- 2.3 The balances on the reserves brought forward to the Council will not be complete until the accounts of its predecessor Councils are signed off. The following Table provides an update on the current position for the four former Council's in North Northamptonshire;

Legacy Authority	2019/20	2020/21	Comments
Kettering	Completed	Completed	
Wellingborough	Completed	Completed	
Corby	Audited	Draft Accounts	Awaiting outcome of asset valuation to sign off accounts for 2019/20. Draft accounts for 2020/21 being finalised.
East Northants	Audited	Draft Accounts	Awaiting outcome of asset valuation and opinion on legal case to sign off accounts for 2019/20. Draft Accounts have been Issued. Audit to commence early June.

3. Recommendations

- 3.1 It is recommended that the Finance and Resources Scrutiny Committee:
- Notes the content of the report
 - Notes the recommendations approved by the Executive at its meeting on 14th April when considering the report on the budget forecast position as at Period 11, and which are set out below:

- Note the Council's forecast outturn position for 2021/22 as summarised in section 4, alongside the further analysis, risks and other considerations as set out from section 5 of the report onwards.
- Note the assessment of the current deliverability of the 2021/22 savings proposals in Appendix A.
- Approve to contribute up to £742k to external leisure providers as set out in section 5.34 - 5.40 of the report with any remaining budget moved to a reserve to smooth any future pressures.
- Note that the Council has been allocated £561,450 of grant funding for the Discretionary Council Tax Rebate scheme as set out in paragraph 5.92 and delegate authority to the Executive Member for Finance and Transformation in consultation with the Executive of Director Finance to develop a discretionary scheme for the allocation of this funding.

3.2 Reason for Recommendations – to note the forecast financial position for 2021/22 as at Period 11 and consider the impact on this year and future years budgets.

4. Report Background

General Fund

4.1 The Council's Revenue Budget for 2020/21 was set at the meeting of the Shadow Authority in February 2021. The overall outturn forecast for the General Fund for 2021/22, as at Period 11 is a forecast underspend of £1.908m against the approved budget of £292.5m. This is summarised in the table below:

General Fund Forecast Outturn 2021/22			
	Net Budget	Forecast Position at 31/03/22	P11 Forecast Variance at 31/03/22
	£'000	£'000	£'000
Net Total Available Resources	292,505	292,505	0
Total Corporate Budgets	23,950	23,950	0
Children's & Education	59,498	59,498	0
Adults Communities & Wellbeing Services	120,581	121,200	619
Place & Economy	54,617	53,468	(2,149)
Enabling & Support Services	33,859	33,481	(378)
Total Directorate Budgets	268,555	266,647	(1,908)
Total Budget	292,505	290,597	(1,908)
Net Position 2021/22	0	(1,908)	(1,908)

4.2 The forecast underspend as at Period 11 of £1.908m is a favourable movement of £959k since the last report to Executive (Period 10) where an underspend of £949k was reported. The following table summarises the movement.

General Fund Forecast Movement (Period 10 v Period 11)				
	Report Reference	P10 Variance £000	Movement in Forecast £000	P11 Variance £000
Adults	5.13 – 5.33			
Adults – Commissioning	5.13 – 5.26	(227)	0	(227)
Adults – Public Health	5.27 – 5.29	596	0	596
Adults – Housing & Community	5.30 – 5.33	250	0	250
Place – Growth & Regeneration	5.46 – 5.50			
Place – Planning Service	5.46	480	100	580
Place – Temporary Toilets	5.47	36	0	36
Place – Markets	5.48	16	0	16
Place – Joint Planning Unit	5.49	0	(224)	(224)
Place – Growth and Regeneration Other	5.50	141	(249)	(108)
Place – Assets & Environment	5.51 – 5.61			
Place – Car Parking Income	5.51 – 5.53	538	113	651
Place – Facilities Management	5.54 – 5.57	495	(179)	316
Place – Commercial Income	5.58	(655)	(179)	(834)
Place – Transport	5.59	(480)	0	(480)
Place – Assets & Environment Other	5.60 – 5.61	104	(2)	102
Place – Highways & Waste	5.62 – 5.104			
Place – Highways	5.62 – 5.63	331	(146)	185
Place – Waste Management	5.64 – 5.69	(1,259)	(153)	(1,412)
Place – Concessionary Travel	5.70 – 5.72	(842)	0	(842)
Place – Bus Service	5.73 – 5.76	7	9	16
Place – Transport	5.77 – 5.79	610	125	735
Place – Highways Other	5.80	(116)	(9)	(125)
Place – Regulatory	5.81 – 5.79			
Place – Emergency Planning	5.81 – 5.82	(556)	0	(556)
Place – Trading Standards	5.83	86	(9)	77
Place – Environmental Health	5.84	(174)	(47)	(221)
Place – Other Regulatory	5.85 – 5.86	(131)	70	(61)
Enabling Services	5.87 – 5.105	(199)	(179)	(378)
Total		(949)	(959)	(1,908)

Housing Revenue Account

- 4.3 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.
- 4.4 Within North Northamptonshire prior to 1 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.

4.5 The Council's overall outturn forecast for the Housing Revenue Account as at Period 11, is a forecast underspend of £192k (Period 10 pressure of £116k) against the approved budget of £35.150m. 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 2021/22				
Directorate	Expenditure	Income	Net	P11 Forecast Variance at 31/03/22
	£'000	£'000	£'000	£'000
Corby Neighbourhood Account	19,647	(19,647)	0	(112)
Kettering Neighbourhood Account	15,503	(15,503)	0	(80)
Net Position 2021/22	35,150	(35,150)	0	(192)

5. Overview of Forecast Position 2021/22

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 February 2022 94.94% of Council Tax had been collected. The Council has re-introduced debt collection procedures for Council Tax following their suspension during 2020/21 as a result of the uncertainties posed by COVID-19 at that time.
- 5.2 Business Rates collection is 91.89% at the end of February 2022. The sum of Business Rates collected is particularly impacted by the volatility of appeals and the effect of COVID-19. Currently, a number of businesses are in receipt of business rates relief and other financial support because of COVID-19. The Government for the first three months of the 2021/22 financial year (April to June) extended the 100% relief available throughout 2020/21 so that there is 100% business rate relief for properties in the retail, hospitality and leisure sectors. From July 2021, those properties will get 66% relief until March 2022. The impact of extended retail relief and the change from 100% relief to 66% during the year, aligned with the need to reapply for relief, has lowered the collection rate at this point in time, however, it is expected that this will level out over the year. Further to this the Government has recently announced further reliefs for the hospitality and leisure sector to run until March 2022. This was reported to Executive at its meeting on 13 January 2022.

- 5.3 It is unknown how businesses will be affected in the longer term following the reduction / cessation of financial support. Further to this discretionary rate relief applications have been issued and the impact of the subsequent awards is likely to be positive on the collection rate.

Corporate Resources

- 5.4 The total net budget for Corporate Resources is £23.950m which consists of the contingency budget and budgets for treasury related costs.
- 5.5 The contingency budget is held to meet unforeseen or unplanned/unbudgeted costs. The balance on the contingency budget as at Period 11 is £3.619m which is unchanged to that reported in Period 10.

Directorate Budgets

- 5.6 This section of the report provides an analysis of the forecast variations against the 2021/22 General Fund for each of the Directorates as set out in the table at paragraph 4.2.

Children's and Education Services – Balanced

- 5.7 The net revenue budget for Children's Services is £59.498m which includes the Northamptonshire Children's Trust and Education Services not funded by the Dedicated Schools Grant.
- 5.8 The budgeted figure for the Children's Trust is £137.18m for 2021/22. This is split £60.57m (44%) to North Northamptonshire Council and £76.61m (56%) to West Northamptonshire Council. The original contract for the services of the Trust will run for 17 months to 31 March 2022. It is currently forecast that the outturn position for the Trust will be within the contract sum, which has been confirmed with the Trust.
- 5.9 The Children's and Education Services remaining in the Council include the Intelligent Client Function for the Northamptonshire Children's Trust and the Local Authority statutory education functions as listed below:
- 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 Child Care
- 5.10 The full year effect of prior year savings decisions already built into the budget is £1.7m with the bottom line having been adjusted to reflect this planned level of savings. The savings include improving the edge of care support and intervention (£400k), working to minimise the amount of time a child is in care (£300k), step down from high end residential placements to fostering placements (£200k), reduced requirement for inflation (£300k), reducing agency staff (£100k) and capacity building within foster care (£400k). These services

and savings are currently being delivered through Northamptonshire Children's Trust.

- 5.11 The forecast outturn is for a balanced budget across Children's and Education Services which includes the delivery of the savings targets. The situation is kept under review and the Finance Director for the Trust is meeting regularly with senior finance officers of both North and West Northamptonshire Councils to provide a detailed update on the budget position. The Children's Trust at the end of Period 10 is showing a pressure of £3.461m (across the County). This may, in part, be mitigated through bids for COVID related funding totalling £2.631m. These bids are currently being considered by both the Unitary authorities. If the bids are successful, then the overspend would reduce to £830k, which would be met using the carry forward reserve within the Trust and which relates to the period November 2020 to March 2021. However, if the bids are not successful, then any balance which cannot be funded through financial capacity and mitigations within the Trust will be met from Council resources, in line with the agreed funding arrangements. The main pressure item within the Trust's budget continues to relate to the numbers and costs for Looked After Children placements.

Adults, Communities and Wellbeing Directorate - Forecast overspend of £0.619m

- 5.12 The net revenue budget covers Adult Social Services, Community Services and Public Health and Wellbeing and totals £120.581m in 2021/22. Significant work continues to be undertaken to understand the likely ongoing commitment to packages of care within the Council following disaggregation and the impact of the pandemic. The details of the forecast are set out in the paragraphs which follow and are in line with those previously reported.

Adult Social Care, Safeguarding and Wellbeing and Commissioning and Performance Services – Forecast underspend £227k.

- 5.13 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.
- 5.14 Care can take in 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.
- 5.15 The service has supported an uplift award ranging between 2.2% and 2.65% to care providers for providing care packages on framework rates during 2021/22, this is expected to cost approximately £1.2m during the year which has been

met through additional investment in Adult Social Care as part of the 2021/22 budget setting process.

- 5.16 At this point in the year, whilst there is some capacity for further net growth in care costs there remains a risk to the financial position from the volatility of demand predominantly due to underlying care conditions and the ongoing pressures on the care sector from the pandemic.
- 5.17 Within Adult Social Care there is £1.3m for demographic growth of which £0.3m relates to Mental Health Services; these are driven by the forecast number of additional clients requesting care. The past four years' growth in adult social care costs in Northamptonshire have tended to be driven by two factors, general market inflation (predominately wage related) and acute care needs for existing clients, rather than increased clients due to demographic changes. However, it is too early to confirm whether this trend will continue in North Northamptonshire.
- 5.18 COVID-19 has had a significant impact in Adult Care budgets with additional pressures forecast in 2021/22 of £4.6m of which £3.9m relates to CCG discharges in to care facilities as part of the rapid response discharge process from hospital and £0.7m relates to pressures within the Mental Health Pooled Fund. There are budgeted care related savings of £4.4m proposed to be delivered by Adult Social Care in 2021/22. Prior year savings of £2.1m are also assumed to be delivered. The 2020/21 savings were not achieved in full due to the impact of the COVID-19 pandemic, however due to a revised phasing methodology adopted as part of the 2021/22 budget proposals this has partly been mitigated down to £1.1m, and it is currently forecast that these will be met in 2021/22. The position will continue to be monitored throughout the year.
- 5.19 The existing savings programme includes saving proposals being delivered over a number of financial years. These include savings proposals that formed part of the Future Northants Transformation Programme covering:
- Admissions Avoidance Service (£1.9m), which is a new service (initially funded by the business rates pilot fund) provided by Adult Social Care with health partners. The Admission Avoidance care model focuses on patients/clients presenting at acute hospitals with relevant conditions who can be rapidly assessed, diagnosed and treated without being admitted to a ward, if clinically safe to do so. Currently the Crises Response Team supports the back door discharges at the acute hospitals, where Admission Avoidance will focus on the significant opportunity to provide care on/at the front door to avoid hospital admissions and care costs increases client outcomes. These savings have been adversely impacted in 2021/22 as a result of COVID-19, however they have been mitigated in part through early discharge income.
 - Strength Based Working Project (£2.2m) which is the Transformation of Adults Services pathways and processes to ensure focus on client outcomes, independence, better decision making, and best practice approaches reduce delays and spend.
- 5.20 Additional savings for 2021/22 total £0.6m and cover Learning Disability Provider Framework efficiencies, Specialist centre for Step down Care Mental

Health and Acquired brain injury, Prevention contract cessation/redesign and Sheltered Housing Contracts cessation/redesign.

- 5.21 The current forecast is a £227k underspend against budget as set out in the paragraphs which follow. However, it should be noted that further work is being undertaken within the service to review the service users assigned from the County to each of the successor Councils (North and West) at vesting day as well as the potential care commitments that are included within the position as both may impact on the forecast.
- 5.22 Specialist and Complex - Mental Health - forecast underspend of £1.5m. This is the result of clients transferring from the Mental Health Pool previously managed by the CCG and which Northamptonshire County Council gave notice to withdraw from the pool arrangements as at 31 March 2021. The disaggregation of the County Council budget was based on an initial analysis of the ordinary residence of 40% of the pool clients which suggested that the mix of pool clients included 45% to North Northamptonshire. However, analysis of the actual clients transferred is currently at c30% and therefore is forecasting an underspend against the allocated budget. Obviously, this service, like most services within Adult Social Care, is subject to demand fluctuation.
- 5.23 Specialist and Complex - Older People - there is a forecast pressure of £2.1m (variance of 3% against budget) against older people services which is related to the mix (costs) of clients and the number of clients, within this financial year compared to the bought forward disaggregated budget from 2020/21.
- 5.24 Specialist and Complex - Mental Health - there is a forecast underspend of £0.5m related to underlying Adults only Mental Health clients (non-pool) due to reduced number of actual clients being provided a service by the Council compared to the disaggregation analysis. The original disaggregation assumed 59% of the Countywide clients would be North Northamptonshire clients but to date c46% have transferred to the Council.
- 5.25 Additional income of £227k has been received from health partners to cover the first 4 weeks of care following hospital discharge covering costs already forecast within Older Persons Residential & Nursing care.
- 5.26 Other variances across the directorate total a forecast £0.1m underspend.

Public Health – Forecast pressure £596k

- 5.27 Public Health and Wellbeing is currently leading Northamptonshire's response to the COVID-19 pandemic. The gross expenditure budget is funded by Public Health England.
- 5.28 The service is working with a number of funding streams that have been made available as a result of COVID-19 such as the Contain Outbreak Management Fund. The potential commitments against such funding streams are influenced by the incidence of COVID-19 cases which may change the priority and profile of spend against this funding.

- 5.29 A forecast pressure of £0.596m is reported and this reflects the split between grant and expenditure following disaggregation of the Public Health budget, this remains unchanged from that previously reported.

Housing and Community Services – Forecast pressure £250k

- 5.30 Housing and Community Services includes provision of housing services and support for homeless people. It also 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. The forecast remains in line with the previous report.
- 5.31 There is a forecast £0.1m pressure related to staffing costs within Housing, Homelessness and Community Leisure services due to the high level of temporary staff currently employed covering permanent posts due to a number of factors such as vacancies, maternity leave, etc. This is being reviewed by the service at present and exploring ways of mitigating costs.
- 5.32 The forecast also includes a pressure of £0.6m related to a reduction of income for leisure services mainly at the Corby International Pool (£0.3m) and Corby Lodge Park Sports Centre (£0.2m) with a further £0.1m in other areas, due to the current restrictions on visitor numbers. This is in part offset by lower staff costs which are estimated to be around £0.2m. The service has made a claim against COVID-19 funding which is available from Government until the end of June. This will reduce the pressure by £250k which has been included in the forecast.
- 5.33 The Chester House Estate has now had a successful go-live event. The revised Business Plan had projected a £115k pressure in the first six months of trading to the end of the 2021/22 financial year. The latest forecast indicates a position closer to breakeven, which will not require the use of contingency as planned, however West Northamptonshire Council has confirmed its intention to withdraw from the service as of 23rd October 2021 and there will be a reduction in contributions as a result, which will be met by North Northamptonshire Council. This shortfall will be around £99k for a full year and will amount to £41k for 2021/22.

Leisure

- 5.34 A budget of £962k was agreed by North Northamptonshire Council Shadow Authority in 2021/22 for “additional pressures relating to the running of leisure centres in NNC”. £850k of this related to externally operated leisure facilities. Payments were only to be made to leisure contractors based on receipt of their full open book accounts and evidence of costs and agreements were reached to support the leisure services contractors up to 31 March 2021.
- 5.35 In addition to the Council’s Covid funding three sovereign councils with outsourced leisure contracts all applied for National Leisure Recovery Funds (NLRF) to support their leisure services operators. This grant application was successful an amounted to £352k for the period 1 April 2021 onwards when

North Northamptonshire Council came into being, the balance of this funding currently amounts to £267k.

- 5.36 During this period Leisure services contractors have provided a full set of financial forecasts to the Council for the period 1 April 2021 to 31 March 2022 showing their estimated contract deficits during this period of recovery. These all show that the contract deficit position would improve month on month based on their ability to generate higher levels of income as customer confidence levels returned, social distancing requirements were relaxed, and they had the ability to provide services similar to pre-covid operating conditions.
- 5.37 However, all leisure contracts show an expected deficit position up to 31 March 2022 and therefore operators are still seeking financial support from the Council. This support is estimated to be up to £742k.
- 5.38 A Decision is required to agree to utilise the remaining NLRF funding along with the Covid funding allocated in the Councils budget for 2021-22 to support additional pressures relating to the running of leisure centres in North Northamptonshire.
- 5.39 This funding is already included in Leisure Services cost centres and has been forecasted as being committed for this financial year to cover the expected costs from contractors.
- 5.40 It is proposed that the remaining balance of £375k be moved to a reserve to smooth any future leisure pressures.

Place and Economy - £2.149m Underspend

- 5.41 The Place and Economy net budget totals £54.617m and is forecasting an underspend of £2.149m, which is a favourable movement of £780k from Period 10. Place and Economy covers the following four areas:
- Growth and Regeneration
 - Assets and Environment
 - Highways and Waste
 - Regulatory Services
- 5.42 Services within Asset and Capital Management include the management of the Council's corporate assets and capital programmes, together with the effective management of the Council's strategic assets and landholdings.
- 5.43 Other key components within Place and Economy are Waste Management, Highways and Transportation, (including the Streetlighting PFI), Economic Development, Infrastructure and Funding, Trading Standards and Flood and Water Management.
- 5.44 Within Place the key budgets affected by demand/volumes are Home to School Transport, Concessionary Fares and Waste Disposal and Collection. The Directorate also includes responsibility for the Council's commercial estate which will often be influenced by economic conditions.

- 5.45 The Service has a forecast underspend of £2.149m which consists of the following main movements as outlined in the paragraphs below

Growth & Regeneration – £300k pressure

Planning Fees Income - £580k Pressure

- 5.46 Income from Planning Fees is forecast to be lower than budget, the forecast pressure is £253k this is an increase of £215k from Period 10. Consultancy & legal costs have reduced by £67k from £76k in Period 10 to a pressure of £9k. Staffing pressures relating to Development Management due to agency costs covering vacant posts and increased workload across the service has reduced by £48k from £366k in Period 10 to £318k. This is an area that remains difficult to predict in the current economic climate and is one that will continue to be closely monitored. This results in an increased pressure of £100k from Period 10.

Temporary Toilets - £36k pressure

- 5.47 During COVID-19 temporary toilets were set up at Meadow Road in Kettering and these are expected to remain until the end of the year resulting in an additional pressure of £36k (Period 10 was £36k).

Markets - £16k Pressure

- 5.48 The responsibility for the markets is being transferred to Kettering Town Council (KTC) and the net impact is forecast to be around £16k, unchanged from last month, as the costs associated with managing the market will also transfer to Kettering Town Council.

Joint Planning Unit (JPU) - £224k Underspend

- 5.49 The Joint Planning Unit forecast an underspend of £224k as the budget will not be utilised in full for 2021/22, this is due to peaks and troughs in the work being undertaken by the JPU.

Minor Variances - £108k Underspend

- 5.50 Other minor variances relating to Growth and Regeneration amount to £108k in Period 11.

Assets and Environment – £245k Underspend

Car Parking Income - £651k Pressure

- 5.51 As previously reported in Period 10 there was a forecast pressure for car parking income in relation to Kettering following the suspension of charges for a number of months, this estimated pressure remained the same in Period 10 at £158k. Car Parking charges were reintroduced from 9 August following the removal of COVID-19 restrictions on 19 July. For Period 11 the income has been revised based on actuals received to date. This has resulted in the pressure increasing by £102k to £260k

- 5.52 There is also a forecast net pressure in Period 11 of £135k (Period 10 £135k) for Corby car parking income as, although charging is in place, receipts have been lower than would normally be expected. The Council will seek support from the Government Scheme to reimburse Local Authorities for lost income which is paid at 75% once the Council has met losses equivalent to 5% of the budget. This funding is only payable in respect of claims for losses in the first quarter of 2021/22 and is not available where Councils have chosen to suspend car parking charges. This is reflected in the forecast net pressure. There is a further pressure of £46k (Period 10 £35k) relating to additional costs for maintenance work at the car parks in Corby.
- 5.53 The forecast pressure on the number of Fixed Penalty Charges for on-street parking in Period 11 is estimated to be £210k (Period 10 £210k).

Facilities Management - £316k Pressure

- 5.54 There is a reduction in income due to the expiry of a lease at Eaton Walk in May 2021. The year-to-date impact of this is a loss of income is £143k (Period 10 £143k). In addition, there is an underspend on street lighting of £5k (Period 10 £16k), offset by minor pressures elsewhere in the service of £75k (Period 10 £75k). This reflects a saving on the budget for repairs and maintenance works.
- 5.55 Further pressures in facilities management relating to one-off maintenance at Grosvenor House and Corby Cube have reduced from £108k in period 10 to £38k in period 11 as a result of some planned remedial works now being undertaken in 2022/23. This is offset by salary and lower running costs of £143k (Period 10 £145k).
- 5.56 There are pressures of £255k (Period 10 £330k) relating to Knuston Hall which is a facility that provides various types of learning, both residential and day courses, for international and national customers. Over the past two years of the pandemic Knuston Hall has suffered losses of income due to lockdown and COVID-19 rules for indoor gatherings etc. The facility is now providing a greatly reduced service because of social distancing rules and clients moving to virtual meetings, with maintenance issues also requiring the closure of the site to overnight guests. The facility is expected to return to normal trading during 2022/23.
- 5.57 Additional maintenance, cleaning & salary costs in Corby Parks and Play areas of £144k. This is offset by savings of £191k on running costs within Kettering facilities management.

Commercial Income - £834k Underspend

- 5.58 The Council's commercial estate remains an important source of income to the Authority as well as providing a good basis for regeneration and increasing economic activity and jobs creation. The Council's Property Management Team continue to work closely with tenants and despite the challenging economic climate the commercial income portfolio is forecast to be around £834k better than budget. (Period 10 £655k). The increase in Period 11 reflects the is due to a thorough review of all property income based on actuals to date.

Transport - £480k Underspend

- 5.59 Additional income of £480k was identified in relation to identifying dedicated routes across North Northamptonshire which aim to aid traffic flow in Wellingborough, this remains unchanged in Period 11.

Other Assets & Environment Areas - £102k Pressure

- 5.60 A pressure of £93k (Period 10 £89k) for fleet costs has been identified, although fuel consumption remains broadly on budget the cost of fuel has increased.
- 5.61 Minor Variances for Assets and Environment amount to £9k in Period 11 (£15k Period 10).

Highways and Waste – £1.443m Underspend

Highways and Traffic Management - £185k Pressure

- 5.62 There is a forecast pressure of £24k relating to highways and grass verge maintenance, this remains unchanged to that reported in Period 10. Additional pressures include Street lighting £84k (Period 10 £84k).
- 5.63 The Winter and Highway maintenance contract is managed collectively – There is a pressure relating to highways maintenance of £187k (Period 10 £134k). This is partly offset from a saving of £110k on winter maintenance (Period 10 £89k pressure).

Waste Management - £1.412m Underspend

- 5.64 There is a forecast net underspend of £94k (Period 10 £95k) on the Refuse and Recycling Collection Service across the Kettering and Corby areas. This comprises a projected saving of £259k on co-mingled waste and a projected saving of £19k on food waste due to reduced gate fees. This is partly offset by pressures on garden waste of £122k due to a higher gate fee and a pressure of £62k as the Council previously received an income stream for paper.
- 5.65 There is a total net underspend (overachievement of income) of £364k in Period 11 (Period 10 - £359k) from waste income, this results from forecast additional income for Kettering and Corby trade waste of £221k (Period 10 £216k), additional recycling income of £203k (Period 10 £203k) and additional bulk waste income of £152k (£145k Period 10); these are partially offset by additional costs of £13k (Period 10 £6k) relating to East Northamptonshire area trade waste and £199k relating to an increase in disposal costs for the Wellingborough area (Period 10 £199k).
- 5.66 There is work being undertaken to migrate the Wellingborough disposal service from Norse into an inhouse function. Migration costs are currently estimated to be around £130k (Period 10 £130k) which have been reflected in the forecast outturn position.
- 5.67 The Waste Management service is also forecasting an underspend of £341k (Period 10 £297k) due to lower than anticipated tonnages for:

- Domestic waste £196k
- Hazardous Waste £83k
- Closed landfill sites £62k

5.68 There are savings relating to Street cleansing staff of £119k (Period 10 £98k) due to a higher number of vacant posts.

5.69 The Housing Waste Recycling Centres are forecasting an underspend of £624k (Period 10 £540k). The variances relate to;

- Basket price of commodities £285k
- Transportation efficiencies from haulage contractors £106k
- Income from Permits £32k
- Disaggregation savings £192k
- Staffing savings £74k
- Additional Site Opening £37k pressure, and
- Traffic signage pressure £28k

Concessionary Fares - £842k Underspend

5.70 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).

5.71 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. This approach was agreed by the Executive at the meeting on 26th August. The estimated underspend is £242k (Period 10 - £242k).

5.72 Further to this it is forecast that the Council will underspend against the budget determined through the disaggregation principles by around £0.6m.

Subsidised Bus Services - £9k Underspend

5.73 There is a forecast underspend of £9k which remains unchanged from Period 10 this reflects a forecast pressure of £6k on subsidised bus services due to the potential difference between the anticipated cost of the service and the funding available from parish councils, S106 developer contributions and Bus Services Ring-Fenced Grant and a £15k saving on lower IT costs.

Bus Service W8 Wollaston and Bozeat: Local Bus Contract - £25k Pressure

5.74 The operator informed the Transport Authority that the service is no longer commercially viable and without subsidy, it will withdraw the service. Furthermore, the driver shortage situation that is reported nationally has affected the service locally, whereby it may not be able to provide a service even with subsidy from the Council. Therefore, the operator submitted a formal notice of intention to terminate the service on 15th November 2021.

- 5.75 In order to find an alternative operator, a tendering exercise under the Northamptonshire County Council Local Bus Services Framework was conducted and has generated a compliant bid from Stagecoach Midlands. In a subsidy-based bid, they have requested £139/day from the Council to support the service. Under this agreement, they will retain all on-bus revenue as a subsidy-based arrangement.
- 5.76 In accordance with the Constitution the requirement for an urgent decision was agreed between the Executive Director of Finance (S151 Officer) and the Executive Member for Finance and Transformation to provide funding up to £16,263 to the operator of the Bus Service W8 between Wollaston, Bozeat and Wellingborough to cover the period from 20th October 2021 (or as soon as reasonably practical to start the service after this date) to 1st April 2022.

Transport - £735k Pressure

- 5.77 Transport pressures include a contract management pressure of £163k (£158k Period 10). Loss of income from roundabout sponsorship remains unchanged from Period 10 at £11k. In addition, there is a pressure on the Home to school transport of £740k due to higher student numbers and vehicle related costs. (Period 10 £740k) due to two items, namely, walking routes which have not been completed as initially envisaged when setting the budget, leading to a pressure of £232k from unachievable savings, together with a £508k pressure due to confirmed higher pupil numbers.
- 5.78 These pressures have been partially offset by a number of underspends, these relate to staffing savings of £61k and Bridge Maintenance, hire of skips and scaffolding of £47k. In addition, savings have been identified in relation to disaggregation of Highways amounting to c£125k (Period 10 £203k)
- 5.79 There is a pressure of £54k relating to 'Healthy travel options'. These schemes were previously covered by EATF (Emergency Active Travel Fund) in 20/21, but it was agreed to continue the schemes for this year. These schemes include footway widening, cycle lane temporary barriers - maintenance & removal. There is now only one project pending consultation as to whether it will continue into 2022/23, if it does the cost will be managed within current budgets.

Other Highways and Waste - £125k Underspend

- 5.80 As part of the disaggregation process a budget of £125k remains unallocated and is forecast to be underspent. This position is unchanged from Period 10.

Regulatory Services – £761k Underspend

Emergency Planning - £556k Underspend

- 5.81 There is an underspend of £276k for emergency planning due to higher-than-expected staff turnover. The underspend remains unchanged from Period 10.
- 5.82 There is a favourable variance of £280k (Period 10 - £280k) relating to PPE, which is funded through COVID-19 funding.

Trading Standards - £77k Pressure

- 5.83 There is a pressure of £77k for trading standards (£86k Period 10), this is due to increased costs of £94k for a new Trading Standards Database; partially offset by costs recovered from a fraud prosecution case of £24k. There is also a net pressure of £7k due to the impact of the disaggregation.

Environmental Health - £221k underspend

- 5.84 There are staffing vacancy savings of £196k (Period 10 £201k), and additional savings of £25k for licensing budget (CLAU) which is no longer required (£27k Period 10)

Other Regulatory Services - £61k underspend

- 5.85 Savings were identified in relation to Licensing amounting to £227k (Period 10 £256k) reflecting staffing savings due to vacant posts.

- 5.86 These savings have been partially offset by a number of pressures :

- £40k relating to maintenance costs at Wellingborough Doddington
- £40k relating to utility charges at Kettering Crematorium
- £66k relating to a loss of income and agency costs in Building Control
- £20k relating to Electricity Street Lighting

Enabling and Support Services - £378k underspend

- 5.87 Enabling and Support Services consists of the following main grouping of services which also includes a number of corporate budget areas:

- Finance, Procurement and Revenues and Benefits Service
- Human Resources, Legal and Democratic Services
- Transformation, ICT and Customer Services

- 5.88 Overall, for these services the net revenue budget is £33.865m in 2021/22. Currently there is a forecast saving of £378k (Period 10 - £199k) which is set out in the following paragraphs.

- 5.89 There is a forecast pressure of £292k (Period 10 £534k) relating to income assumptions within the treasury management function. This is due to pressures which have arisen following the disaggregation of the County Council's budget, the first is a budget for the capitalisation of interest of £282k, the second variance relate to interest on equity of £212k both remain unchanged from Period 10. Both areas of income are no longer considered achievable and will become a pressure in 2021/22 and the longer term. In addition, there is a £363k shortfall in the investment income forecast (£40k Period 10) which assumes that the historically low interest rates will continue throughout the year. This is partly offset with a reduction of £565k relating to the Councils external borrowing costs due to lower activity.

- 5.90 Work is ongoing to mitigate budget pressures through reviewing the council's investment portfolio and seeking further opportunities.

- 5.91 The Revenue and Benefits Service are forecasting an overspend of £73k at the end Period of 11 which is a movement of £56k from Period 10 where an overspend of £17k was reported. The Council received additional New Burdens Grant of £127k from Government for the distribution of grants. The remaining variance relates to the under recovery of court costs of £345k, offset by additional income relating to the business rates cost of collection of £53k. The under recovery of court costs reflects the decision the Council made in not taking recovery action for Council Tax arrears in the first quarter of the financial year, leaving a shortfall against the budget. Recovery commenced in quarter two of this year. The additional income for business rates cost of collection reflects the position calculated for the annual estimated return to Government, which was higher than the prior year legacy budgets on which the 2021/22 budget was based. This is further offset by additional grant income of £148k for the Housing Benefit Administration Grant which was higher than the prior year legacy budgets on which the 2021/22 budget was based. A further pressure of £56k has arisen in Period 11 due to an increase in the postage costs for Council Tax bills.
- 5.92 The government has announced a package of support known as the Energy Bills Rebate to help households with rising energy bills, worth £9.1 billion in 2022-23. This includes:
- A £200 discount on their energy bill this autumn for domestic electricity customers in Great Britain. This will be paid back automatically over the next 5 years.
 - A £150 non-repayable rebate for households in England in council tax bands A to D, known as the Council Tax Rebate.
 - £144 million of discretionary funding for billing authorities to support households who are in need but are not eligible for the Council Tax Rebate, known as the Discretionary Fund.

The government recognises that billing authorities may also wish to provide support to other energy bill payers who are not eligible under the terms of the core scheme, or to provide carefully targeted 'top-up' payments to the most vulnerable households in bands A to D. It will therefore provide every billing authority with a share of a £144 million Discretionary Fund, North Northamptonshire Council will receive £561,450.

- 5.93 During Period 5 an ongoing levy of £31k was identified in relation to the management of historic insurance liabilities associated with the former Councils within North Northamptonshire through Municipal Mutual Insurance (MMI). This remains unchanged in Period 11.
- 5.94 Public Sector Audit Appointments Ltd (PSAA) is the body a number of local authorities have used to appoint external auditors. The revenue PSAA receives covers the costs of its auditors and operating expenses. As PSAA operates on a not-for-profit basis surplus funds are redistributed to those authorities who opted into the PSAA, this amounts to one off income for the Council of £41k. This has been offset by a £10k pressure which relates to additional audit fees for the Kettering audit in 2018/19 due to additional work carried out by the

external auditors in relation to valuations and pensions. The fee is set by the PSAA.

- 5.95 Additional Income of £84k was identified in relation to the Dedicated Schools Grant. This income variance reflects the Council's Statutory and Regulatory duties in this area and remains unchanged in Period 11.
- 5.96 The required level of Minimum Revenue Provision (MRP) for 2021/22 has been reviewed, together with the provisional slippage of the capital programme in 2020/21 from the legacy authorities, realising a potential underspend of £500k.
- 5.97 The contingency budget is held to meet unforeseen or unplanned/unbudgeted costs. The balance on contingency budget for Period 11 is £3.619m which is unchanged to that reported in Period 10.
- 5.98 North Northamptonshire Council has a dedicated transformation team working to deliver the changes required in the North to bring services together effectively and move towards more efficient operating models for services. This will include reviewing how the Council interacts with its customers, residents, partners and other stakeholders and will involve contractual arrangements, opportunities to expand and enhance the digital experience and realising property efficiencies, thereby reducing costs and improving services going forward.
- 5.99 As approved within the 2021/22 budget the service is, in the main, funded through a time limited contribution from reserves. Any variance against the £2.3m budget will be met through an adjustment to the movement to or from reserves.
- 5.100 A review of all income budgets within the Transformation Directorate is currently underway, with £300k already being identified as unachievable in relation to ex LGSS income budgets for business systems and change management. These budgets were allocated between Councils as part of the general disaggregation principles for the County Council's budget. This has now been reflected as a pressure within the ICT budget.
- 5.101 There is an estimated underspend of £477k (Period 10 - £605k) in relation to in year transformation salaries and customer services. This reflects the significant level of vacancies held by those teams during 2021/22 and plans are in place to recruit to the majority of these vacancies. The reduction in the forecast underspend at Period 11 is due to a recharge from WNC (£131k) – this relates to the NNC 50% share of costs incurred by the FN Programme in the early months of 2021/22, where interim staff were retained to complete critical activities.
- 5.102 There is a forecast £48k pressure (Period 10 £68k) within the ICT budget that relates to unforeseen inflationary and licence costs associated with the property database software (Local Land and Property Gazetteer)
- 5.103 The ICT budget is also forecasting a pressure of £65k (Period 10 £75k), largely caused by a historical budget pressure inherited from a legacy borough in relation to inflation and remote support costs from a contract with Capita.

5.104 A net underspend of £88k on HR and Legal Services, due to vacancies held within the HR Service (£190k), offset by both a reduction in income derived from the delivery of training courses (£90k) and higher than anticipated external legal fees incurred by Legal Services (£12k).

5.105 There are other savings which amount to £7k this is a movement of £11k from Period 10 where a pressure of £4k was reported.

Summary of General Fund Savings Delivery

5.106 The Council had a savings requirement of £19.161m (including income proposals) within its 2021/22 budget. The deliverability of these proposals is being monitored by each accountable service lead, budget manager and senior officer up to Service Director level. These are summarised in the following Table and full details are provided in Appendix A. It is recognised that the continuing numbers of COVID-19 cases may put some savings at risk particularly with regard to Adult Social Care. Where there is concern regarding the achievement of savings mitigations are being sought. The position is unchanged from Period 10.

	Children's & Education	Adults, Communities and Wellbeing Services	Place and Economy	Enabling & Support Services	Total
	£000	£000	£000	£000	£000
Service Savings					
Demographic/ service demand	0	(25)	(2,817)	(750)	(3,592)
Legislative changes	0	0	0	(356)	(356)
Full year effects of previous decisions	(1,706)	(8,637)	(452)	(723)	(11,518)
Pay	(113)	(46)	0	(667)	(826)
Technical changes	(142)	0	(383)	0	(525)
LGR	0	(44)	0	(2,300)	(2,344)
Service Savings	(1,961)	(8,752)	(3,652)	(4,796)	(19,161)

6. Housing Revenue Account

6.1 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.

6.2 The forecast position for the Corby Neighbourhood Account at the end of Period 11 shows an underspend of £112k which is a favourable movement of £198k from Period 10 where a pressure of £86k was reported. Rental income from dwellings is forecast to be £50k less than budget – this is a result of the Right to Buy Sales and the void rates being higher than budgeted. There is also a

pressure of £44k from lower service charge income. These pressures are partly offset by salary savings from vacant posts and the pay award being lower than budget this is reflected within General Management (£124k) and within Special Services (£70k). There are also minor variations within Special Services of £22k.

Corby Neighbourhood Account			
	Current Budget 2021/22	Projection P11 2021/22	Variance
	£000	£000	£000
INCOME			
Rents - Dwellings Only	18,956	18,906	50
Service Charges	622	578	44
HRA Investment Income	69	69	0
Total Income	19,647	19,553	94
EXPENDITURE			
Repairs and Maintenance	5,550	5,426	(124)
General Management	5,176	5,194	18
HRA Self Financing	12,963	12,963	0
Revenue Contribution to Capital	3,791	3,791	0
Transfer To / (From) Reserves	(8,946)	(8,946)	0
Special Services	692	600	(92)
Other	421	413	(8)
Total Expenditure	19,647	19,441	(206)
Net Operating Expenditure	0	(112)	(112)

- 6.3 The forecast position for the Kettering Neighbourhood Account at the end of Period 11 shows an underspend of £80k which is a favourable movement of £110k to that reported in Period 10. Rental income from dwellings is forecast to be £42k less than budget – this is a result of higher void rates than budgeted and there is also a pressure of £17k from lower service charge income. These pressures are offset by savings of £45k in Repairs and Maintenance, £30k in General Management and £64k in Special Services which mainly relate to salary savings due to vacant posts and the pay award being lower than budget.

Kettering Neighbourhood Account			
	Current Budget 2021/22	P11 Projection 2021/22	Variance
	£000	£000	£000
INCOME			
Rents - Dwellings Only	15,066	15,024	42
Service Charges	430	413	17
HRA Investment Income	7	7	0
Total Income	15,503	15,444	59
EXPENDITURE			
Repairs and Maintenance	3,964	3,919	(45)
General Management	2,784	2,754	(30)
HRA Self Financing	4,585	4,585	0
Revenue Contribution to Capital	2,632	2,632	0
Transfer To / (From) Reserves	(119)	(119)	0
Special Services	1,111	1,047	(64)
Other	546	546	0
Total Expenditure	15,503	15,364	(139)
Net Operating Expenditure	0	(80)	(80)

7. Conclusions

- 7.1 The forecast underspend as at Period 11 is £1,908k which is a favourable movement of £959k since Period 10 where an underspend of £949k was reported.
- 7.2 The key risks which are set out in the report will continue to be monitored and mitigations sought as required throughout 2021/22. The achievement of the approved savings targets is also integral to this process and will continue to be closely monitored and reported. Further work is ongoing in a number of areas to strengthen the forecast, most notably related to the disaggregation of the budget and services from the County Council.
- 7.3 The prior year outturn position and accounts of the predecessor Councils are yet to be reported and formally signed off. The Council may be required to consider any legacy issues arising as a result of the closedown and subsequent audits. Further updates relating to this will be provided at future meetings of the Executive.
- 7.4 The Council holds a contingency budget of c£3.6m as referenced in paragraph 5.96. This will support unforeseen risks and is particularly important for a new Council, where a number of transactions remain to be actioned to enable a full year of operation to be assessed, and also at a time of increased uncertainty as COVID-19 continues to impact.

8. Implications (including financial implications)

Resources and Financial

- 8.1 The resource and financial implications of North Northamptonshire Council are set out in this report. The current forecast position for the General Fund is an underspend of £1.908m and the Housing Revenue Account is forecasting an underspend of £192k.
- 8.2 The Council retains a contingency for in-year, unfunded requirements. If the contingency is not utilised then it can be used to replenish reserves for greater resilience and/or future use.

Legal

- 8.3 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).
- 8.4 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 Shadow Authority agreeing its 2021/22 budget.

Risk

- 8.5 The deliverability of the 2021/22 Revenue Budget is monitored by Budget Managers. However, it is acknowledged that the Council's budget has been arrived at through using a number of disaggregation methodologies from the predecessor County Council budget rather than being built up over a period of time and as such there are inherent risks in the forecast position as the actual activity for North Northamptonshire takes place during the year which may not directly align to the split within the disaggregation.
- 8.6 Where any variances or emerging pressures are identified during the year then mitigating actions will be sought and management interventions undertaken.
- 8.7 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, commercial income which is at risk due to the prolonged impact of COVID-19 and the continuing review of budgets disaggregated from the County Council against actual/likely commitments both expenditure and income.
- 8.8 The staffing budget is a significant part of this review and officers are working to ensure that funded posts and associated costs are understood and within budget. Controls are in place with regard to approval of recruitment requests whilst the budgets are reviewed.
- 8.9 The Council holds a contingency and a number of reserves to help safeguard against the risks inherent within the budget for 2021/22. Where required pressures and other movements were included as part of the Council's 2022/23 budget and medium-term financial plan approved by Council at its meeting on 24th February 2022.

Consultation

- 8.10 The 2021/22 budget was subject to consultation prior to approval by the North Northamptonshire Shadow Authority in February 2021.

Climate Impact

- 8.11 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.

Community Impact

- 8.12 No distinct community impacts have been identified because of the proposals included in this report.

9. Issues and Choices

- 9.1 The report focuses on the forecast revenue outturn against budget for 2021/22 and makes recommendations for the Executive to note the current budgetary position as such there are no specific choices within the report.

10. Background Papers

- 10.1 The following background papers can be considered in relation to this report.

Final Budget 2021/22 and Medium-Term Financial Plans, including the Council Tax Resolution, North Northamptonshire Shadow Authority, 25 February 2021.

Monthly Budget Forecast Reports to the Executive.

Energy Bills Rebate: [Support for energy bills - the council tax rebate 2022-23: billing authority guidance - GOV.UK \(www.gov.uk\)](#)

FINANCE & RESOURCES SCRUTINY COMMITTEE 17 MAY 2022

Report Title	Performance Indicator Report for Corporate Services 2021/22 – Period 11 (Corporate Support Services)
Executive Member	Cllr Jason Smithers, Leader of the Council
Report Author	Guy Holloway Assistant Chief Executive guy.holloway@northnorthants.gov.uk

List of Appendices

Appendix A – Summary Performance Indicator Report for Corporate Services Period 11 (February 2022)

Appendix B – Detailed Performance Indicator Report for Corporate Services Period 11 (February 2022)

Appendix C – Human Resources Workforce Data Report Period 11 (February 2022)

1. Purpose of Report

- 1.1 To provide an update on the performance of the Council's corporate support services as at Period 11 as measured by performance indicators.
- 1.2 Set out some of the actions the Council is taking to develop its performance monitoring arrangements.

2. Executive Summary

- 2.1 Performance indicators for the Council's corporate support service functions up to and including period 11, 2021/22 have been provided within **Appendix A, Appendix B & Appendix C.**
- 2.2 The performance information presented via this report mirrors that which is considered at meetings of the Executive. This report includes three appendices: Appendix A provides a summary of the performance of Council corporate support services; Appendix B provides more detail, including trend lines and exception reports; Appendix C provides additional Human Resources workforce data.
- 2.3 The Council's corporate support functions include services such as Finance, Legal and Human Resources. The current performance reports are based on the consolidated performance monitoring arrangements of the legacy councils.

- 2.4 The content and format of the Council’s performance reports continue to be developed. In particular, a revised set of performance measures have been developed to better reflect the desired outcomes set out at a high level through the Council’s Corporate Plan. This revised set of corporate support service indicators were featured as a subsequent report presented at this committee on the 5th April 2022. As discussed, these will be put in place and measured as a provisional set from April 2022, with a final set being formally adopted by the Executive following review of Scrutiny members’ feedback.

3. Recommendations

- 3.1 It is recommended that the Committee:
- a) Note and comment on the performance indicators for the Council’s corporate support services as at Period 11, 2021/22 as set out in the appendices to this report.
 - b) Note the actions that are being taken to develop the Council’s performance monitoring arrangements.
- 3.2 *Reason for Recommendations – to support scrutiny of the performance of the Council’s support services as measured by performance indicators as at Period 11, 2021/22.*

4. Background Information

Scope of this performance report

- 4.1 The performance measures provided within Appendix A and Appendix B reflect the requirements of the Constitution for the Finance and Resources Committee which defines the need to “*consider organisational performance for corporate support services (ICT, legal, financial and HR services)*”.
- 4.2 Performance measures reported to this committee will be further expanded from April 2022 in accordance with the new Corporate Plan Indicators that have been developed in support of the Council’s Corporate Plan.

Developing the Council’s performance management arrangements

- 4.3 Latest information about how the Council is developing its approach to performance monitoring and its performance management culture is set out within the 17th March 2022 report to Executive, [provided here](#) for convenience.
- 4.4 The appended performance information represents a fraction of the overall performance data measured by the Council. The scope of data collected by areas described as corporate support services has been expanded based on the new suite of Corporate Plan performance indicators that has been developed.

Target setting

- 4.5 The target data set out in **Appendix B** have been reviewed as part of the Corporate Plan Indicator setting work. New targets have been set for many indicators for the 2022/23 financial year. Targets are likely to remain under review for some time as the Council better establishes its baseline performance position post the unitary process and attains better comparative data post pandemic.

Human Resources Workforce Data

- 4.6 A new Appendix C has been added to this month's report which sets out human resources workforce data for the Council. This information has been provided in response to feedback received from members. Furthermore, this data is included as part of the Corporate Plan Indicator proposal for 2022/23.

5. Implications

5.1 Resources and Financial

- 5.1.1 This report should be considered alongside the budget report. By looking at the reports together, a broader view of the performance of the Council can be understood.

5.2 Legal

- 5.2.1 None at this stage.

5.3 Risk

- 5.3.1 There are a number of risks relating to performance information:

- (a) Poor data quality – Inaccurate data will inevitably lead to less accurate decision making and scrutiny of those decisions and services.
- (b) Lack of data – Failing to measure key service activities can leave the Council sightless of its performance. Given the importance of many of the services it provides, this would be an undesirable position.
- (c) Incorrect interpretations – caution should be applied to the interpretation of performance data, particularly given the adjustments that have been made by services to adopt to the COVID pandemic. Misunderstanding the performance picture can lead to the ineffective scrutiny and potential reputational damage.

5.4 Consultation

5.4.1 More information is set out in the [Corporate Plan Report](#) which was taken to the Executive on the 18th November on how consultation has been used to help shape the Council's future plans and linked performance indicators.

5.5 **Climate Impact**

5.5.1 The Council has performance indicators relating to climate change. These, however, are outside the scope of the performance update provided within this report.

5.6 **Community Impact**

5.6.1 Effective scrutiny, guided by good quality, timely and relevant performance data can make a real difference to the delivery of public services. It can have an equally significant impact on local communities.

6 **Issues and Choices**

6.1 None at this stage

7 **Background Papers**

7.1 [Performance Indicator Report Period 10](#) for corporate support services, reported to the meeting of the Finance and Performance Scrutiny Committee on the 5th April 2022.



North Northamptonshire Council Performance Report - February 2022

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

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 Progress Status Key:
Green - At target or better
Amber - Below target - within tolerance
Red - Below target - outside tolerance
Grey - No RAG

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

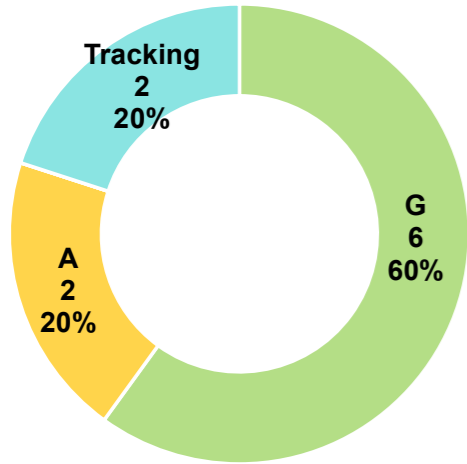
Terminology key

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.



North Northamptonshire Council Performance Report - February 2022

February 2022 Performance Summary



- G - On target or over-performing against target
- A - Under-performing against target but within 5% corporate tolerance (or other agreed tolerance as specified)
- Tracking indicator only

Directorate	Indicators where Direction of Travel has Deteriorated (not including PIs still with Green RAG)	% change from last month
Legal and Democratic (HR)	T19 Number of working days lost to sickness per employee (Short Term)	+12.24%

Legal & Democratic			
	Performance Indicator	February Progress Status	Direction of Travel (Jan-Feb)
Human Resources	T19 Number of working days lost to sickness per employee (short-term)	TRACKING	↑R
	T20 Number of working days lost to sickness per employee (long-term)	TRACKING	↓G
Information Governance	T11 % of Freedom of Information Requests completed in 20 working days	G	↓
	T12 % Environmental Information Regulation Requests completed in 20 working days	G	→
	T13 % Individual Rights Requests completed in 1 calendar month	G	↑G

Detail now featured in Appendix C alongside all workforce data

Finance Services			
	Performance Indicator	February Progress Status	Direction of Travel (Jan-Feb)
Finance	T14 % of invoices paid within 30 days	G	↑G
Revenues & Benefits	T15 % of Council Tax collected	A	↓
	T16 % National Non Domestic Rates collected	A	↑G
	T17 Average time taken to process benefits & Council Tax Support Claims (days)	G	↓G
	T18 Average time to process benefits & Council Tax Support Changes of circumstances (days)	G	↓G



North Northamptonshire Council Performance Report - February 2022

Key to Performance Status Colours

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Red - Under-performing against target by more than 5% (or other agreed tolerance as specified)
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Turquoise - Tracking Indicator only

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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

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.

Legal & Democratic														
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Quarter 1 Progress (Apr, May, Jun)	Quarter 2 Progress (Jul, Aug, Sep)	Quarter 3 Progress (Oct, Nov, Dec)	Year to Date	January 2021/22	February 2021/22	Direction of Travel January - February)	Polarity	Target	Comments
Information Governance														
TBC	T11	% of Freedom of Information Requests completed in 20 working days		93%	82.62%	82.22%	85.87%	83.92%	88.10%	85.71%	↓	Higher is better	85%	17 active requests as at 18/03. Performance has stayed above target, which when contextualised with lack of resource over the team is impressive. Performance has declined slightly over the last two months, due to members of the requests team taking on added responsibilities and increased amounts of annual leave taken.
Page 42 TBC	T12	% Environmental Information Regulation Requests completed in 20 working days		93%	98.82%	99.07%	98.71%	99.10%	100.00%	100.00%	→	Higher is better	85%	31 active requests as at 18/03. The team need to remain vigilant on performance as they will soon be taking on full responsibility for the processing of EIR requests which is an increase to their already high workload.
TBC	T13	% Individual Rights Requests completed in 1 calendar month		81%	74.42%	92.68%	100.00%	86.03%	70.00%	93.33%	↑G	Higher is better	90%	4 active requests as at 18/03. Staff members who have started to take on responsibility for SARs are becoming more experienced, which should continue to increase performance. However, the team need to remain vigilant with workloads across all types of request until further resource is added.

Finance Services

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Quarter 1 Progress (Apr, May, Jun)	Quarter 2 Progress (Jul, Aug, Sep)	Quarter 3 Progress (Oct, Nov, Dec)	Year to Date	January 2021/22	February 2021/22	Direction of Travel January - February)	Polarity	Target	Comments
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Finance Strategy & Accountancy

TBC	T14	% of invoices paid within 30 days		n/a	91.80%	91.98%	97.82%	94.52%	95.06%	97.25%	↑G	Higher is better	95%	This calculation is based on the invoices paid within the month (rather than invoices received in the month).
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Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Quarter 1 Progress (Apr, May, Jun)	Quarter 2 Progress (Jul, Aug, Sep)	Quarter 3 Progress (Oct, Nov, Dec)	Year to Date	January 2021/22	February 2021/22	Direction of Travel January - February)	Polarity	Target	Comments
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Revenues and Benefits

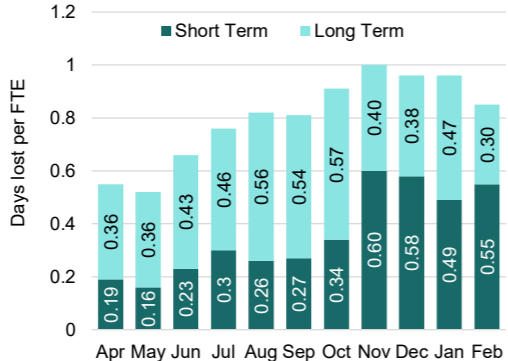
TBC	T15	% of Council Tax collected		96.41%	29.05% (Apr - Jun)	56.79% (Apr - Sep)	84.11% (Apr - Dec)	94.94% (YTD)	93.1% (YTD)	94.94% (YTD)	↓	Higher is better	96%	This is slightly below target (98.90% achieved) and will continue to be monitored. The direction of travel is calculated based on the actual performance achieved as a proportion of the target each month.
					103.8% achieved of the target	101.4% achieved of the target	100.13% achieved of the target	98.9% achieved of the target	99.04% achieved of the target	98.9% achieved of the target				

TBC	T16	% National Non Domestic Rates collected		97.93%	27.97%	48.72% (Apr - Sep)	78.06% (Apr - Dec)	91.89% YTD	87.03%	91.89% YTD	↑G	Higher is better	96%	Collection remains below the target (95.72% achieved) due to affects of extended retail relief and uncertainty within the business sector. The direction of travel is calculated based on the actual performance achieved as a proportion of the target each month.	
					99.9% achieved of the target	88.6% achieved of target	95.2% achieved of the target	95.72% achieved of the target	92.59% achieved of the target	95.72% achieved of the target					
					£31,646,562.22	£65,922,739.58	£104,818,314.03	£123,418,578.61	£116,929,260.37	£123,418,578.61	£64,893,18.24 (collected in Feb)				

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Quarter 1 Progress (Apr, May, Jun)	Quarter 2 Progress (Jul, Aug, Sep)	Quarter 3 Progress (Oct, Nov, Dec)	Year to Date	January 2021/22	February 2021/22	Direction of Travel January - February)	Polarity	Target	Comments
Revenues and Benefits														
TBC	T17	Average time taken to process benefits & Council Tax Support Claims (days)		18 days	22.74 days	20.53 days	19.71 days	21.08 days	20.65 days	20.55 days	↓G	Lower is better	21 days	Performance in month is exceeding the target (lower is better) and remains on track for the year. Fluctuation expected throughout year as Furlough ends and potential increases in Council tax claims.
					2827 claims	2306 claims	2062 claims	8460 claims	608 claims	657 claims				
TBC	T18	Average time taken to process benefits & Council Tax Support Changes of circumstances (days)		5 days	6.61 days	6.66 days	6.02 days	4.37 days	5.83 days	1.52 days	↓G	Lower is better	9 days	Performance in month and YTD within target.
					14748 changes	12358 changes	11894 changes	72835 changes	3647 changes	30188 changes				

North Northamptonshire Council Performance Report - February 2022

February 2022 HR Workforce Data Report

Legal & Democratic														
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Quarter 1 Progress (Apr, May, Jun)	Quarter 2 Progress (Jul, Aug, Sep)	Quarter 3 Progress (Oct, Nov, Dec)	Year to Date	January 2021/22	February 2021/22	Direction of Travel January - February)	Polarity	Target	Comments
Human Resources														
TBC	T19	Number of working days lost to sickness per employee (Short Term)	 <p>Days lost per FTE</p> <p>■ Short Term ■ Long Term</p> <p>Apr May Jun Jul Aug Sep Oct Nov Dec Jan Feb</p>	Local Government 'single tier' national average 9.2 days lost per employee over 12 months (0.77 days lost per month) - ST average for 12 months is 3.8 days lost and LT is 5.4 days lost	n/a	n/a	n/a	3.65 days lost	0.49 days lost	0.55 days lost	↑R	Lower is better	*LG Benchmark (Apr-Feb) split: 3.48 days lost short term and 4.95 days lost long term	<p>Short Term sickness has seen a slight increase since January but with Long Term sickness levels decreasing, overall sickness has decreased over the last 3 months.</p> <p>(Note:- the YTD sickness may total up slightly different to the monthly sickness rates reported as monthly sickness is recorded on the 1st of following month, each month and the YTD sickness is calculated at the end of the year to date period. So for December the YTD sickness is recorded on the 1st February. This can therefore lead to slight discrepancies as sickness days will have been added retrospectively throughout the year.)</p>
	T20	Number of working days lost to sickness per employee (Long Term)		n/a	n/a	n/a	6.45 days lost	0.47 days lost	0.3 days lost	↓G	Lower is better			

February 2022 HR Workforce Data Report

Sickness Absence Data by Assistant Directorate

*Please note the slight changes in Assistant Directorate classifications for February 2022. These will be the classifications used going forward in future reports.

Assistant Directorate	Absence
	Jan-22 YTD Fte days lost
Adult Services	11.5
Commissioning & Performance	4.8
Housing and Communities	7.4
Public Health	3.6
Safeguarding and Wellbeing	11.0
Adults, Communities and Wellbeing Services Total	8.9
HRA	13.4
HRA Total	13.4
Assistant Chief Executive	0.4
Chief Executive's Office	1.0
Chief Executive Office Total	0.6
Assistant Director Education	6.2
Commissioning & Partnerships	4.9
Childrens Services Total	6.0
Schools	5.3
Schools Total	5.3
Finance Accountancy	4.2
Finance and Strategy (col B-G inc Accountancy)	1.5
Procurement	0.1
Revenues and Benefits	5.4
Finance Services Total	5.5
Contingency	0.9
Treasury	23.5
Corporate Costs Total	14.9
Human Resources	6.1
Legal and Democratic Services	3.4
HR, Legal & Democratic Services Total	5.1
Assets and Environment	8.3
Directorate Management	1.0
Growth and Regeneration	3.0
Highways and Waste	16.0
Regulatory Services	2.6
Place and Economy Services Total	7.9
Customer Services	12.5
IT	1.1
Transformation	1.3
Transformation Total	7.4
NNC Total - January 2022	8.2

Assistant Directorate*	Absence
	Feb-22 YTD Fte days lost
Adult Services	14.17
Commissioning & Performance	5.63
Housing and Communities	9.43
Public Health	4.07
Safeguarding, Wellbeing and Provider Services	13.43
HRA	16.12
Adults, Communities and Wellbeing Services Total	12.01
Assistant Chief Executive	4.37
Chief Executive's Office	1.37
Chief Executive Office Total	3.34
Assistant Director Education	7.25
Commissioning & Partnerships (includes client role for Children's Trust)	5.33
Schools	7.16
Childrens Services Total	7.10
Contingency	1.03
Treasury	30.09
Finance Accountancy	4.61
Finance and Strategy	1.59
Procurement	0.94
Revenues and Benefits	6.57
Finance Services Total	7.38
Human Resources	7.25
Legal and Democratic Services	4.43
HR, Legal & Democratic Services Total	6.14
Assets and Environment	10.16
Directorate Management	1.10
Growth and Regeneration	3.86
Highways and Waste	18.84
Regulatory Services	2.96
Place and Economy Services Total	9.48
Customer Services	15.69
IT	1.18
Transformation	1.46
Transformation Total	9.14
NNC Total - February 2022	10.09

Feb-22 NNC Top 3 Absence Reasons
1 - Musculoskeletal
2 - Anxiety, mental health
3 - Stress

Establishment Data by Assistant Directorate

Assistant Directorate	Posts		Vacancies		Agency		Employees		Voluntary Turnover			No. of New Starters
	Number	Fte	Number	Fte	Covering Vacancies	Super-numerate	Headcount	Fte	Rolling	Monthly	No. of Leavers	
Adult Services	558	538.38	83	75.00	49	0	289	256.57	15.9%	0%	1	4
Commissioning & Performance							85	80.45	13.3%	1%	1	
Housing and Communities	890	724.02	178	160.22	55	0	294	206.02	12.9%	1%	2	2
Public Health	379	371.19	75	68.05	37	0	121	114.95	22.0%	2%	3	2
Safeguarding and Wellbeing							300	253.30	26.4%	3%	8	4
Adults, Communities and Wellbeing Services Total	1827	1633.59	336	303.27	141	0	1089	911.27	19.0%	1%	15	12
HRA							258	230.69	16.5%	2%	4	1
HRA Total	0	0.00	0	0.00	0	0	258	230.69	16.5%	2%	4	1
Assistant Chief Executive							27	25.18	16.3%	4%	1	
Chief Executive's Office	45	43.20	7	5.40	4	0	11	10.57	0.0%	0%		
Chief Executive Office Total	45	43.20	7	5.40	4	0	38	35.75	12.6%	3%	1	0
Assistant Director Education	167	165.04	37	35.53	6	13	106	100.68	20.5%	2%	2	
Commissioning & Partnerships	18	18.00	4	4.00	0	0	14	12.55	0.0%	0%		
Childrens Services Total	185	183.04	41	39.53	6	13	120	113.23	18.9%	2%	2	0
Schools	124	113.55	21	20.49	0	0	100	84.52	8.7%	0%		1
Schools Total	124	113.55	21	20.49	0	0	100	84.52	8.7%	0%	0	1
Finance Accountancy							10	8.72	29.5%	0%		
Finance and Strategy (col B-G inc Accountancy)	50	50.00	12	12.00	7	1	16	15.23	48.0%	6%	1	
Procurement	13	13.00	4	4.00	0	0	9	9.00	11.2%	0%		
Revenues and Benefits	120	104.91	11	10.05	6	0	108	92.89	8.0%	0%		
Finance Services Total	183	167.91	27	26.05	13	1	143	125.83	16.4%	1%	1	0
Contingency							7	6.11	0.0%	0%		
Treasury							9	9.00	60.0%	0%		
Corporate Costs Total	0	0.00	0	0.00	0	0	16	15.11	33.8%	0%	0	0
Human Resources	113	107.60	28	27.60	2	0	84	73.04	20.0%	1%	1	
Legal and Democratic Services	76	66.78	23	21.80	9	9	50	43.11	16.7%	2%	1	
HR, Legal & Democratic Services Total	189	174.38	51	49.40	11	9	134	116.15	18.7%	1%	2	0
Assets and Environment	285	241.07	84	84.00	9	0	218	189.09	12.4%	0%		
Directorate Management							5	5.00	0.0%	0%		
Growth and Regeneration	140	130.49	37	37.00	24	4	105	96.25	17.9%	2%	2	1
Highways and Waste	152	146.49	29	29.00	11	5	121	117.62	13.6%	0%		2
Regulatory Services	157	193.99	41	41.00	14	47	119	107.41	16.0%	2%	2	
Place and Economy Services Total	734	712.04	191	191.00	58	56	568	515.37	14.4%	1%	4	3
Customer Services	115	90.40	20	18.30	10	0	92	72.73	13.7%	1%	1	
IT	41	36.00	5	5.00	0	3	34	30.77	9.9%	0%		1
Transformation	36	36.00	3	3.00	0	2	34	33.80	7.2%	3%	1	
Transformation Total	192	162.40	28	26.30	10	5	160	137.30	11.3%	1%	2	1
NNC Total	3479	3190.11	702	661.44	243	84	2626	2285.20	16.58%**	1%	31	18

(Please note the data above is not included within the summary data in Appendix A.)

** LG average turnover benchmark (12.9%)

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